

**CITY OF AUSTIN
PURCHASING OFFICE
SOLICITATION NO. IFB TVN1011
PURCHASE SPECIFICATION**

I. Applicable Standards

1. Tree stock shall conform to the current edition of the American Standard for Nursery Stock, ANSI Z60.

II. Material Requirements for Container Trees

1. Trees that originate from seed sources local to Central Texas are preferred.
2. Trees that have been grown from seed to current dimensions in Central Texas are preferred.
3. Tree stock must be nursery grown in containers.
4. Tree stock must be grown by vendor.
5. The trunk, root collar and large roots shall be free of circling and/or kinked roots.
6. Trees shall have healthy, well-developed root systems and be free from physical damage or other hindrances to healthy growth. There shall be no inner circling roots inside the root ball.
7. The rootball periphery shall be free of excessive large circling and bottom matted roots.
8. The tree shall be well rooted in the soil mix. When the container is removed, the rootball shall remain intact. When the trunk is carefully lifted, both the trunk and the root system shall move as one.
9. The upper-most roots or root collar shall be within 1" above or below the soil surface.
10. Soil surface shall be no lower than 3" from the top of the container.
11. Rootball shall be moist throughout and the tree crown shall show no signs of moisture stress as indicated by wilt, shriveled leaves or branch dieback.
12. Roots shall show no signs of excess soil moisture conditions as indicated by root discoloration, distortion, or foul odor.
13. The container shall be free of weeds.
14. Trunk or stem of the tree shall be centered in the container.
15. Trunk diameter and taper shall be sufficient so that the tree will remain vertical without the support of a nursery stake.
16. The trunk shall be free of wounds (except properly made pruning cuts), sunburned areas, conks, wood cracks, bleeding areas, galls, cankers, lesions or signs of boring insects.
17. Trees shall be free of insects and disease and mechanical injury.
18. All plants shall be dimensioned as it stands in its natural position.
19. Trunk caliper measurements and tree height shall conform to ANSI Z60 standards for the species and container sizes requested.
20. The trunk shall be straight with no crooks or bends exceeding 20 degrees from vertical with the total number of crooks or bends not to exceed 2 per tree.
21. The central leader shall be free of co-dominant stems and vigorous upright branches that compete with the central leader. No branches shall be greater than 2/3 the diameter of the trunk.
22. Main branches shall generally be well spaced radially around the trunk.
23. Trees shall not have scaffold branches with included bark.
24. Temporary branches should be present along the lower trunk below the lowest scaffold branch. Heading of temporary branches is accepted to limit their growth. The leader should not be headed.

**CITY OF AUSTIN
PURCHASING OFFICE
SOLICITATION NO. IFB TVN1011
PURCHASE SPECIFICATION**

25. Trees shall be trained in development and appearance so as to be superior in form and compactness. Tree canopy shall be symmetrical, free of large voids, and typical of the species or cultivar.
26. All plants shall have a growth habit normal for the species.

III. Material Requirements for Seedlings

1. Trees that originate from seed sources local to Central Texas are preferred.
2. Trees that have been grown from seed to current dimensions in Central Texas are preferred.
3. Tree stock must be grown by vendor and not be comprised of materials obtained from other nurseries or other locations.
4. Trees may be bare root seedling stock, plugs, liner stock, or grown in containers.
5. Trees must have a good shoot – root ratio; this is varied based on species, but should be considered a good ratio for a given species.
6. Seedlings should have healthy foliage, well-developed buds, and a fibrous root system.
7. Trees shall be free from physical damage or other hindrances to healthy growth.
8. Roots shall show no signs of excess soil moisture conditions as indicated by root discoloration, distortion, or foul odor.
9. Trees shall be free of wounds, sunburned areas, conks, wood cracks, bleeding areas, galls, cankers, lesions or signs of boring insects.
10. Trunk caliper measurements and tree height shall conform to ANSI Z60 standards for the species and container sizes requested. For the purpose of this order, seedling caliper measurements shall range between 1/16 inch and 3/8 inch.

IV. Inspections, Shipment and Acceptance for Container Trees

1. Trees that originate from seed sources local to Central Texas are preferred.
2. Prior to award of bid and/or prior to shipment, PARD Contract Manager or their designated representative(s) reserve the right to inspect all plant materials at vendor's facility to verify the quality and acceptability of trees to be provided.
3. PARD Contract Manager or their designated representative(s) reserves the right to physically select or "tag" plants for order at vendor's nursery prior to delivery.
4. PARD Contract Manager or representative(s) acceptance at the vendor's facility does not preclude rejection of unacceptable trees upon delivery and final inspection at delivery site(s).
5. Trees shall not be pruned, clipped, or trimmed after PARD Contract Manager or representative/s inspection at vendor's facility without written authorization from PARD Contract Manager.
6. Trees shall be protected from weather and other hazards of shipment and be adequately packed to avoid breakage, sun-scald, windburn, desiccation and other damage during loading, shipment, and unloading. All measures customary in good trade practices shall be taken to keep the trees in good condition during the loading, shipping, and unloading processes.
7. PARD Contract Manager or representative(s) will inspect trees for compliance to requirements and acceptability upon delivery. PARD reserves the right to reject any and all trees that do not meet all requirements or that were damaged in transit.
8. Trees that fail to meet all requirements and are rejected by the PARD Contract Manager or representative(s) shall immediately be removed from the delivery location by vendor. Vendor will replace (at vendor's own expense) all such rejected trees with trees that are acceptable to PARD within three (3) business days of rejection.

**CITY OF AUSTIN
PURCHASING OFFICE
SOLICITATION NO. IFB TVN1011
PURCHASE SPECIFICATION**

V. Inspections, Shipment and Acceptance for Seedlings

1. Prior to award of bid and/or prior to shipment, PARD Contract Manager or their designated representative(s) reserves the right to have representative/s inspect all plant materials at vendor's facility to determine acceptability of trees to be provided.
2. PARD Contract Manager or their designated representative(s) reserve the right to physically select or "tag" plants for order at vendor's nursery prior to delivery.
3. Vendor shall supply digital photos of plant stock if requested.
4. PARD Contract Manager or representative(s) acceptance at the vendor's facility does not preclude rejection of unacceptable trees upon delivery and final inspection at delivery site(s).
5. Trees shall not be pruned, clipped, or trimmed after PARD Contract Manager or representative/s inspection at vendor's facility without written authorization from PARD Contract Manager.
6. Trees shall be protected from weather and other hazards of shipment and be adequately packed to avoid breakage, sun-scald, windburn, desiccation and other damage during loading, shipment, and unloading. All measures customary in good trade practices shall be taken to keep the trees in good condition during the loading, shipping, and unloading processes.
7. PARD Contract Manager or representative(s) will inspect trees for compliance to requirements and acceptability upon delivery. PARD reserves the right to reject any and all trees that do not meet all requirements or that were damaged in transit.
8. Trees that fail to meet all requirements and are rejected by the PARD Contract Manager or representative(s) shall immediately be removed from the delivery location by vendor. Vendor will replace (at vendor's own expense) all such rejected trees with trees that are acceptable to PARD within three (3) business days of rejection.

VI. Delivery Location & Dates

1. Delivery location, date, and exact order configuration will be provided by the PARD Contract Manager to the vendor at least 10 business days prior to the expected delivery date.
2. The Contractor shall coordinate deliveries with the PARD Contract Manager or their designated representative(s) for all deliveries at least 48 hours prior to arrival at the delivery locations.
3. Delivery locations will be within the City of Austin city limits. Specific locations will be provided to the vendor at the time of order.
4. Deliveries are to be made Monday through Friday, 6:30AM – 1:00PM, unless otherwise specified by the PARD Contract Manager.
5. Trees are to be delivered during the Central Texas planting season, beginning October 2014 and ending late March – early April 2015.
6. The Contractor shall provide, with each delivery, a Shipping or Delivery Ticket showing the description of each item, quantity, and unit price.
7. Unless requested by the City, deliveries shall not be made on City-recognized legal holidays (see paragraph 51 in Section 0300).