AGREEMENT FOR
LANDSCAPING MAINTENANCE – EXECUTIVE AIRPORT

THIS AGREEMENT, made this 23 day of November 2011, by and between the City of Fort Lauderdale, a Florida municipality, ("City"), whose address is 100 North Andrews Avenue, Fort Lauderdale, FL 33301-1016, and ABM Services, Inc., a Delaware corporation authorized to transact business in the State of Florida as ABM Services (Delaware) Inc., d/b/a One Source Landscape & Golf Services, ("Contractor" or "Company"), whose address and phone number are 5028 Tampa West Boulevard, Tampa, FL 33634, 813-886-0001, fax 813-886-8448, for the term specified herein,

NOW THEREFORE, for and in consideration of the mutual promises and covenants set forth herein and other good and valuable consideration, the City and the Contractor covenant and agree as follows:

WITNESSETH:

I. DOCUMENTS

The following documents (collectively "Contract Documents") are hereby incorporated into and made part of this Agreement:

(1) Request for Proposals Number 715-10818, Landscaping and Grounds Maintenance – Executive Airport, including any and all addenda, prepared by the City of Fort Lauderdale, ("RFP" or "Exhibit A").

(2) The Contractor's response to the RFP, dated August 15, 2011, ("Exhibit B").

All Contract Documents may also be collectively referred to as the "Documents." In the event of any conflict between or among the Documents or any ambiguity or missing specifications or instruction, the following priority is established:

A. First, specific direction from the City Manager (or designee)
B. Second, this Agreement dated Nov. 23, 2011, and any attachments.
C. Third, Exhibit A
D. Fourth, Exhibit B

II. SCOPE

The Contractor shall perform the Work under the general direction of the City as set forth in the Contract Documents.

Unless otherwise specified herein, the Contractor shall perform all Work identified in this Agreement. The parties agree that the scope of services is a description of Contractor's obligations and responsibilities, and is deemed to include preliminary considerations and prerequisites, and all labor, materials, equipment, and tasks which are such an inseparable part of

the work described that exclusion would render performance by Contractor impractical, illogical, or unconscionable.

Contractor acknowledges and agrees that the City's Contract Administrator has no authority to make changes that would increase, decrease, or otherwise modify the Scope of Services to be provided under this Agreement.

By signing this Agreement, the Contractor represents that it thoroughly reviewed the documents incorporated into this Agreement by reference and that it accepts the description of the Work and the conditions under which the Work is to be performed.

III. TERM OF AGREEMENT

The initial contract period shall commence on October 18, 2011, and shall end on October 17, 2014. In the event the term of this Agreement extends beyond the end of any fiscal year of City, to wit, September 30, the continuation of this Agreement beyond the end of such fiscal year shall be subject to both the appropriation and the availability of funds.

IV. COMPENSATION

The Contractor agrees to provide the services and/or materials as specified in the Contract Documents at the cost specified in Exhibit B. It is acknowledged and agreed by Contractor that this amount is the maximum payable and constitutes a limitation upon City's obligation to compensate Contractor for Contractor's services related to this Agreement. This maximum amount, however, does not constitute a limitation of any sort upon Contractor's obligation to perform all items of work required by or which can be reasonably inferred from the Scope of Services. Except as otherwise provided in the solicitation, no amount shall be paid to Contractor to reimburse Contractor's expenses.

V. METHOD OF BILLING AND PAYMENT

Contractor may submit invoices for compensation no more often than monthly, but only after the services for which the invoices are submitted have been completed. An original invoice plus one copy are due within fifteen (15) days of the end of the month except the final invoice which must be received no later than sixty (60) days after this Agreement expires. Invoices shall designate the nature of the services performed and/or the goods provided.

City shall pay Contractor within forty-five (45) days of receipt of Contractor's proper invoice, as provided in the Florida Local Government Prompt Payment Act.

To be deemed proper, all invoices must comply with the requirements set forth in this Agreement and must be submitted on the form and pursuant to instructions prescribed by the City's Contract Administrator. Payment may be withheld for failure of Contractor to comply with a term, condition, or requirement of this Agreement.

Notwithstanding any provision of this Agreement to the contrary, City may withhold, in whole or in part, payment to the extent necessary to protect itself from loss on account of inadequate or defective work that has not been remedied or resolved in a manner satisfactory to the City's Contract Administrator or failure to comply with this Agreement. The amount withheld shall not be subject to payment of interest by City.

VI. GENERAL CONDITIONS

A. Indemnification

Contractor shall protect and defend at Contractor's expense, counsel being subject to the City's approval, and indemnify and hold harmless the City and the City's officers, employees, volunteers, and agents from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, expenses, or liabilities, including any award of attorney fees and any award of costs, in connection with or arising directly or indirectly out of any act or omission by the Contractor or by any officer, employee, agent, invitee, subcontractor, or sublicensee of the Contractor. The provisions and obligations of this section shall survive the expiration or earlier termination of this Agreement. To the extent considered necessary by the City Manager, any sums due Contractor under this Agreement may be retained by City until all of City's claims for indemnification pursuant to this Agreement have been settled or otherwise resolved, and any amount withheld shall not be subject to payment of interest by City.

B. Intellectual Property

Contractor shall protect and defend at Contractor's expense, counsel being subject to the City's approval, and indemnify and hold harmless the City from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, royalties, expenses, or liabilities, including any award of attorney fees and any award of costs, in connection with or arising directly or indirectly out of any infringement or allegation of infringement of any patent, copyright, or other intellectual property right in connection with the Contractor's or the City's use of any copyrighted, patented or un-patented invention, process, article, material, or device that is manufactured, provided, or used pursuant to this Agreement. If the Contractor uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the bid prices shall include all royalties or costs arising from the use of such design, device, or materials in any way involved in the work.

C. Termination for Cause

The aggrieved party may terminate this Agreement for cause if the party in breach has not corrected the breach within ten (10) days after written notice from the aggrieved party identifying the breach. The City Manager may also terminate this Agreement upon such notice as the City Manager deems appropriate under the circumstances in the event the City Manager determines that termination is necessary to protect the public health or safety. The parties agree that if the City erroneously, improperly or unjustifiably terminates for cause, such termination shall be deemed a termination for convenience, which shall be effective thirty (30) days after such notice of termination for cause is provided.

This Agreement may be terminated for cause for reasons including, but not limited to, Contractor's repeated (whether negligent or intentional) submission for payment of false or incorrect bills or invoices, failure to perform the Work to the City's satisfaction; or failure to continuously perform the work in a manner calculated to meet or accomplish the objectives as set forth in this Agreement.

D. Termination for Convenience

The City reserves the right, in its best interest as determined by the City, to cancel this contract for convenience by giving written notice to the Contractor at least thirty (30) days prior to the effective date of such cancellation. In the event this Agreement is terminated for convenience, Contractor shall be paid for any services performed to the City's satisfaction pursuant to the Agreement through the termination date specified in the written notice of termination. Contractor acknowledges and agrees that he/she/it has received good, valuable and sufficient consideration from City, the receipt and adequacy of which are hereby acknowledged by Contractor, for City's right to terminate this Agreement for convenience.

E. Cancellation for Unappropriated Funds

The City reserves the right, in its best interest as determined by the City, to cancel this contract for unappropriated funds or unavailability of funds by giving written notice to the Contractor at least thirty (30) days prior to the effective date of such cancellation. The obligation of the City for payment to a Contractor is limited to the availability of funds appropriated in a current fiscal period, and continuation of the contract into a subsequent fiscal period is subject to appropriation of funds, unless otherwise provided by law.

F. Insurance

The Contractor shall furnish proof of insurance requirements as indicated below. The coverage is to remain in force at all times during the contract period. The following minimum insurance coverage is required. The commercial general liability insurance policy shall name the City of Fort Lauderdale, a Florida municipality, as an "additional insured." This MUST be written in the description section of the insurance certificate, even if there is a check-off box on the insurance certificate. Any costs for adding the City as "additional insured" shall be at the Contractor's expense.

The City of Fort Lauderdale shall be given notice 10 days prior to cancellation or modification of any required insurance. The insurance provided shall be endorsed or amended to comply with this notice requirement. In the event that the insurer is unable to accommodate, it shall be the responsibility of the Contractor to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested and addressed to the Procurement Services Division.

The Contractor's insurance must be provided by an A.M. Best's "A-"rated or better insurance company authorized to issue insurance policies in the State of Florida, subject to approval by the City's Risk Manager. Any exclusions or provisions in the insurance maintained by the contractor that excludes coverage for work contemplated in this solicitation shall be deemed unacceptable, and shall be considered breach of contract.

Workers' Compensation and Employers' Liability Insurance

Limits: Workers' Compensation – Per Chapter 440, Florida Statutes
Employers' Liability - $500,000

Any firm performing work for or on behalf of the City of Fort Lauderdale must provide Workers' Compensation insurance. Exceptions and exemptions can only be made, by the City's Risk Manager, if they are in accordance with Florida Statutes.

Commercial General Liability Insurance

Covering premises-operations, products-completed operations, independent contractors and contractual liability.

Limits: Combined single limit bodily injury/property damage $1,000,000.

This coverage must include, but not limited to:

a. Coverage for the liability assumed by the contractor under the indemnity provision of the contract.
b. Coverage for Premises/Operations
c. Products/Completed Operations
d. Broad Form Contractual Liability
e. Independent Contractors

Automobile Liability Insurance

Covering all owned, hired and non-owned automobile equipment.

Limits: Bodily injury	$250,000 each person, $500,000 each occurrence
Property damage	$100,000 each occurrence

Certificate holder should be addressed as follows:

City of Fort Lauderdale
Procurement Services Division
100 N. Andrews Avenue, Room 619
Ft. Lauderdale, FL 33301

G. <u>Environmental, Health and Safety</u>

Contractor shall place the highest priority on health and safety and shall maintain a safe working environment during performance of the Work. Contractor shall comply, and shall secure compliance by its employees, agents, and subcontractors, with all applicable environmental, health, safety and security laws and regulations, and performance conditions in this Agreement. Compliance with such requirements shall represent the minimum standard required of Contractor. Contractor shall be responsible for examining all requirements and determine whether additional or more stringent environmental, health, safety and security provisions are required for the Work. Contractor agrees to utilize protective devices as required by applicable laws, regulations, and any industry or Contractor's health and safety plans and regulations, and to pay the costs and expenses thereof, and warrants that all such persons shall be fit and qualified to carry out the Work.

H. Standard of Care

Contractor represents that he/she/it is qualified to perform the Work, that Contractor and his/her/its subcontractors possess current, valid state and/or local licenses to perform the Work, and that their services shall be performed in a manner consistent with that level of care and skill ordinarily exercised by other qualified contractors under similar circumstances.

I. Rights in Documents and Work

Any and all reports, photographs, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of City; and Contractor disclaims any copyright in such materials. In the event of and upon termination of this Agreement, any reports, photographs, surveys, and other data and documents prepared by Contractor, whether finished or unfinished, shall become the property of City and shall be delivered by Contractor to the City's Contract Administrator within seven (7) days of termination of this Agreement by either party. Any compensation due to Contractor shall be withheld until Contractor delivers all documents to the City as provided herein.

J. Audit Right and Retention of Records

City shall have the right to audit the books, records, and accounts of Contractor and Contractor's subcontractors that are related to this Agreement. Contractor shall keep, and Contractor shall cause Contractor's subcontractors to keep, such books, records, and accounts as may be necessary in order to record complete and correct entries related to this Agreement. All books, records, and accounts of Contractor and Contractor's subcontractors shall be kept in written form, or in a form capable of conversion into written form within a reasonable time, and upon request to do so, Contractor or Contractor's subcontractor, as applicable, shall make same available at no cost to City in written form.

Contractor and Contractor's subcontractors shall preserve and make available, at reasonable times for examination and audit by City in Broward County, Florida, all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement for the required retention period of the Florida public records law, Chapter 119, Florida Statutes, as may be amended from time to time, if applicable, or, if the Florida Public Records Act is not applicable, for a minimum period of three (3) years after termination of this Agreement. If any audit has been initiated and audit findings have not been resolved at the end of the retention period or three (3) years, whichever is longer, the books, records, and accounts shall be retained until resolution of the audit findings. If the Florida public records law is determined by City to be applicable to Contractor and Contractor's subcontractors' records, Contractor and Contractor's subcontractors shall comply with all requirements thereof; however, Contractor and Contractor's subcontractors shall violate no confidentiality or non-disclosure requirement of either federal or state law. Any incomplete or incorrect entry in such books, records, and accounts shall be a basis for City's disallowance and recovery of any payment upon such entry.

Contractor shall, by written contract, require Contractor's subcontractors to agree to the requirements and obligations of this Section.

The Contractor shall maintain during the term of the contract all books of account, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract.

K. Public Entity Crime Act

Contractor represents that the execution of this Agreement will not violate the Public Entity Crime Act, Section 287.133, Florida Statutes, as may be amended from time to time, which essentially provides that a person or affiliate who is a contractor, consultant, or other provider and who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to City, may not submit a bid on a contract with City for the construction or repair of a public building or public work, may not submit bids on leases of real property to City, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with City, and may not transact any business with City in excess of the threshold amount provided in Section 287.017, Florida Statutes, as may be amended from time to time, for category two purchases for a period of 36 months from the date of being placed on the convicted vendor list. Violation of this section shall result in termination of this Agreement and recovery of all monies paid by City pursuant to this Agreement, and may result in debarment from City's competitive procurement activities.

L. Independent Contractor

Contractor is an independent contractor under this Agreement. Services provided by Contractor pursuant to this Agreement shall be subject to the supervision of the Contractor. In providing such services, neither Contractor nor Contractor's agents shall act as officers, employees, or agents of City. No partnership, joint venture, or other joint relationship is created hereby. City does not extend to Contractor or Contractor's agents any authority of any kind to bind City in any respect whatsoever.

M. Inspection and Non-Waiver

Contractor shall permit the representatives of CITY to inspect and observe the Work at all times.

The failure of the City to insist upon strict performance of any other terms of this Agreement or to exercise any rights conferred by this Agreement shall not be construed by Contractor as a waiver of the City's right to assert or rely on any such terms or rights on any future occasion or as a waiver of any other terms or rights.

N. Assignment and Performance

Neither this Agreement nor any right or interest herein shall be assigned, transferred, or encumbered without the written consent of the other party. In addition, Contractor shall not subcontract any portion of the work required by this Agreement, except as provided in the Schedule of Subcontractor Participation. City may terminate this Agreement, effective immediately, if there is any assignment, or attempted assignment, transfer, or encumbrance, by Contractor of this Agreement or any right or interest herein without City's written consent.

Contractor represents that each person who will render services pursuant to this Agreement is duly qualified to perform such services by all appropriate governmental authorities, where required, and that each such person is reasonably experienced and skilled in the area(s) for which he or she will render his or her services.

Contractor shall perform Contractor's duties, obligations, and services under this Agreement in a skillful and respectable manner. The quality of Contractor's performance and all interim and final product(s) provided to or on behalf of City shall be comparable to the best local and national standards.

In the event Contractor engages any subcontractor in the performance of this Agreement, Contractor shall ensure that all of Contractor 's subcontractors perform in accordance with the terms and conditions of this Agreement. Contractor shall be fully responsible for all of Contractor's subcontractors' performance, and liable for any of Contractor's subcontractors' non-performance and all of Contractor's subcontractors' acts and omissions. Contractor shall defend at Contractor's expense, counsel being subject to City's approval or disapproval, and indemnify and hold City and City's officers, employees, and agents harmless from and against any claim, lawsuit, third party action, fine, penalty, settlement, or judgment, including any award of attorney fees and any award of costs, by or in favor of any of Contractor's subcontractors for payment for work performed for City by any of such subcontractors, and from and against any claim, lawsuit, third party action, fine, penalty, settlement, or judgment, including any award of attorney fees and any award of costs, occasioned by or arising out of any act or omission by any of Contractor 's subcontractors or by any of Contractor's subcontractors' officers, agents, or employees. Contractor's use of subcontractors in connection with this Agreement shall be subject to City's prior written approval, which approval City may revoke at any time.

O. <u>Conflicts</u>

Neither Contractor nor any of Contractor's employees shall have or hold any continuing or frequently recurring employment or contractual relationship that is substantially antagonistic or incompatible with Contractor's loyal and conscientious exercise of judgment and care related to Contractor's performance under this Agreement.

Contractor further agrees that none of Contractor's officers or employees shall, during the term of this Agreement, serve as an expert witness against City in any legal or administrative proceeding in which he, she, or Contractor is not a party, unless compelled by court process. Further, Contractor agrees that such persons shall not give sworn testimony or issue a report or writing, as an expression of his or her expert opinion, which is adverse or prejudicial to the interests of City in connection with any such pending or threatened legal or administrative proceeding unless compelled by court process. The limitations of this section shall not preclude Contractor or any persons in any way from representing themselves, including giving expert testimony in support thereof, in any action or in any administrative or legal proceeding.

In the event Contractor is permitted pursuant to this Agreement to utilize subcontractors to perform any services required by this Agreement, Contractor agrees to require such subcontractors, by written contract, to comply with the provisions of this section to the same extent as Contractor.

P. Schedule and Delays

Time is of the essence in this Agreement. By signing, Contractor affirms that it believes the schedule to be reasonable; provided, however, the parties acknowledge that the schedule might be modified as the City directs.

Q. Materiality and Waiver of Breach

City and Contractor agree that each requirement, duty, and obligation set forth herein was bargained for at arm's-length and is agreed to by the parties in exchange for *quid pro quo*, that each is substantial and important to the formation of this Agreement and that each is, therefore, a material term hereof.

City's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach of a provision of this Agreement shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this Agreement.

R. Compliance With Laws

Contractor shall comply with all applicable federal, state, and local laws, codes, ordinances, rules, and regulations in performing Contractor's duties, responsibilities, and obligations pursuant to this Agreement.

S. Severance

In the event a portion of this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable, the provisions not having been found by a court of competent jurisdiction to be invalid or unenforceable shall continue to be effective.

T. Limitation of Liability

The City desires to enter into this Agreement only if in so doing the City can place a limit on the City's liability for any cause of action for money damages due to an alleged breach by the City of this Agreement, so that its liability for any such breach never exceeds the sum of $1,000. Contractor hereby expresses its willingness to enter into this Agreement with Contractor's recovery from the City for any damage action for breach of contract or for any action or claim arising from this Agreement to be limited to a maximum amount of $1,000 less the amount of all funds actually paid by the City to Contractor pursuant to this Agreement.

Accordingly, and notwithstanding any other term or condition of this Agreement, Contractor hereby agrees that the City shall not be liable to Contractor for damages in an amount in excess of $1,000 which amount shall be reduced by the amount actually paid by the City to Contractor pursuant to this Agreement, for any action for breach of contract or for any action or claim arising out of this Agreement. Nothing contained in this paragraph or elsewhere in this Agreement is in any way intended to be a waiver of the limitation placed upon City's liability as set forth in Article 768.28, Florida Statutes.

U. Jurisdiction, Venue, Waiver, Waiver of Jury Trial

This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Venue for any lawsuit by either party against the other party or otherwise arising out of this Agreement, and for any other legal proceeding, shall be in the Seventeenth Judicial Circuit in and for Broward County, Florida, or in the event of federal jurisdiction, in the Southern District of Florida, Fort Lauderdale Division.

In the event Contractor is a corporation organized under the laws of any province of Canada or is a Canadian federal corporation, the City may enforce in the United States of America or in Canada or in both countries a judgment entered against the Contractor. The Contractor waives any and all defenses to the City's enforcement in Canada of a judgment entered by a court in the United States of America.

V. Amendments

No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by the Mayor-Commissioner and/or City Manager, as determined by City Charter and Ordinances, and Contractor or others delegated authority to or otherwise authorized to execute same on their behalf.

W. Prior Agreements

This document represents the final and complete understanding of the parties and incorporates or supersedes all prior negotiations, correspondence, conversations, agreements, and understandings applicable to the matters contained herein. The parties agree that there is no commitment, agreement, or understanding concerning the subject matter of this Agreement that is not contained in this written document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representation or agreement, whether oral or written.

X. Payable Interest

Except as required and provided for by the Florida Local Government Prompt Payment Act, City shall not be liable for interest for any reason, whether as prejudgment interest or for any other purpose, and in furtherance thereof Contractor waives, rejects, disclaims and surrenders any and all entitlement it has or may have to receive interest in connection with a dispute or claim based on or related to this Agreement.

Y. Representation of Authority

Each individual executing this Agreement on behalf of a party hereto hereby represents and warrants that he or she is, on the date he or she signs this Agreement, duly authorized by all necessary and appropriate action to execute this Agreement on behalf of such party and does so with full legal authority.

AA. Uncontrollable Circumstances ("Force Majeure")

The City and Contractor will be excused from the performance of their respective obligations under this agreement when and to the extent that their performance is delayed or prevented by any circumstances beyond their control including, fire, flood, explosion,

strikes or other labor disputes, act of God or public emergency, war, riot, civil commotion, malicious damage, act or omission of any governmental authority, delay or failure or shortage of any type of transportation, equipment, or service from a public utility needed for their performance, provided that:

A. The non performing party gives the other party prompt written notice describing the particulars of the Force Majeure including, but not limited to, the nature of the occurrence and its expected duration, and continues to furnish timely reports with respect thereto during the period of the Force Majeure;

B. The excuse of performance is of no greater scope and of no longer duration than is required by the Force Majeure;

C. No obligations of either party that arose before the Force Majeure causing the excuse of performance are excused as a result of the Force Majeure; and

D. The non-performing party uses its best efforts to remedy its inability to perform. Notwithstanding the above, performance shall not be excused under this Section for a period in excess of two (2) months, provided that in extenuating circumstances, the City may excuse performance for a longer term. Economic hardship of the Contractor will not constitute Force Majeure. The term of the agreement shall be extended by a period equal to that during which either party's performance is suspended under this Section.

BB. <u>Scrutinized Companies</u>

This Section applies to any contract for goods or services of $1 million or more:

The Contractor certifies that it is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List as provided in section 287.135, Florida Statutes (2011), as may be amended or revised. The City may terminate this Contract at the City's option if the Contractor is found to have submitted a false certification as provided under subsection (5) of section 287.135, Florida Statutes (2011), as may be amended or revised, or been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

IN WITNESS WHEREOF, the City and the Contractor execute this Contract as follows:

CITY OF FORT LAUDERDALE

By: _____
City Manager

Approved as to form:

_____
Senior Assistant City Attorney

ATTEST:

By: _____
Print Name: Sarah McConnell
Secretary

CONTRACTOR

By: _____
Print Name: Dale R. Elkins
President

(CORPORATE SEAL)

STATE OF Florida :
COUNTY OF Hillsborough :

The foregoing instrument was acknowledged before me this 16th day of November, 2011, by Dale R. Elkins as president for ABM Services, Inc., a Delaware corporation authorized to transact business in the State of Florida as ABM Services (Delaware) Inc., d/b/a One Source Landscape & Golf Services.

(SEAL)

SANDRA L. JORGENSEN
NOTARY PUBLIC
STATE OF FLORIDA
Comm# DD977631
Expires 4/1/2014

_____
Notary Public, State of Florida
(Signature of Notary Public)

_____
(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known ✓ OR Produced Identification _____
Type of Identification Produced _____

EXHIBIT A

Solicitation 715-10818

Airport Grounds/Landscaping Maintenance

CITY OF FORT LAUDERDALE

CONTRACT COPY

City of Fort Lauderdale

Bid 715-10818
Airport Grounds/Landscaping Maintenance

Bid Number	**715-10818**
Bid Title	**Airport Grounds/Landscaping Maintenance**
Bid Start Date	**Jul 19, 2011 1:43:08 PM EDT**
Bid End Date	**Aug 18, 2011 2:00:00 PM EDT**
Question & Answer End Date	**Aug 2, 2011 5:00:00 PM EDT**
Bid Contact	**Richard Ewell** **Procurement Specialist II** **Procurement Services**
Pre-Bid Conference	**Jul 29, 2011 10:00:00 AM EDT** **Attendance is optional** **Location: Fort Lauderdale Executive Airport** **6000 NW 21 Avenue** **Ft. Lauderdale, FL 33309**

Changes made on Aug 1, 2011 2:48:42 PM EDT

New Documents	**10818 Adden 1.doc** **10818 Revised Cost Sheet.doc**

Changes were made to the following items:
Airport Grounds/Landscaping Maintenance

Description
The City of Fort Lauderdale, Florida is seeking proposals from qualified firms to provide Grounds/Landscaping Maintenance Services in the locations identified at the City's Executive Airport for the City's Business Enterprises Department, in accordance with the terms, conditions, and specifications contained in this Request for Proposals.
For a copy of the RFP, go to www.bidsync.com.
Added on Aug 1, 2011:
Addendum 1 and Revised Cost Proposal Sheet have been attached.

Changes made on Aug 1, 2011 2:48:42 PM EDT

RFP #715-10818
TITLE: Airport Grounds Maintenance Services

PART I – INTRODUCTION/INFORMATION

01. PURPOSE
The City of Fort Lauderdale, Florida (City) is seeking proposals from qualified firms, hereinafter referred to as the Contractor, to provide Ground/Landscaping Maintenance Services in the locations identified for the City's Executive Airport for the City's Business Enterprises Department, in accordance with the terms, conditions, and specifications contained in this Request for Proposals (RFP).

02. INFORMATION OR CLARIFICATION
For information concerning technical specifications, please utilize the question / answer feature provided by BidSync at www.bidsync.com . Questions of a material nature must be received prior to the cut-off date specified in the RFP Schedule. Material changes, if any, to the scope of services or bidding procedures will only be transmitted by written addendum. (See addendum section of BidSync Site). Contractor's please note: Proposals shall be submitted as stated in PART VI – Requirements of the Proposal. No part of your proposal can be submitted via FAX. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the Contractor has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required. The entire proposal must be submitted in accordance with all specifications contained in this solicitation.

03. TRANSACTION FEES
The City of Fort Lauderdale uses BidSync (www.bidsync.com) to distribute and receive bids and proposals. There is no charge to vendors/contractors to register and participate in the solicitation process, nor will any fees be charged to the awarded vendor.

04. PRE-PROPOSAL CONFERENCE AND SITE VISIT
There will be a pre-proposal conference and site visit scheduled for this Request for Proposal as stated in PART II – RFP Schedule. It is strongly suggested that all Contractor's attend the pre-proposal conference and/or site visit.

While attendance is not mandatory, tours at other times might not be available. It is the sole responsibility of the Contractor to become familiar with the scope of the City's requirements and systems prior to submitting a proposal. No variation in price or conditions shall be permitted based upon a claim of ignorance. It is strongly suggested that all Contractor's attend the pre-proposal meeting and/or site visit.

It will be the sole responsibility of the Contractor to attend the pre-proposal/site visit to inspect the City's location(s) facilities systems prior to submitting a bid. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the proposer has familiarized themselves with the nature and extent of the work, equipment, materials, and labor required.

05. PRICING/DELIVERY
All pricing should be identified in PART VII - PROPOSAL PAGES – COST PROPOSAL. No additional costs may be accepted, other than the costs stated on the Proposal pages.

06. RFP DOCUMENTS
The Contractor shall examine this RFP carefully. Ignorance of the requirements will not relieve the Contractor from liability and obligation under the Contract.

07. AWARD
The City's intention is to award by Group; however, award may be by Group or Item, whichever is determined to be in the best interest of the City. Award will be made to the highest ranked proposer for that service that will best serve the needs of the City of Fort Lauderdale. **You must bid on all locations in the group in order to be considered for award.**

The City reserves the right to award to that bidder who will best serve the interests of the City. The City also reserves the right to waive minor variations in the specifications and in the bidding process. The City further reserves the right to accept or reject any and/or all bids and to award or not award a contract based on this bid proposal.

08. PRICE VALIDITY
Prices provided in this Request for Proposal (RFP) are valid for 120 days from time of RFP opening. The City shall award contract within this time period or shall request to the recommended awarded vendor an extension to hold pricing, until products/services have been awarded.

PART II - RFP SCHEDULE

Release RFP	July 19, 2011
Pre-Bid Meeting Location: Date: Time:	 Fort Lauderdale Executive Airport 6000 NW 21 Avenue Ft. Lauderdale, FL 33309 July 29, 2011 10:00 am
Last Date for Receipt of Questions of a Material Nature	Aug, 2, 2011
Addendum Release (If required)	Aug. 4, 2011
PROPOSAL DUE (Prior to 2:00 PM EST)	Aug. 18, 2011

PART III - SPECIAL CONDITIONS

01. GENERAL CONDITIONS
RFP General Conditions Form G-107 Rev. 11/10 (GC) are included and made a part of this RFP.

02. NEWS RELEASES/PUBLICITY
News releases, publicity releases, or advertisements relating to this contract or the tasks or projects associated with the project shall not be made without prior City approval.

03. RFP DOCUMENTS
The Contractor shall examine this RFP carefully. Ignorance of the requirements will not relieve the Contractor from liability and obligations under the Contract.

04. CONTRACTORS' COSTS
The City shall not be liable for any costs incurred by Contractor in responding to this RFP.

05. RULES AND PROPOSALS
The signer of the proposal must declare that the only person(s), company or parties interested in the proposal as principals are named therein; that the proposal is made without collusion with any other person(s), company or parties submitting a proposal; that it is in all respects fair and in good faith, without collusion or fraud; and that the signer of the proposal has full authority to bind the principal Contractor.

06. CONTRACT PERIOD
The initial contract term shall commence upon date of award by the City or 9/1/11, whichever is later, and shall expire three years from that date. The City reserves the right to extend the contract for one additional one year term, providing all terms conditions and specifications remain the same, both parties agree to the extension, and such extension is approved by the City.

In the event services are scheduled to end because of the expiration of this contract, the Contractor shall continue the service upon the request of the City as authorized by the awarding authority. The extension period shall not extend for more than ninety (90) days beyond the expiration date of the existing contract. The Contractor shall be compensated for the service at the rate in effect when this extension clause is invoked by the City.

07. COST ADJUSTMENTS
Prices quoted shall be firm for the initial contract term of three years. No cost increases shall be accepted in this initial contract term. Please consider this when providing your pricing for this request for proposal.

Thereafter, any extensions which may be approved by the City shall be subject to the following: Costs for any extension terms shall be subject to an adjustment only if increases or decreases occur in the industry. Such adjustment shall be based on the latest yearly percentage increase in the All Urban Consumers Price Index (CPI-U) as published by the Bureau of Labor Statistics, U.S. Dep't. of Labor, and shall not exceed five percent (5%).

The yearly increase or decrease in the CPI shall be that latest Index published and available for the calendar year ending 12/31, prior to the end of the contract year then in effect, as compared to the index for the comparable month, one-year prior.

Any requested adjustment shall be fully documented and submitted to the City at least ninety (90) days prior to the contract anniversary date. Any approved cost adjustments shall become effective on the beginning date of the approved contract extension.

The City may, after examination, refuse to accept the adjusted costs if they are not properly documented, or considered to be excessive, or if decreases are considered to be insufficient. In the event the City does not wish to accept the adjusted costs and the matter cannot be resolved to the satisfaction of the City, the Contract will be considered cancelled on the scheduled expiration date.

08. SERVICE TEST PERIOD

If the Contractor has not previously performed the services to the city, the City reserves the right to require a test period to determine if the Contractor can perform in accordance with the requirements of the contact, and to the City's satisfaction. Such test period can be from thirty to ninety days, and will be conducted under all specifications, terms and conditions contained in the contract.

A performance evaluation will be conducted prior to the end of the test period and that evaluation will be the basis for the City's decision to continue with the Contractor or to select another Contractor (if applicable).

09. CONTRACT COORDINATOR

The City may designate a Contract Coordinator whose principal duties shall be:

Liaison with Contractor.
Coordinate and approve all work under the contract.
Resolve any disputes.
Assure consistency and quality of Contractor's performance.
Schedule and conduct Contractor performance evaluations and document findings.
Review and approve for payment all invoices for work performed or items delivered.

10. CONTRACTOR PERFORMANCE REVIEWS AND RATINGS

The City Contract Coordinator may develop a Contractor performance evaluation report. This report shall be used to periodically review and rate the Contractor's performance under the contract with performance rating as follows:

Excellent	Far exceeds requirements.
Good	Exceeds requirements
Fair	Just meets requirements.
Poor	Does not meet all requirements and contractor is subject to penalty provisions under the contact.
Non compliance	Either continued poor performance after notice or a performance level that does not meet a significant portion of the requirements. This rating makes the Contractor subject to the default or cancellation for cause provisions of the contract.

The report shall also list all discrepancies found during the review period. The Contractor shall be provided with a copy of the report, and may respond in writing if he takes exception to the report or wishes to comment on the report. Contractor performance reviews and subsequent reports will be used in determining the suitability of contract extension.

11. INVOICES/PAYMENT

No payment will be made for work for which a job completion notice has not been received. This procedure is necessary in order to allow Airport personnel the opportunity to verify the completion of scheduled work to prescribed specifications and confirm that the Contractor is complying with the established work schedules.

Invoices shall be received at the completion of each month of service. The City reserves the right to consider alternate invoicing. The contractor must correct incorrect invoices. Payment will not be processed until a corrected invoice is received.

Each invoice shall fully detail the service locations, number of services rendered, and all related costs. Payment will be made within thirty (30) days after receipt of an invoice acceptable to the City. If, at any time during the contract, the City shall not approve or accept the Contractor's work product, and agreement cannot be reached between the City and the Contractor to resolve the problem to the City's satisfaction, the City shall negotiate with the Contractor on a payment for the work completed and usable to the City. This negotiated payment shall be based on the overall task or project breakdown, relative to the percentage of work completed.

12. NO EXCLUSIVE CONTRACT/ADDITIONAL SERVICES

While this contract is for services provided to the department referenced in this Request for Proposals, the City may require similar work for other City departments. Contractor agrees to take on such work unless such work would not be considered reasonable or become an undue burden to the Contractor.

Contractor agrees and understands that the contract shall not be construed as an exclusive arrangement and further agrees that the City may, at any time, secure similar or identical services from another vendor at the City's sole option.

The City may require additional items or services of a similar nature, but not specifically listed in the contract. The Contractor agrees to provide such items or services, and shall provide the City prices on such additional items or services based upon a formula or method, which is the same or similar to that used in establishing the prices in his proposal. If the price(s) offered are not acceptable to the City, and the situation cannot be resolved to the satisfaction of the City, the City reserves the right to procure those items or services from other vendors, or to cancel the contract upon giving the Contractor thirty (30) days written notice.

13. DELETION OR MODIFICATION OF SERVICES

The City reserves the right to delete any portion of this Contract at any time without cause, and if such right is exercised by the City, the total fee shall be reduced in the same ratio as the estimated cost of the work deleted bears to the estimated cost of the work originally planned. If work has already been accomplished on the portion of the Contract to be deleted, the Contractor shall be paid for the deleted portion on the basis of the estimated percentage of completion of such portion.

If the Contractor and the City agree on modifications or revisions to the task elements, after the City has approved work to begin on a particular task or project, and a budget has been established for that task or project, the Contractor will submit a revised budget to the City for approval prior to proceeding with the work.

14. INSURANCE

The Contractor shall furnish proof of insurance requirements as indicated below. The coverage is to remain in force at all times during the contract period. The following minimum insurance coverage is required. The City is to be added as an "additional insured" with relation to General Liability Insurance. This MUST be written in the description section of the insurance certificate, even if you have a check-off box on your insurance certificate. Any costs for adding the City as "additional insured" will be at the contractor's expense.

The City of Fort Lauderdale shall be given notice 10 days prior to cancellation or modification of any stipulated insurance. The insurance provided shall be endorsed or amended to comply with this notice requirement. In the event that the insurer is unable to accommodate, it shall be the responsibility of the Contractor to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested and addressed to the Procurement Services Department.

The Contractor's insurance must be provided by an A.M. Best's "A-" rated or better insurance company authorized to issue insurance policies in the State of Florida, subject to approval by the City's Risk Manager. Any exclusions or provisions in the insurance maintained by the contractor that precludes coverage for work contemplated in this RFP shall be deemed unacceptable, and shall be considered breach of contract.

Workers' Compensation and Employers' Liability Insurance

Limits: Workers' Compensation – Per Florida Statute 440
Employers' Liability - $500,000

Any firm performing work on behalf of the City of Fort Lauderdale must provide Workers' Compensation insurance. Exceptions and exemptions can only be made if they are in accordance with Florida Statute. For additional information contact the Department of Financial Services, Workers' Compensation Division at (850) 413-1601 or on the web at www.fldfs.com.

Commercial General Liability Insurance

Covering premises-operations, products-completed operations, independent contractors and contractual liability.

Limits: Combined single limit bodily injury/property damage $1,000,000.

This coverage must include, but not limited to:

a. Coverage for the liability assumed by the contractor under the indemnity provision of the contract.
b. Coverage for Premises/Operations
c. Products/Completed Operations
d. Broad Form Contractual Liability
e. Independent Contractors

Automobile Liability Insurance

Covering all owned, hired and non-owned automobile equipment.

Limits: Bodily injury	$250,000 each person, $500,000 each occurrence
Property damage	$100,000 each occurrence

A copy of **ANY** current Certificate of Insurance should be included with your proposal.

In the event that you are the successful bidder, you will be required to provide a certificate naming the City as an "additional insured" for General Liability.

Certificate holder should be addressed as follows:

City of Fort Lauderdale
Procurement Services Department
100 N. Andrews Avenue, Room 619
Ft. Lauderdale, FL 33301

15. SUBCONTRACTORS
If the Contractor proposes to use subcontractors in the course of providing these services to the City, this information shall be a part of the bid response. Such information shall be subject to review, acceptance and approval of the City, prior to any contract award. The City reserves the right to approve or disapprove of any subcontractor candidate in its best interest and to require Contractor to replace subcontractor with one that meets City approval.

Contractor shall ensure that all Contractor's subcontractors perform in accordance with the terms and conditions of this Contract. Contractor shall be fully responsible for all of Contractor's subcontractors' performance, and liable for any of Contractor's subcontractors' non-performance and all of Contractor's subcontractors' acts and omissions. Contractor shall defend, counsel being subject to the City's approval or disapproval, and indemnify and hold harmless the City and the City's officers, employees, and agents from and against any claim, lawsuit, third-party action, or judgment, including any award of attorney fees and any award of costs, by or in favor of any Contractor's subcontractors for payment for work performed for the City.

16. INSURANCE – SUBCONTRACTORS
Contractor shall require all of its subcontractors to provide the aforementioned coverage as well as any other coverage that the contractor may consider necessary, and any deficiency in the coverage or policy limits of said subcontractors will be the sole responsibility of the contractor.

17. UNCONTROLLABLE CIRCUMSTANCES ("Force Majeure")
The City and Contractor will be excused from the performance of their respective obligations under this agreement when and to the extent that their performance is delayed or prevented by any circumstances beyond their control including, fire, flood, explosion, strikes or other labor disputes, act of God or public emergency, war, riot, civil commotion, malicious damage, act or omission of any governmental authority, delay or failure or shortage of any type of transportation, equipment, or service from a public utility needed for their performance, provided that:

A. The non performing party gives the other party prompt written notice describing the particulars of the Force Majeure including, but not limited to, the nature of the occurrence and

its expected duration, and continues to furnish timely reports with respect thereto during the period of the Force Majeure;

B. The excuse of performance is of no greater scope and of no longer duration than is required by the Force Majeure;

C. No obligations of either party that arose before the Force Majeure causing the excuse of performance are excused as a result of the Force Majeure; and

D. The non performing party uses its best efforts to remedy its inability to perform.
Notwithstanding the above, performance shall not be excused under this Section for a period in excess of two (2) months, provided that in extenuating circumstances, the City may excuse performance for a longer term. Economic hardship of the Contractor will not constitute Force Majeure. The term of the agreement shall be extended by a period equal to that during which either party's performance is suspended under this Section.

18. PUBLIC ENTITY CRIMES
NOTE: Contractor, by submitting a proposal attests they have not been placed on the convicted vendor list.

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.

19. DAMAGE TO PUBLIC OR PRIVATE PROPERTY
Extreme care shall be taken to safeguard all existing facilities, site amenities, irrigation systems, vehicles, etc. on or around the job site. Damage to public and/or private property shall be the responsibility of the Contractor and shall be repaired and/or replaced at no additional cost to the City.

20. SAFETY
The Contractor(s) shall adhere to the Florida Department of Transportation's Uniform manual on Traffic Control for construction and maintenance work zones when working on or near a roadway. It will be the sole responsibility of the Contractor to make themselves and their employees fully aware of these provisions, especially those applicable to safety.

21. CANADIAN COMPANIES
The City may enforce in the United States of America or in Canada or in both countries a judgment entered against the Contractor. The Contractor waives any and all defenses to the City's enforcement in Canada, of a judgment entered by a court in the United States of America. All monetary amounts set forth in this Contract are in United States dollars.

22. LOBBYING ACTIVITIES
ALL CONTRACTORS PLEASE NOTE: Any contractor submitting a response to this solicitation must comply, if applicable, with City of Fort Lauderdale Ordinance No. C-00-27 &

Resolution No. 07-101, Lobbying Activities. Copies of Ordinance No. C-00-27 and Resolution No. 07-101 may be obtained from the City Clerk's Office on the 7th Floor of City Hall, 100 N. Andrews Avenue, Fort Lauderdale, Florida. The ordinance may also be viewed on the City's website at:
http://www.fortlauderdale.gov/clerk/LobbyistDocs/lobbyistord1009.pdf .

23. BID TABULATIONS/INTENT TO AWARD
(Notice of Intent to Award Contract/Bid, resulting from the City's Formal solicitation process, requiring City Commission action, may be found at http://www.fortlauderdale.gov/purchasing/notices_of_intent.htm. Tabulations of receipt of those parties responding to a formal solicitation may be found at http://www.fortlauderdale.gov/purchasing/bidresults.htm, or any interested party may call the Procurement Office at 954-828-5933.

24. LIQUIDATED DAMAGES
Failure of the Contractor to perform as described, or to not complete all activities as required and as provided herein, may be just cause for the assessment of damages, as described below, and such damages shall be considered, as liquidated damages.

In the event the contractor shall not have completed all of the required services as scheduled and outlined in the specifications, the Contractor will be required to make corrections of all discrepancies during the following scheduled work day. These corrections must be completely performed in accordance with the specification requirements. If the Contractor continually fails to perform the services within the time specified in the contract, or if the actual services performed are only partially completed, the actual damages to the City for the delay will be difficult or impossible to determine. Therefore, in lieu of actual damages, the Contractor may be subject to a deduction from the monthly invoice of 25% of the cost for that location as fixed, agreed, and liquidated damages. Deductions will be applied in accordance with the Contractor's bid proposal form "prices."

Additionally, the continual failure of the Contractor to appear on any scheduled workday without the advance approval of the Airport Contract Administrator or designee may likewise result in the deduction of 25% of the total cost for that location. Such deductions will continue until said service is properly performed or the contract is cancelled.

The Airport Contract Administrator or designee will perform inspections of each area to ascertain compliance to the specifications. If any deficiencies are found, an inspection report will be communicated to the Contractor noting required corrections.

These charges are intended to act as an incentive for the Contractor to perform in full compliance with the specifications. Acknowledgment and agreement is given by both parties that the amount herein above set is not intended to be, nor shall be deemed to be, in the nature of a penalty.

PART IV - TECHNICAL SPECIFICATIONS/SCOPE OF SERVICES

01 GENERAL INFORMATION/INTENT

The City is seeking to enter into a contract with a qualified Contractor who shall provide the Airport Division with ground/landscape maintenance. The Contractor shall provide qualified personnel to maintain approximately 271 acres of aviation property and 42 acres of non-aviation property as well as 14.6 acres of environmental sensitive areas.

A list of all equipment available to complete the services of this contract should be included with the submission this Request for Proposals (RFP).

02 LABOR, EQUIPMENT AND SUPPLIES REQUIREMENT

A. The Contractor shall furnish all labor.

a. The Contractor shall provide sufficient manpower so as to perform safe, thorough and expeditious work.

b. The Contractor shall provide an adequate number of trained, qualified supervisors capable of providing supervision to accomplish the services.

c. Each supervisor shall be fully literate in the English language (i.e., be able to read write, speak, understand and be understood) and shall be able to adequately communicate with service workers.

d. The Contractor's employees shall present a neat, clean, well groomed, appearance and shall conduct themselves in a respectable manner while performing the duties of this bid and while on City property.

e. The Contractor shall provide and ensure the wearing of protective clothing, masks, eye protection, etc., as required by laws, regulations, ordinances, and/or manufacturer's instructions for material and equipment. In addition, all employees will be required to wear reflective safety vests.

f. All Contractor personnel assigned to this Contact shall be a U.S. citizen or legal resident of the United States or have been granted authority to work by the U.S. Immigration and Naturalization Service.

g. All Contractor personnel assigned to this Contact will have a complete background check made by the Contractor and the results of such checks shall be made available to the City upon request.

h. The City may request the Contractor to remove any employee if it is determined that services are not being performed in accordance with the terms and conditions of the contract.

i. The Contractor shall have their crew supervised by a qualified foreman at all times. As a fully authorized agent of the Contractor, the foreman must be capable of making on-site decisions to perform the work in accordance with the specifications contained in this proposal.

j. Management or supervisory personnel must be made available at all times. The Contractor shall provide the Contract Administrator with a list of all supervisory personnel assigned to this contract. This list shall include the names and emergency telephone, cellular or beeper numbers of supervisory personnel who are assigned to this Contract. The Contractor shall be responsible for keeping this list up to date during the Contract's term.

k. The Contractor's equipment shall be maintained in good, safe operating condition.

B. The Contractor shall furnish trucks, tractors, mowers, edging equipment, gas, oil, safety equipment, hand trimmers, or any other equipment necessary for debris pickup, weeding, vegetation mowing, trimming, and any other function that may be required to properly maintain the areas of responsibility.

a. All vehicles operating on the airfield shall display a flashing amber light mounted on each vehicle. In addition all vehicles should be plainly marked with their company name.

b. The Contractor's materials and equipment shall be well marked and easily identifiable. No materials or equipment shall be left on site overnight unless prior arrangements and approval have been obtained from the Contract Administrator.

c. Any loss of materials or equipment due to theft, vandalism, etc., shall be the responsibility of the Contractor. Such losses shall be replaced or repaired by the Contractor with no additional charges to the City of Fort Lauderdale.

C. The Contractor shall furnish radios and or cellular telephones as well as aviation band transceivers with fully charged spare batteries.

a. The radios shall have the capability of transmitting and receiving on 720 frequencies.

b. The aviation band transceivers shall operate on 121.75 MHz, or any other frequency change that may be requested by the Airport Manager of Air Traffic Control (ATC) Tower, and shall be used for direct communication with the Air Traffic Control Tower.

c. Backup equipment will be necessary in case of equipment failure.

NOTE: It is an essential requirement that the Federal Aviation Administration (FAA) Tower be able to communicate with the employees on aviation property on the radio at all times.

D. The City reserves the right to request changes in the types, quantities and brands of equipment and supplies if it deems such changes are necessary for an improved performance and appearance on its premises.

03 CONTRACTOR RESPONSIBILITIES

A. The Contractor shall notify the Contract Administrator in the event of scheduling delays, changes, or comments/complaints received from the general public.

B. All work shall be performed Monday through Friday except holidays, no earlier than 5 A.M. and no later than 6 P.M, every workday. Exceptions to this schedule can only be made with the prior approval of the Contract Administrator.

C. As determined by the Airport Manager or designee, Contractor shall repair or replace, at his own expense, any City property damaged by the Contractor's employees. This shall include, but is not limited to damaged trees, turf grass, plant material, or any of its components. The City reserves the right to correct any damage to the Airside facilities such as lights, signs, pavement, and markings. All charges will be deducted from the Contractor's invoice.

D. Contractor must have a Certified Arborist on staff available to identify protected trees and obtain permits when required. Tree work shall be done according to industry professional standards.

F. Contractor would need to obtain tree removal permits if necessary and re-imbursement form the City will be made for the direct permit cost.

G. Contractor must posses a Class A Tree Trimmer License with Broward County. Tree work shall be done according to industry professional standards and the job site shall be left in a neat and clean condition.

H. The Contractor shall provide a communication system such as a two-way radio or cellular phone between office & City and office & field crew.

I. The Contractor shall provide the City with copies of all required licenses during the term of the contract and all extensions.

J. The City will allow the successful contractor to use a small office owned by the City for the Contractor to issue work orders, charge batteries from approximately 8 A.M. to 5 P.M. **This Airport office shall not satisfy the requirement to have an established business office within the tri-county (Broward, Dade, or Palm Beach County) area.**

04 CONTRACTOR AIRFIELD RESPONISBILITIES

A. The Contractor shall be responsible for informing all employees concerning pertinent Airport and FAA rules and regulation. The Contractor agrees that his employees will abide by all rules and regulations as set forth by the Airport Manager.

B. The Contractor shall have a minimum of **two foremen** able to communicate in English in the movement area*. Communication is one of the most important things related to operating on an airport. In order to work in the movement area, the employee will need to show that he can operate safely on the airfield.

Airport Operations shall provide initial training of the employees required to communicate in the movement area. Subsequent training will be the responsibility of the Contractor at their

expense. The training shall include detailed training with regard to operational areas (runways and taxiways) and radio communication with the Air Traffic Control Tower. **This training shall be a minimum of 80 hours.**

a. The employees must be able to transmit and receive messages with Air Traffic Control over the radio the entire time they are on the movement area.

b. They need to speak clearly, concisely, and be able to adapt to changes in their clearance as well as read back their clearance in a timely manner. This initial radio training will be provided by Airport Operations. Subsequent training will be the responsibility of the Contractor at their expense.

c. They also need to learn and use aviation terminology and the phonetic alphabet.

d. The employee will need to attend the airport's Airport Operations Area (AOA) Driver Training Class which includes a written test. Then they will be assigned a badge number which becomes their call sign for all Air Traffic Control radio communication during your employment here.

e. The employee will then begin driver training, the employee will drive with an Airport Operations Aide and become familiar with radio procedures while also learning their way around the movement area. At the trainer's discretion, the employee would be allowed to practice driving with other employees who are authorized to be in the movement area.

f. All employees required to communicate with the Air Traffic Control Tower must pass a written test. The City shall provide and administer the written test. Upon passing the written test with a score of 70% or better, the employee must pass a practical test administered by Airport management covering radio communication procedures, knowledge of the runway and taxiway lights, signs and markings. Then the employee will demonstrate proficiency in driving on the movement area and communicating with the Air Traffic Control Tower by driving from place to place around and across the airport. At the successful completion of the written and the practical test the employee will be issued an Airport badge.

C. Close attention must be paid to the Air Traffic Controller's instructions, as well as to the movement of aircraft and other vehicles. Failure to follow directions from Air Traffic Control can not only cause an unsafe situation but may also have legal consequences.

D. Mowing is one of the largest aspects of maintaining the airport. Close attention needs to be paid to the ground in front of, next to, and behind the mower for unmarked owl and tortoise burrows, junction boxes, debris. (see also paragraph 06, B)

a. Some airfield areas have a specific time when they are required to be cut.

b. Waste and loose material capable of causing damage to aircraft shall not be placed on active Airport Operations Area (AOA) areas.

E. The Contractor shall be responsible for the security of all gates utilized.

a. In the event the FAA authority places a fine on any airport found to be in breach of a security requirement. The contractor shall reimburse the airport for the full amount of any fines place on them due to negligence on the part of the contractor. Fines may be placed on the airport for such things as gate and fence damage.

*Movement Area means the runways and taxiways where Air Traffic Control controls the movement of aircraft and vehicles.

NOTE: It is an essential requirement that the FAA Tower be able to communicate with the employees on aviation property on the radio at all times.

05 CONTRACTOR RESPONISBILITIES FOR VEGETATION MAINTENANCE OF THE ENVIRONMENTLLY SENSITIVE AREA-1

A. It is the intent of this contract to minimize disturbance to this area.

B. Removal of all materials from within this area shall be accomplished by human means to a location where is can be loaded onto a very light weight all terrain type vehicle using a trailer to haul the material out of the site.

C. Lightweight equipment allowed within the area shall not have the ground pressure that exceeds that of a skid steer type price of equipment.

D. Any request to use equipment with tracks, rubber tired equipment that exceeds the ground pressure or size of a skid steer off of the existing haul road will be considered with no guarantee of approval

E. Large dump trucks, dumpsters, shippers, loaders, tracked vehicles and other equipment shall be confined to the area described as the existing haul road.

F. It shall be the sole discretion of the City to approve the route equipment shall be allowed to take through any area off of the existing haul road.

G. Only rope and saddle method for climbing trees in shall be allowed.

H. Site Access – Area 1

a. A gate is located along the southern boundary fence that can only be accessed form inside the Airport.

b. All vehicles and equipment will need to be escorted in and out of this access point via the Airport Taxiways.

c. Access to the Taxiway will be granted though a gate located at the eastern side of the Airport Administration Building.

06 SCOPE OF WORK

A. The Contractor shall not mow over litter and must clean the areas of all debris prior to servicing, removing from the site any debris, palm fronds, branches or any other items. All clippings, trimmings, branches, etc., shall be removed upon completion of that day's mowing. Disposal of all such debris in a proper manner shall be the responsibility of the Contractor. Debris shall not be deposited into City or privately owned trash receptacles or dumpsters.

B. The Contractor shall ensure a smooth surface appearance without scalping while mowing. Also leaving any missed, or uncut grass, shall not be permitted. Mowing height for St. Augustine grass will be a minimum of 3 inches, Bahia grass will be a minimum of 4 inches in height. The mowing shall be performed carefully so as not to debark trees or shrubs, intrude into ground cover beds, displace mulch, or damage sprinkler heads, sign, runway / taxiway lights, etc.

C. No grass, weeds, trash, debris, etc. shall be blown into the streets or gutters in accordance with City Ordinance #24-7. Grass and clippings must be blown back onto the cut surface.

D. The Contractor must remove any signs or bulletins of a temporary nature advertising items such as open houses, garage sales, lost pets, sale notices, political elections, etc., located on City swales, medians and rights-of-way. These must be taken away and properly disposed of, but not in City trash receptacles.

E. Branches or debris placed by local residents for bulk disposal or as a result of storm damage are not the responsibility of the Contractor.

F. The Contractor shall also remove debris and litter from all areas including any obstructions such as hedges, plant beds, signs, posts, fences, poles, trees, walls, sprinkler heads, etc., with every service.

G. The Contractor shall rake the leaves and blow grass trimmings at each site upon completion of that day's service. Raking of leaves and other debris shall also be performed at the base of shrubbery and all other areas to maintain the area, sidewalks, gutters, and paved surfaces in a neat and aesthetic appearance.

H. Contractor may use a blower to clear sidewalks, pathways roadways or walkways of leaves and similar obstructions. Contractor shall ensure that leaf pilings are raked and properly disposed of.

I. The Contractor shall edge along walks, curbs, hedges, and beds as required maintaining a vertical edge with every service to prevent the growth of plant material that may encroach onto sidewalks, curbs, easements, and plant beds. The vertical edges shall be at a minimum depth of 1 inch to prevent such encroachment. A blade-edger may be required as determined by the City.

J. The Contractor shall line trim around all obstructions such as signs, posts, structures, test wells, fences, poles, trees, walls and slabs, etc. with every service. Care must be taken so as not to cause damage to tree trunks or any plant material. Contractor will be responsible for

the replacement of damaged plant material as determined by Contract Administrator or designee.

K. The Contractor shall ring around the sprinkler heads and boxes with every service to allow for proper operation of sprinkler systems and prevent plant material encroachment. Damage caused to irrigation heads or lines from Contractor's equipment must be replaced by Contractor in an agreed upon timeframe or the City will bill Contractor for parts.

L. The Contractor shall ring around trees with a blade-edger and remove weeds with every service.

M. The Contractor shall remove all growth form around navigational aid instruments; runway / taxiway lights, drains, rotating beacon light, wind tee, papi lights, fences, and Airport facilities whether manually or chemically. All specified areas must be maintained for weed control with each service. The mowing cycle will also include with each service the manual removal of all weeds in beds and around trees, invasive species and foreign growth from all plant beds, flowerbeds and shrubs/hedges as well as all areas devoid of grass and vines. All plant growth in cracks, seams and/or joints such as sidewalks, curbs, paved areas and driveways may be mechanically cut down to the pavement surface with a line trimmer during the completion of each service.

N. The Contractor shall not utilize any defoliant, herbicide, pesticide, or growth retardant for the purpose of restricting or removing growth in any manner without prior written approval of the Airport Operations Supervisor or designate. If authorization is granted to utilize a growth retardant, the contractor shall not spray around inanimate objects. Trimming around items such as signs, poles and valve boxes will be performed by line trimmer. Herbicides sprayed around trees may not extend beyond 12" from the trunk of the tree.

O. The Contractor's mowing equipment shall be maintained in good, sharp condition to insure an even, clean cut to prevent tearing the blades of grass.

P. Where hedge trimming is required, hedges must be trimmed according to the schedule, unless designated otherwise, to ensure they are uniform and neatly maintained. Flowering shrubs shall be pruned in the proper season to allow full flowering potential for the following flower season. Dead wood of hedge must be trimmed down to green tissue. Hedge service will include removal of any vines, volunteer plant/tree seedlings and removal of cut vegetation from amongst hedge. Volunteer plant/tree seedlings, i.e. foreign growth, must be completely removed. Woody foreign growth may be removed by cutting the stem 2-4" above the ground and treating the stump with herbicide with approval from Contract Administrator or designee. All cut plant materials including shrub pieces and foreign growth must be removed and disposed of by contractor. Typically hedges in parking lots will be maintained at 36" and other hedges will be maintained at 4-5 feet. All hedge heights must comply with City ordinance.

Q. Where mulching is required, contractor shall maintain a 3" deep quality cypress mulch band around plant beds, in between plants, and pull away from tree trunks. All mulch utilized must meet the approval of the Contract Administrator or designee. Contractor shall restore mulch to a 3" depth once a year.

R. The Contractor shall fertilize hedges, shrubs, trees, St. Augustine grass, annually using quality 6-6-6 100% organic fertilizer complete with micro elements. Amount of application should not

be less than that specified on the bag. The Contractor shall notify the Airport Contract Administrator prior to application for inspection of product and to be present during fertilization.

S. The Contractor shall only be responsible for visually inspecting the irrigation system for damage, not its operation. Any damage should be reported to the Airport Contract Administrator immediately.

T. Contractor shall prune trees of any extraneous growth (tree suckers) from tree trunks to maintain limits of clear sight. Pruning cuts shall be in accordance with ANSI A300 pruning standards. All final pruning cuts are to be made just outside of the branch collar or to an appropriate lateral branch. Contractor will be responsible for manual removal of all sucker growth from the bases and lower trunks of trees within the project.

U. Any reachable dead palm fronds should be removed or trimmed back.

V. The Contractor shall notify the Contract Administrator (or designee) of any illegally dumped building debris, yard waste or storm damage including, but not limited to, furniture, mattresses, construction debris and miscellaneous refuse. Upon obtaining the authorization of the Contract Administrator, Contractor may remove and dispose of such debris utilizing the bulk trash removal rate quoted. Bid prices quoted should include the removal and disposal of such items. Bulk trash items shall not be deposited into any City or privately owned trash receptacles or dumpsters without the authorization of the Contract Administrator.

   a. Contractor shall include cost for three (3) call-outs per quarter in the contract, responding within 24 hours, during normal business hours and during regular business days.

   b. Contractor providing call-out services exceeding the three (3) call-out requirement, during after hours or on National Holidays, when pre-approved by the City, may charge for a minimum of 3 hours at the overtime rate of time and one half (1 ½) for labor, plus 3 hours straight time for vehicles and equipment, plus any resulting disposal fees per contract. All additional billable charges shall be pre-approved by the City's Contract Administrator before the commencement of work.

   c. Only City authorized licensed disposal facilities shall be used. City and Contractor shall agree on the method of disposal at the beginning of the contract. The following is a list of disposal sites that have been used in the past:

      i. Central Sanitary Landfill & Recycling Center -3000 NW 48th Street Pompano Beach, Florida 33073

      ii. Envirocycle, Inc - 849 SW 21st Terrace Fort Lauderdale, Florida 33312

      iii. Waste Management Delta Recycling – Davie 3250 SW 50th Avenue Davie, Florida 33314

      iv. Sun Recycling - 3251 SW 26th Terrace Dania Beach, Florida 33312

W. Contractor shall pay authorized and properly documented disposal charges as provided herein. Contractor shall submit official copies of scale house weight tickets to include date, material type, tons & cost of disposal charges issued by disposal sites with the quarterly invoice for reimbursement by City. There shall be no Contractor mark up on disposal charges.

An Allowance Item for reimbursement of disposal charges is included in the Bid Sheet.

X. If in the best interest of the City and the City agrees, the Contractor may use a private dumpster at place of business and reimbursement arrangements will be established. When pre-approved by City, roll off dumpsters may be used on job site and the Contractor shall be reimbursed for cost with no mark-up with copy of invoice. An Allowance Item for reimbursement of disposal charges is included in the Bid Sheet.

07 SERVICE FREQUENCY

Mowing - 22 services per year with a minimum of 17 services guaranteed.

Hedge and shrub Service - 10 times per year - schedule to be determined by Contract Administrator.

Litter removal service - Up to 22 services per year with a minimum of 17 services guaranteed for designated locations.

A year consists of 52 one-week periods.

All servicing shall be scheduled and completed Monday through Friday. Servicing on Saturday, Sundays and holidays is not permitted without the approval of the Airport Manager or designate. All services shall occur between the hours of 5:00 A.M. and 6:00 P.M. each day. No other times are permitted.

Some degree of flexibility on the part of both parties involved in this contract will be required to achieve the quality of maintenance desired by the City of Fort Lauderdale. If due to inclement weather or other acts of God the service is not performed according to schedule, make-up servicing shall be rescheduled as soon as possible. The City of Fort Lauderdale reserves the right to revise the mowing frequency for weather, fiscal, or budgetary reasons.

08 SAFETY

Extreme care shall be taken to safeguard all existing facilities, site amenities, sprinkler systems, turf-grass, trees, shrubs, plant material, windows, and all vehicles on or around the job site. Damage to public and/or private property shall be the responsibility of the Contractor and shall be replaced or repaired by the Contractor at no additional cost to the City. In the event any damage is done to City property, caused by Contractor's personnel, the Contractor shall notify the Contract Administrator, NO LATER THAN THE NEXT WORKING DAY. If the Contractor has not repaired or replaced damaged property within 48 hours, the City reserves the right to correct the situation and deduct all charges from the Contractor's invoice(s). If the damage results in an unsafe condition the Contractor shall notify the Contract Administrator **IMMEDIATELY**. The City reserves the right to correct any damage to the Airside facilities such as lights, signs, pavement, and markings. All charges will be deducted from the Contractor's invoice.

Contractor must exercise extreme caution and discernment when operating equipment or vehicles near pedestrians and when maneuvering through crowds when present. The Contractor shall adhere to the Florida Department of Transporation's Uniform Manual on Traffic Control for maintenance work zones. It will be the sole responsibility of the Contractor to familiarize himself and his employees with these provisions.

All Contractor vehicles must be properly parked in observance of all regulatory signs and street markings. The Contractor shall also comply with all Federal, State and local laws, codes, rules and regulations that govern and control the operations of this proposal.

09 JOB COMPLETION NOTICES AND DAILY TASK SCHEDULES

The Contractor shall be responsible to submit to the Airport Contract Administrator, **TWO** (2) BUSINESS DAYS BEFORE EACH WORK DAY, a Daily Task Schedule outlining projects for the next day, via e-mail by 6:00 p.m.

The Contractor shall be responsible to submit to the Airport Contract Administrator, AFTER EACH WORK DAY via e-mail by 6 p.m. Job Completion Notice(s), detailing those areas completed and service times.

Contractors must e-mail completion notices and daily task schedules to RJames@fortlauderdale.gov , SKohut@fortlauderdale.gov , JFoster@fortlauderdale.gov and JRobinson@fortluderdale.gov or as designated.

No payment will be made for work in which a Job Completion Notice has not been received. This procedure is necessary as to allow Airport Division personnel the opportunity to verify the completion of scheduled work to prescribed specifications and confirmation that the Contractor is complying with the established work schedules.

10 ADDITIONAL ITEMS/DUTIES

The City may require additional items/duties of a similar nature, but not specifically listed in the contract. The Contractor agrees to provide such items/duties, and shall provide the City prices on such additional items or duties based upon a cost per acre formula (cost per linear foot for hedges) or a method that is the same or similar to that used in establishing the prices in his Bid. If the price(s) offered are not acceptable to the City, and the situation cannot be resolved to the satisfaction of the City, the City reserves the right to procure those items from other vendors, or to cancel the contract upon giving the Contractor thirty (30) days written notice. Contractor may also be asked to perform special maintenance on an on-call basis at an additional cost to the city based upon a cost per acre formula.

ESTIMATED SCHEDULE FOR EXECUTIVE AIRPORT LANDSCAPING SERVICES

	Mowing	Hedges	Fertilizing	Mulching		Mowing	Hedges	Fertilizing	Mulching
3-Oct	1				2-Apr				
10-Oct					9-Apr				
17-Oct	2	1			16-Apr	14	6		
24-Oct					23-Apr				
31-Oct	3				30-Apr				
7-Nov					7-May			1	1
14-Nov	4				14-May	15			
21-Nov		2			21-May				
28-Nov	5				28-May		7		
5-Dec					4-Jun	16			
12-Dec	6				11-Jun				
19-Dec					18-Jun				
26-Dec	7	3			25-Jun	17			
2-Jan					2-Jul		8		

9-Jan	8		9-Jul		
16-Jan			16-Jul	18	
23-Jan	9		23-Jul		
30-Jan		4	30-Jul		
6-Feb	10		6-Aug	19	9
13-Feb			13-Aug		
20-Feb	11		20-Aug	20	
27-Feb			27-Aug		
5-Mar		5	5-Sep	21	
12-Mar	12		12-Sep		10
19-Mar			19-Sep	22	
26-Mar	13		26-Sep		

AIRPORT MOWING LOCATIONS

Zones	Movement Area	Acreage
1	West side of Airfield at the end of Runway 8 26.	36.6
2	Northwest side of Runway 8 26	32.8
3	Northeast side of Runway 8 26	42.5
4	East side of Runway 8 26	23.4
5	Southwest side of Runway 8 26	23
6	Southeast side of Runway 8 26, North of Taxiway Alpha	18.4
7	Southwest side of Runway 13 31	11.3
8	South of Taxiway Echo, Northeast of Runway 13 31, Northwest of Taxiway Charlie	24
9	Southeast side of Taxiway Charlie	16.1
	Movement Area Total	228.1

Zones	Non-Movement Area	Acreage
A	West Side of Airfield	22
B	Both sides of Charlie Ramp	1.25
C	East Side of Airfield	19.9
	Non-Movement Area Total	43.15

Sites	Non-Aviation Sites	Acreage
1	**1A** - East of NW 24th Way, South of the driveway. See Airport Mowing Site 1	0.6
	1B - The South and West shoulder of Executive Airport Way from the West side of FS #88 driveway to Cypress Creek Road. The North and East side of Executive Airport Way to Cypress Creek Road, stopping at the gate.	0.5
	1C - Both shoulders of Executive Airport Way from East side of FS #88 to the Fort Lauderdale Executive Airport Administration building. The front parking lot of the Airport Administration building. Both shoulders of Executive Airport Way from 21st Ave West to the end. The swale on the North side of Executive Airport Way. The Airport Maintenance Building.	0.8
	1D - On NW 64th Street, the South side shoulder of 6300 NW 21 Ave.	0.4
	1E - On NW 64th Street the North side shoulder of 1501 NW 64 Street. On NW 15th Ave the West shoulder of 1501 NW 64 Street and the East shoulder of 6499 NW 12 Ave to the cancels. On NW 64th Street the North shoulder of 6499 NW 12th Ave. On 12th Ave the West shoulder of 6499 NW 12th Ave. On NW 12th Ave, the East shoulder of 6320 NW 12th Ave. On NW 65th Street, the South shoulder of 6320 NW 12 Ave.	2.1
	1F - On Powerline Road, the East side shoulder of 6650 NW 9th Ave. On the North side of 6650 NW 9th Ave, the access road.	0.5
	Site 1 Total	4.9
2	**2A** - South of S Perimeter Road, North of W Commercial Blvd, East of 1401 W Commercial Blvd and West of NW 21st Ave.	3.9

	2B - Area North of W Commercial Blvd, South of NW 52 Street, West of NW 12th Ave and North East of 1401 W Commercial Blvd. The West shoulder of NW 15 Ave from W Commercial Blvd to 5515 NW 15 Ave. The East shoulder from North of 1401 W Commercial Blvd to NW 52 Street. The Airport Maintenance Building E. The East and North shoulder of E Perimeter Road from the Airport Maintenance Building E to S Perimeter Road. The West and South shoulder from the Airport Maintenance Building E to 5401 E Perimeter Road. The East shoulder of E Perimeter Road from 5401 E Perimeter Road to 5141 E Perimeter Road. On S Perimeter Road, East of 1401 W Commercial Blvd.	20.37
	2C - US Customs Facility, 1601 NW 56th Street, Fort Lauderdale FL 33309	0.63
	2D - On the Northwest side of the curve on NW 10th Terrace and NW 12 Ave, Northeast of the Fort Lauderdale Stadium	0.023
	Site 2 Total	24.923
3		
	3A - The both shoulders on 55 Court, West of 2601 NW 55 Court to the Airport Observation Area including the Northwest corner of 55 Court and 56 Street.. The Airport Observation Area. From the Airport Observation Area on NW 56th Street, both shoulders West to W Perimeter Road inside the fence. On W Perimeter Road, the East shoulder to 3000 NW 56 Street. On W Perimeter Road, the West shoulder North to NW 59 Street. On NW 59 Street, the North shoulder, East to NW 28th Way to Cypress Creek Road. On W Prospect Road the North shoulder West of 2899 W Prospect Road to NW 31 Ave, then to 5990 NW 31 Ave.	8.6
	3B - Fire Station at 5547 NW 23 Ave	1.9
	3C - On NW 21st Terr, North of 5101 NW 21st Ave, West shoulder North on NW 55th Court to NW 23 Ave.	1.8
	Site 3 Total	12.3
	Non-Aviation Sites Total	42.123

Area	LAPC Site	Acreage
1	2270 NW 62 Street, Fort Lauderdale FL 33309	14.6
	The Local Area of Particular Concern (LAPC)	
	Conservation area bounded on the north by Cypress Creek Road (NW 62nd Street), south by the east-west drainage swale, east by Executive Airport Way	

PART V – PROPOSAL EVALUATION CRITERIA

The award of the contract will be based on certain objective and subjective considerations listed below:

1. Understanding of the overall needs of the City as presented in the narrative technical proposal and your overall approach to address those needs (Technical Approach, Communication, and Mobilization).

   Weight factor: 15%

2. Experience, Qualifications, and past performance of the proposing firm including persons proposed for the project / staff, Licenses / Certificates, Resources, Training, Supervising and References.

   Weight factor: 15%

3. Experience providing airfield ground/landscaping maintenance at an Airport for at least one year.

   Weight factor: 15%

4. Over all credit rating.

   Weight factor: 15%

5. Grand Total Cost per year to the City of Fort Lauderdale

   Weight factor: 40%

TOTAL PERCENT AVAILABLE: 100%

An evaluation committee of qualified City Staff or other persons selected by the City will conduct evaluations of proposals. It may be a two-step process. In step one; the committee will evaluate all responsive proposals based upon the information and references contained in the proposals as submitted. The committee will score and rank all responsive proposals and determine a minimum of three (3), if more than three (3) proposals are responsive, to be finalists for further consideration. In the event there are less than three (3) responsive proposals, the committee will give further consideration to all responsive proposals received. In step two, the committee may then conduct discussions (oral presentations), for clarification purposes only, with the finalists and re-score and re-rank the finalists' proposals. The evaluation committee may then make a recommendation, resulting from this process, to the City Manager for award of a contract.

The City may require visits to customer installations or demonstrations of product by Contractor's, as part of the evaluation process.

The City of Fort Lauderdale reserves the right, before awarding the contract, to require a Proposer to submit any evidence of its qualifications as the City may deem necessary, and to consider any evidence available of financial, technical and other qualifications and capabilities, including

performance experience with past and present users.

The City of Fort Lauderdale reserves the right to request additional clarifying information and request an oral presentation from any and all Proposers prior to determination of award.

The City reserves the right to award the contract to that Proposer who will best serve the interest of the City. The City reserves the right based upon its deliberations and in its opinion, to accept or reject any or all proposals. The City also reserves the right to waive minor irregularities or variations to the specifications and in the bidding process.

The City uses a mathematical formula for determining allocation of cost points (#5 above) to each responsive, responsible proposer. The lowest, responsive, responsible proposer receives the maximum allowable points. When using this formula, a proposer that submits a cost or fee which is two times greater than the cost/fee of the lowest responsive, responsible proposer, will result in receiving zero points for cost.

2nd lowest cost minus lowest cost = X
X divided by lowest cost = Y
Y times the total number of cost points = Z
Total number of cost points minus Z = points assigned to 2nd lowest vendor and so on.

The points for Airport experience (#3 above) will be determined as follows:

Points	
2	For one year experience providing airfield ground/landscaping maintenance at an Airport. Additional points earned for number of years of service, up to 5 years.
5	For one year experience providing airfield ground/landscaping maintenance at an Airport <u>while communicating to the Air Traffic Control Tower.</u> Additional points earned for number of years of service, up to 5 years.

The points for credit rating (#4 above) will be determined as follows:

D&B Rating					
Rating Classification		Composite Credit Appraisal			
		Limited	Fair	Good	High
		4	3	2	1
Points		Additional Points			
1	HH, GG	1	2	3	4

2	FF, DD	1	2	3	4
3	EE, DC	1	2	3	4
4	CB, CC, BB	1	2	3	4
5	BA, 1A, 2A	1	2	3	4
6	3A, 4A, 5A	1	2	3	4

Examples: 5A1 rating would earn 10 points
DC2 rating would earn 6 points
HH4 rating would earn 2 points

PART VI - REQUIREMENTS OF THE PROPOSAL

All proposals must be submitted as specified on the proposal pages, which follow. Any attachments must be clearly identified. To be considered, the proposal must respond to all parts of the RFP. Any other information thought to be relevant, but not applicable to the enumerated categories, should be provided as an appendix to the proposal. If publications are supplied by a proposer to respond to a requirement, the response should include reference to the document number and page number. Proposals not providing this reference will be considered to have no reference material included in the additional documents. The City prefers all responses to this RFP to be less than 50 pages and that the Contractor utilize recyclable materials as much as possible. Expensive or fancy binders are not preferred.

All proposals must be submitted in a sealed package with the RFP number, due and open date, and RFP title clearly marked on the outside. If more than one package is submitted they should be marked 1 of 2, etc.

THIS IS A PAPER RFP WITH CD. All proposals must be received by the City of Fort Lauderdale, in the Procurement Services Department, Room 619, City Hall, 100 North Andrews Avenue, Fort Lauderdale, Florida, 33301 prior to 2:00 pm on the date specified in PART II – RFP SCHEDULE. Submittal of response by fax or e-mail will NOT be acceptable.

PROPOSERS MUST SUBMIT AN IDENTIFIED ORIGINAL COPY PLUS (7) COPIES OF THE PROPOSAL PAGES INCLUDING ANY ATTACHMENTS

THE ABOVE REQUIREMENT TOTALS 8 COPIES OF YOUR PROPOSAL. CONTRACTOR SHOULD SUBMIT YOUR PROPOSAL ALSO ON A CD. FAILURE TO PROVIDE PROPOSALS AS STATED ABOVE, MAY BE GROUNDS TO FIND CONTRACTOR NON-RESPONSIVE.

The proposer understands that the information contained in these Proposal Pages is to be relied upon by the City in awarding the proposed Agreement, and such information is warranted by the proposer to be true. The proposer agrees to furnish such additional information, prior to acceptance of any proposal, relating to the qualifications of the proposer, as may be required by the City.

A representative who is authorized to contractually bind the Contractor shall sign the Bid/Proposal Signature page. Omission of a signature on that page may result in rejection of your proposal.

PART VII - PROPOSAL PAGES – COST PROPOSAL

Description	Cost		Estimated Area	Estimated Time Per Year	Total Cost
Mowing Service, per acre PROVIDE A FIRM FIXED ALL INCLUSIVE RATE FOR LITTER REMOVAL, EDGING AND WEEDEATING					
Movement Area			228 acres	22	
	/acre	X	206		_____
Non-Movement Area			43 acres	22	
	/acre	X	946		_____
Non-aviation Area			42 acres	22	
	/acre	X	924		_____
LAPC Area Maintenance Service			75 hours	2	
	/hour	X	150		_____
Hedge Trimming and Weeding at Aviation Equipment & Safety Facility, 2020 Executive Airport Way, Fort Lauderdale, FL 33309. **LEED Certified Building only LEED certified herbicide allowed**.	/sq ft	X	600 sq ft		_____
Hedge Trimming and Weeding at Airport Administration Building, 6000 NW 21 Ave, Fort Lauderdale, FL 33309.	/sq ft	X	2,500 sq ft		_____
Hedge Trimming and Weeding at Airport Observation Area, on NW 56 Street, East of 2695, Fort Lauderdale, FL 33309.	/sq ft	X	600 sq ft		_____
Mulching, **Pine Straw only**, at Aviation Equipment & Safety Facility, 2020 Executive Airport Way, Fort Lauderdale, FL 33309, bi-annually. **LEED Certified Building only LEED certified herbicide allowed.**	/sq ft	X	7,800 sq ft		_____

Mulching at Airport Administration Building, 6000 NW 21 Ave, Fort Lauderdale, FL 33309, bi-annually.	/sq ft	X	300 sq ft	_____
Mulching, at Airport Observation Area, on NW 56 Street, East of 2695, Fort Lauderdale, FL 33309, bi-annually.	/sq ft	X	160 sq ft	_____
Herbicide applications	/gallon	X	50 gallons	_____
LEED Herbicide applications	/sq ft	X	7,800 sq ft	_____
Fertilizer, organic	/lbs	X	100 lbs	_____
Call-out Labor with vehicles and equipment	/hour	X	24 hours	_____
Grand Total Cost				_____

Additional Services, Hourly
YOU MUST BID ON ALL ADDITIONAL ITEMS IN ORDER TO BE CONSIDERED FOR AWARD.

Removal of debris, bulk trash, storm damage, and illegal dumping including Hauling and Disposal (receipt form Certified Landfill must be submitted).	/hour	X	24 hours	_____
City to provide dump site	/hour	X	24 hours	_____
Labor Rate Unskilled	/hour	X	24 hours	_____
Labor Rate Skilled	/hour	X	24 hours	_____
Equipment Rate, Tractor/Bushhog Mower with operator	/hour	X	24 hours	_____
Equipment Rate, Power Mower with operator	/hour	X	24 hours	_____
Equipment Rate, Weed Eater with operator	/hour	X	24 hours	_____
Equipment Rate, Blower with operator	/hour	X	24 hours	_____
Equipment Rate, Chain Saw with operator	/hour	X	24 hours	_____

Equipment Rate, Bob Cat w/trailer with operator	/hour	X	24 hours	_____
Equipment Rate, Tractor with operator	/hour	X	24 hours	_____
Equipment Rate, Tractor Trailer with operator	/hour	X	24 hours	_____
Equipment Rate, Dump Truck with operator	/hour	X	24 hours	_____
Equipment Rate, Hedge Trimmer with operator	/hour	X	24 hours	_____
Allowance for Contractor Disposal Charges	Bid must enter $5,000 for this Bid item			5,000
Allowance for Contractor Roll-off Dumpster	Bid must enter $2,000 for this Bid item			2,000

The Dumping Services will be on an as needed basis and will not factor into cost for basing award.

Number of days that the Contractor will need for personnel training and initial startup _____days

PART VIII - PROPOSAL PAGES - TECHNICAL PROPOSAL

The following issues should be fully responded to in your proposal in concise narrative form. Additional sheets should be used, but they should reference each issue and be presented in the same order.

Tab 1: Bid/Proposal Signature page

Tab 2: Cost Proposal Pages

Tab 3: Non-Collusion Statement

Tab 4: Letter of Interest, The letter of interest may contain any other information not in the proposal but should not exceed two (2) pages.

Tab 5: Statement of Proposed Services - Proposer shall include a comprehensive narrative to include the following: Understanding of the City's needs for ground/landscaping services at the City's Executive Airport Facilities and your overall approach to those needs, including monitoring and supervising assigned personnel. Specifically, comment on what type of management controls, supervisory inspections and check-in provisions you utilize to monitor the actions and whereabouts of assigned personnel. Include your understanding of the City's requirements outlined in the RFP. A complete list of equipment currently owned by the Contractor and a detailed plan of how the Contractor proposes providing the required services, including how many days will be required to fully complete one quarterly service.

Tab 6: Business Licenses - Submit a copy of all Licenses, Certificates, Registrations, Permits etc. that your company/staff possesses – to include, but not be limited to occupational, state and local, registrations, safety certificates, etc. Company must be licensed and/or registered in the State of Florida in all required disciplines.

Tab 7: Evidence of Insurance. Certificate of Insurance showing coverage, forms, limits. Actual insurance certificates will be required from recommended contractor, prior to award.

Tab 8: Company Profile – Legal name, address, Telephone number, Fax number, E-mail address, web page address, etc. of the Proposer, together with legal entity (corporation, partnership etc.) Firm must be established as a legal entity in the State of Florida. Provide years in business; State whether the firm is local, regional, or national; Give a list of owners and/or partners and managers of the firm. Include names, addresses and phone numbers; any additional information that your firm wishes to supply to augment its proposal.

Specifically indicate the office address where the supervisor(s) would be located when not on the road and where they would respond from if needed by the personnel located at the Airport.

Tab 9: Description / Pictures – VEHICLES: Provide pictures and description of the vehicles proposed for this contract – with company name. Vehicle description should list make, model, mileage, conditions, etc. Describe you vehicle and equipment maintenance procedures and schedules.

Tab 10: Equipment – Provide information regarding the proposed equipment to be used to provide the ground/landscaping services in accordance with the specifications. Equipment information shall include quantity, make, model, etc. shall include radios, phones, vehicles etc.

Tab 11: Qualification /Experience – Describe firm's local experience/nature of service and ground/landscaping contracts of similar size and complexity, in the previous five (5) years. Proposers should be aware that bidding firms with at least ONE (1) YEAR experience providing **airfield** ground/landscaping services shall be given additional consideration in the qualification process.

Tab 12: List of three clients/references for whom you have provided similar services in the last three years; Provide agency name, address, telephone number, contact person, and date service was provided. Be prepared to provide, upon request, evidence of work product, ability to meet schedules, cooperation, and responsiveness. Attach additional sheets if necessary.

Tab 13: Staff – Because the Airport Ground/Landscaper Manager position is extremely important to this service, please provide as much detailed information regarding the person your company is expected to put into this position. To state that you will merely hire someone after award will not satisfy this request.

In addition provide a complete list of the number of manager, supervisors, and other staff employed at the site from which service will be rendered. Resumes for each managerial and supervisory person to be assigned to the project should be submitted as well as those of the principals of the firm. Include the following information:

1) Formal level of education
2) Relative Supplemental education
3) Membership in various relevant national, state and local associations
4) Professional recognition, award, etc.
5) Experience in providing ground/landscaping services
6) Any special skills, experiences, qualifications, etc.

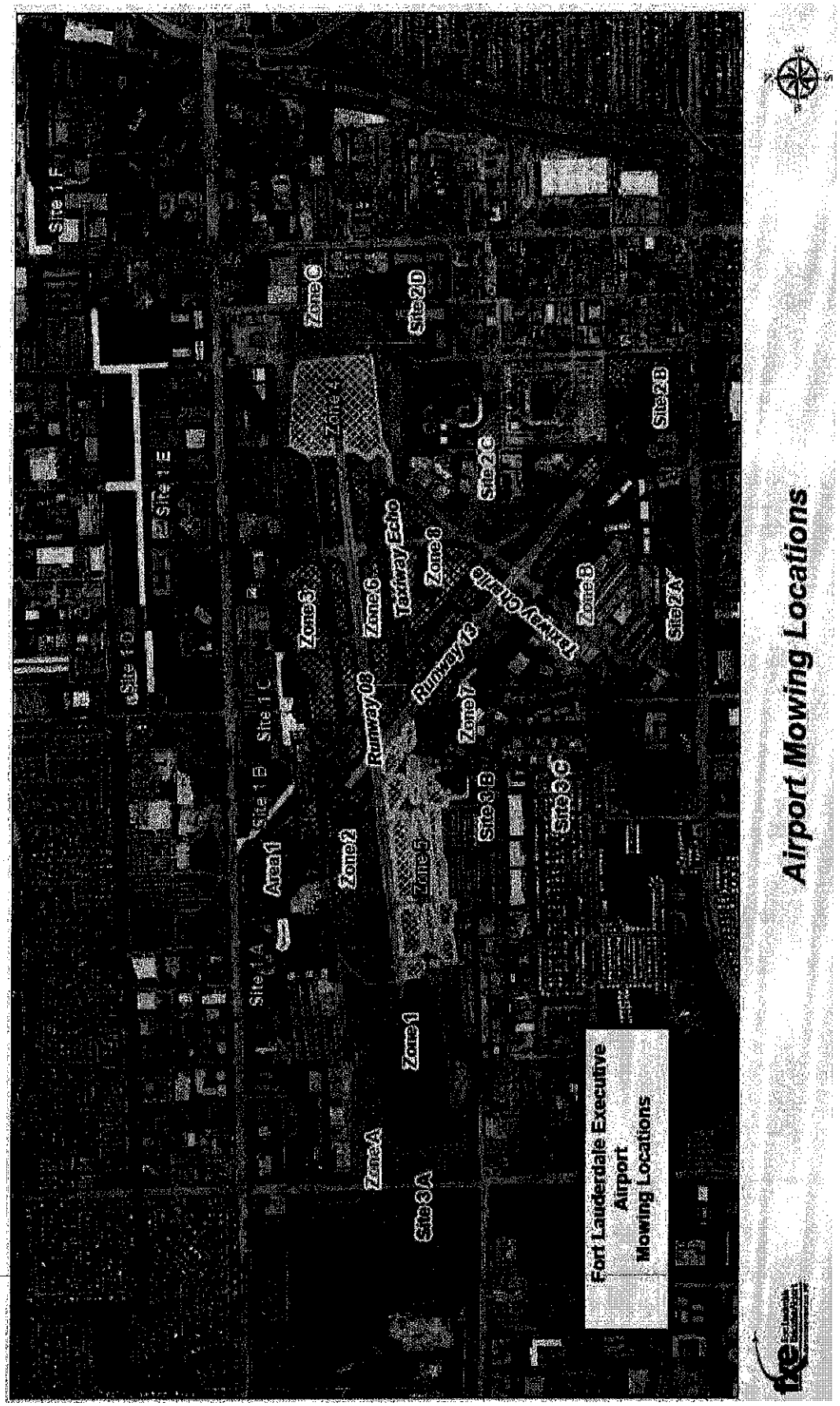
Briefly describe your supervisory and employee evaluation practices that would apply if awarded the City contract. A copy of your personnel and/or operating manuals can complete this requirement if this information is included within it.

Tab 14: Communication – Describe the communication plan and equipment you will provide to the ground/landscaping personnel. Explain how your dispatch service operates, your capabilities, and how is it equipped and staffed. Would the ground/landscaping personnel have 5 A.M. to 6 P.M. 5 days per week access to a supervisor, how would he contact the supervisor? Describe how he would contact the Executive Airport representative.

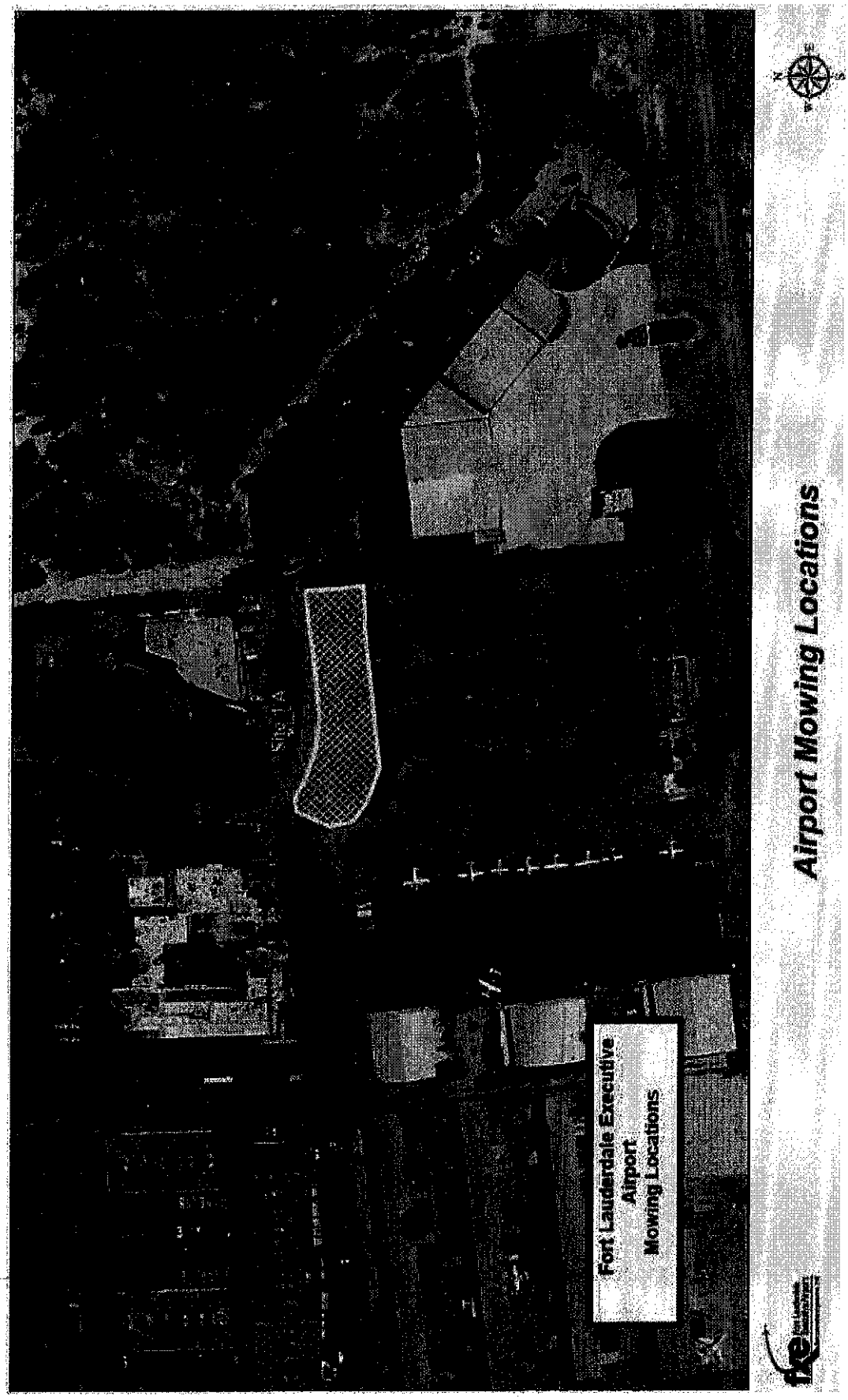
Tab 15: Management Reports – Attach a sample of various work orders that you will provide if awarded this contract. Include samples of work shift schedules.

Tab 16: Any additional attachments to your proposal.

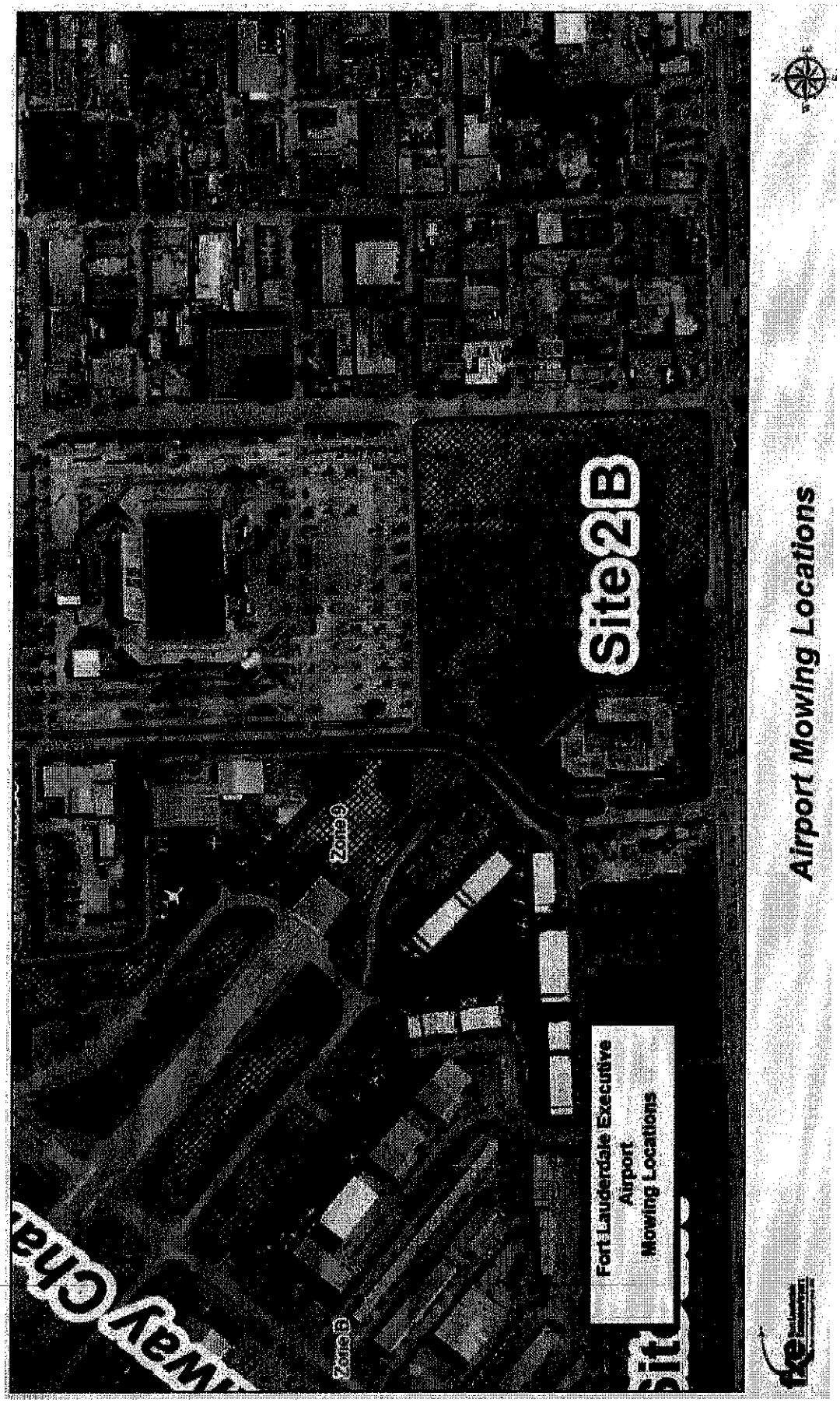
MAP OF AIRPORT MOWING LOCATIONS



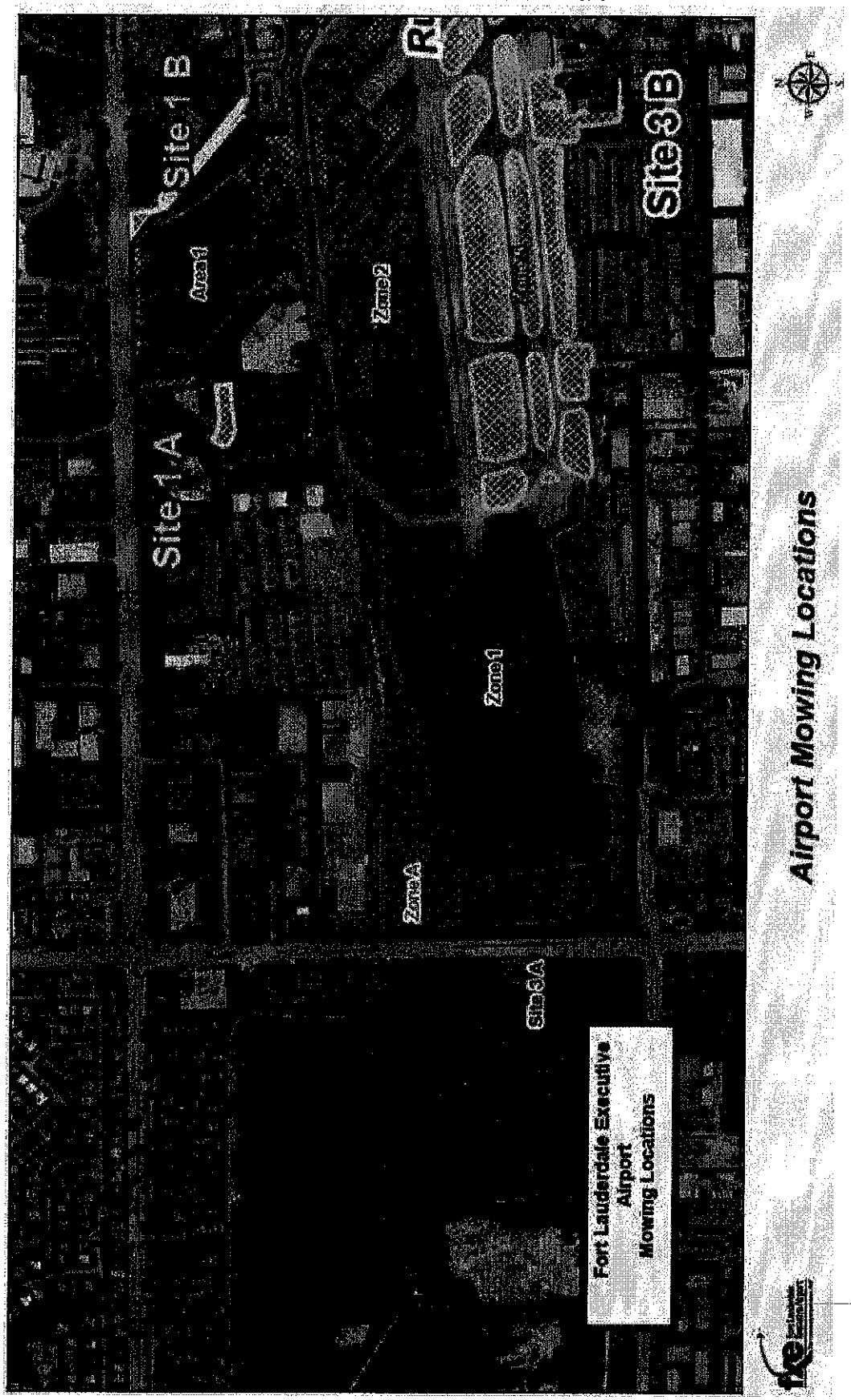
MAP OF AIRPORT MOWING SITE 1A



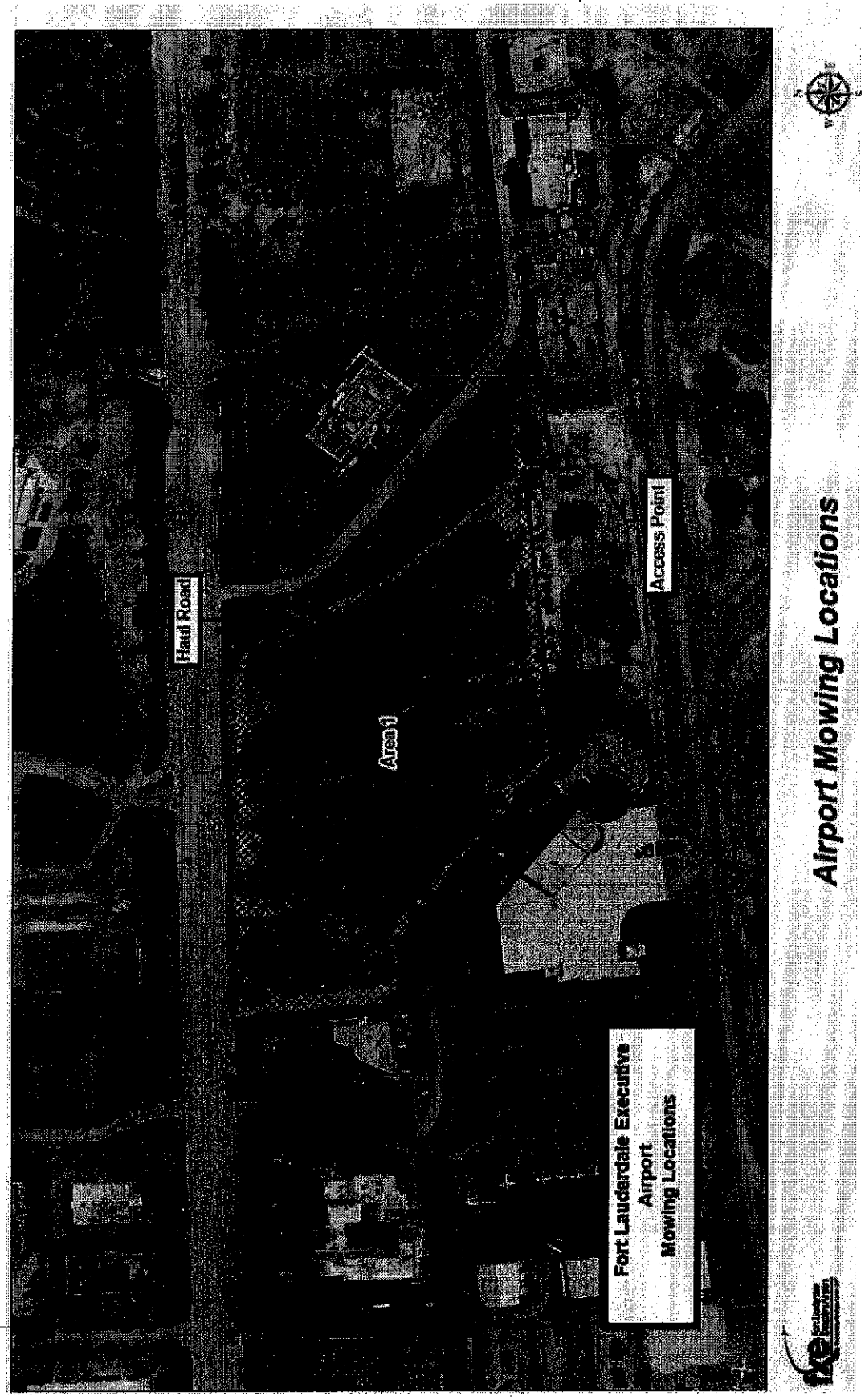
MAP OF AIRPORT MOWING SITE 2B



MAP OF AIRPORT MOWING SITE 3A



MAP OF AIRPORT MOWING AREA 1, LAPC



City of Fort Lauderdale
GENERAL CONDITIONS

These instructions are standard for all contracts for commodities or services issued through the City of Fort Lauderdale Procurement Services Department. The City may delete, supersede, or modify any of these standard instructions for a particular contract by indicating such change in the Invitation to Bid (ITB) Special Conditions, Technical Specifications, Instructions, Proposal Pages, Addenda, and Legal Advertisement. In this general conditions document, Invitation to Bid (ITB) and Request for Proposal (RFP) are interchangeable.

PART I BIDDER PROPOSAL PAGE(S) CONDITIONS:

1.01 **BIDDER ADDRESS:** The City maintains automated vendor address lists that have been generated for each specific Commodity Class item through our bid issuing service, BidSync. Notices of Invitations to Bid (ITB'S) are sent by e-mail to the selection of bidders who have fully registered with BidSync or faxed (if applicable) to every vendor on those lists, who may then view the bid documents online. Bidders who have been informed of a bid's availability in any other manner are responsible for registering with BidSync in order to view the bid documents. There is no fee for doing so. If you wish bid notifications be provided to another e-mail address or fax, please contact BidSync. If you wish purchase orders sent to a different address, please so indicate in your bid response. If you wish payments sent to a different address, please so indicate on your invoice.

1.02 **DELIVERY:** Time will be of the essence for any orders placed as a result of this ITB. The City reserves the right to cancel any orders, or part thereof, without obligation if delivery is not made in accordance with the schedule specified by the Bidder and accepted by the City.

1.03 **PACKING SLIPS:** It will be the responsibility of the awarded Contractor, to attach all packing slips to the OUTSIDE of each shipment. Packing slips must provide a detailed description of what is to be received and reference the City of Fort Lauderdale purchase order number that is associated with the shipment. Failure to provide a detailed packing slip attached to the outside of shipment may result in refusal of shipment at Contractor's expense.

1.04 **PAYMENT TERMS AND CASH DISCOUNTS:** Payment terms, unless otherwise stated in this ITB, will be considered to be net 30 days after the date of satisfactory delivery at the place of acceptance and receipt of correct invoice at the office specified, whichever occurs last. Bidder may offer cash discounts for prompt payment but they will not be considered in determination of award. If a Bidder offers a discount, it is understood that the discount time will be computed from the date of satisfactory delivery, at the place of acceptance, and receipt of correct invoice, at the office specified, whichever occurs last.

1.05 **TOTAL BID DISCOUNT:** If Bidder offers a discount for award of all items listed in the bid, such discount shall be deducted from the total of the firm net unit prices bid and shall be considered in tabulation and award of bid.

1.06 **BIDS FIRM FOR ACCEPTANCE:** Bidder warrants, by virtue of bidding, that the bid and the prices quoted in the bid will be firm for acceptance by the City for a period of ninety (90) days from the date of bid opening unless otherwise stated in the ITB.

1.07 **VARIANCES:** For purposes of bid evaluation, Bidder's must indicate any variances, no matter how slight, from ITB General Conditions, Special Conditions, Specifications or Addenda in the space provided in the ITB. No variations or exceptions by a Bidder will be considered or deemed a part of the bid submitted unless such variances or exceptions are listed in the bid and referenced in the space provided on the bidder proposal pages. If variances are not stated, or referenced as required, it will be assumed that the product or service fully complies with the City's terms, conditions, and specifications.

By receiving a bid, City does not necessarily accept any variances contained in the bid. All variances submitted are subject to review and approval by the City. If any bid contains material variances that, in the City's sole opinion, make that bid conditional in nature, the City reserves the right to reject the bid or part of the bid that is declared, by the City as conditional.

1.08 **NO BIDS:** If you do not intend to bid please indicate the reason, such as insufficient time to respond, do not offer product or service, unable to meet specifications, schedule would not permit, or any other reason, in the space provided in this ITB. Failure to bid or return no bid comments prior to the bid due and opening date and time, indicated in this ITB, may result in your firm being deleted from our Bidder's registration list for the Commodity Class Item requested in this ITB.

1.09 **MINORITY AND WOMEN BUSINESS ENTERPRISE PARTICIPATION AND BUSINESS DEFINITIONS:** The City of Fort Lauderdale wants to increase the participation of Minority Business Enterprises (MBE), Women Business Enterprises (WBE), and Small Business Enterprises (SBE) in its procurement activities. If your firm qualifies in accordance with the below definitions please indicate in the space provided in this ITB.

Minority Business Enterprise (MBE) "A Minority Business" is a business enterprise that is owned or controlled by one or more socially or economically disadvantaged persons. Such disadvantage may arise from cultural, racial, chronic economic circumstances or background or other similar cause. Such persons include, but are not limited to: Blacks, Hispanics, Asian Americans, and Native Americans.

The term "Minority Business Enterprise" means a business at least 51 percent of which is owned by minority group members or, in the case of a publicly owned business, at least 51 percent of the stock of which is owned by minority group members. For the purpose of the preceding sentence, minority group members are citizens of the United States who include, but are not limited to: Blacks, Hispanics, Asian Americans, and Native Americans.

Women Business Enterprise (WBE) a "Women Owned or Controlled Business" is a business enterprise at least 51 percent of which is owned by females or, in the case of a publicly owned business, at least 51 percent of the stock of which is owned by females.

Small Business Enterprise (SBE) "Small Business" means a corporation, partnership, sole proprietorship, or other legal entity formed for the purpose of making a profit, which is independently owned and operated, has either fewer than 100 employees or less than $1,000,000 in annual gross receipts.

BLACK, which includes persons having origins in any of the Black racial groups of Africa.

WHITE, which includes persons whose origins are Anglo-Saxon and Europeans and persons of Indo-European decent including Pakistani and East Indian.
HISPANIC, which includes persons of Mexican, Puerto Rican, Cuban, Central and South American, or other Spanish culture or origin, regardless of race.
NATIVE AMERICAN, which includes persons whose origins are American Indians, Eskimos, Aleuts, or Native Hawaiians.
ASIAN AMERICAN, which includes persons having origin in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands.

1.09 MINORITY-WOMEN BUSINESS ENTERPRISE PARTICIPATION
It is the desire of the City of Fort Lauderdale to increase the participation of minority (MBE) and women-owned (WBE) businesses in its contracting and procurement programs. While the City does not have any preference or set aside programs in place, it is committed to a policy of equitable participation for these firms. Proposers are requested to include in their proposals a narrative describing their past accomplishments and intended actions in this area. If proposers are considering minority or women owned enterprise participation in their proposal, those firms, and their specific duties have to be identified in the proposal. If a proposer is considered for award, he or she will be asked to meet with City staff so that the intended MBE/WBE participation can be formalized and included in the subsequent contract.

Part II DEFINITIONS/ORDER OF PRECEDENCE:

2.01 BIDDING DEFINITIONS The City will use the following definitions in it's general conditions, special conditions, technical specifications, instructions to bidders, addenda and any other document used in the bidding process:
INVITATION TO BID (ITB) when the City is requesting bids from qualified Bidders.
REQUEST FOR PROPOSALS (RFP) when the City is requesting proposals from qualified Proposers.
BID – a price and terms quote received in response to an ITB.
PROPOSAL – a proposal received in response to an RFP.
BIDDER – Person or firm submitting a Bid.
PROPOSER – Person or firm submitting a Proposal.
RESPONSIVE BIDDER – A person whose bid conforms in all material respects to the terms and conditions included in the ITB.
RESPONSIBLE BIDDER – A person who has the capability in all respects to perform in full the contract requirements, as stated in the ITB, and the integrity and reliability that will assure good faith performance.
FIRST RANKED PROPOSER – That Proposer, responding to a City RFP, whose Proposal is deemed by the City, the most advantageous to the City after applying the evaluation criteria contained in the RFP.
SELLER – Successful Bidder or Proposer who is awarded a Purchase Order or Contract to provide goods or services to the City.
CONTRACTOR – Successful Bidder or Proposer who is awarded a Purchase Order, award Contract, Blanket Purchase Order agreement, or Term Contract to provide goods or services to the City.
CONTRACT – A deliberate verbal or written agreement between two or more competent parties to perform or not to perform a certain act or acts, including all types of agreements, regardless of what they may be called, for the procurement or disposal of equipment, materials, supplies, services or construction.
CONSULTANT – Successful Bidder or Proposer who is awarded a contract to provide professional services to the City.
The following terms may be used interchangeably by the City: ITB and/or RFP; Bid or Proposal; Bidder, Proposer, or Seller; Contractor or Consultant; Contract, Award, Agreement or Purchase Order.

2.02 SPECIAL CONDITIONS: Any and all Special Conditions contained in this ITB that may be in variance or conflict with these General Conditions shall have precedence over these General Conditions. If no changes or deletions to General Conditions are made in the Special Conditions, then the General Conditions shall prevail in their entirety,

PART III BIDDING AND AWARD PROCEDURES:

3.01 SUBMISSION AND RECEIPT OF BIDS: To receive consideration, bids must be received prior to the bid opening date and time. Unless otherwise specified, Bidder's should use the proposal forms provided by the City. These forms may be duplicated, but failure to use the forms may cause the bid to be rejected. Any erasures or corrections on the bid must be made in ink and initialed by Bidder in ink. All information submitted by the Bidder shall be printed, typewritten or filled in with pen and ink. Bids shall be signed in ink. Separate bids must be submitted for each ITB issued by the City in separate sealed envelopes properly marked. When a particular ITB or RFP requires multiple copies of bids or proposals they may be included in a single envelope or package properly sealed and identified. Only send bids via facsimile transmission (FAX) if the ITB specifically states that bids sent via FAX will be considered. If such a statement is not included in the ITB, bids sent via FAX will be rejected. Bids will be publicly opened in the Procurement Office, or other designated area, in the presence of Bidders, the public, and City staff. Bidders and the public are invited and encouraged to attend bid openings. Bids will be tabulated and made available for review by Bidder's and the public in accordance with applicable regulations.

3.02 MODEL NUMBER CORRECTIONS: If the model number for the make specified in this ITB is incorrect, or no longer available and replaced with an updated model with new specifications, the Bidder shall enter the correct model number on the bidder proposal page. In the case of an updated model with new specifications, Bidder shall provide adequate information to allow the City to determine if the model bid meets the City's requirements.

3.03 PRICES QUOTED: Deduct trade discounts, and quote firm net prices. Give both unit price and extended total. In the case of a discrepancy in computing the amount of the bid, the unit price quoted will govern. All prices quoted shall be F.O.B. destination, freight prepaid (Bidder pays and bears freight charges, Bidder owns goods in transit and files any claims), unless otherwise stated in Special Conditions. Each item must be bid separately. No attempt shall be made to tie any item or items contained in the ITB with any other business with the City.

3.04 TAXES: The City of Fort Lauderdale is exempt from Federal Excise and Florida Sales taxes on direct purchase of tangible property. Exemption **number for EIN is 59-6000319, and State Sales tax exemption number is 85-8013875578C-1.**

3.05 WARRANTIES OF USAGE: Any quantities listed in this ITB as estimated or projected are provided for tabulation and information purposes only. No warranty or guarantee of quantities is given or implied. It is understood that the Contractor will furnish the City's needs as they arise.

3.06 **APPROVED EQUAL:** When the technical specifications call for a brand name, manufacturer, make, model, or vendor catalog number with acceptance of APPROVED EQUAL, it shall be for the purpose of establishing a level of quality and features desired and acceptable to the City. In such cases, the City will be receptive to any unit that would be considered by qualified City personnel as an approved equal. In that the specified make and model represent a level of quality and features desired by the City, the Bidder must state clearly in the bid any variance from those specifications. It is the Bidder's responsibility to provide adequate information, in the bid, to enable the City to ensure that the bid meets the required criteria. If adequate information is not submitted with the bid, it may be rejected. The City will be the sole judge in determining if the item bid qualifies as an approved equal.

3.07 **MINIMUM AND MANDATORY TECHNICAL SPECIFICATIONS:** The technical specifications may include items that are considered minimum, mandatory, or required. If any Bidder is unable to meet or exceed these items, and feels that the technical specifications are overly restrictive, the bidder must notify the Procurement Services Department immediately. Such notification must be received by the Procurement Services Department prior to the deadline contained in the ITB, for questions of a material nature, or prior to five (5) days before bid due and open date, whichever occurs first. If no such notification is received prior to that deadline, the City will consider the technical specifications to be acceptable to all bidders.

3.08 **MISTAKES:** Bidders are cautioned to examine all terms, conditions, specifications, drawings, exhibits, addenda, delivery instructions and special conditions pertaining to the ITB. Failure of the Bidder to examine all pertinent documents shall not entitle the bidder to any relief from the conditions imposed in the contract.

3.09 **SAMPLES AND DEMONSTRATIONS:** Samples or inspection of product may be requested to determine suitability. Unless otherwise specified in Special Conditions, samples shall be requested after the date of bid opening, and if requested should be received by the City within seven (7) working days of request. Samples, when requested, must be furnished free of expense to the City and if not used in testing or destroyed, will upon request of the Bidder, be returned within thirty (30) days of bid award at Bidder's expense. When required, the City may request full demonstrations of units prior to award. When such demonstrations are requested, the Bidder shall respond promptly and arrange a demonstration at a convenient location. Failure to provide samples or demonstrations as specified by the City may result in rejection of a bid.

3.10 **LIFE CYCLE COSTING:** If so specified in the ITB, the City may elect to evaluate equipment proposed on the basis of total cost of ownership. In using Life Cycle Costing, factors such as the following may be considered: estimated useful life, maintenance costs, cost of supplies, labor intensity, energy usage, environmental impact, and residual value. The City reserves the right to use those or other applicable criteria, in its sole opinion that will most accurately estimate total cost of use and ownership.

3.11 **BIDDING ITEMS WITH RECYCLED CONTENT:** In addressing environmental concerns, the City of Fort Lauderdale encourages Bidders to submit bids or alternate bids containing items with recycled content. When submitting bids containing items with recycled content, Bidder shall provide documentation adequate for the City to verify the recycled content. The City prefers packaging consisting of materials that are degradable or able to be recycled. When specifically stated in the ITB, the City may give preference to bids containing items manufactured with recycled material or packaging that is able to be recycled.

3.12 **USE OF OTHER GOVERNMENTAL CONTRACTS:** The City reserves the right to reject any part or all of any bids received and utilize other available governmental contracts, if such action is in its best interest.

3.13 **QUALIFICATIONS/INSPECTION:** Bids will only be considered from firms normally engaged in providing the types of commodities/services specified herein. The City reserves the right to inspect the Bidder's facilities, equipment, personnel, and organization at any time, or to take any other action necessary to determine Bidder's ability to perform. The Procurement Director reserves the right to reject bids where evidence or evaluation is determined to indicate inability to perform.

3.14 **BID SURETY:** If Special Conditions require a bid security, it shall be submitted in the amount stated. A bid security can be in the form of a bid bond or cashiers check. Bid security will be returned to the unsuccessful bidders as soon as practicable after opening of bids. Bid security will be returned to the successful bidder after acceptance of the performance bond, if required; acceptance of insurance coverage, if required; and full execution of contract documents, if required; or conditions as stated in Special Conditions.

3.15 **PUBLIC RECORDS:** Florida law provides that municipal records shall at all times be open for personal inspection by any person. Section 119.01, F.S., the Public Records Law. Information and materials received by City in connection with an ITB response shall be deemed to be public records subject to public inspection upon award, recommendation for award, or 10 days after bid opening, whichever occurs first. However, certain exemptions to the public records law are statutorily provided for in Section 119.07, F.S. If the Proposer believes any of the information contained in his or her response is exempt from the Public Records Law, then the Proposer, must in his or her response, specifically identify the material which is deemed to be exempt and cite the legal authority for the exemption. The City's determination of whether an exemption applies shall be final, and the Proposer agrees to defend, indemnify, and hold harmless the City and the City's officers, employees, and agents, against any loss or damages incurred by any person or entity as a result of the City's treatment of records as public records.

3.16 **PROHIBITION OF INTEREST:** No contract will be awarded to a bidding firm who has City elected officials, officers or employees affiliated with it, unless the bidding firm has fully complied with current Florida State Statutes and City Ordinances relating to this issue. Bidders must disclose any such affiliation. Failure to disclose any such affiliation will result in disqualification of the Bidder and removal of the Bidder from the City's bidder lists and prohibition from engaging in any business with the City.

3.17 **RESERVATIONS FOR AWARD AND REJECTION OF BIDS:** The City reserves the right to accept or reject any or all bids, part of bids, and to waive minor irregularities or variations to specifications contained in bids, and minor irregularities in the bidding process. The City also reserves the right to award the contract on a split order basis, lump sum basis, individual item basis, or such combination as shall best serve the interest of the City. The City reserves the right to make an award to the responsive and responsible bidder whose product or service meets the terms, conditions, and specifications of the ITB and whose bid is considered to best serve the City's interest. In determining the responsiveness of the offer and the responsibility of the Bidder, the following shall be considered when applicable: the ability, capacity and skill of the Bidder to perform as required; whether the Bidder can perform promptly, or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the Bidder; the quality of past performance by the Bidder; the previous and existing compliance by the Bidder with related laws and ordinances; the sufficiency of the Bidder's financial resources; the

availability, quality and adaptability of the Bidder's supplies or services to the required use; the ability of the Bidder to provide future maintenance, service or parts; the number and scope of conditions attached to the bid.

If the ITB provides for a contract trial period, the City reserves the right, in the event the selected bidder does not perform satisfactorily, to award a trial period to the next ranked bidder or to award a contract to the next ranked bidder, if that bidder has successfully provided services to the City in the past. This procedure to continue until a bidder is selected or the contract is re-bid, at the sole option of the City.

3.18 **LEGAL REQUIREMENTS:** Applicable provisions of all federal, state, county laws, and local ordinances, rules and regulations, shall govern development, submittal and evaluation of all bids received in response hereto and shall govern any and all claims and disputes which may arise between person(s) submitting a bid response hereto and the City by and through its officers, employees and authorized representatives, or any other person, natural or otherwise; and lack of knowledge by any bidder shall not constitute a cognizable defense against the legal effect thereof.

3.19 **BID PROTEST PROCEDURE: ANY PROPOSER OR BIDDER WHO IS NOT RECOMMENDED FOR AWARD OF A CONTRACT AND WHO ALLEGES A FAILURE BY THE CITY TO FOLLOW THE CITY'S PROCUREMENT ORDINANCE OR ANY APPLICABLE LAW MAY PROTEST TO THE DIRECTOR OF PROCUREMENT SERVICES DEPARTMENT (DIRECTOR), BY DELIVERING A LETTER OF PROTEST TO THE DIRECTOR WITHIN FIVE (5) DAYS AFTER A NOTICE OF INTENT TO AWARD IS POSTED ON THE CITY'S WEB SITE AT THE FOLLOWING LINK: http://www.fortlauderdale.gov/purchasing/notices_of_intent.htm**

THE COMPLETE PROTEST ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING LINK: http://www.fortlauderdale.gov/purchasing/protestordinance.pdf

PART IV BONDS AND INSURANCE

4.01 **PERFORMANCE BOND:** If a performance bond is required in Special Conditions, the Contractor shall within fifteen (15) working days after notification of award, furnish to the City a Performance Bond, payable to the City of Fort Lauderdale, Florida, in the face amount specified in Special Conditions as surety for faithful performance under the terms and conditions of the contract. If the bond is on an annual coverage basis, renewal for each succeeding year shall be submitted to the City thirty (30) days prior to the termination date of the existing Performance Bond. The Performance Bond must be executed by a surety company of recognized standing, authorized to do business in the State of Florida and having a resident agent.

Acknowledgement and agreement is given by both parties that the amount herein set for the Performance Bond is not intended to be nor shall be deemed to be in the nature of liquidated damages nor is it intended to limit the liability of the Contractor to the City in the event of a material breach of this Agreement by the Contractor.

4.02 **INSURANCE:** If the Contractor is required to go on to City property to perform work or services as a result of ITB award, the Contractor shall assume full responsibility and expense to obtain all necessary insurance as required by City or specified in Special Conditions.

The Contractor shall provide to the Procurement Services Department original certificates of coverage and receive notification of approval of those certificates by the City's Risk Manager prior to engaging in any activities under this contract. The Contractors insurance is subject to the approval of the City's Risk Manager. The certificates must list the City as an ADDITIONAL INSURED for General Liability Insurance, and shall have no less than thirty (30) days written notice of cancellation or material change. Further modification of the insurance requirements may be made at the sole discretion of the City's Risk Manager if circumstances change or adequate protection of the City is not presented. Bidder, by submitting the bid, agrees to abide by such modifications.

PART V PURCHASE ORDER AND CONTRACT TERMS:

5.01 **COMPLIANCE TO SPECIFICATIONS, LATE DELIVERIES/PENALTIES:** Items offered may be tested for compliance to bid specifications. Items delivered which do not conform to bid specifications may be rejected and returned at Contractor's expense. Any violation resulting in contract termination for cause or delivery of items not conforming to specifications, or late delivery may also result in:

- Bidders name being removed from the City's bidder's mailing list for a specified period and Bidder will not be recommended for any award during that period.
- All City Departments being advised to refrain from doing business with the Bidder.
- All other remedies in law or equity.

5.02 **ACCEPTANCE, CONDITION, AND PACKAGING:** The material delivered in response to ITB award shall remain the property of the Seller until a physical inspection is made and the material accepted to the satisfaction of the City. The material must comply fully with the terms of the ITB, be of the required quality, new, and the latest model. All containers shall be suitable for storage and shipment by common carrier, and all prices shall include standard commercial packaging. The City will not accept substitutes of any kind. Any substitutes or material not meeting specifications will be returned at the Bidder's expense. Payment will be made only after City receipt and acceptance of materials or services.

5.03 **SAFETY STANDARDS:** All manufactured items and fabricated assemblies shall comply with applicable requirements of the Occupation Safety and Health Act of 1970 as amended, and be in compliance with Chapter 442, Florida Statutes. Any toxic substance listed in Section 38F-41.03 of the Florida Administrative Code delivered as a result of this order must be accompanied by a completed Material Safety Data Sheet (MSDS).

5.04 **ASBESTOS STATEMENT:** All material supplied must be 100% asbestos free. Bidder, by virtue of bidding, certifies that if awarded any portion of the ITB the bidder will supply only material or equipment that is 100% asbestos free.

5.05 **OTHER GOVERNMENTAL ENTITIES:** If the Bidder is awarded a contract as a result of this ITB, the bidder may, if the bidder has sufficient capacity or quantities available, provide to other governmental agencies, so requesting, the products or services awarded in accordance with the terms and conditions of the ITB and resulting contract. Prices shall be F.O.B. delivered to the requesting agency.

5.06 VERBAL INSTRUCTIONS PROCEDURE: No negotiations, decisions, or actions shall be initiated or executed by the Contractor as a result of any discussions with any City employee. Only those communications which are in writing from an authorized City representative may be considered. Only written communications from Contractors, which are assigned by a person designated as authorized to bind the Contractor, will be recognized by the City as duly authorized expressions on behalf of Contractors.

5.07 INDEPENDENT CONTRACTOR: The Contractor is an independent contractor under this Agreement. Personal services provided by the Proposer shall be by employees of the Contractor and subject to supervision by the Contractor, and not as officers, employees, or agents of the City. Personnel policies, tax responsibilities, social security, health insurance, employee benefits, procurement policies unless otherwise stated in this ITB, and other similar administrative procedures applicable to services rendered under this contract shall be those of the Contractor.

5.08 INDEMNITY/HOLD HARMLESS AGREEMENT: The Contractor agrees to protect, defend, indemnify, and hold harmless the City of Fort Lauderdale and its officers, employees and agents from and against any and all losses, penalties, damages, settlements, claims, costs, charges for other expenses, or liabilities of every and any kind including attorneys fees, in connection with or arising directly or indirectly out of the work agreed to or performed by Contractor under the terms of any agreement that may arise due to the bidding process. Without limiting the foregoing, any and all such claims, suits, or other actions relating to personal injury, death, damage to property, defects in materials or workmanship, actual or alleged violations of any applicable Statute, ordinance, administrative order, rule or regulation, or decree of any court shall be included in the indemnity hereunder.

5.09 TERMINATION FOR CAUSE: If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Contractor shall violate any of the provisions of this Agreement, the City may upon written notice to the Contractor terminate the right of the Contractor to proceed under this Agreement, or with such part or parts of the Agreement as to which there has been default, and may hold the Contractor liable for any damages caused to the City by reason of such default and termination. In the event of such termination, any completed services performed by the Contractor under this Agreement shall, at the option of the City, become the City's property and the Contractor shall be entitled to receive equitable compensation for any work completed to the satisfaction of the City. The Contractor, however, shall not be relieved of liability to the City for damages sustained by the City by reason of any breach of the Agreement by the Contractor, and the City may withhold any payments to the Contractor for the purpose of setoff until such time as the amount of damages due to the City from the Contractor can be determined.

5.10 TERMINATION FOR CONVENIENCE: The City reserves the right, in its best interest as determined by the City, to cancel contract by giving written notice to the Contractor thirty (30) days prior to the effective date of such cancellation.

5.11 CANCELLATION FOR UNAPPROPRIATED FUNDS: The obligation of the City for payment to a Contractor is limited to the availability of funds appropriated in a current fiscal period, and continuation of the contract into a subsequent fiscal period is subject to appropriation of funds, unless otherwise authorized by law.

5.12 RECORDS/AUDIT: The Contractor shall maintain during the term of the contract all books of account, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract. The Contractor agrees to make available to the City's Internal Auditor, during normal business hours and in Broward, Miami-Dade or Palm Beach Counties, all books of account, reports and records relating to this contract should be retained for the duration of the contract and for three years after the final payment under this Agreement, or until all pending audits, investigations or litigation matters relating to the contract are closed, whichever is later.

5.13 PERMITS, TAXES, LICENSES: The successful Contractor shall, at their own expense, obtain all necessary permits, pay all licenses, fees and taxes, required to comply with all local ordinances, state and federal laws, rules and regulations applicable to business to be carried out under this contract.

5.14 LAWS/ORDINANCES: The Contractor shall observe and comply with all Federal, state, local and municipal laws, ordinances rules and regulations that would apply to this contract.

5.15 NON-DISCRIMINATION: There shall be no discrimination as to race, sex, color, creed, age or national origin in the operations conducted under this contract.

5.16 UNUSUAL CIRCUMSTANCES: If during a contract term where costs to the City are to remain firm or adjustments are restricted by a percentage or CPI cap, unusual circumstances that could not have been foreseen by either party of the contract occur, and those circumstances significantly affect the Contractor's cost in providing the required prior items or services, then the Contractor may request adjustments to the costs to the City to reflect the changed circumstances. The circumstances must be beyond the control of the Contractor, and the requested adjustments must be fully documented. The City may, after examination, refuse to accept the adjusted costs if they are not properly documented, increases are considered to be excessive, or decreases are considered to be insufficient. In the event the City does not wish to accept the adjusted costs and the matter cannot be resolved to the satisfaction of the City, the City will reserve the following options:

1. The contract can be canceled by the City upon giving thirty (30) days written notice to the Contractor with no penalty to the City or Contractor. The Contractor shall fill all City requirements submitted to the Contractor until the termination date contained in the notice.

2. The City requires the Contractor to continue to provide the items and services at the firm fixed (non-adjusted) cost until the termination of the contract term then in effect.

3. If the City, in its interest and in its sole opinion, determines that the Contractor in a capricious manner attempted to use this section of the contract to relieve themselves of a legitimate obligation under the contract, and no unusual circumstances had occurred, the City reserves the right to take any and all action under law or equity. Such action shall include, but not be limited to, declaring the Contractor in default and disqualifying him for receiving any business from the City for a stated period of time.

If the City does agree to adjusted costs, these adjusted costs shall not be invoiced to the City until the Contractor receives notice in writing signed by a person authorized to bind the City in such matters.

5.17 ELIGIBILITY: If applicable, the Contractor must first register with the Department of State of the State of Florida, in accordance with Florida State Statutes, prior to entering into a contract with the City.

5.18 **PATENTS AND ROYALTIES:** The Contractor, without exception, shall indemnify and save harmless the City and its employees from liability of any nature and kind, including cost and expenses for or on account of any copyrighted, patented or un-patented invention, process, or article manufactured or used in the performance of the contract, including its use by the City. If the Contractor uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the bid prices shall include all royalties or costs arising from the use of such design, device, or materials in any way involved in the work.

5.19 **ASSIGNMENT:** Contractor shall not transfer or assign the performance required by this ITB without the prior written consent of the City. Any award issued pursuant to this ITB, and the monies, which may become due hereunder, are not assignable except with the prior written approval of the City Commission or the City Manager or City Manager's designee, depending on original award approval.

5.20 **LITIGATION VENUE:** The parties waive the privilege of venue and agree that all litigation between them in the state courts shall take place in Broward County, Florida and that all litigation between them in the federal courts shall take place in the Southern District in and for the State of Florida.

NON-COLLUSION STATEMENT:

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

> 3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).
>
> 3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

NAME	RELATIONSHIPS

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

BID/PROPOSAL SIGNATURE PAGE

How to submit bids/proposals: Proposals must be submitted by hard copy only. It will be the sole responsibility of the Bidder to ensure that the bid reaches the City of Fort Lauderdale, City Hall, Procurement Department, Suite 619, 100 N. Andrews Avenue, Fort Lauderdale, FL 33301, prior to the bid opening date and time listed. Bids/proposals submitted by fax or email will NOT be accepted.

The below signed hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal I will accept a contract if approved by the CITY and such acceptance covers all terms, conditions, and specifications of this bid/proposal.

Please Note: All fields below **must** be completed. If the field does not apply to you, please note N/A in that field.

Submitted by:_____
(signature) (date)

Name (printed)_____Title:_____

Company: (Legal Registration)_____

CONTRACTOR, IF FOREIGN CORPORATION, MAY BE REQUIRED TO OBTAIN A CERTIFICATE OF AUTHORITY FROM THE DEPARTMENT OF STATE, IN ACCORDANCE WITH FLORIDA STATUTE §607.1501 (visit http://www.dos.state.fl.us/).

Address:_____

City_____State:_____Zip_____

Telephone No._____FAX No. _____Email: _____

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): _____

Payment Terms (section 1.04): _____ Total Bid Discount (section 1.05): _____

Does your firm qualify for MBE or WBE status (section 1.09): MBE _____ WBE _____

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

Addendum No. Date Issued

P-CARDS: Will your firm accept the City's Credit Card as payment for goods/services?

YES _____ **NO**_____

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. HAVE YOU STATED ANY VARIANCES OR EXCEPTIONS BELOW? BIDDER MUST CLICK THE EXCEPTION LINK IF ANY VARIATION OR EXCEPTION IS TAKEN TO THE SPECIFICATIONS, TERMS AND CONDITIONS. If this section does not apply to your bid, simply mark N/A in the section below.

Variances:

_____

_____

revised 6-16-11

City of Fort Lauderdale • Procurement Services Department
100 N. Andrews Avenue, #619 • Fort Lauderdale, Florida 33301
954-828-5933 FAX 954-828-5576
purchase@fortlauderdale.gov

ADDENDUM NO. 1

RFP #715-10818
AIRPORT GROUNDS/LANDSCAPING MAINTENANCE

ISSUED August 1, 2011

1. This addendum is being issued to make the following change:

   Part IV, Section 10 (Additional Items/Duties); "Estimated Schedule for Executive Airport Landscaping" is deleted and replaced with the following:

	Mowing	Hedges	Fertilizing	Mulching		Mowing	Hedges	Fertilizing
3-Oct	1				2-Apr	10		1
10-Oct					9-Apr			
17-Oct		1			16-Apr	11		
24-Oct	2				23-Apr		6	
31-Oct					30-Apr	12		
7-Nov	3				7-May			
14-Nov				1	16-May	13		
21-Nov					23-May			
28-Nov	4	2			30-May	14	7	
5-Dec					6-Jun			
12-Dec					13-Jun	15		
19-Dec					20-Jun			
26-Dec	5				27-Jun	16		
2-Jan					4-Jul		8	
9-Jan		3			11-Jul	17		
16-Jan	6				18-Jul			
23-Jan					25-Jul	18		
30-Jan					1-Aug			
6-Feb	7				8-Aug	19	9	
13-Feb		4			15-Aug			
20-Feb					22-Aug	20		
27-Feb	8				29-Aug			
5-Mar					5-Sep	21		2
12-Mar					12-Sep		10	
19-Mar	9	5			19-Sep	22		
26-Mar					26-Sep			

2. Part VII – Proposal Pages – Cost Proposal is deleted and replaced with Revised Cost Proposal Page attached.

City of Fort Lauderdale • Procurement Services Department
100 N. Andrews Avenue, #619 • Fort Lauderdale, Florida 33301
954-828-5933 FAX 954-828-5576
purchase@fortlauderdale.gov

All other terms, conditions, and specifications remain unchanged.

Kirk W. Buffington, CPPO, C.P.M.
Director of Procurement Services

Company
Name: _____
(please print)

Bidder's
Signature: _____

Date: _____

RFP #715-10818 Revised Cost Proposal Sheet Description	Cost		Estimated Area	Estimated Time Per Year	Total Cost
Mowing Service, per acre					
PROVIDE A FIRM FIXED ALL INCLUSIVE RATE FOR LITTER REMOVAL, EDGING AND WEEDEATING					
Movement Area			228 acres	22	
	$____/acre	X	5016		$____
Non-Movement Area			43 acres	22	
	$____/acre	X	946		$____
Non-aviation Area			42 acres	22	
	$____/acre	X	924		$____
LAPC Area Maintenance Service			75 hours	2	
	$____/hour	X	150		$____
Hedge Trimming and Weeding at Aviation Equipment & Safety Facility, 2020 Executive Airport Way, Fort Lauderdale, FL 33309. **LEED Certified Building only LEED certified herbicide allowed.**	$____/sq ft	X	600 sq ft		$____
Hedge Trimming and Weeding at Airport Administration Building, 6000 NW 21 Ave, Fort Lauderdale, FL 33309.	$____/sq ft	X	2,500 sq ft		$____
Hedge Trimming and Weeding at Airport Observation Area, on NW 56 Street, East of 2695, Fort Lauderdale, FL 33309.	$____/sq ft	X	600 sq ft		$____
Mulching, **Pine Straw only**, at Aviation Equipment & Safety Facility, 2020 Executive Airport Way, Fort Lauderdale, FL 33309, bi-annually. **LEED Certified Building only LEED certified herbicide allowed.**	$____/sq ft	X	7,800 sq ft		$____
Mulching at Airport Administration Building, 6000 NW 21 Ave, Fort Lauderdale, FL 33309, bi-annually.	$____/sq ft	X	300 sq ft		$____
Mulching, at Airport Observation Area, on NW 56 Street, East of 2695, Fort Lauderdale, FL 33309, bi-annually.	$____/sq ft	X	160 sq ft		$____
Herbicide applications	$____/gallon	X	50 gallons		$____

LEED Herbicide applications	$_____/sq ft	X	7,800 sq ft	$_____
Fertilizer, organic	$_____/lbs	X	100 lbs	$_____
Call-out Labor with vehicles and equipment	$_____/hour	X	24 hours	$_____
Grand Total Cost				$_____

Additional Services, Hourly

YOU MUST BID ON ALL ADDITIONAL ITEMS IN ORDER TO BE CONSIDERED FOR AWARD.

Removal of debris, bulk trash, storm damage, and illegal dumping including Hauling and Disposal (receipt form Certified Landfill must be submitted).	$_____/hour	X	24 hours	$_____
City to provide dump site	$_____/hour	X	24 hours	$_____
Labor Rate Unskilled	$_____/hour	X	24 hours	$_____
Labor Rate Skilled	$_____/hour	X	24 hours	$_____
Equipment Rate, Tractor/Bushhog Mower with operator	$_____/hour	X	24 hours	$_____
Equipment Rate, Power Mower with operator	$_____/hour	X	24 hours	$_____
Equipment Rate, Weed Eater with operator	$_____/hour	X	24 hours	$_____
Equipment Rate, Blower with operator	$_____/hour	X	24 hours	$_____
Equipment Rate, Chain Saw with operator	$_____/hour	X	24 hours	$_____
Equipment Rate, Bob Cat w/trailer with operator	$_____/hour	X	24 hours	$_____
Equipment Rate, Tractor with operator	$_____/hour	X	24 hours	$_____
Equipment Rate, Tractor Trailer with operator	$_____/hour	X	24 hours	$_____
Equipment Rate, Dump Truck with operator	$_____/hour	X	24 hours	$_____
Equipment Rate, Hedge Trimmer with operator	$_____/hour	X	24 hours	$_____
Allowance for Contractor Disposal Charges	Bid must enter $5,000 for this Bid item			$ 5,000
Allowance for Contractor Roll-off Dumpster	Bid must enter $2,000 for this Bid item			$ 2,000

The Dumping Services will be on an as needed basis and will not factor into cost for basing award.

Question and Answers for Bid #715-10818 - Airport Grounds/Landscaping Maintenance

OVERALL BID QUESTIONS

Question 1

Why is the going to bid? Who is the current contractor? Is there a bonding requirement? **(Submitted: Jul 19, 2011 4:46:58 PM EDT)**

Answer

- Why is this going to bid?

This bid is combining all of the ground/landscaping maintenance for the Airport. The ground maintenance of the aviation and non-aviation property, the maintenance of the Airport's Local Area of Particular Concern (LAPC), an environmentally sensitive area as well as the disposal of storm damage and illegal dumping that occurs from time to time.

Who is the current contractor?

The work is currently being done by different entities. The City of Fort Lauderdale performs the ground maintenance; Brickman Group Ltd. LLC was under contract to maintain the LAPC and various companies have removed and disposed of storm and illegal dumping.

Is there a bonding requirement?

There is no bonding requirement. **(Answered: Jul 20, 2011 9:12:15 AM EDT)**

Question 2

What is the annual budget for this project? Is there a previous bid tabulation sheet or current contract amount available? **(Submitted: Jul 20, 2011 8:07:28 AM EDT)**

Answer

- Is there a previous bid tabulation sheet or current contract amount available?

There is no previous bid or contract.

What is the annual budget for this project?

The City has estimated a cost of $184,338. **(Answered: Jul 20, 2011 9:34:59 AM EDT)**

Question 3

Can you please provide the previous contract with Brickman Group LLC to maintain the LAPC? **(Submitted: Jul 25, 2011 1:46:47 PM EDT)**

Answer

- For a copy of contract 773-9729 call 954-828-5933. Charges may apply. **(Answered: Jul 26, 2011 8:59:58 AM EDT)**

EXHIBIT B

ONESOURCE
LANDSCAPE & GOLF SERVICES
An ABM Company

RESPONSE TO REQUEST FOR PROPOSAL TO PROVIDE LANDSCAPE MAINTENANCE SERVICES

August 18, 2011

PREPARED FOR: City of Ft. Lauderdale Executive Airport

WORK LOCATION: Ft. Lauderdale, FL

PREPARED BY: Glenn Hall
Vice President of Sales
561-262-0811

CONTRACT COPY

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

TABLE OF CONTENTS

- Bid/Proposal Signature Page
- Cost Proposal Pages
- Non-Collusion Statement
- Letter of Interest
- Statement of Proposed Services
- Business Licenses
- Evidence of Insurance
- Company Profile
- Description/Pictures – Vehicles
- Equipment
- Qualification/Experience
- List of three Clients/References
- Staff
- Communication
- Management Reports
- Additional Attachments
  - Exhibit 1: Addendum 1

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

BID/PROPOSAL SIGNATURE PAGE

How to submit bids/proposals: Proposals must be submitted by hard copy only. It will be the sole responsibility of the Bidder to ensure that the bid reaches the City of Fort Lauderdale, City Hall, Procurement Department, Suite 619, 100 N. Andrews Avenue, Fort Lauderdale, FL 33301, prior to the bid opening date and time listed. Bids/proposals submitted by fax or email will NOT be accepted.

The below signed hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal I will accept a contract if approved by the CITY and such acceptance covers all terms, conditions, and specifications of this bid/proposal.

Please Note: All fields below **must** be completed. If the field does not apply to you, please note N/A in that field.

Submitted by: Dale R Elkins (signature) 8/15/11 (date)

Name (printed) Dale R. Elkins Title: President

Company: (Legal Registration) ABM Services, Inc. dba OneSource Landscape & Golf Services

CONTRACTOR, IF FOREIGN CORPORATION, MAY BE REQUIRED TO OBTAIN A CERTIFICATE OF AUTHORITY FROM THE DEPARTMENT OF STATE, IN ACCORDANCE WITH FLORIDA STATUTE §607.1501 (visit http://www.dos.state.fl.us/).

Address: 5028 Tampa West Boulevard

City Tampa State: FL Zip 33634

Telephone No. 813-886-0001 FAX No. 813-886-8448 Email: dale.elkins@abm.com

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): N/A

Payment Terms (section 1.04): net 30 Total Bid Discount (section 1.05): 2%

Does your firm qualify for MBE or WBE status (section 1.09): MBE N/A WBE N/A

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

Addendum No.	Date Issued
1	8/1/11

P-CARDS: Will your firm accept the City's Credit Card as payment for goods/services?

YES _____ **NO** X

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. HAVE YOU STATED ANY VARIANCES OR EXCEPTIONS BELOW? BIDDER MUST CLICK THE EXCEPTION LINK IF ANY VARIATION OR EXCEPTION IS TAKEN TO THE SPECIFICATIONS, TERMS AND CONDITIONS. If this section does not apply to your bid, simply mark N/A in the section below.

Variances: N/A

RFP #715-10818
Revised Cost Proposal Sheet

Description	Cost		Estimated Area	Estimated Time Per Year	Total Cost
Mowing Service, per acre					
PROVIDE A FIRM FIXED ALL INCLUSIVE RATE FOR LITTER REMOVAL, EDGING AND WEEDEATING					
Movement Area			228 acres	22	
	$__21.00___/acre	X	5016		$105,336.00
Non-Movement Area			43 acres	22	
	$__16.50___/acre	X	946		$15,609.00
Non-aviation Area			42 acres	22	
	$__23.00___/acre	X	924		$21,252.00
LAPC Area Maintenance Service			75 hours	2	
	$__25.00___/hour	X	150		$3,750.00
Hedge Trimming and Weeding at Aviation Equipment & Safety Facility, 2020 Executive Airport Way, Fort Lauderdale, FL 33309. **LEED Certified Building only LEED certified herbicide allowed.**	$__0.08___/sq ft	X	600 sq ft		$48.00
Hedge Trimming and Weeding at Airport Administration Building, 6000 NW 21 Ave, Fort Lauderdale, FL 33309.	$__0.08___/sq ft	X	2,500 sq ft		$200.00
Hedge Trimming and Weeding at Airport Observation Area, on NW 56 Street, East of 2695, Fort Lauderdale, FL 33309.	$__0.08___/sq ft	X	600 sq ft		$48.00
Mulching, **Pine Straw only**, at Aviation Equipment & Safety Facility, 2020 Executive Airport Way, Fort Lauderdale, FL 33309, bi-annually. **LEED Certified Building only LEED certified herbicide allowed.**	$__0.10___/sq ft	X	7,800 sq ft		$780.00
Mulching at Airport Administration Building, 6000 NW 21 Ave, Fort Lauderdale, FL 33309, bi-annually.	$__0.35___/sq ft	X	300 sq ft		$105.00
Mulching, at Airport Observation Area, on NW 56 Street, East of 2695, Fort Lauderdale, FL 33309, bi-annually.	$__0.35___/sq ft	X	160 sq ft		$56.00
Herbicide applications	$_35.00____/gallon	X	50 gallons		$1,750.00

LEED Herbicide applications	$__0.02___/sq ft	X	7,800 sq ft	$156.00
Fertilizer, organic	$_0.75___/lbs	X	100 lbs	$75.00
Call-out Labor with vehicles and equipment	$_30.00____/hour	X	24 hours	$720.00
Grand Total Cost				$149,885.00

Additional Services, Hourly

YOU MUST BID ON ALL ADDITIONAL ITEMS IN ORDER TO BE CONSIDERED FOR AWARD.

Removal of debris, bulk trash, storm damage, and illegal dumping including Hauling and Disposal (receipt form Certified Landfill must be submitted).	$__30.00___/hour	X	24 hours	$720.00
City to provide dump site	$__30.00___/hour	X	24 hours	$720.00
Labor Rate Unskilled	$__20.00___/hour	X	24 hours	$48.00
Labor Rate Skilled	$__25.00___/hour	X	24 hours	$600.00
Equipment Rate, Tractor/Bushhog Mower with operator	$__35.00___/hour	X	24 hours	$840.00
Equipment Rate, Power Mower with operator	$__30.00___/hour	X	24 hours	$720.00
Equipment Rate, Weed Eater with operator	$__25.00___/hour	X	24 hours	$600.00
Equipment Rate, Blower with operator	$__25.00___/hour	X	24 hours	$600.00
Equipment Rate, Chain Saw with operator	$__25.00___/hour	X	24 hours	$600.00
Equipment Rate, Bob Cat w/trailer with operator	$__75.00___/hour	X	24 hours	$1,800.00
Equipment Rate, Tractor with operator	$__35.00___/hour	X	24 hours	$840.00
Equipment Rate, Tractor Trailer with operator	$__150.00___/hour	X	24 hours	$3,600.00
Equipment Rate, Dump Truck with operator	$__30.00___/hour	X	24 hours	$720.00
Equipment Rate, Hedge Trimmer with operator	$__25.00___/hour	X	24 hours	$600.00
Allowance for Contractor Disposal Charges	Bid must enter $5,000 for this Bid item			$ 5,000
Allowance for Contractor Roll-off Dumpster	Bid must enter $2,000 for this Bid item			$ 2,000

The Dumping Services will be on an as needed basis and will not factor into cost for basing award.

NON-COLLUSION STATEMENT:

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

> 3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).
>
> 3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

NAME	RELATIONSHIPS
N/A	N/A
N/A	N/A
	N/A
	N/A

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

ONESOURCE

August 18, 2011

Mr. Kirk Buffington
Director of Procurement Services
City of Fort Lauderdale
100 N Andrews Avenue #619
Fort Lauderdale, Florida 33301

Re: Grounds Maintenance Proposal for **The City of Fort Lauderdale's Executive Airport RFP #715-10818**

Dear Mr. Buffington'

OneSource Landscape and Golf Services is very pleased to have been given the opportunity to propose our grounds maintenance services for The City of Fort Lauderdale Executive Airport. Please find enclosed our proposal for services, along with additional information for your review.

OneSource Landscape & Golf has been in business over 25 years in South Florida; with over 135 employees, extensive vehicle fleet and equipment OneSource has the expertise to maintain The City of Fort Lauderdale's Executive Airport. We are proud to have provided grounds and landscape maintenance for the Orlando International Airport through the Greater Orlando Aviation Authority for 8 years. This $1million plus a year contract was a flagship account for OneSource and only discontinued service due to a low bid from a competitor. Although our service at Orlando International airport has not been in the last 5 years we note this aviation contract as a very similar scope of work as in the RFP for The City of Fort Lauderdale.

I truly appreciate this opportunity and look forward to developing a long lasting relationship with The City of Fort Lauderdale's Executive Airport. After reviewing our proposal, if you have any questions regarding our submittal, please feel free to contact me at 561-747-1288 ext 208 (office) or 561-262-0811 (cell). I look forward to your favorable consideration and to speaking with you soon!

Sincerely,

Glenn Hall
Vice President of Sales & Marketing

1093 Jupiter Park Lane • Jupiter, FL 33458 • phone: 561.747.1288 • fax: 561.747.1227 • www.onesourcelandscapeandgolf.com

STATEMENT OF PROPOSED SERVICES

Approach to Servicing the Ft. Lauderdale Executive Airport
OneSource understands the importance for the City of Ft. Lauderdale to establish a qualified contractor to provide landscape maintenance services at the City's Executive Airport. Our company has provided quality landscape services on the east coast of Florida since 1985 to several municipal, commercial and residential properties. We realize the significance for the City to determine which contractor most competent to provide excellent landscape services to the Airport while remaining in steady communication with its staff. OneSource is confident in its capabilities and is open to the "Service Test Period" as described in the RFP, in order to

Our team performed a complete site survey at the City's Executive Airport by measuring and quantifying the landscaped areas; with that information, they have created a well designed operational and agronomic plan.. This plan includes three (3), full-time, OneSource employees: one (1) Supervisor, one (1) Foreman and one (1) Assistant. Additional support will come from our Branch office in Jupiter, which houses our Certified Arborist, Arborcare Crew, Certified Pest Control Operator, Floriculture Crew and Branch Manager. Staffing for this project is explained in more detail in the "Staff" section of our proposal.

Supervision of On-Site Staff
Branch Manager, Tim Osborne, oversees operations of all Southeast Florida landscape maintenance services. Branch Administrators, Mechanics and Project/Area Managers report directly to Mr. Osborne on a daily basis. Area Managers oversee the operations of select projects and the Crew Leaders and Crew Members affiliated with such projects. A designated Area Manager will be the single point-of-contact between the Airport and OneSource. Branch Administrator, Emma Ryder, handles all billing and payroll for the Southeast Florida landscape maintenance operations. She is also the Branch Safety Coordinator and communicates essential safety information to management staff.

The Area Manager for the Ft. Lauderdale Executive Airport will be in constant communication with airport staff to ensure satisfaction of OneSource services. The Area Manager will oversee our crews and technicians, fill out all reports, handle all emergencies and routine requests and meet and/or communicate daily with the Airport's representatives. The Site Supervisor will meet with his crew every morning to ensure the team is well prepared, equipped and organized to complete the tasks for that day and to communicate any important information as necessary. The Area Manager will carry a blackberry, and be available 24/7 by email or cell phone and can mobilize employees quickly to handle any emergency situation. His Crew Leaders will be equipped with a cell phone, so as to remain in steady communication with each other and airport staff throughout the day. Each Crew Leader will speak English fluently and assist the Area Manager in overseeing the daily operations of the project.

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

Management Controls, Supervisory Inspections and Check-In Provisions

Our Area Manager and two Crew Leaders will supervise the crew members to ensure they are completing all assigned tasks professionally and efficiently. Each Crew Leader will have a cellular phone and aviation band transceivers to communicate effectively with each other, the Area Manager and airport staff. The Area Manager is on site throughout the week to monitor and oversee the crew.
All crew members will be required to "clock in" at the beginning of their shift and "clock out" during breaks and at the end of their shift. Their timecards are collected at the end of each week, are approved by the Area Manager, and then turned in to the Branch Administrator for processing.

Regular inspections by management personnel are an integral part of our quality program. Our quality inspection program includes:

- Weekly inspections by on-site Project Managers and Crew Leaders
- Monthly reports completed by Project Manager are supplied to and approved by Client
- Monthly/quarterly inspections by Branch Manager
- Monthly/quarterly inspections by Vice President, Operations (depending on size of the project)

The OneSource Standard Inspection Program will enable us to baseline our performance at your property. Inspections will include:

- Reviewing the customer communications log
- Reviewing the periodic task schedule
- Verifying the staffing plan
- Inspecting equipment
- Ensuring that crews have proper uniforms
- Reviewing key control procedures
- Making sure that employee notices for property and equipment safety are posted and current
- Reviewing previous inspection files and logs
- Checking inventory of supplies

At the conclusion of the Branch Manager's inspection, we will meet with the Airport's Representatives to discuss their services and service level. This meeting will also give the Airport Representatives an opportunity to discuss any areas of concern they may have or any other information that needs to be discussed.

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

STATEMENT OF PROPOSED SERVICES

JUPITER STAFF & EQUIPMENT LIST

The following is a list of staff and equipment currently accessible at the OneSource branch in Jupiter, FL.

STAFF

1	Branch Manager
1	Vice President of Sales & Marketing
2	Administrative Assistants
3	Area Project Manager
2	Project Managers
3	Supervisors / Assistant Project Managers
6	Technicians
150	Foreperson/Crewperson

PEST CONTROL FLEET

1	Isuzu vehicle 600GAL Tank
2	Ford F250 vehicle 200GAL Tank
2	Ford F250 vehicle 100GAL Tank
1	Cushman Utility Vehicle 100GAL Tank Boom Sprayer

VEHICLE FLEET

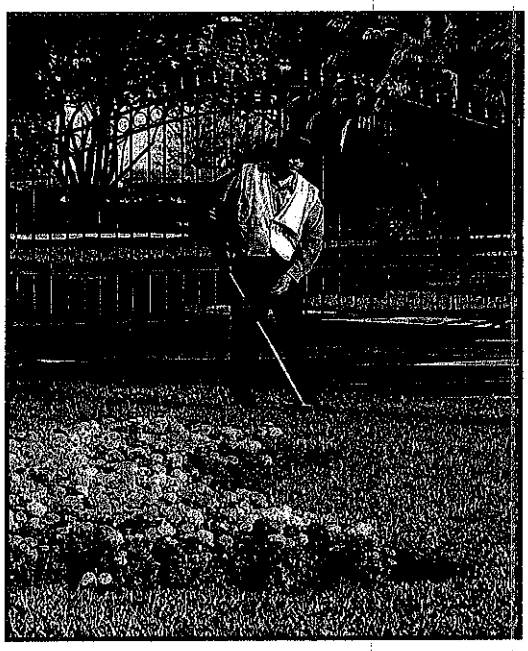
1	Mack Dump Box Truck
1	GMC Aerial Bucket Truck
1	Ford F450 Dump Truck
5	Ford F350 Dump Truck
20	Ford F250 Truck
5	Ford F150 Truck
10	Isuzu Dump Truck
1	Dodge Van
1	Mazda Pickup

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

STATEMENT OF PROPOSED SERVICES

JUPITER STAFF & EQUIPMENT LIST

EQUIPMENT FLEET



8	Landscape Trailers enclosed 20'
10	Landscape Trailers open 16'
1	Landscape Dump Trailers 12'
1	New Holland Skidsteer
3	Toro 72" rider mower
2	Dixie Chopper 72" rider mower
1	Dixie Chopper 60" rider mower
6	Lesco 60" rider mower
1	Scag 52" rider mower
4	Toro 62" rider mower
1	Ferris 52" deck mower
20	Lesco 48" Hydro WB mower
15	Lesco 32" Belt drive WB mower
15	Keys 21" push mower
6	Kawasaki Utility Carts
1	Gator 4x2 Utility Carts
1	Pioneer Utility Cart
4	Toro WB reel mowers
1	Toro 5 Gang reel mower
2	Toro Tri reel mowers
2	52" Hydro Walk Behind Mowers with Sulky
3	Billygoat leaf vacuums
4	Little Wonder Street blowers
6	Lesco Hydro Fertilizer spreaders
6	Lesco WB Fertilizer spreaders
1	Aerifier pull behind
1	New Holland TD80D Tractor
1	15' Bush Hog Mowing Attachment
	Back Pack Blowers
	Weedeaters
	Stick Edgers
	Hedge Shears
	Nextel Radios
	Aviation Band Transceivers
	Back Pack Sprayers
	Misc. Hand Pruning Tools
	Misc. Mechanical Tools

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

Operational Service Plan

OneSource Landscape & Golf Services has developed a plan based on the measurements of the property, a visible site tour during the pre-bid meeting with City Aviation Employees and satellite imagery through google earth pro.

Our plan requires a site based crew of 3 employees during the growth season with a possible reduction of an assistant during the winter if necessary dependant on work load and seasonality requirements.

We understand the need to mow turf areas in Movement Areas as early as possible to avoid conflict with aircraft so our employees will be on property starting a 5:00AM Monday through Friday. We also understand that safety is paramount and the need to be in constant communication with air traffic control within the fenced in areas of the airport.

We have speced 3 large pieces of mowing equipment; at 15 foot rotary mowers behind a New Holland tractor, and two large riding mowers. We have provided a full equipment package list for your review within this proposal.

Based on our expertise and the production rates to mow the acreage at Fort Lauderdale's Executive Airport, we anticipate a full mowing cycle will take approximately 1 ½ weeks to complete. This will allow for detail work such as litter removal, hedge pruning, weeding, mulching, fertilization, etc. to take place after a cycle is completed.

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

INTERNATIONAL CRIME FREE ASSOCIATION

INTERNATIONAL CRIME FREE PROGRAMS

JUL 01 2012
EXPIRES

Certifies that:

One Source
WHOSE NAME APPEARS
HEREON IS A RECOGNIZED

MEMBER #121

OF THE INTERNATIONAL CRIME
FREE ASSOCIATION, INC.

State of Florida
Department of Agriculture and Consumer Services

Division of Marketing and Development/Bureau of License and Bond
850-488-4101
Tallahassee, Florida

Issue Date: 12/17/2010
Fee Amt Paid: $600
FEIN: 22-3640390
Effective Date: 01/01/2011

POST LICENSE CONSPICUOUSLY

License as Dealer in Agriculture Products
GOOD FOR ONE LOCATION

This license is issued under authority of Section 604.15-604.34, Florida Statutes, to:

Commodity Code: 4 11 1
Bonding Company: SAFECO INS. CO. OF AMERICA
Bond Amount: $100,000

License # 69098 - 37
ONESOURCE LANDSCAPE & GOLF SERVICES, INC.
DBA: ONESOURCE LANDSCAPE & GOLF SERVICES, INC
1093 JUPITER PARK LN
JUPITER,FL33458-8959

Field Representatives: LARSON PHIPPS

Charles H Bronson

CHARLES H. BRONSON
COMMISSIONER OF AGRICULTURE

This is to certify that the dealer in agricultural products whose name and address are shown above, has paid the required fee and has made an approved surety bond to the Commissioner of Agriculture as required by Sections 604.15-604.34, Florida Statutes, and is hereby granted this license as Dealer in Agricultural Products as defined in Section 604.15, Florida Statutes. This license is for a one year period.

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000

VALID OCTOBER 1, 2010 THROUGH SEPTEMBER 30, 2011

DBA:
Business Name: ONESOURCE LANDSCAPE & GOLF SERVICES INC/CORP TAX

Receipt #: 324-7197
Business Type: LAWN MAINTENANCE/LANDSCAPE (LAWN MAINTENANCE/LANDSCAPE)

Owner Name: RONALD SCHMOYER
Business Location: 1093 JUPITER PARK LN OUT OF COUNTY
Business Phone: 561-747-1288

Business Opened: 08/01/2002
State/County/Cert/Reg:
Exemption Code: NONEXEMPT

Rooms	Seats	Employees	Machines	Professionals
		19		

For Vending Business Only						
Number of Machines:				Vending Type:		
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
150.00	0.00	0.00	0.00	0.00	0.00	150.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

THIS BECOMES A TAX RECEIPT

WHEN VALIDATED

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

Mailing Address:

RONALD SCHMOYER
1093 JUPETER PARK LN
JUPITER, FL 33458

Receipt #05C-09-00032205
Paid 09/21/2010 150.00

2010 - 2011

State of Florida

Department of Agriculture and Consumer Services
Bureau of Entomology and Pest Control

CERTIFIED PEST CONTROL OPERATOR

Number: JF173085

KEVIN CUATT

This is to Certify that the individual named above is a Certified Pest Control Operator and is privileged to practice

Lawn and Ornamental

in conformity with an Act of the Legislature of the State of Florida regulating the practice of Pest Control and imposing penalties for violations.

In Testimony Whereof, Witness this signature at Tallahassee, Florida on December 2, 2009

Charles H. Bronson
Commissioner of Agriculture

Chief Bureau of Entomology and Pest Control

DACS form 1780, Feb. 99

Office of the Sheriff

Jacksonville, Florida

Crime Free Multi-Housing Program

The Jacksonville Sheriff's Office

AWARDS THIS CERTIFICATE TO

Tim Osborne

For successfully completing:

The Jacksonville Crime Free Multi-Housing Program

Phase 1 Management Training

"Working together for a safer community"

March 10, 2011

Date

Officer M.C. Davis

Crime Free Coordinator
Jacksonville Sheriff's Office

This is to certify that:

Holly M. Chichester

Certification # H92 6227

is a duly qualified

FNGLA Certified Horticulture Professional

Expires: 9/30/2012

My Profile

My Membership

My Certification and Credentials

- *CEU and Certification Status*
  - CEU Report
  - CEU Historical Report
- Branding Guide
- Common Questions
- Code of Ethics Agreement

My Education

Chapter and PA Executives

Certification Proctors and Evaluators

Certification Liaisons

CEU and Certification Status

Type	Status	Expiration Date	CEU Extention Date	CEU Total	CEU Report	CEU History	Action
Certified Arborist	Certified	6/30/2011	8/29/2011	22.75	View Report	View Report	CEU Extention Approved

When you are checking your CEU report please take into consideration that ISA recompiles its data every two hours during normal business hours which are from 8am to 5pm Central Standard Time. In the event that you are looking at your CEU report during the compiling process it may show that you have "0" CEUs. If you know that is not correct, please check back at a later time to give the data time to refresh. Also, please know that CEU processing takes 4-6 weeks once we receive your information or sign in sheets in our office. Thank you for your patience!

ADDITIONAL CERTIFICATION OPTIONS AVAILABLE

ISA offers six (6) certification credentials. Because each credential opens up new doors for you professionally, we wanted to draw your attention to additional credentials that you may qualify for but have not yet earned.

You do not hold the following certifications.

Apply for Utility Specialist now.
Apply for Tree Worker Climber Specialist now.
Apply for Board Certified Master Arborist now.
Apply for Municipal Specialist now.
Apply for Tree Worker Aerial Lift now.

Contact Us

Learn more: Česky Deutsch Dansk Dutch Español Français Italiano Norsk Português Svenska

©International Society of Arboriculture 2009-2011
P.O. Box 3129 • Champaign, IL 61826 • 217.355.9411

Email comments and questions to ISA
Thursday, August 11, 2011 3:25:25 PM (CST/ISA Headquarters Time)
Please click here to view our privacy policy.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 1/13/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Commercial Lines - (415) 541-7900
Wells Fargo Insurance Services USA, Inc. - CA Lic#: 0D08408
45 Fremont Street, Suite 800
San Francisco, CA 94105-2259

CONTACT NAME:
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS:
PRODUCER CUSTOMER ID #: AB679877

INSURED
ABM Services, Inc. dba OneSource Landscape & Golf Services
5028 Tampa West Blvd.
Tampa, FL 33634

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A :	ACE American Insurance Company	22667
INSURER B :	ACE Property & Casualty Ins. Co.	20699
INSURER C :	Indemnity Insurance Company of North America	43575
INSURER D :	Hartford Fire Insurance Co.	19682
INSURER E :		
INSURER F :		

COVERAGES **CERTIFICATE NUMBER:** 2271058 **REVISION NUMBER:** See below

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X $1,000,000 SIR X XCU GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC			XSLG23742792	11/01/2010	11/01/2011	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 2,000,000 $ 2,000,000 $ Excluded $ 2,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO X ALL OWNED AUTOS SCHEDULED AUTOS X HIRED AUTOS X NON-OWNED AUTOS			ISAH08245320	11/01/2010	11/01/2011	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 3,000,000 $ $ $
B	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DEDUCTIBLE X RETENTION $ 25,000			XOOG25828070	11/01/2010	11/01/2011	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WLRC46457560 $1,000,000 Incident Deductible Limit	11/01/2010	11/01/2011	X WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 2,000,000 $ 2,000,000 $ 2,000,000
A	Excess Auto			XSAH0830175A003	11/01/2010	11/01/2011	$2,000,000 Limit Each Accident	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Evidence of Coverage.

CERTIFICATE HOLDER
Evidence of Coverage

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2009 ACORD CORPORATION. All rights reserved.

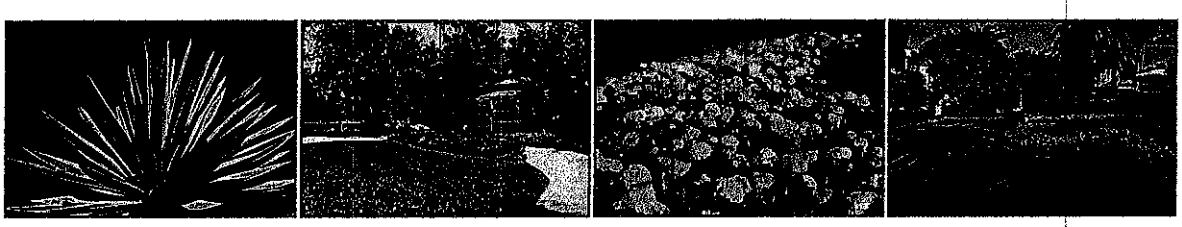
The ACORD name and logo are registered marks of ACORD

Certificate of Insurance (Con't)

OTHER Coverage

INSR LTR	TYPE OF INSURANCE	ADDL INSR	WVD SUBR	POLICY NUMBER	EFFECTIVE DATE (MM/DD/YY)	EXPIRATION DATE (MM/DD/YY)	LIMIT
D	Employee Dishonesty/Fidelity			00FA024632810	11/01/2010	11/01/2011	$1,500,000 Each Occurrence $250,000 Deductible
A	Garage Keepers Legal Liability			ISA H08245320	11/01/2010	11/01/2011	$3,000,000 Limit $1,000,000 Ded Comp & Collision

COMPANY PROFILE



AESTHETIC EXCELLENCE, SUPERIOR SERVICE.

OneSource is pleased to submit this proposal to provide landscape maintenance services for City of Ft. Lauderdale Executive Airport. At OneSource, our corporate commitment is to always provide a level of service that exceeds our customers' expectations. We will continue to make that same commitment to City of Ft. Lauderdale Executive Airport. Our proven Management Plan, Standardized Chemicals, Equipment and Methods, and Quality Assurance Procedures, are designed to provide you with the most consistent, reliable and cost-effective grounds maintenance services available today.

OUR MISSION: *A PROFESSIONAL LANDSCAPE AND GOLF SERVICES ORGANIZATION DEDICATED TO PROVIDING WORLD CLASS PERFORMANCE TO OUR CLIENTS THROUGH AESTHETIC EXCELLENCE, SUPERIOR SERVICE AND ETHICAL BUSINESS PRACTICES.*

MANAGEMENT PLAN

Our management plan has been developed based on our experience with hundreds of customers. Our goal is to ensure that your property receives consistent, high-quality service. We analyze the unique requirements of your landscape environment and develop a management plan based on our proven processes, the latest technology and the health and safety of those who use the property.

- **Documented Processes** - Our comprehensive Procedures Manual documents all of our standard operating procedures ensuring that we do it right the first time, every time. Since we do it the same way every time, we can objectively measure the quality of the services we provide.

- **Safety** - All OneSource personnel receive general safety training as well as specialized safety training as warranted by their assigned duties. Our Safety manual is designed to ensure a safe and healthy environment for the occupants, visitors and service workers at the properties we service.

- **Uniform Policy** – Our uniform policy ensures that all OneSource personnel are recognizable and in full professional attire at all times while on your property.

- **Drug Free Workplace** – OneSource is a drug free workplace. All management and staff are drug tested upon hire, suspect and immediately following an accident.

- **International Crime Free Association** – OneSource understands the importance of safety on your property. We are a certified vendor with International Crime Free Association, which means that OneSource adheres to Crime Prevention Through Environmental Design (CPTED), while servicing your property

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

COMPANY PROFILE

STANDARDIZATION

Standardized chemicals and equipment, methods and training allow us to provide consistent results for you with every action, every time.

- **Chemicals and Equipment** - We use the most up-to-date, efficient equipment and chemicals to achieve optimal results for every need, at the lowest cost to you.
- **Methods** - OneSource's landscape procedures ensure that our equipment and chemicals perform to their maximum effectiveness. Every employee is trained in our proprietary step-by-step standard operating procedures, which are enforced at every property we maintain.
- **Training** - OneSource is committed to providing all our employees with the skills they need to successfully perform their jobs, improve their efficiency and develop new skills to enable them to better meet your needs.
- **LEED Certification** – At OneSource, we understand that the basis of true success is in our ability to responsibly minimize our environmental impact while providing quality service. We fully support the "Green Efforts" of LEED Certified Buildings, and those in the process of becoming LEED Certified by actively following Best Management Practices and Green Initiatives.

QUALITY

Quality is not just a buzzword at OneSource. It is built into everything we do and every service we provide. To prove our commitment, our regular inspections and scheduled communication with our customers, ensure satisfaction, fewer complaints and a productive, efficient work environment.

- **Regular Inspections** - Working with your requirements, we establish parameters for each service area during program installation. Inspections are then conducted on a regular basis by the Area or Project Manager and Branch Manager.
- **Customer Communications** - Our organizational structure is designed to promote regular and frequent communications between our organizations to make sure that your needs are being met 100% of the time.

COMMITMENT

At OneSource, we never take our customers for granted. We know that you have many options. The fact that we've been in business since 1975 or that we have more than 10,000 satisfied customers nationwide means nothing to you if your facility service needs are not being met. Our commitment is to use our management plan, standardized processes and quality programs to provide your property with consistent, reliable service with every action, every day. And to do so at a price that provides you with the best overall value for your money.

ONESOURCE
LANDSCAPE & GOLF SERVICES
An ARM Company

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

COMPANY PROFILE

CORPORATE STRENGTH

OneSource Landscape and Golf Services is a subsidiary of ABM Industries, Inc., one of the largest facility services companies listed on the New York Stock Exchange. Together, we have vast financial strength and a proven corporate infrastructure whose ideologies range back to 1909. This means that OneSource is able to provide *you*, the customer, *our* landscape services knowledge and expertise, as well as the stability and operational support of a large corporation.

CAPABILITIES

OneSource is the *single solution* for *all* your landscape and golf course services needs. We provide our customers with "one-stop shopping" for all the services they need to maintain a safe, comfortable and appealing environment for their employees, their customers and visitors to their facility. With standardized processes performed responsively and professionally, our service packages could include:

LANDSCAPE AND GOLF SERVICES

OneSource Landscape and Golf Services provides a full range of professional services in the landscape, golf course and turf industries. Our personnel, equipment and management systems ensure the finest care for resorts, theme parks, golf courses, sports fields, industrial projects, large-scale commercial business centers and residential community common grounds.
Our foundation services include:

- ***Grounds Maintenance***
- ***Sports Turf Maintenance***
- ***Irrigation System Maintenance & Installation***
- ***Interior Plant Maintenance***
- ***Snow Removal***
- ***Golf Course Maintenance***
- ***Landscape Design and Installation***
- ***Integrated Pest Management***
- ***Aquatic Plant Maintenance***
- ***Parking Lot Sweeping***

COMMERCIAL LANDSCAPE MAINTENANCE

The Commercial Landscape Division performs grounds maintenance at properties such as office parks, retail centers and residential communities. These properties require our staff to give special attention to detail and annual flower displays to meet the needs and expectations of commercial clients. Depending on the specifications of the property and customer requirements, our Commercial Landscape Division professionals will maintain the landscape a few days each week or establish an on-site office at the property. This feature of OneSource Landscape & Golf Services allows us to care properly for all kinds of properties, regardless of size or need.

ONESOURCE
LANDSCAPE & GOLF SERVICES
An ABM Company

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

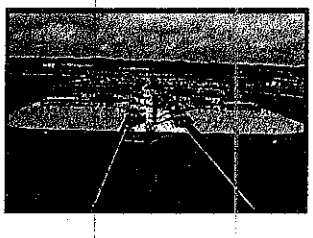
COMPANY PROFILE

RESORTS AND THEME PARKS

The management team in our Resort and Theme Park Division combines many of our foundation services to create a tailor-made service designed for the high profile property. Our service schedules for these properties are designed to cause the least interference with guests of the resort or theme park. All personnel are in uniform and thoroughly acquainted with the property. They serve as additional goodwill ambassadors for the park. OneSource provides service to our Resort and Theme Park clients on a 365-day-per-year basis to ensure that each guest receives the full benefit of the landscape environment.

SPORTS TURF

The Sports Turf Specialists perform field maintenance and athletic event preparation for public and professional organizations. Coupled with our vast experience in Landscape and Golf Course maintenance, sports turf services is a natural fit for our agronomy and horticulture professionals. With several high-profile clients already, OneSource Landscape & Golf Services continues to experience rapid growth in this specialized service and is quickly becoming a leader in outsourced athletic field maintenance.

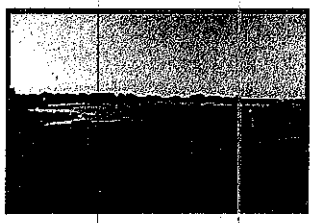


INDUSTRIAL SITES

The Industrial Maintenance Crew performs services for large turf areas which have a drive-by characteristic. These areas include industrial sites, city thoroughfares and highway right-of-ways. These projects usually require a competitive budget to maintain a professional image for the passerby. Some projects will have a mix of commercial and industrial characteristics. These projects are serviced through the use of roving equipment crews and full-time detail crews. By using this combined approach, large, expensive mowing equipment is used only when needed, thus reducing expenses for the customer while still providing access to efficient, versatile machinery needed for large-scale jobs.

GOLF SERVICES

The professionals in our Golf Services Division provide total turf maintenance from tee to green for a variety of golf course designs and owner arrangements. Our management plan and standardized practices are designed to provide meticulous care of tees, greens and fairways to enhance playability as well as the visual appeal of your course. In addition, our Golf Services Division key managers are Certified Golf Course Superintendents and are active in the Golf Course Superintendents Association of America. The Golf Services Division provides an on-site, 365-day-per-year service to ensure that all customer needs are met.



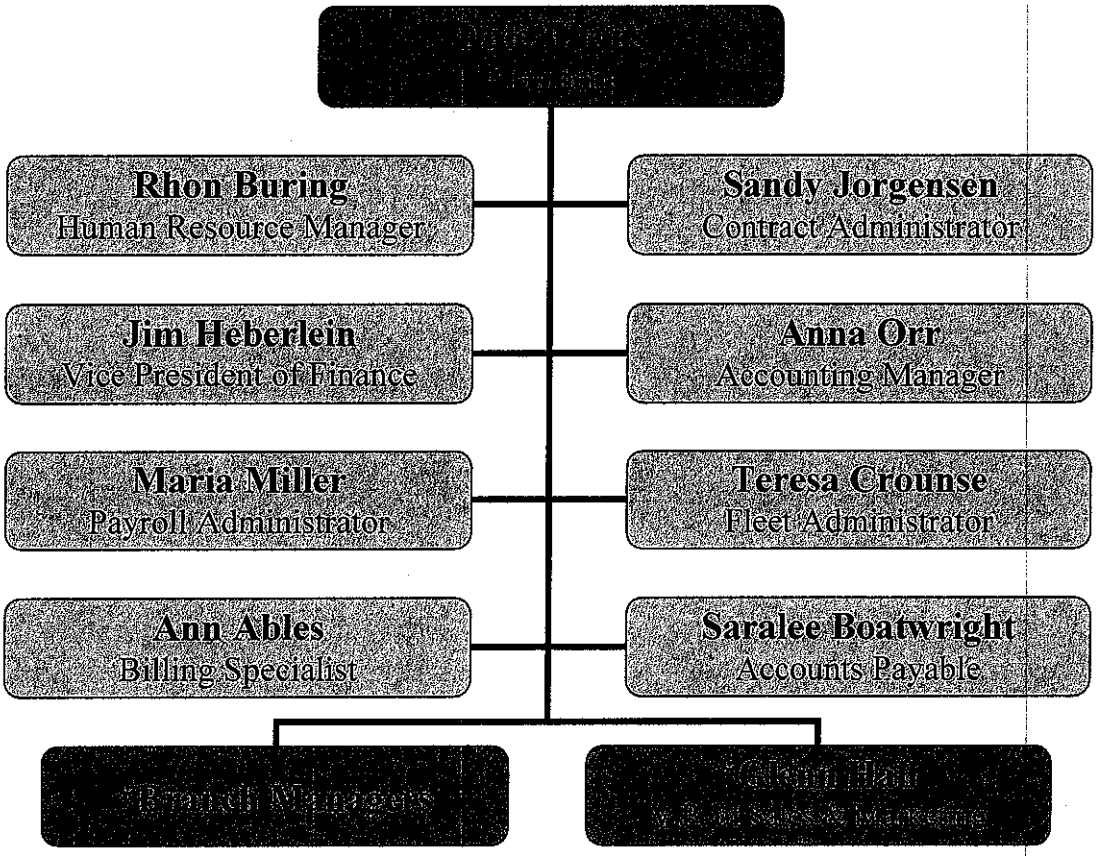
LANDSCAPE DESIGN AND INSTALLATION

Our professionals are qualified to design and install large commercial and residential landscape projects as well as enhancements to existing landscape. We have the expertise to establish and maintain a landscape of virtually any size.

ONESOURCE
LANDSCAPE & GOLF SERVICES
An ABM Company

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

OneSource Landscape and Golf Services Corporate Leadership Team



Corporate:
5028 Tampa West Boulevard • Tampa, Florida • 33634 • Phone: (813) 886-0001 • Fax: (813) 886-8448

- All **Branch Managers** work out of their designated branch location
- **Glenn Hall** is based out of our Jupiter, FL branch; every other position listed is based out of our Corporate Headquarters in Tampa, FL.

ONESOURCE
LANDSCAPE & GOLF SERVICES
An ABM Company

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

QUICK FACTS
ONESOURCE LANDSCAPE & GOLF SERVICES

Full Legal Company Name	ABM Services, Inc. dba OneSource Landscape & Golf Services (OSL&GS)
Headquarters:	5028 Tampa West Boulevard, Tampa, FL 33634 Phone: (813) 886-0001 / Fax: (813) 886-8448 Email:dale.elkins@abm.com/website:www.onesourcelandscapeandgolf.com
Dun & Bradstreet #:	85-002-2120
Federal / Tax ID #:	22-3640690
Type of Company:	Corporation
State of Incorporation:	Delaware
Year Founded	1975
Ultimate Parent Company:	ABM Industries, Incorporated
Charter # for State of Florida:	F99000001372
Officers – ABM Services, Inc.:	James P. McClure..... President and Chief Executive Officer Jan P. Kaupas ..... Executive Vice President Robert A. Juestel..... Senior Vice President and Chief Financial Officer Robert G. Avant ..... Vice President - Tax Dale R. Elkins ..... President, OneSource Landscape & Golf Services James Heberlein ..... Vice President – Finance, OneSource Landscape & Golf Services Timothy L. Brekke ..... Senior Regional Vice President, ABM Janitorial Services James M. Altieri..... Regional Vice President, ABM Janitorial Services D. Anthony Scaglione .... Treasurer Sarah H. McConnell ..... Secretary Christopher B. Bouvier ...Assistant Secretary
Number of Employees (OSL&GS):	700+
Number of Employees (ABM):	91,000+
States doing business in:	Arizona, California, Florida, North Carolina, South Carolina, New Jersey
Services Provided:	Landscape Maintenance Landscape Installation Golf Course Maintenance Athletic Field Maintenance Roadside Mowing Arbor Services Irrigation Services Pest Management Fertilization Aquatic Maintenance Hardscapes
Bonding Company (Primary):	Westchester Fire Insurance Company (ACE) 1420 Fifth Avenue, 22nd Floor, Seattle, Washington 98101 Phone: (206) 274-5137 Fax: (425) 489-2586

ONESOURCE
LANDSCAPE & GOLF SERVICES
An ABM Company

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

QUICK FACTS, CONTINUED...
OneSource Landscape & Golf Services

Bonding Company (Secondary):	Travelers Casualty and Surety Company of America 225 Lennon Lane, Suite #200, Walnut Creek, CA 94598 Phone: (925) 945-4122 Fax: (925) 945-4423
Broker / Agent:	AON Risk Services, Inc. of Northern California ATTN: Tom Branigan 199 Fremont St., Suite 1400, San Francisco, CA 94105 Phone: (415) 486-7553 Fax: (415) 486-7007 License #: 0363334
A.M. Best Rating:	A.M. Best .... A+ Superior
Bonding Capacity (All Sureties):	$200,000,000 – Aggregate $10,000,000 – Single
Bond Limit w/out Surety Review:	$1,000,000 - $2,500,000 (depending on the type of request)
Workers Comp. Insurance Company:	ESIS PO Box 31083, Tampa, FL 33631 Phone: (800) 367-5189
Workers Comp. Policy #:	C44467471

BANK REFERENCES

Bank of America
Ken Jones
Sr. Vice President
CA3-103-02-15
125 S. Market St., 2nd Floor
San Jose, CA 95113
(408) 277-7644 (Phone)

JP Morgan Chase
Charles Ackman
Sr. Vice President
560 Mission St., 19th Floor
San Francisco, CA 94105
(415) 315-3976 (Phone)

KeyBanc
John Ford
Vice President
127 Public Square
Cleveland, OH 44114
(216) 689-4229 (Phone)

TRADE REFERENCES

The Toro Company
Dan Gilmore
Corporate Accounts Manager
8111 Lyndale Avenue South
Bloomington, MN 55240
(952) 887-7369 (Phone)
(952) 948-4314 (Fax)
Dan.gilmore@toro.com

Wheels, Inc.
Elizabeth Trampka
666 Garland Place
Des Plaines, IL 60016
(847) 544-4126 (Phone)
(847) 795-5440 (Fax)

GE Fleet
Jeffrey Bowback
3 Capital Drive
Eden Prairie, MN 55344
(952) 828-1529 (Phone)
(952) 903-8593 (Fax)

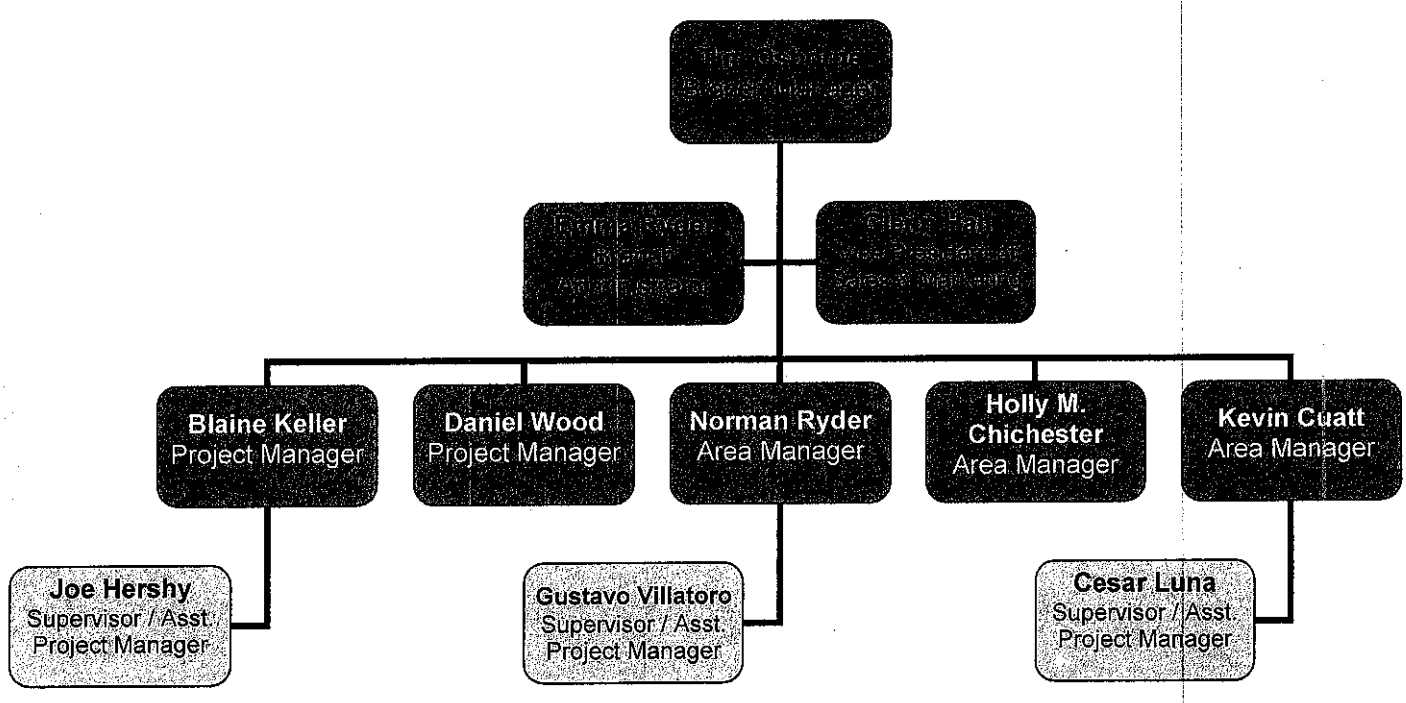
Cintas Corporation
Hank Brown
Vice President – Operations
270 South Central Blvd.
Suite 101
Jupiter, FL 33458
(561) 747-8969 (Phone)
(561) 743-9021 (Fax)
brownh@cintas.com

John Deere
24110 Network Place
Chicago, IL 60673
(407) 293-6267 (Phone)
(407) 291-0120 (Fax)

ONESOURCE
LANDSCAPE & GOLF SERVICES
An ARM Company

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

OneSource Landscape & Golf Services Leadership Team for City of Ft. Lauderdale Executive Airport



Local Branch:
1093 Jupiter Park Lane • Jupiter, Florida • 33458 • Phone: (561) 747-1288 • Fax: (561) 747-1227

Supervisors are based out of the Jupiter (Local) Branch address above.

We are excited about the opportunity to be your landscape maintenance services provider.

ONESOURCE
LANDSCAPE & GOLF SERVICES
An ASM Company

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

BRANCH QUALIFICATIONS

Leadership Team for City of Ft. Lauderdale Executive Airport
Professional Biographies

*OneSource established its operations in Jupiter, FL in **1987**. Since then, we have professionally maintained over **100** properties in the south Florida area, to include homeowners associations, community development districts, resorts and hotels, commercial buildings and municipalities. Our expert staff are knowledgeable, trained and motivated to provide City of Ft. Lauderdale Executive Airport world class performance through aesthetic excellence, superior services and ethical business practices.*

Tim Osborne, Branch Manager

- Branch Manager - OneSource Landscape & Golf Services, Inc. since 2009
- Branch Manager – Skinner Nurseries (Palm Beach) 2006 - 2009
- General Manager – Cotleur & Hearing Landscape Company 1999 – 2006
- Member – Town of Jupiter Beautification Committee 2003 – 2006
- FNGLA Certified Landscape Contractor
- Board Member – FNGLA Palm Beach Chapter 2007
- FNGLA Landscape Committee Member; Certification Committee Member
- Adjunct Professor – Palm Beach State College / Horticulture Department
- Member – Palm Beach State College Business Partnership Council
- Member of International Crime Free Association since 2010
- B.S. Mechanical Engineering – University of Florida, 1983

Glenn Hall, Vice President of Sales & Marketing

- OneSource Vice President of Sales & Marketing since 2007
- OneSource employee since 2000 (various positions in operations and sales)
- President – All American Landscape, Jupiter, FL (1992-2000)
- Vice President – Lehman Tree Experts, Old Brookville, NY (1985-1990)
- President – All Pro Landscape, Hollywood, FL (1982-1985)
- ISA Arborist Certification – State of New York
- Tropical Gardening Certification – University of Florida
- Member of International Crime Free Association since 2009

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

COMPANY PROFILE

BRANCH QUALIFICATIONS

Emma Ryder, Branch Administrator

- OneSource Branch Administrator for Jupiter, FL Branch since 2003
- Support Branch Manager and Project Managers
- Communicates safety information and review to Project Managers and Crews
- Manages billing and payroll for all accounts of Jupiter, FL OneSource branch
- Over 15 years administrative experience
- OneSource employee since 1996 (various positions in administration field)
- Associates Degree – ECSU
- Bilingual – English and Spanish

Norman Ryder, Area Manager

- Area Manager for at OneSource since 2007
- Project Manager at OneSource since 2003
- Licensed Bond Broker with Wachovia Securities, 2000-2003
- Area Manager at Tru-Green Landcare.
- Superintendent at Brickman.
- 15+ years of industry experience

Kevin Cuatt, Area Manager

- Area Project Manager with One Source since 1999
- Associates Degree / Dutchess Community College-NY
- 25 years industry experience
- Owner/Operator of personal landscape business for 10 years
- Certified Pest Control Operator, State of Florida

Blaine Keller, Project Manager

- Project Manager for OneSource; oversee landscape operations for Admirals Cove
- Division General Manager for Burg & DiVosta and Crocker & Company
- Start up Branch Manager for Skinner Nurseries' - Palm Beach Gardens branch
- Extensive experience as a manager of startups and projects with budgets in excess of one million dollars
- Previously managed notable local projects including Mariner Sands, Pipers Landing, BallenIsles and Sailfish Point
- Acknowledged by FNGLA with eight landscape awards
- Cherry Lake Tree Farm's South Florida business developer
- Executed marketing plan that included public presentations and credit for Trade industry CEU credits
- Worked with numerous Landscape Architects and General Contractors
- 35+ years of industry experience as a manager
- Two time Past President of Treasure Coast Chapter of FNGLA

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

COMPANY PROFILE

BRANCH QUALIFICATIONS

Dan Wood, Project Manager

- OneSource Project Manager since 2008, Evergrene Master Association
- 20 yrs industry experience
- Hadden Landscaping – 2002-2007
- Sprinkler Technician, Spray Technician and Estate gardening experience
- Owner/Operator – Daniel Wood Landscaping – 1994-2002

Holly M. Chichester, Area Manager

- Area Manager with OneSource since 2011
- Landscape Designer & Project Manager, FL & VA, 2005-2011
- City Horticulturist, City of Staunton, VA, 2001-2005
- Nursery Wholesale/Retail manager, 1999-2001
- ISA Certified Arborist, 2002 – Present (Arborist #: MA4264A)
- FNGLA Certified Horticulturist, 2006 - Present
- B.A. English, George Mason University, 1990
- B.S. Horticulture – Landscape Design & Contracting, 1999

Cesar Luna, Supervisor / Assistant Project Manager

- OneSource Supervisor since 2010
- OneSource employee since 2009
- Fluent in English and Spanish
- Universal Studios, Orlando, Landscape employee for two years
- City of Miami Beach, Landscape employee for three years
- Golf Course Maintenance in Miami for three years
- Employee of private landscape company in Miami for two years

Joe Hershy, Supervisor / Assistant Project Manager

- OneSource Supervisor / Assistant Project Manager - Admirals Cove, 2010
- OneSource Spray Technician, 2009
- Trugreen Supervisor – 6 years; managed 12 Spray Technicians / provided customer service for over 600 accounts
- Golf Course Maintenance, Frenchman's Creek

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

BRANCH AFFILIATIONS

INTERNATIONAL CRIME FREE ASSOCIATION

Safety and Security on your property is paramount to OneSource Landscape & Golf Services. As Certified Associate members of International Crime Free Association, OneSource employees have undergone Phase I training in "CPTED" Crime Prevention Through Environmental Design.
Through our understanding of maintenance and design of landscape, OneSource will be proactive in the following areas:

- Establish the 7-3 rule for trees and plant material
- Identify and correct hiding areas at entrances and exits
- Recommend shrubbery and trees which satisfy CPTED requirements
- Review outdoor lighting requirements of the property
- Propose up-lighting and spotlighting in strategic locations throughout the property

OneSource welcomes the opportunity to discuss each benefit in greater detail.

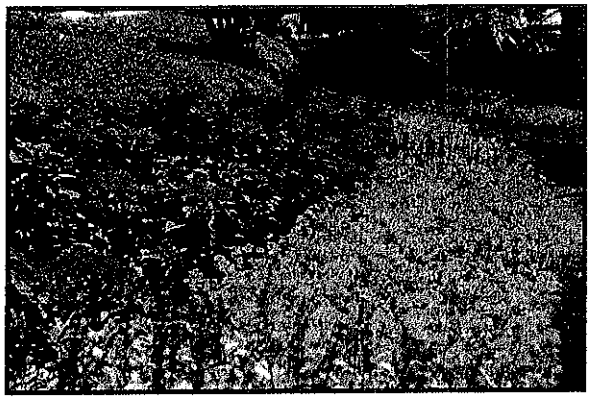
www.crime-free-association.org

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

COMPANY PROFILE

CLIENT REFERENCES

Listed on the following pages, are some of the local OneSource clients for whom we have, or are currently providing services similar in both size and scope to your specific needs. We encourage you to contact these references to hear firsthand about their experience working with OneSource.



ONESOURCE
LANDSCAPE & GOLF SERVICES
An A&M Company

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

COMPANY PROFILE

CLIENT REFERENCES

PARTIAL PERFORMANCE HISTORY
LANDSCAPE MAINTENANCE

Project:	**EVERGRENE MASTER ASSOCIATION**
Location:	650 Evergrene Parkway, Palm Beach Gardens, FL 33410
Contact:	Jim Keeley
Title:	President of Master Association
Phone:	561-626-8601
Description:	Audubon Signature Sanctuary featuring 850 Custom homes, a spectacular clubhouse, 36-acre lake, three entrances and native plant material
Scope of Services:	Full Service landscape maintenance, irrigation, fertilizer and pest control– 27 full-time OneSource personnel on staff

Project:	**ADMIRALS COVE HOMEOWNERS ASSOCIATION**
Location:	Alt. A1A, Jupiter, one mile of road frontage
Contact:	Available upon Request
Description:	Villas, two golf courses and waterfront clubhouse on the intracoastal
Scope of Services:	Full service, on-site personnel maintain this exclusive residential community of single family homes, condominiums

Project:	**SAN PALERMO AT ABACOA**
Location:	West side of Military Trail and Fredrick Small, Jupiter, FL
Contact:	Pam McClendon
Title:	Bristol Management – Property Manager for all Abacoa Development
Phone:	(561) 575-3551
Description:	New townhome community in the middle of Jupiter's largest communities where 6,000 homes will eventually be built

Project:	**SEABRANCH BOULEVARD MASTER ASSOCIATION**
Location:	Hobe Sound, Florida
Contact:	Bill Cole
Title:	President of Association
Phone:	772-546-5353
Description:	Providing landscape maintenance for 3 miles along Seabranch Blvd. fronting 1,000's of custom homes in gated communities.
Scope of Services:	All inclusive lawn and pruning service, fertilization, pest control, irrigation and palm pruning

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

COMPANY PROFILE

CLIENT REFERENCES

Project:	**VALENCIA AT ABACOA**
Location:	Jupiter, FL
Contact:	Liz Diaz
Title:	Property Manager
Phone:	(561) 575-3551
Mobile:	(561) 262-4817
Email:	Liz@bristolmanagement.com
Description:	Million dollar, high-end HOA Community

Project:	**THE RETREAT AT SEABRANCH**
Location:	Hobe Sound, Florida
Contact:	Bill Cole
Title:	President of Association
Phone:	772-546-5353
Description:	Providing full service for a large Divosta Community of 555 homes and common areas. Maintaining, Oakmont, Capri and Carlyle model homes.
Scope of Services:	All inclusive lawn and pruning service, fertilization, pest control, irrigation and palm pruning.

Project:	**JUPITER DUNES**
Location:	Beach Road, near Jupiter Inlet, FL
Contact:	Bill Williams
Title:	Board Member
Phone:	(561) 253-4082
Description:	Condominium association with approximately 70 units

Project:	**VISTANA BEACH CLUB**
Location:	Hutchinson Island, FL
Contact:	Danny Cahill
Title:	Resort Engineering Manager
Phone:	(772) 201-8428
Description:	High end Beach Front Resort

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

COMPANY PROFILE

CLIENT REFERENCES

Project: **SHERATON PGA RESORTS**
Location: In the heart of PGA Resort, Port Saint Lucie, FL
Contact: Chris Egan
Title: General Manager
Phone: (772) 201-3555
Email: Chris.Egan@starwoodvo.com
Description: High end vacation club/golf resort

Project: **TEQUESTA CAY**
Location: Village Boulevard, Tequesta, FL
Contact: Eric Peterson
Title: Property Manager
Phone: (561) 575-6090
Description: Town home community, with approximately 36 units

Project: **THE PINES CONDOMINIUM OF JUPITER**
Location: Jupiter, FL
Contact: Mr. John Jahn
Title: Property Manager
Phone: (561) 743-0845
Description: 96-unit complex, incorporating 12 separate buildings and a club house and pool area

Project: **SEAMIST CONDOMINIUM**
Location: on Jupiter Island on the intracoastal side of Beach Road
Contact: Pete Wilson
Title: Property Manager
Phone: (561) 747-9595
Description: Smaller grounds which require attention to detail to keep the mature landscape looking its best

Project: **SANDHURST HOMEOWNERS ASSOCIATION**
Location: Boynton Beach, FL
Contact: Herb Bryan
Title: Landscape Committee Member
Phone: (561) 843-6776
Email: HerbBryan@yahoo.com
Description: Upscale HOA with approximately 110 homes

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

COMPANY PROFILE

CLIENT REFERENCES

Project:	**GLENWOOD HOA AT PGA NATIONAL**
Location:	PGA National, Palm Beach Gardens, FL
Contact:	John Jahn
Title:	Property Manager
Phone:	(561) 743-0845
Description:	396 Condominiums, located in prestigious PGA National
Scope of Services:	Landscape Maintenance, Irrigation, Pest Control and Fertilization

Project:	**FLORIDA ATLANTIC UNIVERSITY**
Location:	Jupiter, FL campus
Contact:	Evan Cross
Title:	Assistant Director
Phone:	561-297-3876
Description:	Collegiate Campus of landscaped grounds including multiple buildings; Learning Facilities, Student Center, Labs, Dorms and Administration.
Scope of Services:	Full grounds maintenance including all fertilization, pest control and irrigation.

Project:	**CANYON LAKES**
Location:	Lyons Road, Boynton Beach
Contact:	Ned Hartman
Title:	Property Manager
Phone:	(561) 737-6440
Description:	Large GL Community of 500 Single Family Homes and massive common areas through out the development.
Scope of Services:	Full Service landscape maintenance, irrigation, fertilizer and pest control, palm pruning, mulching and annual flowers.

Project:	**SEA COLONY COMMUNITY ASSOCIATION**
Location:	US Highway 1 and A1A, Jupiter, FL
Contact:	Mr. Frank Albanese
Title:	President of Association
Phone:	561-741-1761
Description:	Oceanside community requiring the knowledge and understanding of maintaining salt tolerant plants and effects of high winds to produce a landscaped showcase for residents of this desirable community.
Scope of Services:	All inclusive lawn and pruning service, fertilization, pest control, irrigation and palm pruning

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

COMPANY PROFILE

CLIENT REFERENCES

Project:	**SEA COLONY CONDOMINIUM ASSOCIATION**
Location:	US Highway 1 and A1A, Jupiter, FL
Contact:	Ms. Rita Shapiro
Title:	President of Condominium Board
Phone:	561-743-6238
Description:	Large collection of two-story, free standing buildings within Sea Colony Community
Scope of Services:	All inclusive lawn and pruning service, fertilization, pest control, irrigation and palm pruning

Project:	**WILLOUGHBY GOLF CLUB**
Location:	Willoughby Avenue, Stuart, FL
Contact:	Debbie Unger
Title:	Community Association Manager
Phone:	772-220-6000 x 238
Description:	Private Golf Community of Custom and Estate homes with extensive manicured Common Areas, requiring full-time staff
Scope of Services:	All inclusive lawn and pruning service, fertilization, pest control, flower installation and plant bed mulching

Project:	**TOWN OF JUPITER – ATHLETIC FIELDS**
Location:	Jupiter, FL
Contact:	Eric Cooke
Title:	Supervisor
Phone:	561-309-9495
Owner:	Town of Jupiter
Description:	Chemical Services for four (4) Town of Jupiter Parks with Athletic Fields
Scope of Services:	Apply chemical applications for 50 acres of Bermuda grass for all sports fields including: football, soccer, baseball and softball

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

DESCRIPTION/PICTURES – VEHICLES

Make: Ford
Model: F-150
Mileage: 48,000
Condition: Good

ONESOURCE
LANDSCAPE & GOLF SERVICES
An ABM Company

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

EQUIPMENT

OneSource Landscape & Golf Service will provide the following full time equipment package to the City of Fort Lauderdale's Executive Airport to maintain the property to specifications in RFP #715-10818.

In addition to the on-site equipment below, OneSource Landscape & Golf Services has the capability of utilizing equipment for our South Florida branch should the need arise. A list of this additional equipment is located in the Statement of Proposed Services section.

1 2005 FORD F-150 EXTENDED CAB PICK UP TRUCK
2 LARGE EQUIPMENT TRAILER
1 NEW HOLLAND TD80D TRACTOR
1 15FT BUSH HOG MOWING ATTACHMENT
1 72" (6 FT.) RIDING ZERO TURN MOWERS
2 52" HYDRO WALK BEHIND MOWERS WITH SULKY
3 BACK PACK BLOWERS
3 WEEDEATERS
2 STICK EDGERS
2 HEDGE SHEARS
3 NEXTEL RADIOS
2 AVIATION BAND TRANSCEIVERS
2 BACK PACK SPRAYER
MISC. HAND PRUNNING TOOLS
MISC. MECHANICAL TOOLS

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

QUALIFICATION/EXPERIENCE

OneSource has provided services in southeast Florida similar to those requested by the City of Ft. Lauderdale Executive Airport, since 1985.

Our most relevant experience in providing landscape maintenance services for a property similar in scope to that of the City of Ft. Lauderdale Executive Airport, is the Orlando International Airport. We maintained their grounds from 1992 to 1998 and communicated with the control tower and airport staff. Our reference information is below:

Property Name:	Orlando International Airport
Owner:	Greater Orlando Aviation Authority
Contact Name:	Thomas Cooper
Phone:	407-825-2001
Description:	Landscape/Grounds Maintenance

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

LIST OF THREE CLIENTS/REFERENCES

Of the references listed in the Company Profile under Client References, the following three are most similar in size and scope to that of the Ft. Lauderdale Executive Airport.

1. **Agency Name:** Florida Atlantic University
   Address: 5353 Parkside Drive, Jupiter, FL
   Phone: 561-297-3876
   Contact: Evan Cross
   Date of Service: 2009 - Present

2. **Agency Name:** City of Orlando Streets Drainage & Stormwater Utility Bureau
   Address: Orlando, FL
   Phone: 407-832-2623
   Contact: John Hogue
   Date of Service: 1999 - 2009

3. **Agency Name:** Town of Jupiter
   Address: 210 Military Trail, Jupiter, FL
   Phone: 561-748-2737
   Contact: Wayne Irving
   Date of Service: contract 1: 2008 – 2009; contract 2: 2010 - Present

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose, is prohibited without OneSource's prior written consent.

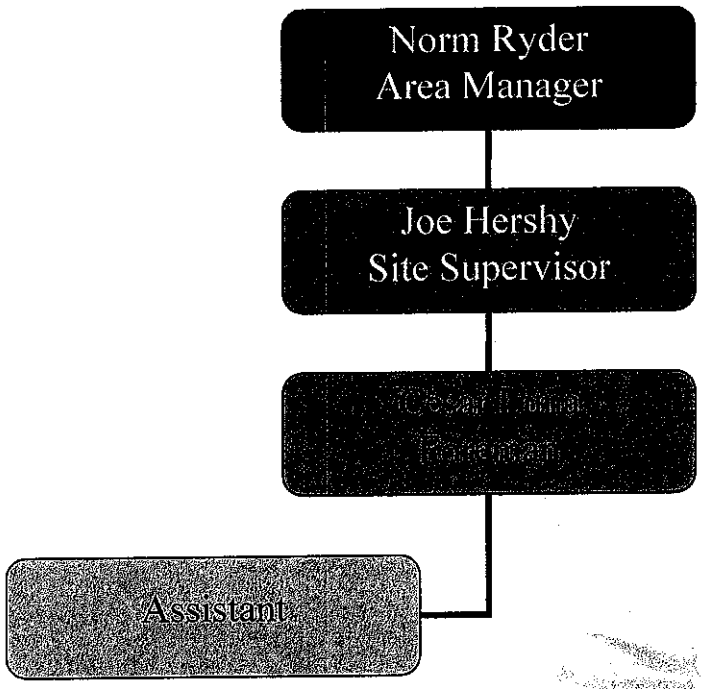
STAFF

OneSource Landscape & Golf Services will provide a site based crew as depicted in the org chart below. This site crew will have a Supervisor, Foreman and Assistant. In addition to the site crew OneSource also supplies an Area Manager who visits the property a minimum of one time each week and communicates with the Client to make sure we are meeting expectations and adhering to the scope of work.

We understand that one of the most important aspects of effective communication and operational efficiency begins at the top, with a strong management structure.
Our Branch Manager for South Florida, Tim Osborne, who oversees all of our South Florida projects, is a well educated, member of several industry affiliations and has 20+ years of industry experience. Tim will meet with the assigned Area Manager for The City of Fort Lauderdale's Executive Airport on a weekly basis to discuss the project.

The Area Manager for this project will be Norman Ryder, who has over 15 years of industry experience and excellent communication skills. Norm will oversee the project and be on property an minimum of once per week. Norm will oversee the full time site crew.

The following org chart depicts the staffing structure for this project:



The Site Supervisor and Foreman will both be English speaking, fluently, and will attend the training courses as required by the FAA to communicate with the control tower and airport staff.

Confidential . Intended solely as response to specific RFP . Distribution, except for intended purpose is prohibited without OneSource's prior written consent.

ONESOURCE
LANDSCAPE & GOLF SERVICES
An ABM Company

Tim Osborne
Branch Manager, Jupiter, FL

ONESOURCE EXPERIENCE (2009 - Present)

Branch Manager **Jupiter, FL**

- Branch Manager for Jupiter Branch of OneSource

PREVIOUS EXPERIENCE

2006 - 2009 **Palm Beach, FL**
Skinner Nurseries, Branch Manager

1999 - 2006 **Jupiter, FL**
Cotleur & Hearing Landscape Company, General Manager

1993 - 1999
Rood Landscape Company, Design-Sales Associate **Tequesta, FL**

1983 – 1992
Pratt & Whitney, Sr. Analytical Engineer **West Palm Beach, FL**

EDUCATION

B.S., Mechanical Engineering
University of Florida, 1983

CERTIFICATIONS / TRAINING

- FNGLA Certified Landscape Contractor #116
- Adjunct Professor – Palm Beach State College / Horticulture Department
- Member – Palm Beach State College Business Partnership Council
- Member of International Crime Free Association since 2010

PROFESSIONAL REFERENCES

1. Dale Elkins, President – OneSource Landscape & Golf Services, 813-886-0001
2. William Ten Eyck, COO / VP – New Nursery, 904-237-6267

QUALITY ASSURANCE REPORT

ONESOURCE
LANDSCAPE & GOLF SERVICES, INC.
An ABM Company

Property Name	
Street Address	
City, State	
Branch Name + Number	
Job #	
OneSource Representative	
OneSource Signature	
Date of Report	

CATEGORY RATING CRITERIA	
5	Exceptional
4	Exceeds Requirements
3	Meets Requirements
2	Needs Improvement
1	Does Not Meet Requirements

Note: The Landscape Quality Assurance is based on a set of written standards that are to be used to determine the score for each subcategory in the landscape that is being rated.

	1	2	3	4	5	N/A	Submit Proposal	Comments
1.0 LAWN								
1.1 Mowing Lines /Turf Cut								
1.2 Edging								
1.3 Lawn Fertility								
1.4 Weed Control								
1.5 Insect and Disease								
1.6 Irrigation								
LAWN TOTAL								
2.0 SHRUB BEDS								
2.1 Pruning								
2.2 Plant Fertility								
2.3 Weed Control								
2.4 Mulch/Pine Needles								
2.5 Insect and Disease								
2.6 Irrigation								
SHRUB BED TOTAL								
3.0 SEASONAL COLOR								
3.1 Overall Appearance								
3.2 Pruning								
3.3 Plant Fertility								
3.4 Weed Control								
3.5 Insect and Disease								
3.6 Irrigation								
SEASONAL COLOR TOTAL								
4.0 GENERAL SERVICE								
4.1 Parking Lots/Sidewalks								
4.2 Debris Pick Up/ Blowing								
4.3 Proactive Suggestions								
4.4 Response Time								
4.5 Consistency of Service								
4.6 Communication								
GENERAL SERVICE TOTAL								

REPORT SUMMARY	Category Score	Div by	Number of Categories Audited	Avg Quality Rating		Check Appropriate LQA Rating
1.0 LAWN			0	#####	#DIV/0!	Exceptional (5.0)
2.0 SHRUB			0	#####	#DIV/0!	Exceeds Requirements (4.0-4.9)
3.0 SEASONAL COLOR			0	#####	#DIV/0!	Meets Requirements (3.0-3.9)
4.0 GENERAL SERVICE			0	#####	#DIV/0!	Needs Improvement (2.0-2.9)
TOTAL SCORE				#####	#DIV/0!	Does Not Meet Requirements (1.0-1.9)

INSPECTION APPROVAL

Client Signature: _____ Print Name: _____ Date: _____

Employee Name ____________________
EE#: ____________________

Project Manager ____________________
Pay Period Ending ____________________
Start Date ____________________
End Date ____________________

PAY TYPES			
Reg Pay = 1	Reg O/T = 100	Mod Duty = 602	Shift Diff = 6
Vac = 400	Tag Reg = 3	Tag O/T = 113	Holiday = 200

Pay Period Total ____________________

Pay Type	Job Name	Job Number	Tag No.	8/1 Mon Hrs	8/2 Tue Hrs	8/3 Wed Hrs	8/4 Thur Hrs	8/5 Fri Hrs	8/6 Sat Hrs	8/7 Sun Hrs	8/8 Mon Hrs	8/9 Tue Hrs	8/10 Wed Hrs	8/11 Thur Hrs	8/12 Fri Hrs	8/13 Sat Hrs	8/14 Sun Hrs	8/15 Mon Hrs

____
Project Manager/Supervisor Signature

____
Date

City of Fort Lauderdale • Procurement Services Department
100 N. Andrews Avenue, #619 • Fort Lauderdale, Florida 33301
954-828-5933 FAX 954-828-5576
purchase@fortlauderdale.gov

ADDENDUM NO. 1

RFP #715-10818
AIRPORT GROUNDS/LANDSCAPING MAINTENANCE

ISSUED August 1, 2011

1. This addendum is being issued to make the following change:

   Part IV, Section 10 (Additional Items/Duties); "Estimated Schedule for Executive Airport Landscaping" is deleted and replaced with the following:

	Mowing	Hedges	Fertilizing	Mulching		Mowing	Hedges	Fertilizing
3-Oct	1				2-Apr	10		1
10-Oct					9-Apr			
17-Oct		1			16-Apr	11		
24-Oct	2				23-Apr		6	
31-Oct					30-Apr	12		
7-Nov	3				7-May			
14-Nov				1	16-May	13		
21-Nov					23-May			
28-Nov	4	2			30-May	14	7	
5-Dec					6-Jun			
12-Dec					13-Jun	15		
19-Dec					20-Jun			
26-Dec	5				27-Jun	16		
2-Jan					4-Jul		8	
9-Jan		3			11-Jul	17		
16-Jan	6				18-Jul			
23-Jan					25-Jul	18		
30-Jan					1-Aug			
6-Feb	7				8-Aug	19	9	
13-Feb		4			15-Aug			
20-Feb					22-Aug	20		
27-Feb	8				29-Aug			
5-Mar					5-Sep	21		2
12-Mar					12-Sep		10	
19-Mar	9	5			19-Sep	22		
26-Mar					26-Sep			

2. Part VII – Proposal Pages – Cost Proposal is deleted and replaced with Revised Cost Proposal Page attached.

City of Fort Lauderdale • Procurement Services Department
100 N. Andrews Avenue, #619 • Fort Lauderdale, Florida 33301
954-828-5933 FAX 954-828-5576
purchase@fortlauderdale.gov

All other terms, conditions, and specifications remain unchanged.

Kirk W. Buffington, CPPO, C.P.M.
Director of Procurement Services

Company Name: OneSource Landscape & Golf Services
(please print)

Bidder's Signature: Dale R Ell

Date: 8/15/11