

Village of Brockport Tree Inventory and Tree Management Software Contract

Section 1 – The Village of Brockport, hereby referred to as “the Village”, entered into an agreement for services on May 17, 2021 with PlanIT Geo hereby referred to as “the Contractor”.

Contractor agrees to perform all work and provide all labor, equipment and material and do all things strictly as required by the “Contract Documents”. This contract will terminate upon completion of the work. The work can begin on 6/14/2021, and the contractor will give at least one-week advance notice before the work is started.

Contract Documents- The “Contract Documents” consist of the documents listed or referred to as “**Tree Inventory and TreePlotter Quote**” submitted by Contractor. Attached.

Section 2 – Payment Method, Scope of Work, and Constraints of the contract:

- **Tree Inventory** - Contractor will send 1 (one) invoice at the completion and delivery of tree inventory data in CSV/Shapefile format. The Village can verify total tree numbers in its TreePlotter application at any point in time. Contractor will bill the project on a per unit basis: \$3.75/tree and \$1/available planting space. Total inventory cost should not exceed **\$8,925.75** based on an estimated 2,197 trees and 687 available planting spaces.
- **TreePlotter Software** - Contractor will provide access to their TreePlotter software for two years for **\$6,000**. This price includes one hour of in-person training during the Tree Inventory, as well as one hour of virtual training following the inventory, as requested by the Village. Additional support for the software will be provided by phone and email.
- The Contractor will provide the Village with the respective invoices at the appropriate time. The Village reserves the right to withhold final payment until the agreed upon standards submitted in proposal are met.
- The Village has 30 days after invoice approval to make payment to the Contractor.
- The landowner grants access to the property by the Contractor and associated specialists under the direction of the Contractor to carry out the tasks desired by the landowner for the purpose of the contracted work.
- As part of the payment for services requested by the Village, the Contractor shall provide standard supplies used for project implementation.

The Terms of this agreement are hereby accepted by the following parties:

_____ Date: _____

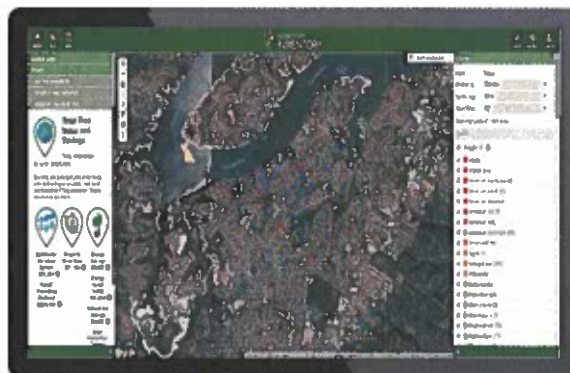
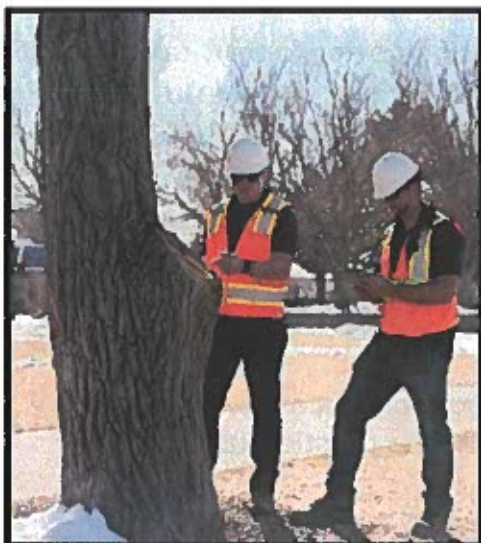
Landowner: Village of Brockport, NY: Margaret B. Blackman, Mayor

_____ Date: _____

Contractor: PlanIT Geo: Ian Hanou: CEO and Founder – PlanIT Geo, LLC

PlanIT Geo Proposal to The Village of Brockport, NY for Citywide Tree Inventory

March 9, 2021



PLANIT GEO™
mapping a greener future



Submitted by:
PlanIT Geo™
7878 Wadsworth Blvd Ste
340

Submitted to:
Village of Brockport, NY

Village of Brockport, NY

Attn: Margay Blackman, Mayor, and Larry Brien, Supervising Janitor

Re: Village and Campus Tree Inventory

The Village of Brockport, NY and SUNY Brockport both understand the tremendous value of trees to the community.

Having an up to date tree inventory will give you the power to truly take care of your forest and the many benefits that your trees provide for each resident. It is an essential component of proactive planning and long term management for generations to come.

PlanIT Geo is a services and software company specializing in urban forestry, arboriculture, software development, management planning, GIS, and urban tree canopy assessments. Our staff include ISA Certified Arborists, urban foresters, GIS professionals, software developers, project managers, and technical support.

We are particularly excited about working in Brockport because our inventory specialist, Nate Cummings, is a local SUNY grad at the prestigious College of Environmental Science and Forestry.

We work closely with clients to maximize your achievement through structured project management, communications protocols, requirements gathering (scoping), development, acceptance testing, implementation, and ongoing support through a variety of resources (phone, trainings, webinars, how-to videos, user manuals, FAQs, etc.).

With this commitment and approach, we have a proven track record to help partners meet their mission to deliver public services in a knowledgeable, responsive, and financially responsible manner.

We are excited to guide Brockport through the next chapter of your urban forestry program.

Sincerely,



Ian Hanou
CEO and Founder
7878 Wadsworth Blvd Ste 340
Arvada, CO 80003

(303) 214-5067 | ianhanou@planitgeo.com



Prepared By Jacob Caggiano:
Account Executive

(509) 432-1674 | jacobc@planitgeo.com

TABLE OF CONTENTS

Professional Qualifications	6
Firm Information	6
Qualifications	7
Urban Forestry, Software, and Mapping Technology	7
Certifications	7
Species Identification Proficiency	7
Tree Risk & Health Assessment Experience	7
Data Management Experience	8
Project Team	8
Past Involvement with Similar Projects	11
Project Work Plan	13
Web-Based GIS Data Collection	14
Collection Method	15
Tree Inventory Data Fields	15
Format Options for Inventory Data Deliverables	16
Final Report	14
Quality Control	16
About TreePlotter	16
Platform, Security, & Technologies	16
Hardware	16
Administration	16
Software Support	17
Project Timeline and Milestones	21
Requirements from the Village	21
Project Pricing	18

Professional

Qualifications



Firm Information

This project will be performed by PlanIT Geo™, LLC based in Arvada, CO (7878 Wadsworth Blvd. Ste #340 Arvada, CO) with offices in Harrisburg, PA; Strawberry Point, IA; Charlotte, NC; Boca Raton, FL; Geneva, IL; Seattle, WA; and San Diego, CA. To date, PlanIT Geo has 32 full-time employees. For this project, PlanIT Geo will not use any subconsultant(s). We employ regional Tree Inventory Specialists and currently have employees based in upstate New York. Because of this, minimal travel costs will be applied in order to provide the most cost-efficient solution for Brockport.

Founded in 2012, PlanIT Geo is a services and software company specializing in urban forestry, risk tree management, software development, planning, and GIS. Our staff include ISA Certified Arborists, ISA Tree Risk Assessment Qualified (TRAQ) personnel, urban foresters, GIS professionals, software developers, project managers, and technical support. We not only care passionately about the work that we do, but we rely on our own software daily for projects involving mapping, data collection, data management, reporting, and communications.

PlanIT Geo provides contractual services including tree inventories and risk assessments using TreePlotter™ software, urban forest and risk tree planning, tree inventory and management software, land cover mapping (LiDAR/multispectral imagery), tree canopy assessments, GIS analysis, and i-Tree studies.

Since 2012, our Certified Arborists have inventoried over 550,000 trees across 27 states using our tree inventory and management software, TreePlotter™. PlanIT Geo currently employs eight (8) ISA Certified Arborists. To date, there are over 250 TreePlotter™ clients which collectively contain over 4,000 individual user login accounts. PlanIT Geo has completed urban forest management/master plans, maintenance plans, risk tree plans, strategic planting plans, storm response and mitigation plans, and canopy action plans for the public, private, and nonprofit sectors.

What does PlanIT Geo's experience mean for Brockport? It means that short and long-term goals will be met through skilled, informed and accurate data collection, the benefits of today's best technology and tools, superior coordination, communication, project management, and local experience. Our managerial and staff capacity will ensure the project is completed on time and in budget.

Qualifications

Urban Forestry, Software, and Mapping Technology

PlanIT Geo specializes in urban forestry locally and nationally for tree inventory data collection, management planning, risk tree management, planting plans (species and site selection), canopy goal setting, and ecosystem services analysis. We have extensive experience in and knowledge of the US Forest Service i-Tree suite of tools and are recognized for progressive analysis and reporting related to urban forestry and green infrastructure.

We are a leader in the design, development, and implementation of software developed specifically for urban forestry.

Certifications

Our tree inventory, software, and planning team consist of college educated staff with a background in natural resources who are urban foresters, ISA Certified Arborists, Municipal Specialists, ISA TRAQ qualified, and/or ASCA Registered Consulting Arborists.

Species Identification Proficiency

PlanIT Geo has completed 90+ inventories in 27 states across the country.

Our team can identify any tree species within the US and they routinely train staff on identification and tree inventory methods. During an inventory, any tree that is not identified during field collection is reported, photographed, discussed, and determined that day or by the end of the week.

PlanIT Geo recently completed a county-wide street tree inventory and

risk assessment for Prince George's County, MD where a total of 220 unique tree species were identified. PlanIT Geo's staff is trained and experienced in identifying tree species and assessing risk in any season.



Tree Risk & Health Assessment Experience

PlanIT Geo staff is experienced and trained as TRAQ and ISA Certified Arborists. Having conducted inventories for trees in all stages of growth and seasons, PlanIT Geo is skilled in assessing tree risk and health based on our knowledge of species' physiology and sign and symptom indicators. Our inventory staff is experienced in plant health

care through identification, treatment, prevention, and monitoring practices. We follow communication procedures based on industry standards and the client's preference for handling high-risk trees where failure is imminent. Additionally, our staff has extensive experience in hazard and risk tree maintenance planning, prioritization, and mitigation reporting. A recent and local county-wide tree inventory project conducted by PlanIT Geo resulted in over 68,000 tree risk assessments of which nearly 3,000 assessments were completed for high and extreme-risk trees.

Data Management Experience

Sound data management starts with proper data collection protocols and review. Each inventory project is systematically planned to create an efficient and accurate data collection experience, limiting or fully preventing data entry errors or omissions. Data collected is reviewed after every day of collection and corrections are made either on a desktop or by revisiting the tree(s) in the field within the same week. Often, tree inventories are collected by more than one Tree Inventory Specialist and effective and accurate collection is maintained through the supervision of the Director of Field Operations/Project Manager.

Additionally, TreePlotter™ is built to limit human error with its intuitive design and functionality such as the drop-down menus (rather than typing responses and making typos). This way the grouping of values is standardized and can be summarized without random entries or outliers. For example, species lists from i-Tree, which are built into TreePlotter™, control the genus, species, and species codes which enable consistent, accurate data collection and ability to perform i-Tree calculations for all trees in the app. TreePlotter's advanced filter allows a user to search for omitted or erroneous data for corrections.

Prompts built into TreePlotter™ prevent accidental data deletion or relocation of a tree point. Many other data validation checks are built into TreePlotter™ to ensure quality data entry, such as min/max values, preventing outliers and limiting errors.

PlanIT Geo's servers are capable of hosting large amounts of data, having many state and county TreePlotter™ clients, some with over 500,000 trees. The data is secure and PlanIT Geo has an offsite backup location with data backup automatically performed every 24 hours.

Project Team

PlanIT Geo is staffed with Certified Arborists, TRAQ Qualified, college-educated, and experienced personnel to conduct the tree inventory and does not require the assistance from a subconsultant(s). We will staff this project according to the Village's preferred schedule and total number of trees to be inventoried. In any scenario, our Director of Tree Inventory and Assessments, TJ Wood, will be the Project Manager for field work. The following information provides a description of each staff's roles, qualifications, and experience. PlanIT Geo can staff this project with 1-2 more arborists if deemed necessary by Village staff. All communications for field inventory work will

flow from the Village to our *Director of Tree Inventory and Assessments* and to our *Tree Inventory Specialists*. Our *Tree Inventory Specialists* will have Village contact information to contact immediately for any safety concerns, trees impacting the roadway, trees posing an extreme and imminent risk, etc.

TJ Wood

ISA Certified Arborist #RM- 7676A | Tree Risk Assessment Qualified (TRAQ)



Director of Tree Inventory and Assessments that will facilitate the kickoff meeting, project deliverables, and daily communications between field staff and Village employees. He can also serve as an inventory data collector.

TJ will oversee the field crew on day to day data collection. He will lead the tree inventory project kick-off and be the main point of contact with Village staff during data collection. He will work with the Village to establish protocols, communications, priority inventory areas, and final delivery of inventory data. He will also be available to provide in-person training on our tree inventory data collection/management software, TreePlotter™. He has been an ISA Certified Arborist for 5+ years and has over 10 years of tree inventory management experience.

TJ graduated with a Bachelor of Science in Landscape Architecture from Colorado State University. At PlanIT Geo, he manages all tree inventory and risk assessment projects, conducts site and tree-specific evaluations, designs planting plans, compiles summary reports, and prepares project deliverables. TJ has experience conducting tree inventories across the nation (75+ projects in 21 states) and provides invaluable tree identification and risk assessment skills. He has collected data on 150,000 trees at PlanIT Geo.

Rocky Yosek

ISA Certified Arborist #WE-11457A | Tree Risk Assessment Qualified (TRAQ)



Rocky will be a tree inventory data collector for this project and will report all questions and project updates to TJ Wood, who will be directly in contact with Village staff. He will be available to provide in-person training on the Village's tree inventory data collection/management software, TreePlotter™.

Rocky has an extensive urban forestry background he gained while directing the operations of a nonprofit urban forestry program in Tucson, AZ for almost a decade. He has been an ISA Certified Arborist since 2016 and Tree Risk Assessment Qualified (TRAQ) since 2019.

David McCauley

ISA Certified Arborist #IL-9733A



David will be a tree inventory data collector for this project and will report all questions and project updates to TJ Wood, who will be directly in contact with Village staff. He will be available to provide in-person training on the Village's tree inventory data collection/management software, TreePlotter™.

David has a Bachelor of Science in Forestry specializing in Urban Forest Management from Southern Illinois University of Carbondale. To reinforce his knowledge from his degree he also has a widespread background with disease in urban forests with his work history as a Plant Health Care Technician. David has treated hundreds of Ash trees for emerald ash borer, as well as many other species for a variety of diseases.

Andrew Carrier

ISA Certified Arborist #MW-6028A



As a former Air Force officer, Andrew has nearly a decade of experience in large-scale project management, supervisory and safety positions, as well as experience mapping and flying high performance aircraft missions. His forestry experience includes time spent performing a Village-wide tree inventory for Rapid Village, SD as well as consulting and ground crew work at the Village and State Park levels. Andrew holds a B.S. from the University of Tennessee in Environmental Science and Forestry as well as a Graduate Certificate in Urban Forestry from Oregon State University. He is also in the final stages of the Master of Natural Resources degree at Oregon State where he intends to focus on the use of emerging technologies in urban forestry.

Jared Cole

ISA Certified Arborist #IL-9801A



Jared has a Bachelor of Science in Forest Management from the University of Wisconsin Stevens Point. Growing up, Jared worked on a melon farm for 8 years prior to and during college giving him priceless knowledge and the passion for natural resources. He has experience working with urban municipalities planting, trimming, and treating trees.

Nate Cummings

ISA Certified Arborist #NY-6214A



Nate is based in Buffalo, NY and will be stationed in Brockport for the data collection. Nate will collect the majority of the tree inventory data for this project and will report all questions and project updates to TJ Wood, who will be directly in contact with Village staff. He will be available to provide in-person training on our tree inventory data collection/management software, TreePlotter.

Nate has a Bachelor of Science in Natural Resource Management from SUNY College of Environmental Science and Forestry. At PlanIT Geo, Nate has collected data on our largest project to date, Prince George's County, Maryland, and has collected nearly 20,000 trees.

Past Involvement with Similar Projects

To date, PlanIT Geo has completed over 90 tree inventory projects in 27 states across the country resulting in over 550,000 trees surveyed of which 100,000 were ISA tree risk assessments. Each inventory project was completed on time within the budget and met the client's goals and objectives. These inventories were completed for various sectors and agencies such as county department of public works, department of the environment, District parks and recreation, District urban forestry, grounds maintenance of zoos, campus and university tree maintenance programs, nonprofit and nongovernmental organizations, HOAs, and private consultants. Many of these projects included a tree inventory summary report, tree maintenance plan, planting plan, and/or risk tree management plan. The following provides a summary of recent and relevant tree inventory and risk assessment projects.

Tree Inventory Projects & References

A) City of Troy, NY

Project Manager(s): TJ Wood (PlanIT Geo)

Contact Name: Steve Strichman

Contact Info: Steven.Strichman@troyny.gov

Date: May 2019 – August 2019

Budget: \$57,500

Scope of Services Provided: PlanIT Geo conducted a Village-wide tree inventory that started in Village parks, and branched out into all Village street rights-of-way. Overall, 10,574 trees and 3,558 available planting spaces were inventoried for the Village. An Urban Forest Management Plan was also completed. (See: <https://pg-cloud.com/TroyNY>)

B) Hunterdon County, NJ

Project Manager(s): TJ Wood (PlanIT Geo)

Contact Name: Thomas Mathews

Contact Info: tmathews@co.hunterdon.nj.us

Date: January 2019

Budget: \$35,000

Scope of Services Provided: PlanIT Geo conducted a county inventory of high-risk trees in Hunterdon County's rights-of-ways. PlanIT Geo's certified arborists collected 6,638 trees and created a management plan.

C) Prince George's County, MD Department of Public Works and Transportation

Project Manager(s): Chris Peiffer, TJ Wood (PlanIT Geo)

Contact Name: Wayne Lucas, Landscape Architect | ISA Certified Arborist | MD Roadside Tree Care Expert

Contact Info: wplucas@co.pg.md.us | (301) 324-2684

Date: April 2017 – August 2018

Budget: Phase 1 - \$449,990 & Phase 2 - \$53,600

Scope of Services Provided: PlanIT Geo provided the County with a complete ROW tree inventory on 2,000+ linear miles of roadway. PG has inventoried 176,000 trees in the county of which 68,000 tree risk assessments were conducted (3,000 high-risk). (See: <https://pg-cloud.com/PGCountyMD/>)

Testimonial: The County is actively using the TreePlotter™ app to manage tree risk county-wide.

"Thank you to you and your team. It has been one of the better project experiences I have had. The software is great; your ability to stay on schedule – great; the staff – great. So...GREAT!!"

– Liz Miller, Chief of Engineering Services Division, Prince George's County, MD

D) City of Charlotte, NC

Project Manager(s): TJ Wood (PlanIT Geo)

Contact Name: Laurie Dukes – Assistant City Arborist

Contact Info: ldukes@ci.charlotte.nc.us | (980) 259-2771

Date: October 2018 – January 2019

Budget: \$95,000

Scope of Services Provided: PlanIT Geo completed a street tree inventory on over 20,000 trees within City limits while sounding each tree for decay and conducting ISA Tree Risk Assessments.

(See: <https://pg-cloud.com/CharlotteNC/>)

Status: Completed

E) Kettering, OH Parks, Recreation & Cultural Arts

Project Manager(s): TJ Wood (PlanIT Geo)

Contact Name: Gary Schussler – Parks Superintendent

Contact Info: Gary.Schussler@ketteringoh.org | (937) 296-2486

Date: October, 2019 – January 2020

Budget: \$37,500

Scope of Services Provided: PlanIT Geo conducted a City-wide tree inventory that started in City parks, and branched out into all City street rights-of-way. Overall, 7,500 trees were inventoried for the City. A tree inventory summary report with recommendations was also completed. (See: <https://pg-cloud.com/KetteringOH/>)

Project Work Plan

This project will record and update all trees within the public right-of-way, Village parks and properties. All tree work will conform to the most current version of the A300 Standards for Tree Care Operations.

PlanIT Geo (PG) will staff this project with 1-3 full time arborists with the goal of 1,000 trees per week, per arborist. PG employs 8 (eight) full time Certified Arborists and we can add more to this project should the Village require it. This will ensure the project is completed on schedule.

The Village can provide GIS map/reference layers, the project contact, and project standards to assist in inventory logistics. Layers such as park boundaries, parcel lines, street names, and local hi-res imagery can be added to our collection base maps at any time. PlanIT Geo will work with Village staff to establish communications and protocols that adhere to industry standards to ensure proper and standard operating procedures are met. The inventory will be a living database that can be added to or edited in the future by the Village.

PG's GIS-based tree inventory will be performed using computer tablets (iPad and Samsung tablets) that read information directly from the World Wide Web on PlanIT Geo's TreePlotter™ software. This means that any similar web-connected device can also be used to collect, edit, and manage the inventory resources.

Project Kick-Off

Upon award, PlanIT Geo will schedule the project kick-off meeting and provide a tentative agenda. Topics to cover during the kick-off include:

- ★ Project schedule, communications, meetings, and priority areas
- ★ Tree inventory data fields and criteria and finalizing the preferred final data delivery format
- ★ Safety, equipment, and industry standards
- ★ Minimum tree diameters and measurement criteria
- ★ Public Property boundary limits and criteria
- ★ TreePlotter™ software

Web-Based GIS Data Collection

Our web-based capabilities allow us to utilize the mobile GPS location feature built into our hardware devices (iPads). This location feature serves as the first tier for determining the exact location of the tree to be inventoried. Spatial information (latitude and longitude coordinates) is then collected based on the location of the tree point placed on the basemaps (Google, Bing, Esri, OpenStreetMap, others) by the arborist. With this, our Tree Inventory Specialists can accurately determine the ownership and exact location of each tree.

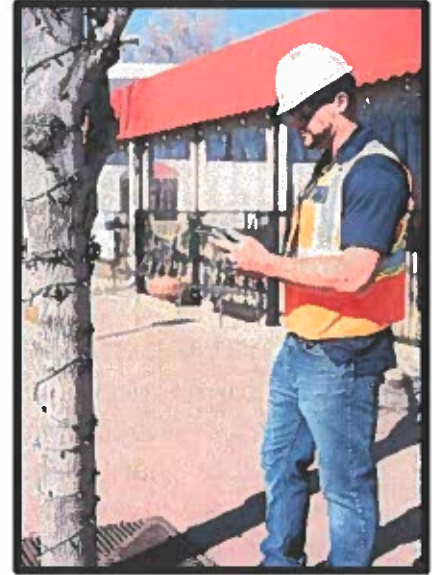
Using this approach, Brockport and PlanIT Geo's staff will gain these advantages:

1. **Data and production transparency.** By utilizing a web-based data collection protocol PG will share the real time data collection map service so that collection progress can be monitored by appropriate staff members. Furthermore, web-based data collection enables PG to ensure that no trees are missed or that trees are not double inventoried throughout the entirety of the project.
2. **Increased production rates.** Location data entry using GIS with accurate basemap information is nearly twice as fast as using GPS equipment alone. Inventory personnel are not limited by weather conditions or interference by buildings or other obstructions.
3. **High level of location accuracy.** GIS is only limited by the accuracy of the basemap information provided. By utilizing the built-in GPS functionality of our hardware and our field expertise we can ensure accurate location information of 1-meter or less.
4. **Understand and Update.** With simple training, an unlimited number of simultaneous users (i.e. Village managers and staff) can track and analyze existing trees according to risk, required action, species, diameter, or any other inventory attribute and quickly and dynamically perform status updates as required over time.

A Note on Data Security - As inventory information is collected, data are instantaneously stored on secure remote servers eliminating the possibility of data loss and making it possible for Village staff to access and download, at any time, real-time data collection with secure login credentials.

Collection Method

PlanIT Geo will equip our Tree Inventory Specialists who are ISA Certified Arborists with the Village's customized version of TreePlotter™ software for recording the location and attributes of each tree. The application enables each tree to be precisely mapped (within 1-meter spatial accuracy) with the attributes described in the next section. See "About TreePlotter™" section for more info.



Tree Inventory Data Fields

PlanIT Geo's final price is based on the following protocols and fields to be populated for each tree. Final fields will be determined on a project kick-off meeting and will be set for the duration of the project. At minimum, our Tree Inventory Specialists will collect the following data for each tree mapped:

- Address & GPS Location - street tree locations and stumps, organized by sequential tree site number and road name, block side or corner location
- Species - identified by genus, species and common name
- Size - diameter measured to the nearest inch in one-inch size classes at 4-½ feet above the ground, or diameter-breast-height (DBH)
- Status - alive, dead, stump, planting site (small, medium, large).
- Condition Rating - International Society of Arboriculture's rating system: Excellent, Good, Fair, Poor, Critical or Dead
- Maintenance Needs - removal priorities, clearance prune, crown clean, crown raise, crown reduction, crown thin, crown restoration, deadwood, reduce end weight, structure prune, young tree training.
- Clearance Requirements
- Wires - present and conflicting, present and not conflicting, not present
- Observations (health defects, structural and biotic)
- Overhead Utilities

- Date of Inventory
- Land Use Classification
- Arborist/User Information
- Date Added/Modified
- Additional Notes

More fields may be recommended during the kickoff meeting after hearing project goals and Village workflow.

Format Options for Inventory Data Deliverables

Upon completion of the inventory and the QA/QC process, PlanIT Geo will deliver tree inventory data in Microsoft Excel and ESRI Shapefile and/or File Geodatabase if applicable. PlanIT Geo will meet with the Village prior to data delivery to review preliminary inventory. Data will be delivered in the desired coordinate system and contain full metadata references. Data will be reviewed for errors prior to being provided to the Village. TreePlotter's "Exporter" tool can save data as CSV or Shapefile formats at any point in time during the project and active TreePlotter™ subscription. Data export is free at any time and will be no extra cost to the Village. PlanIT Geo will also provide overall Village Maps in PDF format displayed by tree species, size distribution, and maintenance needs.

Quality

Control

PlanIT Geo will provide the Village with a professional, courteous, and informative tree inventory project experience beginning with high-quality tree inventory data. We can make this assurance because:

1. Quality control begins with proper training and education. PlanIT Geo's ISA Certified Arborists are college-educated and skilled at conducting tree inventories.
****All technicians working on this project have an ISA Certified Arborist credential and are supervised by an Arborist with a Tree Risk Assessment Qualification (TRAQ) credential.***
2. During the inventory process, extensive quality control checks are applied regularly. Using PlanIT Geo's proprietary TreePlotter™ application access can be granted to Village staff to dynamically monitor inventory progress.

3. In addition to daily quality checks and control, tree inventory Project Manager, TJ Wood will perform remote data checks to ensure data collected by other staff adhere to Village work specifications and national industry standards.
4. PG welcomes and encourages Village staff to periodically perform on-site verification of the data. PG staff will cooperate fully with Village staff to achieve a high level of confidence in the accuracy of the data. PG will provide staff with weekly updates.
5. PG assures that if any errant tree site location is detected, it is our responsibility to correct the data promptly.

About TreePlotter



The most important question you'll want to answer after a tree inventory is:

How will I keep it up to date for years to come?

High quality tree management software is your best answer.

There is a difference between traditional GIS software, and tree management software built specifically for the role of urban foresters.

Many municipalities struggle to get out of a **reactive** mode of tree management.

TreePlotter is designed to help you do the opposite.

You'll be able to stay **proactive** without falling behind.

Even if you're short on time, money, staff, or other resources...our goal is to ensure that you maximize the benefits of your urban forest while minimizing the cost.



Unique features that only TreePlotter offers:

- ★ **Intuitive Visualization** – color-coding of tree map points based on any data attribute (e.g. by species, genus, date planted, condition, size, maintenance priorities, etc.)
- ★ **Notifications** – get an alert whenever it's time to update a tree.

- ★ **Data Field Editor** - a simple interface for customizing data fields to fit your management plan as it evolves.
- ★ **Tree inspections** - a history log of all tree visits.
- ★ **Save and share custom interactive maps** - the ability to save custom interactive maps to facilitate the communication of complex information to specified individuals such as crew members, contractors, public stakeholders, and community members.
- ★ **Advanced TRAQ risk assessments** - the ability to perform qualified TRAQ risk assessments in the field to prevent liability from hazardous trees
- ★ **Offline tools** - work in the field with low or zero internet connection
- ★ **Direct customer support by phone**
- ★ **Instant live reports** - generate charts and reports that can be analyzed and shared easily, in a single step.
- ★ **Community engagement tools** - an online web portal designed for community engagement and interaction. Community members can explore key information and add trees to the map.

Free support services are included.

Your on-site arborists will provide free in-person training on TreePlotter, should you decide to take advantage of it.

After your inventory, Plan-It Geo provides responsive, personalized technical support to all software clients from 9am-8pm Eastern time and through emergency numbers over weekends and holidays. We also frequently respond to questions, bugs, and training requests at other hours.

Additional training and support services include:

1. The *HELP* button inside the software
2. Email through support@planitgeo.com
3. Our knowledge base and video library: <http://support.treeplotter.com/>

We invite you to read our [independent client testimonials](https://www.capterra.com/p/154730/Tree-Plotter/) on the popular review site Capterra at <https://www.capterra.com/p/154730/Tree-Plotter/>

Out of 108 reviews provided, nearly every single one ranks our support at 5 stars, giving us a 4.8 average star rating.



Matthew K.
Director
Environmental Services, 11-50 employees
Used the software for: 1-2 years

Overall Rating	★★★★★	5/5
Ease of Use	★★★★★	5/5
Customer Service	★★★★★	5/5
Features	★★★★★	5/5
Value for Money	★★★★★	5/5
Likelihood to Recommend	<div style="width: 100%; height: 10px; background-color: #2e8b57;"></div>	10/10

Reviewer Source ⓘ
Source: Capterra
June 1, 2020



“A must have in our industry.”

Overall: We have had an exceptional experience using Tree Plotter and dealing with the PlanIt Geo team. The functionality and feature packed software has allowed us to save massive amounts of time. It has streamlined the way we deal with clients and their trees and having all of our clients, both large and small in one place is a must. We have increase productivity as a result of using the user friendly interface and our client have access to view their data, creating a completely transparent work fl for all.

Pros: Ease of use, functionality and an absolute time saver. Being able to customize data attributes and run reports in a matter of seconds makes Tree Plotter our go to client and tree data management software. The cli support is great and the team is always willing to assist with any question or customizations we may require. The user centric interface makes collecting, managing and mapping data a straight forward process which saves us time in the field and in the office.

Cons: Possibly a more customizable map export function where legends and symbology can be changed to represent more specific attributes.

Reasons for Choosing TreePlotter INVENTORY: Firstly, the dealings we had with the Tree Plotter team gave a feeling that we would be well looki after post purchasing Additionally we felt the functionality of the product aligned well with our needs and requirements.



Customer Service

★★★★★ 4.8/5

Project Timeline and Milestones

Below is PlanIT Geo's estimated timeline for project completion. Start and end dates are negotiable based on discussions during the project kick-off. It should be noted that PlanIT Geo's Tree Inventory Specialists can typically inventory street and park trees at a rate of ~200 trees/day/arborist (1,000/week).

Task	April 2021	May 2021	June 2021
Project Award	X		
Project Kick-Off Meeting	X		
TreePlotter Setup	X		
Tree Inventory Data Collection	X	X	X
Project Status Meetings	X	X	X
Project Completion & Delivery			X

Requirements from the Village

1. If available, provide PlanIT Geo with a Village boundary map, street centerlines, park/facility boundaries, right-of-way distances and/or parcel datasets in GIS Shapefile format. If GIS files are not available descriptions, lists, or paper maps may be used.
2. Notify the public about the project taking place or supply PG Arborists with information cards/contact info about the project.
3. Provide a contact person for daily situational questions from the field.

Project Pricing

PlanIT Geo's bid is based on the fields and collection protocols outlined together with the Village and Campus. Should any fields be added or edited beyond current listing, pricing may be affected. PlanIT Geo will invoice inventory work bi-weekly or at accomplished project milestones.

Bid Item	Cost
<p>Standard Tree Inventory Data Collection</p> <p>All existing trees and stumps in the public right-of-way, Village parks and properties, as well as the SUNY Brockport campus.</p> <p>PlanIT Geo can map vacant planting spaces should funding permit.</p> <p>All travel, meetings, training, and project fees are included.</p>	<p>\$3.75 per tree</p> <p>Based on an estimate of 2,197 village trees and 2,800 campus trees</p> <p>\$1.00 per planting site</p> <p>Based on an estimate of 687 vacant areas</p> <p>TOTAL COST for the Village:</p> <p>\$8,925.75 without photos</p>
<p>TreePlotter™ Inventory Software</p> <p>Software support, online tutorials, and free in-person and virtual training.</p>	<p>1-Year Subscription \$3,000</p> <p>2-Year Subscription \$6,000</p> <p>3-Year Subscription \$8,000</p>



Events Application

Village of Brockport

127 Main Street • Brockport, NY 14420 • (585) 637-5300

Please submit this form to the Village Manager at elinden@brockportny.org. Submissions 30 days in advance of planned event are recommended.

Event Name:	
Type of Event (Race/Walk, Festival, Concert, Parade Other, etc.):	Location of Event:
Applicant Name:	Event Date(s):
Event set up/break down times: _____ to _____	Event times: _____ to _____
Alternate Rain Plan:	Rain Date:
Individual/Group/Corporation Name Holding Event:	Village Property Utilized (If Applicable)
Applicant Address, City, State, Zip:	Support Services Requested of the Village (If Applicable)
Applicant Email:	Applicant Phone:

There must be an identified "in charge" person on premise during all hours of the event if on Village property.

Event Contact Person:	Contact Cell Phone:	Date & Time(s) On-Premise at Event:

Total Attendance Anticipated: (including attendees, participants, staff, vendors, etc.):
Will there be amplified sound or music? Please describe.
Event Details:

Events utilizing Village property require internal review and approval by the Village Board. Additional information and/or documentation may be requested.

Non-Discrimination

The Village of Brockport does not discriminate on the basis of race, color, religion, sex, national origin, ancestry, age or disability against any person or group of persons submitting an Event Application. The application process is designed to promote the health, safety, and welfare of all persons through reasonable regulation of a proposed local event and is not intended or expected to interfere with any person's constitutional rights to free speech and assembly.

Office Use Only

Approved/ Reviewed by: <input type="checkbox"/> Village Manager <input type="checkbox"/> DPW Superintendent <input type="checkbox"/> Code Enforcement <input type="checkbox"/> Brockport Police Dept <input type="checkbox"/> Welcome Center Director	If Applicable: <input type="checkbox"/> Liability Release <input type="checkbox"/> Cert of Insurance <input type="checkbox"/> Other
--	--

Event Application

- Approved
- Approved with additional conditions (see attached)
- Additional Information requested (see attached) / Requested at second Village Board meeting_____
- Denied

By the Brockport Village Board on (date): _____



Special Events Application

Village of Brockport

127 Main Street • Brockport, NY 14420 • (585) 637-5300

Event Name: <i>Memorial Celebration for Dr. Bill Hullfish</i>	
Type of Event (Race/Walk, Festival, Concert, Parade/Motorcade, Other, etc.): <i>Memorial Concert & Tribute</i>	Location of Event: <i>Welcome Center</i>
Applicant Name: <i>Jonathan Allentoff</i>	Event Date(s): <i>July 24, 2021 (Saturday)</i>
Event set up/break down times: <i>1:30pm to 7:00pm</i>	Event times: <i>4 PM to 5:30pm</i>
Alternate Rain Plan: <i>Rain Date</i>	Rain Date: <i>July 25, 2021 (Sunday)</i>
Individual/Group/Corporation Name Holding Event: <i>Jonathan Allentoff, Hullfish Family's Brockport Symphony Orchestra</i>	Village Property Affected (If Applicable): <i>NC - performance area, bathrooms</i>
Applicant Address, City, State, Zip: <i>9 Sarahy Road Pittsford, NY 14534</i>	Support Services Requested of the Village (If Applicable): <i>Chairs for the Performers and Attendees</i> <i>- will need to find a supplier</i>
Applicant Email: <i>brockportco@yahoo.com</i>	Applicant Phone: <i>585-248-0680</i>

There must be an identified "in charge" person on premise during all hours of the event.

Event Contact Person:	Contact Cell Phone:	Date & Time(s) On-Premise at Event:
<i>Jonathan Allentoff</i>	<i>585-402-8126</i>	<i>July 24 - 1:30 PM - 7:00 PM</i>

Anticipated Total Attendance Number (including attendees, participants, staff, vendors, spectators, etc.): <i>125</i>	Anticipated Age Range of those in Attendance: <i>All ages</i>
Will animals be a part of the event? If so, please detail how many, what kind, and a plan for safety and clean up. <i>No</i>	Will Food & Beverage Vending/Food Trucks be part of this event? If so, Applicant must comply with Monroe County Dept of Health, _____ <i>No</i>

Will Alcohol be consumed? Applicant must comply with Village Code _____ No	Will there be Amplified Sound or Music? If so, provide hours: Orchestra & String Band Music
(If Applicable) Organization providing Security:	(If Applicable) Number of Security Personnel:

CERTIFICATION

I hereby certify that I am the property owner, premises lessee or local agent and that I am duly authorized to make and file this Special Event Permit Application; and that all statements contained in this application are true to the best of my knowledge and belief. Application is hereby made to the Village of Brockport for the issuance of a Special Event Permit. The undersigned as Applicant agrees to comply with all laws, ordinances, regulations, and requirements in the manner as set forth in this application and the plans and information filed herewith.

Jonathan Allentoff
Applicant Name (Please print)

Jonathan Allentoff
Applicant Signature

5/10/2021
Date

Non-Discrimination

The Village of Brockport does not discriminate on the basis of race, color, religion, sex, national origin, ancestry, age or disability against any person seeking a Special Event Permit. The permit application process is designed to promote the health, safety, and welfare of all persons through reasonable regulation of a proposed local commercial event and is not intended or expected to interfere with any person's Constitutional Rights to free speech and assembly.

Office Use Only

Approved by: <input checked="" type="checkbox"/> Village Manager <input type="checkbox"/> DPW Superintendent <input type="checkbox"/> Code Enforcement <input type="checkbox"/> Brockport Police Dept <input checked="" type="checkbox"/> Welcome Center Director	If Applicable: <input type="checkbox"/> Insurance Carrier <input type="checkbox"/> Liability Release <input type="checkbox"/> Cert of Insurance <input type="checkbox"/> Indemnity Commitment
--	---

Special Event Permit

- Approved
- Approved with additional conditions (see attached)
- Denied

By the Brockport Village Board on (date): _____

We will work w/ event planners to ensure covid protocols are in place, relevant to the time of the memorial. EZ