

**Charlotte County Board Of County Commissioners  
Agenda Item Summary**

## Item Number: F- 2

### 1 DEPARTMENT MAKING REQUEST

Purchasing

### 2 MEETING DATE

10/28/2014 9:00:00 AM

### 3 REQUESTED MOTION/ACTION

- a) Approve award of Bid #14-359 South Gulf Cove Landscape Maintenance - Annual Contract to the lowest, responsive, responsible bidder, Pine Hills Landscaping Inc. of Port Charlotte, Florida for the period of January 1, 2015 through and including December 31, 2015, at the unit prices indicated on the bid tabulation; and
- b) Authorize the County Administrator to approve renewal options for up to two additional one-year terms, at the same prices, terms and conditions, by mutual consent.

### 4 AGENDA

### 5 IS THIS ITEM BUDGETED ( IF APPLICABLE ) - Yes

#### **Budget Action**

No action needed. Budgeted in the South Gulf Cove Beautification Unit, approved in the FY15 budget process.

#### **Financial Impact Summary Statement**

Funding is supplied from assessments in the South Gulf Cove Beautification Unit.

**Detailed Analysis Attached** - No

**Budget Officer-**

### 6 BACKGROUND ( Why is this Action Necessary, and What Action will be accomplished )

This is an annual contract for landscaping and other maintenance services at the four (4) entrances to South Gulf Cove along County Road 771, Gasparilla Road, in South Gulf Cove. The entrances are located at the intersections of CR 771 and Appleton Boulevard, San Domingo Boulevard, Ingraham Boulevard, and Keystone Boulevard.

Therefore, as Pine Hills Landscaping Inc. of Port Charlotte, Florida is the lowest, responsive, responsible bidder, it is in the best interest of the County to award Bid #14-359 South Gulf Cove Landscape Maintenance - Annual Contract at the unit prices indicated on the bid tabulation for the period from January 1, 2015 through and including December 31, 2015.

#### **ATTACHMENTS:**

Name:

Description:

Type:

[14359SGCLandscapeMaint.pdf](#)

Bid Tabulation and bid form

Backup  
Material



**CHARLOTTE COUNTY BOARD OF COMMISSIONERS**  
**BID TABULATION**  
**SOUTH GULF COVE LANDSCAPE MAINTENANCE - ANNUAL**  
**BID NO. 2014000359**

**BID OPENING DATE: 9/24/2014**

**DEPT: PW**

Company Names ▶			PINE HILLS LANDSCAPING INC.		VALLEY CREST LANDSCAPE MAINT.					
Location ▶			PORT CHARLOTTE, FL		ENGLEWOOD, FL					
Description ▼	Unit	Qty	Price	Extension	Price	Extension	Price	Extension	Price	Extension
<b>A. Entrance Features &amp; Supplemental Landscapign on CR 771/Access Road Median</b>										
Plant Bed Maintenance	CYC	12	\$ 270.00	\$ 3,240.00	\$ 600.00	\$ 7,200.00				
Fertilization	CYC	3	\$ 165.00	\$ 495.00	\$ 300.00	\$ 900.00				
Irrigation Management	CYC	24	\$ 80.00	\$ 1,920.00	\$ 800.00	\$ 19,200.00				
Mulch Top Dressing	CYC	1	\$ 800.00	\$ 800.00	\$ 5,170.00	\$ 5,170.00				
Palm Pruning	CYC	1	\$ 100.00	\$ 100.00	\$ 2,400.00	\$ 2,400.00				
Plant Health Care	CYC	12	\$ 45.00	\$ 540.00	\$ 100.00	\$ 1,200.00				
Shrub and Plant Pruning	CYC	6	\$ 180.00	\$ 1,080.00	\$ 900.00	\$ 5,400.00				
Turf Mowing	CYC	38	\$ 360.00	\$ 13,680.00	\$ 450.00	\$ 17,100.00				
Fire Ant Management	CYC	2	\$ 70.00	\$ 140.00	\$ 350.00	\$ 700.00				
Mowing of Median	CYC	12	\$ 3,000.00	\$ 36,000.00	\$ 2,800.00	\$ 33,600.00				
<b>Sub Total</b>				<b>\$ 57,995.00</b>		<b>\$ 92,870.00</b>				
<b>B. St. Paul Linear Park</b>										
Plant Bed Maintenance	CYC	12	\$ 360.00	\$ 4,320.00	\$ 280.00	\$ 3,360.00				
Fertilization	CYC	3	\$ 210.00	\$ 630.00	\$ 250.00	\$ 750.00				
Irrigation Management	CYC	24	\$ 120.00	\$ 2,880.00	\$ 200.00	\$ 4,800.00				
Mulch Top Dressing	CYC	1	\$ 1,200.00	\$ 1,200.00	\$ 2,570.00	\$ 2,570.00				
Palm Pruning	CYC	1	\$ 1,000.00	\$ 1,000.00	\$ 1,600.00	\$ 1,600.00				
Tree Pruning	CYC	1	\$ 200.00	\$ 200.00	\$ 350.00	\$ 350.00				
Plant Health Care	CYC	12	\$ 45.00	\$ 540.00	\$ 100.00	\$ 1,200.00				
Shrub and Plant Pruning	CYC	6	\$ 180.00	\$ 1,080.00	\$ 390.00	\$ 2,340.00				
Turf Mowing	CYC	38	\$ 315.00	\$ 11,970.00	\$ 500.00	\$ 19,000.00				
Fire Ant Management	CYC	2	\$ 140.00	\$ 280.00	\$ 350.00	\$ 700.00				
Sidewalk Maintenance	CYC	12	\$ 45.00	\$ 540.00	\$ 280.00	\$ 3,360.00				
<b>Sub Total</b>				<b>\$ 24,640.00</b>		<b>\$ 40,030.00</b>				
<b>C. Learning Garden</b>										
Plant Bed Maintenance	CYC	12	\$ 160.00	\$ 1,920.00	\$ 250.00	\$ 3,000.00				
Fertilization	CYC	3	\$ 85.00	\$ 255.00	\$ 350.00	\$ 1,050.00				
Irrigation Management	CYC	24	\$ 45.00	\$ 1,080.00	\$ 250.00	\$ 6,000.00				
Mulch Top Dressing	CYC	1	\$ 600.00	\$ 600.00	\$ 2,350.00	\$ 2,350.00				
Palm Pruning	CYC	1	\$ 500.00	\$ 500.00	\$ 750.00	\$ 750.00				



**CHARLOTTE COUNTY BOARD OF COMMISSIONERS**  
**BID TABULATION**  
**SOUTH GULF COVE LANDSCAPE MAINTENANCE - ANNUAL**  
**BID NO. 2014000359**

**BID OPENING DATE: 9/24/2014**

**DEPT: PW**

Tree Pruning	CYC	1	\$ 300.00	\$ 300.00	\$ 535.00	\$ 535.00				
Plant Health Care	CYC	12	\$ 120.00	\$ 1,440.00	\$ 200.00	\$ 2,400.00				
Shrub and Plant Pruning	CYC	2	\$ 450.00	\$ 900.00	\$ 900.00	\$ 1,800.00				
Turf Mowing	CYC	38	\$ 180.00	\$ 6,840.00	\$ 450.00	\$ 17,100.00				
Fire Ant Management	CYC	2	\$ 90.00	\$ 180.00	\$ 350.00	\$ 700.00				
Mowing of Median	CYC	0	\$ -	\$ -	\$ -	\$ -				
Sidewalk Maintenance	CYC	12	\$ 45.00	\$ 540.00	\$ 150.00	\$ 1,800.00				
<b>Sub Total</b>				<b>\$ 14,555.00</b>		<b>\$ 37,485.00</b>				
<b>D. San Domingo Park</b>										
Plant Bed Maintenance	CYC	12	\$ 120.00	\$ 1,440.00	\$ 400.00	\$ 4,800.00				
Fertilization	CYC	3	\$ 85.00	\$ 255.00	\$ 500.00	\$ 1,500.00				
Irrigation Management	CYC	24	\$ 65.00	\$ 1,560.00	\$ 250.00	\$ 6,000.00				
Mulch Top Dressing	CYC	1	\$ 600.00	\$ 600.00	\$ 2,600.00	\$ 2,600.00				
Palm Pruning	CYC	1	\$ 1,000.00	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00				
Tree Pruning	CYC	1	\$ 220.00	\$ 220.00	\$ 400.00	\$ 400.00				
Plant Health Care	CYC	12	\$ 60.00	\$ 720.00	\$ 150.00	\$ 1,800.00				
Shrub and Plant Pruning	CYC	6	\$ 180.00	\$ 1,080.00	\$ 1,600.00	\$ 9,600.00				
Turf Mowing	CYC	38	\$ 270.00	\$ 10,260.00	\$ 450.00	\$ 17,100.00				
Fire Ant Management	CYC	2	\$ 120.00	\$ 240.00	\$ 350.00	\$ 700.00				
Mowing of Median	CYC	0	\$ -	\$ -	\$ -	\$ -				
Sidewalk Maintenance	CYC	12	\$ 45.00	\$ 540.00	\$ 150.00	\$ 1,800.00				
<b>Sub Total</b>				<b>\$ 17,915.00</b>		<b>\$ 47,500.00</b>				
<b>E. Arlewood Park</b>										
Turf Mowing	CYC	9	\$ 180.00	\$ 1,620.00	\$ 350.00	\$ 3,150.00				
<b>Sub Total</b>				<b>\$ 1,620.00</b>		<b>\$ 3,150.00</b>				
<b>F. Roadway Right-of Way Trees and Shrubs</b>										
Plant Bed Maintenance (in rings)	CYC	12	\$ 75.00	\$ 900.00	\$ 180.00	\$ 2,160.00				
Fertilization	CYC	3	\$ 130.00	\$ 390.00	\$ 214.00	\$ 642.00				
Mulch Top Dressing	CYC	1	\$ 1,050.00	\$ 1,050.00	\$ 1,800.00	\$ 1,800.00				
Palm Pruning	CYC	1	\$ 1,800.00	\$ 1,800.00	\$ 800.00	\$ 800.00				
Tree Pruning	CYC	1	\$ 120.00	\$ 120.00	\$ 500.00	\$ 500.00				
Shrub and Plant Pruning	CYC	1	\$ 90.00	\$ 90.00	\$ 30.00	\$ 30.00				
Turf Mowing	CYC	38	\$ 180.00	\$ 6,840.00	\$ 420.00	\$ 15,960.00				
Fire Ant Management	CYC	1	\$ 80.00	\$ 80.00	\$ 200.00	\$ 200.00				
<b>Sub Total</b>				<b>\$ 11,270.00</b>		<b>\$ 22,092.00</b>				



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<b>G. Charlotte County Utilities Lift Station (buffer) at Calumet and Ingraham Boulevards</b>										
Plant Bed Maintenance	CYC	12	\$ 45.00	\$ 540.00	\$ 200.00	\$ 2,400.00				
Fertilization	CYC	3	\$ 20.00	\$ 60.00	\$ 100.00	\$ 300.00				
Mulch Top Dressing	CYC	1	\$ 80.00	\$ 80.00	\$ 705.00	\$ 705.00				
Plant Health Care	CYC	12	\$ 20.00	\$ 240.00	\$ 50.00	\$ 600.00				
Shrub and Plant Pruning	CYC	6	\$ 60.00	\$ 360.00	\$ 300.00	\$ 1,800.00				
Fire Ant Management	CYC	2	\$ 20.00	\$ 40.00	\$ 200.00	\$ 400.00				
Perimeter Brush Trimming	CYC	1	\$ 75.00	\$ 75.00	\$ 1,200.00	\$ 1,200.00				
<b>Sub Total</b>				<b>\$ 1,395.00</b>		<b>\$ 7,405.00</b>				
<b>H. Bridge Palms</b>										
Fertilization	CYC	3	\$ 90.00	\$ 270.00	\$ 116.00	\$ 348.00				
Palm Pruning	CYC	1	\$ 2,400.00	\$ 2,400.00	\$ 1,160.00	\$ 1,160.00				
<b>Sub Total</b>				<b>\$ 2,670.00</b>		<b>\$ 1,508.00</b>				
<b>TOTAL ANNUAL COST:</b>				<b>\$132,060.00</b>		<b>\$ 252,040.00</b>				

**\*\* BID EVALUATION/AWARD IN PROGRESS\*\***

**AWARDED TO: XX, the lowest responsive, responsible bidder/quoter.**

**BID FORM  
SOUTH GULF COVE LANDSCAPE  
MAINTENANCE – ANNUAL CONTRACT  
BID NO. 2014000359**

TO: Senior Division Manager - Purchasing  
Board of County Commissioners  
Charlotte County Administration Center  
18500 Murdock Circle  
Port Charlotte, Fl. 33948-1094

The undersigned, as bidder, does hereby declare that he has read the Request for Bids, Instructions to Bidders, General Provisions, Technical Specifications & Conditions, Insurance, Safety & Health Requirements, Bid Form, Permit Fees, MOT Policy and any other documentation for

**SOUTH GULF COVE LANDSCAPE MAINTENANCE – ANNUAL CONTRACT**

and further agrees to furnish all items listed on the attached Bid Form in accordance with the unit price(s) submitted. The above specified documents are herein incorporated into the Bid Form and shall be defined as the contract documents.

**TOTAL AMOUNT:**

One hundred thirty two thousand, sixty and <sup>no</sup>/<sub>100</sub> \$ 132,060 =  
(TYPE/PRINT) (NUMERIC)

Notice Needed Prior to Commencement: 1 calendar days.

Please indicate by (√) that you have included the following documentation with your bid:

Please indicate by (√) that you have included the following documentation with your bid:

- (√) References
- (√) License Requirement: Certified Building, Certified General, Registered General, Registered Building, or Local Landscaping Commercial and Local Lawn Irrigation.
- ( ) FDACS Right of Way Pest Control licensure
- (√) Commercial Lawn and Ornamental Pest Control licensure
- (√) Charlotte County Fertilizer Ordinance/FDEP Green Industries BMP's Certification
- (√) FDOT Intermediate Maintenance of Traffic/Work Zone Safety
- (√) ISA Arborist Certification/FDEP Mangrove Trimmer certification
- (√) Business Tax Receipt

**Local Business Status:** If Bidder affirms that it is a local business as defined in IB-28 and in accordance with Ordinance 2009-005 adopted by the Charlotte County Board of Commissioners and filed with the Secretary of State on February 17, 2009, and Ordinance 2009-041 adopted by the Charlotte County Board of Commissioners and filed with the Secretary of State on October 19, 2009, then the Affidavit Claiming Status as a Local Business, which is included as a part of this bid package, must be completed and returned.

Yes, our business qualifies as a Local Business and has completed and attached the 'Affidavit Claiming Status as a Local Business' as a part of our submission.

No, our business does not qualify as a Local Business.

**NOTE:** Charlotte County's official bid openings are held in accordance with Florida Statutes, Section 119(1)(b)2. Those bidders interested in receiving a copy of the results of this bid once they are released may do so by visiting our website at [www.charlottecountyfl.com/purchasing](http://www.charlottecountyfl.com/purchasing) under "Purchasing Bids On-Line", Document Number 143594. No information regarding the submittal will be divulged over the telephone.

Name of Bidder: Pine Hills Landscaping, Inc.  
(This form to be returned)

**A. Entrance Features and Supplemental Landscaping on CR 771/Access Road Median**

BID ITEM DESCRIPTION	COST PER CYCLE	X	ESTIMATED CYCLES	=	ESTIMATED ANNUAL COST
Plant Bed Maintenance	\$ 270 <sup>00</sup>		12		\$ 3240 <sup>00</sup>
Fertilization	\$ 165 <sup>00</sup>		3		\$ 495 <sup>00</sup>
Irrigation Management	\$ 80 <sup>00</sup>		24		\$ 1920 <sup>00</sup>
Mulch Top Dressing	\$ 800 <sup>00</sup>		1		\$ 800 <sup>00</sup>
Palm Pruning	\$ 100 <sup>00</sup>		1		\$ 100 <sup>00</sup>
Plant Health Care	\$ 45 <sup>00</sup>		12		\$ 540 <sup>00</sup>
Shrub and Plant Pruning	\$ 180 <sup>00</sup>		6		\$ 1080 <sup>00</sup>
Turf Mowing	\$ 360 <sup>00</sup>		38		\$ 13,680 <sup>00</sup>
Fire Ant Management	\$ 70 <sup>00</sup>		2		\$ 140 <sup>00</sup>
Mowing of Median	\$ 3000 <sup>00</sup>		12		\$ 36,000 <sup>00</sup>
				Sub-Total Cost	\$ 57,995 <sup>00</sup>

**B. St. Paul Linear Park (includes the small area at the south end of the site)**

Plant Bed Maintenance	\$ 360 <sup>00</sup>		12		\$ 4320 <sup>00</sup>
Fertilization	\$ 210 <sup>00</sup>		3		\$ 630 <sup>00</sup>
Irrigation Management	\$ 120 <sup>00</sup>		24		\$ 2880 <sup>00</sup>
Mulch Top Dressing	\$ 1200 <sup>00</sup>		1		\$ 1200 <sup>00</sup>
Palm Pruning	\$ 1000 <sup>00</sup>		1		\$ 1000 <sup>00</sup>
Tree Pruning	\$ 200 <sup>00</sup>		1		\$ 200 <sup>00</sup>
Plant Health Care	\$ 45 <sup>00</sup>		12		\$ 540 <sup>00</sup>
Shrub and Plant Pruning	\$ 180 <sup>00</sup>		6		\$ 1080 <sup>00</sup>
Turf Mowing	\$ 315 <sup>00</sup>		38		\$ 11,970 <sup>00</sup>
Fire Ant Management	\$ 140 <sup>00</sup>		2		\$ 280 <sup>00</sup>
Sidewalk Maintenance	\$ 45 <sup>00</sup>		12		\$ 540 <sup>00</sup>
				Sub-Total Cost	\$ 24,640 <sup>00</sup>

Name of Bidder: Pine Hills Landscaping, Inc  
 (This form to be returned)

C. Learning Garden

BID ITEM DESCRIPTION	COST PER CYCLE	X	ESTIMATED CYCLES	=	ESTIMATED ANNUAL COST
Plant Bed Maintenance	\$ <u>160</u>		12		\$ <u>1920</u>
Fertilization	\$ <u>85</u>		3		\$ <u>255</u>
Irrigation Management	\$ <u>45</u>		24		\$ <u>1080</u>
Mulch Top Dressing	\$ <u>600</u>		1		\$ <u>600</u>
Palm Pruning	\$ <u>500</u>		1		\$ <u>500</u>
Tree Pruning	\$ <u>300</u>		1		\$ <u>300</u>
Plant Health Care	\$ <u>120</u>		12		\$ <u>1440</u>
Shrub and Plant Pruning	\$ <u>450</u>		2		\$ <u>900</u>
Turf Mowing	\$ <u>180</u>		38		\$ <u>6840</u>
Fire Ant Management	\$ <u>90</u>		2		\$ <u>180</u>
Mowing of Median	\$ <u>-</u>		0		\$ <u>-</u>
Sidewalk Maintenance	\$ <u>45</u>		12		\$ <u>540</u>
			<b>Sub-Total Cost</b>		\$ <u>14,555</u>

D. San Domingo Park

Plant Bed Maintenance	\$ <u>120</u>		12		\$ <u>1440</u>
Fertilization	\$ <u>85</u>		3		\$ <u>255</u>
Irrigation Management	\$ <u>65</u>		24		\$ <u>1560</u>
Mulch Top Dressing	\$ <u>600</u>		1		\$ <u>600</u>
Palm Pruning	\$ <u>1000</u>		1		\$ <u>1000</u>
Tree Pruning	\$ <u>220</u>		1		\$ <u>220</u>
Plant Health Care	\$ <u>60</u>		12		\$ <u>720</u>
Shrub and Plant Pruning	\$ <u>180</u>		6		\$ <u>1080</u>
Turf Mowing	\$ <u>270</u>		38		\$ <u>10,260</u>
Fire Ant Management	\$ <u>120</u>		2		\$ <u>240</u>
Mowing of Median	\$ <u>-</u>		0		\$ <u>-</u>
Sidewalk Maintenance	\$ <u>45</u>		12		\$ <u>540</u>
			<b>Sub-Total Cost</b>		\$ <u>17,915</u>

Name of Bidder: Pine Hills Landscaping, Inc  
(This form to be returned)

BID ITEM DESCRIPTION	COST PER CYCLE	X	ESTIMATED CYCLES	=	ESTIMATED ANNUAL COST
<b>E. Arlewood Park</b>					
Turf Mowing	\$ <u>180<sup>00</sup></u>		9		\$ <u>1620<sup>00</sup></u>
<b>F. Roadway Right-of-Way Trees and Shrubs</b>					
Plant Bed Maintenance (In rings)	\$ <u>75<sup>00</sup></u>		12		\$ <u>900<sup>00</sup></u>
Fertilization	\$ <u>130<sup>00</sup></u>		3		\$ <u>390<sup>00</sup></u>
Mulch Top Dressing	\$ <u>1050<sup>00</sup></u>		1		\$ <u>1050<sup>00</sup></u>
Palm Pruning	\$ <u>1800<sup>00</sup></u>		1		\$ <u>1800<sup>00</sup></u>
Tree Pruning	\$ <u>120<sup>00</sup></u>		1		\$ <u>120<sup>00</sup></u>
Shrub and Plant Pruning	\$ <u>90<sup>00</sup></u>		1		\$ <u>90<sup>00</sup></u>
Turf Mowing	\$ <u>180<sup>00</sup></u>		38		\$ <u>6840<sup>00</sup></u>
Fire Ant Management	\$ <u>80<sup>00</sup></u>		1		\$ <u>80<sup>00</sup></u>
			<b>Sub-Total Cost</b>		\$ <u>11,270<sup>00</sup></u>
<b>G. Charlotte County Utilities Lift Station (buffer) at Calumet and Ingraham Boulevards</b>					
Plant Bed Maintenance	\$ <u>45<sup>00</sup></u>		12		\$ <u>540<sup>00</sup></u>
Fertilization	\$ <u>20<sup>00</sup></u>		3		\$ <u>60<sup>00</sup></u>
Mulch Top Dressing	\$ <u>80<sup>00</sup></u>		1		\$ <u>80<sup>00</sup></u>
Plant Health Care	\$ <u>20<sup>00</sup></u>		12		\$ <u>240<sup>00</sup></u>
Shrub and Plant Pruning	\$ <u>60<sup>00</sup></u>		6		\$ <u>360<sup>00</sup></u>
Fire Ant Management	\$ <u>20<sup>00</sup></u>		2		\$ <u>40<sup>00</sup></u>
Perimeter Brush Trimming	\$ <u>75<sup>00</sup></u>		1		\$ <u>75<sup>00</sup></u>
			<b>Sub-Total Cost</b>		\$ <u>1395<sup>00</sup></u>
<b>H. Bridge Palms</b>					
Fertilization	\$ <u>90<sup>00</sup></u>		3		\$ <u>270<sup>00</sup></u>
Palm Pruning	\$ <u>2400<sup>00</sup></u>		1		\$ <u>2400<sup>00</sup></u>
			<b>Sub-Total Cost</b>		\$ <u>2670<sup>00</sup></u>
			<b>Total Annual Cost</b>		\$ <u>132,060<sup>00</sup></u>

Name of Bidder: Pine Hills Landscaping, Inc  
 (This form to be returned)



If notified of the acceptance of this bid form, the undersigned agrees to execute a Contract for the stated compensation in the form as prescribed by the County, within the time constraints outlined in Instructions to Bidders.

The signature below is a guarantee that the Bidder will not withdraw his/her bid for a period of sixty (60) days after the scheduled time for opening the bids.

Enclosed is a cashier's check, or bid bond in the amount of \$ 6605, which is not less than 5% of the total bid price, as guarantee that the undersigned will enter into a Contract for the work/material as required in this Bid Document. **Note: Failure to submit a 5% bid bond will be cause for rejection of bid.**

**All contract documents (i.e.; performance and payment bond, cashier's check, bid bond) shall be in the name of "Charlotte County".**

The undersigned acknowledges receipt of the following addenda, and the cost, if any, of such revisions has been included in the price bid.

Addendum No. 1, Dated 9/10/14 Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_; Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_  
Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_; Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_; Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_

**HOLD HARMLESS AGREEMENT:**

The bidding firm as indicated below, it's officers and members shall, through the signing of this document by any authorized party or agent, indemnify, hold harmless and defend Charlotte County, a political subdivision of the State of Florida, its officers, agents, employees, and volunteers from all suits and actions, including attorney's fees and all costs of litigation and judgment of every name and description brought against the County as a result of loss, damage or injury to person or property by reason of any act or failure to act by the bidding firm, its agents, servants or employees.

Type of Organization (Please Check One): Individual Ownership \_\_\_\_\_ Partnership \_\_\_\_\_ Joint Venture \_\_\_\_\_ Corporation

Name of Bidding Firm Pine Hills Landscaping, Inc

Mailing Address 12143 Kingsbury Ave, Port Charlotte

Location Address Venice, FL

City & State Port Charlotte, FL ZIP 33981

Telephone 941-234-8175 Fax Number 941-697-9633

E-mail JYelver@aol.com

Signature of person authorized to bind the Company: [Signature]

Print Name/Title of person authorized to bind the Company: James Yelverton, President

Date: 9/23/2014

(This form to be returned)

**AFFIDAVIT**  
**Claiming Status as a Local Business**

Bidder affirms that it is a local business as defined below and in accordance with the following: Ordinance 2009-005 adopted by the Charlotte County Board of Commissioners and filed with the Secretary of State on February 17, 2009; and Ordinance 2009-041 adopted by the Charlotte County Board of Commissioners and filed with the Secretary of State on October 19, 2009.

**A. Local Business Definition:**

Local business means the company has a valid Business Tax Receipt issued by Charlotte County, Sarasota County or DeSoto County for at least six months prior to the bid submission to do business within Charlotte County, Sarasota County or DeSoto County that authorizes the business to provide the services or goods, and a physical business address located within the limits of Charlotte County, Sarasota County or DeSoto County from which the business operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address. In addition to the foregoing, a business shall not be considered having a "Local Business" unless it contributes to the economic development and well-being of these Counties in a verifiable and measurable way. Vendors shall affirm in writing their compliance with the foregoing at the time of submitting their bid to be eligible for consideration as having a "Local Business". A business that misrepresents the local preference status of its company in a bid to the County will lose the privilege to claim local preference for a one year period.

**B. Competitive bid (local price match option):**

Each formal competitive bid solicitation shall clearly identify how the price order of the bids received will be evaluated and determined. When a responsive, responsible non-local business submits the lowest price bid, and the bid submitted by one or more responsive, responsible local businesses, as defined below, is within five percent of the price submitted by the non-local business, each of the aforementioned local businesses shall have the opportunity to submit, a best and final bid equal to or lower than the amount of the low bid previously submitted by the non-local business within five days of being notified by the Senior Division Manager of Purchasing in writing. Contract award shall be made to the responsive, responsible business submitting the lowest best and final bid. In the case of a tie in the best and final bid between a local business and a non-local business, contract award shall be made to the local business.

If requested by the County, the bidder will be required to provide documentation substantiating the information given in this affidavit. Charlotte County reserves the right to request supporting documentation as evidence to substantiate the information given in this affidavit. Failure to do so will result in the bidder's submission being deemed non-responsive.

Company Name: Pine Hills Landscaping, Inc.

Signature: [Handwritten Signature]

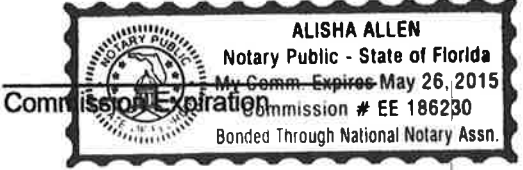
Title: President

Year Business Established: 2005 Circle the appropriate County: Charlotte DeSoto Sarasota

State of Florida  
County of Charlotte

Sworn to and subscribed before me, a Notary Public, for the above State and County on this 9th day of September, 2014.

[Handwritten Signature]  
Notary Public



(Affix Official Seal)  
The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

**This page to be returned only if Contractor is claiming a Local Business Status.**

**SOURCE OF SUPPLY AND SUBCONTRACTORS**

The following sources of supply and subcontractors shall be used for the **SOUTH GULF COVE LANDSCAPE MAINTENANCE - ANNUAL CONTRACT** project. If bidder does not have a source of supply or subcontractor, insert "to be determined". When a source or subcontractor is determined, selection will be subject to County approval. (If not applicable, state N/A).


Source of Supply	Subcontractor(s)
1. <u>Forestry Resources</u>	1. <u>West County Mowing</u>
2. <u>John Deere Landscapes</u>	2. _____
3. <u>Harnell's Fertilizer</u>	3. _____
4. _____	4. _____
5. _____	5. _____

**DRUG FREE WORKPLACE FORM**

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that Pine Hills Landscaping, Inc (name of business) does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Signature   
 Dated Sept 9, 2014

Name of Bidder: Pine Hills Landscaping  
 (This form to be returned)

**REFERENCES - SOUTH GULF COVE LANDSCAPE MAINTENANCE - ANNUAL CONTRACT**

**REFERENCES:** Contractor shall submit a minimum of three (3) recent (within the past five (5) years) references of projects of similar size and scope. Each reference shall include a project description, project location, name and phone number of a contact person, total project amount, and completion date. The County reserves the right to contact references.

1. Project Owner / Company: Manacota Key Landscape Maintenance  
Name of Contact Person: Gregg O'Conner Telephone # 941-575-3658  
Address: Manacota Key  
City & State: Englewood FL Zip Code: \_\_\_\_\_  
Project Description: Landscape Maintenance in County R.O.W.

Total Project Amount: \$ 66,000 = Completion Date: On going

2. Project Owner / Company: Clarke Station  
Name of Contact Person: Grace Edwards Telephone # 941-921-1023  
Address: Rosin Way  
City & State: Sarasota, FL Zip Code: \_\_\_\_\_  
Project Description: Landscape, Irrigation & Turf Maintenance

Total Project Amount: \$ 40,200 = Completion Date: On going

3. Project Owner / Company: Grave City Walking Park  
Name of Contact Person: Gregg O'Conner Telephone # 941-575-3658  
Address: Placida Road  
City & State: Grave City, FL Zip Code: \_\_\_\_\_  
Project Description: Maintain turf and landscape within Park

Total Project Amount: \$ \_\_\_\_\_ Completion Date: \_\_\_\_\_

4. Project Owner / Company: \_\_\_\_\_  
Name of Contact Person: \_\_\_\_\_ Telephone # \_\_\_\_\_  
Address: \_\_\_\_\_  
City & State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Project Description: \_\_\_\_\_

Total Project Amount: \$ \_\_\_\_\_ Completion Date: \_\_\_\_\_

Name of Bidder: Pine Hills Landscaping, Inc

(This page to be returned)

**EQUIPMENT LISTING**

The following is a listing of your total equipment, inclusive of manufacturer, year and condition. Condition shall be listed in accordance with scale below. (Attach additional sheets, if required).

<u>Equipment/Attachment Manufacturer</u>	<u>Year</u>	<u>Condition</u>
Toro Z Master 60"	2010	Excellent
Gravelly 30"	2011	Good
Chevrolet 3500	2006	Good
Various small equipment	2007-2008	Good

**SCALE:**            1- Excellent \_\_\_\_\_            3 - Fair \_\_\_\_\_  
                          2 - Good        \_\_\_\_\_            4 - Poor        \_\_\_\_\_

Equipment is located at: \_\_\_\_\_

Number of full-time employees:   3  

Number of part-time employees:   1  

Name of Bidder:   Pine Hills Landscaping, Inc    
(This page to be returned)