

Tourist Corridor
Landscape Maintenance
May 20, 2016

Addendum No. 2

1. The following shall replace current bid spec, in whole (NOTE new Bid Opening Date and Pre-Bid meeting also):

**NOTICE TO BIDDERS
FOR TOURIST CORRIDOR
LANDSCAPE MAINTENANCE SERVICE**

Notice is hereby given that the Board of County Commissioners of Santa Rosa County, Florida will receive quotes from qualified contractors for tourist corridor landscape maintenance service for the following areas within the tourist corridor area in Navarre, Navarre Beach, and along FDOT right-of-way of US 98:

- Navarre Beach Entrance (Medians and R/W) (Included in Option I)
- Navarre Beach Causeway/Gulf Blvd. R/W (Included in Option I)
- Navarre Parkway Medians (Blue Tip Drive to Ortega St.) (Included in Option I)
- Navarre Visitors Center and Park (Included in Option II)
- Gulf Breeze Parkway Medians West (Bayshore Rd. to Sanibel Ln.) (Included in Option III)
- Gulf Breeze Parkway Medians East (Avalon Blvd. to Baywoods Rd.) (Included in Option III)

All bids must be original and delivered by hand, Fed Ex, or mail to the Santa Rosa County Procurement Department at 6495 Caroline Street Suite G, Milton, FL 32570; and must be received by 10:00 a.m., May 31, 2016, at which time bids will be opened and read aloud. All bids shall be sealed and clearly labeled “**Bid – Landscape Maintenance Service**”. Bids received after the time set for the bid opening will be rejected and returned unopened to the bidder. All interested parties are invited to attend.

Specifications and bid form may be secured from Santa Rosa County Website (www.santarosa.fl.gov/bids) or at the Santa Rosa County Procurement Department at the above address. Telephone (850) 983-1870

Questions concerning this quote should be directed to Glenn Bailey (850) 981-7127.

*A pre-bid meeting on May 26, 2016 at 10:00 A.M., at the Navarre Park Visitors Center at 8543 Navarre Parkway, Navarre, FL 32566; attendance is **strongly recommended**. All interested parties are invited to attend.*

The Board of County Commissioners reserves the right to accept or reject any and all quotes in whole or in part, and to waive all informalities.

Santa Rosa County Board of County Commissioners encourages all segments of the business community to participate in its procurement opportunities, including small businesses, minority/women owned

businesses, and disadvantaged business enterprises. The Board does not discriminate on the basis of race, color, religion, national origin, disability, sex, or age in the administration of contracts.

By order of the Board of County Commissioners of Santa Rosa County, Florida

MINIMUM SPECIFICATIONS

QUALIFICATIONS OF CONTRACTORS:

Prospective contractors must have a minimum of five (5) years' experience in landscape maintenance. Contractors must be familiar with FDOT safety protocol for working within the states right-of-way.

INSPECTION OF PREMISES:

All prospective contractors must inspect the grounds of the referenced landscape areas in order to be fully aware of the scope of services required. Interested parties may contact Glenn Bailey at the Public Works Department, (850) 981-7127.

INSURANCE REQUIREMENTS:

Contractor shall purchase and maintain Commercial General Liability Insurance, I.S.O. Form CG 00 01, or an equivalent form acceptable to the County. Such policy shall not be endorsed to exclude contractual liability and products or completed operations. A minimum each occurrence limit of \$300,000 is required. Such policy shall name Santa Rosa County, its elected officials and Employees as additional insureds.

Contractor shall purchase and maintain Business Auto Coverage, I.S.O. Form CA 00 01, written to cover all owned, hired and non-owned vehicles, using I.S.O. symbols 1: or symbols 2, 8, and 9, or an equivalent non-I.S.O. form acceptable to the County. Limit required is \$300,000 combined single limit, or split limits of 250/500/100. Contractor shall purchase and maintain statutory Worker's Compensation Coverage. Any policies written with non-admitted insurance companies shall have a rating of B+ or better. Certificates of insurance with 30 day cancellation clause shall be provided to the county. Contractor agrees to indemnify, defend, and hold harmless Santa Rosa County, its agents, elected officials, and employees from any and all claims arising out of the activities of the contractor in the performance of this agreement.

SCOPE OF WORK:

Contract is for a period of one year, with the possibility of annual renewals.

All maintenance work to be performed under this quote shall consist of furnishing all equipment, materials, tools, labor, supervision, and insurance necessary to perform this contract.

All work under this quote may be done during or after normal business hours and in conformance with FDOT requirements. There will be four options in this contract. Please provide a quote for all four options in Table 1 of the Bid Form below.

Option I (Navarre Beach Entrance, Navarre Beach Causeway/Gulf Blvd R/W, Navarre Parkway Medians)

Option I shall include maintenance for the following three areas: Navarre Beach Entrance, Navarre Beach Causeway, Gulf Blvd R/W, Navarre Parkway Medians.

1) The Navarre Beach Entrance includes the landscaped area on the north end of the bridge. It includes the east and west sides of the right-of-way, as well as the median islands. This section of medians shall be MOWED, TRIMMED, EDGED,

SWEPT, and WEEDED a minimum of two (2) times each month on a regular interval, other than May, June, July, and August, when four (4) times a month minimum shall be required. In addition, for this area:

- Pick-up and bag trash prior to mowing. Haul off/dispose of trash.
- Provide weed control for all bedding, around trees, and turf by chemical means where effective, otherwise remove by hand.
- Edge / weed-eat beds and pavement edges.
- Verify irrigation system and sprinkler heads are functioning properly. Notify the county of any problems.
- Mow grass.
- Replenish pine straw mulch in bedding and around trees (twice per year).
- Provide seasonal color in flower beds (three times per year). Seasonal color change outs shall include, installation, fertilization and regular maintenance.
- Provide regular maintenance (7-10 days) to seasonal color beds to shall include weed removal and treatment with insecticides or fungicides as needed.
- Prune palm trees (two times per year)
- Trim/prune shrubs and ground cover 2 times per year.

2) The Navarre Beach Causeway and Gulf Blvd. includes the causeway south of the bridge and Gulf Blvd R/W from the causeway west to Sailmaker Way. These two area shall require:

- Pick-up and bag litter/trash along R/W. Haul off/dispose of trash. (weekly)
- Power blow multi-use path along R/W.
- Prune palm trees along causeway (causeway only, from south end of bridge to Gulf Blvd.) (twice per year)
- Along the causeway and Gulf Blvd. there are 29 landscaped tiki umbrella “bus stops” that shall require:
 - Palm Tree and shrub pruning within the landscape stones(twice per year)
 - Replenish pine straw mulch within the landscape stones (twice per year)
 - Provide weed control within the landscape stones by chemical means where effective, otherwise remove by hand. (weekly)
 - Litter/trash removal (weekly)
 - Notify county of any damages

3) The Navarre Parkway Medians include the medians along Navarre Parkway from Blue Tip Drive to Ortega Street. This section of medians shall be MOWED, TRIMMED, EDGED, SWEPT, and WEEDED a minimum of two (2) times each month on a regular interval, other than May, June, July, and August, when four (4) times a month minimum shall be required. In addition, for both areas:

- Pick-up and bag trash along median prior to mowing. Haul off/dispose of trash.
- Provide weed control for all bedding, around trees, and turf by chemical means where effective, otherwise remove by hand.
- Edge / weed-eat beds and pavement edges.

- Verify irrigation system and sprinkler heads are functioning properly. Notify the county of any problems.
- Mow grass.
- Replenish pine straw mulch in bedding and around trees (twice per year).
- Trim/prune shrubs and ground cover 2 times annually or as required to comply with FDOT maximum plant height specifications.

Option II (Navarre Park and Visitors Center)

Option II shall include maintenance for the following area: Navarre Park and Visitor Center

The Navarre Park and Visitor Center is located just west of the Navarre Causeway and Bridge. The Park and Visitors center shall be MOWED, TRIMMED, EDGED, SWEPT, and WEDED a minimum of two (2) times each month on a regular interval, other than May, June, July, and August, when four (4) times a month minimum shall be required. In addition, for this area:

- Pick-up and bag trash prior to mowing. Haul off/dispose of trash.
- Provide weed control for all bedding, by chemical means where effective, otherwise remove by hand.
- Replenish pine straw mulch in bedding (2 times per year)
- Prune/trim shrubs (2 times per year)
- Edge / weed-eat beds and pavement edges.
- Verify irrigation system and sprinkler heads are functioning properly. Notify the county of any problems.
- Mow grass.
- Prune palm trees (once per year)

Option III (Gulf Breeze Parkway Medians East and West)

Option III shall include maintenance for both Gulf Breeze Parkway Medians East and West. Gulf Breeze Parkway Medians East includes the medians from Avalon Blvd to Baywoods Road. Gulf Breeze Parkway Medians West includes the medians from Bayshore Road to Sanibel Lane. These two sections of medians shall be MOWED, TRIMMED, EDGED, SWEPT, and WEDED a minimum of (2) times each month on a regular interval, other than May, June, July, and August, when four (4) times a month minimum shall be required. In addition, for both areas:

- Pick-up and bag trash and along median prior to mowing. Haul off/dispose of trash.
- Provide weed control for all bedding, around trees, and turf by chemical means where effective, otherwise remove by hand.
- Edge / weed-eat beds and pavement edges.
- Verify irrigation system and sprinkler heads are functioning properly. Notify the county of any problems.
- Mow grass.
- Replenish pine straw mulch in bedding and around trees (twice per year).

- Trim/prune shrubs and ground cover 2 times annually or as required to comply with FDOT maximum plant height specifications.

Option IV (Includes everything as described above in Options I, II and III)

Note for all work above:

The time between cuttings should be done at equal intervals during the month. Santa Rosa County may request a schedule to verify rotation and frequency of work being performed.

Debris from the above mentioned operations should be removed by the contractor (off site), the day the cutting operation was performed.

The sweeping and blowing of the sidewalks and parking areas should be done (same day) after the cutting is complete.

BID FORM
TOURIST CORRIDOR
LANDSCAPE MAINTENANCE SERVICE

Santa Rosa County Procurement Department

6495 Caroline Street, Suite G

Milton, Florida 32570

Date _____

Dear Sir:

The undersigned agrees to furnish the service as requested by you for Santa Rosa County in your invitation to bid and certifies that the bid meets or exceeds the specifications called for, except as set out in "Exceptions to Bid Conditions" and attached to this form.

Name & Address of Bidder _____

Table 1

Service	Annual Cost	Monthly Cost
Option I		
Option II		
Option III		
Option IV (Option I, II and III)		

Company Representative Signature

Telephone

NOTE: Please return this bid form to the above address. NO OTHER BID FORM WILL BE ACCEPTED.

SWORN STATEMENT UNDER SECTION 287.133 (3) (A),

FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to _____
 by _____
 (print individual's name and title)
 for _____
 (print name of entity submitting sworn statement)

whose business address is _____
 and (if applicable) its Federal Employer Identification Number (FEIN) is _____
 If the entity has no FEIN, include the Social Security Number of the individual signing this Sworn Statement: _____.

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime; or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of public entity crime.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with legal power to enter into a binding contract and which bids or appeals to bid on contracts for the provision of goods and services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)
 _____ Neither the entity submitting this sworn statement, nor one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.
 _____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
 _____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officers determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (ATTACH A COPY OF THE FINAL ORDER.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

 (Signature)

Sworn to and subscribed before me this _____ day of _____, 2_____.

Personally known _____

or Produced identification _____ *Notary Public – State of* _____

(Type of identification) *My commission expires* _____

_____ (Printed, typed, or stamped commissioned name of notary public.)

End of addendum No. 2.