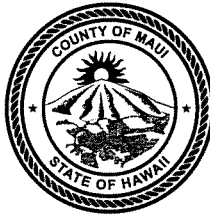


ALAN M. ARAKAWA
Mayor



KA'ALA BUENCONSEJO
Director

BRIANNE L. SAVAGE
Deputy Director

(808) 270-7230
Fax (808) 270-7934

DEPARTMENT OF PARKS AND RECREATION

700 Hali'a Nakoa Street Unit 2, Wailuku, Hawaii 96793

February 20, 2018

Pua Ohana Tree Trimming & Landscaping LLC
P.O. Box 1724
Kihei, Hawaii 96753

Dear Pua Ohana Tree Trimming & Landscaping LLC:

SUBJECT: CONTRACT FOR GOODS AND SERVICES: FURNISHING OF LABOR AND EQUIPMENT TO TRIM AND MAINTAIN PALM TREES WITHIN VARIOUS PARKS AND RIGHTS OF WAYS FOR DEPARTMENT OF PARKS AND RECREATION, IFB NO. 17-18/P-54, CONTRACT NO. C6433

The above referenced contract has been awarded and approved for execution. This is to inform you that your NOTICE TO PROCEED date for the subject project is:

Tuesday, February 20, 2018

The first cycle's time of performance is ninety (90) calendar days. Therefore the completion date is Monday, May 21, 2018. Please refer to the attached Contract Specifications for the required scope of work. Continuous monitoring of coconut and fan palms for any needed additional trimming of hazardous fronds and fruits will be done by contractor and included in the contract amount for the contract period of 365 days.

Should you have any questions, please contact Karla Peters, Parks Maintenance Superintendent at karla.peters@co.maui.hi.us or 808-270-7327.

Sincerely,


for: KA'ALA BUENCONSEJO
Director of Parks and Recreation

Attachment
c: Karla Peters, Parks Maintenance Superintendent
Finance Contracts
KB:KP:lm

CONTRACT SPECIFICATIONS
IFB 17-18/P-54

1. Hazardous Tree Situations - Any hazardous tree situations encountered on County of Maui property or County of Maui right of way needs to be reported to the County of Maui, Parks Beautification Manager.
2. Tree Trimming Activities - All tree trimming activities are required to be done to International Society of Arboriculture standards for tree pruning activities. Work activities will be performed to meet or exceed American National Standards Institute, (ANSI), Z133.1-2012 standards "*for Tree Care Operations - Pruning, Trimming, Repairing, Maintaining, and Removing Trees, and Cutting Brush - Safety Requirements*" safety requirements and ANSI A300-2017 standards "*for Tree Care Operations - Tree, Shrub and Other Woody Plant Maintenance - Standard Practices*" practices for tree care maintenance operations.
3. All rubbish will be removed the same day trees are trimmed.
4. Adequate traffic control and safety management of work area is critical and to be provided by the Contractor.
5. Scope of Work is as follows:

Coconut Palms and Fan Palms:

Palm trimming shall include two cycles of trimming for Coconut Palms and Fan Palms with first cycle to be completed within 90 days of notice to proceed and award of this contract. Continuous monitoring of coconut and fan palms for any needed additional trimming of hazardous fronds and fruits will be done by contractor and included in the contract amount for the contract period of 365 days.

A second cycle of coconut and fan palm trimming shall be done approximately 6 months after the completion of the first cycle of coconut and fan palm trimming. All coconut trees must be trimmed at a 2:00 and 10:00 o'clock angle as represented by the hour hand location on an analog clock face, removing fronds and fruits hanging below these outlined angles.

Royal Palms, Foxtail Palms and Queen Palms:

Royal Palms, Foxtail Palms, and Queen Palms trimming shall include three cycles of trimming within the contract period of 365 days and may require a fourth trimming cycle depending on individual palm conditions as identified from continuous monitoring of these Royal and Queen Palms by the contractor. These cycles will be scheduled approximately 2.5 to 3 months apart with the first cycle of trimming to be completed within 45 days of notice to proceed and award of this contract.

6. Prior notification of palm trimming activities is required to be given to Parks Beautification Manager, and the appropriate District point of contact seven (7) days in advance of scheduled activity.

7. Crew make-up and equipment required for work is a follows:

Minimum one 55 foot lift boom truck with three person crew makeup consisting of an operator for lift boom truck, and two additional laborers, and additional equipment for tree trimming. Boom truck must be used to trim palm trees identified to be unsafe to climb or not able to support the climbers weight. These are to be identified and reported to the Parks Beautification Manager within 24 hours of the assessment.

Adequate personnel to manage work site and traffic control with safety equipment for communication and road work.

8. Workmanship - In selecting employees to undertake the Work under this Contract, Contractor shall select only those persons who are qualified by the necessary education, training and experience to provide high quality performance of the particular work for which each such employee is responsible. Contractor personnel shall perform their Work in a responsible and quality workmanship manner.

9. Materials - All materials used by Contractor in the performance of this Contract shall be new, of first class quality, and guaranteed by Contractor to be fit for the specific purpose for which the material is used.

All tools and climbing spikes must be sterilized with an alcohol or bleach solution of no less than 20% mixed with water prior to use between each palm trimming.

10. Warranty - Correction of Defective Work - Contractor acknowledges its absolute responsibility for insuring that the materials and procedures used in the performance of this Contract are sufficient to satisfactorily accomplish the Work, and that review and approval by the County of Maui of any drawings, specifications or other documents prepared by Contractor in the performance of the Work shall not relieve Contractor or any of its subcontractors or vendors of its professional responsibility for the Work. Contractor shall promptly correct, without expense to County of Maui, all situations caused by inadequate or defective materials or workmanship furnished by Contractor or any failures of materials or workmanship to meet the performance standards established herein. Contractor shall make such corrections of defective Work upon written notice thereof anytime such defects appear within one year of County of Maui's acceptance of the Work performed herein. If any of the Work fails to withstand reasonably anticipated operating conditions encountered within 1 year of County of Maui's acceptance of the Work, then such failure shall be conclusively presumed to be the result of defects in materials and workmanship.

Right to Reject - Due to the critical nature of the County of Maui's operations, Contractor agrees that if County of Maui, in its sole discretion and after reasonable consultation with Contractor, determines that any Contractor employee, or material or equipment provided under this Contract shall be unsuitable for the performance of the work, or that the continued presence of such employee, material or equipment at the Work site is not consistent with the best interests of County of Maui, then in such an instance County of Maui may request that Contractor remove such employee, material or equipment from the Work and Contractor shall forthwith comply with this request. Contractor will then immediately replace such employee, material or equipment with an employee, material or equipment which fully meets the standards under this Contract and will do so at no cost to County of Maui.

A schedule of work shall be prepared by the Contractor and shall be coordinated with and submitted to the Parks Beautification Manager within 1 week after the "Notice to Proceed" has been issued. This schedule shall include a breakdown of work by district and dates that the subject work will start and be completed. The Beautification Manager will provide the Contractor with a list of the point of contract for each Park District once the schedule has been received.

A schedule of values shall be submitted to the Parks Beautification Manager on the 30th of each month with that month's invoice. The submitted schedule of values and invoice shall specify all work within sections that have been completed for payment being requested.