

Borough of Closter  
SHADE TREE COMMISSION  
295 Closter Dock Road, Closter, New Jersey 07624

**FALL 2021 Closter Shade Tree Commission  
TREE PLANTING QUOTE**

July 22, 2021

The Closter Shade Tree Commission is requesting quotes for the 2021-1 *Fall* tree planting.

- a. Trees are to be of one and one half (1 ½) to two and one half (2 ½) inch caliper; single stem, balled & burlaped. NOTE: Tree size will vary amongst different species.
- b. Wire baskets must be removed during planting
- c. All trees will be planted and finished with a minimum three inch (3") layer of hard wood or bark mulch; no mulch "volcanoes" around tree base, only "donuts"
- d. Trees are to be planted in accordance with A.N.S.I. specs
- e. Trees are to be staked *only* when necessary
- f. Root flare must be one inch (1") above surrounding grade
- g. Planting must occur in **October 15<sup>th</sup> – November 30, 2021.**
- h. **Planting must be completed by December 1, 2021.**
- i. **Contractor is responsible for securing utility mark-outs *prior* to planting**
- j. Deer guards **must be provided and placed on each tree** (A.M. Leonard BG48 Rigid Mesh 48")  
White paper tree wrap to be installed on Maples in addition to deer guards.
- k. Trees must be sourced and grown within 300 miles of Closter, New Jersey
- l. ***Substitutions will not be accepted without prior, written approval*** of the Shade Tree Commission
- m. Trees are to be guaranteed for a period of one year from the date of job completion

**Street Trees: Price for total quantity of 50 of the following species must be submitted on the attached sheet.**

**All trees must be a minimum 1 ½ - 2½ inch caliper as specified by species:**

|    |   |
|----|---|
| 10 | Quercus alba – White Oak 1 ½ -2" inch caliper                             |
| 8  | Nyssa Wildfire – Tupelo 1½"-2" inch caliper                               |
| 8  | Celtus occidentalis – Hackberry 2"-2.5" inch caliper                      |
| 8  | Zelkova "Musashino" Fastig – Zelkova 2"-2.5" inch caliper                 |
| 8  | Parrotia persica – Ironwood 2"-2.5" inch caliper                          |
| 8  | Amalancier laevis "Snowflakes" – Singlestem Shadblow 1.5"-2" inch caliper |

The *Closter Shade Tree Commission* will mark the planting sites *prior* to planting. The Contractor will be provided a list identifying the planting locations.

***NOTE: Submission of written quotes extended to Friday, September 17, 2021***

**Written quotes must be received by 11:00 a.m. on Friday, September 3, 2021 in an envelope clearly marked "Tree Planting"** - Shade Tree Commission, Attn: Leslie Weatherly, Borough of Closter, 295 Closter Dock Road, Closter, New Jersey 07624. **Or Email:** [lweatherly@closternj.us](mailto:lweatherly@closternj.us)

A NJ Business Registration Certificate, Signed W-9, current Certificate of Insurance, listing the “Borough of Closter as additional insured” and signed Hold Harmless Agreement must be provided prior to the award of the job. Sample documents are attached as well as the Hold Harmless Agreement. ***The Borough reserves the right to edit, change, add or remove trees as needed.***

Sincerely,  
Leslie Weatherly  
Borough of Closter

:lw

cc: Shade Tree Commission  
Erik Lenander, QPA  
Edward Hynes, Borough Administrator

Attachments

**SHADE TREE COMMISSION – Fall 2021-1 Trees & Planting**

**TREES & PLANTING 2021-1 Project (total 50 Trees)**

|  | Quantity | Price Each |
|--|----------|------------|
| <b><i>STC Street Trees:</i></b>                                    |          |            |
| Quercus alba – White Oak 1.5”-2” caliper                           | 10       | \$ _____   |
| Nyssa Wildfire – Tupelo 1.5”-2” caliper                            | 8        | \$ _____   |
| Celtis occidentalis -“Hackberry” 1.5”-2.5” caliper                 | 8        | \$ _____   |
| Zelkova Musashino: Fastig – Zelkova 2”-2.5” caliper                | 8        | \$ _____   |
| Parrotia persica “Ironwood” 2”-2.5” caliper                        | 8        | \$ _____   |
| Amalancier laevis “Snowflakes” singlestem Shadblow 1.5”-2” caliper | 8        | \$ _____   |

**TOTAL** 50

**Total Price 50 Trees & Planting:** \$ \_\_\_\_\_

Quote in numbers

\$ \_\_\_\_\_  
Quote in words

**PLANTING:**

\* Trees are to be of one and one half (1 ½) to two and one half inch (2 ½) caliper, single stem, balled & burlaped. Size varies amongst species.

\*\* Trees are to be planted within the Borough of Closter locations that have been designated by the Borough through its Shade Tree Commission. Trees are to be handled with care; unloaded not dropped. Trees must be planted according to NJ Forestry Standards in addition to the specs on page one. Root flare to be 1” above grade. Trees will be staked when necessary and mulched with three inch (3”) hardwood or bark mulch; deer guards to be installed at time of planting. Trees must be watered at time of planting. Basket and/or burlap is to be cut and removed at time of planting. Adventitious roots above root flare to be removed at time of planting. *Contractor is responsible for utility markouts prior to planting to insure all utilities are marked accordingly.*

Planting must be complete by December 1, 2021.

SIGNATURE: \_\_\_\_\_

Print Name: \_\_\_\_\_

NAME OF FIRM: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

:lw 7 14 21



**CONTRACTOR**  
**HOLD HARMLESS AGREEMENT**

Between the Borough of Closter and

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Type of work to be performed: \_\_\_\_\_

Address at which the work is to be performed: \_\_\_\_\_

On the following date(s): \_\_\_\_\_

To the fullest extent permitted by law,

\_\_\_\_\_ agrees that it will defend, indemnify And save Harmless the **Borough of Closter, Closter, New Jersey, its Officers, Agents and Employees** from any and all liability, suits, actions, and demands and all Damages, costs or fees on account of injuries to persons or property, including accidental Death, arising out of or in connection with the work, or by reason of the operations under this Agreement.

The Contractor shall maintain during the term of this agreement, the following insurance coverage with limits not less than the amounts indicated. All insurance policies (except Workers Compensation) shall designate the Borough of Closter, its officers, officials, agents, employees, consultants as additional insureds on a primary and non-contributory basis. Except as modified by the Borough of Closter in writing, the insurance requirements herein shall also apply to Subcontractors and to Sub-subcontractors. The Contractor is responsible for making sure that sub-contractors of all tiers provide Certificates of Insurance evidencing the following insurance coverage prior to commencing their work. Contractor agrees to furnish copies of all Certificates of Insurance outlined herein to the Borough prior to the commencement of any work.

**Commercial General Liability** insurance coverage, written on an occurrence basis, and must not be altered by any endorsements limiting coverage. Limits of liability shall not be less than the following:

- Each Occurrence: \$1,000,000
- General Aggregate: \$2,000,000
- Products – Comp/Op Aggregate: \$2,000,000

**Worker's Compensation** as required by statute and Employers Liability with limits of \$500,000 each accident/ \$500,000 Disease Policy Limit/\$500,000 Each Employee.

This Agreement shall remain in full force and effect for any continued additional or proposed date(s) for the work indicated.

The Borough reserves the right to cancel or interrupt the work if representations set forth herein are not adhered to or if the Municipality determines that a situation might lead to personal injury, property damage or violation of the law exists.

In case of any damage or destruction to Borough premises caused by any error, omission, negligent or intentional act of the Contractor, its agents, servants, employees, and/or subcontractors, the Contractor shall repair or replace the damage at its own cost and expense as expeditiously as possible.

The Borough may defend itself at Contractor's expense from any and all claims or lawsuits which may arise out of and/or relating to Contractor's work performed.

**Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ as the Binding Act in Deed.**

\_\_\_\_\_  
**Company or Business Name**

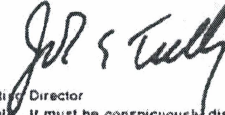
\_\_\_\_\_  
**Authorized Signature/Title**

\_\_\_\_\_  
**Print Name of Signature listed above**

\_\_\_\_\_  
**Witness (Witness to Contractor Signature)**


**08 21 ER:LW**



| STATE OF NEW JERSEY<br>BUSINESS REGISTRATION CERTIFICATE |  | DEPARTMENT OF TREASURY/<br>DIVISION OF REVENUE<br>PO BOX 252<br>TRENTON, N J 08646-0252 |
|--|--|---|
| TAXPAYER NAME:   | TRADE NAME:  |   |
| TAXPAYER IDENTIFICATION#:                                | SEQUENCE NUMBER:   |   |
| ADDRESS:   | ISSUANCE DATE:   |   |
| EFFECTIVE DATE:  | <br>Acting Director    |   |
| FORM-BRC(08-01)  | This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address. |   |

THESE ARE SAMPLES OF THE ONLY ACCEPTABLE BUSINESS REGISTRATION CERTIFICATES.

ONE OF THESE DOCUMENTS MUST BE PROVIDED WITH THE BID OR PRIOR TO AWARD OF THE CONTRACT, REGARDLESS OF THE FACT THAT A COPY MAY ALREADY BE ON FILE WITH THE COUNTY OF OCEAN. THE CERTIFICATE MUST BE DATED PRIOR TO THE RECEIPT OF BIDS.

|  STATE OF NEW JERSEY<br>BUSINESS REGISTRATION CERTIFICATE |                                       |
|--|---------------------------------------|
| Taxpayer Name:   | TAX REG TEST ACCOUNT                  |
| Trade Name:  |                                       |
| Address:   | 847 ROEBLING AVE<br>TRENTON, NJ 08611 |
| Certificate Number:  | 1093907                               |
| Date of Issuance:  | October 14, 2004                      |
| For Office Use Only:   |                                       |
| 20041014112823533  |                                       |