



Financial Management Department
Purchasing Division
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September 22, 2016

TO: All Interested Quoters

SUBJECT: ADDENDUM #1- RFQ #16-2382CB – Landscape Maintenance and Turf Management

Quoters are hereby notified that this Addendum shall be acknowledged on Quote Form Page 18 and made a part of the above named quotation and contract documents. Quotes submitted without acknowledgment of the Addendum will be considered incomplete.

The following items are issued to add to, modify, and clarify the quotation and contract documents. These items shall have the same force and effect as the original quoting and contract documents, and cost involved shall be included in the quotation prices. Quotes to be submitted on the specified quote date, shall conform to the additions and revisions listed herein.

Item #1 – Request: Please provide me with the prior bid winners of the previous years please sir, or point me in the right direction.

Response: Currently Lawn King Industries, Inc. for Turf Management of Bermuda grass at Powel Crosley Estate at \$191.72 per month and France Lawn Care, Inc. for Lawn and Landscape Maintenance at Powel Crosley Estate at \$100 per cut and the Bradenton Area Convention Center at \$281.00 per cut.

Item #2 – Question: What were the bid results?

Answer: See attached tabulation. There was only a single responsive, responsible quoter for the turf management of the Bermuda grass at Powel Crosley Estate.

Item #3 – Question: How long ago was the contract awarded to France Lawn Care Inc. and Lawn King Industries, Inc.?

Answer: PO P1201161 was awarded to France Lawn Care Inc. effective 4/19/2012. PO P1301404 was awarded to Lawn King Industries Inc. effective 7/1/2013.

Item #4 – Question: Are a payment bond, performance bond, and bid bond required?


Answer: No, they are not required.

Item #5 – Question: Is it possible to change palm trimming pricing for Crosley Estate in the RFQ to cost per Palm type / size and to change the mulch pricing in the RFQ for Crosley Estate to cost per cubic yard?

Answer: These costs shall be included as part of the cost of the estimated quantity of 52 cuts for Group B.

- Item #6 – Clarify: Assuming turf fertilization is 1x per year for St. Augustine, Bermuda, and Bahia grass.
Response: Assumption is correct. Under Minimum Technical Specifications, Scheduled Maintenance, b. Crosley Estate, Fertilization (page 13): Add: “Fertilizers shall be applied to all grass types.”
- Item #7 – Delete: Quote Form, Page 19, and Insert revised Quote Form. Revised Quote Form, Page 19, attached to this addendum.
- Item #8 – Add (under Minimum Technical Specifications, Scheduled Maintenance, b. Crosley Estate, page 14):
Turf Management – The following fertilizers shall be applied to the Bermuda grass as follows:
Liquid fertilizer with broad leaf weed control shall be applied twice per year minimum or as needed.
Granular with pre-emergent weed control shall be applied twice per year minimum or as needed.
Liquid fertilizer with systemic insecticide shall be applied four times per year minimum or as needed.
Granular fertilizer with Bermuda grass seed shall be applied two times per year minimum or as needed.
- Item #9: – Question: Should the entire wooded area /seawall be included for mulch application?
Answer: Yes. The same type mulch for existing areas are to be replenished twice per year.
- Item #10 – Question: Are the beds surrounding the carriage considers mulch areas?
Answer: Yes. The same type mulch for existing areas are to be replenished twice per year.
- Item #11 – Question: Are all the palms in the wooded area included in the annual palm trimming price?
Answer: Yes.
- Item #12 – Clarification: The unit price per cut for Group B on the Quote Form shall be inclusive of all items listed under the Minimum Technical Specifications, Scheduled Maintenance, b. Crosley Estate (pages 13 & 14).
- Item #13 – Add: Minimum Insurance Requirements that are attached to this addendum.

All Other terms and conditions of the original Request for Quote remain unchanged.



Charles Bentley, Buyer
Purchasing Division

9-22-16

Date

TABULATION
RFQ #11-3563CD - LANDSCAPE MAINTENANCE FOR THE MANATEE COUNTY CONVENTION CENTER AND CROSBLEY ESTATES

SCHEDULED MAINTENANCE - LOCATION		Quantity	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
Group A																
A-1	Manatee County Convention Center One Haben Boulevard, Palmetto, FL	40 cuts	\$210.00	\$8,400.00	\$300.00	\$12,000.00	\$266.00	\$10,640.00	\$281.00	\$11,240.00	\$408.00	\$16,320.00	\$2,536.00	\$101,440.00	\$768.00	\$30,720.00
	GROUP A YEARLY TOTAL PRICE			\$9,400.00		\$12,000.00		\$10,640.00		\$11,240.00		\$16,320.00		\$101,440.00		\$30,720.00
Group B																
B-1	Crosley Estates; 8374 North Tamiami Trail (One Seagate Drive) Sarasota, FL	52 cuts	\$60.00	\$3,120.00	\$225.00	\$11,700.00	\$162.00	\$8,424.00	\$100.00	\$5,200.00	\$237.00	\$12,324.00	\$1,061.00	\$56,372.00	\$450.00	\$23,400.00
	GROUP B YEARLY TOTAL PRICE			\$3,120.00		\$11,700.00		\$8,424.00		\$5,200.00		\$12,324.00		\$56,372.00		\$23,400.00
NON-SCHEDULED MAINTENANCE																
The following prices are not included in the yearly total price above and are to be used on an as needed basis (per work authorization form attached) as authorized by the County.																
1	EMERGENCY SERVICES															
	MARK UP - All material prices (trees, plants, sod, plugs, sprinkler materials, etc.) shall be at vendors' discounted price.															
2																
3	Removal of designated trees and/or stumps, diameter at 4 feet above ground level. Cut tree and grind stump 6" below ground level:															
	a.															
	Up to 12" Diameter		\$95.00	\$250.00	\$240.00	\$200.00	\$500.00	\$200.00	\$500.00	\$200.00	\$500.00	\$200.00	\$500.00	\$200.00	\$500.00	\$195.00
	12" to 36" Diameter		\$150.00	\$500.00	\$500.00	\$800.00	\$1,900.00	\$1,900.00	\$1,500.00	\$1,500.00	\$1,900.00	\$1,900.00	\$1,500.00	\$1,500.00	\$1,900.00	\$225-\$50
	Over 36" Diameter		\$200.00	\$1,000.00	\$1,600.00	\$300.00	\$1,900.00	\$1,900.00	\$300.00	\$1,500.00	\$1,900.00	\$1,900.00	\$300.00	\$1,500.00	\$1,900.00	\$650 and up
	b															
	Grind stump 6" below ground level:															
	Up to 12" Diameter		\$75.00	\$350.00	\$140.00	\$75.00	\$400.00	\$400.00	\$75.00	\$400.00	\$400.00	\$400.00	\$75.00	\$400.00	\$400.00	\$45.00
	12" to 36" Diameter		\$45.00	\$700.00	\$400.00	\$75.00	\$300.00	\$300.00	\$75.00	\$300.00	\$300.00	\$300.00	\$75.00	\$300.00	\$300.00	\$65.00
	Over 36" Diameter		\$50.00	\$1,400.00	\$800.00	\$75.00	\$400.00	\$400.00	\$75.00	\$400.00	\$400.00	\$400.00	\$75.00	\$400.00	\$400.00	\$85.00
	c															
	Cut and remove tree and stump:															
	Up to 12" Diameter		\$70.00	\$600.00	\$500.00	\$200.00	\$750.00	\$750.00	\$200.00	\$750.00	\$750.00	\$750.00	\$200.00	\$750.00	\$750.00	\$150.00
	12" to 36" Diameter		\$120.00	\$1,200.00	\$1,200.00	\$300.00	\$1,450.00	\$1,450.00	\$300.00	\$1,300.00	\$1,450.00	\$1,450.00	\$300.00	\$1,300.00	\$1,450.00	\$160-\$85
	Over 36" Diameter		\$105.00	\$2,400.00	\$2,000.00	\$500.00	\$2,450.00	\$2,450.00	\$500.00	\$2,125.00	\$2,450.00	\$2,450.00	\$500.00	\$2,125.00	\$2,450.00	\$585 and up

		Hunter Lawn Care PO BOX 699 Bradenton, FL 34206	Jackson Landscape Professionals P.O. Box 2319 Sarasota, FL 34230	Walker's Service Inc. 5217 45th Ave. East Bradenton, FL	France Lawn Care 7523 69th St E Palmetto, FL 34221	Central Florida Landscaping 4920 Lane Road Bradenton, FL 34210	ValleyCrest Landscape Maintenance 7175 21st St E Sarasota, FL 34243	Landscape Healthcare 1430 8th Ave E Bradenton, FL 34208	Amerson Landscape PO Box 905 Palmetto, FL 34220	Florida Landscaping & Property Management PO Box 384 Oneco, FL 34264	
SCHEDULED MAINTENANCE - LOCATION	Quantity	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
3 d Cut and remove tree: Up to 12" Diameter 12" to 36" Diameter Over 36" Diameter		\$50.00 \$75.00 \$125.00	\$500.00 \$1,000.00 \$2,000.00	\$350.00 \$800.00 \$1,400.00	\$125.00 \$225.00 \$425.00	\$400.00 \$800.00 \$1,500.00	\$400.00 \$800.00 \$1,325.00	\$400.00 \$1,000.00 \$2,000.00	\$500.00 \$1,000.00 \$2,000.00	\$150.00 \$180.585 \$385 and up	
e Remove stump: Up to 12" Diameter 12" to 36" Diameter Over 36" Diameter		\$20.00 \$45.00 \$50.00	\$500.00 \$1,000.00 \$2,000.00	\$240.00 \$600.00 \$1,000.00	\$75.00 \$75.00 \$75.00	\$350.00 \$650.00 \$950.00	\$200.00 \$500.00 \$800.00	\$400.00 \$800.00 \$1,600.00	\$400.00 \$800.00 \$1,600.00	\$45.00 \$65.00 \$95 and up	
4 Removal of designated shrubs, diameter at base ground level of plant a. Complete shrub removal: Up to 3" Diameter 3" to 6" Diameter Over 6" Diameter		\$100.00 \$150.00 \$200.00	\$45.00 \$55.00 \$55.00	\$40.00 \$100.00 \$180.00	\$10.00 \$10.00 \$15.00	\$12.50 \$25.00 \$45.00	\$5.00 \$20.00 \$150.00	\$50.00 \$75.00 \$100.00	\$25.00 \$15.45 \$75.00	\$15.00 \$15.45 \$45 and up	
Replacement of designated trees, shrubs and repair of damaged turf areas including watering: b. Cost Per hour:		\$18.00	\$45.00	\$42.00	\$25.00	\$42.50	\$27.50	\$50.00	\$35.00	35 to 65 per man hour	

KEYED & CHECKED BY: 9/29/2011
Chris Daley, CPPB- Senior Buyer DATE

REVISED QUOTE FORM RFQ #16-2382CB
 LANDSCAPE MAINTENANCE AT MANATEE COUNTY CONVENTION CENTER AND POWEL
 CROSLY ESTATE

GROUP A - Convention Center			
Scheduled Maintenance at Manatee County Convention Center One Haben Boulevard, Palmetto, FL 34221-4059	Estimated Annual Quantity	Unit Price (Per Cut)	Extended Price
GROUP A Total (Extended Price) :	40 cuts	\$	\$
GROUP B - Crosley Estate			
Scheduled Maintenance at Crosley Estate (all grass), Including Turf Management of Bermuda Grass 8374 North Tamiami Trail (One Seagate Drive) Sarasota, FL 34243-2049	Annual Quantity	Unit Price (Per Cut)	Extended Price
GROUP B Total (Extended Price) :	52 cuts	\$	\$

MANATEE COUNTY BOARD OF COUNTY COMMISSIONERS

**RFQ #16-2382CB
Landscape Maintenance And
Turf Management**

MINIMUM INSURANCE REQUIREMENTS

- I. Respondent shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Respondent, his agents, representatives, employees or sub-contractors.

Commercial General Liability

Coverage must be afforded under a per occurrence policy form for limits not less than \$1,000,000 Each Occurrence, \$1,000,000 General Aggregate, \$1,000,000 Products/Completed Operations Aggregate, \$1,000,000 Personal and Advertising Injury Liability, \$50,000 Fire Damage Liability, \$10,000 Medical Expense and \$1,000,000 Third Party Property Damage.

Automobile Liability

Coverage must be afforded under a per occurrence policy form including coverage for all owned, hired and non-owned vehicles for Bodily Injury and Property Damage of not less than \$1,000,000 Combined Single Limit each accident. In lieu of the Combined Single Limit, coverage can be split into individual limits of \$500,000 Bodily Injury and \$500,000 Property Damage. Coverage must also include \$10,000 Personal Injury Protection (No Fault), \$500,000 Hired-Non Owned Liability and \$10,000 Medical Payments.

Workers' Compensation and Employers' Liability

STATUTORY coverage to apply for all employees in compliance with the laws and statutes of the State of Florida, and Federal government. If any operations are to be undertaken on or about navigable waters, coverage must be included for the US Longshoremen & Harbor Workers Act and Jones Act.

Employers' Liability limits for not less than \$100,000 each accident, \$500,000 disease policy limit and \$100,000 disease each employee must be included.

Should the Respondent have "leased" employees, the Respondent or the employee leasing agency shall provide evidence of a Workers' Compensation policy and an Employers' Liability policy for all personnel on the worksite and in compliance with the above requirements.

Should the Respondent have sub-contractors, the Respondent is responsible for providing evidence of a Workers' Compensation policy and an Employers' Liability policy for all sub-contractors on the worksite and in compliance with the above requirements.

II. The Policies Are To Contain, Or Be Endorsed To Contain, The Following Provisions:

Commercial General Liability and Automobile Liability Coverages

- a. **"Manatee County, a Political Subdivision of the State of Florida," is to be named as an Additional Insured in respects to:** Liability arising out of activities performed by or on behalf of the Respondent, his agents, representatives, and employees; products and completed operations of the Respondent; or automobiles owned, leased, hired or borrowed by the Respondent. The coverage shall contain no special limitation(s) on the scope of protection afforded to the County, its officials, employees or volunteers.

The Respondent shall provide the endorsement that evidences Manatee County being listed as an Additional Insured. This can be done in one of two ways: (1) an endorsement can be issued that specifically lists "Manatee County, a Political Subdivision of the State of Florida," as Additional Insured; or, (2) an endorsement can be issued that states that all Certificate Holders are Additional Insured with respects to the policy.

- b. The Respondent's insurance coverage shall be primary insurance with respect to the County, its officials, employees and volunteers. Any insurance or self-insurance maintained by the County, its officials, employees or volunteers shall be excess of Respondent's insurance and shall be non-contributory.
- c. The insurance policies must be on an occurrence form.

Workers' Compensation and Employers' Liability Coverages

The insurer shall agree to waive all rights of subrogation against the County, its officials, employees and volunteers for losses arising from work performed by the Respondent for the County.

III. General Insurance Provisions Applicable To All Policies:

- a. Prior to the execution of this contract, and then annually upon the anniversary date(s) of the insurance policy's renewal date(s) for as long as this contract remains in effect, Respondent shall furnish the County with a Certificate(s) of Insurance (using an industry accepted certificate form, signed by the Issuer, with applicable endorsements, and containing the bid or contract number, and name or description) evidencing the coverage set forth above and naming "Manatee County, a Political Subdivision of the State of Florida" as an Additional Insured on the applicable coverage(s) set forth above. In addition, when requested in writing from the County, Respondent will provide the County with a certified copy of all applicable policies. The address where such certificates and certified policies shall be sent or delivered is as follows:

Manatee County, a Political Subdivision of the State of Florida

**Attn: Risk Management Division
1112 Manatee Avenue West, Suite 969
Bradenton, FL 34205**

- b. The project's bid number and name shall be listed on each certificate.
 - c. Respondent shall provide thirty (30) days written notice of any cancellation, non-renewal, termination, material change, or reduction in coverage of any insurance policies.
 - d. Respondent agrees that should at any time Respondent fail to meet or maintain the required insurance coverage(s) as set forth herein, the County may terminate this contract.
 - e. The Respondent waives all subrogation rights against the Manatee County, a Political Subdivision of the State of Florida, for all losses or damages which occur during the contract and for any events occurring during the contract period, whether the suit is brought during the contract period or not.
 - f. If the policy contains an aggregate limit, confirmation is needed in writing (letter, email, etc.) that the aggregate limit has not been eroded.
 - g. The Respondent has sole responsibility for all insurance premiums and policy deductibles.
 - h. It is the Respondent's responsibility to ensure that his agents, representatives and sub-contractors comply with the insurance requirements set forth herein. Respondent shall include his agents, representatives, and sub-contractors working on the project or at the worksite as insured under its policies, or Respondent shall furnish separate certificates and endorsements for each agent, representative, and sub-contractor working on the project or at the worksite. All coverages for agents, representatives, and sub-contractors shall be subject to all of the requirements set forth.
 - i. All required insurance policies must be written with a carrier having a minimum A.M. Best rating of A- FSC VII or better. In addition, the County has the right to review the Respondent's deductible or self-insured retention and to require that it be reduced or eliminated.
 - j. The attached Hold Harmless Agreement shall be signed by the Respondent and becomes a part of the contract.
- IV.** Respondent understands and agrees that the County does not waive its immunity and nothing herein shall be interpreted as a waiver of the County's rights, including the limitation of waiver of immunity, as set forth in Florida Statutes 768.28, or any other statutes, and the County expressly reserves these rights to the full extent allowed by law.
- V.** Respondent understands and agrees that the stipulated limits of coverage listed herein in this insurance section shall not be construed as a limitation of any potential liability to the

County, or to others, and the County's failure to request evidence of this insurance coverage shall not be construed as a waiver of Respondent's obligation to provide and maintain the insurance coverage specified.

**IMPORTANT
BID
SUBMITTAL
CRITERIA**

Certificate(s) of Insurance confirming Bid Specification Insurance Requirements must be included with all bid responses, including naming "Manatee County, a Political Subdivision of the State of Florida" as additional insured along with a signed Hold Harmless Agreement.

All required insurance policies must be maintained until the contract work has been accepted by the Board of County Commissioners. All Certificate(s) of Insurance should include the bid document number and project description or name.

In addition, the Respondent must supply the insurance endorsement that confirms that "Manatee County, a Political Subdivision of the State of Florida" is listed as an Additional Insured.

Failure to include Certificate(s) of Insurance and the signed Hold Harmless with bid documents will disqualify your bid.