

INVITATION FOR BID

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PART I - STANDARD INFORMATION FOR BIDDERS

1. General Information: The Port Authority of New York and New Jersey

The Port Authority of New York and New Jersey (the “Port Authority” or the “Authority”) is an agency of the States of New York and New Jersey, created and existing by virtue of the Compact of April 30, 1921, made by and between the two States, and thereafter consented to by the Congress of the United States. It is charged with providing transportation, terminals and other facilities of trade and commerce within the Port District. The Port District comprises an area of about 1,500 square miles in both States, centering about New York Harbor. The Port District includes the Cities of New York and Yonkers in New York State, and the cities of Newark, Jersey City, Bayonne, Hoboken and Elizabeth in the State of New Jersey, and over 200 other municipalities, including all or part of seventeen counties, in the two States. The Port Authority manages and/or operates all of the region’s major commercial airports (Newark Liberty International, John F. Kennedy International, Teterboro, LaGuardia, Atlantic City International, and Stewart International Airports), marine terminals in both New Jersey and New York (Port Newark and Elizabeth, Howland Hook and Brooklyn Piers); and its interstate tunnels and bridges (the Lincoln and Holland Tunnels; the George Washington, Bayonne, and Goethals Bridges; and the Outerbridge Crossing), which are vital “Gateways to the Nation.”

In addition, the Port Authority operates the Port Authority Bus Terminal in Manhattan, the largest facility of its kind in the world, and the George Washington Bridge and Journal Square Transportation Center bus stations. A key link in interstate commuter travel, the Port Authority also operates the Port Authority Trans-Hudson Corporation (PATH), a rapid rail transit system linking Newark, and the Jersey City and Hoboken waterfronts, with midtown and downtown Manhattan. A number of other key properties are managed by the agency including but not limited to a large satellite communications facility (the Teleport) in Staten Island, and a resource recovery co-generation plant in Newark. Prior to September 11, 2001, the Port Authority’s headquarters were located in the World Trade Center, and that complex is still owned and being partially redeveloped by the Authority.

2. Form and Submission of Bid

The Bidder shall review carefully every provision of this document, provide all the information required, and sign and return one entire copy to the Port Authority in accordance with the instructions on the Cover Sheet and Part II – Contract Specific Information for Bidders. The Bidder should retain one complete duplicate copy for its own use. The “Signature Sheet” contained herein must be completed and signed by the Bidder. The Pricing Sheet(s) contained herein must also be completed. The Bid shall be sealed in the enclosed self-addressed envelope conspicuously marked with the Bidder’s name, address, and Vendor Number, if available. In addition, the outside of the package must clearly state the Bid Title, the Bid Collective Number and the Bid Due Date. Failure to properly label submissions may cause a delay in identification, misdirection or disqualification of the submissions. In submitting this bid, the Bidder offers to assume the

obligations and liabilities imposed upon it herein and expressly makes the representations and warranties required in this document.

All Bids must be received by the bid custodian on or before the due date and time specified on the cover page, at which time they will be publicly opened and read. Bids are only accepted Monday through Friday, excluding Port Authority holidays, between the hours of 8:00 a.m. and 5:00 p.m., via (1) regular mail, (2) express delivery service (e.g. UPS), or (3) hand delivery.

Express carrier deliveries by commercial vehicles can be made via vendors approved by Silverstein Properties, the 4 World Trade Center (4WTC) Property Manager, through the Vehicle Security Center (VSC). Presently, UPS is the only delivery vendor with approved recurring delivery times.

There is extensive security at the World Trade Center Site. Individuals must present a valid government-issued photo ID to enter 4 WTC. If a Bid is to be hand-delivered or if an individual is planning to attend the formal bid opening, please note that only individuals with valid photo identification will be permitted access to the Port Authority's offices. Individuals without valid identification shall be turned away and their packages not accepted. Individuals without packages or carrying small packages or boxes that can be conveyed by hand or on a hand truck may enter through the lobby. All envelopes, packages and boxes may be subject to additional security screening.

There is no parking available at 4 WTC/150 Greenwich Street, and parking in the surrounding area is extremely limited.

Bids that are not received by the bid custodian by the scheduled bid opening date will be considered late.

3. Vendor Profile

To ensure maximum opportunities, it is vitally important that Bidders keep their vendor profiles up to date with an appropriate e-mail address, as this will enable their firm to receive timely notice of advertisements, reminders, solicitations and addenda. Bidders may update their vendor profile or register as a Port Authority Vendor by accessing the online registration system at <https://panynjprocure.com/VenLogon.asp>.

4. Acknowledgment of Addenda

If any Addenda are posted or sent as part of this Bid, the Bidder shall complete, sign and include with its Bid the addenda form(s). In the event any Bidder fails to conform to these instructions, its Bid will nevertheless be construed as though the Addenda had been acknowledged.

If the Bidder downloaded this solicitation document, it is the responsibility of the Bidder to periodically check the Port Authority website at <http://www.panynj.gov/business-opportunities/bid-proposal-advertisements.html> and download any addenda that might have been issued in connection with this solicitation.

5. Firm Offer

The Bidder offers to provide the Port Authority of New York and New Jersey the services and to perform all Work in connection therewith required under this Contract, all as specified by the terms and conditions of the Contract, based on the Pricing Sheets provided herein.

EXCEPTIONS TAKEN OR CONDITIONS IMPOSED BY A BIDDER TO ANY PORTION OF THE CONTRACT DOCUMENTS WILL RESULT IN REJECTION OF THE BID.

6. Acceptance or Rejection of Bids

The acceptance of a Bid will be by a written notice signed by an authorized representative on behalf of the Authority. No other act of the Port Authority, its Commissioners, officers, agents or employees shall constitute acceptance of a Bid. The Port Authority reserves the unqualified right, in its sole and absolute discretion, to reject any or all Bids or to accept any Bid, which in its judgment will best serve the public interest and to waive defects in any Bid. No rights accrue to any Bidder unless and until its Bid is accepted.

7. Bidder's Questions

Any questions by prospective Bidders concerning the Work to be performed or the terms and conditions of the Contract may be addressed to the Contracts Specialist listed on the Cover Sheet of this document. The Contracts Specialist is only authorized to direct the attention of prospective Bidders to the portions of the Contract. No employee of the Port Authority is authorized to interpret any portion of the Contract or to give information in addition to that contained in the Contract. When Contract interpretation or additional information as to the Contract requirements is deemed necessary by the Port Authority, it will be communicated to all Bidders by written addenda issued under the name of the Manager, Commodities & Services Division, Procurement Department of the Port Authority and may be posted on the Port Authority website. Addenda shall be considered part of the Contract.

8. Additional Information To and From Bidders

Should the Authority require additional information from the Bidder in connection with its bid, such information shall be submitted within the time frame specified by the Port Authority.

If the Bidder is a corporation, a statement of the names and residences of its officers should be submitted on the Name and Residence of Principals Sheet, directly following the Signature Sheet.

9. Union Jurisdiction

All prospective Bidders are advised to ascertain whether any union now represented or not represented at the Facility will claim jurisdiction over any aspect of the operations to

be performed hereunder and their attention is directed to the paragraph entitled “Harmony” in the Standard Contract Terms and Conditions.

10. Assessment of Bid Requirements

The Bidder should carefully examine and study the entire contents of these bid documents and shall make its own determinations as to the services and materials to be supplied and all other things required to be done by the Contractor.

11. Bidder’s Prerequisites

Only Bids from Bidders that can satisfactorily demonstrate meeting the prerequisites specified within Part II hereof at the time of bid submission will be considered. By furnishing this document to the Bidder, the Port Authority has not made a determination that the Bidder has met the prerequisites or has otherwise been deemed qualified to perform the services. A determination that a Bidder has met the prerequisites is no assurance that it will be deemed qualified in connection with other bid requirements included herein.

12. Qualification Information

The Port Authority may give oral or written notice to the Bidder to furnish the Port Authority with information and to meet with designated representatives of the Port Authority relating to the Bidder’s qualifications and ability to fulfill the Contractor’s obligations hereunder. The requested information shall be submitted no later than three (3) days after said notice unless otherwise indicated. Matters upon which the Port Authority may inquire may include, but may not be limited to, the following:

a. The Bidder may be required to demonstrate that it is financially capable of performing this Contract, and the determination of the Bidder’s financial qualifications will be made by the Port Authority in its sole discretion. The Bidder shall submit such financial and other relevant information as may be required by the Port Authority from time to time including, but not limited to, the following:

1. (i) Certified financial statements, including applicable notes, reflecting the Bidder’s assets, liabilities, net worth, revenues, expenses, profit or loss and cash flow for the most recent calendar year or the Bidder’s most recent fiscal year.

(ii) Where the certified financial statements set forth in (i) above are not available, then either reviewed or compiled statements from an independent accountant setting forth the aforementioned information shall be provided.

(iii) Where neither certified financial statements nor financial statements from an independent accountant are available, as set forth in (i) and (ii) above, then financial statements containing such information prepared directly by the Bidder may be submitted; such financial statements, however, must be accompanied by a signed copy of the Bidder’s most recent Federal income tax return and a statement in writing from the Bidder, signed by an executive officer or their authorized designee, that

such statements accurately reflect the present financial condition of the Bidder.

Where the statements submitted pursuant to subparagraphs (i), (ii) or (iii) are dated prior to forty-five (45) days before the bid opening, then the Bidder shall submit a statement in writing, signed by an executive officer of the Bidder or their designee, that the present financial condition of the Bidder is at least as good as that shown on the statements submitted.

2. Bidder's statement of work on hand, including any work on which a bid has been submitted, and containing a description of the work, the annual dollar value, the location by city and state, the current percentage of completion, the expected date for completion, and the name of an individual most familiar with the Bidder's work on these jobs.

3. The name and address of the Bidder's banking institution, chief banking representative handling the Bidder's account, the Bidder's Federal Employer Identification Number (i.e., the number assigned to firms by the Federal Government for tax purposes), the Bidder's Dun and Bradstreet number, if any, the name of any other credit service to which the Bidder has furnished information, and the number, if any, assigned by such service to the Bidder's account.

- b. Information relating to the Bidder's Prerequisites, if any, as set forth in this document.
- c. If the Bidder is a corporation: (1) a copy of its Certificate of Incorporation and, if applicable, all Amendments thereto with a written declaration signed by the Secretary of the Corporation with the corporate seal affixed thereto, stating that the copy furnished is a true copy of the Certificate of Incorporation and any such Amendments as of the date of the opening of the bid and (2) if the Bidder is not incorporated under the laws of the state in which the service is to be performed, a certificate from the Secretary of State of said state evidencing the Bidder's legal qualification to do business in that state.
- d. A statement setting forth the names of those personnel to be in overall charge of the service and those who would be exclusively assigned to supervise the service and their specific roles therein, setting forth as to each the number of years of experience and in which functions and capacities each would serve.
- e. Information to supplement any statement submitted in accordance with the Standard Contract Terms and Conditions entitled "Contractor's Integrity Provisions."
- f. In the event that the Bidder's performance on a current or past Port Authority or Port Authority Trans-Hudson Corporation (PATH) contract or contracts has been rated less than satisfactory, the Manager, Purchasing Services Division, may give oral or written notice to the Bidder to furnish information demonstrating to the satisfaction of such Manager that, notwithstanding such rating, such performance was in fact satisfactory or that the circumstances which gave rise to such unsatisfactory rating have changed or will not apply to performance of this Contract, and that such performance will be satisfactory.
- g. The Bidder recognizes that it may be required to demonstrate to the satisfaction of the Port Authority that it in fact can perform the services as called for in this Contract and

that it may be required to substantiate the warranties and representations set forth herein and the statements and assurances it may be required to give.

Neither the giving of any of the aforesaid notices to a Bidder, the submission of materials by a Bidder, any meeting which the Bidder may have with the Port Authority, nor anything stated by the Port Authority in any such meeting shall be construed or alleged to be construed as an acceptance of said Bidder's Bid. Nothing stated in any such meeting shall be deemed to release any Bidder from its offer as contained in the bid documents.

13. Contractor's Integrity Provisions

By submitting a Bid, Bidders shall be deemed to have made the certifications contained in the clauses entitled "Certification of No Investigation (criminal or civil anti-trust), Indictment, Conviction, Debarment, Suspension, Disqualification and Disclosure of Other Information," and "Non-Collusive Bidding, and Code of Ethics Certification, Certification of No Solicitation Based On Commission, Percentage, Brokerage, Contingent or Other Fees" contained within the Standard Terms and Conditions within these bid documents. If the Bidder is unable to make the certifications contained therein the Bidder shall submit a statement with its Bid explaining why any such certification(s) cannot be made. Such a submission shall be submitted in a separate envelope along with your Bid, clearly marked "CERTIFICATION STATEMENT."

14. Facility Inspection

Details regarding the Facility inspection for all parties interested in submitting a bid are stipulated in Part II hereof. All Bidders must present company identification and photo identification for access to the Facility.

15. Available Documents - General

Certain documents, listed in Part II hereof, will be made available for reference and examination by Bidders either at the Facility Inspection, or during regular business hours. Arrangements to review these documents at a time other than the Facility Inspection may be made by contacting the person listed in Part II as the contact for the Facility Inspection.

These documents were not prepared for the purpose of providing information for Bidders upon this Contract but they were prepared for other purposes, such as for other contracts or for design purposes for this or other contracts, and they do not form a part of this Contract. The Port Authority makes no representation or guarantee as to, and shall not be responsible for, their accuracy, completeness or pertinence, and, in addition, shall not be responsible for the inferences or conclusions to be drawn there from.

16. Pre-award Meeting

The lowest qualified Bidder may be called for a pre-award meeting prior to award of the Contract.

17. Price Preference

A price preference may be available for Minority/Women Business Enterprises (MBE/WBEs) or Small Business Enterprises (SBEs) as set forth in the Standard Contract Terms and Conditions.

18. MBE/WBE Subcontracting Provisions

Bidders shall use every good-faith effort to provide for participation by Port Authority certified Minority Business Enterprises (MBEs) and Port Authority certified Woman-owned Business Enterprises (WBEs) in all purchasing and subcontracting opportunities associated with this Contract, including purchase of equipment, supplies and labor services, in accordance with the “MBE/WBE Subcontracting Provisions” contained within Part III, and the section of the Standard Terms and Conditions entitled “MBE/WBE Good Faith Participation.”

19. Certification of Recycled Materials

Bidders are requested to submit, with their bid, a written certification entitled “Certified Environmentally Preferable Products / Practices” attached hereto as “Attachment I-A”, attesting that the products or items offered by the Bidder contain the minimum percentage of post-consumer recovered material in accordance with the most recent guidelines issued by the United States Environmental Protection Agency (EPA), or, for commodities not so covered, the minimum percentage of post-consumer recovered materials established by other applicable regulatory agencies. The data submitted by the Bidder in Attachment I-A is being solicited for informational purposes only.

Recycling Definitions:

For purposes of this numbered section, the following definitions shall apply:

- a. “Recovered Material” means any waste material or by-product that has been recovered or diverted from solid waste, excluding those materials and by-products generated from, and commonly reused within, an original manufacturing process.
- b. “Post-consumer Material” means any material or finished product that has served its intended use and has been discarded for disposal or recovery having completed its life as a consumer item. “Post-consumer material” is included in the broader category of “Recovered Material”.
- c. “Pre-consumer Material” means any material or by-product generated after the manufacture of a product but before the product reaches the consumer, such as damaged or obsolete products. Pre-consumer Material does not include mill and manufacturing trim, scrap, or broken material that is generated at a manufacturing site and commonly reused on-site in the same or another manufacturing process.
- d. “Recycled Product” means a product that contains the highest amount of post-consumer material practicable, or when post-consumer material is impracticable for a specific type of product, contains substantial amounts of Pre-consumer Material.

e. "Recyclable Product" means the ability of a product and its packaging to be reused, reconditioned for use, or recycled through existing recycling collection programs.

f. "Waste Reducing Product" means any product that will result in less waste generated due to its use rather than another product designed to serve the same function with an greater waste generation rate. This shall include, but not be limited to, those products that can be reused, refilled or have a longer life expectancy and contain a lesser amount of toxic constituents.

20. City Payroll Tax

Bidders should be aware of the payroll tax imposed by the:

- a. City of Newark, New Jersey for services performed in Newark, New Jersey;
- b. City of New York, New York for services performed in New York, New York; and
- c. City of Yonkers, New York for services performed in Yonkers, New York.

These taxes, if applicable, are the sole responsibility of the Contractor. Bidders should consult their tax advisors as to the effect, if any, of these taxes. The Port Authority provides this notice for informational purposes only and is not responsible for either the imposition or administration of such taxes. The Port Authority exemption set forth in the Paragraph headed "Sales or Compensating Use Taxes", in the Standard Contract Terms and Conditions included herein, does not apply to these taxes.

21. Automated Clearing House Enrollment

The Port Authority of New York and New Jersey is transitioning to an all electronic method of paying its vendors and contractors via an Automated Clearing House (ACH) funds transfer. The Contractor must complete the Port Authority's "Authorization Agreement For Direct Deposits And Direct Payments (ACH Credits)" form, which is available at <http://www.panynj.gov/business-opportunities/pdf/ach-authorization-form.pdf>, in order to receive payment. To avoid delays in payments for commodities and services provided, vendors and contractors must be enrolled in ACH. **Printed accounts payable checks will not be issued.** The Authorization Agreement shall remain in full force and effect until the Port Authority has received written notification from the Contractor of its termination in such time and in such manner as to afford the Port Authority and the depository financial institution(s) a reasonable opportunity to act on it. Any questions on this initiative may be directed to the ACH Enrollments contact line at 201 216-6002 or emailed to ACHENROLLMENT@PANYNJ.GOV.

22. Additional Bidder Information

Prospective Bidders are advised that additional vendor information, including but not limited to, forms, documents and other information, including protest procedures, may be found on the Port Authority website at: <http://www.panynj.gov/business-opportunities/become-vendor.html>

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PART II - CONTRACT SPECIFIC INFORMATION FOR BIDDERS

The following information may be referred to in other parts hereof, or further detailed in other parts hereof, if applicable.

1. Service(s) Required

General Landscaping, Irrigation, Seasonal Planting, Floral Arrangements, and Maintenance of Permanent Underground Irrigation System

2. Location(s) Services Required

John F. Kennedy International Airport (JFK), Jamaica, NY, as more fully described in the definition of "Facility" in the Specifications.

3. Expected Date of Commencement of Contract

On or about November 15, 2016

4. Contract Type

Lump Sum and Unit Price Service Contract

5. Duration of Contract

Three (3) years to expire on or about November 14, 2019

6. Option Period(s)

There shall be up to three (3), One (1) Year Option Period(s).

7. Price Adjustment during Option Period(s) (Index Based)

Price adjustment during the Option Period(s) shall be pursuant to the clause entitled "Price Adjustment" in Part III hereof.

8. Extension Period

120-Day Extension Applicable

9. Facility Inspection

Date and Time: Wednesday, March 9, 2016

All interested parties shall meet at John F. Kennedy International Airport, (JFK) Port Authority Administration Building # 14, (General Aviation Way), 2nd Floor, Conference Room A, Jamaica, New York 11430. Please contact Dean Poveromo at 718-244-3622 to confirm attendance and/or receive travel directions. Photo ID is required to attend the facility inspection.

10. Specific Bidder's Prerequisites

- a. The Bidder shall have had at least three (3) year(s) of continuous experience immediately prior to the date of submission of its Bid in the management and operation of commercial landscaping maintenance business and during that time shall have actually engaged in providing said or such services to commercial or industrial accounts under contract. The Bidder may fulfill this prerequisite if the Bidder can demonstrate to the satisfaction of the Port Authority that the persons or entities owning and controlling the Bidder have had a cumulative total of at least three (3) year(s) of experience immediately prior to the date of the submission of its Bid in the management and operation of a business actually engaged in providing these services to commercial or industrial accounts under contract during that time, or have owned and controlled other entities which have actually engaged in providing the above described services during that time period.
- b. During the time period stated in (a) above, the Bidder, or persons or entities owning and controlling the Bidder, shall have satisfactorily performed or shall be performing under at least one (1) contract requiring similar services of similar scope to those required under this Contract.
- c. The Bidder shall have had in its last fiscal year, or the last complete calendar year immediately preceding the opening of its Bid, a minimum of \$1,500,000 annual gross income.
- d. In the event a bid is submitted by a joint venture the foregoing prerequisites will be considered with respect to such Bid as follows: The prerequisite in subparagraph (a) and (b) above, will be considered satisfied if the joint venture itself, or any of its participants individually, can meet the requirements. The prerequisite in subparagraph (c) above, will be considered satisfied if the gross income of the joint venture itself meets the prerequisite or the gross income of the participants in the joint venture cumulatively meets the prerequisite. If a joint venture which has not been established as a distinct legal entity submits a bid, it and all participants in the joint venture shall be bound jointly and severally and each such participant in the joint venture shall execute the bid and do each act and thing required by this Invitation for Bid. On the original bid and wherever else the Bidder's name would appear, the name of the joint venture Bidder should appear if the joint venture is a distinct legal entity. If the Bidder is a common law joint venture, the names of all participants should be listed followed by the words "acting jointly and severally". All joint venture Bidders must provide documentation of their legal status.

Proof that the above prerequisites are met should be submitted with the Bid.

11. Bidder's Additional Submittal Requirements

Bidders are strongly encouraged to retain current employees for this Contract and to provide for a stable workforce. Bidders are requested to submit additional documentation as follows:

- a. A statement that an employee who performed a similar role at a Facility under the current Port Authority contract would suffer no diminution in wage rate under this Contract;
- b. Supporting documentation that it provides or is capable of providing Health Benefits for its full time employees, who will be performing the services hereunder in compliance with the Health Benefit requirements set forth in Section V, clause entitled "Wages, Health and Supplemental Benefits", with such Health Benefits to be provided within thirty (30) days of award of this Contract;
- c. The "Calculation of Average Hourly Rate Forms" included in Part IV detailing its allowance for holiday, vacation and sick days, health, retirement, and other supplemental benefits implemented and administered by the Bidder.

In preparing the "Calculation of Hourly Rate Form" for this Contract, the Bidder shall take into consideration the costs of all required benefits hereunder, including but not limited to: holiday, vacation, sick, health and retirement. Please note that all calculations should be based on two thousand and eighty (2080) annual hours.

12. Available Documents

The following documents will be made available for reference and examination at the Facility Inspection:

Contract # 4600008114 - Landscaping - Installation and Maintenance Services and Irrigation Systems Maintenance at John F. Kennedy International Airport (JFK) with The Brickman Group of Westbury, New York.

These documents were not prepared for the purpose of providing information for Bidders upon the present Contract but they were prepared for other purposes, such as for other contracts or for design purposes for this or other contracts, and they do not form a part of this Contract. The Port Authority/PATH makes no representation or guarantee as to, and shall not be responsible for their accuracy, completeness or pertinence, and, in addition, shall not be responsible for the conclusions to be drawn therefrom. They are made available to the Bidders merely for the purpose of providing them with such information as is in the possession of the Port Authority/PATH, whether or not such information may be accurate, complete or pertinent or of any value to the bidders.

13. Contractor Staff Background Screening

The Contractor awarded this contract may be required to have its staff, and any subcontractor's staff working under this Contract, authorize the Authority or its designee to perform background checks. Such authorization shall be in a form acceptable to the Authority. The Contractor (and any subcontractors) may also be required to use an organization designated by the Authority to perform the background checks. The cost for said background checks for staff that pass and are granted a credential shall be reimbursable to the Contractor (and its subcontractors) as an out-of-pocket expense. Costs for staff that are rejected for a credential for any reason are not reimbursable.

As of January 29, 2007, the Secure Worker Access Consortium (S.W.A.C.) is the only Port Authority approved provider to be used to conduct background screening, except as otherwise required by federal law and/or regulation. Information about S.W.A.C., instructions, corporate enrollment, online applications, and location of processing centers can be found at <http://www.secureworker.com>, or S.W.A.C. may be contacted directly at (877)522-7922.

14. Attached Documents

The following attached documents are provided for informational purposes only:

- Current payroll records of employees assigned to the current contract are attached.

Please note that the wages provided herein have been furnished by the incumbent Contractor and have not been audited by the Port Authority.

There is no guarantee that these wages will be the same at the commencement of the new Contract.

If awarded the Contract, the Contractor shall be required to pay its employees at least the same hourly wage rates said employees were paid under contract 4600008114 or the minimum hourly wages detailed in the “Wages and Supplemental Benefits Clause” included in the Part V, whichever is greater, even if those rates are higher than the rates on the attached active employee list.

THE PORT AUTHORITY OF NEW JERSEY

Certification of Payroll

TO BE SUBMITTED WITH APPLICATION FOR PAYMENT

Name of Contractor or Subcontractor The Bridgman Group LTD.

Payroll No. _____

For Week Ending 1/28/15

Address: 3670-3 Oceanville Rd. Newark
Oceanville, NJ 07157

EIN # 42-1726313

Project & Location: JFK Airport

PA Contract Number: A60000234

Employee Name, Address, and SS. No. (Last 4 digits)	Union	Class 1, 2 or 3	Dry and Date							Supplemental Benefits						
			Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total hrs	Total hrs	Total hrs	Total hrs	Total hrs	Total hrs	Total hrs
<u>EMPLOYEE</u>																
<u>S</u>		Class 1, 2 or 3														
<u>I</u>		Class 1, 2 or 3														
<u>H</u>		Class 1, 2 or 3														
<u>G</u>		Class 1, 2 or 3														
<u>F</u>		Class 1, 2 or 3														
<u>S</u>		Class 1, 2 or 3														

RT - Regular Time OT - Overtime ST - Shift Time GT - Guaranteed Time
U - Union E - Employee O - Other
J - Journeyman A - Apprentice H - Helper

NOTE:
1. All persons who performed any construction activity during the period of the requisition, shall be listed on the Payroll Report.
2. Separate Payroll Reports shall be submitted by the prime contractor and each subcontractor who performed any on-site construction activity during the period of the requisition.
3. Failure to provide the required Payroll Report may result in the requisition for payment being returned unpaid or the payment being reduced.

I, Angela M. Rosario-Suero certify that the information on both sides of this form represents wages and supplemental benefits paid to all persons employed by the above-named firm for construction work on the above project during the period indicated above, and that all information provided on this Certification of Payroll is truthful, complete and accurate. I understand that falsification of this statement is a punishable offense.

Angela M. Rosario-Suero
MOJARY PUBLIC-STATE OF NEW YORK
NO. 01R06161431
Qualified in MOSSOU County
My Commission Expires February 26, 2019

Angela M. Rosario-Suero
Signature of Notary Public

7-15-15
Date

**PART III – CONTRACT SPECIFIC TERMS AND CONDITIONS,
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PART III – CONTRACT SPECIFIC TERMS AND CONDITIONS

1. General Agreement

Subject to all of the terms and conditions of this Contract, the undersigned (hereinafter called the “Contractor”) hereby offers and agrees to provide all the necessary supervision, personnel, equipment, materials and all other things necessary to perform the Work required by this Contract as specified in Part II, and fully set forth in the Part V, (the “Specifications,”) at the location(s) listed in Part II and as more fully set forth in the Specifications, and to do all other things necessary or proper therefore or incidental thereto, all in strict accordance with the provisions of the Contract Documents and any future changes therein; and the Contractor further agrees to assume and perform all other duties and obligations imposed upon it by this Contract.

In addition, all things not expressly mentioned in the Specifications but involved in the carrying out of their intent and in the complete and proper execution of the matters referred to in and required by this Contract are required by the Specifications, and the Contractor shall perform the same as though they were specifically delineated, described and mentioned therein.

2. Duration

- a) The initial term of this Contract (hereinafter called the “Base Term”) shall commence on or about the date specified in Part II hereof, on the specific date set forth in the Port Authority’s written notice of bid acceptance (hereinafter called the “Commencement Date”), and unless otherwise terminated, revoked or extended in accordance with the provisions hereof, shall expire as specified in Part II hereof (hereinafter called the “Expiration Date”).
- b) If specified as applicable to this Contract and set forth in Part II hereof, the Port Authority shall have the right to extend this Contract for additional period(s), either through an extension or an option (hereinafter collectively referred to as the “Option Period(s)”) following the Expiration Date, upon the same terms and conditions subject only to adjustments of charges, if applicable to this Contract, as may be hereinafter provided in the paragraph entitled “Price Adjustments”. If the Port Authority shall elect to exercise the Option(s) to extend this Contract, then, no later than thirty (30) days prior to the Expiration Date, the Port Authority shall send a notice that it is extending the Base Term of this Contract, and this Contract shall thereupon be extended for the applicable Option Period. If the Contract provides for more than one Option Period, the same procedure shall apply with regard to extending the term of this Contract for succeeding Option Periods.
- c) Unless specified as not applicable to this Contract in Part II hereof, the Port Authority shall have the absolute right to extend the Base Term for an additional period of up to one hundred and twenty (120) days subsequent to the Expiration Date of the Base Term, or the Expiration Date of the final exercised Option

Period (hereinafter called the “Extension Period”), subject to the same terms and conditions as the previous contract period. The prices quoted by the Contractor for the previous contract period shall remain in effect during this Extension Period without adjustment. If it so elects to extend the term of Contract, the Port Authority will advise the Contractor, in writing, that the term is so extended, and will stipulate the length of the extended term, at least thirty (30) days prior to the expiration date of the previous contract period.

3. Payment

Subject to the provisions of this Contract, the Port Authority agrees to pay to the Contractor and the Contractor agrees to accept from the Port Authority as full and complete consideration for the performance of all its obligations under this Contract and as sole compensation for the Work performed by the Contractor hereunder, a compensation calculated from the actual quantities of services performed and the respective prices inserted by the Contractor in the Pricing Sheet(s), forming a part of this Contract, exclusive of compensation under the clause hereof entitled “Extra Work”. The manner of submission of all bills for payment to the Contractor by the Port Authority for Services rendered under this Contract shall be subject to the approval of the Manager in all respects, including, but not limited to, format, breakdown of items presented and verifying records. All computations made by the Contractor and all billing and billing procedures shall be done in conformance with the following procedures:

- a) Payment shall be made in accordance with the prices for the applicable service (during the applicable Contract year) as they appear on the Pricing Sheet(s), as the same may be adjusted from time to time as specified herein, minus any deductions for services not performed and/or any liquidated damages to which the invoice may be subject and/or any adjustments as may be required pursuant to increases and decreases in areas or frequencies, if applicable. All Work must be completed within the time frames specified, or as designated by the Manager.
- b) The Contractor shall submit to the Manager by the fifth day of the month following the month of commencement of this Contract and on or by the fifth day of each month thereafter (including the month following the termination, revocation or expiration of this Contract) a complete and correct invoice for the Work performed during the preceding month accompanied by such information as may be required by the Manager for verification. The invoice must show the Contractor's Federal Tax Identification Number. Payment will be made within thirty (30) days of Port Authority verification of the invoice.
- c) No certificate, payment, acceptance of any Work or any other act or omission of any representative of the Port Authority shall operate to (1) release the Contractor from any obligation under or upon this Contract, or to (2) estop the Port Authority from showing at any time that such certificate, payment, acceptance, act or omission was incorrect or to (3) preclude the Port Authority from recovering any monies (a) paid in excess of those lawfully due or (b) to which the Port Authority may be entitled on account of and any damage sustained by the Port Authority.

- d) In the event an audit of received invoices should indicate that the correct sum due the Contractor for the relevant billing period is less than the amount actually paid by the Port Authority, the Contractor shall pay to the Port Authority the difference promptly upon receipt of the Port Authority's statement thereof. The Port Authority may, however, in its discretion elect to deduct said sum or sums from any subsequent monthly payments payable to the Contractor hereunder.

"Final Payment", as the term is used throughout this Contract, means the final payment made for services rendered in the last month of the Base Term or any extended term. However should this Contract be terminated for any reason prior to the last month of the Base Term or any extended term, then Final Payment shall be the payment made for services rendered in the month during which such termination becomes effective. The Contractor's acceptance of Final Payment shall act as a full and complete release to the Port Authority of all claims of and of all liability to the Contractor for all things done or furnished in connection with this Contract and for every act and neglect of the Port Authority and others relating to or arising out of this Contract, including claims arising out of breach of contract and claims based on claims of third persons. No payment, however, final or otherwise shall operate to release the Contractor from any obligations in connection with this Contract.

4. Price Adjustment

All Contract prices submitted by the Contractor and agreed to by The Port Authority, shall be applicable to the three (3) years of the Base Term. For the Option Period(s) that are applicable to this Contract and are exercised hereunder, (excluding the 120 day Extension Period as described in the paragraph entitled "Duration" in Part III and Section J entitled Compensation for Parts and Equipment in Part IV, hereof) The Port Authority shall adjust the compensation due to the Contractor utilizing the Consumer Price Index for all Urban Consumers; Series Id: CUURA101SA0L2; Not Seasonally Adjusted; New York-Northern New Jersey-Long Island, NY-NJ-CT-PA area; all items less shelter; 1982-1984=100, published by the Bureau of Labor Statistics of the United States Department of Labor (hereinafter called the "Price Index").

For the first one (1) year Option Period of the Contract, the Price Index shall be determined for the months of May 2017 and May 2018. The amounts payable to the Contractor in the final year of the Base Term shall be multiplied by a fraction the numerator of which is the Price Index for May 2018 and the denominator of which is the Price Index for May 2017. The resulting product shall be the amounts payable to the Contractor in the first one (1) year Option Period.

For the second one (1) year Option Period of the Contract, the Price Index shall be determined for the months of May 2018 and May 2019. The amounts payable to the Contractor in the first Option Period shall be multiplied by a fraction the numerator of which is the Price Index for May 2019 and the denominator of which is the Price Index for May 2018. The resulting product shall be the amounts payable to the Contractor in the second one (1) year Option Period.

For the third one (1) year Option Period of the Contract, the Price Index shall be determined for the months of May 2019 and May 2020. The amounts payable to the Contractor in the second Option Period shall be multiplied by a fraction the numerator of which is the Price Index for May 2020 and the denominator of which is the Price Index for May 2019. The resulting product shall be the amounts payable to the Contractor in the third one (1) year Option Period.

In the event the amounts payable to the Contractor as set forth on the Pricing Sheet(s), as applicable shall be adjusted hereunder, then, simultaneously with such adjustment, the Average Hourly Direct Wages and the Supplemental Benefits as set forth in the "Calculation of Average Hourly Rate Form" and accepted by the Port Authority (cumulatively the "employee payments") shall also be adjusted by multiplying said amounts, as the same may have been previously adjusted hereunder, by the same fraction set forth in the applicable paragraph above, which was used to adjust the amounts payable to the Contractor in the corresponding year in the Base Term or Option Period, as applicable, and thereafter such adjusted employee payments shall be in effect and payable as though set forth in this Contract. The Contractor shall pay and provide the same to employees hereunder and shall comply with all the terms and provisions of the section of the Contract entitled "Wages, Health and Supplemental Benefits". At the commencement of each Option Period, if any, the Contractor shall submit to Port Authority its plan to insure its compliance with the employee payments requirement in effect during such coming Option Period. In the event that the Consumer Price Index is not available for any specified month as herein above set forth within the time set forth for payment, such Consumer Price Index for the last month then published shall be used to constitute the Consumer Price Index. In the event that adjustment is calculated to be zero or negative, the effective adjustment shall be zero for that period with respect to the Average Hourly Direct Wages and the Supplemental Benefits required herein. Nothing herein shall prevent a contractor from raising wages or increasing benefits at its own discretion.

In the event of a change in the basis for the computation of the said Index or the discontinuance of its publication, such other appropriate index shall be substituted as may be agreed upon by the Authority and the Contractor as properly reflecting changes in the value of the current United States money in a manner similar to that established in the said Price Index. In the event of the failure of the parties to so agree, the Port Authority may select and use such index, as it seems appropriate. Notwithstanding the provisions of this section, in no event shall any adjustment hereunder be greater than three (3%) per annum.

The percentage payable to the Contractor under "Compensation for Parts and Equipment" and "Compensation for Irrigation System Repair Services for over 3' Diameter Line Including Parts and Equipment and Labor" shall not be subject to adjustment for any option if exercised.

The amounts payable to the Contractor during the 120-day Extension Period shall not be subject to adjustment.

If, after an adjustment referred to in this Section, the Index used for computing such adjustment shall be changed or adjusted, then the amounts payable to the Contractor for that period shall be recomputed. If such recomputation results in a smaller increase in the amount payable to such period, then after notification of the change or adjustment, the recomputed amounts shall be in effect and upon demand by the Port Authority, the Contractor shall refund to Port Authority excess amounts paid by Port Authority for such period.

5. Liquidated Damages

- a) The Contractor's obligations for the performance and completion of the Work within the time or times provided for in this Contract are of the essence of this Contract. In the event that the Contractor fails to satisfactorily perform all or any part of the Work required hereunder in accordance with the requirements set forth in the Specifications (as the same may be modified in accordance with provisions set forth elsewhere herein) then, inasmuch as the damage and loss to the Port Authority for such failure to perform includes items of loss whose amount will be incapable or very difficult of accurate estimation, the damages for such failure to perform shall be liquidated as follows:
 - A. If the Contractor fails to perform all or any part of the services as set forth in the Specifications for Classified Work, as the same may, as hereinafter provided, be revised, satisfactorily or at the frequencies as set forth herein, the installment payable by the Port Authority to the Contractor for said service shall be reduced by an amount equal to two hundred percent (200%) of applicable compensation for the applicable service for the item of work the Contractor fails to perform or unsatisfactorily performs.
 - B. In the event that during any monthly period the Contractor fails to perform all or any part of the services as set forth in the Specifications of Unclassified Work, the installment payable by the Port Authority to the Contractor for said monthly period shall be reduced by five hundred dollars (\$500).
 - C. If the Contractor fails to provide properly trained or experienced personnel then liquidated damages in the amount of two hundred dollars (\$200) per day per person shall be assessed.
 - D. If the Contractor fails to provide and maintain in proper working order as determined by the Manager any cellular phone devices required to be provided to any Lead Person/Supervisor hereunder, then the monthly installment payable hereunder shall be reduced by fifty dollars (\$50) for each day or any part thereof during said month when any such cellular phone is not so provided and operable.

- E. If any Lead Person/Supervisor hereunder fails to respond to the cellular phone communication related to performance of his/her service hereunder with the required thirty (30) minutes response time, then the monthly installment payable hereunder shall be reduced by twenty-five dollars (\$25) for the initial failure respond within the required thirty (30) minute response time and for each hour thereafter in which any Lead Person/Supervisor fails to respond.
- F. If the Lead Person/Supervisor is not onsite when work is being performed, then liquidated damages in the amount of one hundred dollars (\$100) per day shall be assessed.
- G. In the event the Contractor fails to provide the Contractors Personnel Qualifications within the time limit set forth herein then liquidated damages in the amount of one hundred dollars (\$100) per day shall be assessed for each day beyond the time limit that the requirement is unmet.
- H. In the event the Contractor fails to provide the Products listing within the time limit as set forth herein then liquidated damages in the amount of one hundred dollars (\$100) per day shall be assessed for each day beyond the time limit until requirements are met.
- I. In the event the Contractor fails to provide a Work Schedule within the time limit as set forth herein then liquidated damages in the amount of one hundred dollars (\$100) per day shall be assessed for each day beyond the time limit until the requirement is met.
- J. In the event the Contractor fails to provide the Equipment List within the time limit as set forth herein then liquidated damages in the amount of one hundred dollars (\$100) per day shall be assessed for each day beyond the time limit until the requirement is met.
- K. In the event the Contractor fails to provide the Pesticide Herbicide Control Records within the time limit as set forth herein the liquidated damages in the amount of one hundred dollars (\$100) per day shall be assessed for each day beyond the time limit until the requirement is met.
- L. In the event the Contractor fails to provide the information every six months as required in the section hereunder entitled “Wages, Health and Supplemental Benefits”, then the monthly installment payable hereunder shall be reduced by two hundred dollars (\$200) for each day the contractor fails to provide the information.
- M. If the Contractor fails to provide the Manager with approved certificates of insurance no less than fifteen (15) days prior to the expiration date of each policy as required hereunder, then the monthly installment payable hereunder shall be reduced by two hundred dollars (\$200) for each day such certificates are past due.

In the event that the Contractor's employee(s) fail(s) to comply with the uniform and identification requirements as set forth herein, then the monthly installment payable hereunder shall be reduced by an amount equal to fifty dollars (\$50.00) per violation, multiplied by the number of days or major fractions thereof that the Contractor's employee(s) fail(s) to comply with the uniform and/or identification requirements.

- N. If the Contractor fails to propose a schedule for replacing plantings or materials with the specified forty-eight (48) hours required by the Specifications, then the monthly installment shall be reduced by fifty dollars (\$50.00) per planting or material type
- O. If the Contractor fails to provide and maintain in good running and operating condition as determined by the Manager any motor vehicle for the exclusive use of the Contractor's personnel for inspections and/or transporting of personnel and/or materials and furnishing services hereunder, then the monthly installment payable hereunder shall be reduced by one hundred fifty dollars (\$150) for each day or part thereof during such month that such motor vehicle is not provided and operable.

The Manager shall determine whether the Contractor has performed in a satisfactory manner and their determination shall be final, binding and conclusive upon the Contractor.

Failure of the Manager or the Port Authority to impose liquidated damages shall not be deemed Port Authority acceptance of unsatisfactory performance or a failure to perform on the part of the Contractor or a waiver of its remedies hereunder.

6. Insurance

The Contractor shall take out, maintain, and pay the premiums on Commercial General Liability Insurance, including but not limited to premises-operations, products-completed operations, and independent contractors coverage, with contractual liability language covering the obligations assumed by the Contractor under this Contract and, if vehicles are to be used to carry out the performance of this Contract, then the Contractor shall also take out, maintain, and pay the premiums on Automobile Liability Insurance covering owned, non-owned, and hired autos in the following minimum limits:

Commercial General Liability Insurance - \$ 2 million combined single limit per occurrence for bodily injury and property damage liability.

Automobile Liability Insurance - \$ 2 million combined single limit per accident for bodily injury and property damage liability.

In addition, the liability policy (ies) shall name **The Port Authority of NY and NJ, its related entities, their commissioners, directors, officers, partners, employees and agents, The City of New York** as additional insured, including but not limited to premise-operations, products-completed operations on the Commercial General Liability Policy. Moreover, the Commercial General Liability Policy shall not contain any

provisions for exclusions from liability other than provisions for exclusion from liability forming part of the most up to date ISO form or its equivalent unendorsed Commercial General Liability Policy. The liability policy (ies) and certificate of insurance shall contain cross-liability language providing severability of interests so that coverage will respond as if separate policies were in force for each insured. These insurance requirements shall be in effect for the duration of the contract to include any warrantee/guarantee period.

The certificate of insurance and liability policy (ies) must contain the following endorsement for the above liability coverages:

“The insurer(s) shall not, without obtaining the express advance written permission from the General Counsel of the Port Authority, raise any defense involving in any way the jurisdiction of the Tribunal over the person of the Port Authority, the immunity of the Port Authority, its Commissioners, officers, agents or employees, the governmental nature of the Port Authority, or the provisions of any statues respecting suits against the Port Authority.”

The Contractor shall also take out, maintain, and pay premiums on Workers’ Compensation Insurance in accordance with the requirements of law in the state(s) where work will take place, and Employer’s Liability Insurance with limits of not less than \$1 million each accident.

Each policy above shall contain a provision that the policy may not be canceled, terminated, or modified without thirty (30) days’ prior written notice to the Port Authority of NY and NJ, Att: Facility Contract Administrator, at the location where the work will take place and to the General Manager, Risk Financing.

The Port Authority may at any time during the term of this agreement change or modify the limits and coverages of insurance. Should the modification or change results in an additional premium, The General Manager, Risk Financing for the Port Authority may consider such cost as an out-of-pocket expense.

Within five (5) days after the award of this agreement or contract and prior to the start of work, the Contractor must submit an original certificate of insurance, to the Port Authority of NY and NJ, Facility Contract Administrator, at the location where the work will take place. This certificate of insurance MUST show evidence of the above insurance policy (ies), stating the agreement/contract number prior to the start of work. The General Manager, Risk Financing must approve the certificate(s) of insurance before any work can begin. Upon request by the Port Authority, the Contractor shall furnish to the General Manager, Risk Financing, a certified copy of each policy, including the premiums.

If at any time the above liability insurance should be canceled, terminated, or modified so that the insurance is not in effect as above required, then, if the Manager shall so direct, the Contractor shall suspend performance of the contract at the premises. If the contract is so suspended, no extension of time shall be due on account thereof. If the contract is not suspended (whether or not because of omission of the Manager to order suspension),

then the Authority may, at its option, obtain insurance affording coverage equal to the above required, the cost of such insurance to be payable by the Contractor to the Port Authority.

Renewal certificates of insurance or policies shall be delivered to the Facility Contractor Administrator, Port Authority at least fifteen (15) days prior to the expiration date of each expiring policy. The General Manager, Risk Financing must approve the renewal certificate(s) of insurance before work can resume on the facility. If at any time any of the certificates or policies shall become unsatisfactory to the Port Authority, the Contractor shall promptly obtain a new and satisfactory certificate and policy.

The requirements for insurance procured by the Contractor shall not in any way be construed as a limitation on the nature or extent of the contractual obligations assumed by the Contractor under this contract. The insurance requirements are not a representation by the Authority as to the adequacy of the insurance to protect the Contractor against the obligations imposed on them by law or by this or any other Contract.

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7. Increase and Decrease in Areas or Frequencies

The Manager shall have the right, at any time and from time to time in their sole discretion, to increase or decrease the frequencies of all or any part of the services required hereunder and/or to add areas not described herein in the Specifications or to remove areas or parts of areas which are hereunder so described. In the event the Manager decides to change any frequencies or areas such change shall be by written notice given to the Contractor not less than five (5) business days, prior to the effective date of said changes, said changes to be effective upon the date specified in said notice.

In the event of an increase or decrease in areas or frequencies, the Contractor's compensation will be adjusted to reflect such change in areas or frequencies utilizing the applicable Unit Price for such services (for the applicable Contract year) as set forth on the Pricing Sheet(s).

Where no specific Unit Price has been quoted for the type of services to be increased or decreased, the Manager shall have the right to negotiate the compensation to reflect such change, whether an increase or decrease in areas or frequencies, which, in the opinion of the Manager, are necessary to complete the work, by multiplying the increased or decreased amount by the negotiated rate.

In the event of a decrease, the Contractor shall not be entitled to compensation for Work not performed.

No such change in areas or frequency will be implemented which results in a total increase or decrease in compensation that is greater than fifty percent (50%) of the Total Estimated Contract Price for the Base Term or, if changes are to be implemented during an Option Period, fifty percent (50%) for that Option Period.

Any increases in frequencies or areas shall not constitute Extra Work and, as such, shall not be limited by the Extra Work provisions of this Contract.

8. Extra Work

The Contractor is required to provide separate materials, supplies, equipment and personnel for Extra Work when such is deemed necessary by the Manager. "Extra Work" as used herein shall be defined as work which differs from that expressly or impliedly required by the Specifications in their present form. Total Extra Work performed by the Contractor shall not exceed six percent (6%) of the Total Estimated Contract Price of this Contract for the entire Term of this Contract including extensions thereof, or six percent (6%) of the Total Estimated Contract Price of each Section if this Contract is awarded by separate Sections.

An increase in area or frequency does not constitute Extra Work, but shall be compensable based on the prices in the Pricing Sheet(s) and the paragraph herein titled "Increase or Decrease in Areas or Frequencies".

The Contractor is required to perform Extra Work pursuant to a written order of the Manager expressly recognizing such work as Extra Work. If Lump Sum or Unit Price compensation cannot be agreed upon by the parties in writing prior to the start of Work, the Contractor shall perform such Extra Work and the Contractor's compensation shall be increased by the sum of the following amounts and such amounts only: (1) the actual net cost, in money, of the labor, and material, required for such Extra Work; (2) ten percent (10%) of the amount under (1) above; (3) such rental as the Manager deems reasonable for plant and equipment (other than small tools) required for such Extra Work; (4) if the Extra Work is performed by a subcontractor, an additional five percent (5%) of the sum of the amounts under (1) through (3) above.

As used in this numbered clause (and in this clause only):

"Labor" means laborers, mechanics, and other employees below the rank of supervisor, directly employed at the Site of the Work subject to the Manager or their designee's authority to determine what employees of any category are "required for Extra Work" and as to the portion of their time allotted to Extra Work; and "cost of labor" means the wages actually paid to and received by such employees plus a proper proportion of (a) vacation allowances and union dues and assessments which the employer actually pays pursuant to contractual obligation upon the basis of such wages, and (b) taxes actually paid by the employer pursuant to law upon the basis of such wages and workers' compensation premiums paid pursuant to law. "Employees" as used above means only the employees of one employer.

"Net Cost" means the Contractor's actual cost after deducting all permitted cash and trade discounts, rebates, allowances, credits, sales taxes, commissions, and refunds (whether or not any or all of the same shall have been taken by the Contractor) of all parts and materials purchased by the Contractor solely for the use in performing its obligation hereunder provided, where such purchase has received the prior written

approval of the Manager as required herein. The Contractor shall promptly furnish to the Manager such bills of sale and other instruments as the Manger may require,, executed, acknowledged and delivered, assuring to the Manager title to such materials, supplies, equipment, parts, and tools free of encumbrances.

“Materials” means temporarily-installed and consumable materials as well as permanently-installed materials; and “cost of materials” means the price (including taxes actually paid by the Contractor pursuant to law upon the basis of such materials) for which such materials are sold for cash by the manufacturers or producers thereof, or by regular dealers therein, whether or not such materials are purchased directly from the manufacturer, producer or dealer (or if the Contractor is the manufacturer or producer thereof, the reasonable cost to the Contractor of the manufacture and production), plus the reasonable cost of delivering such materials to the Site of the Work in the event that the price paid to the manufacturer, producer or dealer does not include delivery and in case of temporarily-installed materials, less their salvage value, if any.

The Manager shall have the authority to decide all questions in connection with Extra Work. The exercise by the Manager of the powers and authorities vested in him/her by this section shall be binding and final upon the Port Authority and the Contractor.

The Contractor shall submit all reports, records and receipts as are requested by the Manager so as to enable him/her to ascertain the time expended in the performance of the Extra Work, the quantity of labor and materials used therein and the cost of said labor and materials to the Contractor.

The provisions of this Contract relating generally to Work and its performance shall apply without exception to any Extra Work required and to the performance thereof. Moreover, the provisions of the Specifications relating generally to the Work and its performance shall also apply to any Extra Work required and to the performance thereof, except to the extent that a written order in connection with any particular item of Extra Work may expressly provide otherwise.

If the Contractor deems work to be Extra Work, the Contractor shall give written notice to the Manager within twenty-four (24) hours of performing the work that it so considers as Extra Work, and failure of the Contractor to provide said notice shall constitute a waiver of any claim to an increase in compensation for such work and a conclusive and binding determination that it is not Extra Work.

The Contractor shall supply the amount of materials, supplies, equipment and personnel required by the Manager within five (5) business days following the receipt of written or verbal notice from the Manager, or in the case of an emergency as determined by the Manager, within twenty-four (24) hours following the receipt by the Contractor of the Manager’s written or oral notification. Where oral notification is provided hereunder, the Manager will thereafter confirm the same in writing.

All Extra Work shall be billed to the Port Authority on a separate invoice on a monthly basis.

PART IV – SIGNATURE SHEET, NAME AND RESIDENCE OF PRINCIPALS SHEET AND PRICING SHEET(S), TABLE OF CONTENTS

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PART IV – SIGNATURE SHEET, NAME AND RESIDENCE OF PRINCIPALS SHEET AND PRICING SHEET(S)

1. SIGNATURE SHEET

OFFER: The undersigned offers and agrees to furnish to the Port Authority of New York and New Jersey the services and/or materials in compliance with all terms, conditions, specifications and addenda of the Contract. Signature also certifies understanding and compliance with the certification requirements of the standard terms and conditions as contained in the Standard Contract Terms and Conditions. This offer shall be irrevocable for one hundred twenty (120) days after the date on which the Port Authority opens this bid.

ONLY THE COMPANY NAMED AS THE BIDDING ENTITY BELOW WILL RECEIVE PAYMENT. THIS MUST BE THE SAME NAMED COMPANY AS INDICATED ON THE COVER SHEET

Bidding Entity _____

Bidder's Address _____

City, State, Zip _____

Telephone No. _____ FAX _____

Email _____ EIN# _____

SIGNATURE _____ Date _____

Print Name and Title _____

ACKNOWLEDGEMENT:

STATE OF: _____

COUNTY OF: _____

On this ___ day of _____, 20____, personally came before me, _____, who duly sworn by me, did depose that (s)he has knowledge of the matters herein stated, that they are in all respects true and that (s)he has been authorized to execute the foregoing offer and statement of irrevocability on behalf of said corporation, partnership or firm.

Notary Public

NOTE: If a joint venture is bidding, duplicate this Signature Sheet and have each party to the joint venture sign separately and affix to the back of this Signature Sheet.

Bidder attention is called to the certification requirements contained in the Standard Contract Terms and Conditions, Part III. Indicate by checking box below if a signed, explanatory statement in connection with this section is attached hereto.

If certified by the Port Authority as an SBE or MWBE: _____ (indicate which one and date).

2. NAME AND RESIDENCE OF PRINCIPALS SHEET

Names and Residence of Principals of Bidder. If general or limited partner, or individual, so indicate.

NAME	TITLE	ADDRESS OF RESIDENCE (Do not give business address)
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3. PRICING SHEET(S)

Entry of Prices

- a. The prices quoted shall be written in figures, in ink, preferably in black ink where required in the spaces provided on the Pricing Sheet(s) attached hereto and made a part hereof. Prices must be quoted in United States Dollars. All figures inserted will be interpreted as being quoted in United States Dollars.
- b. The “Unit Price” or Monthly Lump Sum Price quoted shall not exceed two decimal places. The “Unit Prices” or “Monthly Lump Sum Price” quoted by the Bidder shall be firm for the term of this Contract.
- c. All Bidders are asked to ensure that all charges quoted for similar operations in the Contract are consistent.
- d. Prices must be submitted for each Item required on the Pricing Sheet(s). Bidders are advised that the Items on the Pricing Sheet(s) correspond to the required services set forth in the Specifications hereunder.
- e. Bidders must insert all figures as required and verify all computations for accuracy. The Port Authority in its sole judgment reserves the right to: (1) reject Bids without checking them for mathematical errors or omissions, (2) reject Bids that contain or appear to contain errors or omissions, and (3) supply corrections to Bids that contain or appear to contain mathematical errors and omissions, and in this case the Port Authority reserves the right to recompute the Estimated Contract Price based upon the Unit Prices or Monthly Lump Sum Price inserted by the Bidder, which amount shall govern in all cases.
- f. In the event that a Bidder quotes an amount in the Estimated Annual Total but omits to quote a Unit Price or Monthly Lump Sum Price for that amount in the space provided, the Port Authority reserves the right to compute and insert the appropriate Unit Price or Monthly Lump Sum Price.
- g. The Total Estimated Contract Price is solely for the purpose of facilitating the comparisons of Bids. Compensation shall be in accordance with the section of this Contract entitled “Payment”.
- h. The Total Estimated Three Year Contract Price shall be obtained by adding the Total Estimated Contract Price for each year.

A. Classified Work - YEAR ONE

Item No.	Item of Work (Description)	Est. Annual Quantity	Unit of Measure		Unit Price		Estimated Annual Total
1	Supply and Spread Topsoil	1,000	Cubic Yards	x	\$	=	\$
2	Supply and Install Sod	600	Square Feet	x	\$	=	\$
3	Supply and Spread Mulch	8,000	Cubic Yards	x	\$	=	\$
4	Repair Salt Damage	200,000	Square Feet.	x	\$	=	\$
5	Lawn Restoration	250,000	Square Feet	x	\$	=	\$
6	Trees 6' in height and over, pruning and maintenance.	10	Tree	x	\$	=	\$
7	Trees 6' in height and over, removal and dispose.	10	Tree	x	\$	=	\$
8	Boltonia Snowbank	600	Gallon Container	x	\$	=	\$
9	Bluebeard	600	Gallon Container	x	\$	=	\$
10	Tickseed	300	Quart Container	x	\$	=	\$
11	Blanket Flower	300	Quart Container	x	\$	=	\$
12	Baja Daylily	1500	Gallon Container	x	\$	=	\$
13	Frost Beauty Daylily	1500	Gallon Container	x	\$	=	\$
14	Happy Returns Daylily	1500	Gallon Container	x	\$	=	\$
15	Pardon Me Daylily	1500	Gallon Container	x	\$	=	\$
16	Tulips (Early to Mid Season) Various Colors	45,000	Bulbs, each	x	\$	=	\$
17	Tulips (Mid to Late Season) Various Colors	45,000	Bulbs, Each	x	\$	=	\$
18	Daffodils	75,000	Bulbs, Each	x	\$	=	\$
19	Red Mums	750	Gallon Container	x	\$	=	\$
20	Yellow Mums	3600	Gallon Container	x	\$	=	\$
21	Purple Mums	3600	Gallon Container	x	\$	=	\$
22	Bradford Pear Tree	6	2 3/4' - 3 1/2'	x	\$	=	\$
23	Pin Oak Tree	4	5 1/2' - 6'	x	\$	=	\$
24	Willow Oak Tree	4	5 1/2' - 6'	x	\$	=	\$
25	Pyramidal English Oak Tree	4	4 1/2' - 5'	x	\$	=	\$
26	Eastern Redbud Tree	10	8' -10'	x	\$	=	\$
27	White Fringe Tree	6	8' -10'	x	\$	=	\$
28	Golden Rain Tree	6	3'- 3 1/2'	x	\$	=	\$
29	Saucer Magnolia Tree	6	1 1/2' - 2'	x	\$	=	\$

A. Classified Work – YEAR ONE (continued)							
Item No.	Item of Work (Description)	Est. Annual Quantity	Unit of Measure		Unit Price		Estimated Annual Total
30	Star Magnolia Tree	6	1 1/2' - 2'	x	\$	=	\$
31	Coralburst Crabapple Tree	6	5' - 6'	x	\$	=	\$
32	Spring Snow Crabapple Tree	6	2' – 2 1/2'	x	\$	=	\$
33	London Planetree	2	5 1/2' - 6'	x	\$	=	\$
34	Compact Winged Euonymus	30	24"- 30"	x	\$	=	\$
35	Dense Spreading Yew	30	24"- 30"	x	\$	=	\$
36	Hetz Holly	225	24"- 30"	x	\$	=	\$
37	Burgundy Chrysanthemum	600	Gallon Container	x	\$	=	\$
38	Red Chrysanthemum	600	Gallon Container	x	\$	=	\$
39	Accent Hybrid Scarlet Impatiens	300	Flats*	x	\$	=	\$
40	Accent Hybrid White Impatiens	300	Flats*	x	\$	=	\$
41	Accent Hybrid Salmon Impatiens	300	Flats*	x	\$	=	\$
42	Accent Hybrid Lilac Impatiens	300	Flats*	x	\$	=	\$
43	Color Up Hybrid Pink Impatiens	300	4" Pot	x	\$	=	\$
44	Color Up Hybrid Red Impatiens	300	4" Pot	x	\$	=	\$
45	Color Up Hybrid White Impatiens	300	4" Pot	x	\$	=	\$
46	Peacock Hybrid Red Impatiens	300	4" Pot	x	\$	=	\$
47	Peacock Hybrid White Impatiens	300	4" Pot	x	\$	=	\$
48	Lobelias	300	4" Pot	x	\$	=	\$
49	Impatiens Red	300	Flats*	x	\$	=	\$
50	Impatiens White	300	Flats*	x	\$	=	\$
51	Impatiens Violet	300	Flats*	x	\$	=	\$
52	Impatiens Salmon	300	Flats*	x	\$	=	\$
53	Gayfeather	30	Quart Container	x	\$	=	\$
54	Catmint	1500	Quart Container	x	\$	=	\$
55	Russian Sage	300	Quart Container	x	\$	=	\$
56	Black Eyed Susan	750	Quart Container	x	\$	=	\$

A. Classified Work – YEAR ONE (continued)

Item No.	Item of Work (Description)	Est. Annual Quantity	Unit of Measure		Unit Price		Estimated Annual Total
57	East Friesland Meadow Sage	20	Quart Container	x	\$	=	\$
58	Sedum	200	Quart Container	x	\$	=	\$
59	Hybrid Goldenrod	20	Quart Container	x	\$	=	\$
60	Double Knockout Roses Red	100	Gallon Container	x	\$	=	\$
61	Double Knockout Roses Pink	100	Gallon Container	x	\$	=	\$
62	Double Knockout Roses Yellow	100	Gallon Container	x	\$	=	\$
63	Double Knockout Roses White	100	Gallon Container	x	\$	=	\$

*One (1) Flat =24 count, one (1) plant each.

Item No.	Item of Work (Description)	Unit of Measure		Application Price		Applications per Year		Estimated Annual Total
64	Paving Block Area Weed Control Herbicide Application (Pre-Emergence and Post-Emergence)	One application covers 301,200 square feet	x	\$	x	3	=	\$

A	Total Estimated Year One (1) Contract Price for Classified Work (Add Estimated Total Amount of Items Nos. 1 through 64)						\$
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B. Unclassified Work - YEAR ONE

Item No.	Location	Est. Monthly Quantity	Months	Monthly Lump Sum Price		Estimated Annual Total
1	Central Terminal Area	1,596,737 Sq. Ft.	12	\$	=	\$
2	Van Wyck Expressway	2,147,300 Sq. Ft.	12	\$	=	\$
3	JFK Expressway	4,821,086 Sq. Ft.	12	\$	=	\$
4	Ramada Inn	44,037 Sq. Ft.	12	\$	=	\$
5	Building 111	199,500 Sq. Ft.	12	\$	=	\$
6	Cargo Service Rd.	121,100 Sq. Ft.	12	\$	=	\$
7	Howard Beach AirTrain Station	741 Sq. Ft.	12	\$	=	\$
B. Total Estimated Year One (1) Contract Price for Unclassified Work (Add Estimated Total Amount of Items Nos. 1 through 7)						\$

C. Labor - YEAR ONE

Labor rates are all inclusive including but shall not be limited to, the Contractor's overhead, clerical staff, profit, travel time, and cost for vehicle use, including tolls, gas and parking costs at JFK as required.

Description	Est. Annual Quantity		Unit Price per Hour		Estimated Annual Total
Certified Arborist	100 Hours	x	\$	=	\$
C. Total Estimated Year One (1) Contract Price for Labor					

D. Classified Work - YEAR TWO

Item No.	Item of Work (Description)	Est. Annual Quantity	Unit of Measure		Unit Price		Estimated Annual Total
1	Supply and Spread Topsoil	1,000	Cubic Yards	x	\$	=	\$
2	Supply and Install Sod	600	Square Feet	x	\$	=	\$
3	Supply and Spread Mulch	8,000	Cubic Yards	x	\$	=	\$
4	Repair Salt Damage	200,000	Square Feet	x	\$	=	\$
5	Lawn Restoration	250,000	Square Feet	x	\$	=	\$
6	Trees 6' in height and over, pruning and maintenance.	10	Tree	x	\$	=	\$
7	Trees 6' in height and over, removal and dispose.	10	Tree	x	\$	=	\$
8	Boltonia Snowbank	600	Gallon Container	x	\$	=	\$
9	Bluebeard	600	Gallon Container	x	\$	=	\$
10	Tickseed	300	Quart Container	x	\$	=	\$
11	Blanket Flower	300	Quart Container	x	\$	=	\$
12	Baja Daylily	1500	Gallon Container	x	\$	=	\$
13	Frost Beauty Daylily	1500	Gallon Container	x	\$	=	\$
14	Happy Returns Daylily	1500	Gallon Container	x	\$	=	\$
15	Pardon Me Daylily	1500	Gallon Container	x	\$	=	\$
16	Tulips (Early to Mid Season) Various Colors	45,000	Bulbs, each	x	\$	=	\$
17	Tulips (Mid to Late Season) Various Colors	45,000	Bulbs, Each	x	\$	=	\$
18	Daffodils	75,000	Bulbs, Each	x	\$	=	\$
19	Red Mums	750	Gallon Container	x	\$	=	\$
20	Yellow Mums	3600	Gallon Container	x	\$	=	\$
21	Purple Mums	3600	Gallon Container	x	\$	=	\$
22	Bradford Pear Tree	6	2 3/4' - 3 1/2'	x	\$	=	\$
23	Pin Oak Tree	4	5 1/2' - 6'	x	\$	=	\$
24	Willow Oak Tree	4	5 1/2' - 6'	x	\$	=	\$
25	Pyramidal English Oak Tree	4	4 1/2' - 5'	x	\$	=	\$
26	Eastern Redbud Tree	10	8' -10'	x	\$	=	\$
27	White Fringe Tree	6	8' -10'	x	\$	=	\$
28	Golden Rain Tree	6	3'- 3 1/2'	x	\$	=	\$
29	Saucer Magnolia Tree	6	1 1/2' - 2'	x	\$	=	\$

D. Classified Work – YEAR TWO (continued)

Item No.	Item of Work (Description)	Est. Annual Quantity	Unit of Measure		Unit Price		Estimated Annual Total
30	Star Magnolia Tree	6	1 1/2' - 2'	x	\$	=	\$
31	Coralburst Crabapple Tree	6	5' - 6'	x	\$	=	\$
32	Spring Snow Crabapple Tree	6	2' – 2 1/2'	x	\$	=	\$
33	London Planetree	2	5 1/2' - 6'	x	\$	=	\$
34	Compact Winged Euonymus	30	24"- 30"	x	\$	=	\$
35	Dense Spreading Yew	30	24"- 30"	x	\$	=	\$
36	Hetz Holly	225	24"- 30"	x	\$	=	\$
37	Burgundy Chrysanthemum	600	Gallon Container	x	\$	=	\$
38	Red Chrysanthemum	600	Gallon Container	x	\$	=	\$
39	Accent Hybrid Scarlet Impatiens	300	Flats*	x	\$	=	\$
40	Accent Hybrid White Impatiens	300	Flats*	x	\$	=	\$
41	Accent Hybrid Salmon Impatiens	300	Flats*	x	\$	=	\$
42	Accent Hybrid Lilac Impatiens	300	Flats*	x	\$	=	\$
43	Color Up Hybrid Pink Impatiens	300	4" Pot	x	\$	=	\$
44	Color Up Hybrid Red Impatiens	300	4" Pot	x	\$	=	\$
45	Color Up Hybrid White Impatiens	300	4" Pot	x	\$	=	\$
46	Peacock Hybrid Red Impatiens	300	4" Pot	x	\$	=	\$
47	Peacock Hybrid White Impatiens	300	4" Pot	x	\$	=	\$
48	Lobelias	300	4" Pot	x	\$	=	\$
49	Impatiens Red	300	Flats*	x	\$	=	\$
50	Impatiens White	300	Flats*	x	\$	=	\$
51	Impatiens Violet	300	Flats*	x	\$	=	\$
52	Impatiens Salmon	300	Flats*	x	\$	=	\$
53	Gayfeather	30	Quart Container	x	\$	=	\$
54	Catmint	1500	Quart Container	x	\$	=	\$
55	Russian Sage	300	Quart Container	x	\$	=	\$
56	Black Eyed Susan	750	Quart Container	x	\$	=	\$

D. Classified Work – YEAR TWO (continued)

Item No.	Item of Work (Description)	Est. Annual Quantity	Unit of Measure		Unit Price		Estimated Annual Total
57	East Friesland Meadow Sage	20	Quart Container	x	\$	=	\$
58	Sedum	200	Quart Container	x	\$	=	\$
59	Hybrid Goldenrod	20	Quart Container	x	\$	=	\$
60	Double Knockout Roses Red	100	Gallon Container	x	\$	=	\$
61	Double Knockout Roses Pink	100	Gallon Container	x	\$	=	\$
62	Double Knockout Roses Yellow	100	Gallon Container	x	\$	=	\$
63	Double Knockout Roses White	100	Gallon Container	x	\$	=	\$

*One (1) Flat =24 count, one (1) plant each.

Item No.	Item of Work (Description)	Unit of Measure		Unit Price		Applications per Year		Estimated Annual Total
64	Paving Block Area Weed Control Herbicide Application (Pre-Emergence and Post-Emergence)	One application covers 301,200 square feet	x	\$	x	3	=	\$

D	Total Estimated Year Two (2) Contract Price for Classified Work (Add Estimated Total Amount of Items Nos. 1 through 64)						\$
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E. Unclassified Work - YEAR TWO

Item No.	Location	Est. Monthly Quantity	Months	Monthly Lump Sum Price	=	Estimated Annual Total	
1	Central Terminal Area	1,596,737 Sq. Ft.	12	\$	=	\$	
2	Van Wyck Expressway	2,147,300 Sq. Ft.	12	\$	=	\$	
3	JFK Expressway	4,821,086 Sq. Ft.	12	\$	=	\$	
4	Ramada Inn	44,037 Sq. Ft.	12	\$	=	\$	
5	Building 111	199,500 Sq. Ft.	12	\$	=	\$	
6	Cargo Service Rd.	121,100 Sq. Ft.	12	\$	=	\$	
7	Howard Beach AirTrain Station	741 Sq. Ft.	12	\$	=	\$	
E.	Total Estimated Year Two (2) Contract Price for Unclassified Work (Add Estimated Total Amount of Items Nos. 1 through 7)					=	\$

F. Labor - YEAR TWO

Labor rates are all inclusive and shall include, but shall not be limited to, the Contractor's overhead, clerical staff, profit, travel time, and cost for vehicle use, including tolls and parking costs at JFK as required

Description	Est. Annual Quantity		Unit Price per Hour	=	Estimated Annual Total	
Certified Arborist	100 Hours	x	\$	=	\$	
F.	Total Estimated Year Two (2) Contract Price for Labor				=	

G. Classified Work - YEAR THREE

Item No.	Item of Work (Description)	Est. Annual Quantity	Unit of Measure		Unit Price		Estimated Annual Total
1	Supply and Spread Topsoil	1,000	Cubic Yards	x	\$	=	\$
2	Supply and Install Sod	600	Square Feet	x	\$	=	\$
3	Supply and Spread Mulch	8,000	Cubic Yards	x	\$	=	\$
4	Repair Salt Damage	200,000	Square Feet	x	\$	=	\$
5	Lawn Restoration	250,000	Square Feet	x	\$	=	\$
6	Trees 6' in height and over, pruning and maintenance.	10	Tree	x	\$	=	\$
7	Trees 6' in height and over, removal and dispose.	10	Tree	x	\$	=	\$
8	Boltonia Snowbank	600	Gallon Container	x	\$	=	\$
9	Bluebeard	600	Gallon Container	x	\$	=	\$
10	Tickseed	300	Quart Container	x	\$	=	\$
11	Blanket Flower	300	Quart Container	x	\$	=	\$
12	Baja Daylily	1500	Gallon Container	x	\$	=	\$
13	Frost Beauty Daylily	1500	Gallon Container	x	\$	=	\$
14	Happy Returns Daylily	1500	Gallon Container	x	\$	=	\$
15	Pardon Me Daylily	1500	Gallon Container	x	\$	=	\$
16	Tulips (Early to Mid Season) Various Colors	45,000	Bulbs, each	x	\$	=	\$
17	Tulips (Mid to Late Season) Various Colors	45,000	Bulbs, Each	x	\$	=	\$
18	Daffodils	75,000	Bulbs, Each	x	\$	=	\$
19	Red Mums	750	Gallon Container	x	\$	=	\$
20	Yellow Mums	3600	Gallon Container	x	\$	=	\$
21	Purple Mums	3600	Gallon Container	x	\$	=	\$
22	Bradford Pear Tree	6	2 3/4' - 3 1/2'	x	\$	=	\$
23	Pin Oak Tree	4	5 1/2' - 6'	x	\$	=	\$
24	Willow Oak Tree	4	5 1/2' - 6'	x	\$	=	\$
25	Pyramidal English Oak Tree	4	4 1/2' - 5'	x	\$	=	\$
26	Eastern Redbud Tree	10	8' -10'	x	\$	=	\$
27	White Fringe Tree	6	8' -10'	x	\$	=	\$
28	Golden Rain Tree	6	3' - 3 1/2'	x	\$	=	\$
29	Saucer Magnolia Tree	6	1 1/2' - 2'	x	\$	=	\$
30	Star Magnolia Tree	6	1 1/2' - 2'	x	\$	=	\$

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G. Classified Work – YEAR THREE (continued)							
Item No.	Item of Work (Description)	Est. Annual Quantity	Unit of Measure		Unit Price		Estimated Annual Total
31	Coralburst Crabapple Tree	6	5' - 6'	x	\$	=	\$
32	Spring Snow Crabapple Tree	6	2' – 2 1/2'	x	\$	=	\$
33	London Planetree	2	5 1/2' - 6'	x	\$	=	\$
34	Compact Winged Euonymus	30	24"- 30"	x	\$	=	\$
35	Dense Spreading Yew	30	24"- 30"	x	\$	=	\$
36	Hetz Holly	225	24"- 30"	x	\$	=	\$
37	Burgundy Chrysanthemum	600	Gallon Container	x	\$	=	\$
38	Red Chrysanthemum	600	Gallon Container	x	\$	=	\$
39	Accent Hybrid Scarlet Impatiens	300	Flats*	x	\$	=	\$
40	Accent Hybrid White Impatiens	300	Flats*	x	\$	=	\$
41	Accent Hybrid Salmon Impatiens	300	Flats*	x	\$	=	\$
42	Accent Hybrid Lilac Impatiens	300	Flats*	x	\$	=	\$
43	Color Up Hybrid Pink Impatiens	300	4" Pot	x	\$	=	\$
44	Color Up Hybrid Red Impatiens	300	4" Pot	x	\$	=	\$
45	Color Up Hybrid White Impatiens	300	4" Pot	x	\$	=	\$
46	Peacock Hybrid Red Impatiens	300	4" Pot	x	\$	=	\$
47	Peacock Hybrid White Impatiens	300	4" Pot	x	\$	=	\$
48	Lobelias	300	4" Pot	x	\$	=	\$
49	Impatiens Red	300	Flats*	x	\$	=	\$
50	Impatiens White	300	Flats*	x	\$	=	\$
51	Impatiens Violet	300	Flats*	x	\$	=	\$
52	Impatiens Salmon	300	Flats*	x	\$	=	\$
53	Gayfeather	30	Quart Container	x	\$	=	\$
54	Catmint	1500	Quart Container	x	\$	=	\$
55	Russian Sage	300	Quart Container	x	\$	=	\$
56	Black Eyed Susan	750	Quart Container	x	\$	=	\$

G. Classified Work – YEAR THREE (continued)

Item No.	Item of Work (Description)	Est. Annual Quantity	Unit of Measure		Unit Price		Estimated Annual Total
57	East Friesland Meadow Sage	20	Quart Container	x	\$	=	\$
58	Sedum	200	Quart Container	x	\$	=	\$
59	Hybrid Goldenrod	20	Quart Container	x	\$	=	\$
60	Double Knockout Roses Red	100	Gallon Container	x	\$	=	\$
61	Double Knockout Roses Pink	100	Gallon Container	x	\$	=	\$
62	Double Knockout Roses Yellow	100	Gallon Container	x	\$	=	\$
63	Double Knockout Roses White	100	Gallon Container	x	\$	=	\$

*One (1) Flat =24 count, one (1) plant each.

Item No.	Item of Work (Description)	Unit of Measurement		Unit Price		Applications per Year		Estimated Annual Total
64	Paving Block Area Weed Control Herbicide Application (Pre-Emergence and Post-Emergence)	One application covers 301,200 square feet	x	\$	x	3	=	\$

G	Total Estimated Year Three (3) Contract Price for Classified Work (Add Estimated Total Amount of Items Nos. 1 through 64)							\$
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H. Unclassified Work - YEAR THREE

Item No.	Location	Est. Monthly Quantity	Months	Monthly Lump Sum Price		Estimated Annual Total	
1	Central Terminal Area	1,596,737 Sq. Ft.	12	\$	=	\$	
2	Van Wyck Expressway	2,147,300 Sq. Ft.	12	\$	=	\$	
3	JFK Expressway	4,821,086 Sq. Ft.	12	\$	=	\$	
4	Ramada Inn	44,037 Sq. Ft.	12	\$	=	\$	
5	Building 111	199,500 Sq. Ft.	12	\$	=	\$	
6	Cargo Service Rd.	121,100 Sq. Ft.	12	\$	=	\$	
7	Howard Beach AirTrain Station	741 Sq. Ft.	12	\$	=	\$	
H.	Total Estimated Year Three (3) Contract Price for Unclassified Work (Add Estimated Total Amount of Items Nos. 1 through 7)						\$

I. Labor - YEAR THREE

Labor rates are all inclusive and shall include, but shall not be limited to, the Contractor's overhead, clerical staff, profit, travel time, and cost for vehicle use, including tolls and parking costs at JFK as required

Description	Est. Annual Quantity		Unit Price per Hour		Estimated Annual Total	
Certified Arborist	100 Hours	x	\$	=	\$	
I.	Total Estimated Year Three (3) Contract Price for Labor					

J COMPENSATION FOR PARTS AND EQUIPMENT						
Net Cost to Supply Parts for Irrigation System (Enter Mark-up, discount or zero percentage). The percentage shall remain firm for the duration of the Contract and is not subject to any price adjustment.						
Three (3) Year Estimated Net Cost **		Contractor's Percentage*** Mark-up/Mark-down			Total Estimated	Total Estimated Three-Year Contract Price
\$180,000	x	+/- %	= \$		+ \$180,000	= \$

K COMPENSATION FOR IRRIGATION SYSTEM REPAIR SERVICES FOR OVER 3' DIAMETER LINE INCLUDING PARTS AND EQUIPMENT AND LABOR						
Net Cost Supply Irrigation System Repair Services for Over 3 feet Diameter Line including Parts and Equipment and Labor (Enter Mark-up, discount or zero percentage). The percentage shall remain firm for the duration of the Contract and is not subject to any price adjustment.						
Three (3) Year Estimated Net Cost **		Contractor's Percentage*** Mark-up/Mark-down			Total Estimated	Total Estimated Three-Year Contract Price
\$360,000	x	+/- %	= \$		+ \$360,000	= \$

** Net Cost is defined as:

The net cost after deducting all permitted cash trade discounts, rebates, allowances, credits, commissions and refunds (whether or not any or all of the same shall have been taken by the Contractor) of all materials, supplies, tools and labor purchased or leased by the Contractor solely for use in performing his obligations hereunder provided such purchase or lease has received the prior written approval of the Port Authority. The documentation that the Contractor receives from its supplier that accompanies the material will substantiate these charges.

***Percent discount or markup to be applied to net cost to establish cost to the Authority for materials supplied by the Contractor, shall be two (2) decimal places to the right of the decimal, such as the following example: 1.22%

**SUMMARY SHEET
CONTRACTOR'S PRICING SHEET**

A	Total Estimated Year One (1) Contract Price for Classified Work	\$
B	Total Estimated Year One (1) Contract Price for Unclassified Work	\$
C	Total Estimated Year One (1) Contract Price for Labor	\$
D	Total Estimated Year Two (2) Contract Price for Classified Work	\$
E	Total Estimated Year Two (2) Contract Price for Unclassified Work	\$
F	Total Estimated Year Two (2) Contract Price for Labor	\$
G	Total Estimated Year Three (3) Contract Price for Classified Work	\$
H	Total Estimated Year Three (3) Contract Price for Unclassified Work	\$
I	Total Estimated Year Three (3) Contract Price for Labor	\$
J	Total Estimated Three-Year Contract Price for Parts and Equipment - Net Cost Supply Parts for Irrigation System	\$
K	Total Estimated Three-Year Contract Price for Compensation for Irrigation Repair Services for Over 3 Feet Diameter Line Including Parts and Equipment and Labor Net Cost	\$
L	ESTIMATED THREE YEAR CONTRACT PRICE (SUM OF A+B+C+D+E+F +G+H+I+J+K=L)	\$

4. CALCULATION OF HOURLY RATE FORM

INSTRUCTIONS FOR CALCULATION OF AVERAGE HOURLY RATE FORM

Attached are the “Calculation of Average Hourly Rate” forms for the enumerated positions under this Contract, for each year of the Base Term. A separate form is required for each employee category. The Proposer shall use these forms in support of the Wages, Health and Supplemental Benefits Clause required under this Contract. When completing this form, please refer to the definitions located in the aforementioned clause.

A Proposer or Bidder’s entries in these forms for Item#1, Item#2 and Item #3 shall become requirements if the proposal or bid is accepted by the Port Authority and the Proposer or Bidder must maintain the averages quoted at all times.

Nothing in the forms shall modify the requirements of the clause entitled, “Wages, Health and Supplemental Benefits” or the terms and conditions of the subject Contract.

Please note that all calculations should be based on two thousand and eighty (2080) annual hours.

BIDDER'S NAME: _____ BID NUMBER _____

LANDSCAPER / GROUND PERSON

YEAR ONE

MINIMUM WAGE: \$15.98

FULL-TIME EMPLOYEES FORM

NUMBER OF EMPLOYEES _____

ITEM # 1

AVERAGE HOURLY DIRECT WAGES \$ _____

ITEM #2

AVERAGE HEALTH BENEFITS
HEALTH \$ _____

ITEM #3

AVERAGE SUPPLEMENTAL BENEFITS (ITEMS NOT REQUIRED BY LAW) NUMBER OF
DAYS PROVIDED

HOLIDAY ALLOWANCE \$ _____

VACATION ALLOWANCE \$ _____

SICK TIME ALLOWANCE \$ _____

PENSION \$ _____

WELFARE \$ _____

OTHER SUPPLEMENTAL BENEFITS \$ _____

SPECIFY _____

SUB TOTAL (ITEMS # 1, 2 & 3) \$ _____ sub total 1, 2 & 3

ITEM #4

AVERAGE TAXES AND INSURANCE (ITEM REQUIRED BY LAW)

F.I.C.A. \$ _____

N.Y.S.U.I./ N.J.S.U.I. \$ _____

F.U.I. \$ _____

WORKERS' COMPENSATION \$ _____

GENERAL LIABILITY INSURANCE \$ _____

DISABILITY INSURANCE \$ _____

OTHER TAXES AND INSURANCE \$ _____

SPECIFY _____

ITEM #5

AVERAGE ADDITIONAL COMPONENTS

(IF APPLICABLE)

VEHICLE/MTCE/FUEL \$ _____

UNIFORMS \$ _____

EQUIPMENT \$ _____

MATERIALS \$ _____

SUPPLIES \$ _____

RELIEF \$ _____

ROLL CALL \$ _____

OTHER COMPONENTS NOT SPECIFIED ABOVE \$ _____

SPECIFY _____

AVERAGE GENERAL ADMINISTRATIVE COSTS, OVERHEAD
AND PROFIT \$ _____

TOTAL (ITEMS # 1, 2, 3, 4 & 5) \$ _____

PART IV - 20
PART IV – SIGNATURE SHEET, NAME AND RESIDENCE OF PRINCIPALS SHEET AND PRICING SHEET(S)

BIDDER'S NAME: _____ BID NUMBER _____

LANDSCAPER / GROUND PERSON

YEAR TWO

MINIMUM WAGE: \$15.98

FULL-TIME EMPLOYEES FORM

NUMBER OF EMPLOYEES _____

ITEM #1 AVERAGE HOURLY DIRECT WAGES \$ _____

ITEM #2

AVERAGE HEALTH BENEFITS

HEALTH \$ _____

ITEM #3

AVERAGE SUPPLEMENTAL BENEFITS (ITEMS NOT REQUIRED BY LAW) NUMBER OF DAYS PROVIDED

HOLIDAY ALLOWANCE \$ _____

VACATION ALLOWANCE \$ _____

SICK TIME ALLOWANCE \$ _____

PENSION \$ _____

WELFARE \$ _____

OTHER SUPPLEMENTAL BENEFITS \$ _____

SPECIFY _____

SUB TOTAL (ITEMS # 1, 2 & 3) \$ _____ sub total 1, 2 & 3

ITEM #4

AVERAGE TAXES AND INSURANCE (ITEM REQUIRED BY LAW)

F.I.C.A. \$ _____

N.Y.S.U.I./ N.J.S.U.I. \$ _____

F.U.I. \$ _____

WORKERS' COMPENSATION \$ _____

GENERAL LIABILITY INSURANCE \$ _____

DISABILITY INSURANCE \$ _____

OTHER TAXES AND INSURANCE \$ _____

SPECIFY _____

ITEM #5

AVERAGE ADDITIONAL COMPONENTS

(IF APPLICABLE)

VEHICLE/MTCE/FUEL \$ _____

UNIFORMS \$ _____

EQUIPMENT \$ _____

MATERIALS \$ _____

SUPPLIES \$ _____

RELIEF \$ _____

ROLL CALL \$ _____

OTHER COMPONENTS NOT SPECIFIED ABOVE \$ _____

SPECIFY _____

AVERAGE GENERAL ADMINISTRATIVE COSTS, OVERHEAD AND PROFIT \$ _____

TOTAL (ITEMS # 1, 2, 3, 4 & 5) \$ _____

PART IV - 21
PART IV – SIGNATURE SHEET, NAME AND RESIDENCE OF PRINCIPALS SHEET AND PRICING SHEET(S)

BIDDER'S NAME: _____ BID NUMBER _____

LANDSCAPER / GROUND PERSON

YEAR THREE

MINIMUM WAGE: \$15.98

FULL-TIME EMPLOYEES FORM

NUMBER OF EMPLOYEES _____

ITEM #1 AVERAGE HOURLY DIRECT WAGES \$ _____

ITEM #2

AVERAGE HEALTH BENEFITS

HEALTH \$ _____

ITEM #3

AVERAGE SUPPLEMENTAL BENEFITS (ITEMS NOT REQUIRED BY LAW) NUMBER OF DAYS PROVIDED

HOLIDAY ALLOWANCE \$ _____

VACATION ALLOWANCE \$ _____

SICK TIME ALLOWANCE \$ _____

PENSION \$ _____

WELFARE \$ _____

OTHER SUPPLEMENTAL BENEFITS \$ _____

SPECIFY _____

SUB TOTAL (ITEMS # 1, 2 & 3) \$ _____ sub total 1, 2 & 3

ITEM #4

AVERAGE TAXES AND INSURANCE (ITEM REQUIRED BY LAW)

F.I.C.A. \$ _____

N.Y.S.U.I./ N.J.S.U.I. \$ _____

F.U.I. \$ _____

WORKERS' COMPENSATION \$ _____

GENERAL LIABILITY INSURANCE \$ _____

DISABILITY INSURANCE \$ _____

OTHER TAXES AND INSURANCE \$ _____

SPECIFY _____

ITEM #5

AVERAGE ADDITIONAL COMPONENTS

(IF APPLICABLE)

VEHICLE/MTCE/FUEL \$ _____

UNIFORMS \$ _____

EQUIPMENT \$ _____

MATERIALS \$ _____

SUPPLIES \$ _____

RELIEF \$ _____

ROLL CALL \$ _____

OTHER COMPONENTS NOT SPECIFIED ABOVE \$ _____

SPECIFY _____

AVERAGE GENERAL ADMINISTRATIVE COSTS, OVERHEAD

AND PROFIT \$ _____

TOTAL (ITEMS # 1, 2, 3, 4 & 5) \$ _____

PART IV - 22
PART IV – SIGNATURE SHEET, NAME AND RESIDENCE OF PRINCIPALS SHEET AND PRICING SHEET(S)

BIDDER'S NAME: _____ BID NUMBER _____

LEAD-PERSON/SUPERVISOR

YEAR ONE

MINIMUM WAGE: \$23.62

FULL-TIME EMPLOYEES FORM

NUMBER OF EMPLOYEES _____

ITEM #1 AVERAGE HOURLY DIRECT WAGES \$ _____

ITEM #2

AVERAGE HEALTH BENEFITS

HEALTH \$ _____

ITEM #3

AVERAGE SUPPLEMENTAL BENEFITS (ITEMS NOT REQUIRED BY LAW) NUMBER OF DAYS PROVIDED

HOLIDAY ALLOWANCE \$ _____

VACATION ALLOWANCE \$ _____

SICK TIME ALLOWANCE \$ _____

PENSION \$ _____

WELFARE \$ _____

OTHER SUPPLEMENTAL BENEFITS \$ _____

SPECIFY _____

SUB TOTAL (ITEMS # 1, 2 & 3) \$ _____ sub total 1, 2 & 3

ITEM #4

AVERAGE TAXES AND INSURANCE (ITEM REQUIRED BY LAW)

F.I.C.A. \$ _____

N.Y.S.U.I./ N.J.S.U.I. \$ _____

F.U.I. \$ _____

WORKERS' COMPENSATION \$ _____

GENERAL LIABILITY INSURANCE \$ _____

DISABILITY INSURANCE \$ _____

OTHER TAXES AND INSURANCE \$ _____

SPECIFY _____

ITEM #5

AVERAGE ADDITIONAL COMPONENTS

(IF APPLICABLE)

VEHICLE/MTCE/FUEL \$ _____

UNIFORMS \$ _____

EQUIPMENT \$ _____

MATERIALS \$ _____

SUPPLIES \$ _____

RELIEF \$ _____

ROLL CALL \$ _____

OTHER COMPONENTS NOT SPECIFIED ABOVE \$ _____

SPECIFY _____

AVERAGE GENERAL ADMINISTRATIVE COSTS, OVERHEAD

AND PROFIT \$ _____

TOTAL (ITEMS # 1, 2, 3, 4 & 5) \$ _____

PART IV - 23
PART IV – SIGNATURE SHEET, NAME AND RESIDENCE OF PRINCIPALS SHEET AND PRICING SHEET(S)

BIDDER'S NAME: _____ BID NUMBER _____

LEAD-PERSON /SUPERVISOR

YEAR TWO

MINIMUM WAGE: \$23.62

FULL-TIME EMPLOYEES FORM

NUMBER OF EMPLOYEES _____

ITEM #1 AVERAGE HOURLY DIRECT WAGES \$ _____

ITEM #2

AVERAGE HEALTH BENEFITS

HEALTH \$ _____

ITEM #3

AVERAGE SUPPLEMENTAL BENEFITS (ITEMS NOT REQUIRED BY LAW) NUMBER OF
DAYS PROVIDED

HOLIDAY ALLOWANCE \$ _____

VACATION ALLOWANCE \$ _____

SICK TIME ALLOWANCE \$ _____

PENSION \$ _____

WELFARE \$ _____

OTHER SUPPLEMENTAL BENEFITS \$ _____

SPECIFY _____

SUB TOTAL (ITEMS # 1, 2 & 3) \$ _____ sub total 1, 2 & 3

ITEM #4

AVERAGE TAXES AND INSURANCE (ITEM REQUIRED BY LAW)

F.I.C.A. \$ _____

N.Y.S.U.I./ N.J.S.U.I. \$ _____

F.U.I. \$ _____

WORKERS' COMPENSATION \$ _____

GENERAL LIABILITY INSURANCE \$ _____

DISABILITY INSURANCE \$ _____

OTHER TAXES AND INSURANCE \$ _____

SPECIFY _____

ITEM #5

AVERAGE ADDITIONAL COMPONENTS

(IF APPLICABLE)

VEHICLE/MTCE/FUEL \$ _____

UNIFORMS \$ _____

EQUIPMENT \$ _____

MATERIALS \$ _____

SUPPLIES \$ _____

RELIEF \$ _____

ROLL CALL \$ _____

OTHER COMPONENTS NOT SPECIFIED ABOVE \$ _____

SPECIFY _____

AVERAGE GENERAL ADMINISTRATIVE COSTS, OVERHEAD

AND PROFIT \$ _____

TOTAL (ITEMS # 1, 2, 3, 4 & 5) \$ _____

PART IV - 24
PART IV – SIGNATURE SHEET, NAME AND RESIDENCE OF PRINCIPALS SHEET AND PRICING SHEET(S)

Rev. 6/12/15 (PA/PATH)

BIDDER'S NAME: _____ BID NUMBER _____

LEAD-PERSON /SUPERVISOR

YEAR THREE

MINIMUM WAGE: \$23.62

FULL-TIME EMPLOYEES FORM

NUMBER OF EMPLOYEES _____

ITEM #1 AVERAGE HOURLY DIRECT WAGES \$ _____

ITEM #2

AVERAGE HEALTH BENEFITS

HEALTH \$ _____

ITEM #3

AVERAGE SUPPLEMENTAL BENEFITS (ITEMS NOT REQUIRED BY LAW) NUMBER OF DAYS PROVIDED

HOLIDAY ALLOWANCE \$ _____

VACATION ALLOWANCE \$ _____

SICK TIME ALLOWANCE \$ _____

PENSION \$ _____

WELFARE \$ _____

OTHER SUPPLEMENTAL BENEFITS \$ _____

SPECIFY _____

SUB TOTAL (ITEMS # 1, 2 & 3) \$ _____ sub total 1, 2 & 3

ITEM #4

AVERAGE TAXES AND INSURANCE (ITEM REQUIRED BY LAW)

F.I.C.A. \$ _____

N.Y.S.U.I./ N.J.S.U.I. \$ _____

F.U.I. \$ _____

WORKERS' COMPENSATION \$ _____

GENERAL LIABILITY INSURANCE \$ _____

DISABILITY INSURANCE \$ _____

OTHER TAXES AND INSURANCE \$ _____

SPECIFY _____

ITEM #5

AVERAGE ADDITIONAL COMPONENTS

(IF APPLICABLE)

VEHICLE/MTCE/FUEL \$ _____

UNIFORMS \$ _____

EQUIPMENT \$ _____

MATERIALS \$ _____

SUPPLIES \$ _____

RELIEF \$ _____

ROLL CALL \$ _____

OTHER COMPONENTS NOT SPECIFIED ABOVE \$ _____

SPECIFY _____

AVERAGE GENERAL ADMINISTRATIVE COSTS, OVERHEAD

AND PROFIT \$ _____

TOTAL (ITEMS # 1, 2, 3, 4 & 5) \$ _____

PART IV - 25
PART IV – SIGNATURE SHEET, NAME AND RESIDENCE OF PRINCIPALS SHEET AND PRICING SHEET(S)

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PART V – SPECIFICATIONS

1. Specific Definitions

To avoid undue repetition, the following terms, as used in this Contract, shall be construed as follows:

- i. “Facility” means the following locations at John F. Kennedy International Airport (JFK), Jamaica, NY:
 - a. Central Terminal Areas
 - i. Central Terminal Area, bow ties, parking lots and associated areas adjacent to the Central Areas
 - b. Van Wyck Expressway
 - i. Van Wyck Expressway Crescent
 - ii. Van Wyck Expressway Ramada Inn fine lawn areas and beds
 - iii. Building 143 Bust stop and adjacent fields
 - iv. North and Southside Federal Circle Plaza
 - v. Nassau Expressway Entrance at Ramada Inn
 - vi. Parking lot 7 and adjacent berm
 - vii. South Service Road meadow
 - viii. All Van Wyck Expressway entrances and exits
 - ix. Van Wyck Outbound North side Mall, North Service Road
 - c. JFK Expressway
 - i. The JFK Expressway, inbound and outbound
 - ii. DHL Carrier Building berm
 - d. Ramada Inn – Building 144
 - e. Building 111
 - i. Building 111(Federal Building) to Federal Circle
 - f. Cargo Service Road
 - i. Cargo Service Road to Cargo plaza road.
 - ii. 147th Avenue Entrance, field adjacent to Gaz Building,
 - g. Howard Beach Airtrain Station

The area covered is approximately thirty six (36) acres.

- ii. “Manager” or “Contract Manager” means the Port Authority Contract Manager for this Contract at JFK or his/her designee and is the person responsible for scheduling and directing the Contractor’s work.
- iii. “Classified Work” means work conducted on an as needed basis and as approved by the Manager.
- iv. “Unclassified Work” means such routine work conducted on a predetermined interval basis as more fully set forth herein.
- v. “Regular Working Hours” means the hours between 6:00 a.m. and 2:30 p.m. Monday through Friday exclusive of holidays.

- vi. "Site" and "Sites" means the areas at the locations at the Facility above or where particularly shown on the Maps attached hereto Exhibit II and made a part hereof. The Contractor shall note that Exhibit II are provided solely to indicate the approximate sizes of the areas involved. The information and these Maps may not match current plantings or the current condition of the areas.
- vii. "equal or approved equal" shall mean Port Authority equal or approved equal.

2. Work Required by the Specifications

The Contractor agrees to perform General Landscaping, Irrigation, Seasonal Planting, Floral Arrangements, and Maintenance of the Permanent Underground Irrigation System at JFK and to furnish all labor, supervision, equipment, materials, supplies and do all other things necessary or proper there or incidental thereto, all in strict accordance with the provisions of this Contract, including the Specifications herein, in order to keep the Facility's landscaping in a safe, clean, well-maintained and manicured manner, with plantings that are healthy, lush and aesthetically pleasing. In order to achieve this objective, these Specifications are provided as minimum requirements.

The Contractor shall verify all indicated conditions at the worksite before ordering materials or commencing work. The Contractor shall notify the Manager of any condition that would prevent the performance of the work as described herein

The Contractor shall be present daily at the site locations at the Facility during the days and times as set forth herein.

All equipment, operation, labor and material used in this section shall conform to the highest horticultural standards in the opinion of the Manager.

The Contractor shall maintain sufficient staff to furnish, install and maintain all products and services as described herein and by the Manager.

All Work related to pesticide/herbicide control services shall be conducted in accordance with New York State Department of Environmental Conservation (NYSDEC) and United States Environmental Protection Agency (EPA) laws, rules and regulations. For reference, these can be found at:

NYSDEC: <http://www.dec.ny.gov/>

EPA: <http://www.epa.gov/pesticides/about/aboutus.htm>

New York State's Integrated Pest Management Program may be used as a reference for pesticide/herbicide control services and for landscaping services as required herein. This can be found at <http://nysipm.cornell.edu/default.asp>.

3. Wages, Health and Supplemental Benefits

A. Definitions:

- 1) "Employee" means any person, employed by the Contractor or its subcontractors, to perform any of the Services required under this Contract, excluding those holding the positions of administrative personnel performing such duties exclusively.

- 2) “Full Time Employee” (F.T.E.) means any person or Employee who is paid on a straight time hourly basis, working on such a compensation basis for a minimum of thirty (30) hours during a seven (7) day consecutive period continually (including vacation, sick leave, etc.) throughout each Contract Year. Time for which an employee is paid on an overtime or premium time basis shall not be counted in determining the thirty (30) hours requirement. The Port Authority will not reimburse the Contractor for any overtime without the Port Authority’s prior written consent.
- 3) “Straight-time” means the non-overtime hours actually worked by Employees under this Contract and shall include the time an employee spends at roll call, whether or not paid; however, meal periods and relief time shall be excluded, whether or not paid.
- 4) “Direct Wages” means monetary amounts paid by the Contractor or its subcontractor(s) to its employees for straight time (non-overtime) hours worked, including shift differentials, if any. Employee incentive plan payments are not included as Direct Wages.
- 5) “Average Hourly Direct Wages” shall be calculated by dividing the sum of the direct hourly Straight-time wages paid to all Employees in each Employee category by the number of Straight-time hours worked by the Employees in such category.
- 6) “Minimum Hourly Wages” mean the levels of fair wages determined by the Port Authority for Employees in each Employee category based on certain benchmarks or other prevailing standards. Employees may not receive Direct Wages lower than the Minimum Hourly Wages stated hereunder.
- 7) “Health Benefits” means benefits, other than Supplemental Benefits, as hereinafter defined, paid or covered under health insurance plans, to cover the costs of healthcare for Employees and their families.
- 8) The “Cost of Health Benefits” means the cost to the Contractor (and its subcontractors) of such benefits that meet the requirements of this Contract for providing health coverage for Employees and their families.
- 9) “Average Health Benefits” shall be calculated by dividing the sum of the Health Benefits paid or provided for Straight-time hours worked by all Employees in each Employee category by the number of Straight-time hours worked by the Employees in such category.
- 10) “Supplemental Benefits” mean benefits, other than Health Benefits, provided to Employees, including, but not limited to: fair and reasonable vacation allowances, sick leave, holiday, jury duty, birthday, welfare, retirement and non-occupational disability benefits, life, accident, or other such types of insurance, but excluding Health Benefits.
- 11) The “Cost of Supplemental Benefits” mean the cost to the Contractor (and its subcontractors) of all remuneration for employment provided to Employees in any medium other than cash, but including payments which are not Wages within the meaning of this numbered clause.

- 12) "Average Supplemental Benefits" shall be calculated by dividing the sum of the Supplemental Benefits, which shall exclude Health Benefits, paid or provided for Straight-time hours worked by all Employees in each Employee category by the number of Straight-time hours worked by the Employees in such category.
- 13) "Contract Year", as used in this Agreement means the twelve (12) month period commencing on the Commencement Date of the Contract and each successive twelve (12) month period thereafter or such portion of a twelve (12) month period that the Contract is in effect if the Contract should expire or be terminated on other than the last day of such twelve (12) month period.

B. Supplemental Benefits including but not limited to holiday, sick time and vacation time that are accrued in one year but not paid until the following year are not allowed to be included in the computation of benefits until they are paid.

For example: Assume an employee begins working for the Contractor on January 1, 2015. Although the employee accrues 10 vacation days, he/she cannot take them until he/she has worked for the Contractor for one year. The employee finally takes his/her vacation in February 2016. The employee's vacation benefits accrued in 2015 but were never paid. Therefore, the Contractor may not include the employee's vacation benefits in the computation of Supplemental Benefits until it is actually paid. At that time, the vacation time will be credited retroactively and applied in the computation of benefits for the year 2015.

C. Contractor in the performance of the Services herein, shall pay or provide (and shall cause any subcontractor to pay or provide) not less than the Minimum Hourly Wages for each Employee in each category as set forth below and the Average Direct Hourly Wage, as set forth in the Calculation of Average Hourly Rate Form and accepted by the Port Authority.

Minimum Hourly Wages

Landscaper / Grounds Person- \$15.98 (per hour)

Lead-Person / Supervisor- \$23.62 (per hour)

D. Contractor in the performance of the Services herein, shall pay or provide (and shall cause any subcontractor to pay or provide) not less than Health Benefits accepted by the Port Authority for each Employee in each category, and the Health Benefits shall be subject to the requirements as set forth below.

- 1) Health Benefits shall be provided to Employees and their families.
- 2) Health Benefits shall include a health insurance program addressing the following list of recommended acceptable components:
 - i. up to and including family coverage, as applicable
 - ii. inpatient hospital services
 - iii. outpatient surgical facility
 - iv. emergency room services
 - v. prenatal services

- vi. well visits/immunizations/routine visits for illness
 - vii. prescription drug benefit
- 3) The Cost of Health Benefits shall be as set forth in the Calculation of Average Hourly Rate Form and accepted by the Port Authority at the inception of the Contract, with an exact numerical (dollar) requirement for Health Benefits.
 - 4) The Contractor shall demonstrate to the satisfaction of the Port Authority that Health Benefits are furnished by the Contractor and all subcontractors through one of the following, with no employee contribution to health coverage premiums:
 - i. The Contractor's and subcontractors' Employees and their families are covered under a health benefit plan paid for and provided by the Contractor;
 - ii. The Contractor's and subcontractors' Employees and their families are covered by a union benefit plan authorized under the Taft Hartley Act 29 USCA Section 186 (c);
 - iii. The Contractor's and subcontractors' Employees and their families are covered by a government health benefits program, including, but not limited to Healthy New York, Child Health Plus and NJ FamilyCare.
 - 5) Health Benefits shall be provided to Full Time Employees (F.T.E.'s) and their families no later than thirty (30) days from the first date of Employee performance under the Contract.
 - 6) The Contractor shall provide each F.T.E. with written information, i.e. documents relating to each Employee's health care coverage.
 - 7) The Contractor shall provide continued health benefits to F.T.E.'s and their families of the same quality, or better as those approved by the Authority and initially provided under this Contract, throughout the duration of the Contract term.

E. Contractor in the performance of the Services herein, shall pay or provide (and shall cause any subcontractor to pay or provide) not less than Supplemental benefits established in the Calculation of Average Hourly Rate Form and accepted by the Port Authority for each Employee category, and such Supplemental benefits shall be subject to the requirements as set forth below.

- 1) Without limiting the foregoing, under no circumstances shall the cost of providing uniforms or footwear, cleaning of uniforms, training and transportation to and from post, or any other items incidental to rendering the Services covered under this Contract, be allowed or included in the Cost of Supplemental Benefits.
- 2) Any reimbursements to employees for expenses, and payroll taxes, employee incentive plans and any other benefits required by law are not includable in the Cost of Supplemental Benefits.
- 3) The established numerical value for the Supplemental Benefits, other than Health Benefits, shall be as set forth in the Calculation of Average Hourly Rate Form and accepted by the Port Authority.

F. In the event that the compensation payable under this Contract is subject to adjustment from time to time as provided in the paragraph entitled "Price

Adjustment” in the Contract Specific Terms and Conditions, then the Average Direct Hourly Wages and Supplemental Benefits set forth in the Calculation of Average Hourly Rate Form and accepted by the Port Authority, shall be adjusted as specified in Part III.

G. Nothing contained herein shall be construed to prevent the Contractor or any subcontractor from paying or providing any individual Employee Hourly Direct Wages, Health and Supplemental Benefits higher than the Minimum Hourly Wages, Health and Supplemental Benefits described in this numbered clause. It is understood that the Contractor's obligation to pay or provide the Minimum Hourly Wages as set forth above, the Health Benefits and Supplemental Benefits as set forth in the Calculation of Average Hourly Rate Form and accepted by the Port Authority, allows the Contractor to pay or provide some of its Employees hourly Direct Wages, Health Benefits and other Supplemental Benefits that are higher than the minimum and nothing herein shall be construed to constitute a representation or guarantee by the Port Authority that the Contractor or its subcontractors can obtain employees for the amounts herein before described.

H. Contractors (and their subcontractors) should expect to be audited with respect to Wages, Health and Supplemental Benefits paid or provided to Employees under this Contract. All Wage and Benefit requirements under this Contract will be strictly enforced. Failure on the part of the Contractor (and its subcontractors) to comply with any of the requirements under this Contract, including but not limited to the timely submission of payroll certifications and documents related to Health Benefits and Supplemental Benefits provided to Employees may be deemed a substantial breach of this Contract giving rise to the rights and remedies enumerated hereafter in the paragraph entitled “Rights and Remedies of the Port Authority” in the Standard Contract Terms and Conditions, as well as any other rights and remedies the Port Authority would have in the absence of such enumeration and failure to comply with each of these requirements will be taken into consideration prior to award of future contracts with the Port Authority.

I. The Contractor and its subcontractors shall maintain records in accordance with the requirements set forth in the paragraph entitled “Records and Reports” in the Standard Contract Terms and Conditions.

For records related to Wages, Health and Supplemental Benefits, the Contractor and its subcontractors are also required to provide such records and books of account in spreadsheet or other electronic format, when requested by Port Authority.

Upon request by the Port Authority, the Contractor (and its subcontractors) shall have (15) fifteen business days to provide such payroll records and books of account unless the Port Authority indicates, in writing, that such records and books of account may be provided at a later date.

In the event the Contractor or a subcontractor(s) fails to provide the required records, or if the Port Authority determines that the records and books of account provided for audit are incomplete, the Port Authority may, at its sole discretion, estimate wages, health and supplemental benefits and non-overtime hours worked in order to determine

whether the Contractor (or its subcontractors) was in compliance with the Wages, Health and Supplemental Benefits provisions of this Contract.

J. Further, the Contractor shall submit (and shall cause its subcontractors to submit) to the Port Authority on the fifteenth day of the seventh month following the month in which the Commencement Date of this Contract falls and every six (6) months thereafter, and the month following the month in which the termination date of this Contract falls, a certified statement signed by an executive officer of the Contractor (or its subcontractor) based upon the Contractor's (or subcontractors') payroll records which indicate that the Wage, Health and Supplemental Benefits requirements were met during the six (6) month period ending on the last day of the month preceding the date of submission of the said statement, together with such other detailed information as the Port Authority may request from time to time regarding Wages, Health and Supplemental Benefits paid or provided by the Contractor or its subcontractor to Employees engaged in providing the Contractor's Services under the Contract. Each certified statement shall, at a minimum, contain the level of detail specified in Exhibit I – Sample Wage and Benefits Statement attached hereto and made a part hereof.

The Port Authority's acceptance of a certification statement in a format other than what is set forth in this section shall not relieve the Contractor of any of the obligations contained in this section for Wage, Health and Supplemental Benefits accepted by the Port Authority and required to be provided to the Contractor's Employees.

K. In the event that an audit of the Contractor's (or subcontractors) books and records or the aforesaid monthly statements submitted by the Contractor (or subcontractor) to the Port Authority should disclose that for any Contract Year, either the Contractor or a subcontractor has not paid at least the Minimum Hourly Wages as set forth above, the Average Hourly Direct Wages, Supplemental Benefits and Health Benefits as set forth in the "Calculation of Average Hourly Rate Form" and accepted by the Port Authority, (including any adjustments, if provided for, reflecting changes in the Consumer Price Index or other indices or instruments as identified by the Port Authority), the Contractor shall pay to the Contractor's Employees who have not been paid the proper employee payments (or to the Port Authority for retention by the Port Authority until such time as the Contractor's Employees are paid), or shall pay to the subcontractor's Employees similarly affected or shall have the subcontractor so pay, at the option of the Port Authority, an amount (calculated for the Contractor or subcontractor which has not paid or provided the required amounts hereunder) equivalent to the product obtained by multiplying the difference between the employee payments required hereunder and the employee payments actually paid or provided by the number of non-overtime hours worked by the affected Employees of the subject Contractor or subcontractor employed during such Contract year, calculated per Paragraph C position category (hereinafter referred to as the "Underpayment Amount"). The Port Authority may, in its discretion, elect to deduct the Underpayment Amount due from the Contractor in accordance with the provisions of this Section from any subsequent payment payable to the Contractor under this Contract plus an amount equal to any payroll and associated taxes which would have been paid on the Underpayment Amount from any subsequent payment payable to the Contractor under this Contract.

- L. In addition to the underpayment payable by the Contractor, the Port Authority may deduct interest on the underpayment amount calculated at 19.2% annual interest from any subsequent payment to the Contractor.
- M. If requested by the Port Authority, the Contractor shall submit to the Port Authority for approval, a plan for the Contractor's or subcontractors' return of the underpayment to each affected Employee, including a deadline for compliance. In approving such a plan, the Authority may require the Contractor or a subcontractor to return the underpayment to the affected Employees in cash and the Contractor or the subcontractor is responsible for any additional payroll taxes resulting from this payment.

4. Personnel Requirements

The Contractor shall provide the following qualified staff:

- A. A Lead-Person/Supervisor shall be onsite each working day and shall report to the Manager's office prior to commencing each day's work and again after completion of each day's work. The Lead Person/Supervisor shall furnish a worksheet to the Manager's office containing the following information:
 - 1. The date
 - 2. The type of equipment
 - 3. Schedule of work
 - 4. Work completed
 - 5. Names of all staff on site
 - 6. Supervisor's signature

The Lead-Person/Supervisor shall have at least three (3) continuous years experience in the Horticultural Maintenance Field, and at least one (1) year of which shall have been with this Contractor.

- B. Dedicated landscapers/groundspersons that shall have performed similar work for a minimum of two (2) continuous years and be qualified to perform the horticultural tasks required by these Specifications.
- C. The Contractor shall supply on a daily basis one (1) Irrigation Mechanic Personnel dedicated to the irrigation system who shall make inspection adjustments as well as all notifications, repairs and monitoring on a daily basis, Monday through Friday during the hours of 6 a.m. to 2:30 p.m., exclusive of holidays. Irrigation Mechanic Personnel supplied by the Contractor to repair and maintain the irrigation system shall have at least three (3) year experience repairing and maintaining a similar irrigation system and certified to Level 2 on the Rainbird Maxicom Computerized Irrigation System hardware. Website:
www.rainbird.com/landscape/products/central/maxicom2.htm
- D. Compensation for the labor for items A, B, & C above, shall be an included cost under

the “Monthly Lump Sum Price” for “Unclassified Work”.

- E. The Contractor shall provide at least one (1) Licensed and Certified Commercial Pesticide Applicator at all times to provide pest control services at the Facility. The Licensed and Certified Commercial Pesticide Applicator must have at least three (3) years’ work experience as a Certified and Registered Applicator, (herein called the Applicator), who has a valid certification and registration from the New York State Department of Environmental Conservation as a Commercial Pesticide Applicator in the applicable categories identified as Category 3A (Ornamental, Shade Trees & Turf) and during such time shall not have had their certification suspended or revoked. The Contractor shall be required to document the aforementioned experience for all the Pesticide Applicator(s) it proposes to use in performing the work required herein. Provisional certified pesticide Applicators are not acceptable. No pest control services shall be performed or any pesticide applied without a Certified Pesticide Applicator being present at the Facility. The Contractor must provide a copy of the valid and current license to the Manager. Compensation for the Applicator shall be an included cost in the Pricing Sheet under “Paving Block Area Weed Control Herbicide Application (Pre- Emergence and Post-Emergence)”.
- F. The Contractor shall have a Certified New York State Arborist available within twenty-four (24) hours upon request. Compensation for the Arborist shall be at the “Unit Price per Hour” entered by the Contractor on the Pricing Sheet.
 - i. The Contractor shall have an irrigation specialist available from the date of start-up of the irrigation system until close-down. The irrigation specialist shall be present during the irrigation system startup at the beginning of the season and shall be present during the irrigation system close-down at the end of the season. The irrigation specialist supplied by the Contractor to repair and maintain the irrigation system shall have at least three (3) years experience repairing and maintaining a similar irrigation system and including but not limited to perform service on the Rainbird Maxicom Computerized Irrigation System.

The requirements for the employee certified to Level 3 by Maxicom in software and Level 2 on the Maxicom hardware can be met by the same individual or separate individuals.

Additionally, employee(s) who repair or inspect the backflow preventers must be licensed by New York City and New York State.

For New York City annual inspection requirements, see

www.nyc.gov/html/dep/pdf/water_sewer/42_doh_supplement.pdf

For New York State certification, see www.health.state.ny.us/environmental/water/drinking/cross/courses.htm

For all work on the pump house control panels the Contractor's employee must be certified to do the work by Watertronics. (www.watertronics.com) Watertronics is the company that installed the panels at the pump house at JFK.

Compensation for the irrigation system specialist for repair services 3' diameter line to the Irrigation System shall be compensated under the "Compensation for Irrigation System Repair Services for Over 3' Diameter Line Including Parts and Equipment and Labor" of the Pricing Sheet.

Within fifteen (15) days of the Contract award, the Contractor shall submit, in writing, for the Contract Manager's approval, a list containing the names, length of service and qualifications of all personnel who will perform work under this Contract. No work will be allowed to proceed prior to receiving the Manager's written approval of personnel qualifications

5. Work Schedule

Within fifteen (15) days of Contract award the Contractor shall submit, in writing, for the Manager's approval, a schedule of all work specified as "Unclassified Work". In the event that the Contractor is unable to complete the work as scheduled, the Contractor shall notify the Manager at least twenty-four (24) hours in advance and provide a revised schedule approved by the Manager prior to implementing any schedule change.

Work shall be performed during the hours of 6:00 a.m. to 2:30 p.m., Monday through Friday, exclusive of holidays. In the event of a holiday, the work shall be performed on the next business day. No work shall be performed outside these hours or on a holiday unless approved by the Manager.

6. Uniform Requirement

The Contractor shall, within fifteen (15) days of the award of the Contract provide its Personnel all necessary safety vests and distinctive uniforms with woven company logo or identification insignia with the Contractor's name of a type, style and color, which shall be subject to the prior and continuing approval of the Manager. Personnel shall wear these safety vests and uniforms at all times when performing work under this Contract. A company issued photo identification badge shall be worn in a conspicuous and clearly position by all Personnel whenever engaged in Work under this Contract. Personnel without proper identification or uniforms shall not be permitted to work. The Contractor shall also be responsible to ensure that its Personnel are wearing proper protective equipment including footwear, for the task being performed.

The Manager shall have the right to require removal of any Personnel who shall fail to wear the proper uniform, safety equipment and identification. The exercise of this right shall not limit the

obligations of the Contractor to perform the Work.

7. Communication Device for Personnel

The Contractor shall provide the Lead Person/Supervisor assigned to Work under this Contract with a cellular telephone with email capabilities at no additional cost to the Port Authority. The Lead Person/Supervisor must have said cellular telephones in working order at all times when performing Work under this Contract. Lead Person/Supervisor shall respond to a cellular phone communication related to performance within thirty (30) minutes.

8. Contractor's Vehicles and Safety Equipment

The Contractor must provide and maintain in good running and operating condition as determined by the Manager any motor vehicle necessary for the exclusive use of the Contractor's personnel for inspections and/or transporting of personnel and/or materials and furnishing services.

All vehicles shall be equipped with rotating beacon lights and at least one (1) vehicle shall have a directional arrow board and impact attenuator. All vehicles shall have the Contractor's company name and/or logo painted on the side or permanently mounted. Magnetic or otherwise removable displays are not permitted.

9. Safety Items Requirements

The Contractor must provide its Personnel the following safety items at all times:

- a) OSHA approved orange safety vests with reflective material.
- b) Reflective roll up 48" safety warning sign, and a portable spring loaded warning sign support. The warning sign shall read "shoulder work".
- c) "Stop and Slow" 18" octagon hand signal paddle.
- d) Neoprene gloves.
- e) Safety glasses with side splash shields or safety goggles.
- f) A minimum of two (2) hazardous material cleanup kits.

10. Temporary Traffic Control Elements

Prior to closing any traffic lanes, a Lane Closure Plan must be submitted to the Manager forty-eight (48) hours in advance. All Work Zone Traffic Control Rules must be followed as outlined in the US Department of Labor Occupational Safety & Health Administration (OSHA) Manual on Uniform Traffic Control Devices (MUTCD).

11. Water and Water Bags

Water will be made available by the Port Authority for the Contractor's use at the worksite. The Contractor shall provide water hoses and equipment to transport water from worksite source to areas and specific locations where water is to be used, all at the Contractor's expense.

When state and local regulations prevent the use of public sources of water, the Contractor shall obtain water from private wells observing all legalities and transport water to the

worksite in equipment approved by the Manager. Written approval of the Manager is required prior to procuring water from private wells. There shall be no charge to the Port Authority for this water.

The Contractor shall use a 5,000 gallon water truck and a 1,000 gallon hydro-seeder for areas where water is not available. These shall not be the same vehicles used for pesticide/herbicide applications.

The Contractor shall provide and install water bags (drip bags) to provide water to trees. The Port Authority shall not be liable for the loss, theft or damage of these bags. In the event the water bags are lost, stolen or damaged, the Contractor must replace the bags at no additional cost to the Port Authority. The Contractor shall maintain on hand a minimum supply of water bags adequate for two hundred (200) trees and shall be required to use the water bags during the dry season (June 1 through September 30) as directed by the Manager.

The Contractor shall have one (1) B-1-80, three (3) B-1-10, four (4) B-1-40 and one (1) B-1-60 Kiffco Company water cannons or Port Authority approved equal for watering.

12. Products

Within fifteen (15) days of the Contract award the Contractor shall submit, in writing, for the Manager's approval, a complete list of all products proposed for use under this Contract, along with a copy of the US Department of Labor Material Safety Data Sheets (MSDS) and labels for each. The Manager will not permit the Contractor to commence work until he has received and accepted all product certificates required under this Contract.

Approval of a product or approved equal does not constitute the Port Authority's acceptance of the product's effectiveness, proper use, or application. It shall be the Contractor's responsibility to apply, control and regulate all products. Any damage incurred as a result of the product or its application by the Contractor shall be deemed the responsibility of the Contractor. The Contractor shall correct, at his/her expense, the damage to the sole satisfaction of the Manager.

13. Pesticide/Herbicide Control Records

The Contractor shall keep all records that are or may be required by Federal, State or Local laws. Copies of these records shall be made available to the Manager within five (5) days when requested by the Manager. Forty-eight (48) hours prior to a proposed spray operation, submit to the Manager, for his/her approval, a list indicating the target to be treated, the chemical trade name and quantity of mix being prepared. The Contractor shall not proceed with treatment until the Manager issues approval in writing of this operation.

14. General Requirements for Pesticide/Herbicides Application and Products

A. All pesticides/herbicides shall be selected to act on an identified pest and used to

- protect the plantings from infestations and/or serious damage. All pesticides must be used and applied in accordance with the manufacturer's label, directions and current regulations of the NYSDEC and the EPA. Do not deliver pre-mixed pesticides to the worksite.
- B. The Manager may, at any time, review the Contractor's operations and products for compliance with these Specifications. The Manager will reject, and at the Contractor's expense, stop all work if in the Manager's sole opinion the Contractor has failed to comply with these Specifications. Within 48 hours, the Contractor shall make all required corrections, as directed by the Manager, in order to comply with these specifications prior to resuming work.
 - C. All work performed by the Contractor shall be subject to ongoing inspections by the Manager. During these inspections, the Contractor's Lead Person/Supervisor shall accompany the Manager.
 - D. All pesticide/herbicide applications shall be subject to inspections by the Manager. The Manager may at any time, suspend and reschedule a pesticide/herbicide application when, in his/her determination, the weather conditions are unfavorable, facility operations would be hampered or the Contractor's methods or materials fail to comply with these Specifications.
 - E. After delivery to a Site, the Manager at their discretion may take samples of any products for analysis. Products which fail to comply with these Specifications shall be immediately removed from the worksite and replaced with products which comply. No work will be permitted until the non-complying product is removed from the site and replaced with one which complies with these Specifications.
 - F. The Contractor shall obtain, retain, and make available for on-site inspection at all times, MSDS for all toxic substances and hazardous materials to be used in this Contract. One copy of said MSDS shall be given to the Manager for review and approval prior to introduction of material to the Site.

15. Equipment List

Within fifteen (15) days of the Contract award, the Contractor shall submit, in writing, for the Manager's approval a complete list of all equipment, including the list of equipment in Section 16 entitled "Equipment Requirements" below to be used in the execution of this Contract. The Contractor shall not commence work until the Manager has approved, in writing the list of equipment.

16. Equipment Requirements

The following equipment shall be used in the operation of the work required under this Contract. The Contractor shall make available at a minimum the equipment listed below, at the site of work for exclusive use under this Contract:

1. 500 gallon Pressurized Tanks equipped for pesticide/herbicide applications (minimum of 3 G.P.M. and 300 P.S.I.) mounted on a truck or other movable piece of

equipment.

2. Driftless spray unit with 80-100 gallon capacity (minimum).
3. All water cannons
4. Hydroseeder
5. A 5,000 gallon water truck.

The equipment listed above shall remain at the Facility except for maintenance.

Storage Facilities for all equipment are available for exclusive use as designated by the Manager.

17. Planting

All planting shall be performed only during the following periods:

- Deciduous Material - March 1 through May 1 and October 15 through December 1
- Evergreen Material - April 1 through May 15 and September 1 through October 15

18. All Grow Top Dresser

The Contractor shall have an "All Grow" Top Dresser or Port Authority approved equal for use under this Contract.

19. Guarantee of Plants, Trees, Materials and Lawn Areas

The Contract shall guarantee replacement within fourteen (14) days at no additional cost to the Port Authority of all unsightly or unsatisfactory plant material and lawn areas according to the stipulations and conditions contained in this Specification (the "Replacement Guarantee"). The determination of what is unsatisfactory is at the opinion of the Manager.

This Replacement Guarantee shall be in effect for the periods of time described in the following paragraphs:

- Replacement of maintained trees, shrubs, ground covers, and lawn areas shall be guaranteed during the effective period of the Contract.
- Replacement of trees, shrubs, ground covers, and lawn areas installed under this Contract shall be guaranteed from the date of issuance of a certificate of partial acceptance for a one-year period.

Guarantee replacement according to the following terms and conditions:

- During the guarantee period for trees, shrubs, ground covers, and lawn areas replace all plant materials that die or otherwise become unsightly or unsatisfactory, in the opinion of the Manager.
- Any damage and/or loss to permanent plants which can be shown by the Contractor, to the satisfaction of the Manager, to have resulted from a traffic accident, vandalism, theft or natural disasters such as hurricanes, hail storms, violent wind or thunderstorms,

blizzards, or the like, will be replaced by the Contractor at the expense of the Port Authority as hereunder provided.

- Within 48 hours after a claimed damage and/or loss of the type described in the preceding paragraph the Contractor shall submit to the Manager a statement in writing indicating the type and intensity of the disaster, the amount of damage and/or loss incurred, and the proposed schedule for re-establishing the plantings which are damaged and/or lost by the disaster.
- In determining the validity of the Contractor's claim that the damage and/or loss resulted from an occurrence described herein, the Manager will consider the type and intensity of the disaster as recorded by the National Weather Bureau, Port Authority Police Reports and the condition of the plantings prior to and immediately after the claimed damage and/or loss. However, the Manager shall not be limited to these factors in rendering his/her decision.
- In the event of the occurrence of any damage and/or loss of the plantings, the Contractor shall, within 24 hours of notification by the Manager, commence cleanup operations as directed by the Manager.
- Where the Manager determines that the damage and/or loss was due to an occurrence described above, the Port Authority will compensate the Contractor for the furnishing and installation of the replacement plants in accordance with the provisions of the Contract

The Contractor shall comply with the following stipulations when replacing plant material and/or lawn areas under the Guarantee:

- Within twenty-four (24) hours after notification by the Manager, remove unsatisfactory plant material in an expeditious manner and within a time period determined by the Manager.
- Unless otherwise instructed by the Manager, twenty-four (24) hours after removal is completed, install replacement plant material. The quality and size of the replacement plant material shall be, in every way, equal to or better than the originally installed plant material.

Replacement of unsatisfactory materials as described above shall be performed with products and by operations which comply with all requirements of these specifications and on such dates as ordered by the Manager.

20. Topsoil and Mixes

Topsoil shall be natural loam topsoil, free from subsoil and weeds, obtained from an area which has never been stripped or treated with an herbicide and from a depth of no more than one (1) foot.

Topsoil shall be of uniform quality, free from hard clods, stiff clay, hard pan, sods, partially

disintegrated stone, lime, cement, ashes, slag, concrete, tar residues, tarred paper, boards, chips, sticks or any other undesirable material.

Topsoil shall contain at least five (5) percent organic matter as determined by loss on ignition or moisture-free samples dried in accordance with the current method of the Association of Official Analytical Chemists, and the acidity range shall be pH 5.0 to pH 7.0 inclusive.

The soluble salts range shall be equal to or less than 500 microohms per centimeter.

Sieve Analysis (By Wash Test. ASTM Destination D-1140)

PASSING	RETAINED ON	PERCENTAGE
1"		99%
1" SCREEN	¼" Screen (gravel)	5%
¼"	No. 100 U.S.S. mesh sieve (sand)	40-60%
No. 100 U.S.	(Very fine sand, silt and clay)	20%

Definitions of sand, silt and clay shall be those used by the Association of Official Analytical Chemists.

When the topsoil otherwise complies with the requirements of the specification but shows a deficiency of not more than one (1) percent in organic matter content, humus, peat moss or other approved organic matter may be incorporated when and as permitted by the Manager.

Topsoil mix amendments shall include the following:

a. Peat Moss

Sphagnum peat moss shall be a Canadian natural product or approved equal meeting the following requirements:

- i. Sphagnum peat moss shall be uniform quality, free from lumps, roots, stones, or any other undesirable material, conditioned for a period of at least six (6) months and a maximum of twelve (12) months, including one period of freezing and thawing, with 100% passing 1/2" screen.
- ii. The water absorbing capacity shall be not less than 1,000 percent of its own weight on a dry basis
- iii. Maximum moisture content shall be 35% by weight and organic matter content shall test 95% on a dry weight basis as determined by loss on ignition of moisture-free- samples

iv. The pH range shall be approximately 3.5 to 5.0.

b. Manure

- i. Manure shall be well rotted horse or cow manure or a combination of well rotted horse and cow manure containing not over 40 percent of straw or debris and free from fresh manure, sawdust, wood chips, leather chips, tanbark, long straw, salt hay, stones, chemicals used to hasten decomposition artificially and other foreign or injurious substances.
- ii. Manure shall be not more than two (2) years old or less than nine (9) months old and shall have been turned in the pile at least three (3) times during that period.
- iii. Burned or fire-fanged manure will not be acceptable.

21. Wetting Agent

All wetting agents shall be a granular, organic, hydrogel with neutral pH. The wetting agent shall have the following percentage of ingredients:

Ingredient Percentage: Potassium Propenoate-Propenamide 99.5%

Copolymer: Inert Ingredients 0.5%

Wetting agent shall be Viterra Gelscape as manufactured by Nepera, Inc., Harriman, New York, 10926, or an approved equal.

22. Nutrient Control Materials

The Nutrient Control Materials consist of Fertilizers, Soil pH Adjustment and Iron Adjustment listed as follows:

A. Fertilizers

1. Liquid Foliar Fertilizer 8-8-8 with trace elements.

a. Guaranteed analysis shall be as follows:

8% Nitrogen

8% K₂O

8% trace elements

As determined by the testing methods accepted by the Association of Official Analytical Chemists.

b. Fertilizer shall be liquid concentrate Follett's "Watch-Us-Grow" with "Fol-ade" or approved equal.

2. Slow release

a. Commercial fertilizer 10-6-6 shall be a dust-free homogeneous granular material 100% organic applied in April, July and October.

b. Guaranteed analysis shall be as follows:

10% Nitrogen, 3.0 W.J.N. 6% P₂O₅

4% K₂O

as determined by the testing methods adopted of Official Analytical Chemists.

c. Commercial fertilizer 10-6-5 shall be “Gro-Well” or approved equal.

B. Soil pH Adjustment

1. Pellitized dolomitic limestone shall be a commercial product with a guaranteed chemical analysis as follows:

a. Total carbonates shall not be less than 86% of 48.2% calcium oxide equivalent. For purposes of calculation total carbonates shall be considered as calcium oxide. Magnesium oxide content shall be between 15-22%.

b. Pellitized dolomitic limestone shall have the following mechanical analysis:

Whole Sample		Percent Sieve
98%	Passing	# 20 Mesh

25-30%	Passing	#100 Mesh
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c. Pellitized dolomitic limestone shall be as manufactured by Limecrest or approved equal and be a dust-free homogenous, granular material.

2. Iron Sulphate

Commercial iron sulphate as manufactured by Faesy and Bestbuff, LLC or an approved equal.

C. Iron Adjustment

Commercial chelated iron shall be furnished with the following composition: 10% iron expressed as 14.2% metallic.

Chelated iron shall be pre-approved by the Contract Manager.

23. Staking

Steel guy wire shall be No. 10 gauge (ASW), pliable and galvanized. Reinforced Hose used for staking shall be new 2-ply 1/2-inch black rubber garden hose. Tree stakes shall be white cedar stakes with bark attached. Guying Cable, Turnbuckles, Cable Clips, Eyebolts & Deadman. There shall be at least three (3) guy-cables per tree unless designated otherwise. They shall be attached to the tree and to the eyebolt.

24. Winter Protection

A. Anti-dessicant

Anti-dessicant shall be an effective transparent film that prevents excess water loss while it permits passage of carbon dioxide and oxygen. It shall be 100% organic and biodegradable,

and not damaged by freezing. It shall be a non-clogging formula. Anti-dessicant shall be "Wilt-Pruf", "Vapor-Gard", "Exhalt 4-10", or an approved equal.

B. Tree Wrapping

All tree wrapping shall be 6 inches wide, plain burlap bandage, which has not been treated with a preservative. Twine for tying shall be 3 ply natural jute.

C. Wind Protection

Burlap used as windbreak for plants shall be treated (no-rot), heavy-duty windbreak burlap and have a width of 4' or as directed by the Manager. Stakes shall be 6 feet in length, 2" diameter white cedar with bark attached. Snow fence shall be 3/8" thick, 1-1/2" wide lath spaced 2" apart and woven with heavy galvanized wire. Windbreaks are to be placed at locations designated by the Manager.

D. Irrigation System Close Down

Evacuate water from the complete system with a high volume air compressor (25 C.F.M. or larger with pressure regulator adjusted to 80 PSI or less). Move all manual-auto switches in controller panels to the "off" position (A.C. power should remain on during the winter months). Repair system as necessary prior to startup and after close down (compensated under Classified Work). All irrigation parts shall be replaced in kind. Close down shall be completed no later than November 15th.

25. Mulch

Unless otherwise directed by the Manager, mulch shall be 100% organic Shredded Hemlock, weed free, non-splintering, non-toxic, cambium-free and russet colored.

All mulch shall be shredded twice and the final shredding is to be processed through a hammer mill grinder using a one inch hexagon screen.

The finished mulched product is to be one inch in length and one-quarter inch in width. Mulch shall be color enhanced with black dye and consist entirely of North American hard and soft woods. Wood chips are to be obtained directly from a forest.

Wood chip mulch cannot contain the following: twigs, leaves, stones, pallets, compost, construction lumber, demolition wood or wood materials generated from manufacturing facilities.

Mulch shall be maintained to a depth of two (2) inches at all times.

It shall be checked once per month and maintained as directed by the Manager.

26. Plants

A. Nursery Stock

1. Plants required are listed in the Pricing Sheets for Classified Work or approved

- equal.
2. Dimensioning of plants shall conform to the following:
 - a. A plant shall be dimensioned as it stands in its natural position.
 - b. Tree caliper, shrub sizes, heights and widths shall be listed in the Pricing Sheets for Classified Work.
 - c. The dimensions for container grown plant, height, width, number of canes and container size shall be those indicated in the Pricing sheets for Classified Work.
 - d. Stock furnished shall be a fair average of the minimum and maximum sizes specified.
 - e. Large plants cut back to sizes specified will be rejected.
 3. All plants shall meet the following quality requirements:
 - a. They shall be sound, healthy and vigorous growing specimens.
 - b. Each plant shall exhibit uniform growth and a form characteristic of their species.
 - c. Canes, Trunks, Stems and Branches
 - i. They shall have normal, well-developed branches.
 - ii. They shall be free from any infestations or defects, including but not limited to decay, disfiguring knots, frost and sun scald injuries, abrasions of the bark, girdled trunk or branches, head malformed from overcrowding, damage due to machinery operation, improper pruning and blasted buds.
 - iii. All trees shall have straight trunks with a sturdy central leader. Clump forms may have more than one straight leader. Lateral branches shall arise near right angles fanning U-shaped crotch. Trees with V-shaped crotches will be rejected. In the case of ingrade street trees, branching shall start at 7 feet from the base of the trunk.
 - iv. All trees shall have been properly pruned to ensure a strong, sturdy tree canopy.
 - d. Foliage
 - i. Shall be free from chlorosis, yellowing blemishes or damaged parts.
 - e. Root System
 - i. Plants shall have vigorous fibrous root system.
 - ii. Container grown plants shall have been grown in the container long enough to develop new fibrous roots so that the root mass will retain its shape and hold together when removed from the container. All recently potted or root-bound plants will be rejected.
 - f. Instructions for Digging and Balling.

- i. All plants shall be dug immediately before moving.
- ii. All plants shall be dug to retain as many fibrous roots as possible.
- iii. Loose, broken or manufactured balls will be rejected.
- iv. Balled and burlapped plants shall be wrapped and tied with untreated burlap and sisal or jute twine. Any plants bagged and tied with a retarded "no-rot" material will be rejected.

B. Lawn-Seed

1. Seeds

- a. Areas to be seeded shall be as directed by the Manager.
- b. All seed shall be clean, pure seed. Seed shall be free of varieties not specified and shall be free of noxious weed seed and any extraneous matter.
- c. Seed shall be fresh material of the latest crop, missed in the following proportions by weight which meets the following standards for pure live seed (P.L.S.) (purity x germination) content.
- d. Turf seed mix shall have the following proportions:

% Purity	Component	% Germ Origin
4.94	Stetson Tall Fescue	90 OR
24.62	Bravo Tall Fescue	90 OR
19.86	Lancer Tall Fescue	85 OR
19.60	Prosport Perennial Ryegrass	90 OR
9.87	Shamrock Kentucky Bluegrass	85 OR
Other Ingredients		
0.17	Other Crop Seed	
0.94	Inert Matter	
0.0	Weed Seed	
Noxious Weeds	None	

2 Sod

- a. Sod shall be strongly rooted, grower certified as free from weed infestation. capable of vigorous growth, not less than two years old.
- b. Varieties of sod to be installed shall be as shown on the Contract Drawings.
- c. Machine cut sod before delivery to uniform soil thickness of 5/8 inch plus or minus 1/4 inch at the time of cutting, excluding top growth and thatch.
- d. Cut individual pieces of sod 18 inches wide x 60 inches long (7-1/2 square feet). When a section of sod is suspended vertically from a firm grasp on the upper 10% of the section, sod shall be strong enough to support its own weight and retain its size and shape. Do not harvest or transplant sod when moisture content may adversely affect its survival.
- e. Sod shall be certified by Federal and State authorities to be free of insects and diseases. Inspection certificates to this effect that would be required by

law, if the Port Authority were a private corporation, shall accompany each shipment invoice and shall be delivered to the Manager.

27. Re-sodding

Replace unsatisfactorily sodded areas for a period of six (6) months from the date on which the Certificate of Partial Completion is issued. Resod all areas which are dead or have weed and/or pest infestations.

Perform replacement of unsatisfactory sod with products and by operations which comply with all requirements of these Specifications, and on such date(s) as ordered by the Manager.

28. Turf Regulator

Turf regulator shall be "PROXY" or approved equal. Application shall be in accordance with the manufacturer's directions.

29. Soil Erosion Matting

Soil erosion matting shall be "Enkamat" Type 7020 or approved equal.

30. Repair of Salt Damage

The per square foot charge entered by the Contractor on the Pricing Sheet for the repair of salt damage under classified work shall include all labor, materials, supervision, equipment and all other things associated with the performance of the work.

31. Lawn Restoration

The per square foot charge entered by the Contractor on the Pricing Sheet for the restoration of lawn areas under classified work shall include all labor, materials, supervision, equipment and all other things associated with the performance of the work.

32. Paving Block Areas

The Contractor shall be required to provide the listed services as they appear herein at the direction of the Manager. The Contractor should note that weed spraying, as it appears herein, refers to paving and stone block areas. This weed spraying includes three (3) applications per year of herbicides (pre-emergence, emergence and post-emergence), string trimming and cleanup. The cost associated with paving block area weed control herbicide application shall be compensated on a per application basis as set forth on the Pricing Sheets. Such costs include but are not limited to labor, materials, supervision and transportation.

33. Description of Unclassified Work (Sections 34 through 46)

All of the operations described in Sections 34 through 46 herein and listed in the specified sections below shall be performed as "Unclassified Work" in accordance with the requirements listed herein. Unclassified Work shall be compensated in accordance with the "Monthly Lump Sum Price".

34. Irrigation System Maintenance

The Contractor shall inspect, maintain and repair the irrigation systems located at all Sites. The cost for the inspection, startup, close down, maintenance, repairs and other associated costs including labor shall be included in the Monthly Lump Sum Price for Unclassified Work. However, the cost of all materials associated with irrigation system repairs shall be in accordance with the "Compensation for Parts and Equipment" included on the Pricing Sheets.

35. Daily Maintenance of the Irrigation System

- A. Daily duties shall consist of but not necessarily be limited to:
 - 1. Sprinkler head repair or replacement.
 - 2. The repair or replacement of nozzles.
 - 3. Repair and replacement of piping no deeper than thirty six (36) inches (two (2) inch dia. PVC or poly pipe.)
 - 4. Adjust heads for correct spray patterns.
 - 5. Repair or replace zone control valves.
 - 6. Adjustments to the Rainbird, Maxicon computer system.
- B. Specialized Maintenance of the System
 - 1. Repair or replace PVC or poly lines greater than two (2) inches in diameter.
 - 2. Repair or replace copper pipes.
 - 3. Repair or replace master valves, joints and thrust blocks.
 - 4. Inspection of back flow preventers.
- C. Repair of all piping greater than two (2) inches in diameter, main pump house control panels and valves (inspect and maintain as necessary).

36. Landscape and Maintenance Operation

- A. General
 - 1. Remove all weeds from shrub beds and tree wells and legally dispose of them off the Facility.
 - 2. Remove and legally dispose of debris from maintenance and/or planting operations off the Facility.
- B. Safety and Compliance Requirements

All necessary care shall be taken to protect the public, all existing plant materials and all existing conditions from damage resulting from these operations. Any injury to employees or public and any property damage shall be reported immediately to the Manager. Any area damaged shall be fully restored to the condition which existed prior to the commencement of the work at the Contractor's expense and as directed by the Manager.

In the event that the Manager, in his/her sole opinion, determines any of the Contractor's operations to be unsafe or not in compliance with these Specifications, he/she will notify the Contractor immediately to stop the operation. The Contractor shall, at his/her expense,

make all corrections as directed by the Manager prior to proceeding with the operation.

37. General Outline of Unclassified Work (Non-Fine Lawn Areas)

Below is a general outline of all unclassified work that is required for Spring, Summer, Fall and Winter operations with the following more detailed descriptions below. The Contractor is to do all things necessary as required.

1. Spring Operations
 - A. Spring Cleanup
 - B. Nutrient Control
 - C. Cultivation and Weeding of Shrub Beds
 - D. Edging of the Shrub Beds
 - E. Pest, Weed and Fungus Control
 - F. Pruning, Shaping and Tree Removal
 - G. Mulch Removal and Replacement
 - H. Irrigation Systems Start Up and Repair
 - I. Irrigation of Flower Beds and Grass Areas
 - J. Debris Removal
 - K. Dead Plants/Parts Removal
 - L. Sod Preparation and Installation
 - M. Vine Training
 - N. Pre-emergent Weed and Fungus Control
 - O. Pre-emergent for grubs "Merit" pesticide or Port Authority approved equal
 - P. Daily Inspection, adjustment and monitoring of all irrigation systems
 - Q. Apply Pre-emergence Herbicides to Flowers and Shrub beds
2. Summer Operations
 - A. Nutrient Control
 - B. Cultivation and Weeding of Shrub Beds
 - C. Edging of Shrub Beds
 - D. Pest, Weed and Fungus Control
 - E. Pruning, Shaping and Tree Removal
 - F. Irrigation of Flower Beds and Grass Areas
 - G. Dead Plants/Parts Removal
 - H. Daily inspection, adjustment and monitoring of all irrigation systems
 - I. Mulch Removal and Replacement
3. Fall Operations
 - A. Pest, Weed and Fungus Control
 - B. Cultivation and Weeding of Shrubs
 - C. Edging of Shrub Beds
 - D. Pruning, Shaping and Tree Removal
 - E. Winter Protection

- F. Irrigation System Closure
 - G. Debris Removal
 - H. Mulch renewal
 - I. Fall Cleanup
 - J. Sod Preparation and Installation
 - K. Nutrient Control
 - L. Daily inspection/monitoring and adjustment of all irrigation systems
 - M. Perform top dressing of grass areas with 1/4" top soil, over seed and apply starter fertilizer
4. Winter Operations
- A. Daily maintenance of snow fencing as deemed necessary by the Port Authority
 - B. The Contractor shall provide tree pruning and debris removal service as required by the Port Authority.

38. Spring Operations – April 1st through June 30th, Detailed Description of Work

A. Spring Cleanup

1. After all frost has disappeared from the soil and the soil is draining well, remove dead branches, debris and all other debris from shrub beds and tree wells.
2. Where fallen leaves have compacted, carefully remove layers of leaves making sure that no roots are exposed. These operations shall be finished no later than April 15th.
3. All debris shall be legally disposed off Port Authority property.

B. Nutrient Control

1. Nutrient control shall include, but not be limited to, fertilizing and adjustment of pH levels as required to maintain a healthy plant material in accordance with these Specifications.
2. By April 1st of each Contract year, and the Extension Period, if applicable, before applying fertilizer, take soil samples from shrub beds as directed by the Manager
3. Soil samples, in general, shall be taken every 10,000 square feet, but at least one in every shrub bed.
4. Each soil sample shall be six (6) inches deep and thoroughly dried before mixing on a sheet of clean, heavy plastic.
5. While the mixture is still on the plastic sheet, remove all stones and debris and submit a sample in soil sample boxes obtained from a New York State Cooperative Extension Agent, a representative from Cornell cooperative extension.
6. Soil samples shall be tested to determine nitrogen, phosphorous, potassium and pH levels.
7. After the analysis of the soil have been received; apply liquid foliar fertilizer 8-8-8 using the recommendations of the New York State Cooperative Extension Agent, a representative from Cornell cooperative extension.

8. Fertilizer for tree and shrub maintenance shall be applied after all leaves appear and have hardened off.
9. Fertilizer for tree and shrub shall be applied at the rates recommended by the manufacturer.
10. The Manager will, at his/her discretion, take leaf samples for any analysis. In the event that the test results indicate that the Contractor has failed to or improperly applied any nutrient control product, the Contractor shall make all corrections at his expense, including plant replacement in kind, immediately upon notification by the Manager.

C. Cultivation and Weeding of Shrub Beds

1. Cultivation shall include but not be limited to weeding and cultivating.
2. Weeding shall be performed as follows:
 - b. A weed is defined as any plant, which is not part of the original planting.
 - c. Pre-emergence control shall include applications of herbicides.
 - d. Weed control shall include the prevention of sprouting and the elimination of existing weeds.
 - e. Weed control shall be applied to all annual and perennial weeds whether propagated by seed or other forms of reproduction.
 - f. Apply the applicable herbicides tested in the "Cornell Recommendations" at the specified times.
 - g. Apply herbicides at the rates recommended by the manufacturer.
 - h. A neat, clean, weed-free display shall be provided at all times.
3. Cultivation shall be done as follows:
 - a. Hand-cultivators shall be used.
 - b. Cultivation shall maintain the surface of the soil mix in an open, porous condition conducive to healthy plant growth at all times.
 - c. Cultivation shall not damage surface roots.

D. Edging of Shrub Beds

1. Establish a neat edge where planting areas meet grass and/or concrete areas.
2. Edging shall be done in a workman like manner with a spade or edging tool.
3. Edging shall be performed four (4) times during the growing season when ordered by the Manager and to the satisfaction of the Manager.
4. Trim back all ivy and ground cover plants so as not to overhang sidewalk and curbs.

E. Pest, Weed and Fungus Control

1. All pesticides must be used and applied in accordance with the manufacturers' label, directions and current regulations of the NYSDEC and the EPA
2. Pest control shall include, but not be limited to the identification of pests, the submittal of a pest control program and the proper application of pesticides and as follows:

- a. Check at a minimum, once per month, and notify the Manager if any planted areas become infested with insects or diseases.
- b. Identify pests in their early stage of development and within 48 hours of identifying a pest, proceed as follows:
 1. Specify the areas requiring treatment and their locations.
 2. Submit a written pesticide program.
 3. Failure to notify the Manager prior to severe infestation shall mean the Contractor accepts full responsibility for the health of the plants including replacement in kind with a pest free and disease free plant.
 4. During Pesticide/Herbicide Application Operations, only large, open areas as defined by the Port Authority shall be treated during normal working hours. All other areas shall be treated between the hours of 10:00 p.m. and 6:00 a.m. and the following shall apply:
 - a. All applicators shall be properly attired with protective clothing and gloves and they shall follow the safety instructions prescribed by the pesticide manufacturer.
 - b. All equipment shall be clean, safe, leak free and in good working order. Any malfunctioning piece of equipment shall be removed from the worksite.
 - c. Secure the area from pedestrian traffic by roping off the area and placing signs as directed by the Manager.
 - d. Provide workmen to supervise the operation and to keep pedestrians from approaching within 50 feet of area.
 - e. Protect all areas from spills, immediately report any spills to the Manager who will direct the Contractor as to the proper cleanup method. The Contractor, at his/her expense, shall clean up the spill as directed.
 - f. All applicable Federal, state, local laws and Port Authority Regulations for pesticide/herbicide application shall be adhered to.
 - g. If the application is not in accordance with the schedule submitted by the Contractor and approved by the Manager, the Contractor shall give the Manager 24 hours advance notice and submit a revised schedule for approval.
 - h. Dispose of pesticide contaminated products, surplus pesticides and pesticide containers away from JFK.

property, in accordance with Federal and State laws in a legal manner.

- i. Provide one application of dormant oil pesticides for all trees immediately prior to bud break.
- j. Spray pine trees and flowering pears for fungus three (3) times per year using the appropriate pesticide for identified fungus or approved equal. The Contractor shall spray all sidewalks, paving block areas and ground areas as well as the landscaped Sites with “Round Up” or approved equal.
- k. All lawns shall be treated with pre-emergent fungicides.

F. Pruning, Shaping and Tree Removals

- 1. Pruning and shaping shall include but not be limited to pruning and shaping all trees and shrubs in order to maintain healthy growth, the natural habit of growth, and the size desired by the Manager.
- 2. All pruning shall be in accordance with the standards of Class 1 Fine Pruning of the National Arborist Association as follows
 - a. Perform all pruning with sharp tools. All tools are to be disinfected by dipping in alcohol at the commencement of the day's operation and again after finishing each plant known to be diseased. Fresh alcohol shall be used each day for this operation.
 - b. Prune to remove all dead, weak, interfering, suckered, damaged or unsightly twigs or branches. Remove street tree branches that penetrate the area eight (8) feet above finished grade of pedestrian surfaces.
 - c. Prune to maintain the species' characteristic shape. When directed by the Manager, pollard, top or shape the plant as directed.
 - d. In addition, prune all shrubs and ground covers to control and renew growth. Remove ½ of the old wood and stems that overhand sidewalks and/or suckers.
 - e. No tree climbing will be permitted. At the sole discretion of the manger, for trees less than 15 feet in height, ladders may be used which are free standing and do not touch the tree trunk.
 - f. Care should be taken during pruning operations not to disturb any existing utility lines.
 - g. The use of anvil-type pruning tools is prohibited.
 - h. All pruning cuts are to be made at the branch collar. Crushed, jagged cuts or cuts leaving too much stub and exiting improper cuts are to be properly re-cut and treated
 - i. All large wounds shall be carefully cleaned and shaped as directed by the Manager.
 - j. All pruning debris shall be removed from Port Authority property and shall be

disposed of in a legal manner.

- k. Immediately after flowering, trim perennials to remove all dead flowers and flower stalks. At the end of growing season, remove all dead leaves.

3. Tree Removals

- a. Prior to commencing the removal operation, obtain the Manager's approval of proposed removal methods and equipment, taking into account the tree height, soundness and proximity to other structures.
- b. The Contractor shall rope all areas surrounding the tree being moved and provide a ground person to direct pedestrian traffic.
- c. Using a bucket truck remove the tree, in sections, being careful not to damage any adjacent structure or service.
- d. All limbs, which might cause damage if dropped from the tree shall be supported by ropes and carefully lowered to the ground.
- e. Exercise special care when working near electrical or charged wires
- f. All branches, wood stumps and other debris are to be completely removed from the site and disposed of in a legal manner.
- g. Remove all roots and stumps.

G. Mulch Removal and Replacement

Mulch shall be renewed every Spring, no later than May 15th, to a minimum depth of two (2) inches and maintained at that depth.

Mulch shall also be renewed at the direction of the Manager.

H. Irrigation System Start Up and Repair

The Contractor shall "start up" the system as recommended and make any repairs necessary so that the system is operational and maintained during irrigation periods, April 1st to November 1st.

I. Irrigation of Flower Beds and Grass Areas

Irrigate all flower beds and grass areas, seven (7) days per week, excluding holidays, April 1st to November 1st, unless otherwise directed by the Manager.

J. Debris Removal

Prior to the commencement of mowing operations, the Contractor shall remove all debris from the area to be mowed and dispose of the debris offsite in a lawful manner.

K. Dead Plants/Parts Removal

Once per week from April through November remove all dead plants, branches and

flowers.

L. Sod Preparation and Installation

1. Preparation

A. Areas of Changed Grades

Verify that areas of changed grades where sod is to be installed have a smooth, uniform surface. Loosen subgrade to a minimum four-inch depth, remove stones over two inches in any dimension and remove roots, rubbish and other extraneous materials. Dispose of such materials away from Port Authority property. Limit preparation to areas which will be sodded promptly after preparation.

B. Unaltered Areas

1. Where sod is to be installed within areas that have not been altered or disturbed by excavation, grading or stripping operations, prepare subgrade as follows:
 - a. Remove existing vegetation and turf. Dispose of such materials away from Port Authority property.
 - b. Till to a depth of not less than six inches to product a homogenous mixture of fine textures, free of clods, stones, roots and other extraneous materials. Dispose of such materials away from Port Authority property.
 - c. Rake and drag to remove high areas and fill depressions.
 - d. Limit preparation to areas that will be sodded promptly after preparation.

2. Installation

A. Sodding Operations

1. At least five (5) days prior to fertilizer application uniformly apply Pellitized dolomitic limestone by machines at a rate of 50 pounds per 1,000 square feet. Work lightly into the top three inches of soil.
2. Apply 0-20-0 fertilizer uniformly by machine at the rate of two (2) pounds of phosphorous per 1,000 square feet. Work lightly into the top tree inches of soil.

B. Laying Sod

1. Lay sod with tight joints. Butt ends and sides of strips; do not overlap. Stagger strips to offset joints in adjacent courses. Roll or tamp in place. Water the entire sodded area immediately after placing; apply one inch of water by an approved sprinkling method.
2. Pin sod on slopes greater than 10 degrees.
3. Full Care

3. Maintenance

Upon the completion of sodding operation, water sodded area(s), and perform weeding, mowing, and additional watering as required to establish a smooth lawn, free of bare or eroded areas. Continue Full Care operations until issuance of the Certificate of Partial Completion.

M. Vine Training

The Contractor shall cut, prune, train and maintain all vines as necessary to control growth.

N. Pre-emergent Weed and Fungus Control

The Contractor shall apply the appropriate herbicide or fungicide to those areas designated by the Manager in accordance with the manufacturer's instructions.

O. Pre-emergent for grubs "Merit" pesticide or Port Authority approved equal

The Contractor shall apply the appropriate pesticide to those areas designated by the Manager in accordance with the manufacturer's instructions

P. Daily inspection and adjustment/monitoring of all irrigation systems

The Contractor's employees who are qualified to perform inspection, adjustment and repair on the system shall make daily inspection and repair as necessary in order to maintain the system fully operational

Q. Apply pre-emergence herbicides to flower and shrub beds.

The Contractor shall apply the appropriate herbicide or fungicide to the flower and shrub beds and those areas designated by the Manager in accordance with the manufacturer's instructions.

39. Summer Operations – July 1 through August 31, Detailed Description of Work

Nutrient Control

See Section 38 Spring Operations, paragraph B entitled Nutrient Control

Pest, Weed and Fungus Control

See Section 38 Spring Operations, paragraph E entitled Pest, Weed and Fungus Control

Cultivation and Weeding of Shrub Beds

See Section 38 Spring Operations, paragraph C entitled Cultivation and Weeding of Shrub Beds

Edging of Shrub Beds

See Section 38 Spring Operations, paragraph D entitled Edging of Shrub Beds

Pruning, Shaping and Tree Removals

See Section 38 Spring Operations, paragraph F entitled Pruning, Shaping and Tree

Removals.

Irrigation of Flower Beds and Grass Areas

See Section 38 Spring Operations, paragraph I entitled Irrigation System Start Up and Repair

Debris Removal

See Section 38 Spring Operations, paragraph J entitled Debris Removal

Dead Plants/Parts Removal

See Section 38 Spring Operations, paragraph K entitled Dead Plants/Parts Removal

Mulch Renewal

See Section 38 Spring Operations, paragraph G entitled Mulch Removal and Replacement

40. Fall Operations – September 1 through November 30, Detailed Description of Work

A. Pest, Weed and Fungus Control

See Section 38 Spring Operations, paragraph E entitled Pest, Weed and Fungus Control

B. Cultivation and Weeding of Shrub Beds

See Section 38 Spring Operations, paragraph C entitled Cultivation and Weeding of Shrub Beds

C. Edging of Shrub Beds

See Section 38 Spring Operations, paragraph D entitled Edging of Shrub Beds.

D. Pruning, Shaping and Tree Removals

See Section 38 Spring Operations, paragraph F entitled Pruning, Shaping and Tree Removals

E. Winter Protection

1. All plantings shall be protected as follows:

a. All plantings shall receive one application of Anti-desiccant as follows:

i. Spray with an Anti-desiccant, using a power sprayer to apply an adequate protective film over trunks, branches, twigs and/or foliage. Provide two (2) separate applications to all plants between December and February.

ii. Mix Anti-desiccant according to the manufacturer's directions.

2. Wrap trees with tree wrapping starting at the base of the tree and moving up the trunk. Securely tie at the top and bottom and at 1 foot intervals along the trunk to the height of the first branches using twine.

3. As required, all planting beds shall receive a 3 inch application of shredded hardwood bark mulch.

4. Shrub beds shall have a windbreak fence of burlap as follows:

a. The fence shall be supported by cedar stakes six (6) feet in length, six (6) feet apart, driven two (2) feet below the soil surface.

b. Securely attach the snow fence to the cedar or metal stakes in an

approved manner.

- c. Securely attach the burlap to the outside of the snow fence enclosure using an approved method.

5. Cut back perennials.

F. Irrigation of Flower Beds and Grass Areas

See Section 38 Spring Operations, paragraph I entitled Irrigation of Flower Beds and Grass Areas

G. Debris Removal

See Section 38 Spring Operations, paragraph J entitled Debris Removal

H. Mulch Removal and Replacement

I. See Section 38 Spring Operations, paragraph G entitled "Mulch Removal and Replacement

J. Fall Cleanup

See Section 41 Fall Clean-up.

K. Sod Preparation and Installation

See Section 38 Spring Operations, paragraph L entitled Sod Preparation and Installation

L. Nutrient Control

See Section 38 Spring Operations, paragraph B entitled Nutrient Control

M. Thatch and Overseeding

The Contractor shall apply one quarter inch (1/4") of topsoil, over seed and apply starter fertilizer to all lawn areas.

41. Fall Clean-up

- a) Rake or otherwise collect fallen leaves at a minimum of once a week from the time leaves start falling until trees have lost 95% of their leaves.
- b) Other equipment to collect leaves, such as blowers or vacuum type machines shall be approved in advance by the Manager.
- c) Under no circumstances shall leaves collect to form a mat more than the depth of 3 layers of leaves.
- d) After leaves have been collected, dispose of leaves off the Facility property in a lawful manner.

42. Winter Operations – December 1 through February 28 (29 if leap year), Detailed Description of Work

- A. Daily maintenance of snow fencing as deemed necessary by the Port Authority
- B. The Contractor shall provide tree pruning and debris removal services as required by the Port Authority

43. Instructions for Planting Nursery Stock

- A. Planting Operations

1. Planting Balled, Burlapped and Container Plants.

- a. The roots of plants waiting planting after delivery shall be protected from drying out by means satisfactory to the Manager.
- b. Handle all plants so that the root ball will not be loosened. Do not handle trees and shrubs by their trunks and stems when transporting or shifting plant material.
- c. Carefully set plants in plant pit.
- d. Exercise care to set plants plumb.
- e. All trees shall stand after settlement at the same level at which they have grown.
- f. For container grown plants, carefully remove the container and butterfly the roots, taking care not to excessively damage the roots.
- g. Dispose of all containers in a legal manner, away from Port Authority property.
- h. For balled and burlapped plants, after the top soil mix has been thoroughly firmed under and around the ball, cut burlap away from the collar and from the upper half of the ball and adjust the remaining burlap to prevent the formation of air pockets. Where directed by the Manager, remove burlap entirely.
- i. Take care to avoid bruising or breaking the roots when tamping the soil.
- j. Firm topsoil mix at 6 to 9 inch intervals and thoroughly settle it with water.

B. Nursery Stock Holes

All trees and shrub pits shall have vertical sides unless otherwise directed by the Manager.

C. Finishing Plant Operations

1. Fine Grading

- a. Cultivate and rake over finished areas and leave them in an orderly condition.
- b. In level or slight slope, leave a shallow basin a little larger than the diameter of the plant pit around each plant.
- c. Upon approval by the Manager, place 3 inches of shredded hardwood bark mulch, or 3 inches gravel mulch in the plant basin.
- d. All mulching operations are to be supervised and approved by the Manager.

2. Edging of Plant Areas

- a. Establish a neat edge where planting areas meet grass areas.
- b. Edging shall be done in a workmanlike manner with a spade or edging

tool immediately after an planting is completed.

3. Staking, Guying and Wrapping
 - a. Stake and wire all trees 1 inch or greater in caliper.
 - b. Wrap all trees 1 inch in caliper and up with tree wrap. Begin wrapping from the base of the tree, moving up the trunk. Securely tie at the top and bottom and at 2 foot intervals along the trunk to the height of the branches with twine.
 - c. Check wrapping monthly from time of installation and replace if necessary.
 - d. Remove Wrapping one year from time of installation.
 4. Guy Wire Maintenance
 - a. All trees shall be guyed with wires, turnbuckles and hose unless otherwise directed by the Manager.
 - b. Guy Wires will be checked and adjusted weekly from time of installation and replaced annually. Remove all Guy Wires completely three (3) years from installation.
- D. Manager's Inspection
1. Upon completion of a day's planting, notify the Manager. He will inspect the work completed for compliance with these Specifications.
 2. If, in the opinion of the Manager, any planting area fails to meet Horticultural Standards and these Specifications, take immediate corrective measures as directed by the Manager.

44. Lawn Maintenance Schedule

These operations shall also be performed as "Unclassified Work" in accordance with the Terms and Specifications of the Contract and during the times/season as indicated.

General Outline of Fine Lawn Areas

Below is a general outline of all work that is required for Spring, Summer, and Fall operations with following more detailed descriptions below. The Contractor is to do all things necessary as required to maintain the Fine Lawn Areas and JFK.

- A. Spring Operations- April 1 - June 30
 1. Spring Cleanup
 2. Raking
 3. Nutrient Control (liming and fertilization)
 4. Weed Control
 5. Irrigation
 6. Mowing and Edging
 7. Pest control (Pre-emergent)
 8. Fungus Control

9. Debris Removal

B. Summer Operations- July 1 – August 31

1. Weed Control
2. Irrigation
3. Mowing and Edging
4. Pest control (Pre-emergent)
5. Nutrient Control
6. Fungus Control

C. Fall Operations – September 1 – November 30

1. Nutrient Control
2. Weed Control (Pre-emergent)
3. Irrigation
4. Mowing and Edging
5. Pest control
6. Fall Cleanup
7. Debris Removal
8. Thatch and Overseed
9. Aeration
10. Fungus Control

All of the above operations, Spring, Summer, and Fall operation shall be performed in accordance with the Lawn Maintenance Operations Specifications listed below.

45. Lawn Maintenance Operations

These operations shall also be performed as “Unclassified Work” in accordance with the Terms and Specifications of the Contract and during the times/season as indicated.

SPRING OPERATIONS

A. Spring Cleanup

1. After a frost has disappeared from the soil, and the soil is draining well, pick up dead branches, debris and all other debris.
2. If present, break up and remove snow mold patches before they start to spread. Re-seed bare areas which remain.
3. Where fallen leaves have compacted, carefully remove layers of leaves before new turf growth starts, making sure that no roots are exposed.
4. After pickup operations, rake fine lawn grass areas with a bamboo rake to remove twigs and fine debris, taking care that no roots are pulled out of the ground or exposed. This operation shall be finished no later than April 15th.
5. All debris shall be legally disposed off of Port Authority property.

B. Raking

All Fine Lawn Areas are to be raked with bamboo rakes so that all Areas are free and clean of debris, dead twigs, dead grass, etc.

C. Nutrient Control

1. Nutrient Control Nutrient Control shall include, but not be limited to, fertilizing and adjustment of pH levels as required to maintain a healthy lawn in accordance with these Specifications.
2. Before applying fertilizer, take 10 soil samples per acre at roughly equally spaced locations, or as otherwise directed by the Manager for soil testing. Such sampling shall be done annually each March.
3. Soil samples shall be two (2) inches deep and thoroughly mixed on a sheet of clean, heavy plastic.
4. While the mixture is still on the plastic sheet, remove all stones and debris and submit a composite sample in soil sample boxes obtained from a New York State Cooperative Extension Agent. Do not include thatch.
5. Soil samples shall be tested to determine nitrogen phosphorous, potassium and pH levels.
6. Submit test results in writing, to the Manager at least 48 hours before application of any fertilizer.
7. After the analysis of the soil has been received, apply limestone and fertilizer using the recommendations of the extension agent.
8. For other fertilizer instructions, refer to "Cornell Recommendations".
9. Fertilizer for new lawns shall be applied at the rate recommended by the manufacturer based on soil test results.
10. After applying fertilizer, irrigate fertilized areas so that the soil is moist at a 4inch depth.
11. The Manager may, at any time, take soil samples to determine proper moisture levels. If in his/her opinion, the soil conditions are unsuitable for the operation, reschedule application when soil conditions are acceptable to the Manager.
12. The Manager will, at their discretion take soil samples for analysis. In the event that the test results indicate that the Contractor has failed to or improperly applied any nutrient control product, the Contractor shall make all corrections at his expense, including replacement in kind, immediately upon notification by the Manager.

D. Weed Control

1. Pre-emergence and Post-emergence control shall include applications of herbicides for crabgrass, goose grass and wild onions.

2. Weed control shall include the prevention of sprouting and the elimination of existing weeds.
3. Weed control shall be applied to all annual and perennial weeds whether propagated by seed or other forms of reproduction.
4. Apply the applicable herbicides listed in the "Cornell Recommendation" at the specified times.
5. Apply herbicides at the rates recommended by the manufacturer, but at a minimum one (1) pre-emergence application between April 1st and April 30th and one (1) Post-emergence application between May 1st and May 31st.

E. Irrigation

Irrigation includes the use of existing irrigation systems, where available and providing hoses and/or equipment that are required to water lawn areas as directed by the Manager. It is the Contractor's responsibility to apply the water at various locations to the lawn areas to be maintained under this Contract.

Proof of adequate irrigation shall be the positive results after taking a soil core 4 inches deep after a 1 hour application of water. Positive results will have been indicated if the bottom inch of the soil core is moistened to the satisfaction of the Manager.

F. Mowing and Edging- Fine Lawn Areas

All mowers shall be self-mulching mowers.

1. Mowing and edging shall be performed a minimum of once a week during the months of May, June, July, August, and September and a minimum of once every two weeks between the months of April, October, and November.
2. Mowing and edging shall include all the necessary operations and equipment to maintain the lawn at a height of not more than 3 inches and not less than 1-1/2 inches.
3. Do not mow wet grass. Do not remove more than 1/3 of the leaf area at any one mowing.
4. Edging operations along curbs and paving shall maintain a neat edge (no grass overgrowing onto curbs or paving) using a mechanical whip or other equipment approved by the Manager.
5. Edging along the bottom of chain link fences shall be accomplished by the use of "Round-Up" or another approved equal product according to the manufacturer's instructions.
6. The Contractor is warned that the use of "Round-Up" or another approved equal product depends on NO DRIFT. Any damage to lawns, shrubs, trees and any other plants shall be corrected by replacement in kind.

G. Pest Control (Japanese Beetles, Japanese Beetle Grubs and Gypsy Moths)

7. Pest control shall include, but not be limited to the identification of pests, the submittal of a pest control program and the proper application of pesticides as follows:
 - a. At a minimum, check once a month and notify the Manager if any lawn area becomes infested with insects or disease.
 - b. Apply specific pesticides as required by the "Cornell Recommendations".
 - c. Identify pests in their early stage of development and, within 48 hours of identifying a pest, proceed as follows:
 - i. Specify the lawn areas requiring treatment and their locations
 - ii. Submit a written pesticide program
 - iii. During the Pesticide Application Operation, the following shall apply:
 1. All applicators shall be properly attired with protective clothing and gloves and they shall follow the safety instructions prescribed by the pesticide manufacturer.
 2. All equipment shall be clean, safe, leak-free and in good working order. Any malfunctioning piece of equipment shall be removed from the Worksite.
 3. Secure the area from pedestrian traffic by roping of the area and placing signs as directed by the Manager.
 4. Provide workmen to supervise the operation and to keep pedestrians from approaching within 50 feet of area.
 5. Protect areas from spills and immediately report any spills to the Manager who will direct the Contractor as to the proper cleanup method.
 6. All applicable Federal, state and local laws for pesticide application shall be adhered to.
 7. If application is not in accordance with the schedule submitted by the Contractor and approved by the Manager, the Contractor shall give the Manager 24 hour advance notice and submit a revised schedule for approval.
 8. Dispose of pesticide contaminated products, surplus pesticides and pesticides containers off Port Authority property, in accordance with federal and State laws.

H. Fungus Control

The Contractor shall apply pre-emergent fungicides to all lawn areas

I. Debris Removal

Prior to the commencement of mowing operations, the Contractor shall remove all debris and debris from the area to be mowed and dispose of the debris offsite in a

lawful manner

SUMMER OPERATIONS

- A. Nutrient Control
See Section 45 Lawn Maintenance Operation, paragraph C Nutrient Control.
- B. Weed Control
See Section 45 Lawn Maintenance Operation, paragraph D Weed Control.
- C. Irrigation
See Section 45 Lawn Maintenance Operation, paragraph E Irrigation.
- D. Mowing and edging
See Section 45 Lawn Maintenance Operation, paragraph F Mowing and Edging-
Fine Lawn Area
- E. Pest Control
See Section 45 Lawn Maintenance Operation, paragraph G Pest Control.
- F. Fungus Control
See Section 45 Lawn Maintenance Operation, paragraph H Fungus Control.
- G. Debris Removal
See Section 45 Lawn Maintenance Operation, paragraph I Debris Removal.

FALL OPERATIONS

- A. Nutrient Control
See Section 45 Lawn Maintenance Operation, paragraph C Nutrient Control.
- B. Weed Control
See Section 45 Lawn Maintenance Operation, paragraph D Weed Control.
- C. Irrigation
See Section 45 Lawn Maintenance Operation, paragraph E Irrigation.
- D. Mowing and Edging
See Section 45 Lawn Maintenance Operation, paragraph F Mowing and Edging.
- E. Pest Control
See Section 45 Lawn Maintenance Operation, paragraph G Pest Control.
- F. Fall Cleanup
 - 1. Rake or otherwise collect fallen leaves once a week from the time leaves start falling until trees have lost 95% of their leaves.
 - 2. Other equipment to collect leaves, such as blowers or vacuum type machines shall be approved in advance by the Manager.
 - 3. Under no circumstances shall leaves collect to form a mat more than the depth of 3 layers of leaves.
 - 4. After leaves have been collected, dispose of leaves off Port Authority property in a lawful manner.
- G. Debris Removal

See Section 45 Lawn Maintenance Operation, paragraph I Debris Removal.

H. Thatch and Overseed

The Contractor shall apply one quarter inch (1/4") of topsoil, over seed and apply starter fertilizer to all lawn areas.

I. Aeration

In the first year of the Contract during the months of October and November and every year thereafter, core cultivate with equipment approved by the Manager and thoroughly work cores hack into the turf to the satisfaction of the Manager.

WINTER OPERATIONS

See specifications for Winter Operations, Section 42 entitled Winter Operations hereunder, which shall apply as necessary.

46. Class I Tree Pruning

Crown clean to 1" in diameter or larger all outlined trees throughout the airport within the areas per the site plan under the direction of the Manager. Remove dead, dying or diseased wood and rubbing or crossing branches. Elevate all lower canopy limbs to a height of no less than 12' to 15' to give proper clearance over roadway and allow for proper lines of site for traffic patterns.

Crown reduce canopies to allow for proper clearance for road signs, light poles, street signs, buildings, fences and elevated air train tracks. Reduce limbs and allow for applicable dominance. If limbs need to be removed flush cut limb back to branch collar allowing the tree trunk to callus over properly.

All work to be performed as per American National Standard Institute (ANSI) A 300 pruning standard specifications and ANSI Z133.1 safety standards.

All debris to be removed offsite and disposed of properly at a waste facility or recycling center.

All tree care to be performed under the direct supervision of a certified arborist during the duration of all work until contract is completed. Compensation shall be under Unclassified Work.

47. Lane Closures

All traffic lane closures, necessary for the safe and timely performance of the work, shall be arranged by the Contractor with the Manager at least forty-eight (48) hours in advance. No unscheduled lane closures will be permitted. The Port Authority will arrange and set up the lane closures.

48. Irrigation System Repairs three (3) feet Diameter or Larger

The cost of all irrigation system repairs involving lines of 3' diameter or larger shall be in accordance with "Compensation for Irrigation System Repair Services for over 3' diameter line including parts and equipment and labor". All cost shall be inclusive of parts, equipment

and labor. Irrigation System Repairs 3' diameter or larger shall be invoiced separately.

49. Ramada Inn Landscaping and Fine Lawn Care

The Contractor shall provide all of the services described herein to the Ramada Inn fine lawn and bed areas. Compensation for this work will be in accordance with the “Monthly Lump Sum” price entered by the Contractor on the Pricing Sheets under “Unclassified Work”. This area consists of 44,037 square feet of fine lawn, 23,244 square feet of tree beds, 5,122 square feet of planter beds and 173 trees of various species. The Contractor is advised that during the term of this Contract, Options or any extension, this property may be sold or leased to others and all work in this area will cease on thirty (30) days notice from the Port Authority no further payments will be made.

50. Trash Removal

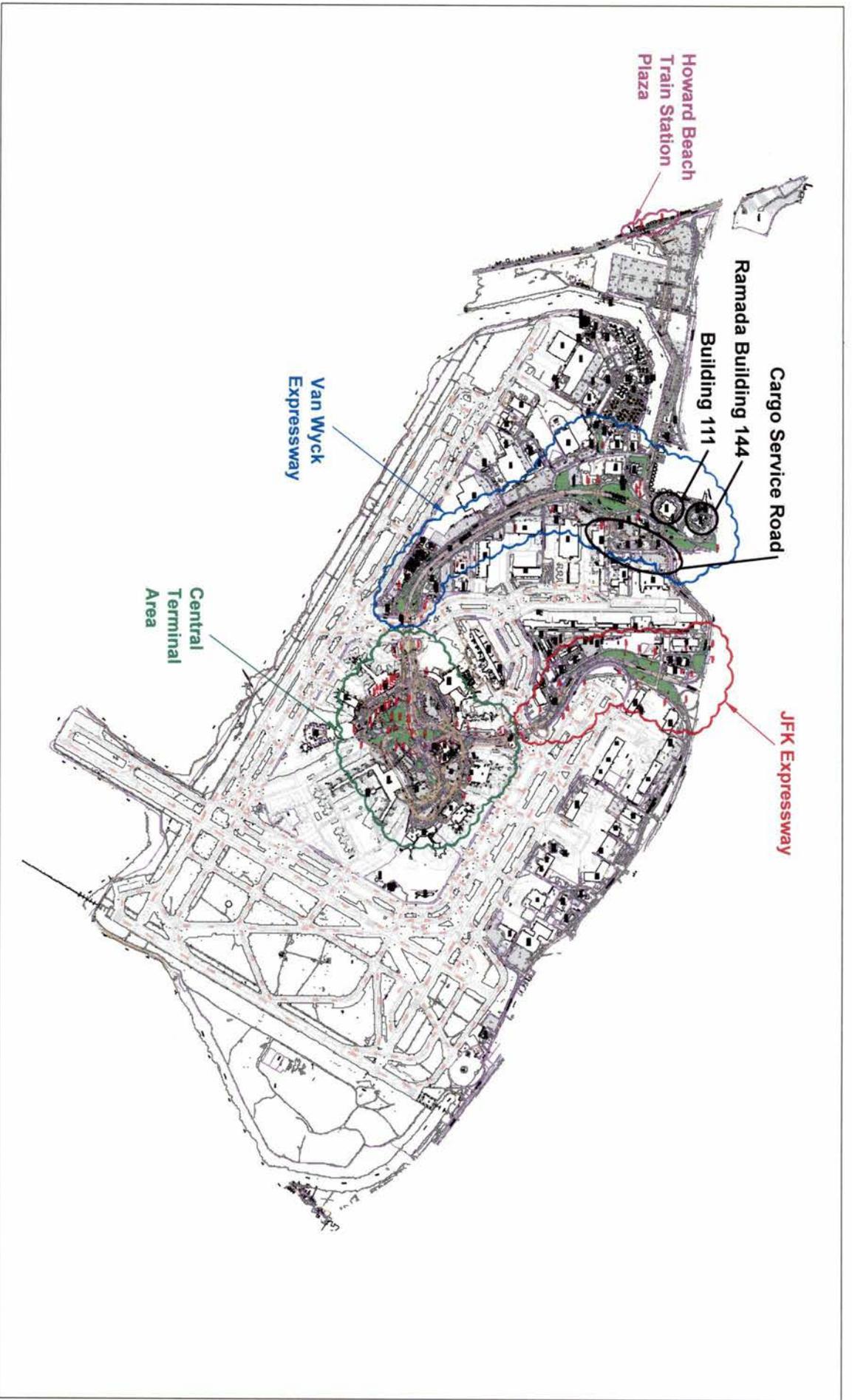
The Contractor will remove all waste, rubbish, refuse and debris from the Facility and dispose of in a lawful manner.

51. Space Provided to the Contractor

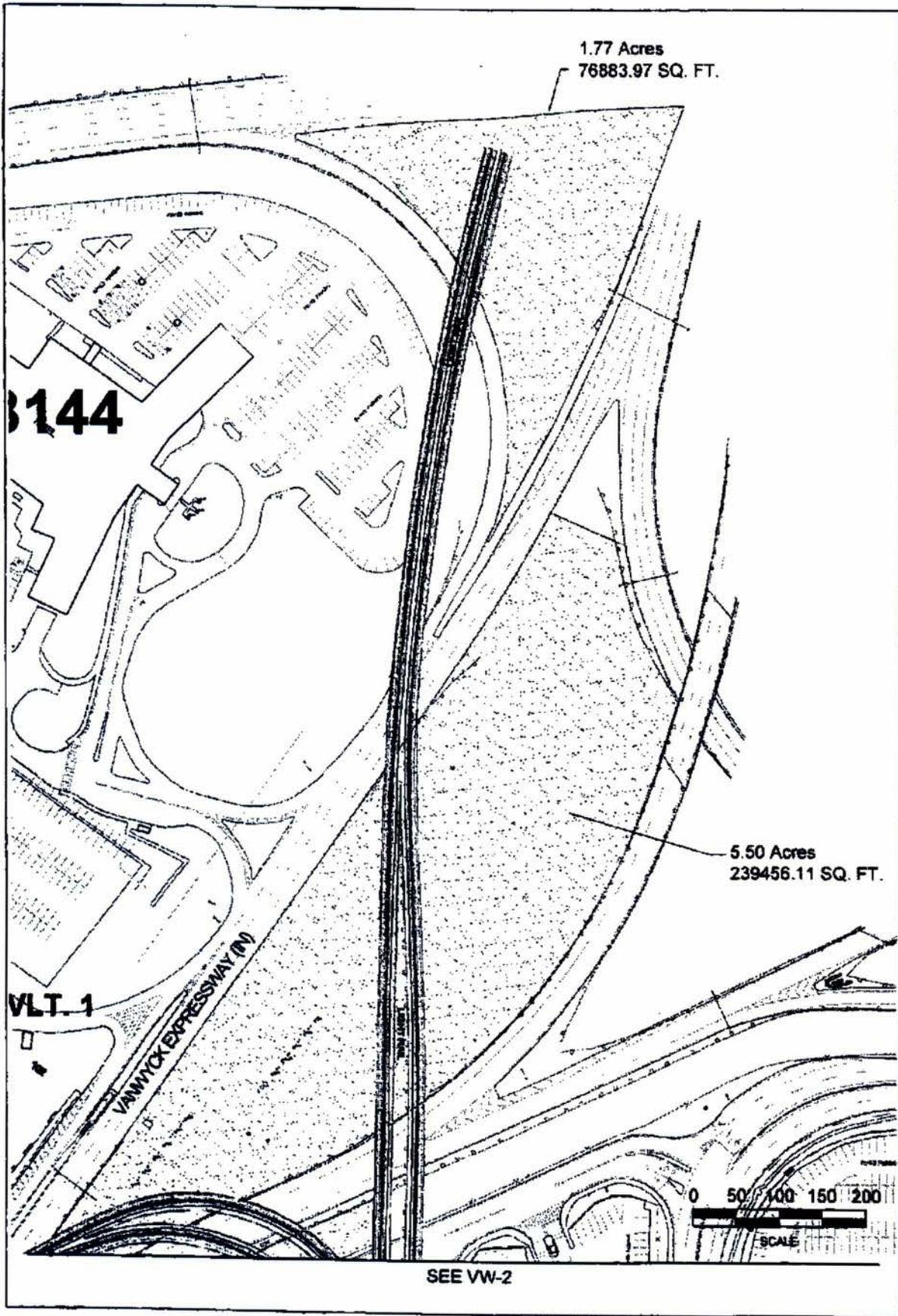
The Contractor may be provided with staging space as needed on the Facility. The Port Authority assumes no responsibility for security of any stored tools, materials, equipment or vehicles.

52. Exhibit I – Sample Wage and Benefits Statement

53. Exhibit II – Maps



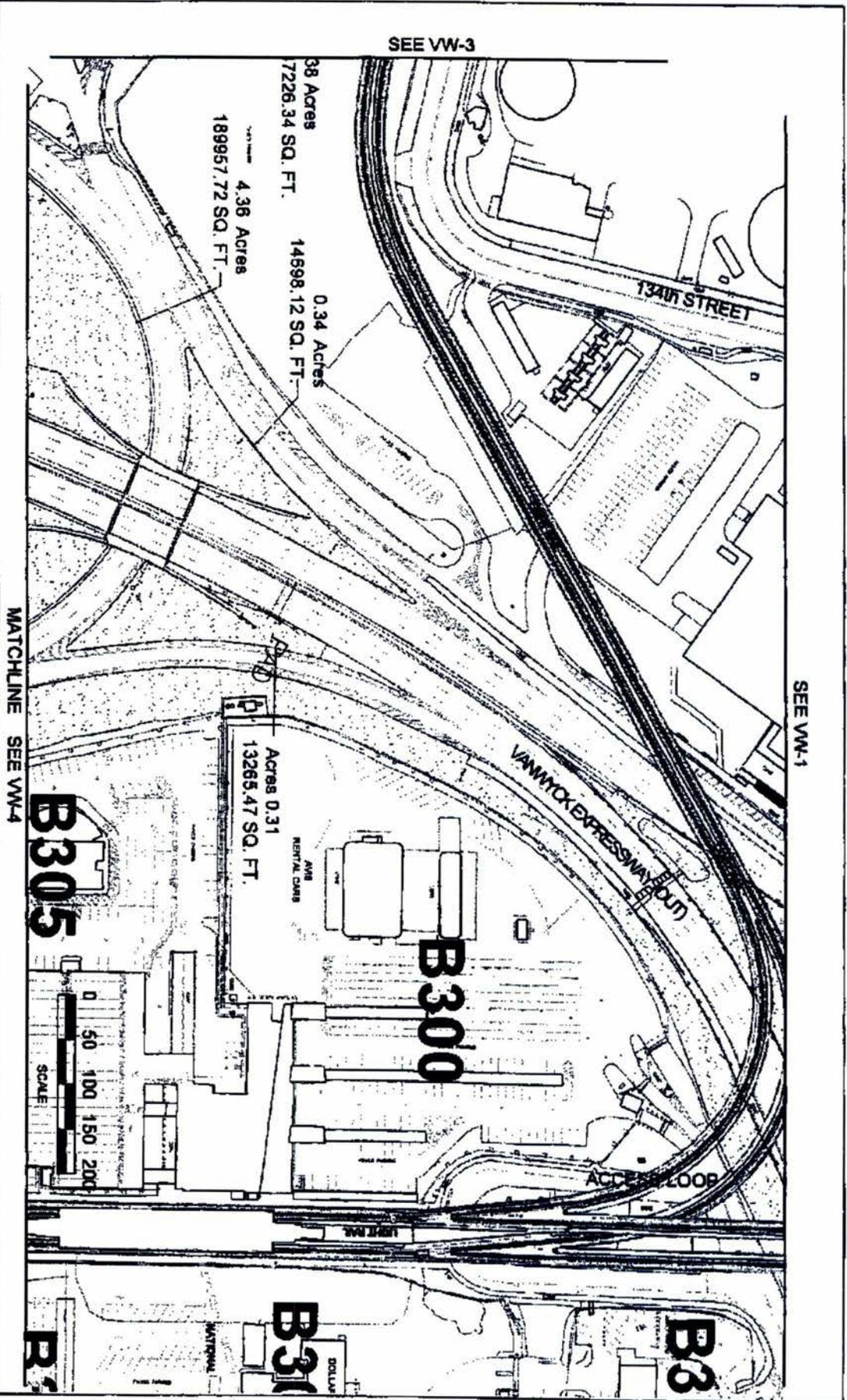
OVERVIEW OF JFK LANDSIDE MOWING AREAS



VW-1

JFK LANDSIDE MOWING AREAS
Van Wyck Expressway

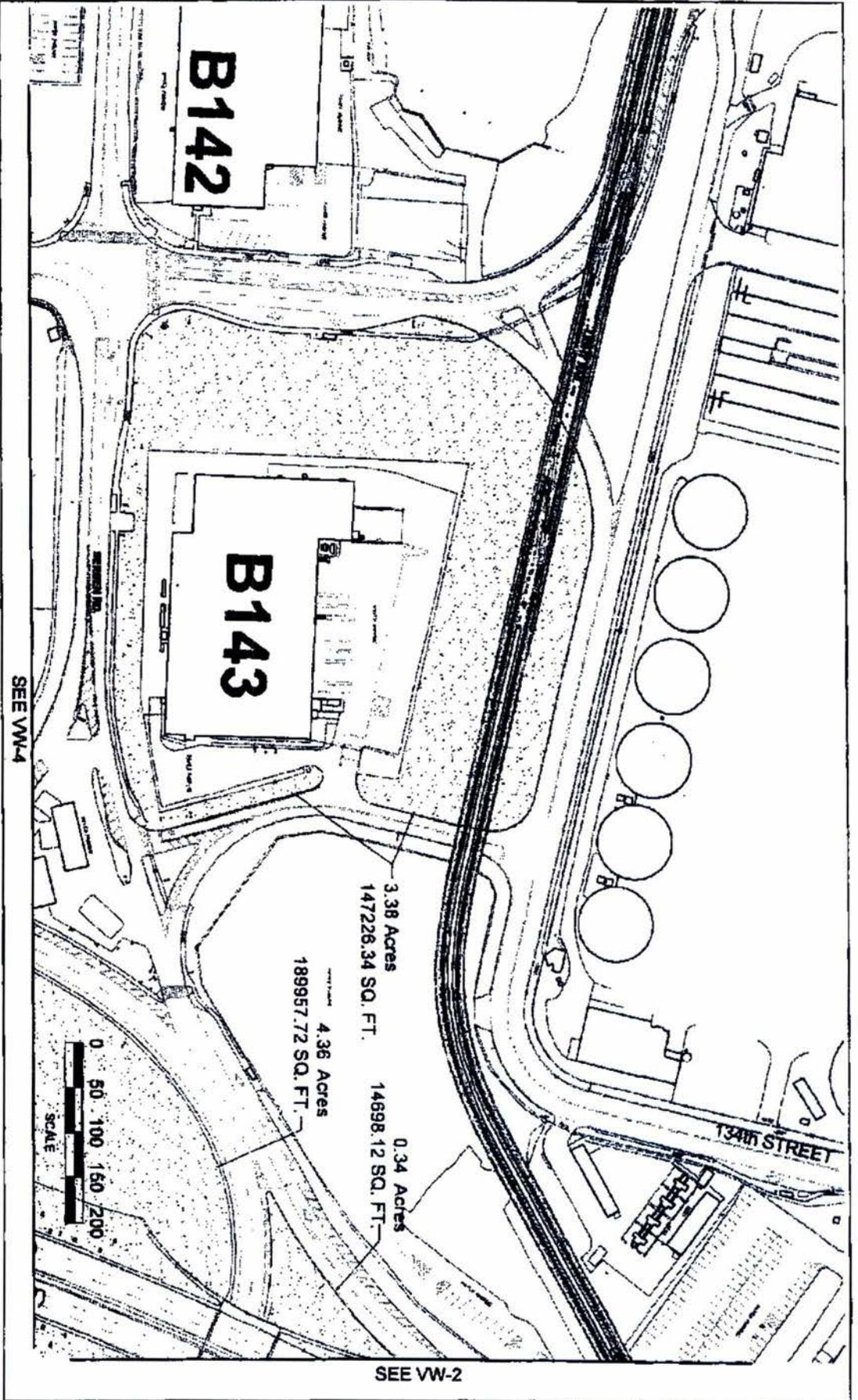




VW-2

JFK LANDSIDE MOWING AREAS
Van Wyck Expressway



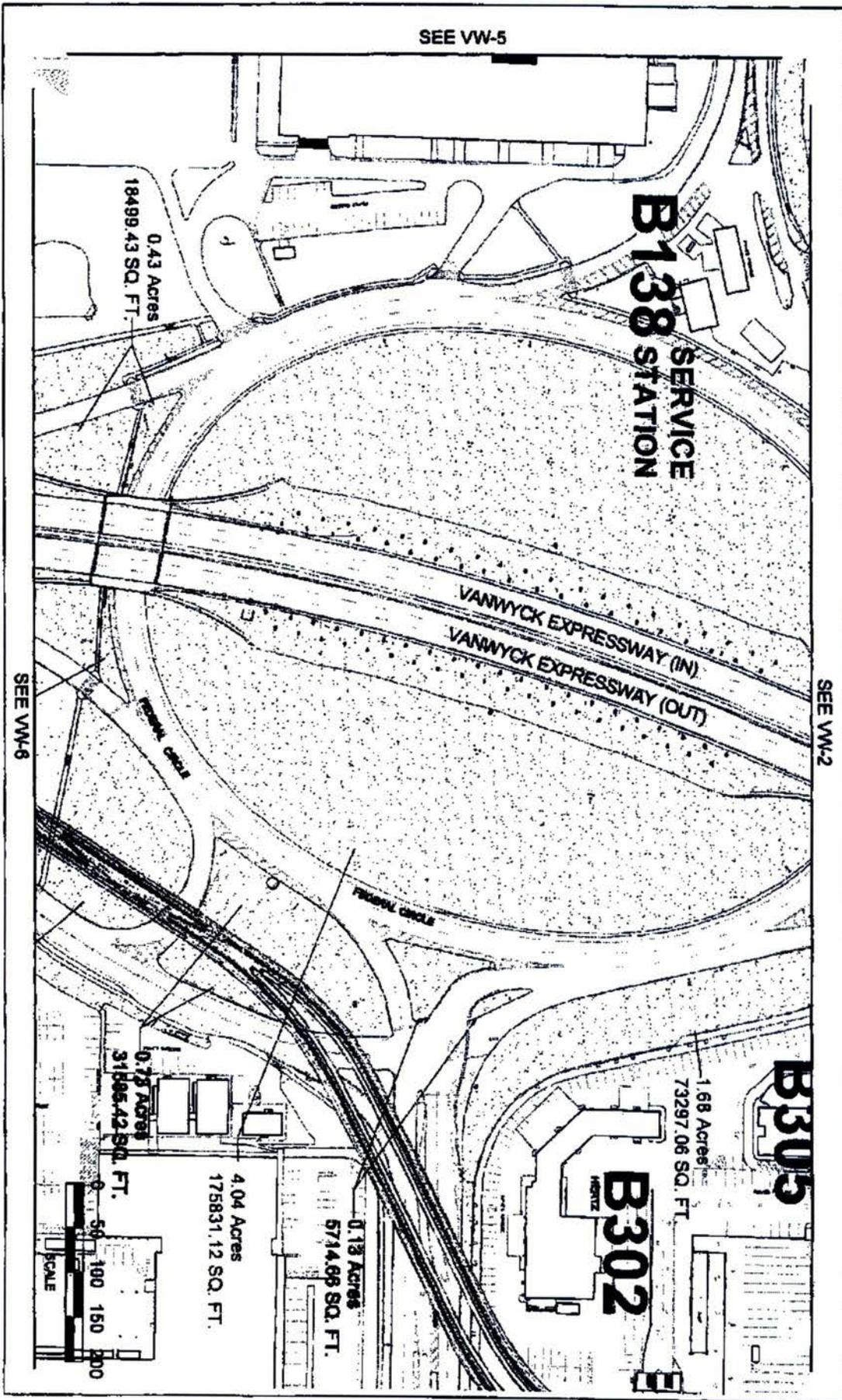


WM-3
JFK LANDSIDE MOWING AREAS
Van Wyck Expressway



SEE VW-2

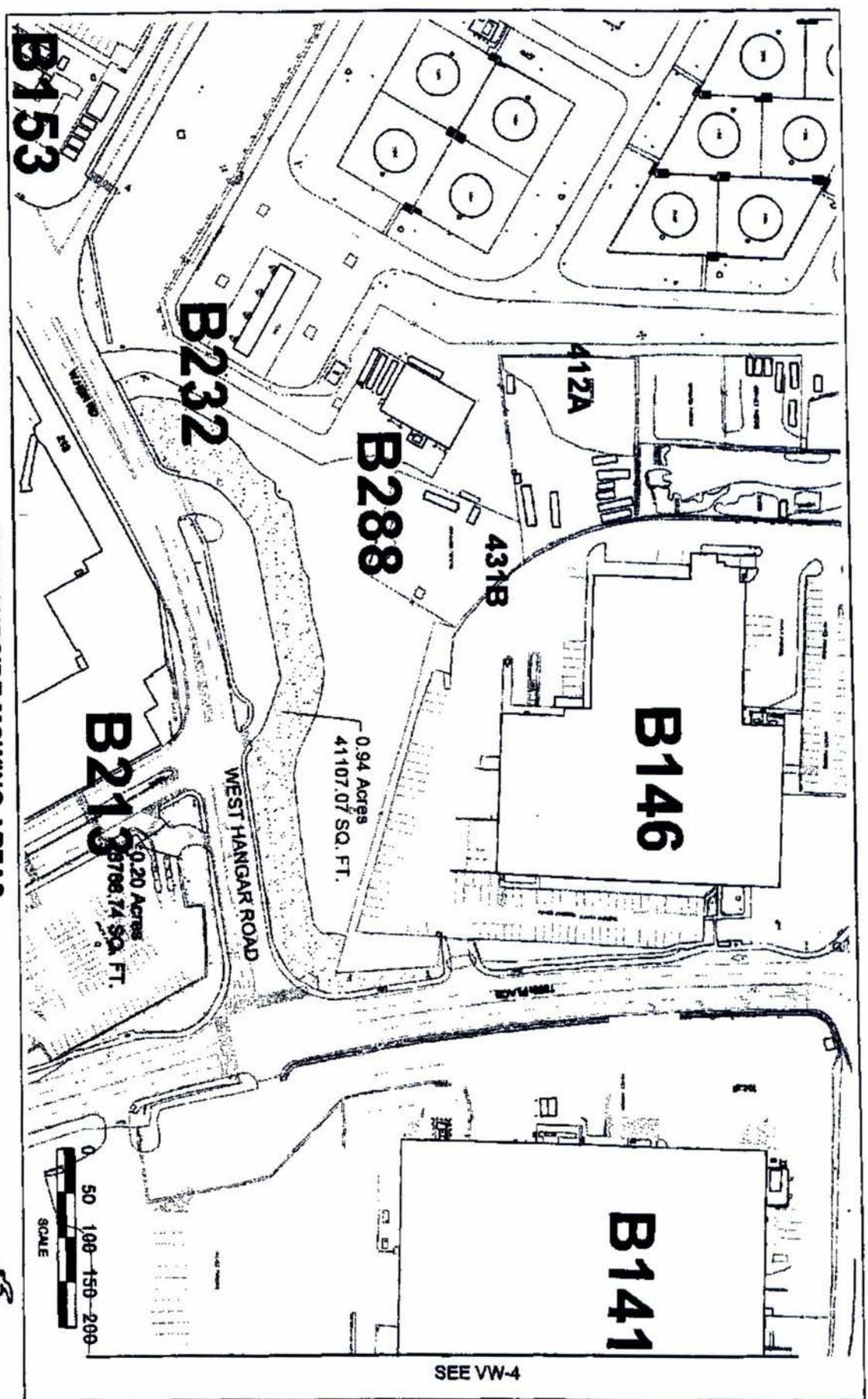
SEE VW-4



VW-4

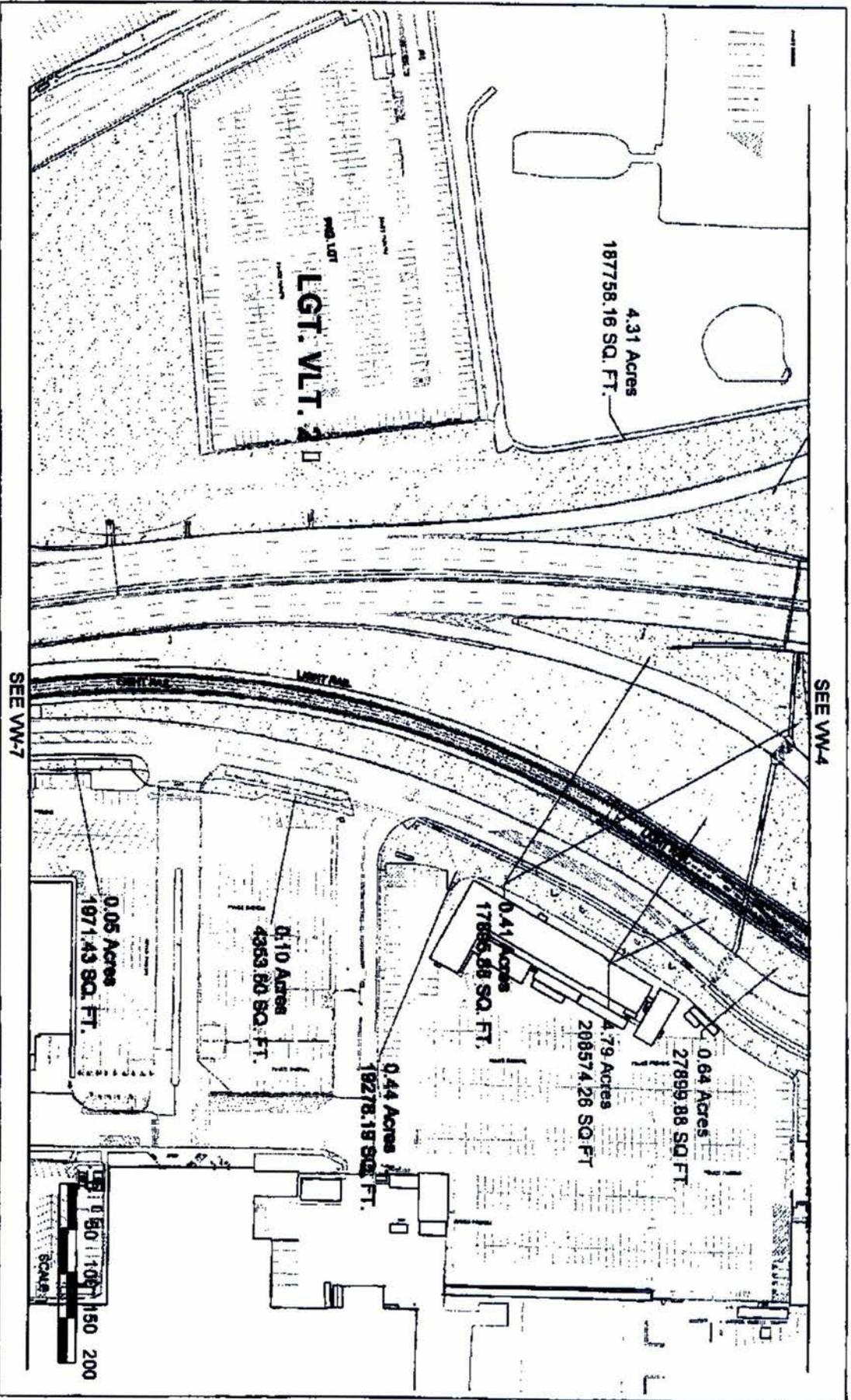
JFK LANDSIDE MOWING AREAS
Van Wyck Expressway





VW-5
JFK LANDSIDE MOWING AREAS
Van Wyck Expressway

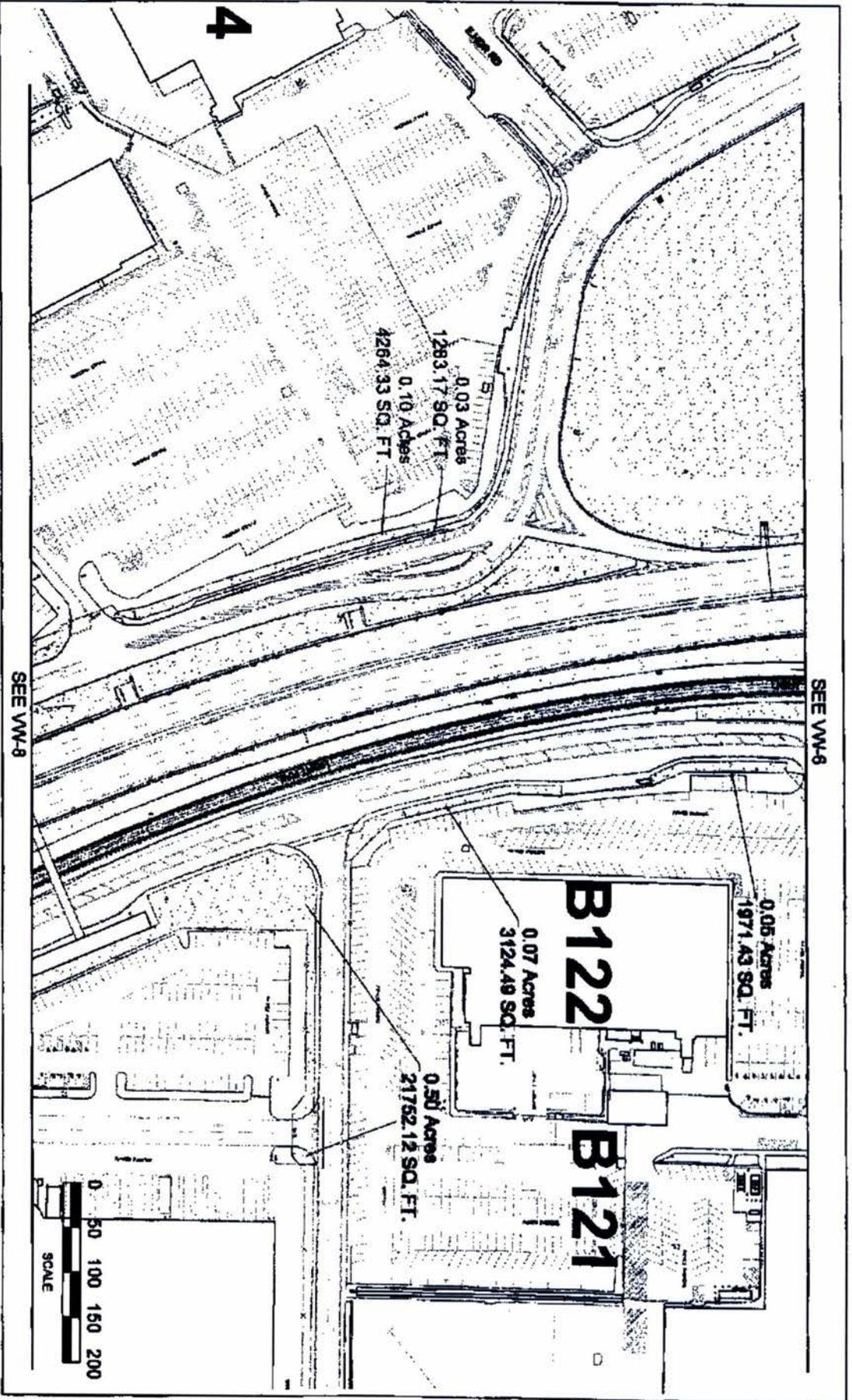




VW-6

JFK LANDSIDE MOWING AREAS
Van Wyck Expressway

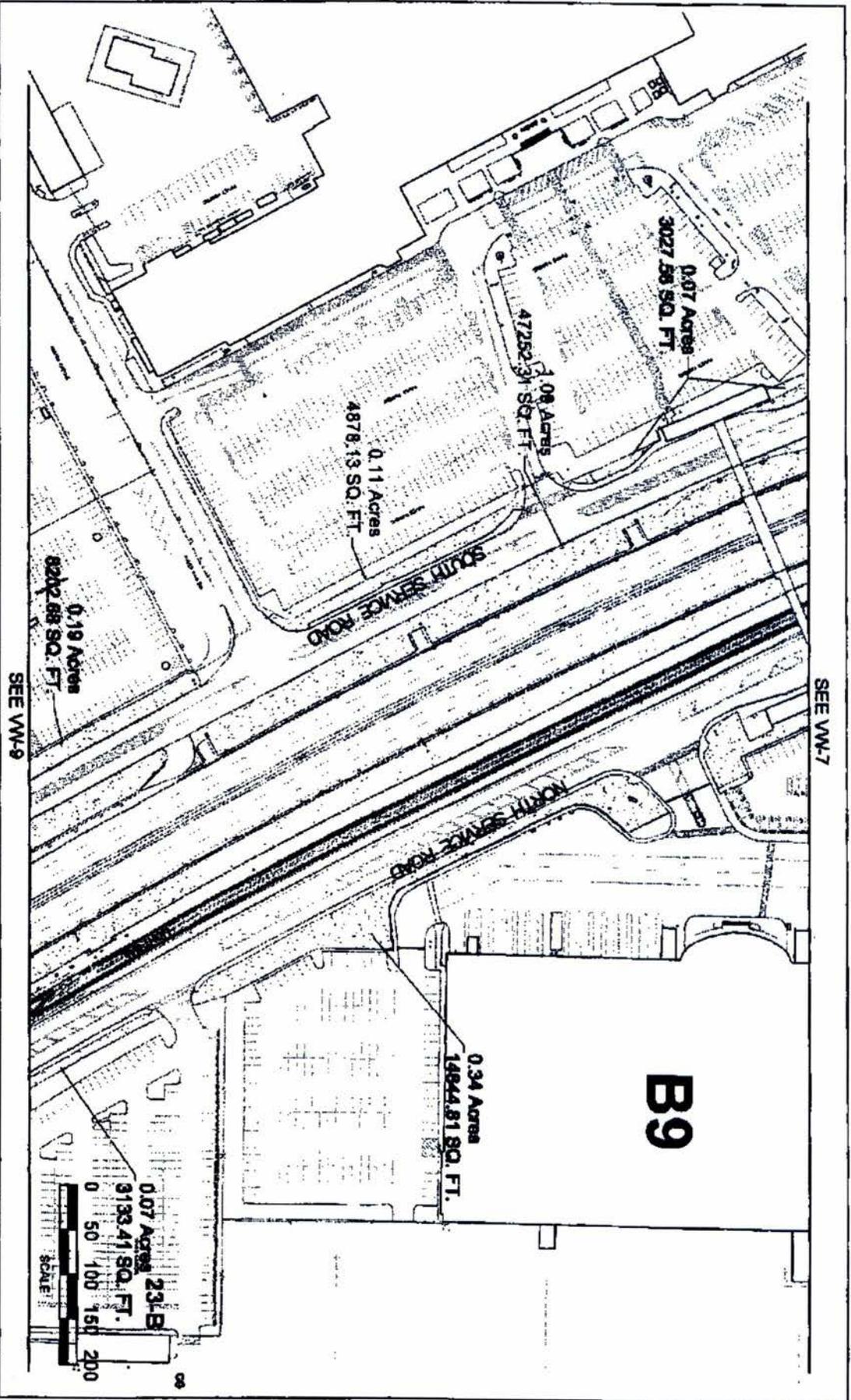




VM-7

JFK LANDSIDE MOWING AREAS
Van Wyck Expressway

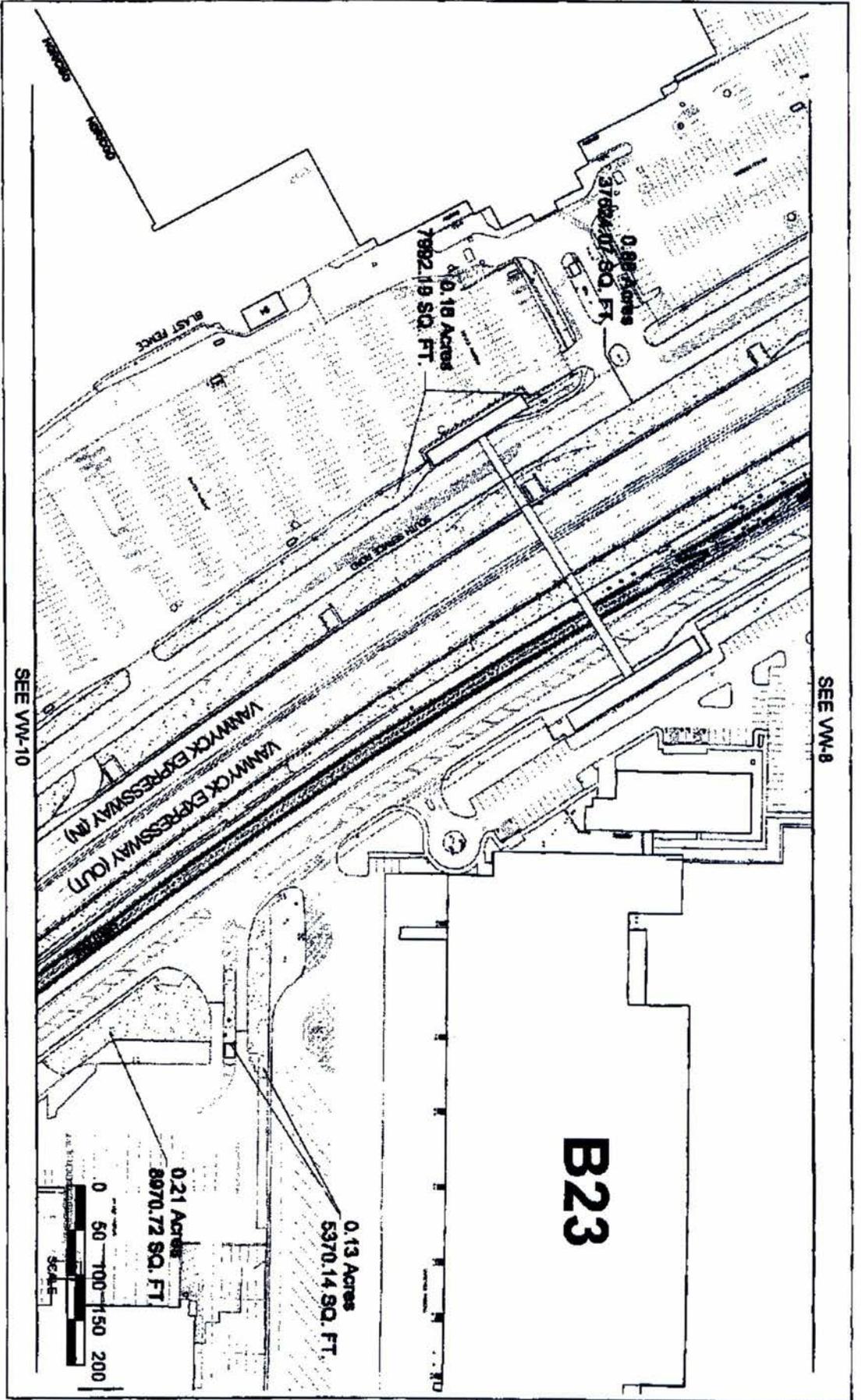




VW-8

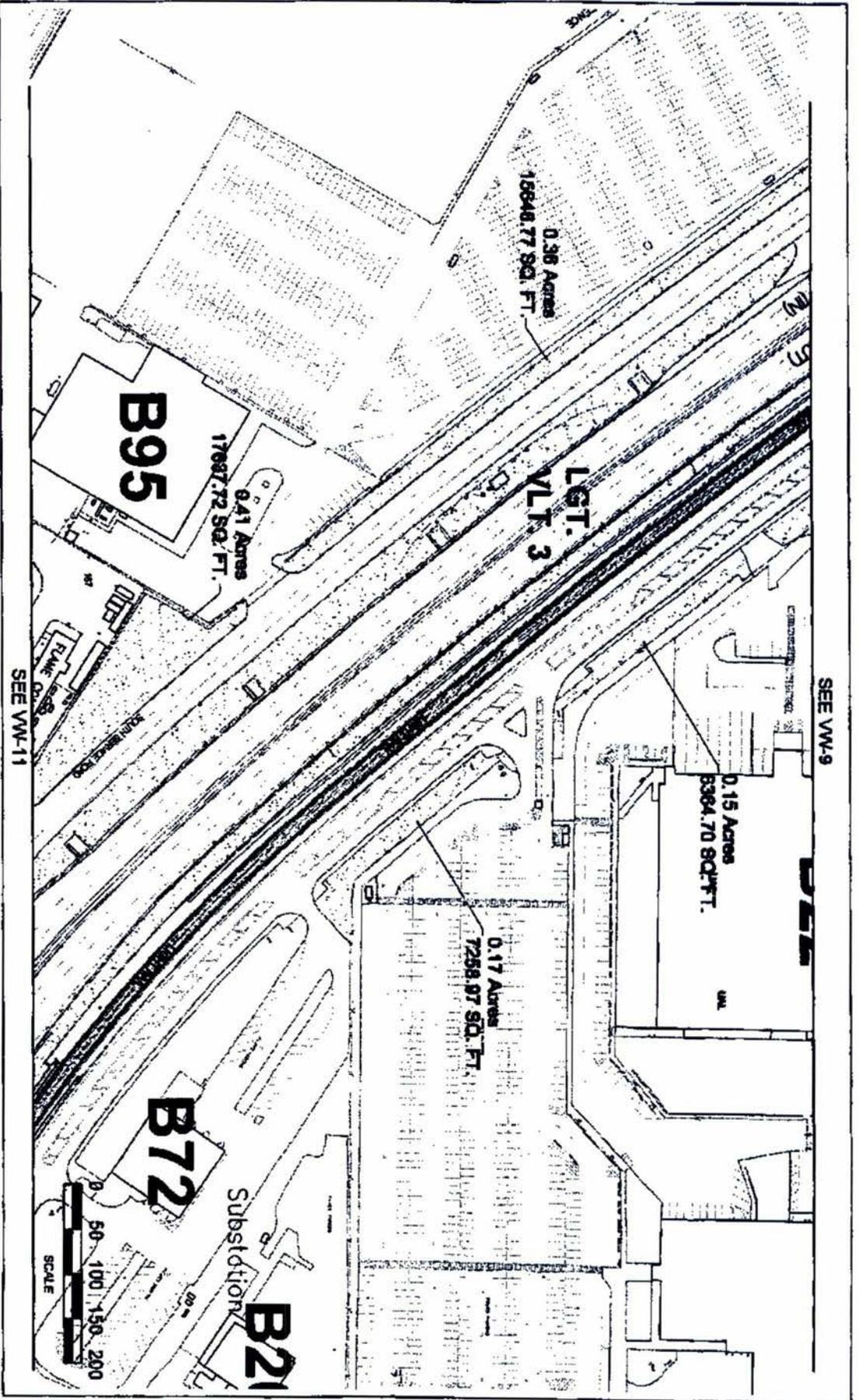
JFK LANDSIDE MOWING AREAS
Van Wyck Expressway





VW-9
JFK LANDSIDE MOWING AREAS
Van Wyck Expressway





SEE VW-9

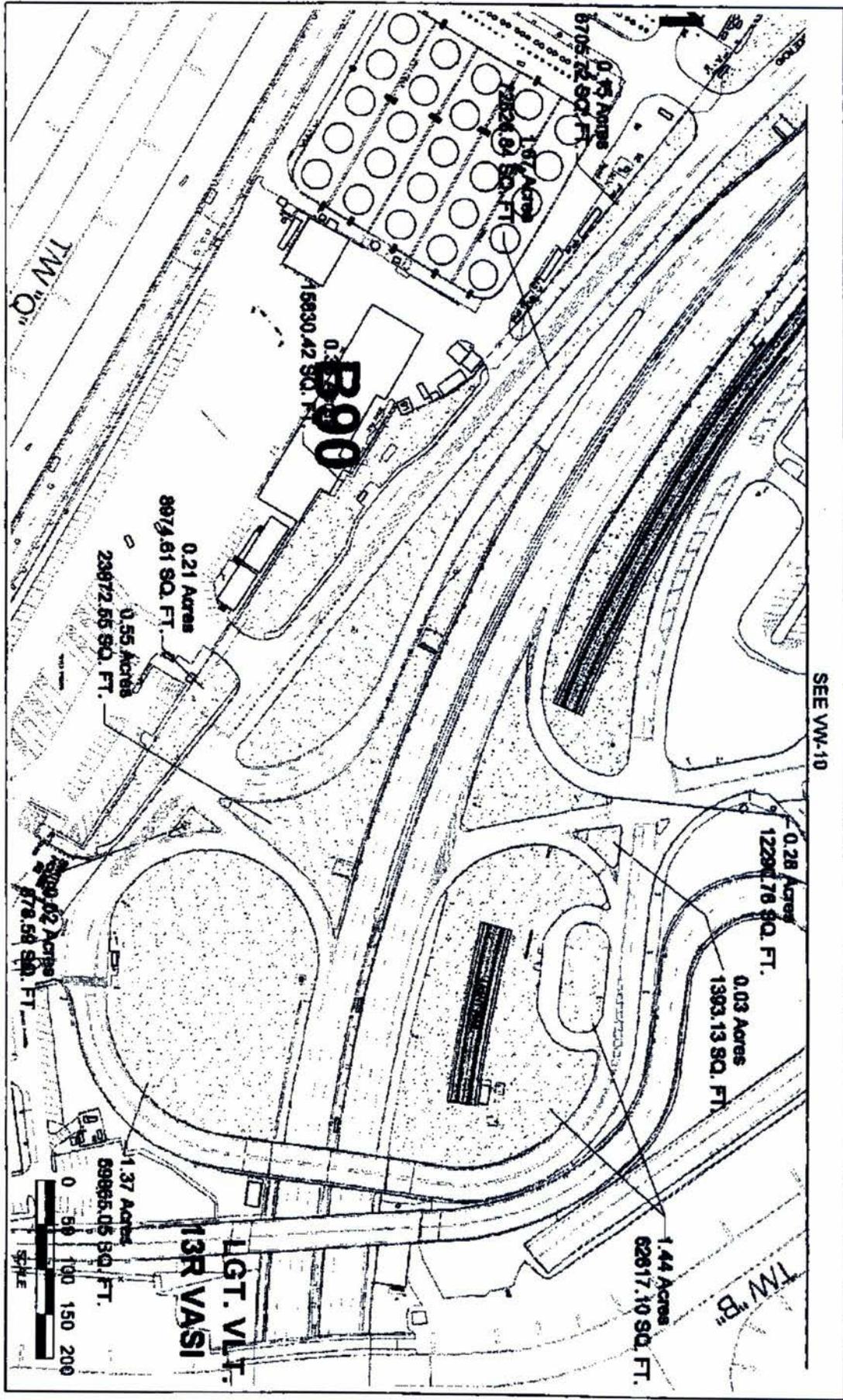
SEE VW-11

VW-10

JFK LANDSIDE MOWING AREAS
Van Wyck Expressway



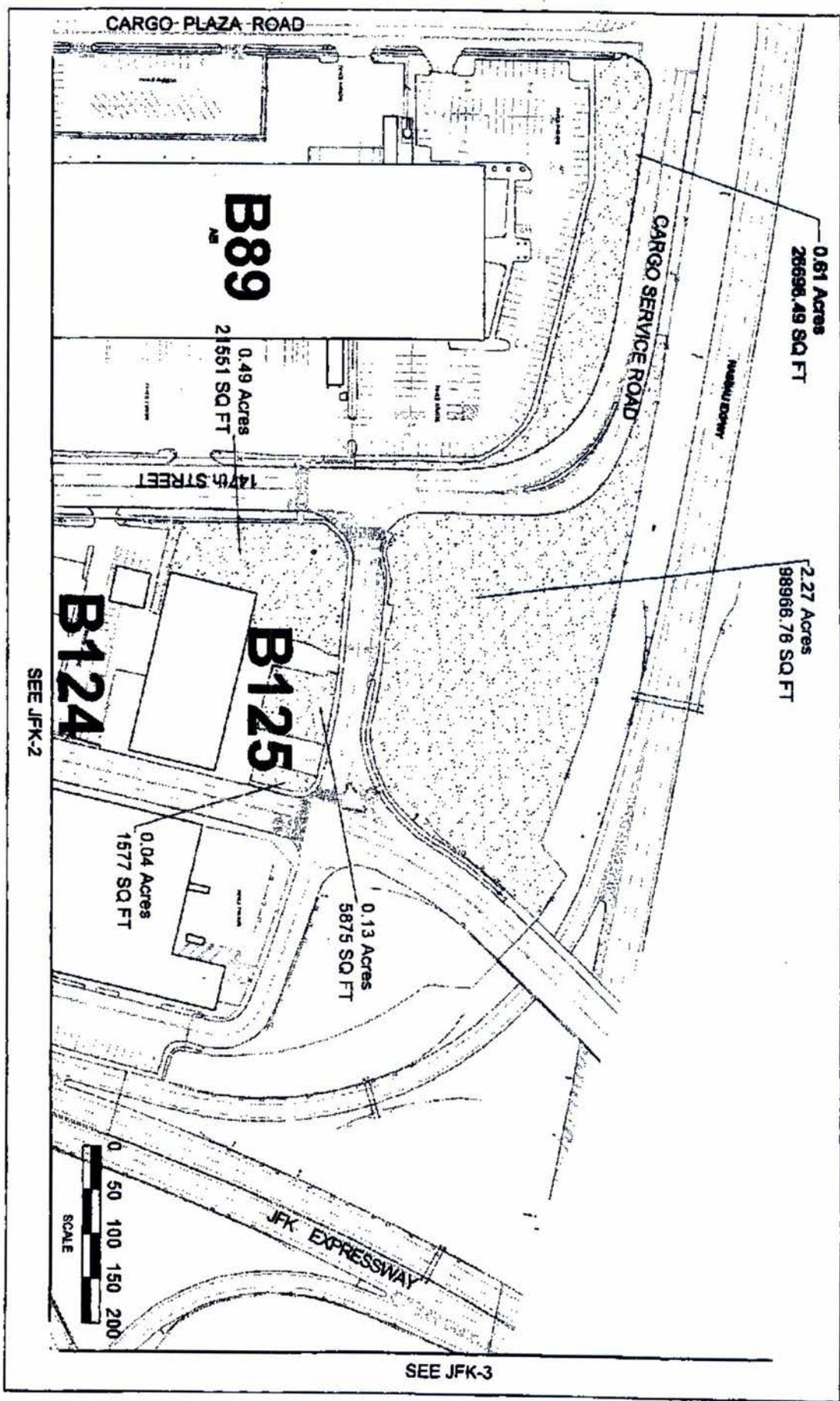
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VW-11

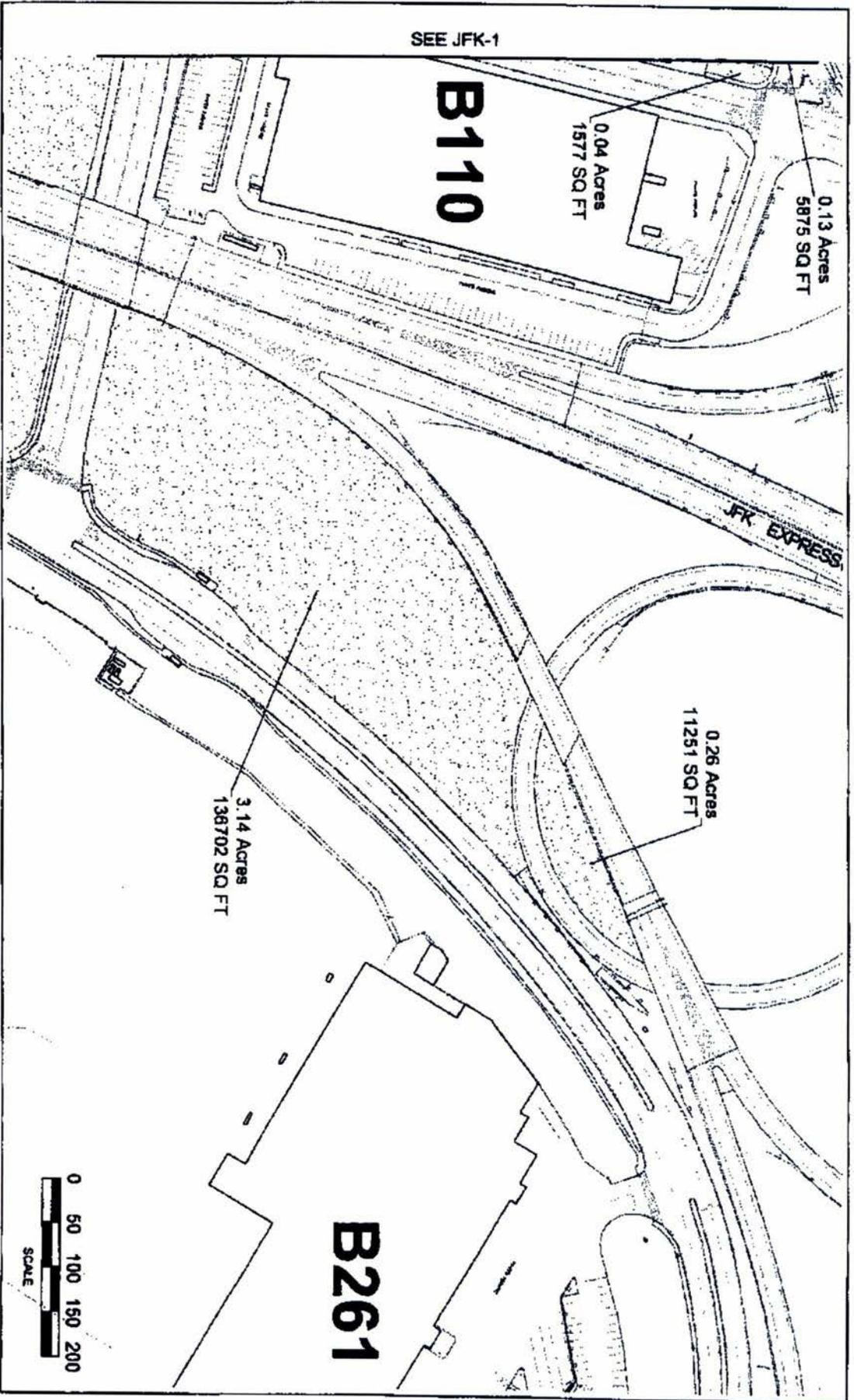
JFK LANDSIDE MOWING AREAS
Van Wyck Expressway





JFK LANDSIDE MOWING AREAS
JFK Expressway

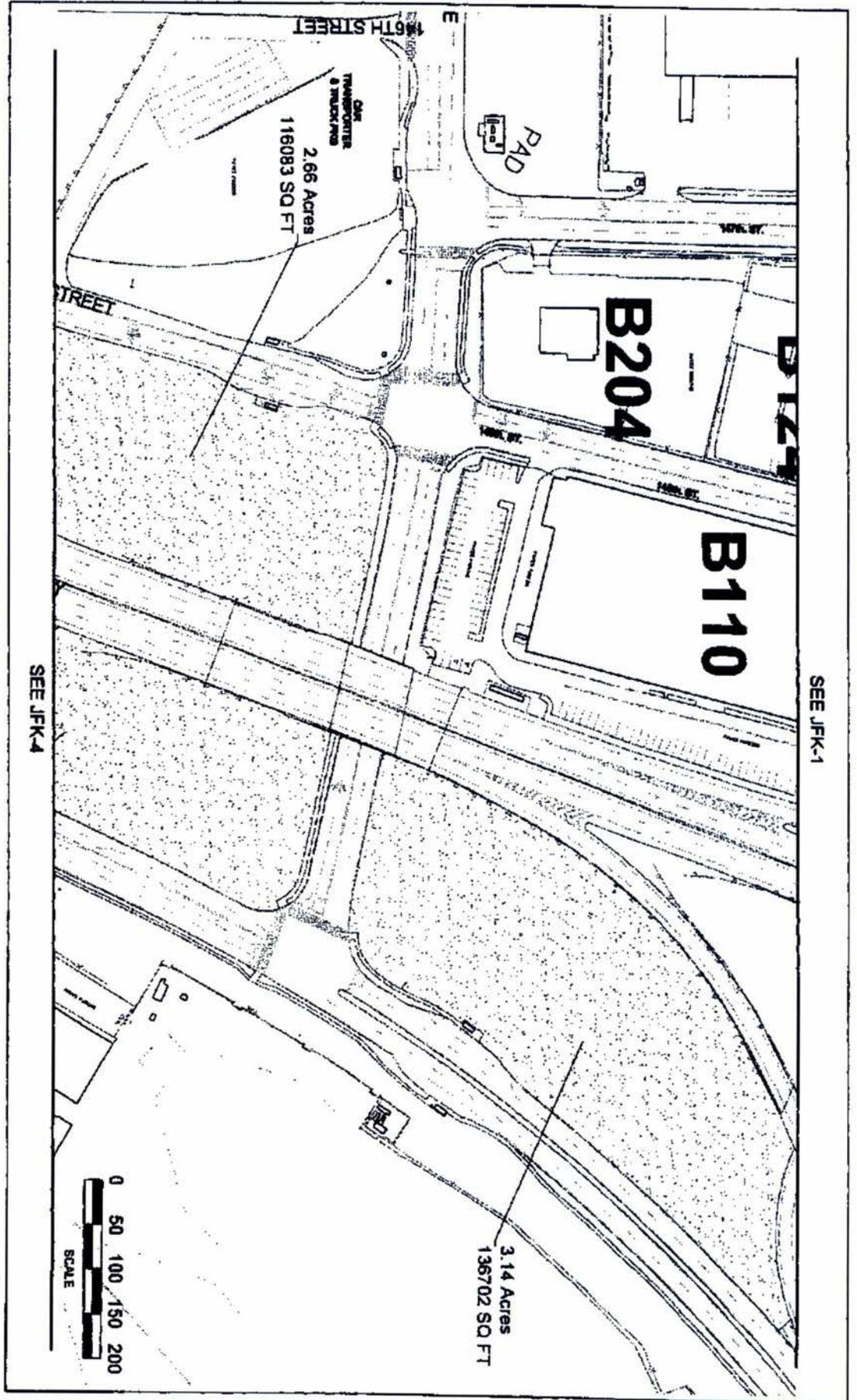




JFK-2

JFK LANDSIDE MOWING AREAS
JFK Expressway



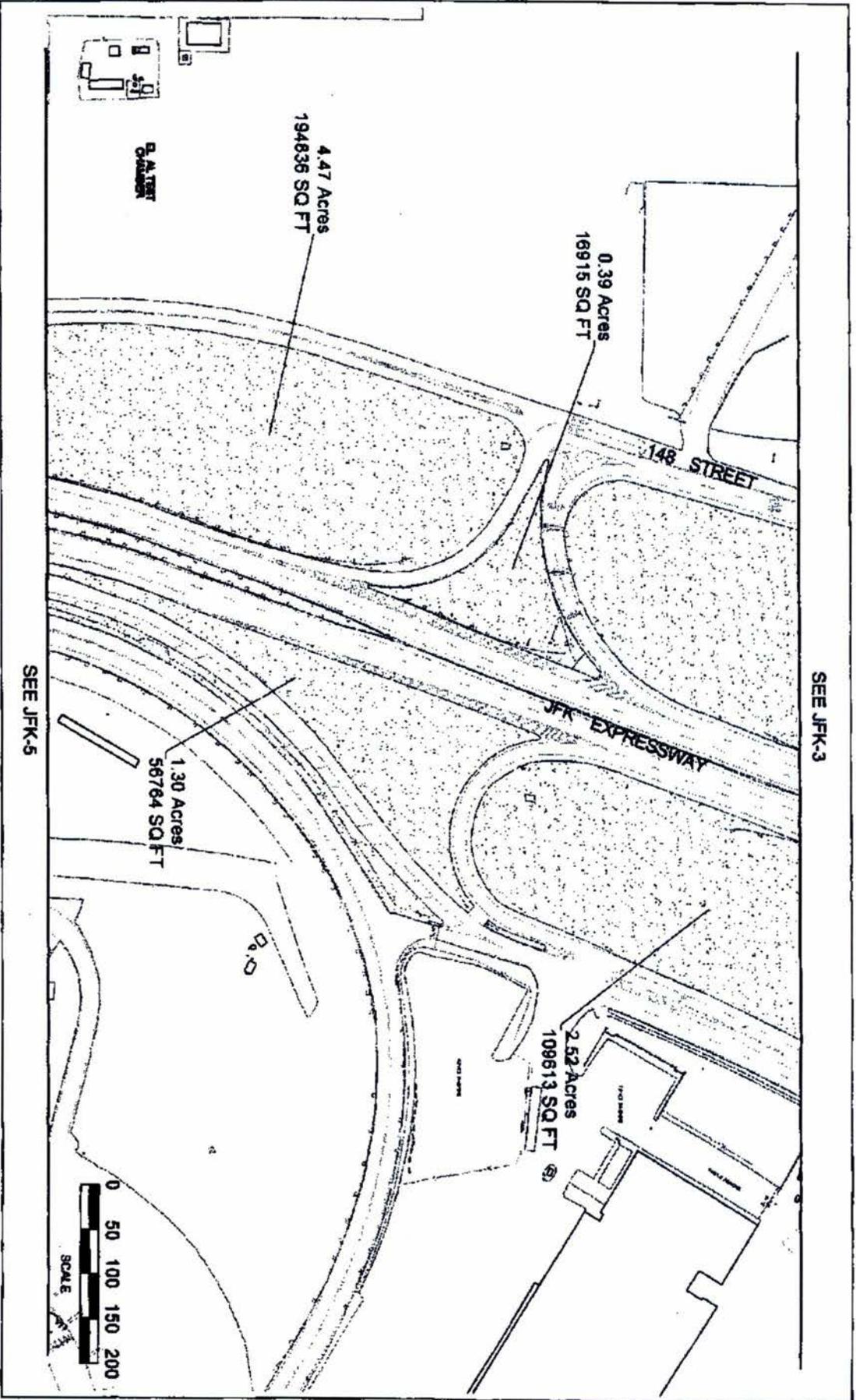


JFK-3

JFK LANDSIDE MOWING AREAS

JFK Expressway

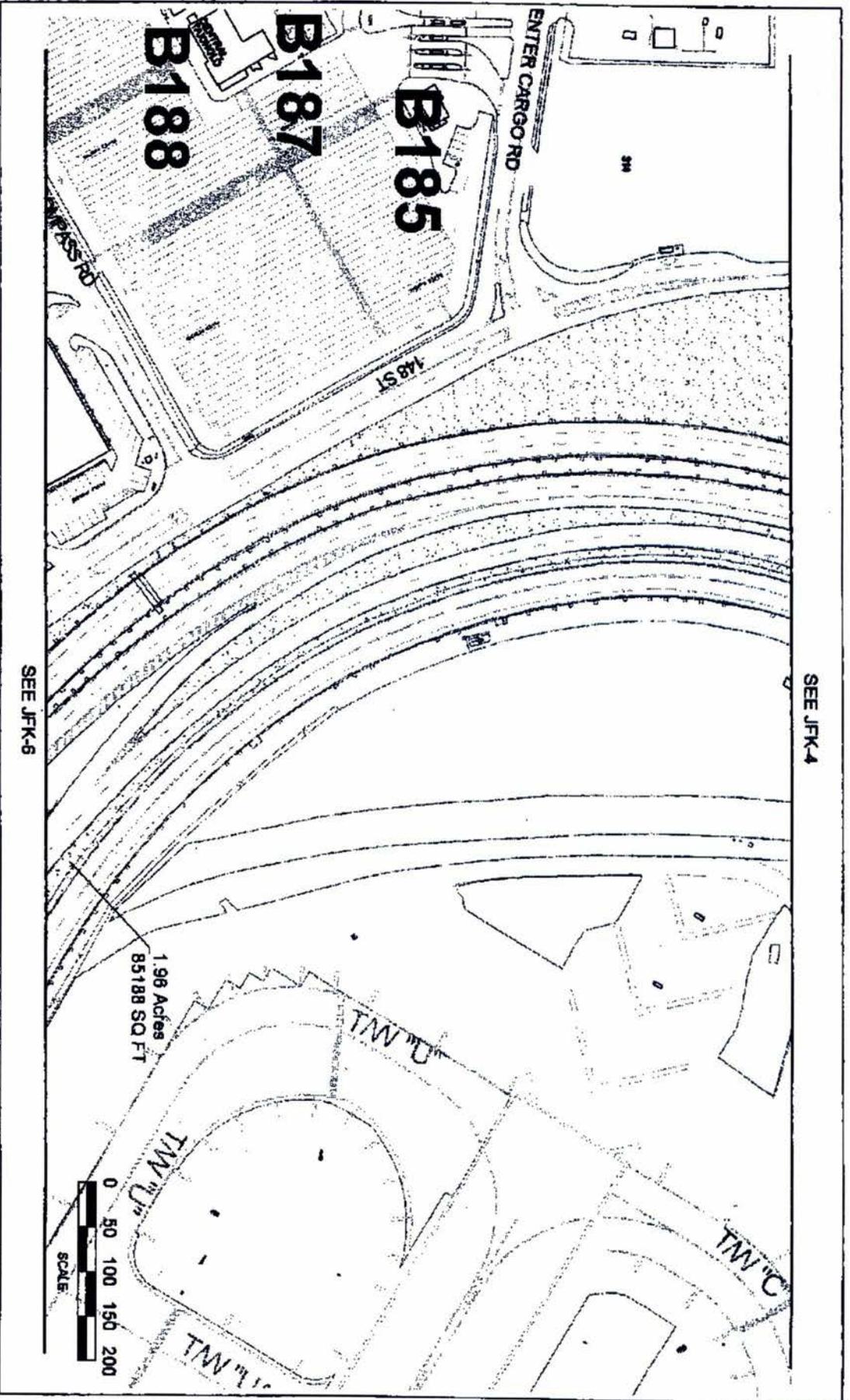




JFK-4

JFK LANDSIDE MOWING AREAS
JFK Expressway





SEE JFK-4

SEE JFK-6

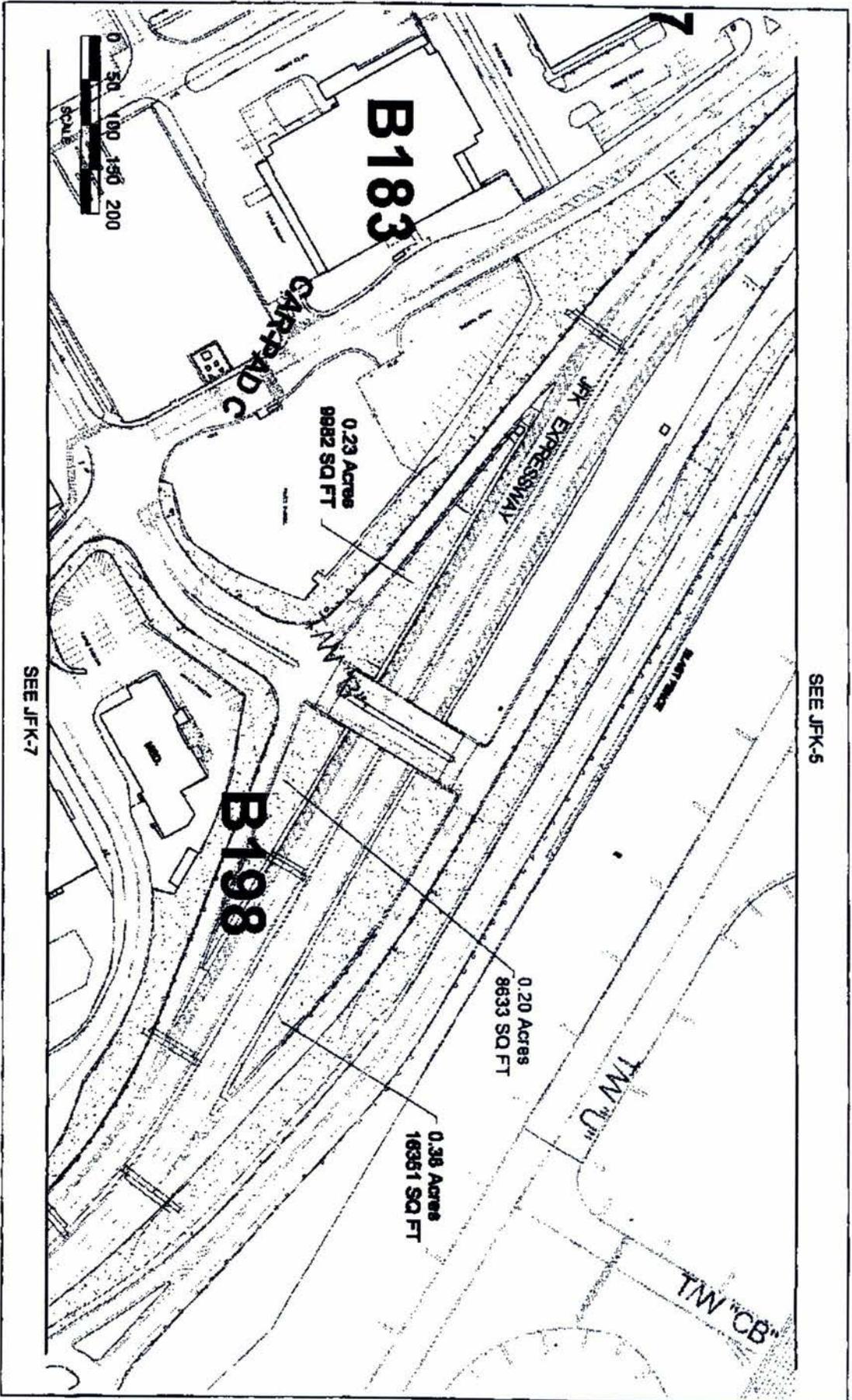
JFK LANDSIDE MOWING AREAS

JFK Expressway

JFK-6



SEE JFK-6



SEE JFK-7

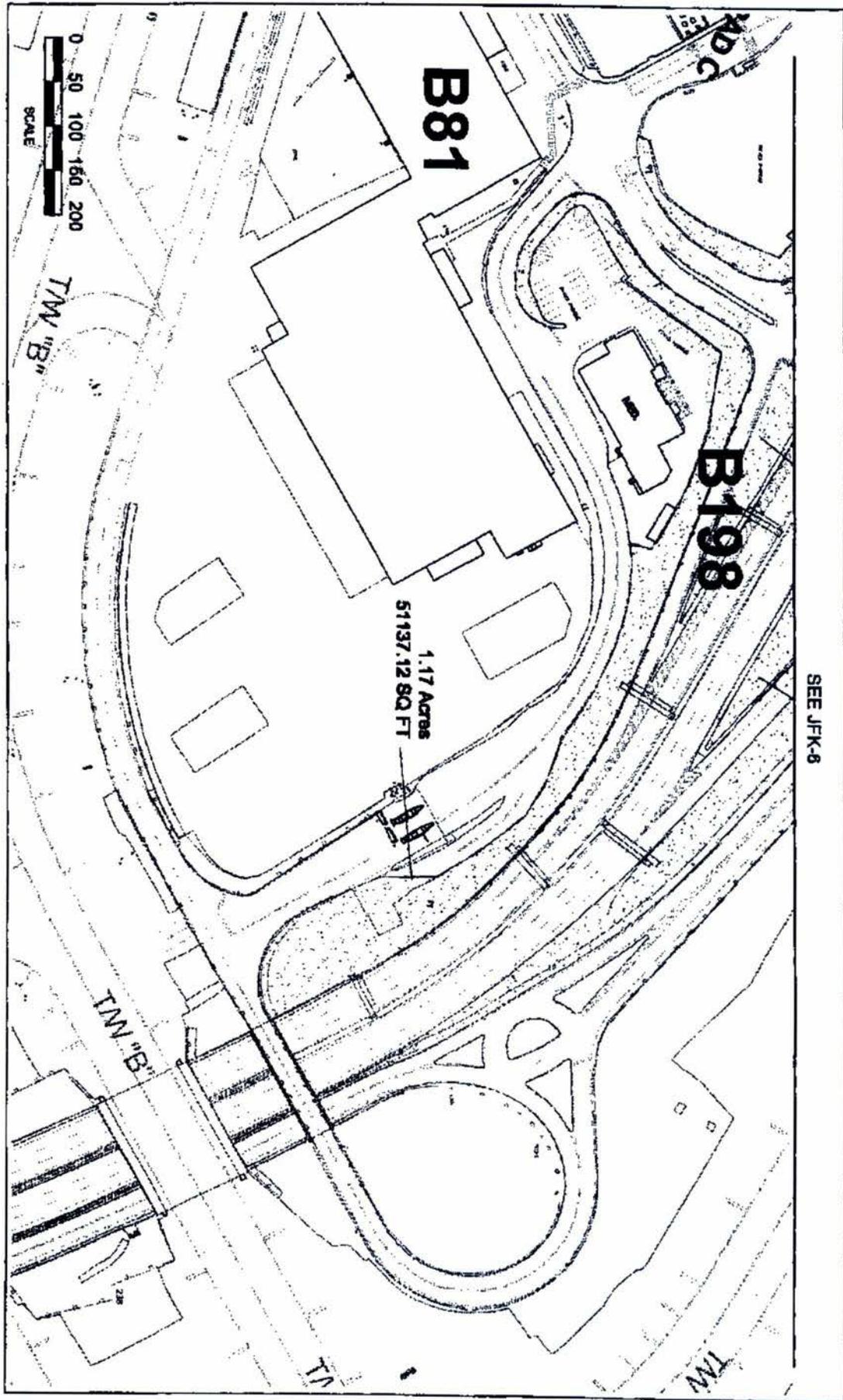
JFK LANDSIDE MOWING AREAS

JFK Expressway

JFK-6

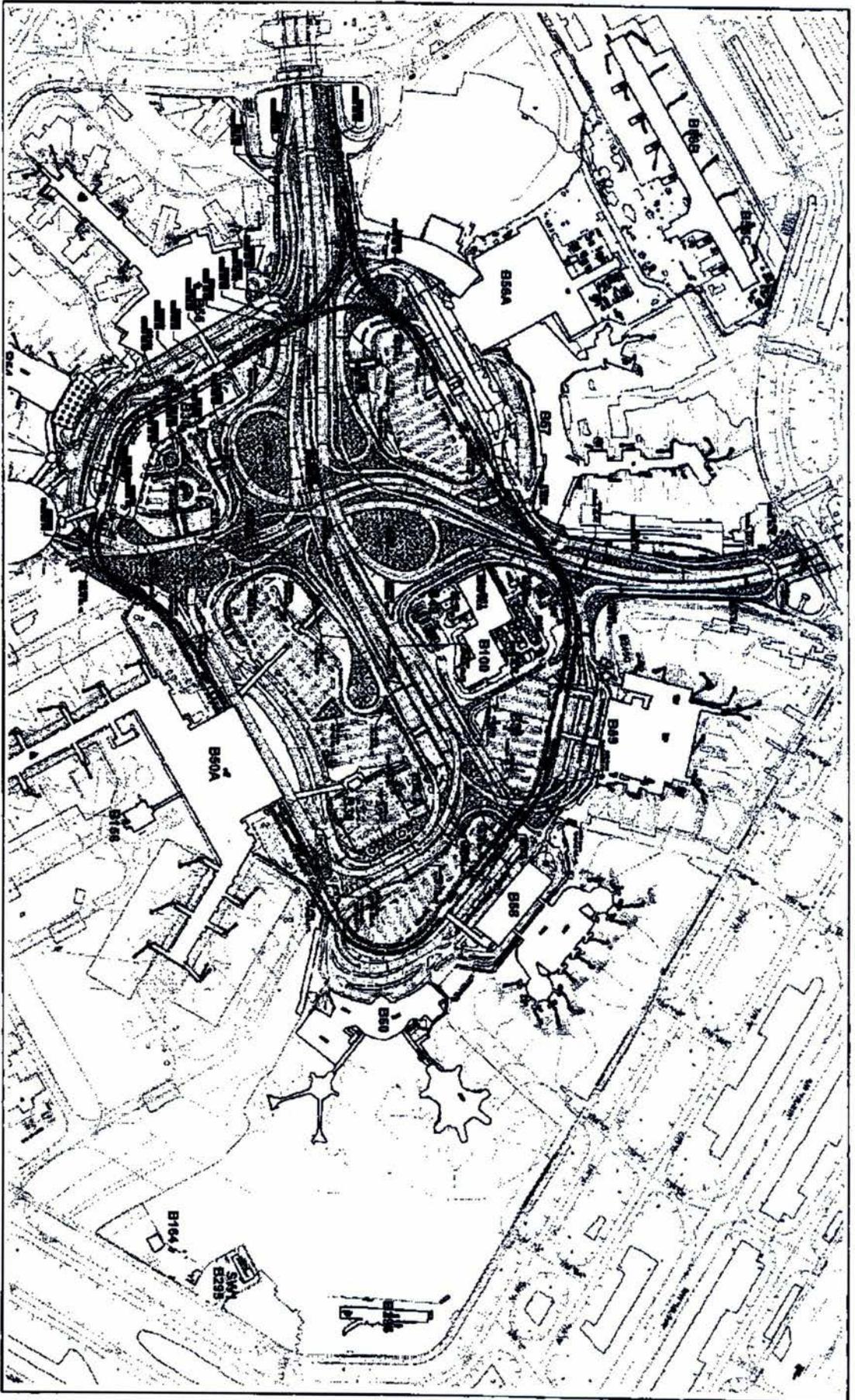


SEE JFK-6



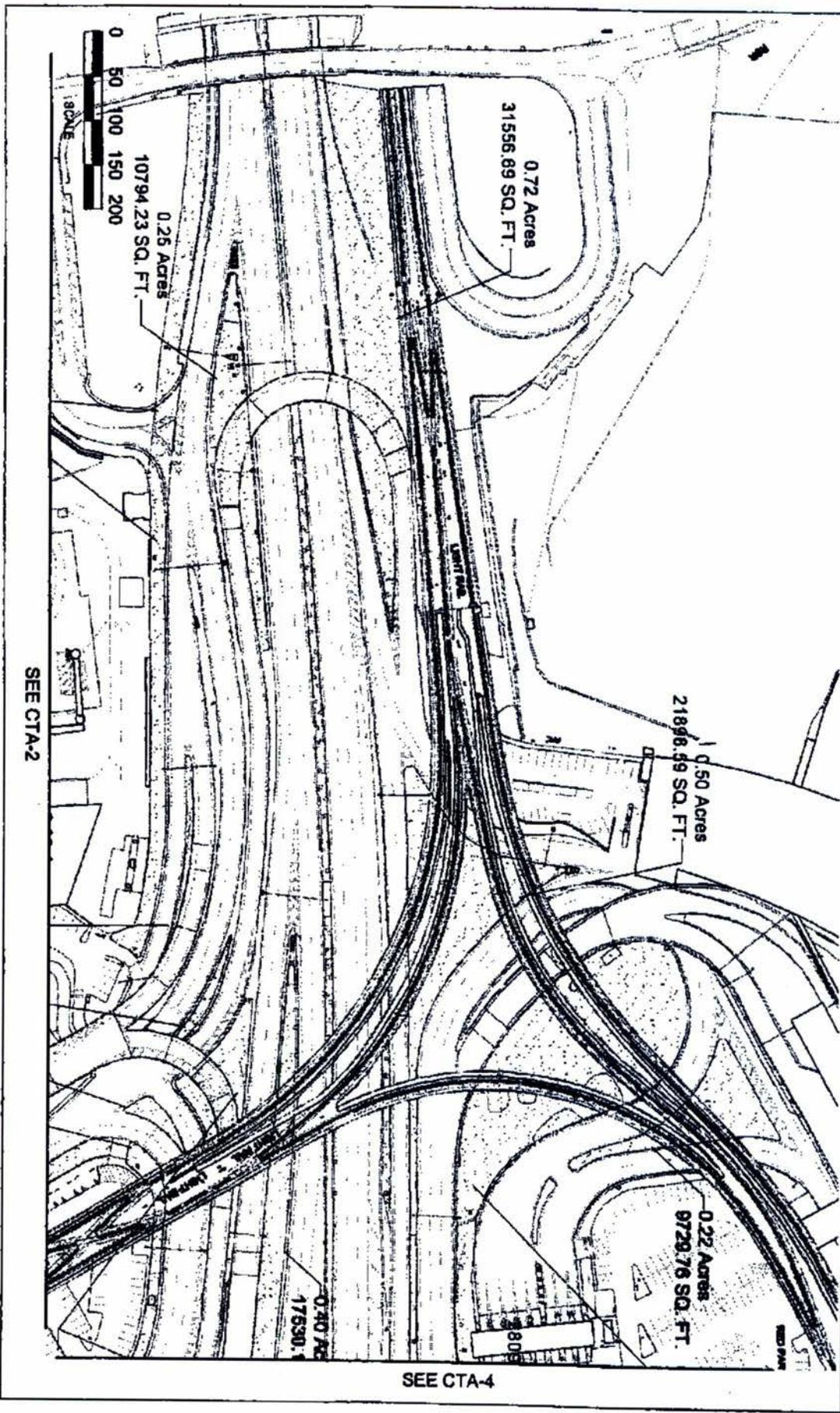
JFK-7
JFK LANDSIDE MOWING AREAS
JFK Expressway



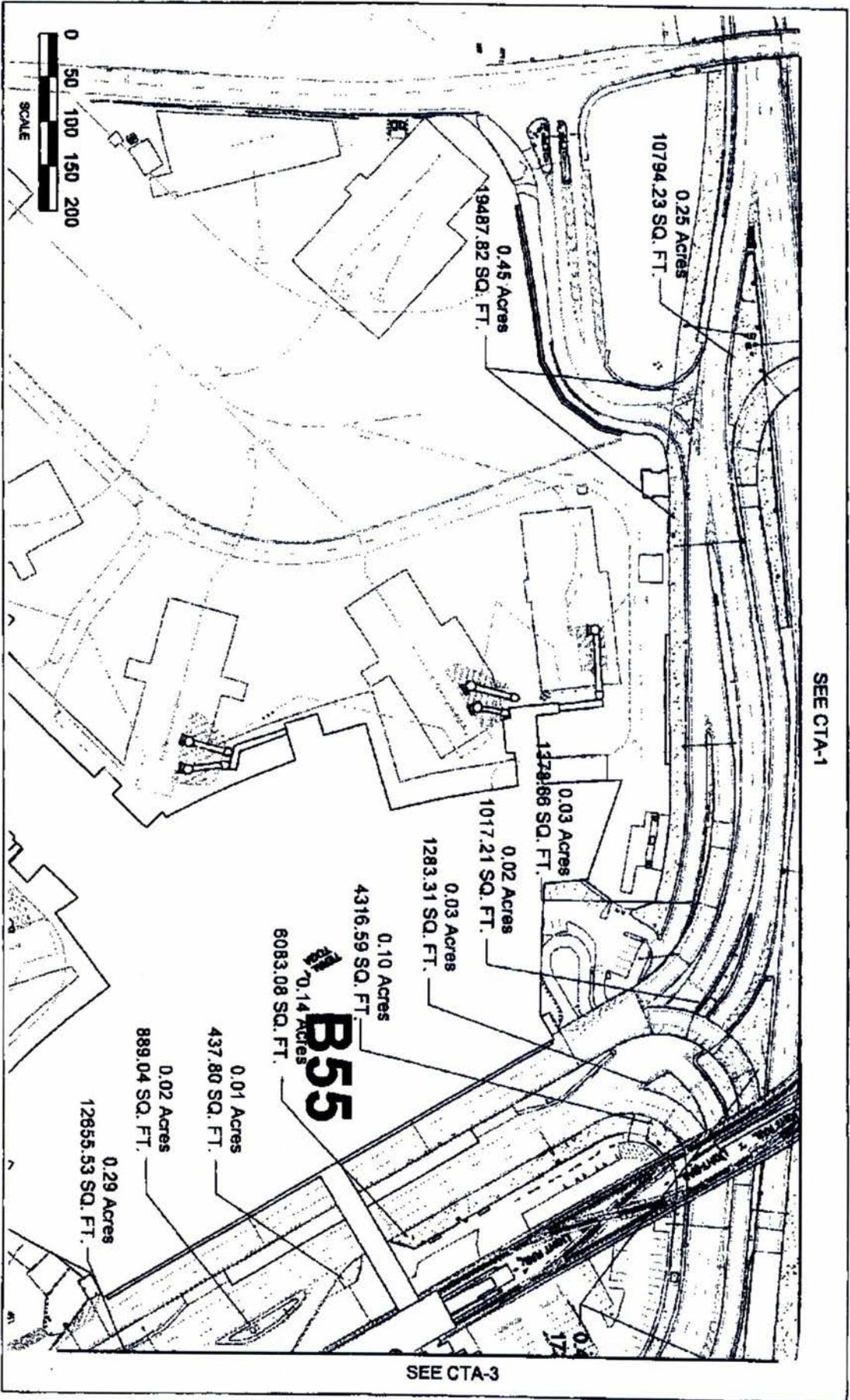


JFK LANDSIDE MOWING AREAS
Central Terminal Area Overview





SEE CTA-1



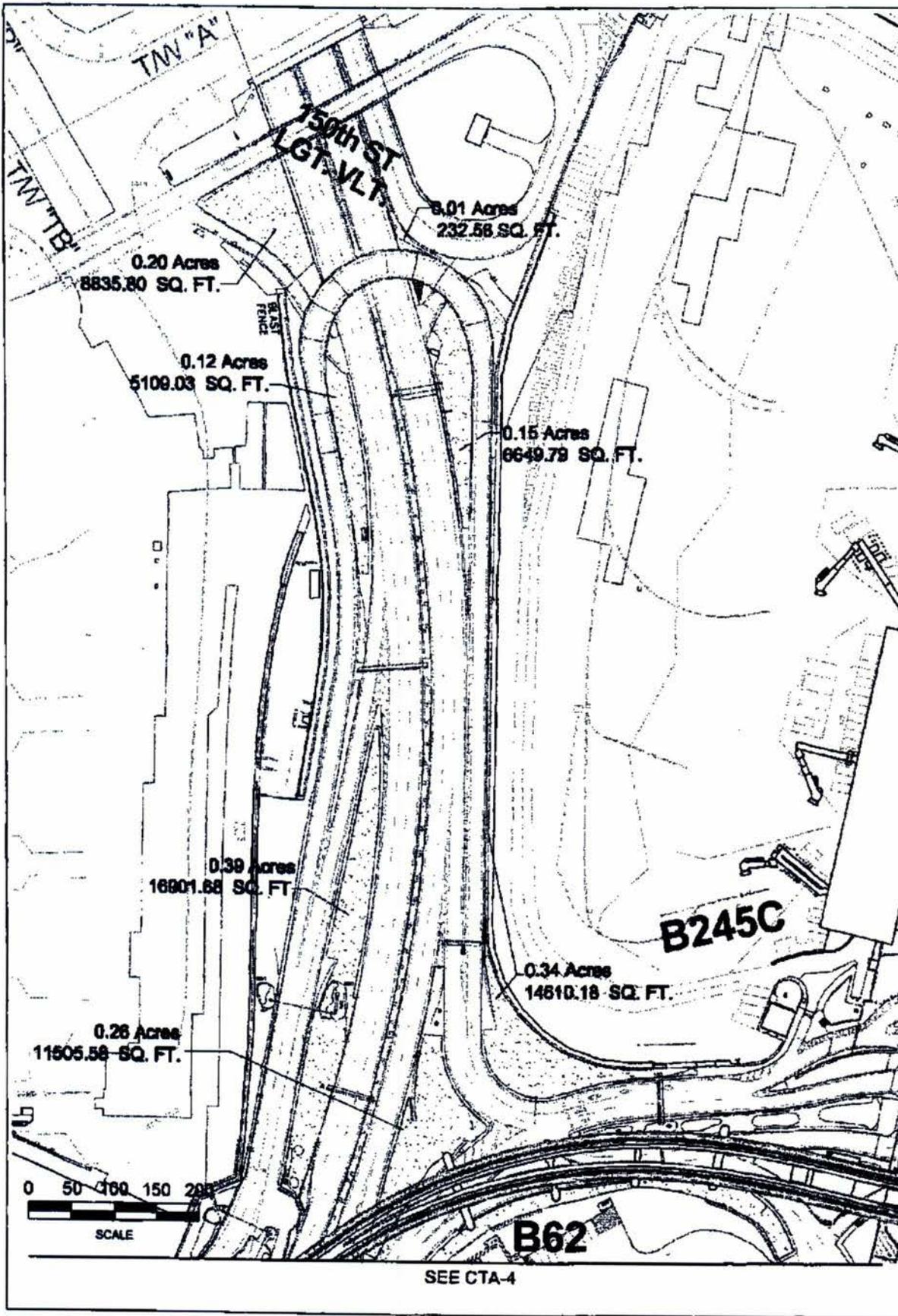
SEE CTA-3

CTA-2

JFK LANDSIDE MOWING AREAS

Central Terminal Area

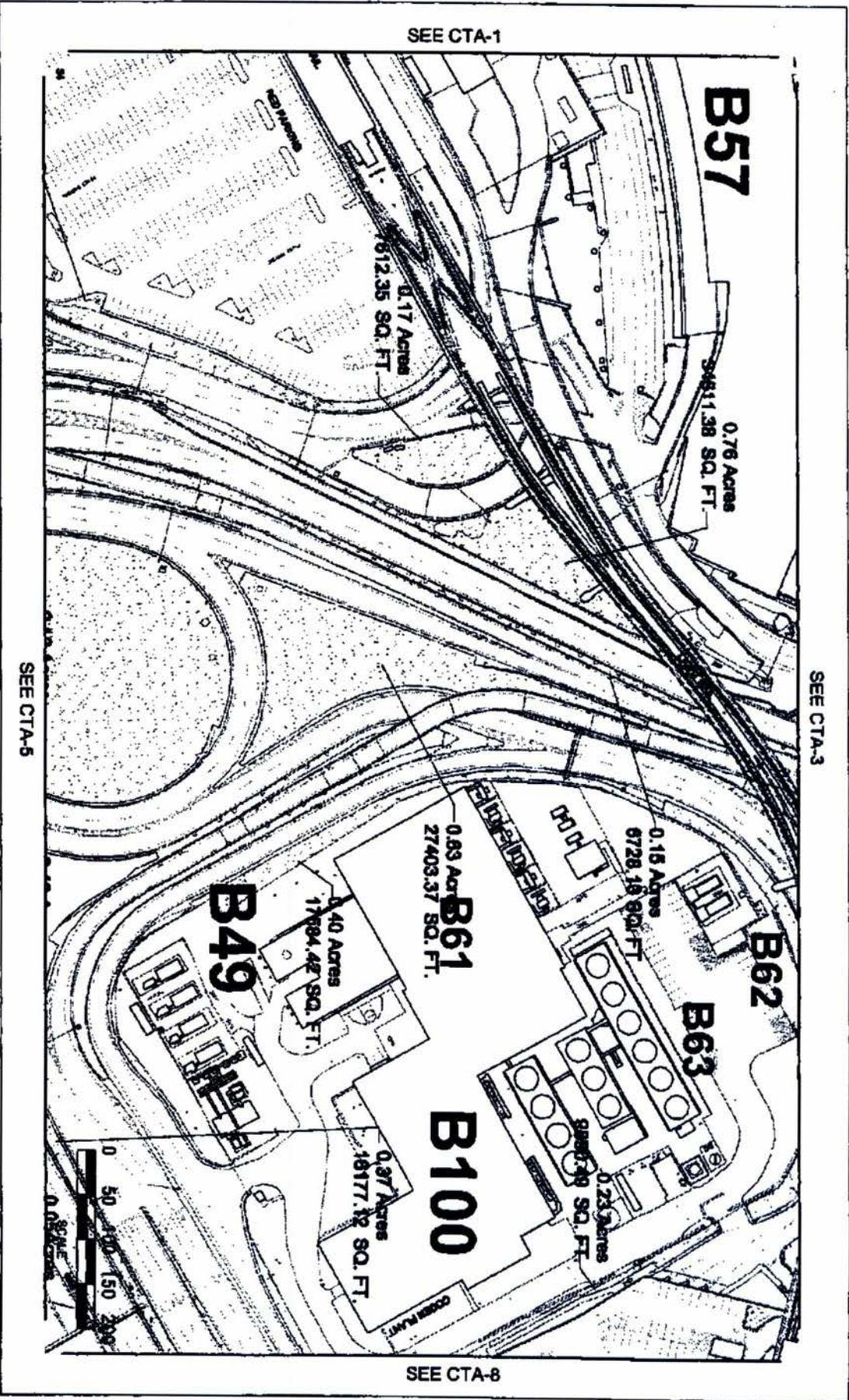




CTA-3

JFK LANDSIDE MOWING AREAS
Central Terminal Area

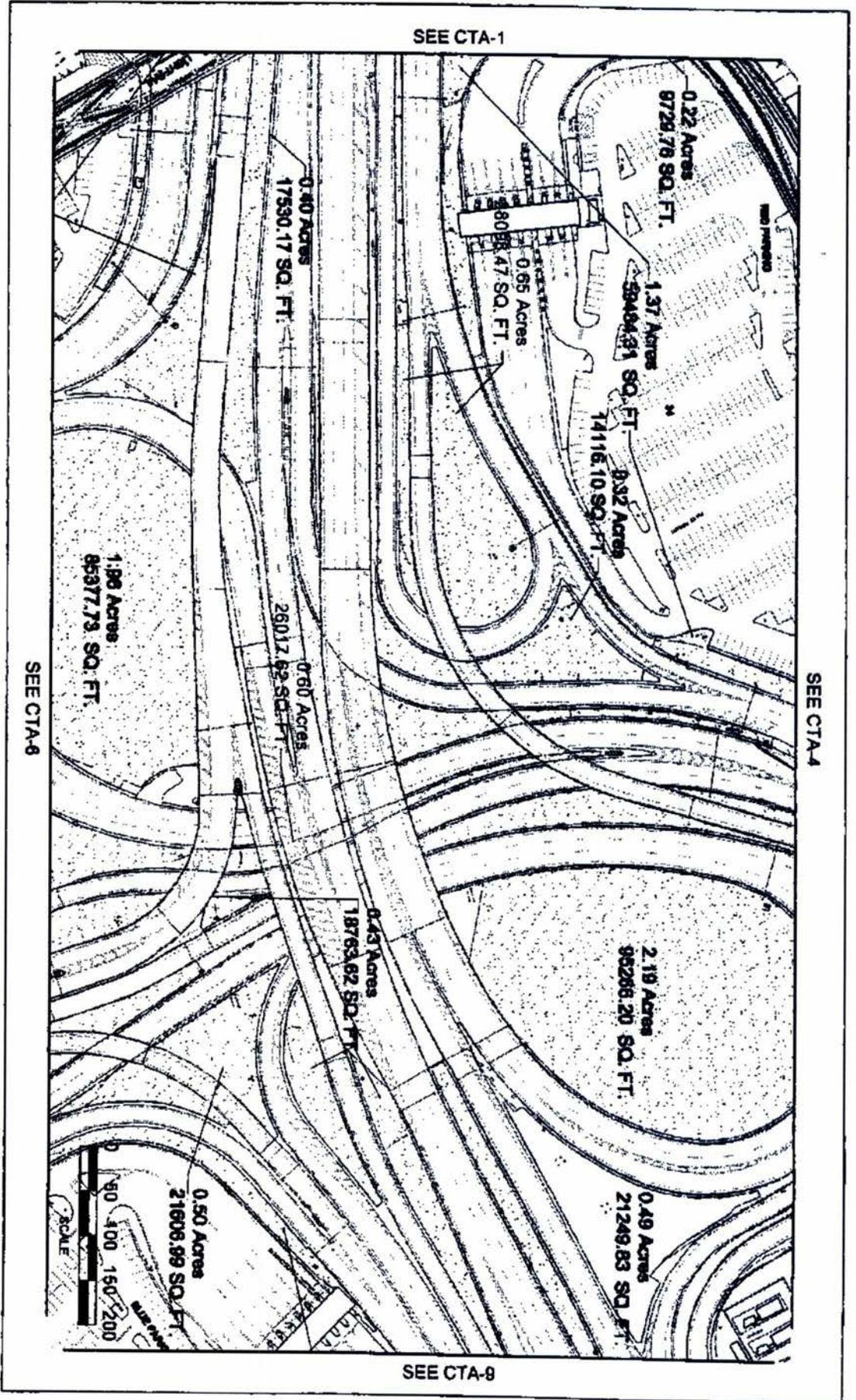




CTA-4

JFK LANDSIDE MOWING AREAS
Central Terminal Area

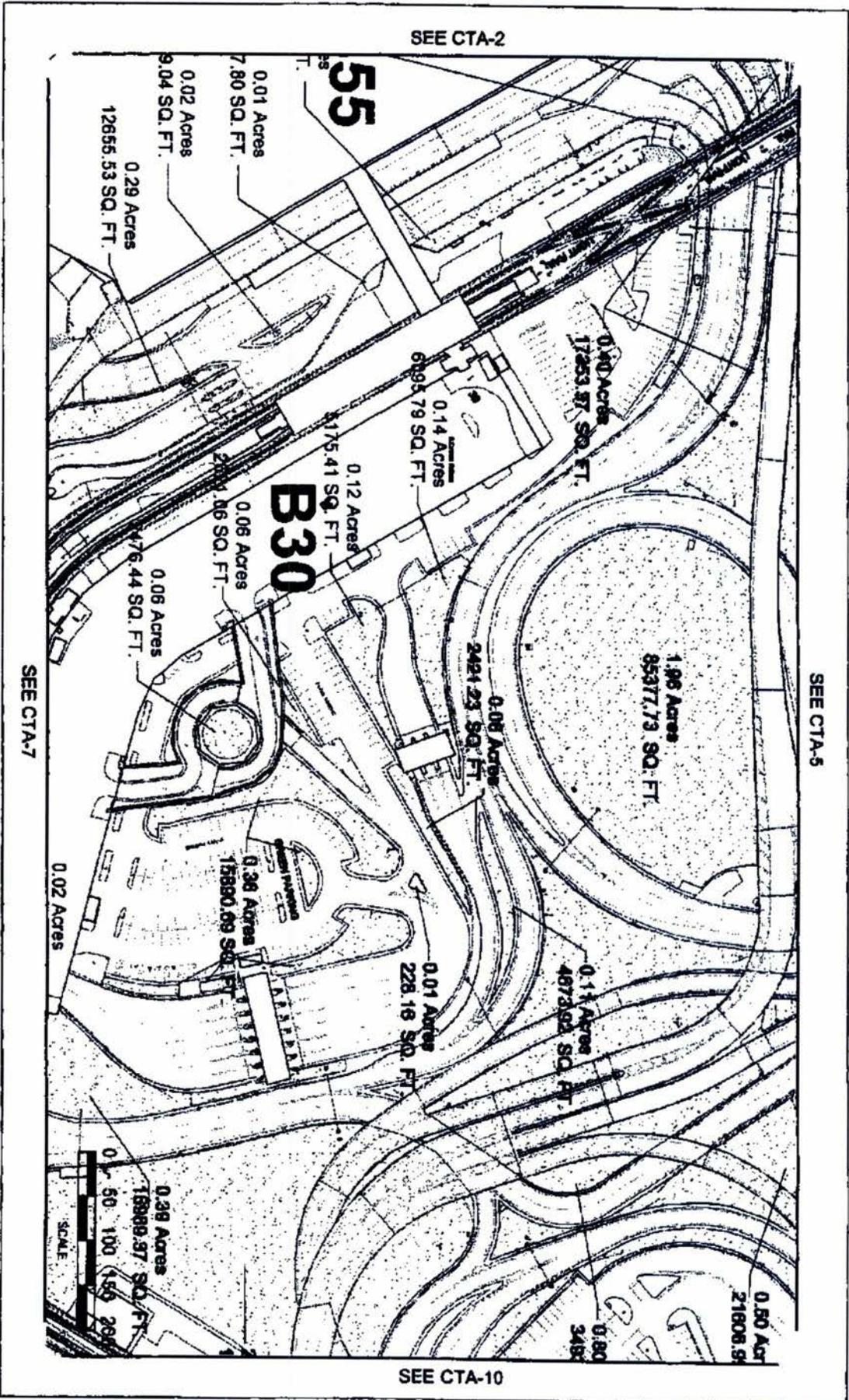




CTA-5

JFK LANDSIDE MOWING AREAS
Central Terminal Area





CTA-8

JFK LANDSIDE MOWING AREAS
Central Terminal Area

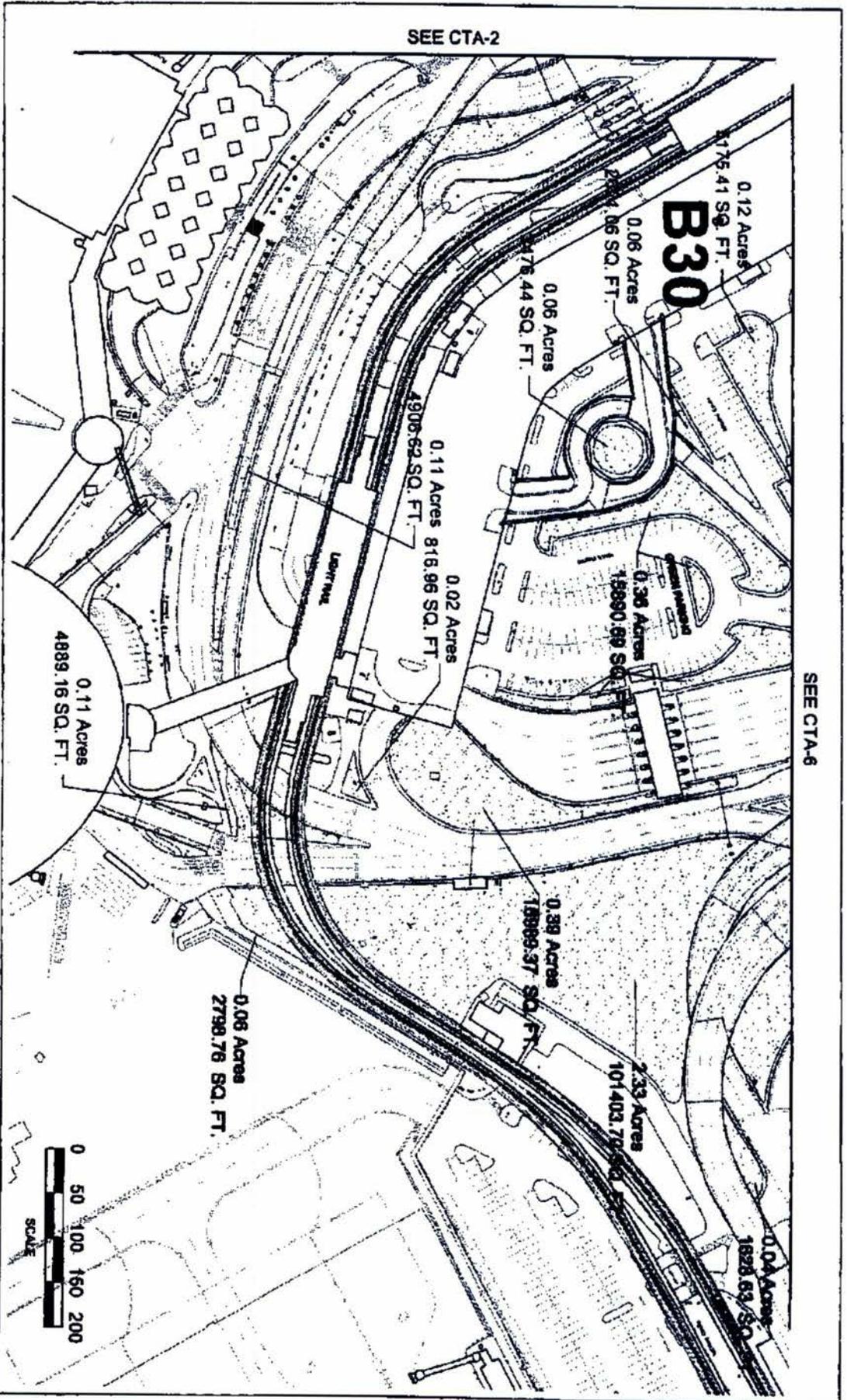


SEE CTA-2

SEE CTA-5

SEE CTA-7

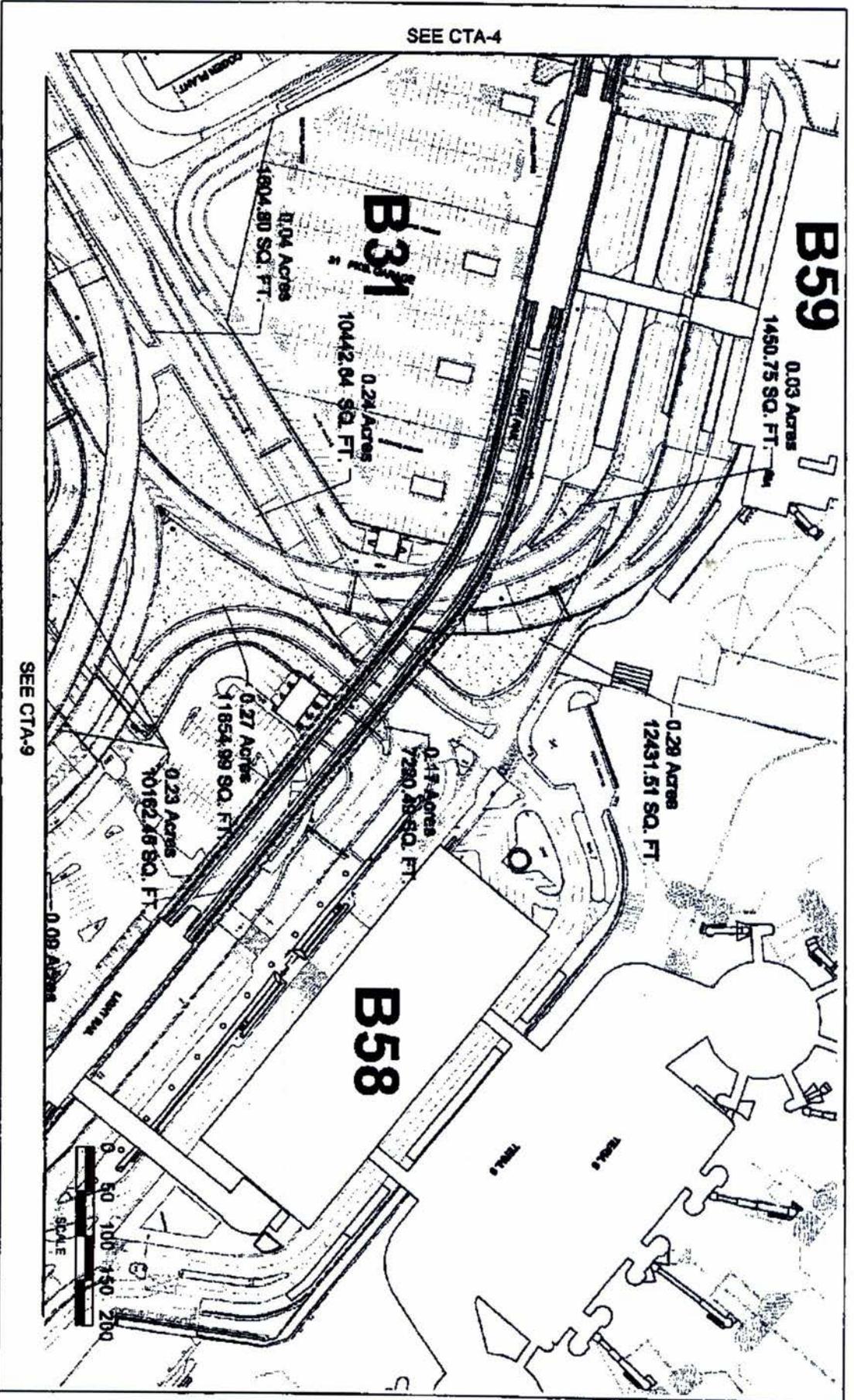
SEE CTA-10



CTA-7

JFK LANDSIDE MOWING AREAS
Central Terminal Area



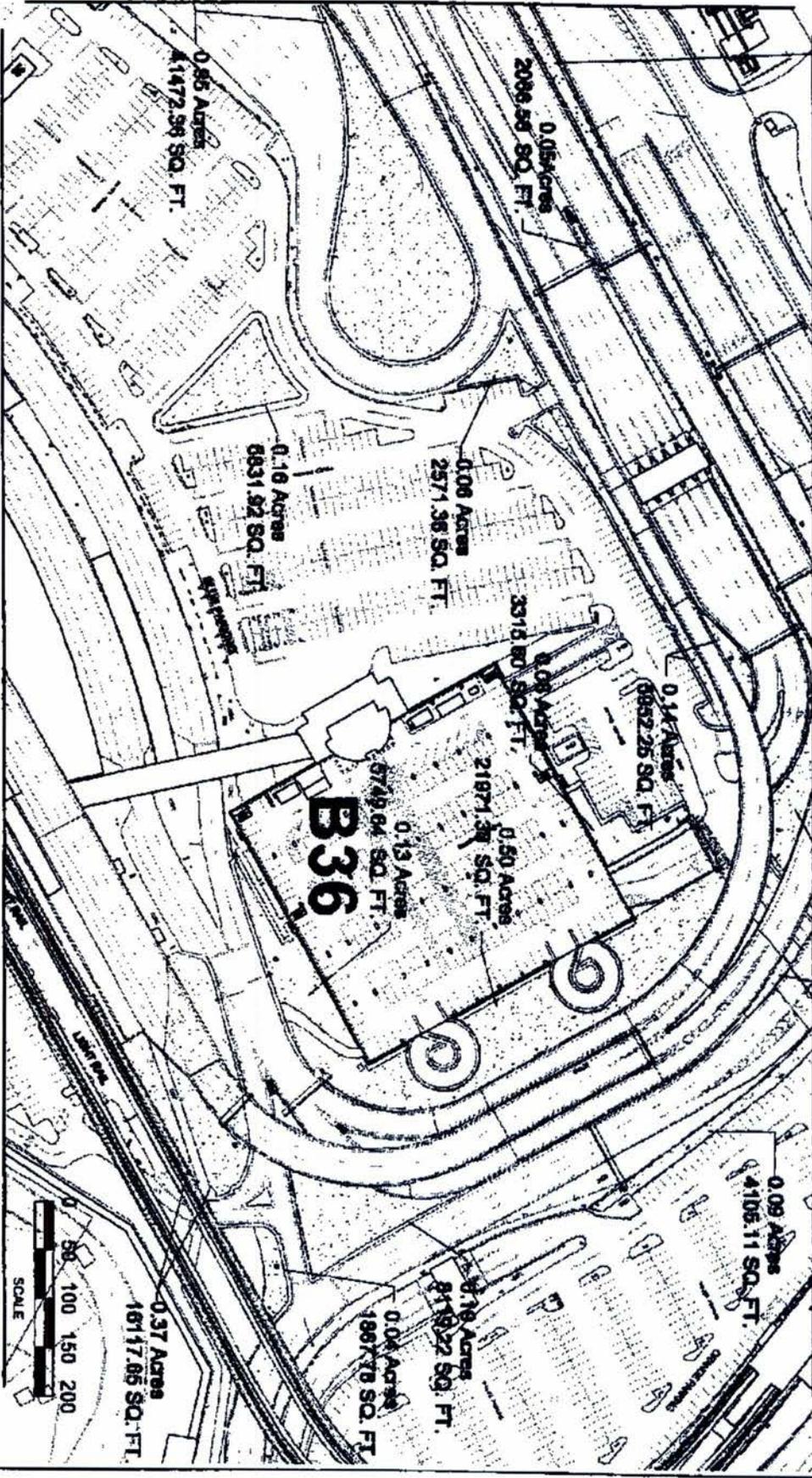


CTA-8

JFK LANDSIDE MOWING AREAS
Central Terminal Area



SEE CTA-5

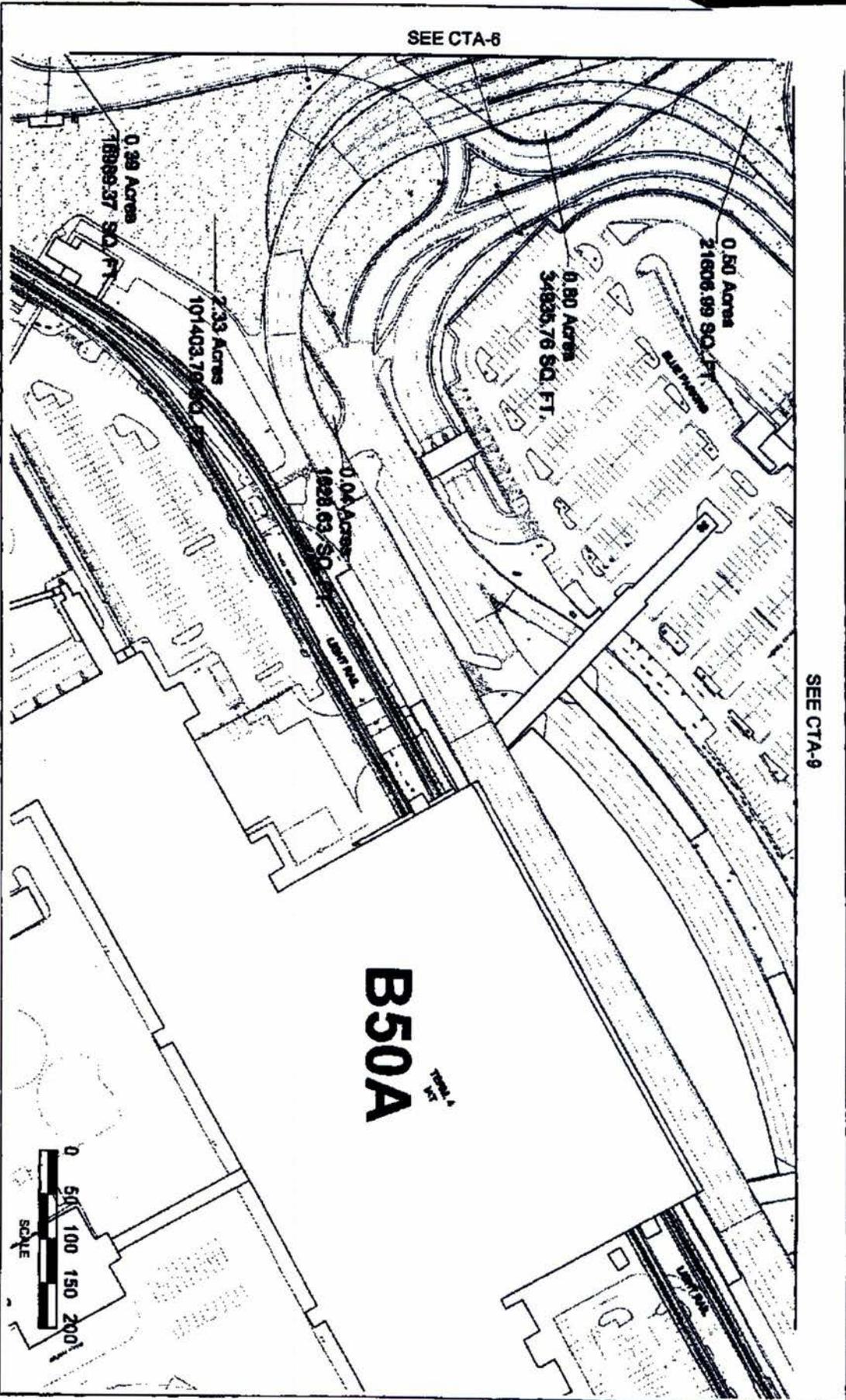


SEE CTA-8

SEE CTA-10

JFK LANDSIDE MOWING AREAS
Central Terminal Area





CTA-10

JFK LANDSIDE MOWING AREAS
Central Terminal Area



NASSAU EXPRESSWAY

23,244sq ft.

Building 144

JFK Landside Mowing Area

B203

B144

Planter bed
1,090sq ft.

Planter bed
292sq ft.

Planter bed
3,740sq ft.

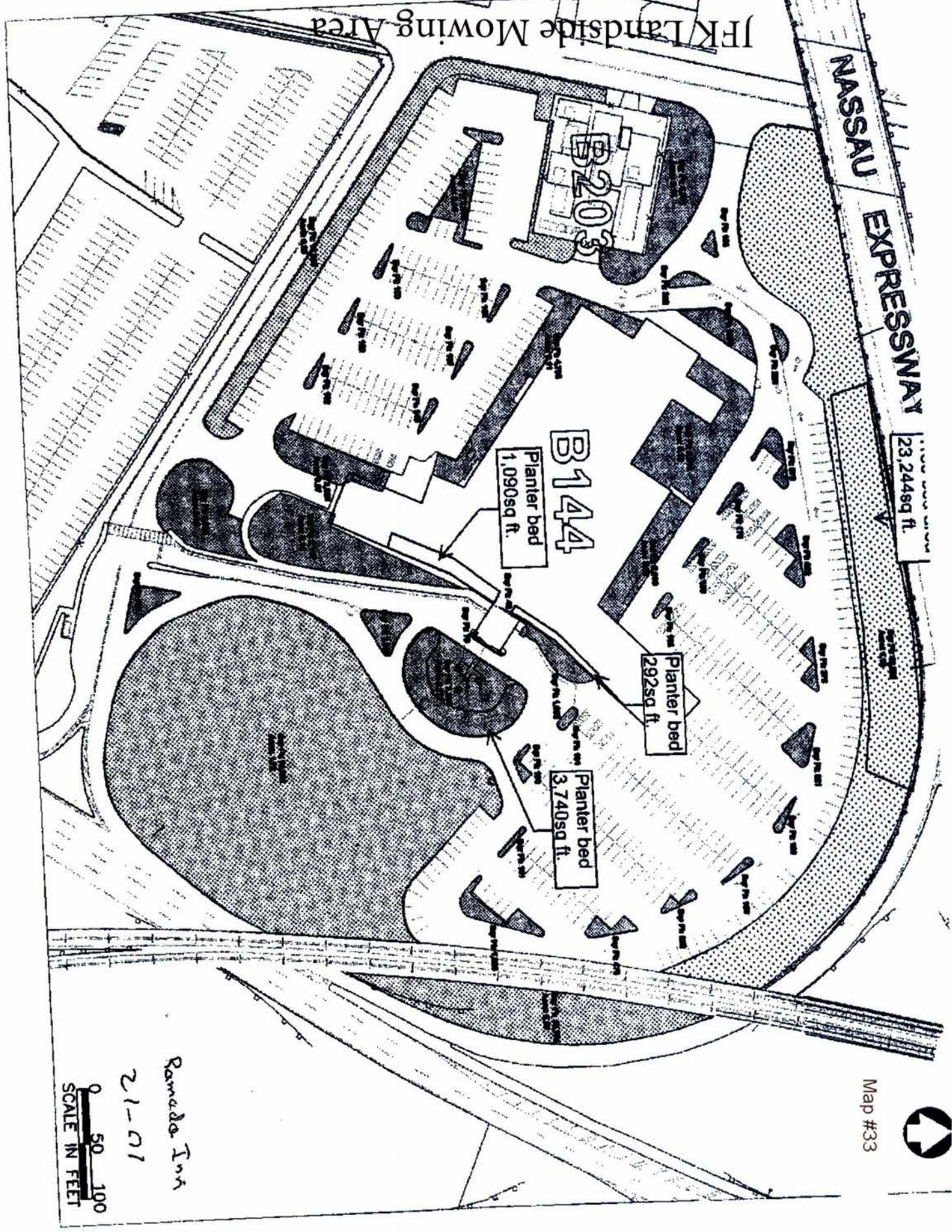
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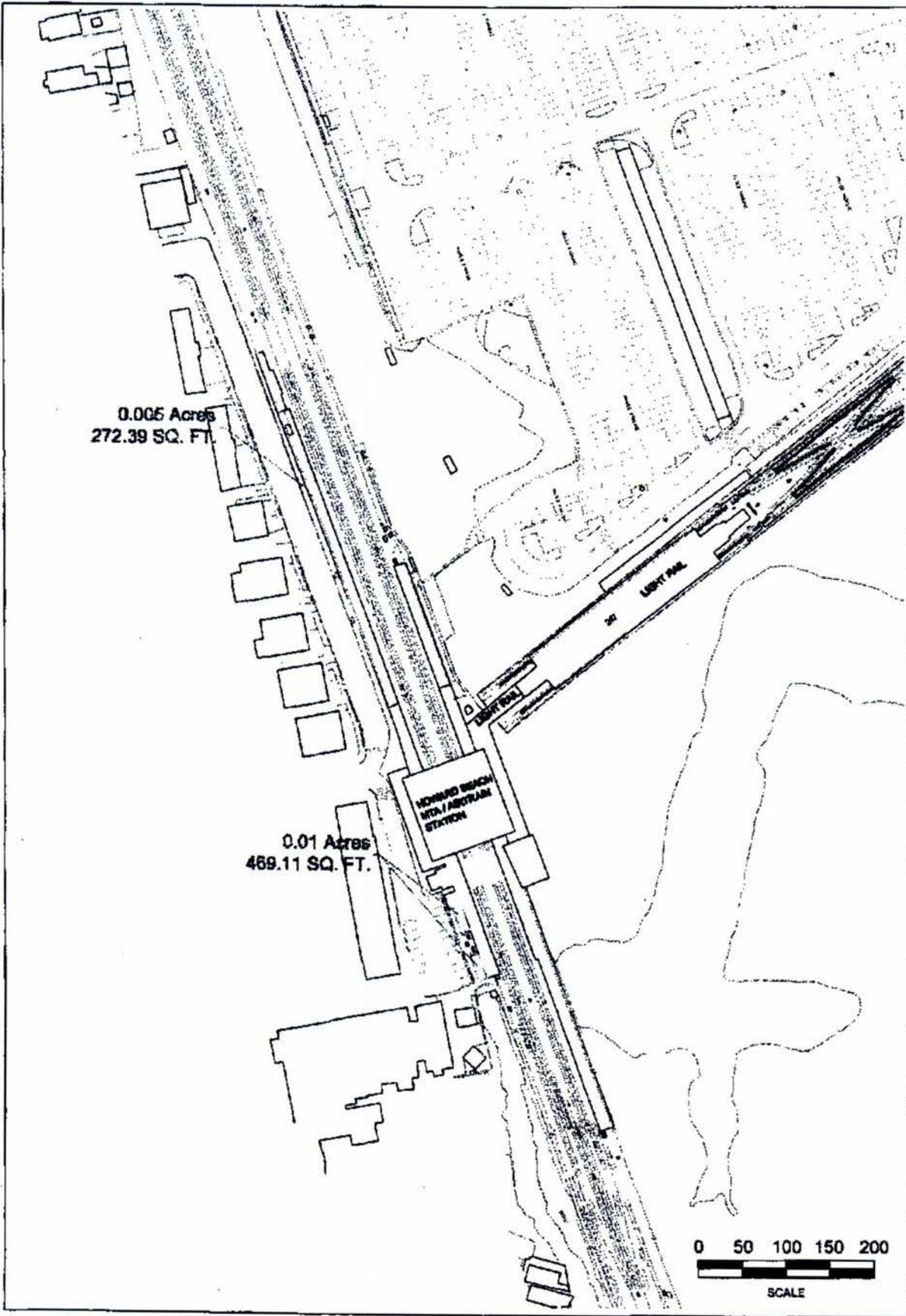


Ramada Inn

21-01

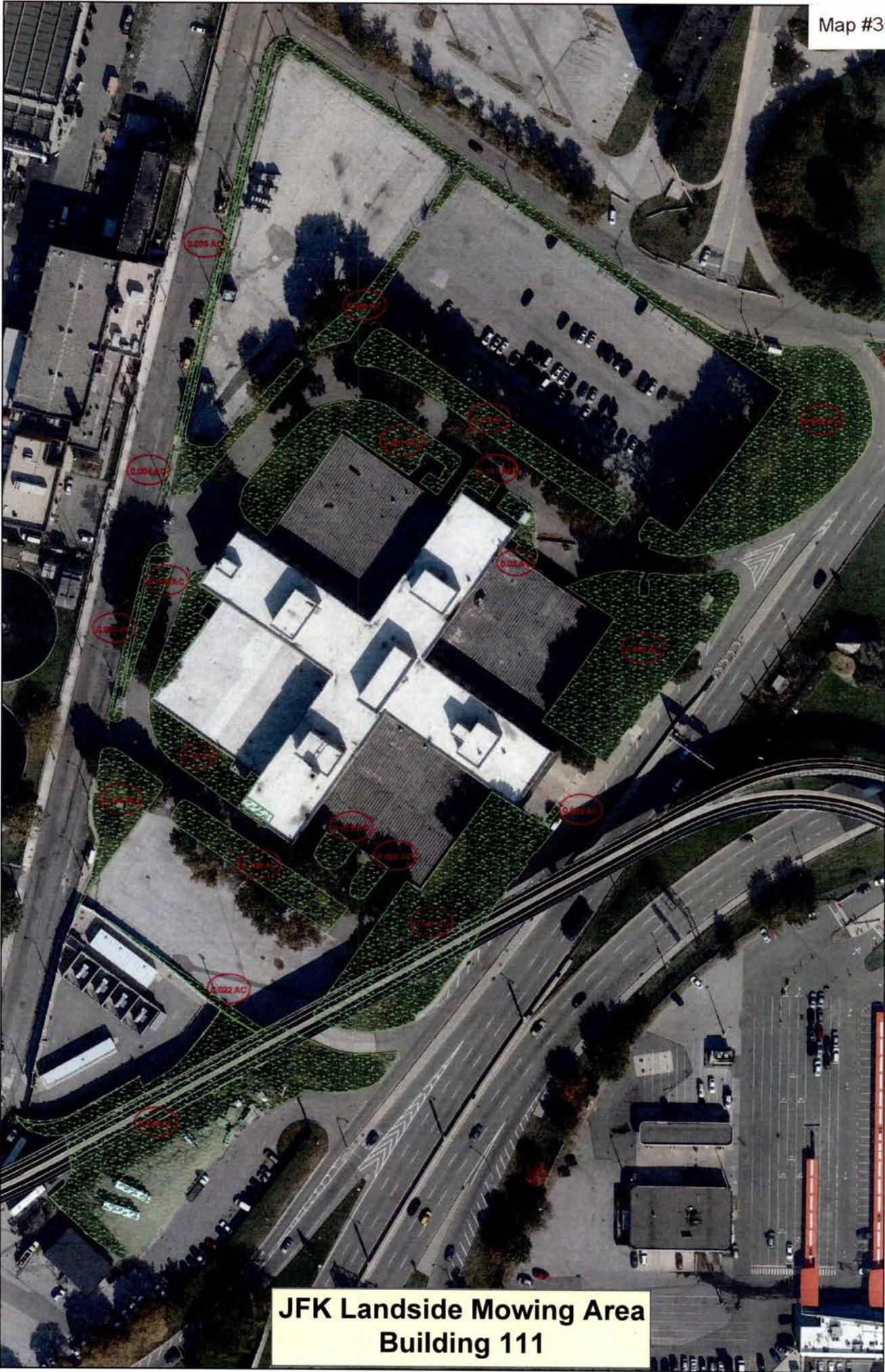
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SCALE IN FEET





JFK LANDSIDE MOWING AREAS
Howard Beach Train Station Plaza

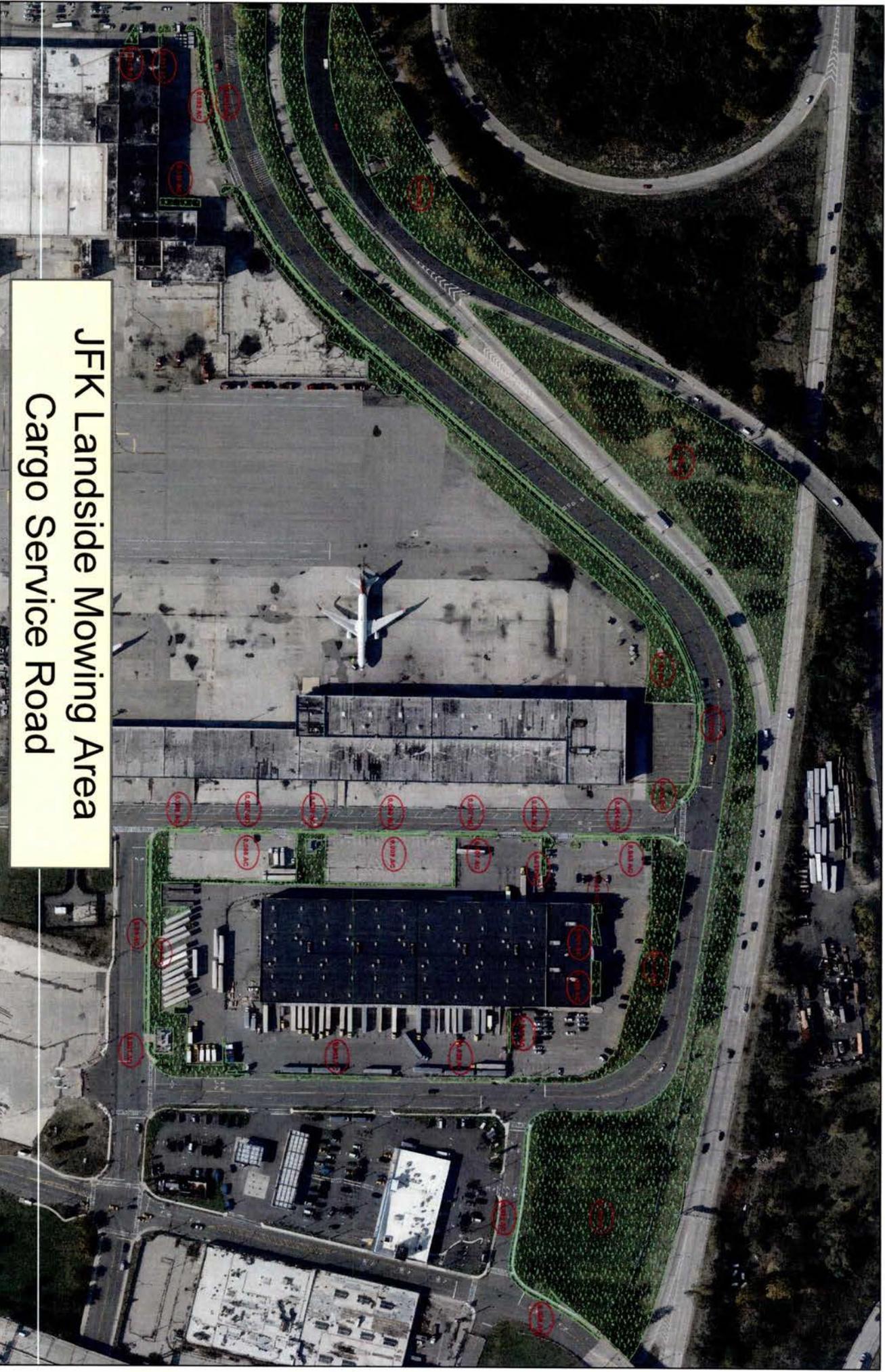




**JFK Landside Mowing Area
Building 111**



JFK Landside Mowing Area
Cargo Service Road



JFK Landside Mowing Area
Cargo Service Road

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STANDARD CONTRACT TERMS AND CONDITIONS

PART I GENERAL DEFINITIONS

To avoid undue repetition, the following terms, as used in this Agreement, shall be construed as follows:

Authority or Port Authority - shall mean the Port Authority of New York and New Jersey.

Contract, Document or Agreement - shall mean the writings setting forth the scope, terms, conditions and Specifications for the procurement of Goods and/or Services, as defined hereunder and shall include, but not be limited to: Invitation for Bid (IFB), Request for Quotation (RFQ), Request for Proposal (RFP), Purchase Order (PO), Cover Sheet, executed Signature Sheet, AND PRICING SHEETS with Contract prices inserted," "STANDARD CONTRACT TERMS AND CONDITIONS," and, if included, attachments, endorsements, schedules, exhibits, or drawings, the Authority's acceptance and any written addenda issued over the name of the Assistant Director, Commodities and Services Division, Procurement Department..

Days or Calendar Days - shall mean consecutive calendar days, Saturdays, Sundays, and holidays, included.

Week - unless otherwise specified, shall mean seven (7) consecutive calendar days, Saturdays, Sundays, and holidays.

Month - unless otherwise specified, shall mean a calendar month.

Director - shall mean the Director of the Department which operates the facility of the Port Authority at which the services hereunder are to be performed, for the time being, or his/her successor in duties for the purpose of this Contract, or one of his/her authorized representatives for the purpose of this Contract.

Manager - shall mean the Manager of the Facility for the time being, or his successor in duties for the purpose of this Contract, or his duly authorized representative for the purpose of this Contract.

No person shall be deemed a representative of the Director or Manager except to the extent specifically authorized in an express written notice to the Contractor signed by the Director or Manager, as the case may be. Further, no person shall be deemed a successor in duties of the Director unless the Contractor is so notified in writing signed by the Assistant Director, Commodities & Services Division, Procurement Department. No person shall be deemed a successor in duties of the Manager unless the Contractor is so notified in a writing signed by the Director.

Minority Business Enterprise (MBE) - means a business entity which is at least fifty-one percent (51%) owned and controlled by one or more members of one or more minority groups, or, in the case of a publicly held corporation, at least fifty-one percent (51%) of the stock of which is owned by one or more minority groups, and whose management and daily business operations are controlled by one or more such individuals who are citizens or permanent resident aliens.

"Minority Group" means any of the following racial or ethnic groups:

- (a) Black persons having origins in any of the Black African racial groups not of Hispanic origin;
- (b) Hispanic persons of Mexican, Puerto Rican, Dominican, Cuban, Central or South American culture or origin, regardless of race;
- (c) Asian and Pacific Islander persons having origins in any of the original peoples of the Far East, Southeast Asia, The Indian Subcontinent, or the Pacific Islands;

- (d) Native American or Alaskan native persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identification.

Site of the Work - or words of similar import shall mean the Facility and all buildings and properties associated therewith as described in this Contract.

Small Business Enterprise (SBE) - The criteria for a Small Business Enterprise are:

- o The principal place of business must be located in New York or New Jersey;
- o The firm must have been in business for at least three years with activity;
- o Average gross income limitations by industry as established by the Port Authority.

Subcontractor - shall mean anyone who performs work (other than or in addition to the furnishing of materials, plant or equipment) in connection with the services to be provided hereunder, directly or indirectly for or on behalf of the Contractor (and whether or not in privity of contract with the Contractor), but shall not include any person who furnished merely his own personal labor or his own personal services. "Subcontractor", however, shall exclude the Contractor or any subsidiary or parent of the Contractor or any person, firm or corporation which has a substantial interest in the Contractor or in which the Contractor or the parent or the subsidiary of the Contractor, or an officer or principal of the Contractor or of the parent of the subsidiary of the Contractor has a substantial interest, provided, however, that for the purpose of the clause hereof entitled "Assignments and Subcontracts" the exclusion in this paragraph shall not apply to anyone but the Contractor itself.

Woman-owned Business Enterprise (WBE) - shall mean a business enterprise which is at least fifty-one percent (51%) owned by one or more women, or, in the case of a publicly held corporation, at least fifty-one percent (51%) of the stock of which is owned by one or more women and whose management and daily business operations are controlled by one or more women who are citizens or permanent or resident aliens.

Work - shall mean all services, equipment and materials (including materials and equipment, if any, furnished by the Authority) and other facilities and all other things necessary or proper for, or incidental to the services to be performed or goods to be furnished in connection with the service to be provided hereunder.

PART II GENERAL PROVISIONS

1. Facility Rules and Regulations of The Port Authority

- a. The Contractor shall observe and obey (and compel its officers, employees, guests, invitees, and those doing business with it, to observe and obey) the facility Rules and Regulations of the Port Authority now in effect, and such further reasonable Rules and Regulations which may from time to time during the term of this Agreement be promulgated by the Port Authority for reasons of safety, health, preservation of property or maintenance of a good and orderly appearance and efficient operation of the Facility. The Port Authority agrees that, except in case of emergency, it shall give notice to the Contractor of every Rule and Regulation hereafter adopted by it at least five days before the Contractor shall be required to comply therewith.
- b. A copy of the facility Rules and Regulations of the Port Authority shall be available for review by the Contractor at the Office of the Secretary of the Port Authority.

2. Contractor Not An Agent

This Agreement does not constitute the Contractor the agent or representative of the Port Authority for any purpose whatsoever except as may be specifically provided in this Agreement. It is hereby specifically acknowledged and understood that the Contractor, in performing its services hereunder, is and shall be at all

times an independent Contractor and the officers, agents and employees of the Contractor shall not be or be deemed to be agents, servants or employees of the Port Authority.

3. Contractor's Warranties

The Contractor represents and warrants:

- a. That it is financially solvent, that it is experienced in and competent to perform the requirements of this Contract, that the facts stated or shown in any papers submitted or referred to in connection with the solicitation are true, and, if the Contractor be a corporation, that it is authorized to perform this Contract;
- b. That it has carefully examined and analyzed the provisions and requirements of this Contract, and that from its own investigations it has satisfied itself as to the nature of all things needed for the performance of this Contract, the general and local conditions and all other matters which in any way affect this Contract or its performance, and that the time available to it for such examination, analysis, inspection and investigation was adequate;
- c. That the Contract is feasible of performance in accordance with all its provisions and requirements and that it can and will perform it in strict accordance with such provisions and requirements;
- d. That no Commissioner, officer, agent or employee of the Port Authority is personally interested directly or indirectly in this Contract or the compensation to be paid hereunder;
- e. That, except only for those representations, statements or promises expressly contained in this Contract, no representation, statement or promise, oral or in writing, of any kind whatsoever by the Port Authority, its Commissioners, officers, agents, employees or consultants has induced the Contractor to enter into this Contract or has been relied upon by the Contractor, including any with reference to: (1) the meaning, correctness, suitability, or completeness of any provisions or requirements of this Contract; (2) the nature, quantity, quality or size of the materials, equipment, labor and other facilities needed for the performance of this Contract; (3) the general or local conditions which may in any way affect this Contract or its performance; (4) the price of the Contract; or (5) any other matters, whether similar to or different from those referred to in (1) through (4) immediately above, affecting or having any connection with this Contract, the bidding thereon, any discussions thereof, the performance thereof or those employed therein or connected or concerned therewith.

Moreover, the Contractor accepts the conditions at the Site of the Work as they may eventually be found to exist and warrants and represents that it can and will perform the Contract under such conditions and that all materials, equipment, labor and other facilities required because of any unforeseen conditions (physical or otherwise) shall be wholly at its own cost and expense, anything in this Contract to the contrary notwithstanding.

Nothing in the Specifications or any other part of the Contract is intended as or shall constitute a representation by the Port Authority as to the feasibility of performance of this Contract or any part thereof.

The Contractor further represents and warrants that it was given ample opportunity and time and by means of this paragraph was requested by the Port Authority to review thoroughly all documents forming this Contract prior to opening of Bids on this Contract in order that it might request inclusion in this Contract of any statement, representation, promise or provision which it desired or on which it wished to place reliance; that it did so review said documents, that either every such statement, representation, promise or provision has been included in this Contract or else, if omitted, that it expressly relinquishes the benefit of any such omitted statement, representation, promise or provision and is willing to perform this Contract without claiming reliance thereon or making any other claim on account of such omission.

The Contractor further recognizes that the provisions of this numbered clause (though not only such provisions) are essential to the Port Authority's consent to enter into this Contract and that without such provisions, the Authority would not have entered into this Contract.

4. Personal Non-Liability

Neither the Commissioners of the Port Authority nor any of them, nor any officer, agent or employee thereof, shall be charged personally by the Contractor with any liability, or held personally liable to the Contractor under any term or provision of this Agreement, or because of its execution or attempted execution, or because of any breach, or attempted or alleged breach, thereof.

5. Non-Discrimination Requirements

The Contractor shall take all necessary and reasonable steps to ensure non-discrimination in the performance and administration of all aspects of this Contract.

- A. Contractor hereby agrees that no person on the ground of race, color, national origin, creed/religion, sex, age or handicap/disability shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the furnishing of goods or services or in the selection and retention of subcontractors and/or vendors under this Contract. Contractor shall also ascertain and comply with all applicable federal, state and local laws, ordinances, rules, regulations, and orders that pertain to equal employment opportunity, affirmative action, and non-discrimination in employment.
- B. Contractor agrees that these “Non-Discrimination Requirements” are a binding part of this Contract. Without limiting the generality of any other term or provision of this Contract, in the event the Authority, or a state or federal agency finds that the Contractor or any of its subcontractors or vendors has not complied with these “Non-Discrimination Requirements”, the Authority may cancel, terminate or suspend this Contract in accordance with Section 14 of these Standard Terms and Conditions entitled “Default, Revocation, or Suspension of Contract.”
- C. Contractor agrees to cooperate fully with the Authority’s investigation of allegations of discrimination. Cooperation includes, but is not limited to, allowing the Authority to question employees during the investigation of allegations of discrimination, and complying with directives that the Authority or the State or Federal government deem essential to ensure compliance with these “Non-Discrimination Requirements.”

6. Rights and Remedies of the Port Authority

The Port Authority shall have the following rights in the event the Contractor is deemed guilty of a breach of any term whatsoever of this Contract:

- a. The right to take over and complete the Work or any part thereof as agent for and at the expense of the Contractor, either directly or through others.
- b. The right to cancel this Contract as to any or all of the Work yet to be performed.
- c. The right to specific performance, an injunction or any appropriate equitable remedy.
- d. The right to money damages.

For the purpose of this Contract, breach shall include but not be limited to the following, whether or not the time has yet arrived for performance of an obligation under this Contract: a statement by the Contractor to any representative of the Port Authority indicating that the Contractor cannot or will not perform any one or more of its obligations under this Contract; any act or omission of the Contractor or any other occurrence which makes it improbable at the time that it will be able to perform any one or more of its obligations under this Contract; any suspension of or failure to proceed with any part of the Work by the Contractor which makes it improbable at the time that it will be able to perform any one or more of its obligations under this Contract.

The enumeration in this numbered clause or elsewhere in this Contract of specific rights and remedies of the Port Authority shall not be deemed to limit any other rights or remedies which the Authority would have in the absence of such enumeration; and no exercise by the Authority of any right or remedy shall operate as a waiver of any other of its rights or remedies not inconsistent therewith or to estop it from exercising such other rights or remedies.

7. Rights and Remedies of the Contractor

Inasmuch as the Contractor can be adequately compensated by money damages for any breach of this Contract which may be committed by the Port Authority, the Contractor expressly agrees that no default, act or omission of the Port Authority shall constitute a material breach of this Contract, entitling the Contractor to cancel or rescind this Contract or to suspend or abandon performance.

8. Submission To Jurisdiction

The Contractor hereby irrevocably submits itself to the jurisdiction of the Courts of the State of New York and New Jersey, in regard to any controversy arising out of, connected with, or in any way concerning this Contract.

The Contractor agrees that the service of process on the Contractor in relation to such jurisdiction may be made, at the option of the Port Authority, either by registered or certified mail addressed to it at the address of the Contractor indicated on the signature sheet, or by actual personal delivery to the Contractor, if the Contractor is an individual, to any partner if the Contractor be a partnership or to any officer, director or managing or general agent if the Contractor be a corporation.

Such service shall be deemed to be sufficient when jurisdiction would not lie because of the lack of basis to serve process in the manner otherwise provided by law. In any case, however, process may be served as stated above whether or not it might otherwise have been served in a different manner.

9. Harmony

- a. The Contractor shall not employ any persons or use any labor, or use or have any equipment, or permit any condition to exist which shall or may cause or be conducive to any labor complaints, troubles, disputes or controversies at the Facility which interfere or are likely to interfere with the operation of the Port Authority or with the operations of lessees, licensees or other users of the Facility or with the operations of the Contractor under this Contract.

The Contractor shall immediately give notice to the Port Authority (to be followed by written notices and reports) of any and all impending or existing labor complaints, troubles, disputes or controversies and the progress thereof. The Contractor shall use its best efforts to resolve any such complaint, trouble, dispute or controversy. If any type of strike, boycott, picketing, work stoppage, slowdown or other labor activity is directed against the Contractor at the Facility or against any operations of the Contractor under this Contract, whether or not caused by the employees of the Contractor, and if any of the foregoing, in the opinion of the Port Authority, results or is likely to result in any curtailment or diminution of the services to be performed hereunder or to interfere with or affect the operations of the Port Authority, or to interfere with or affect the operations of lessees, licensees, or other users of the Facility or in the event of any other cessation or stoppage of operations by the Contractor hereunder for any reason whatsoever, the Port Authority shall have the right at any time during the continuance thereof to suspend the operations of the Contractor under this Contract, and during the period of the suspension the Contractor shall not perform its services hereunder and the Port Authority shall have the right during said period to itself or by any third person or persons selected by it to perform said services of the Contractor using the equipment which is used by the Contractor in its operations hereunder as the Port Authority deems necessary and without cost to the Port Authority. During such time of suspension, the Contractor shall not be entitled to any compensation. Any flat fees, including management fees, shall be prorated. Prior to the exercise of such right by the Port Authority, it shall give the Contractor notice thereof, which notice may be oral. No exercise by the Port Authority of the rights granted to it in the above subparagraph shall be or be deemed to be a waiver of any rights of termination or revocation contained in this Contract or a waiver of any rights or remedies which may be available to the Port Authority under this Contract or otherwise.

- b. During the time that the Contractor is performing the Contract, other persons may be engaged in other operations on or about the worksite including Facility operations, pedestrian, bus and vehicular traffic and other Contractors performing at the worksite, all of which shall remain uninterrupted.

The Contractor shall so plan and conduct its operations as to work in harmony with others engaged at the site and not to delay, endanger or interfere with the operation of others (whether or not specifically mentioned above), all to the best interests of the Port Authority and the public as may be directed by the Port Authority.

10. Claims of Third Persons

The Contractor undertakes to pay all claims lawfully made against it by subcontractors, suppliers and workers, and all claims lawfully made against it by other third persons arising out of or in connection with or because of the performance of this Contract and to cause all subcontractors to pay all such claims lawfully made against them.

11. No Third Party Rights

Nothing contained in this Contract is intended for the benefit of third persons, except to the extent that the Contract specifically provides otherwise by use of the words "benefit" or "direct right of action."

12. Provisions of Law Deemed Inserted

Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and the Contract shall be read and enforced as though it were included therein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either party, the Contract shall forthwith be physically amended to make such insertion.

13. Costs Assumed By The Contractor

It is expressly understood and agreed that all costs of the Contractor of whatever kind or nature and whether imposed directly upon the Contractor under the terms and provisions hereof or in any other manner whatsoever because of the requirements of the operation of the service or otherwise under this Agreement shall be borne by the Contractor or without compensation or reimbursement from the Port Authority, except as specifically set forth in this Agreement. The entire and complete cost and expense of the Contractor's services and operations hereunder shall be borne solely by the Contractor and under no circumstances shall the Port Authority be liable to any third party (including the Contractor's employees) for any such costs and expenses incurred by the Contractor and under no circumstances shall the Port Authority be liable to the Contractor for the same, except as specifically set forth in this Section.

14. Default, Revocation or Suspension of Contract

a. If one or more of the following events shall occur:

- 1. If fire or other cause shall destroy all or a substantial part of the Facility.
- 2. If any governmental agency shall condemn or take a temporary or permanent interest in all or a substantial part of the Facility, or all of a part of the Port Authority's interest herein;

then upon the occurrence of such event or at any time thereafter during the continuance thereof, the Port Authority shall have the right on twenty-four (24) hours written notice to the Contractor to revoke this Contract, such revocation to be effective upon the date and time specified in such notice.

In such event this Contract shall cease and expire on the effective date of revocation as if said date were the date of the expiration of this Contract. Such revocation shall not, however, relieve the Contractor of any liabilities or obligations hereunder which shall have accrued on or prior to the effective date of

revocation.

b. If one or more of the following events shall occur:

1. The Contractor shall become insolvent, or shall take the benefit of any present or future insolvency statute, or shall make a general assignment for the benefit of creditors, or file a voluntary petition in bankruptcy or a petition or answer seeking an arrangement or its reorganization or the readjustment of its indebtedness under the federal bankruptcy laws or under any other law or statute of the United States or of any State thereof, or consent to the appointment of a receiver, trustee, or liquidator of all or substantially all its property; or
2. By order or decree of a court the Contractor shall be adjudged bankrupt or an order shall be made approving a petition filed by any of the creditors, or, if the Contractor is a corporation, by any of the stockholders of the Contractor, seeking its reorganization or the readjustment of its indebtedness under the federal bankruptcy laws or under any law or statute of the United States or of any State thereof; or
3. A petition under any part of the federal bankruptcy laws or an action under any present or future insolvency law or statute shall be filed against the Contractor and shall not be dismissed within thirty (30) days after the filing thereof; or
4. The interest of the Contractor under this Contract shall be transferred to, passed to or devolve upon, by operation of law or otherwise, any other person, firm or corporation, or
5. The Contractor, if a corporation, shall, without the prior written approval of the Port Authority, become a surviving or merged corporation in a merger, a constituent corporation in a consolidation, or a corporation in dissolution; or
6. If the Contractor is a partnership, and the said partnership shall be dissolved as the result of any act or omission of its copartners or any of them, or by operation of law or the order or decree of any court having jurisdiction, or for any other reason whatsoever; or
7. By or pursuant to, or under authority of any legislative act, resolution or rule, or any order or decree of any court or governmental board, agency or officer having jurisdiction, a receiver, trustee, or liquidator shall take possession or control of all or substantially all of the property of the Contractor and such possession or control of all or substantially all of the property of the Contractor and shall continue in effect for a period of fifteen (15) days;

then upon the occurrence of any such event or at any time thereafter during the continuance thereof, the Port Authority shall have the right upon five (5) days notice to the Contractor to terminate this Contract and the rights of the Contractor hereunder; termination to be effective upon the date and time specified in such notice as if said date were the date of the expiration of this Contract. Termination shall not relieve the Contractor of any liabilities or obligations hereunder which have accrued on or prior to the effective date of termination.

c. If any of the following shall occur:

1. The Contractor shall cease, abandon any part of the service, desert, stop or discontinue its services in the premises for any reason whatsoever and regardless of the fault of the Contractor; or
2. The Contractor shall fail to keep, perform and observe each and every other promise, covenant and agreement set forth in this Contract on its part to be kept, performed or observed, within five (5) days after receipt of notice of default thereunder from the Port Authority (except where fulfillment of its obligations requires activity over a greater period of time, and the Contractor shall have commenced to perform whatever may be required for fulfillment within five (5) days after receipt of notice and continues such performance without interruption except for causes beyond its control);

then upon the occurrence of any such event or during the continuance thereof, the Port Authority shall have the right on twenty four (24) hours notice to the Contractor to terminate this Contract and the rights of the Contractor hereunder, termination to be effective upon the date and time specified in such notice. Termination shall not relieve the Contractor of any liabilities which shall have accrued on or prior to the effective date of termination.

- d. If any of the events enumerated in this Section shall occur prior to commencement date of this Contract the Port Authority upon the occurrence of any such event or any time thereafter during the continuance thereof by twenty-four (24) hours notice may terminate or suspend this Contract and the rights of the Contractor hereunder, such termination or suspension to be effective upon the date specified in such notice.
- e. No payment by the Port Authority of any monies to the Contractor for any period or periods after default of any of the terms, covenants or conditions hereof to be performed, kept and observed by the Contractor and no act or thing done or omitted to be done by the Port Authority shall be deemed to be a waiver of the right of the Port Authority to terminate this Contract or of any other right or remedies to which the Port Authority may be entitled because of any breach thereof. No waiver by the Port Authority of any default on the part of the Contractor in the performance of any of the terms, covenants and conditions hereof to be performed, kept or observed by the Contractor shall be or be construed to be a waiver by the Port Authority of any other subsequent default in the performance of any of the said terms, covenants and conditions.
- f. In addition to all other rights of revocation or termination hereunder and notwithstanding any other provision of this Contract the Port Authority may terminate this Contract and the rights of the Contractor hereunder without cause at any time upon five (5) days written notice to the Contractor and in such event this Contract shall cease and expire on the date set forth in the notice of termination as fully and completely as though such dates were the original expiration date hereof and if such effective date of termination is other than the last day of the month, the amount of the compensation due to the Contractor from the Port Authority shall be prorated when applicable on a daily basis. Such cancellation shall be without prejudice to the rights and obligations of the parties arising out of portions already performed but no allowance shall be made for anticipated profits.
- g. Any right of termination contained in this paragraph, shall be in addition to and not in lieu of any and all rights and remedies that the Port Authority shall have at law or in equity consequent upon the Contractor's breach of this Contract and shall be without prejudice to any and all such other rights and remedies. It is hereby specifically agreed and understood that the exercise by the Port Authority of any right of termination set forth in this paragraph shall not be or be deemed to be an exercise by the Port Authority of an election of remedies so as to preclude the Port Authority from any right to money damages it may have for the period prior to the effective date of termination to the original expiration date of the Contract, and this provision shall be deemed to survive the termination of this Contract as aforesaid.
- h. If (1) the Contractor fails to perform any of its obligations under this Contract or any other agreement between the Port Authority and the Contractor (including its obligation to the Port Authority to pay any claim lawfully made against it by any supplier, subcontractor or worker or other person which arises out of or in connection with the performance of this Contract or any other agreement with the Port Authority) or (2) any claim (just or unjust) which arises out of or in connection with this Contract or any other agreement between the Port Authority and the Contractor is made against the Port Authority or (3) any subcontractor under this Contract or any other agreement between the Port Authority and the Contractor fails to pay any claims lawfully made against it by any supplier, subcontractor, worker or other third person which arises out of or in connection with this Contract or any other agreement between the Port Authority and the Contractor or if in the opinion of the Port Authority any of the aforesaid contingencies is likely to arise, then

the Port Authority shall have the right, in its discretion, to withhold out of any payment (final or otherwise) such sums as the Port Authority may deem ample to protect it against delay or loss or to assure the payment of just claims of third persons, and to apply such sums in such manner as the Port Authority may deem proper to secure such protection or satisfy such claims. All sums so applied shall be deducted from the Contractor's compensation. Omission by the Port Authority to withhold out of any payment, final or otherwise, a sum for any of the above contingencies, even though such contingency has occurred at the time of such payment, shall not be deemed to indicate that the Port Authority does not intend to exercise its right with respect to such contingency. Neither the above provisions for rights of the Port Authority to withhold and apply monies nor any exercise or attempted exercise of, or omission to exercise, such rights by the Port Authority shall create any obligation of any kind to such supplier, subcontractors, worker or other third persons. If, however, the payment of any amount due the Contractor shall be improperly delayed, the Port Authority shall pay the Contractor interest thereon at the rate of 6% per annum for the period of the delay, it being agreed that such interest shall be in lieu of and in liquidation of any damages to the Contractor because of such delay.

- i. If the Port Authority has paid any sum or has incurred any obligation or expense which the Contractor has agreed to pay or reimburse the Port Authority, or if the Port Authority is required or elects to pay any sum or sums or incurs any obligations or expense by reason of the failure, neglect or refusal of the Contractor to perform or fulfill any one or more of the conditions, covenants, or agreements contained in this Contract, or as a result of an act of omission of the Contractor contrary to the said conditions, covenants and agreements, the Contractor shall pay to the Port Authority the sum or sums so paid or expense so incurred, including all interests, costs and damages, promptly upon the receipt of the Port Authority's statement therefore. The Port Authority may, however, in its discretion, elect to deduct said sum or sums from any payment payable by it to the Contractor.
- j. If the Port Authority pays any installment to the Contractor without reducing said installment as provided in this Contract, it may reduce any succeeding installment by the proper amount, or it may bill the Contractor for the amount by which the installment paid should have been reduced and the Contractor shall pay to the Port Authority any such amount promptly upon receipt of the Port Authority's statement therefore.
- k. The Port Authority shall also have the rights set forth above in the event the Contractor shall become insolvent or bankrupt or if his affairs are placed in the hands of a receiver, trustee or assignee for the benefit of creditors.

15. Sales or Compensating Use Taxes

Purchases of services and tangible personal property by the Port Authority in the States of New York and New Jersey are generally exempt from state and local sales and compensating use taxes, and from most federal excises (Taxes). Therefore, the Port Authority's purchase of the Contractor's services under this Contract is exempt from Taxes. Accordingly, the Contractor must not include Taxes in the price charged to the Port Authority for the Contractor's services under this Contract. The Contractor certifies that there are no such taxes included in the prices for this Contract. The Contractor shall retain a copy of this Contract to substantiate the exempt sale.

The compensation set forth in this Agreement is the complete compensation to the Contractor, and the Port Authority will not separately reimburse the Contractor for any taxes unless specifically set forth in this Agreement.

16. No Estoppel or Waiver

The Port Authority shall not be precluded or estopped by any payment, final or otherwise, issued or made under this Contract, from showing at any time the true amount and character of the services performed, or

from showing that any such payment is incorrect or was improperly issued or made; and the Port Authority shall not be precluded or estopped, notwithstanding any such payment, from recovering from the Contractor any damages which it may sustain by reason of any failure on its part to comply strictly with this Contract, and any moneys which may be paid to it or for its account in excess of those to which it is lawfully entitled.

No cancellation, rescission or annulment hereof, in whole or as to any part of the services to be provided hereunder, or because of any breach hereof, shall be deemed a waiver of any money damages to which the Port Authority may be entitled because of such breach. Moreover, no waiver by the Authority of any breach of this Contract shall be deemed to be a waiver of any other or any subsequent breach.

17. Records and Reports

The Contractor shall set up, keep and maintain (and shall cause its subcontractors to set up, keep and maintain) in accordance with generally accepted accounting practice during the term of this Agreement and any extensions thereof and for three years after the expiration, termination or revocation thereof, records, payroll records and books of account (including, but not limited to, records of original entry and daily forms, payroll runs, cancelled checks, time records, union agreements, contracts with health, pension and other third party benefit providers) recording all transactions of the Contractor (and its subcontractors), at, through or in any way connected with or related to the operations of the Contractor (and its subcontractors) hereunder, including but not limited to all matters relating to the charges payable to the Contractor hereunder, all wages and supplemental benefits paid or provided to or for its employees (and its subcontractors' employees) and such additional information as the Port Authority may from time to time and at any time require, and also including, if appropriate, recording the actual number of hours of service provided under the Contract, and keeping separate records thereof which records and books of account shall be kept at all times within the Port District. The Contractor shall permit (and cause its subcontractors to permit) in ordinary business hours during the term of this Agreement including any extensions thereof and for three years thereafter the examination and audit by the officers, employees and representatives of the Port Authority of such records and books of account and also any records and books of account of any company which is owned or controlled by the Contractor, or which owns or controls the Contractor if said company performs services similar to those performed by the Contractor anywhere in the Port District. However, if within the aforesaid three year period the Port Authority has notified the Contractor in writing of a pending claim by the Port Authority under or in connection with this Contract to which any of the aforesaid records and documents of the Contractor or of its subcontractors relate either directly or indirectly, then the period of such right of access shall be extended to the expiration of six years from the date of final payment with respect to the records and documents involved.

Upon request of the Port Authority, the Contractor shall furnish or provide access to the federal Form I-9 (Employment Eligibility Verification) for each individual performing work under this Contract. This includes citizens and noncitizens.

The Contractor (and its subcontractors) shall, at its own expense, install, maintain and use such equipment and devices for recording the labor hours of the service as shall be appropriate to its business and necessary or desirable to keep accurate records of the same and as the general manager or the Facility Manager may from time to time require, and the Contractor (and its subcontractors) shall at all reasonable times allow inspection by the agents and employees of the Port Authority of all such equipment or devices.

- a. The Contractor hereby further agrees to furnish to the Port Authority from time to time such written reports in connection with its operations hereunder as the Port Authority may deem necessary or desirable. The format of all forms, schedules and reports furnished by the Contractor to the Port Authority shall be subject to the continuing approval of the Port Authority.
- b. No provision in this Contract giving the Port Authority a right of access to records and documents is intended to impair or affect any right of access to records and documents which they would have in the absence of such provision. Additional record keeping may be required under other sections of this Contract.

18. General Obligations

- a. Except where expressly required or permitted herein to be oral, all notices, requests, consents and approvals required to be given to or by either party shall be in writing and all such notices, requests, consents and approvals shall be personally delivered to the other party during regular business hours or forwarded to such party by United States certified mail, return receipt requested, addressed to the other party at its address hereinbefore or hereafter provided. Until further notice the Contractor hereby designates the address shown on the bottom of the Contractors Signature Sheet as their address to which such notices, requests, consents, or approvals may be forwarded. All notices, requests, consents, or approvals of the Contractor shall be forwarded to the Manager at the Facility.
- b. The Contractor shall comply with the provisions of all present and future federal, state and municipal laws, rules, regulations, requirements, ordinances, orders and directions which pertain to its operations under this Contract and which affect the Contract or the performance thereof and those engaged therein as if the said Contract were being performed for a private corporation, except where stricter requirements are contained in the Contract in which case the Contract shall control. The Contractor shall procure for itself all licenses, certificates, permits or other authorization from all governmental authorities, if any, having jurisdiction over the Contractor's operations hereunder which may be necessary for the Contractor's operations. The Contractor's obligation to comply with governmental requirements are not to be construed as a submission by the Port Authority to the application to itself of such requirements.
- c. The Contractor shall pay all taxes, license, certification, permit and examination fees and excises which may be assessed on its property or operations hereunder or income therefrom, and shall make all applications, reports and returns required in connection therewith.
- d. The Contractor shall, in conducting its operations hereunder, take all necessary precautions to protect the general environment and to prevent environmental pollution, contamination, damage to property and personal injury. In the event the Contractor encounters material reasonably believed to be asbestos, polychlorinated biphenyl (PCB) or any other hazardous material, in conducting its operations hereunder, the Contractor shall immediately stop Work in the area affected and report the condition in writing to the Manager. Work in the affected area shall not thereafter be resumed by the Contractor except upon the issuance of a written order to that effect from the Manager.
- e. The Contractor shall promptly observe, comply with and execute the provisions of any and all present and future rules and regulations, requirements, standard orders and directions of the American Insurance Association, the Insurance Services Office, National Fire Protection Association, and any other body or organization exercising similar functions which may pertain or apply to the Contractor's operations hereunder.

The Contractor shall not do or permit to be done any act which:

1. will invalidate or be in conflict with any fire insurance policies covering the Facility or any part thereof or upon the contents of any building thereon; or
 2. will increase the rate of any fire insurance, extended coverage or rental insurance on the Facility or any part thereof or upon the contents of any building thereon; or
 3. in the opinion of the Port Authority will constitute a hazardous condition, so as to increase the risk normally attendant upon the operations contemplated by this Contract; or
 4. may cause or produce in the premises, or upon the Facility any unusual, noxious or objectionable smoke, gases, vapors, odors; or
 5. may interfere with the effectiveness or accessibility of the drainage and sewerage system, fire protection system, sprinkler system, alarm system, fire hydrants and hoses, if any, installed or located or to be installed or located in or on the Facility; or
 6. shall constitute a nuisance in or on the Facility or which may result in the creation, commission or maintenance of a nuisance in or on the Facility.
- f. If by reason of the Contractor's failure to comply with the provisions of this Section and provided the

Port Authority has given the Contractor five (5) days written notice of its failure and the Contractor shall not have cured said failure within said five (5) days, any fire insurance, extended coverage or rental insurance rate on the Facility or any part thereof or upon the contents of any building thereon shall at any time be higher than it otherwise would be, then the Contractor shall on demand pay the Port Authority that part of all fire insurance, extended coverage or rental insurance premiums paid or payable by the Port Authority which shall have been charged because of such violations by the Contractor.

- g. The Contractor shall conduct its operations hereunder so as not to endanger, unreasonably interfere with, or delay the operations or activities of any tenants or occupants on the premises or the Facility and, moreover, shall use the same degree of care in performance on the premises as would be required by law of the Port Authority and shall conduct operations hereunder in a courteous, efficient and safe manner.
- h. The Contractor shall provide such equipment and medical facilities as may be necessary to supply first aid service in case of accidents to its personnel who may be injured in the furnishing of service hereunder. The Contractor shall maintain standing arrangements for the removal and hospital treatment of any of its personnel who may be injured.

19. Assignments and Subcontracting

- a. The Contractor shall not sell, transfer, mortgage, pledge, subcontract or assign this Contract or any part thereof or any of the rights granted hereunder or any moneys due or to become due to it hereunder or enter into any contract requiring or permitting the doing of anything hereunder by an independent Contractor, without the prior written approval of the Port Authority, and any such sale, transfer, mortgage, pledge, subcontract, assignment or contract without such prior written approval shall be void as to the Port Authority.
- b. All subcontractors who provide permanent personnel to the Contractor for work under this Contract shall be given written notice to comply with all requirements of the Contract. The Contractor shall be responsible and liable for the performance and acts of each subcontractor.
- c. All persons to whom the Contractor sublets services shall be deemed to be its agents and no subletting or approval thereof shall be deemed to release this Contractor from its obligations under this Contract or to impose any obligations on the Port Authority to such subcontractor or to give the subcontractor any rights against the Port Authority.

20. Indemnification and Risks Assumed By The Contractor

To the extent permitted by law, the Contractor shall indemnify and hold harmless the Port Authority, its Commissioners, officers, representatives and employees from and against all claims and demands, just or unjust, of third persons (including Contractor's employees, employees, officers, and agents of the Port Authority) arising out of or in any way connected or alleged to arise out of or alleged to be in any way connected with the Contract and all other services and activities of the Contractor under this Contract and for all expenses incurred by it and by them in the defense, settlement or satisfaction thereof, including without limitation thereto, claims and demands for death, for personal injury or for property damage, direct or consequential, whether they arise from the acts or omissions of the Contractor, the Port Authority, third persons (including Contractor's employees, employees, officers, and agents of the Port Authority), or from the acts of God or the public enemy, or otherwise, including claims and demands of any local jurisdiction against the Port Authority in connection with this Contract.

The Contractor assumes the following risks, whether such risks arise from acts or omissions (negligent or not) of the Contractor, the Port Authority or third persons (including Contractor's employees, employees, officers, and agents of the Port Authority) or from any other cause, excepting only risks occasioned solely by affirmative willful acts of the Port Authority done subsequent to the opening of proposals on this Contract, and shall to the extent permitted by law indemnify the Port Authority for all loss or damage incurred in connection with such risks:

- a. The risk of any and all loss or damage to Port Authority property, equipment (including but not limited to automotive and/or mobile equipment), materials and possessions, on or off the premises, the loss or

damage of which shall arise out of the Contractor's operations hereunder. The Contractor shall if so directed by the Port Authority, repair, replace or rebuild to the satisfaction of the Port Authority, any and all parts of the premises or the Facility which may be damaged or destroyed by the acts or omissions of the Contractor, its officers, agents, or employees and if the Contractor shall fail so to repair, replace, or rebuild with due diligence the Port Authority may, at its option, perform any of the foregoing work and the Contractor shall pay to the Port Authority the cost thereof.

- b. The risk of any and all loss or damage of the Contractor's property, equipment (including but not limited to automotive and/or mobile equipment) materials and possessions on the Facility.
- c. The risk of claim, whether made against the Contractor or the Port Authority, for any and all loss or damages occurring to any property, equipment (including but not limited to automotive and/or mobile equipment), materials and possessions of the Contractor's agents, employees, materialmen and others performing work hereunder.
- d. The risk of claims for injuries, damage or loss of any kind just or unjust of third persons arising or alleged to arise out of the performance of work hereunder, whether such claims are made against the Contractor or the Port Authority.

If so directed, the Contractor shall at its own expense defend any suit based upon any such claim or demand, even if such suit, claim or demand is groundless, false or fraudulent, and in handling such shall not, without obtaining express advance permission from the General Counsel of the Port Authority, raise any defense involving in any way the jurisdiction of the tribunal over the person of the Port Authority, the immunity of the Port Authority, its Commissioners, officers, agents or employees, the governmental nature of the Port Authority or the provision of any statutes respecting suits against the Port Authority.

Neither the requirements of the Port Authority under this Contract, nor of the Port Authority of the methods of performance hereunder nor the failure of the Port Authority to call attention to improper or inadequate methods or to require a change in the method of performance hereunder nor the failure of the Port Authority to direct the Contractor to take any particular precaution or other action or to refrain from doing any particular thing shall relieve the Contractor of its liability for injuries to persons or damage to property or environmental impairment arising out of its operations.

21. Approval of Methods

Neither the approval of the Port Authority of the methods of furnishing services hereunder nor the failure of the Port Authority to call attention to improper or inadequate methods or to require a change in the method of furnishing services hereunder, nor the failure of the Port Authority to direct the Contractor to take any particular precautions or to refrain from doing any particular thing shall relieve the Contractor of its liability for injuries to persons or damage to property or environmental impairment arising out of its operations.

22. Safety and Cleanliness

- a. The Contractor shall, in the furnishing of services hereunder, exercise every precaution to prevent injury to person or damage to property or environmental impairment and avoid inconvenience to the occupants of or any visitors to the Facility. The Contractor shall, without limiting the generality hereof, place such personnel, erect such barricades and railings, give such warnings, display such lights, signals or signs, place such cones and exercise precautions as may be necessary, proper or desirable.
- b. The Contractor shall in case of unsafe floor conditions due to construction, wetness, spillage, sickness and all other types of hazardous conditions proceed to rope off the unsafe area and place appropriate warnings signs to prevent accidents from occurring. The Contractor shall clean said area to the satisfaction of the Manager.

- c. The Contractor shall at all times maintain in a clean and orderly condition and appearance any and all facilities provided by the Port Authority for the Contractor's operations, and all fixtures, sink closets, equipment, and other personal property of the Port Authority which are located in said facilities.

23. Accident Reports

The Contractor shall promptly report in writing to the Manager of the Facility and to the Deputy Chief, Litigation Management of the Port Authority all accidents whatsoever arising out of or in connection with its operations hereunder and which result in death or injury to persons or damage to property, setting forth such details thereof as the Port Authority may desire. In addition, if death or serious injury or serious damage is caused, such accidents shall be immediately reported by telephone to the aforesaid representatives of the Port Authority.

24. Trash Removal

The Contractor shall remove daily from the Facility by means provided by the Contractor all garbage, debris and other waste material (solid or liquid) arising out of or in connection with its operations hereunder, and any such garbage, debris and other waste material not immediately removed shall be temporarily stored in a clear and sanitary condition, approved by the Facility Manager and shall be kept covered except when filling or emptying them. The Contractor shall exercise care in removing such garbage, debris and other waste materials from the Facility. The manner of such storage and removal shall always be subject in all respects to the continual approval of the Port Authority. No equipment or facilities of the Port Authority shall be used in such removal unless with its prior consent in writing. No such garbage, debris or other waste materials shall be or be permitted to be thrown, discharged or disposed into or upon the waters at or bounding the Facility.

25. Lost and Found Property

The Contractor shall instruct its personnel that all items of personal property found by the Contractor's employees at the Site must be turned in to the Port Authority and a receipt will be issued therefor.

26. Property of the Contractor

- a. All property of the Contractor at the Site by virtue of this Contract shall be removed on or before the expiration or sooner termination or revocation of this Contract.
- b. If the Contractor shall fail to remove its property upon the expiration, termination or revocation of this Contract the Port Authority may, at its option, dispose of such property as waste or as agent for the Contractor and at the risk and expense of the Contractor, remove such property to a public warehouse, or may retain the same in its own possession, and in either event after the expiration of thirty (30) days may sell the same in accordance with any method deemed appropriate; the proceeds of any such sale shall be applied first, to the expenses of sale and second, to any sums owed by the Contractor to the Port Authority; any balance remaining shall be paid to the Contractor. Any excess of the total cost of removal, storage and sale and other costs incurred by the Port Authority as a result of such failure of performance by the Contractor over the proceeds of sale shall be paid by the Contractor to the Port Authority upon demand.

27. Modification of Contract

This Contract may not be changed except in writing signed by the Port Authority and the Contractor. The Contractor agrees that no representation or warranties shall be binding upon the Port Authority unless expressed in writing in this Contract.

28. Invalid Clauses

If any provision of this Contract shall be such as to destroy its mutuality or to render it invalid or illegal, then, if it shall not appear to have been so material that without it the Contract would not have been made by

the parties, it shall not be deemed to form part thereof but the balance of the Contract shall remain in full force and effect.

29. Approval of Materials, Supplies and Equipment

Only Port Authority approved materials, supplies, and equipment are to be used by the Contractor in performing the Work hereunder. Inclusion of chemical containing materials or supplies on the Port Authority Approved Products List – Environmental Protection Supplies constitutes approval. The list may be revised from time to time and at any time by the Port Authority and it shall be incumbent upon the Contractor to obtain the most current list from the Manager of the Facility.

At anytime during the Solicitation, pre-performance or performance periods, the Contractor may propose the use of an alternate product or products to those on the Approved Products List – Environmental Protection Supplies, which product(s) shall be subject to review and approval by the Port Authority. Any alternate product so approved by the Port Authority may be used by the Contractor in performing the Services hereunder. Until such approval is given, only products on the Approved Products List – Environmental Protection Supplies may be used.

30. Intellectual Property

The right to use all patented materials, appliances, processes of manufacture or types of construction, trade and service marks, copyrights and trade secrets, collectively hereinafter referred to as “Intellectual Property Rights”, in the performance of the work, shall be obtained by the Contractor without separate or additional compensation. Where the services under this Agreement require the Contractor to provide materials, equipment or software for the use of the Port Authority or its employees or agents, the Port Authority shall be provided with the Intellectual Property Rights required for such use without further compensation than is provided for under this Agreement.

The Contractor shall indemnify the Port Authority against and save it harmless from all loss and expense incurred as a result of any claims in the nature of Intellectual Property Rights infringement arising out of the Contractor’s or Port Authority’s use, in accordance with the above immediately preceding paragraph, of any Intellectual Property. The Contractor, if requested, shall conduct all negotiations with respect to and defend such claims. If the Contractor or the Port Authority, its employees or agents be enjoined either temporarily or permanently from the use of any subject matter as to which the Contractor is to indemnify the Port Authority against infringement, then the Port Authority may, without limiting any other rights it may have, require the Contractor to supply temporary or permanent replacement facilities approved by the Manager, and if the Contractor fails to do so the Contractor shall, at its expense, remove all such enjoined facilities and refund the cost thereof to the Port Authority or take such steps as may be necessary to insure compliance by the Contractor and the Port Authority with said injunction, to the satisfaction of the Port Authority.

In addition, the Contractor shall promptly and fully inform the Director in writing of any intellectual property rights disputes, whether existing or potential, of which it has knowledge, relating to any idea, design, method, material, equipment or any other matter related to the subject matter of this Agreement or coming to its attention in connection with this Agreement.

31. Contract Records and Documents – Passwords and Codes

When the performance of the contract services requires the Contractor to produce, compile or maintain records, data, drawings, or documents of any kind, regardless of the media utilized, then all such records, drawings, data and documents which are produced, prepared or compiled in connection with this contract, shall become the property of the Port Authority, and the Port Authority shall have the right to use or permit

the use of them and any ideas or methods represented by them for any purpose and at any time without other compensation than that specifically provided herein.

When in the performance of the contract services the Contractor utilizes passwords or codes for any purpose, at any time during or after the performance of such services, upon written request by the Authority, the Contractor shall make available to the designated Authority representative all such passwords and codes.

32. Designated Secure Areas

Services under the Contract may be required in designated secure areas, as the same may be designated by the Manager from time to time (“Secure Areas”). The Port Authority shall require the observance of certain security procedures with respect to Secure Areas, which may include the escort to, at, and/or from said high security areas by security personnel designated by the Contractor or any subcontractor’s personnel required to work therein. All personnel that require access to designated secure areas who are not under positive escort by an authorized individual will be required to undergo background screening and personal identity verification.

Forty-eight (48) hours prior to the proposed performance of any work in a Secure Area, the Contractor shall notify the Manager. The Contractor shall conform to the procedures as may be established by the Manager from time to time and at any time for access to Secure Areas and the escorting of personnel hereunder. Prior to the start of work, the Contractor shall request a description from the Manager of the Secure Areas which will be in effect on the commencement date. The description of Secure Areas may be changed from time to time and at any time by the Manager during the term of the Contract.

33. Notification of Security Requirements

The Authority has the responsibility of ensuring safe, reliable and secure transportation facilities, systems, and projects to maintain the well-being and economic competitiveness of the region. Therefore, the Authority reserves the right to deny access to certain documents, sensitive security construction sites and facilities (including rental spaces) to any person that declines to abide by Port Authority security procedures and protocols, any person with a criminal record with respect to certain crimes or who may otherwise poses a threat to the construction site or facility security. The Authority reserves the right to impose multiple layers of security requirements on the Contractor, its staff and subcontractors and their staffs depending upon the level of security required, or may make any amendments with respect to such requirements as determined by the Authority.

These security requirements may include but are not limited to the following:

- Execution of Port Authority Approved Non-disclosure Agreements

At the direction of the Port Authority, the Contractor shall be required to have its principals, staff and/or subcontractor(s) and their staff, execute Port Authority approved non-disclosure agreements.

- Contractor/ Subcontractor identity checks and background screening

The Port Authority’s designated background screening provider may require inspection of not less than two forms of valid/current government issued identification (at least one having an official photograph) to verify staff’s name and residence; screening federal, state, and/or local criminal justice agency information databases and files; screening of any terrorist identification files; access identification to include some form of biometric security methodology such as fingerprint, facial or iris scanning, or the like.

The Contractor may be required to have its staff, and any subcontractor’s staff, material-men, visitors or others over whom the Contractor/subcontractor has control, authorize the Authority or its designee to perform background checks, and a personal identity verification check. Such authorization shall be in a form acceptable to the Authority. The Contractor and subcontractors may also be required to use an organization designated by the Authority to perform the background checks.

As of January 29, 2007, the Secure Worker Access Consortium (S.W.A.C.) is the only Port Authority

approved provider to be used to conduct background screening and personal identity verification, except as otherwise required by federal law and/or regulation (such as the Transportation Worker Identification Credential for personnel performing in secure areas at Maritime facilities). Information about S.W.A.C., instructions, corporate enrollment, online applications, and location of processing centers can be found at <http://www.secureworker.com>, or S.W.A.C. may be contacted directly at (877) 522-7922 for more information and the latest pricing. The cost for said background checks for staff that pass and are granted a credential shall be reimbursable to the Contractor (and its subcontractors) as an out-of-pocket expense as provided herein. Staff that are rejected for a credential for any reason are not reimbursable.

- Issuance of Photo Identification Credential

No person will be permitted on or about the Authority construction site or facility (including rental spaces) without a facility-specific photo identification credential approved by the Authority. If the authority requires facility-specific identification credential for the Contractor's and the subcontractor's staff, the Authority will supply such identification at no cost to the Contractor or its subcontractors. Such facility-specific identification credential shall remain the property of the Authority and shall be returned to the Authority at the completion or upon request prior to completion of the individual's assignment at the specific facility. It is the responsibility of the appropriate Contractor or subcontractor to immediately report to the Authority the loss of any staff member's individual facility-specific identification credential. The Contractor or subcontractor shall be billed for the cost of the replacement identification credential. Contractor's and subcontractor's staff shall display Identification badges in a conspicuous and clearly visible manner, when entering, working or leaving an Authority construction site or facility.

Employees may be required to produce not less than two forms of valid/current government issued identification having an official photograph and an original, unlaminated social security card for identify and SSN verification. Where applicable, for sensitive security construction sites or facilities, successful completion of the application, screening and identify verification for all employees of the Contractor and subcontractors shall be completed prior to being provided a S.W.A.C. ID Photo Identification credential.

- Access control, inspection, and monitoring by security guards

The Authority may provide for Authority construction site or facility (including rental spaces) access control, inspection and monitoring by Port Authority Police or Authority retained contractor security guards. However, this provision shall not relieve the Contractor of its responsibility to secure its equipment and work and that of its subconsultant/subcontractor's and service suppliers at the Authority construction site or facility (including rental spaces). In addition, the Contractor, subcontractor or service provider is not permitted to take photographs, digital images, electronic copying and/or electronic transmission or video recordings or make sketches on any other medium at the Authority construction sites or facilities (including rental spaces), except when necessary to perform the Work under this Contract, without prior written permission from the Authority. Upon request, any photograph, digital images, video recording or sketches made of the Authority construction site or facility shall be submitted to the Authority to determine compliance with this paragraph, which submission shall be conclusive and binding on the submitting entity.

- Compliance with the Port Authority Information Security Handbook

The Contract may require access to Port Authority information considered Protected Information ("PI") as defined in the Port Authority Information Security Handbook ("Handbook"), dated October, 2008, corrected as of November 14, 2013, and as may be further amended. The Handbook and its requirements are hereby incorporated into this agreement and will govern the possession, distribution and use of PI if at any point during the lifecycle of the project or solicitation it becomes necessary for the Contractor to have access to PI. Protecting sensitive information requires the application of uniform safeguarding measures to prevent unauthorized disclosure and to control any authorized disclosure of this information within the Port Authority or when released by the Port Authority to outside entities. The following is an outline of some of the procedures, obligations and directives contained in the Handbook:

- (1) require that the Contractor and subcontractors, when appropriate, sign Non-Disclosure Agreements (NDAs), or an Acknowledgment of an existing NDA, provided by the Authority as a condition of being granted access to Protected Information categorized and protected as per the Handbook;
- (2) require that individuals needing access to PI be required to undergo a background check, pursuant to the process and requirements noted in § 3.2 of the Information Security Handbook.
- (3) require Contractors and commercial enterprises to attend training to ensure security awareness regarding Port Authority information;
- (4) specific guidelines and requirements for the handling of PI to ensure that the storage and protection of PI;
- (5) restrictions on the transfer, shipping, and mailing of PI;
- (6) prohibitions on the publication, posting, modifying, copying, reproducing, republishing, uploading, transmitting, or distributing PI on websites or web pages. This may also include restricting persons, who either have not passed a pre-screening background check, or who have not been granted access to PI, from viewing such information;
- (7) require that PI be destroyed using certain methods, measures or technology pursuant to the requirements set forth in the Handbook;
- (8) require the Contractor to mandate that each of its subcontractors maintain the same levels of security required of the Contractor under any Port Authority awarded contract.
- (9) prohibit the publication, exchange or dissemination of PI developed from the project or contained in reports, except between Contractors and subcontractors, without prior approval of the Port Authority;
- (10) require that PI only be reproduced or copied pursuant to the requirements set forth in the Handbook.

· Audits for Compliance with Security Requirements

The Port Authority may conduct random or scheduled examinations of business practices under this section entitled “NOTIFICATION OF SECURITY REQUIREMENTS” and the Handbook in order to assess the extent of compliance with security requirements, Protected Information procedures, protocols and practices, which may include, but not be limited to, verification of background check status, confirmation of completion of specified training, and/or a site visit to view material storage locations and protocols.

34. Construction In Progress

The Contractor recognizes that construction may be in progress at the Facility and may continue throughout the term of this Contract. Notwithstanding, the Contractor shall at all times during the term hereof maintain the same standards of performance and cleanliness as prevails in non-affected areas as required by the standards hereunder.

35. Permit-Required Confined Space Work

Prior to commencement of any work, the Contractor shall request and obtain from the Port Authority a description of all spaces at the facility which are permit-required confined spaces requiring issuance of an OSHA permit.

Prior to the commencement of any work in a permit-required confined space at a Port Authority facility requiring issuance of an OSHA permit, the Contractor shall contact the Manager to obtain an Authority Contractor Permit-Required Confined Space Notification form. The notification form must be filled out and submitted prior to commencing permit-required confined space work. All confined space work shall be performed in accordance with all applicable OSHA requirements. The Contractor shall provide its employees with a copy of its own company permit and shall furnish the Port Authority with a copy of the permit upon completion of the work. The Contractor must supply all equipment required for working in a confined space.

36. Signs

Except with the prior written approval of the Port Authority, the Contractor shall not erect, maintain or display any signs or posters or any advertising on or about the Facility.

37. Vending Machines, Food Preparation

The Contractor shall not install, maintain or operate on the Facility, or on any other Port Authority property, any vending machines without the prior written approval of the Port Authority. No foods or beverages shall be prepared or consumed at the Facility by any of the Contractor's employees except in areas as may be specifically designated by the Port Authority for such purpose.

38. Confidential Information/Non-Publication

a. As used herein, confidential information shall mean all information disclosed to the Contractor or the personnel provided by the Contractor hereunder which relates to the Authority's and/or PATH's past, present, and future research, development and business activities including, but not limited to, software and documentation licensed to the Authority or proprietary to the Authority and/or PATH and all associated software, source code procedures and documentation. Confidential information shall also mean any other tangible or intangible information or materials including but not limited to computer identification numbers, access codes, passwords, and reports obtained and/or used during the performance of the Contractor's Services under this Contract.

b. Confidential information shall also mean and include collectively, as per *The Port Authority of New York & New Jersey Information Security Handbook (October 15, 2008, corrected as of November 14, 2013)*, Protected Information, Confidential Proprietary Information, Confidential Privileged Information and information that is labeled, marked or otherwise identified by or on behalf of the Authority so as to reasonably connote that such information is confidential, privileged, sensitive or proprietary in nature. Confidential Information shall also include all work product that contains or is derived from any of the foregoing, whether in whole or in part, regardless of whether prepared by the Authority or a third-party or when the Authority receives such information from others and agrees to treat such information as Confidential.

c. The Contractor shall hold all such confidential information in trust and confidence for the Authority, and agrees that the Contractor and the personnel provided by the Contractor hereunder shall not, during or after the termination or expiration of this Contract, disclose to any person, firm or corporation, nor use for its own business or benefit, any information obtained by it under or in connection with the supplying of services contemplated by this Contract. The Contractor and the personnel provided by the Contractor hereunder shall not violate in any manner any patent, copyright, trade secret or other proprietary right of the Authority or third persons in connection with their services hereunder, either before or after termination or expiration of this Contract. The Contractor and the personnel provided by the Contractor hereunder shall not willfully or otherwise perform any dishonest or fraudulent acts, breach any security procedures, or damage or destroy any hardware, software or documentation, proprietary or otherwise, in connection with their services hereunder. The Contractor shall promptly and fully inform the Director in writing of any patent, copyright, trade secret or other intellectual property rights or disputes, whether existing or potential, of which the Contractor has knowledge, relating to any idea, design, method, material, equipment or other matter related to this Contract or coming to the Contractor's attention in connection with this Contract.

d. The Contractor shall not issue nor permit to be issued any press release, advertisement, or literature of any kind, which refers to the Port Authority or to the fact that goods have been, are being or will be provided to it and/or that services have been, are being or will be performed for it in connection with this Agreement, unless the vendor first obtains the written approval of the Port Authority. Such approval may be

withheld if for any reason the Port Authority believes that the publication of such information would be harmful to the public interest or is in any way undesirable.

39. Time is of the Essence

Time is of the essence in the Contractor’s performance of this Contract inasmuch as the Work to be performed will affect the operation of public facilities.

40. Holidays

The following holidays will be observed at the Site:

- | | |
|----------------------------|------------------------|
| New Year's Day | Labor Day |
| Martin Luther King Jr. Day | Columbus Day |
| Presidents Day | Veterans Day |
| Memorial Day | Thanksgiving Day |
| Independence Day | Day After Thanksgiving |
| Christmas Day | |

This list is subject to periodic revision and the Contractor shall be responsible for obtaining all updated lists from the office of the Manager. If any such holiday falls on a Sunday then the next day shall be considered the holiday and/or if any such holiday falls on a Saturday then the preceding day shall be considered the holiday.

41. Personnel Standards

In addition to any specific personnel requirements that may be required under the clause entitled “Personnel Requirements” in the Specifications, the Contractor (and any Subcontractor) shall furnish competent and adequately trained personnel to perform the Work hereunder. If, in the opinion of the Manager, any employee so assigned is performing their functions unsatisfactorily, they shall be replaced by the Contractor within twenty-four (24) hours following the Contractor’s receipt of the Manager’s request for such replacement.

All Contractor's employees performing Work hereunder shall have the ability to communicate in the English language to the extent necessary to comprehend directions given by either the Contractor's supervisory staff or by the Manager's staff. Any employee operating a motor vehicle must have a valid driver's license.

The Contractor shall verify that employees working under this Contract in the United States are legally present in the United States and authorized to work by means of the federally required I-9 program

42. General Uniform Requirements for Contractor’s Personnel

In addition to any specific uniform requirements that may be required by the Specifications, uniforms must be worn at all times during which the Services are being performed hereunder. The Contractor agrees that his/her employees will present a neat, clean and orderly appearance at all times. Uniforms shall include the Contractor’s identification badge with picture ID bearing the employee’s name. All uniforms, colors, types and styles shall be subject to the prior approval of the Manager. The Contractor will also be responsible for ensuring that its employees are wearing shoes appropriate for the tasks performed. The Manager shall have the right to require removal of any employee who shall fail to wear the proper uniform and shoes, and the exercise of this right shall not limit the obligation of the Contractor to perform the Services or to furnish any required number of employees at a specific location at the Site as specified.

43. Labor, Equipment and Materials Supplied by the Contractor

The Contractor shall, at all times during the performance of this Contract, furnish all necessary labor, supervision, equipment and materials necessary for the prompt and efficient performance of the Work, whether such materials and equipment are actually employed in the furnishing of the Work or whether incidental thereto.

All materials used by the Contractor in furnishing Work hereunder shall be of such quality as to accomplish the purposes of this Contract and the Services to be furnished hereunder in such manner so as not to damage any part of the Site.

The Port Authority by its officers, employees and representatives shall have the right at all times to examine the supplies, materials and equipment used by the Contractor, to observe the operations of the Contractor, its agents, servants and employees and to do any act or thing which the Port Authority may be obligated or have the right to do under this Contract or otherwise.

All equipment, materials and supplies used in the performance of this Contract required hereunder shall be used in accordance with their manufacturer's instructions.

Materials and supplies to be provided by the Contractor hereunder shall comply with OSHA and all applicable regulations.

44. Contractor's Vehicles – Parking - Licenses

At the discretion of the Manager, the Port Authority may permit the Contractor during the effective period of this Contract to park vehicle(s) used by it in its operations hereunder in such location as may from time to time or at any time be designated by the Manager. The Contractor shall comply with such existing rules, regulations and procedures as are now in force and such reasonable future rules, regulations and procedures as may hereafter be adopted by the Port Authority for the safety and convenience of persons who park automotive vehicles in any parking area at the Site or for the safety and proper persons who park automotive vehicles in any parking area at the Site or for the safety and proper identification of such vehicles, and the Contractor shall also comply with any and all directions pertaining to such parking which may be given from time to time and at any time by the Manager. Any vehicle used by the Contractor hereunder shall be marked or placarded, identifying it as the Contractor's vehicle.

45. Manager's Authority

In the performance of the Work hereunder, the Contractor shall conform to all orders, directions and requirements of the Manager and shall perform the Work hereunder to the satisfaction of the Manager at such times and places, by such methods and in such manner and sequence as he/she may require, and the Contract shall at all stages be subject to his/her inspection. The Manager shall determine the amount, quality, acceptability and fitness of all parts of the Work and shall interpret the Specifications and any orders for Extra Work. The Contractor shall employ no equipment, materials, methods or staff or personnel to which the Manager objects. Upon request, the Manager shall confirm in writing any oral order, direction, requirement or determination.

The Manager shall have the authority to decide all questions in connection with the Services to be performed hereunder. The exercise by the Manager of the powers and authorities vested in him/her by this section shall be binding and final upon the Port Authority and the Contractor.

46. Price Preference

If this solicitation has not been set aside for the purposes of making an award based on bids solicited from Port Authority certified Minority Business, Women Business or Small Business Enterprises as indicated by the bidder pre-requisites in Part II hereof, for awards of contracts, not exceeding \$1,000,000, for:

- (a) Services, a price preference of 5% is available for New York or New Jersey Small Business Enterprises (SBE); or

(b) Services (excluding Janitorial/Cleaning Services), a price preference of 10% is available for New York or New Jersey Minority or Women Business Enterprises (MBE/WBE),

certified by the Port Authority by the day before the bid opening.

If the Bidder is a Port Authority certified MBE, WBE or SBE, enter the applicable date(s) certification was obtained in the space provided on the Signature Sheet attached hereto.

47. MBE/WBE Good Faith Participation

The Contractor shall use every good-faith effort to provide for participation by Port Authority certified Minority Business Enterprises (MBEs) and Port Authority certified Woman-owned Business Enterprises (WBEs) in all purchasing and subcontracting opportunities associated with this Contract, including purchase of equipment, supplies and labor services. If this Contract contains participation goals, the Contractor shall use good faith efforts to achieve the goals.

Good faith efforts to include participation by Port Authority certified MBE/WBEs shall include, but not be limited to the following:

- A. Dividing the services and materials to be procured into small portions, where feasible.
- B. Giving reasonable advance notice of specific contracting, subcontracting and purchasing opportunities to such MBE/WBEs as may be appropriate.
- C. Soliciting services and materials from a Port Authority certified MBE/WBE or seeking MBE/WBEs from other sources. To access the Port Authority's Directory of MBE/WBE Certified Firms go to www.panynj.gov/supplierdiversty
- D. Ensuring that provision is made to provide progress payments to MBE/WBEs on a timely basis.
- E. Observance of reasonable commercial standards of fair dealing in the respective trade or business.

PART III CONTRACTOR'S INTEGRITY PROVISIONS

1. Certification of No Investigation (criminal or civil anti-trust), Indictment, Conviction, Debarment, Suspension, Disqualification and Disclosure of Other Information

By bidding on this Contract, each Bidder and each person signing on behalf of any Bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, that the Bidder and each parent and/or affiliate of the Bidder has not

- a. been indicted or convicted in any jurisdiction;
- b. been suspended, debarred, found not responsible or otherwise disqualified from entering into any contract with any governmental agency or been denied a government contract for failure to meet standards related to the integrity of the Bidder;
- c. had a contract terminated by any governmental agency for breach of contract or for any cause based in whole or in part on an indictment or conviction;
- d. ever used a name, trade name or abbreviated name, or an Employer Identification Number different from those inserted in the Bid;
- e. had any business or professional license suspended or revoked or, within the five years prior to bid opening, had any sanction imposed in excess of fifty thousand dollars (\$50,000) as a result of any judicial or administrative proceeding with respect to any license held or with respect to any violation of a federal, state or local environmental law, rule or regulation;
- f. had any sanction imposed as a result of a judicial or administrative proceeding related to fraud, extortion, bribery, bid rigging, embezzlement, misrepresentation or anti-trust regardless of the dollar amount of the sanctions or the date of their imposition; and
- g. been, and is not currently, the subject of a criminal investigation by any federal, state or local prosecuting or investigative agency and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency, including an inspector general of a governmental agency or public authority.

2. Non-Collusive Bidding, and Code of Ethics Certification, Certification of No Solicitation Based On Commission, Percentage, Brokerage, Contingent or Other Fees

By bidding on this Contract, each Bidder and each person signing on behalf of any Bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, that

- a. the prices in its bid have been arrived at independently without collusion, consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
- b. the prices quoted in its bid have not been and will not be knowingly disclosed directly or indirectly by the Bidder prior to the official opening of such bid to any other bidder or to any competitor;
- c. no attempt has been made and none will be made by the Bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition;
- d. this organization has not made any offers or agreements or taken any other action with respect to any Authority employee or former employee or immediate family member of either which would constitute a breach of ethical standards under the Code of Ethics dated March 11, 2014, or as may be revised, (a copy of which is available upon request) nor does this organization have any knowledge of any act on the part of an Authority employee or former Authority employee relating either directly or indirectly to this organization which constitutes a breach of the ethical standards set forth in said Code;
- e. no person or selling agency other than a bona fide employee or bona fide established commercial or selling agency maintained by the Bidder for the purpose of securing business, has been employed or retained by the Bidder to solicit or secure this Contract on the understanding that a commission, percentage, brokerage, contingent, or other fee would be paid to such person or selling agency; and
- f. the Bidder has not offered, promised or given, demanded or accepted, any undue advantage, directly or indirectly, to or from a public official or employee, political candidate, party or party official, or any private sector employee (including a person who directs or works for a private sector enterprise in any capacity), in order to obtain, retain, or direct business or to secure any other improper advantage in connection with this Contract.
- g. no person or organization has been retained, employed or designated on behalf of the Bidder to impact any Port Authority determination with respect to (i) the solicitation, evaluation or award of this Contract, or (ii) the preparation of specifications or request for submissions in connection with this Contract.

The foregoing certifications in this Part III, Sections 1 and 2, shall be deemed to have been made by the Bidder as follows:

- * if the Bidder is a corporation, such certification shall be deemed to have been made not only with respect to the Bidder itself, but also with respect to each parent, affiliate, director, and officer of the Bidder, as well as, to the best of the certifier's knowledge and belief, each stockholder of the Bidder with an ownership interest in excess of 10%;
- * if the Bidder is a partnership, such certification shall be deemed to have been made not only with respect to the Bidder itself, but also with respect to each partner.

Moreover, the foregoing certifications, if made by a corporate Bidder, shall be deemed to have been authorized by the Board of Directors of the Bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of such certification as the act and deed of the corporation.

In any case where the Bidder cannot make the foregoing certifications, the Bidder shall so state and shall

furnish with the signed bid a signed statement which sets forth in detail the reasons therefor. If the Bidder is uncertain as to whether it can make the foregoing certifications, it shall so indicate in a signed statement furnished with its bid, setting forth in such statement the reasons for its uncertainty. With respect to the foregoing certification in paragraph "2g", if the Bidder cannot make the certification, it shall provide, in writing, with the signed bid: (i) a list of the name(s), address(es), telephone number(s), and place(s) of principal employment of each such individual or organization; and (ii) a statement as to whether such individual or organization has a "financial interest" in this Contract, as described in the Procurement Disclosure Policy of the Authority (a copy of which is available upon request to the Chief Procurement Officer of the Procurement Department of the Authority). Such disclosure is to be updated, as necessary, up to the time of award of this Contract. As a result of such disclosure, the Port Authority shall take appropriate action up to and including a finding of non-responsibility.

Failure to make the required disclosures shall lead to administrative actions up to and including a finding of non-responsiveness or non-responsibility.

Notwithstanding that the Bidder may be able to make the foregoing certifications at the time the bid is submitted, the Bidder shall immediately notify the Authority in writing during the period of irrevocability of bids and the term of the Contract, if Bidder is awarded the Contract, of any change of circumstances which might under this clause make it unable to make the foregoing certifications, might render any portion of the certifications previously made invalid, or require disclosure. The foregoing certifications or signed statement shall be deemed to have been made by the Bidder with full knowledge that they would become a part of the records of the Authority and that the Authority will rely on their truth and accuracy in awarding and continuing this Contract. In the event that the Authority should determine at any time prior or subsequent to the award of this Contract that the Bidder has falsely certified as to any material item in the foregoing certifications, has failed to immediately notify the Port Authority of any change in circumstances which might make it unable to make the foregoing certifications, might render any portion of the certifications previously made invalid, or require disclosure, or has willfully or fraudulently furnished a signed statement which is false in any material respect, or has not fully and accurately represented any circumstance with respect to any item in the foregoing certifications required to be disclosed, the Authority may determine that the Bidder is not a responsible Bidder with respect to its bid on the Contract or with respect to future bids on Authority contracts and may exercise such other remedies as are provided to it by the Contract with respect to these matters. In addition, Bidders are advised that knowingly providing a false certification or statement pursuant hereto may be the basis for prosecution for offering a false instrument for filing (see e.g. New York Penal Law, Section 175.30 et seq.). Bidders are also advised that the inability to make such certification will not in and of itself disqualify a Bidder, and that in each instance the Authority will evaluate the reasons therefor provided by the Bidder. Under certain circumstances the Bidder may be required as a condition of Contract award to enter into a Monitoring Agreement under which it will be required to take certain specified actions, including compensating an independent Monitor to be selected by the Port Authority, said Monitor to be charged with, among other things, auditing the actions of the Bidder to determine whether its business practices and relationships indicate a level of integrity sufficient to permit it to continue business with the Port Authority.

3. Bidder Eligibility for Award of Contracts - Determination by an Agency of the State of New York or New Jersey Concerning Eligibility to Receive Public Contracts

Bidders are advised that the Authority has adopted a policy to the effect that in awarding its contracts it will honor any determination by an agency of the State of New York or New Jersey that a Bidder is not eligible to bid on or be awarded public contracts because the Bidder has been determined to have engaged in illegal or dishonest conduct or to have violated prevailing rate of wage legislation.

The policy permits a Bidder whose ineligibility has been so determined by an agency of the State of New York or New Jersey to submit a bid on a Port Authority contract and then to establish that it is eligible to be awarded a contract on which it has bid because (i) the state agency determination relied upon does not apply to the Bidder, or (ii) the state agency determination relied upon was made without affording the Bidder the notice and hearing to which the Bidder was entitled by the requirements of due process of law, or (iii) the state agency

determination was clearly erroneous or (iv) the state determination relied upon was not based on a finding of conduct demonstrating a lack of integrity or violation of a prevailing rate of wage law.

The full text of the resolution adopting the policy may be found in the Minutes of the Authority's Board of Commissioners meeting of September 9, 1993.

4. Contractor Responsibility, Suspension of Work and Termination

During the term of this Contract, the Contractor shall at all times during the Contract term remain responsible. The Contractor agrees, if requested by the Port Authority to present evidence of its continuing legal authority to do business in the States of New Jersey or New York, integrity, experience, ability, prior performance, and organizational and financial capacity.

The Port Authority, in its sole discretion, reserves the right to suspend any or all activities under this Contract, at any time, when it discovers information that calls into question the responsibility of the Contractor. In the event of such suspension, the Contractor will be given written notice outlining the particulars of such suspension. Upon issuance of such notice, the Contractor must comply with the terms of the suspension order. Contract activity may resume at such time as the Port Authority issues a written notice authorizing a resumption of performance under the Contract.

Upon written notice to the Contractor, and an opportunity to be heard with appropriate Port Authority officials or staff, the Contract may be terminated by Port Authority at the Contractor's expense where the Contractor is determined by the Port Authority to be non-responsible. In such event, the Port Authority or its designee may complete the contractual requirements in any manner he or she may deem advisable and pursue available legal or equitable remedies for breach, including recovery of costs from Contractor associated with such termination.

5. No Gifts, Gratuities, Offers of Employment, Etc.

At all times, the Contractor shall not offer, give or agree to give anything of value either to a Port Authority employee, agent, job shopper, consultant, construction manager or other person or firm representing the Port Authority, or to a member of the immediate family (i.e., a spouse, child, parent, brother or sister) of any of the foregoing, in connection with the performance by such employee, agent, job shopper, consultant, construction manager or other person or firm representing the Port Authority of duties involving transactions with the Contractor on behalf of the Port Authority, whether or not such duties are related to this Contract or any other Port Authority contract or matter. Any such conduct shall be deemed a material breach of this Contract.

As used herein "anything of value" shall include but not be limited to any (a) favors, such as meals, entertainment, transportation (other than that contemplated by the Contract or any other Port Authority contract), etc. which might tend to obligate the Port Authority employee to the Contractor, and (b) gift, gratuity, money, goods, equipment, services, lodging, discounts not available to the general public, offers or promises of employment, loans or the cancellation thereof, preferential treatment or business opportunity. Such term shall not include compensation contemplated by this Contract or any other Port Authority contract. Where used herein, the term "Port Authority" shall be deemed to include all subsidiaries of the Port Authority.

The Contractor shall insure that no gratuities of any kind or nature whatsoever shall be solicited or accepted by it and by its personnel for any reason whatsoever from the passengers, tenants, customers or other persons using the Facility and shall so instruct its personnel.

In the event that the Contractor becomes aware of the occurrence of any conduct that is prohibited by this section entitled "No Gifts, Gratuities, Offers of Employment, Etc.", it shall report such occurrence to the Port Authority's Office of Inspector General within three (3) business days of obtaining such knowledge. (See "<http://www.panynj.gov/inspector-general>" for information about to report information to the Office of

Inspector General). Failing to report such conduct shall be grounds for a finding of non-responsibility.

In addition, during the term of this Contract, the Contractor shall not make an offer of employment or use confidential information in a manner proscribed by the Code of Ethics and Financial Disclosure dated March 11, 2014, or as may be revised (a copy of which is available upon request to the Office of the Secretary of the Port Authority).

The Contractor shall include the provisions of this clause in each subcontract entered into under this Contract.

6. Conflict of Interest

During the term of this Contract, the Contractor shall not participate in any way in the preparation, negotiation or award of any contract (other than a contract for its own services to the Authority) to which it is contemplated the Port Authority may become a party, or participate in any way in the review or resolution of a claim in connection with such a contract if the Contractor has a substantial financial interest in the contractor or potential contractor of the Port Authority or if the Contractor has an arrangement for future employment or for any other business relationship with said contractor or potential contractor, nor shall the Contractor at any time take any other action which might be viewed as or give the appearance of conflict of interest on its part. If the possibility of such an arrangement for future employment or for another business arrangement has been or is the subject of a previous or current discussion, or if the Contractor has reason to believe such an arrangement may be the subject of future discussion, or if the Contractor has any financial interest, substantial or not, in a contractor or potential contractor of the Authority, and the Contractor's participation in the preparation, negotiation or award of any contract with such a contractor or the review or resolution of a claim in connection with such a contract is contemplated or if the Contractor has reason to believe that any other situation exists which might be viewed as or give the appearance of a conflict of interest, the Contractor shall immediately inform the Chief Procurement Officer in writing of such situation giving the full details thereof. Unless the Contractor receives the specific written approval of the Chief Procurement Officer, the Contractor shall not take the contemplated action which might be viewed as or give the appearance of a conflict of interest. The Chief Procurement Officer may require the Contractor to submit a mitigation plan addressing and mitigating any disclosed or undisclosed conflict, which is subject to the approval of the Chief Procurement Officer and shall become a requirement, as though fully set forth in this Contract. In the event the Chief Procurement Officer shall determine that the performance by the Contractor of a portion of its Services under this Agreement is precluded by the provisions of this numbered paragraph, or a portion of the Contractor's said Services is determined by the Chief Procurement Officer to be no longer appropriate because of such preclusion, then the Chief Procurement Officer shall have full authority on behalf of both parties to order that such portion of the Contractor's Services not be performed by the Contractor, reserving the right, however, to have the Services performed by others and any lump sum compensation payable hereunder which is applicable to the deleted work shall be equitably adjusted by the parties. The Contractor's execution of this document shall constitute a representation by the Contractor that at the time of such execution the Contractor knows of no circumstances, present or anticipated, which come within the provisions of this paragraph or which might otherwise be viewed as or give the appearance of a conflict of interest on the Contractor's part. The Contractor acknowledges that the Authority may preclude it from involvement in certain disposition/privatization initiatives or transactions that result from the findings of its evaluations hereunder or from participation in any contract, which results, directly or indirectly, from the Services provided by the Contractor hereunder. The Port Authority's determination regarding any questions of conflict of interest shall be final.

7. Definitions

As used in this section, the following terms shall mean:

Affiliate - Two or more firms are affiliates if a parent owns more than fifty percent of the voting stock of each of the firms, or a common shareholder or group of shareholders owns more than fifty percent of the voting stock of each of the firms, or if the firms have a common proprietor or general partner.

Agency or Governmental Agency - Any federal, state, city or other local agency, including departments, offices, public authorities and corporations, boards of education and higher education, public development corporations, local development corporations and others.

Investigation - Any inquiries made by any federal, state or local criminal prosecuting and/or law enforcement agency and any inquiries concerning civil anti-trust investigations made by any federal, state or local governmental agency. Except for inquiries concerning civil anti-trust investigations, the term does not include inquiries made by any civil government agency concerning compliance with any regulation, the nature of which does not carry criminal penalties, nor does it include any background investigations for employment, or Federal, State, and local inquiries into tax returns.

Officer - Any individual who serves as chief executive officer, chief financial officer, or chief operating officer of the Bidder by whatever titles known.

Parent - An individual, partnership, joint venture or corporation which owns more than 50% of the voting stock of the Bidder.

If the solicitation is a Request for Proposal:

Bid - shall mean Proposal;
Bidder - shall mean Proposer;
Bidding - shall mean submitting a Proposal.

In a Contract resulting from the taking of bids:

Bid - shall mean bid;
Bidder - shall mean Bidder; except and until the Contract has been awarded, then it shall mean Contractor
Bidding - shall mean executing this Contract.

In a Contract resulting from the taking of Proposals:

Bid - shall mean Proposal;
Bidder - shall mean Proposer;
Bidding - shall mean executing this Contract.