

WORK ORDER No. 1 FOR PROFESSIONAL SERVICES

TO: New Leaf Environmental, LLC
57 Silver Springs Dr.
Key Largo, FL 33037

The City of Doral authorizes the firm of New Leaf Environmental, LLC, to provide professional services as Certified Arborist support for permitting feasibility study report. The work should be performed in accordance with the proposed scope of services.

SCOPE OF SERVICES AND SCHEDULE:

The scope of the project will be as described in the attached proposal from NEW LEAF Environmental, LLC. dated October 11th, 2018 for Certified Arborist services. The schedule requires the work to be performed within 90 days after notice to proceed is issued. The performance of services associated with this Work Order will be executed on a time and materials basis with a not to exceed amount of \$3,995.00.

You are required to begin work subsequent to the execution of this Work Order, or as directed otherwise. If you fail to begin work subsequent to the execution of this Work Order, the City of Doral will be entitled to disqualify the Proposal, and revoke the award.

Work Order is not binding until the City of Doral agrees and approves this Work Order.

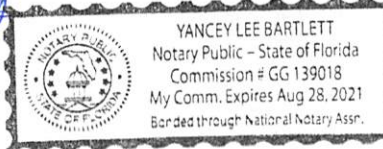
IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and date first above written which shall, without proof or accounting for the other counterpart be deemed an original Contract.

CONSULTANT: New Leaf Environmental, LLC.

BY: [Signature]
NAME: Michael McCoy
TITLE: Vice President

WITNESSES: SEAL:

1. [Signature]
2. [Signature]



OWNER: City of Doral
BY: [Signature]
NAME: Edward Rojas
TITLE: City Manager

AUTHENTICATION:
BY: [Signature]
NAME: Connie Diaz
TITLE: City Clerk

APPROVED AS TO FORM:
BY: [Signature]
NAME: Luis Figueredo
TITLE: City Attorney





NEW LEAF ENVIRONMENTAL

October 11, 2018

Dulce Panteleon, GSA – Project Coordinator
City of Doral
8401 NW 53 Terrace
Doral, FL 33166

Via e-mail to: dulce.panteleon@cityofdoral.com

RECEIVED
OCT 11 2018
CITY OF DORAL
PUBLIC WORKS DEPT

**RE: Proposal for Certified Arborist Support for Permitting Feasibility Study
City of Doral**

New Leaf Environmental (NLE) is pleased to provide you with a proposal for Arborist Services to assist the City with conducting a feasibility study regarding assumption of the County's tree permitting regulatory program within City limits.

Project Background

Based on our communication, NLE understands that the City is requesting technical support to develop a feasibility study to identify the potential costs, revenue, volume of work, and staffing needs in order to administer the tree permitting program for the City.

Proposed Scope of Services

1) Feasibility Study

NLE will prepare a feasibility assessment/study for the City of Doral, to analyze the anticipated costs, revenue, volume of work and staffing needs in order to administer the County's tree permitting program within the city.

In order to conduct the feasibility study, NLE will obtain and include information from the County regarding average numbers and types of tree removal applications within the City, information from Public Works and Parks regarding past and anticipated projects involving tree removal and planting, and Planning & Zoning regarding the landscape plan review process, as well as baseline costs for in-house staffing. NLE will also obtain and include information regarding typical permit application fees, tree mitigation payments, and typical time required for permit reviews, as well as compliance and other related activities.

The deliverable for this scope will be a written narrative that describes the basic costs (monetary, staffing and time), as well as the potential revenue and benefits (financial and procedural) of administering the tree permitting program. Included with the narrative will be a spreadsheet that depicts the costs (by staff time and other related costs as applicable) as well as anticipated revenues. This spreadsheet will also be provided in MS Excel format, in order to facilitate additional analysis by adjusting factors such as permit fees per application. The deliverable will be provided to you/those you delegate for review and comment, and will be subsequently finalized.

These services will be provided on an hourly basis at a rate of \$95/hour (inclusive of ancillary costs), with a maximum limiting amount of \$3,995.

Sincerely,

New Leaf Environmental, LLC



Michael McCoy
Vice President