



City of New Port Richey  
 5919 Main Street, New Port Richey, FL 34652  
 727-853-1016

## INVITATION TO BID

### BID 16-017

The City of New Port Richey, Florida, is accepting SEALED PROPOSALS from qualified vendors to provide the following:

<b>BID TITLE:</b>	<b>Landscape Maintenance Management</b>
<b>MANDATORY CONFERENCE:</b>	<b>Mandatory On-site Inspection Is Required</b>
<b>BID NOTE:</b>	
Bids will be received in the office of the City Clerk until:	2:00 PM Wednesday 06/29/2016
Bids will be opened and read in City Council Chambers at:	2:30 PM Thursday 6/30/2016
Please Submit (3) three complete copies of the bid to:	City of New Port Richey Attn: City Clerk 5919 Main Street New Port Richey, FL. 34652
To obtain a proposal packet:	Public Works Department 727-841-4536 <a href="mailto:griskoa@cityofnewportrichey.org">griskoa@cityofnewportrichey.org</a>
To obtain additional information and schedule site visits contact:	Public Works Department 727-841-4536 <a href="mailto:griskoa@cityofnewportrichey.org">griskoa@cityofnewportrichey.org</a>

*The City of New Port Richey reserves the right to waive any and all bids received.*

**City of New Port Richey  
Landscape Maintenance  
Management**

**BID 16-017**

**LANDSCAPE MAINTENANCE MANAGEMENT**  
**BID 16-017**

The City of New Port Richey, Florida, is accepting SEALED PROPOSALS from qualified vendors to provide the following: BID 16-017, Landscape Maintenance Management

Bids will be received in the office of the City Clerk until **2:00 pm on Wednesday, June 29, 2016** and will be opened and read in City Council Chambers at **2:00 pm on Thursday, June 30, 2016**.

Please Submit (3) three complete copies of each bid to the attention of the City Clerk, City of New Port Richey, 5919 Main Street, New Port Richey, FL 34652, sealed in a single envelope or box marked with the bidder's name and address and "BID 16-017, Landscape Maintenance Management"

To obtain a proposal packet, please contact Administrative Office Manager Amanda Grisko at 727-841-4542, via email at [griskoa@cityofnewportrichey.org](mailto:griskoa@cityofnewportrichey.org) or on the City website at [www.citynpr.org](http://www.citynpr.org).

To obtain additional Landscape Maintenance Management information and schedule site visits, please contact the Public Works Department at 727-841-4542 or via email at [griskoa@cityofnewportrichey.org](mailto:griskoa@cityofnewportrichey.org).

Email all questions to Amanda Grisko at [griskoa@cityofnewportrichey.org](mailto:griskoa@cityofnewportrichey.org) by **3:00 p.m. on June 15, 2016**. A single response addressing all questions will be e-mailed to all bidders of record by: **4:00 p.m. on June 22, 2016**.

Bids must be submitted by the date and time indicated. Bids not submitted by that time will be refused. The City of New Port Richey reserves the right to waive any and all bids received.

## **LANDSCAPE MAINTENANCE MANAGEMENT**

**BID 16-017**

### **GENERAL SERVICE:**

This document sets forth the requirements for Landscape Maintenance of:

1. City Hall and adjacent buildings located at 5919 Main Street, New Port Richey, FL 34652.
2. Sims Park and the adjacent buildings (Peace Hall & Historical Museum).

### **Agreement for Services:**

Successful bidder is required to execute an agreement for services before start of the project. Upon award of this contract, the successful contractor will provide the City with a written schedule of work.

### **Deliveries or Performance:**

The successful bidder shall be required to complete the work schedule as outlined under the Maintenance Specifications. Contract shall be for 17 months beginning on August 1, 2016 through December 31, 2017.

The City of New Port Richey reserves the right to extend this annual contract if the work is performed satisfactory under the same terms and conditions for up to (3) three (1) one year contracts with a maximum of a 3% increase upon request. With written consent of the contractor and provided that funds are available.

The Contractor shall develop and implement the necessary work control procedures to control all work requirements including any specific requirements and ensure their timely completion.

Activities under this contract must be coordinated with the activities of others in working simultaneously. The Contractor shall cooperate fully in minimizing work interference and will exercise caution to prevent the occurrence of damage to the work being performed by others.

Failure of Contractor to perform any of the services under this contract within twenty-four (24) hours of receipt of written demand for performance from the City shall constitute Breach of Contract.

**Reserved Rights:**

The City reserves the right to accept or reject any and all bids, to waive irregularities and technicalities and to require resubmission. Also the City reserves the right to accept all or any part of the bid and to increase or decrease quantities to meet additional or reduced requirements of the City. Any sole response received by the first submission date may or may not be rejected by the City.

**Permits and Regulations:**

In order to perform public work, the successful bidder shall, hold or obtain such contractors and/or business licenses as required by State Statutes and City ordinances. The Contractor shall secure licenses and permits.

**Legal Requirements:**

The success bidder shall comply with all Federal, State and county, local laws, and ordinance rules and regulations that in any manner affect the contract in any way. Lack of knowledge by the bidder shall in no way be a cause for relief from responsibility.

**Expenses Incurred in Preparing Bid:**

The City accepts no responsibility for any expense incurred by the bidder in the preparation and presentation of this bid. Such expenses shall be borne exclusively by the bidder.

**SPECIAL CONTRACT REQUIRMENTS:**

**Protection of Work Property:**

The contractor shall continuously maintain protection of all his work from damage and shall protect the City's property from injury or loss arising in connection with this contract. The contractor shall make good any such damage, injury or loss.

**Termination of Contract:**

Bidders shall agree that if awarded the contract for the time specified and contractor fails to perform the services as requested in the work statement, the City reserves the right to cancel the contract for such cause, upon thirty (30) days

written notice by the City to the contractor.

**Cancellation:**

The City shall have the right to unilaterally cancel, terminate or suspend this contract, in whole or in part, by providing the Contractor thirty (30) days written notice by certified mail.

It is expressly understood by the City and the Contractor that funding for any successive fiscal year is contingent upon appropriation of monies by the City Council. In the event that funds are not available or not appropriated, the City reserves the right to terminate the contract. The City will be responsible for any outstanding invoices prior to the termination.

**Insurance:**

The bidder selected under this agreement shall maintain during the life of the contract, worker's compensation insurance for all of its employees connected with this contract. Such insurance shall comply fully with the Florida Workers Compensation Law.

**Minimum Insurance Required:**

Prior to the time the contractor is entitled to commence any part of this work or service under this contract, the Contractor shall procure, apply for and maintain at least the following insurance coverage's and limits. Said insurance shall be evidence by delivered copies to the City: (1) certificate of insurance executed by the insurers listing coverage and limits, expiration dates and terms of policies and two (2) a certified copy of each policy, including all endorsements. The insurance requirements shall remain in effect throughout the term of this contract.

1. **Workers Compensation:** limits as required by law, employer's liability insurance of not less than \$100,000 for each accident.
2. **Comprehensive General Liability Insurance:** including, but not limited to independent contractor, contractual, premises/operations and personal injury covering the liability assumed under provisions of this contract, with limits of liability for personal injury and/or bodily injury, including death, of not less than \$500,000 for each occurrence.

**Bidders Requirements:**

Prior to the submission of a bid form, bidders shall examine the documents, visit the site of work, and fully inform themselves as to all existing conditions and limitations that affect the work to be performed under this contract. Failure of any bidder to visit the site shall in no way relieve any bidders from obligations with respect to this bid. Visits to the site should be scheduled between the hours of 8:00am and 3:00pm, Monday through Friday. Contact John Fussell (727) 841-4545.

**Release of Liens:**

The Contractor is required to pay all money due subcontractors and material dealers promptly. The Contractor shall submit releases of liens, satisfactory to the City, certifying that all payrolls, material bills, and other indebtedness incurred by the Contractor in connection with this project have been paid in full.

Waivers of lien are required for all disbursements for the entire project.

Bidders are to complete the Source of Supply and Subcontractors form if applicable. This form must be included with the bid form and must be complete.

**Mandatory On-site inspections/questions:**

Site visits are required with John Fussell prior to submitting a quote.

Contact: Public Works Department  
Telephone Number (727) 841-4536  
Monday – Friday 8:00 a.m. – 3:00 p.m.

**Warranty of Services:**

All work performed and products provided by the Contractor shall be warranted against defects in material and workmanship and are to be conditionally guaranteed by the vendor for a period of at least one (1) year. Any recurrence of maintenance problems due to defects in such material and workmanship within the time frame shall be repaired or replaced by the Contractor at no additional cost to the City. Damage to City and/or private property by such defect shall be repaired or replaced at no additional cost to the City. All work provided under this contract shall apply to all other services provided under this contract. This is to be put in writing prior to executing the contract.

**Contract Administration Data:**

The Contractor shall submit original invoices to: Public Works Department, 6132 Pine Hill Rd., Port Richey, FL. In addition, the Contractor shall cite on each invoice the contract number and the payment terms.

**Subcontracting:**

The prospective contractor shall not subcontract, assign, or transfer any of the work under this solicitation.

**Performance Bond:**

A performance bond in the amount equal to three month's service is required.

**Price Quote:**

Provide sub total costs for each location with a grand total cost for the two (2) locations of the Landscaping Maintenance Contract on Base Price bid form attached.

**Bid Acceptance Period:**

Any bid submitted shall be binding on the bidder for a minimum of ninety (90) calendar days following the bid opening date. Any bid for which the bidder specifies a shorter acceptance period may be rejected.

**EVALUATION FACTORS FOR AWARDED:**

The contract resulting from this formal bid will be awarded to that responsible bidder whose offer, conforming to the bid, is determined most advantageous to the City price and other factors considered.

Past Performance information shall be submitted on a separate sheet. Describe past performance on directly related or similar State or Local Government and private contracts it has held within the last three (3) years, and all contracts and subcontracts currently in progress which are of similar scope, magnitude and complexity of that which is detailed in this ITB.

❖ **RIGHT TO PROTEST**

- Any actual bidder who is aggrieved in connection with the solicitation or award of a contract may seek resolution of his/her complaints initially with the Public Works Director, and if not satisfied, with the City Manager.
- A protest with respect to the specification of any invitation for bid or request for proposal shall be submitted in writing a minimum of five (5) work days prior to the opening of bids. Protest with respect to award of contract shall be submitted in writing within five (5) days of the notice of intent to award.

❖ **PROTEST PROCEDURE**

- The protesting person or firm must submit in writing his/her formal protest within (5) work days of the notice of intent to award a contract. The written protest must specifically cite the portion of the code, state, or contract provision which was allegedly violated. Oral protest will not be accepted.
- The City shall respond to the formal written protest within five (5) business days of receipt. The City's response will be fully coordinated with the Public Works Director and the City Manager.
- If the protester is not satisfied with the response from the City, he/she may then submit in writing within five (5) work days of receipt of that response his/her reason for the dissatisfaction, along with copies of his/her original formal protest letter and the response from the City to the City Manager.
- The City Manager, as Purchasing Agent for the City, will respond to the protester within ten (10) work days of receipt of the appeal.
- If the protester is not satisfied with the response from the City Manager he/she may submit in writing within five (5) work days of receipt of that response his/her reason for dissatisfaction along with copies of his/her original formal protest letter and the response from the City Manager to the City Clerk for placement on an agenda of the City Council. The City Council will undertake consideration of the protest at its next regularly scheduled meeting and the City Council will make the final decision on the matter of protest.

❖ **STAY OF PROCUREMENT DURING PROTEST**

- In the event of a timely protest, the City shall not proceed with the solicitation or award of contract until all administrative remedies have been exhausted or until the City Manager makes written determination that the award of contract without delay is necessary to protect the best interest of the City.

❖ **EXCEPTION IN CASE OF EMERGENCIES**

- In the event that the City must undertake purchases of goods or services in order to meet in an emergency as set forth in Section 2-161 of the City Code, then in that event the bid protest procedure shall be inapplicable.

**LANDSCAPE MAINTENANCE SPECIFICATIONS:**

**Planting Program:**

Three (3) times per year you will plant and maintain annuals. Spring (March), Fall (Sept), Winter (Nov). A minimum of 400 4" plants shall be spread over the City Hall grounds and adjacent building. A minimum of 215 6" plants shall be spread over the Sims Park area.

**Mulching:**

Maintaining of mulch three (3) times per year to correspond with planting times.

**Mowing:**

Mowing performed to maintain proper height and to coincide with seasonal conditions. A sharpened blade will be used at all times to insure a clean even cut. Grass will be cut at approved horticultural practices and adjusted accordingly, as weather dictates. Mowing, edging, string trimming, and blowing activities shall be prohibited on Saturdays and Sundays. Every effort shall be made for the contractor to perform maintenance activities on Thursday and Friday of the week. It should be understood the contractor may have to adjust the schedule of maintenance activities due to special events at Sims Park. In this case the City shall notify the contractor a week prior to the next mowing event.

**Hard Edging:**

Power edging includes sidewalks, curbs, and other hard surfaces in concurrence with each mowing.

**Soft Edging:**

Edging of all beds, trees and other beds in concurrence with every other service.

**String Trimming:**

String trim the area that cannot be reached by mowers such as around poles, signs, and building, etc.

**Weed Control:**

Weed control on all flowerbeds and areas where weeds are evident will be performed continuously throughout the term of this agreement to maintain the beds relatively weed free. A combination of pre-emergent and post emergent herbicides are used in conjunction with mechanical methods to insure results.

**Shrub Maintenance:**

All shrubs, hedges, and flower beds will be trimmed and maintained to present a uniform appearance and maintain maximum plant vigor based upon approved horticultural practices.

**Policing and Trash Removal:**

Areas such as parking lots, curbs, walks, and driveways will be kept clean of grass and the clippings resulting from maintenance. Trash such as paper, glass, cans and other litter that is evident will be picked up during scheduled performance of the maintenance.

**Tree Trimming:**

Performed in accordance with the schedule of service to enhance the health, vigor, and natural appearance of the tree. Native trees or natural areas are not included in this agreement unless otherwise specified. This activity is not included in the Sims Park area.

**Maintenance Program:**

See schedule 1

**Irrigation Monitoring:**

The successful bidder will monitor irrigation system to ensure all plant material and turf areas are receiving the proper amount of water required (within the parameters of the existing system design) to maintain health and vigor. During each irrigation visit, clocks will be adjusted according to current City and SWFWMD (Southwest Florida Water Management District) water regulations and agronomic guidelines. Furthermore, heads will be cleaned and adjusted to insure maximum coverage. Repair or replace heads as needed. Successful bidder will provide schedule for irrigation monitoring. The successful bidder shall notify owner of any irrigation problems. A written proposal prior to performing irrigation repairs and/or replacements shall be submitted by the contractor. The proposal shall include the cost of the material plus a 15% markup. Subsequent to the

completion of work, an invoice shall be submitted to the City by the contractor that matches the proposal. A copy of the invoice verifying material cost from the vendor where the contractor purchased the materials from shall be attached to the invoice.

**Quality Control Inspections:**

A qualified area supervisor will inspect and make adjustments on properties weekly to insure the highest levels of quality control. These inspections will be coordinated with the Building Official's office.

**Service Calls**

Response time will be within a 24-hour period.

## PEST CONTROL PROGRAM

We request the finest slow release products to the green industry. The products used should encourage root development as well as top growth. By using slow release products at strategic times of the year, the turf and ornamentals will maintain a consistent, lush look year round.

The Pest Management Program shall be thoroughly controlled by a licensed pest control operator. The program should be customized to our particular plant material. Any adjustments that are required, such as additional fertilizer or insect and disease control will be made at no additional charge. Instead of seeking to eradicate all insects the program should be developed to control destructive insects while at the same time allowing those that are considered beneficial to the environment to survive.

### SCHEDULE OF FERTILIZATION AND PEST CONTROL SERVICES

#### TURF:

APPLICATION 1 (Jan- Feb)  
Fertilizer & weed control

APPLICATION 2 (March- Apr)  
Fertilizer & weed control

APPLICATION 3 (May-June)  
Fertilizer & weed control  
Insect Control

APPLICATION 4 (July- Aug)  
Fertilizer & weed control  
Insect Control

APPLICATION 5 (Sept- Oct)  
Fertilizer & weed control  
Insect Control

APPLICATION 6 (Nov – Dec)  
Fertilizer & weed control

#### TREE & SHRUB:

APPLICATION 1 - A balanced fertilizer with balanced necessary macro & minor elements to promote health & vigor along with disease & insect control as needed

APPLICATION 2 - A balanced fertilizer with balanced necessary macro & minor elements to promote health & vigor along with disease & insect control as needed

APPLICATION 3 - A balanced fertilizer with balanced necessary macro & minor elements to promote health & vigor along with disease & insect control as needed

APPLICATION 4 - A balanced fertilizer with balanced necessary macro & minor elements to promote health & vigor along with disease & insect control as needed

APPLICATION 5 - A balanced fertilizer with balanced necessary macro & minor elements to promote health & vigor along with disease & insect control as needed

APPLICATION 6 - A balanced fertilizer with balanced necessary macro & minor elements to promote health & vigor along with disease & insect control as needed

**SCHEDULE 1 (CALENDAR OF SERVICES)**  
**LANDSCAPE MANAGEMENT MAINTENANCE SPECIFICATIONS**

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
PLANTING			1						1		1		3
MOW	2	2	3	4	4	4	5	5	4	3	2	2	40
EDGING-SOFT	1	1	2	2	2	2	2	2	2	2	1	1	20
EDGING-HARD	2	2	3	4	4	4	5	5	4	3	1	1	38
LINE TRIM	2	2	3	4	4	4	5	5	4	3	1	1	38
WEEDING	2	2	3	4	4	4	5	5	4	3	1	1	38
BLOWING	2	2	3	4	4	4	5	5	4	3	2	2	40
TREE TRIMMING		1			1		1				1		4
TRIM SHRUBS	1	1	2	2	2	2	2	2	2	2	1	1	20
IRRIGATION CHECK	1	1	1	1	1	1	1	1	1	1	1	1	12
PEST CONTROL	1		1		1		1		1		1		6
FERTILIZER-LAWN		1		1		1		1		1		1	6
PEST CONTROL				1						1			2
FERTILIZER-SHRUBS	1		1		1		1		1		1		6

The annual cost to maintain this property is  
based upon 40 visits.

### BASE PRICE BID FORM

Location	Unit Price
City Hall and adjacent Buildings	\$ 10,000
Sims Park and adjacent Buildings	\$ 14,000
Grand Total	\$ 24,000

Labor and Material Cost	
Labor Rate	\$ 65.00
Material Cost plus 15%	

**DRUG-FREE WORKPLACE**

Florida Statutes on Drug-Free Workplace Programs:

In case of tie bids, preference must be given to vendors submitting a certification with their bid/proposal certifying they have a drug-free workplace in accordance with Section 287.087, Florida Statutes. The drug free certification form below must be signed and returned with your bid.

**DRUG-FREE WORKPLACE CERTIFICATION**

In order to have a drug-free workplace program, a business shall:

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.

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.

Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in the first paragraph.

In the statement specified in the first paragraph, 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.

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.

Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

VENDOR NAME: Blades of Green BID NO: 16-017

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

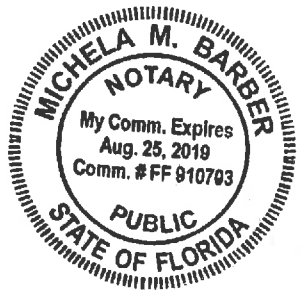
Vendor's Signature [Signature]

STATE OF: Florida  
COUNTY OF: Pasco

PERSONALLY APPEARED BEFORE ME, the undersigned authority, Joseph A. Mercedante-Lisky  
who, after first being sworn by me, affixed his/her signature in the space provided above on this 29<sup>th</sup> day of June 2016.

Michela M. Barber  
Notary Public

(Affix Seal)  
My commission expires: 8-25-2019



**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 with Bid, Proposal or Contract No. 16-017 for Landscape Maintenance Management
2. This sworn statement is submitted by Joseph Lisky, Blades of Green  
(name or entity, submitting sworn statement)  
whose business address is 4810 S. 50th St Tampa FL,  
33619  
and (if applicable) its Federal Employer Identification Number (FEIN) is 26-6757439  
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement \_\_\_\_\_.)
3. My name is Joseph Lisky and my relationship to the entity named  
(please print name of individual signing)  
above is Vice President.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(l)(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.
5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(l)(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, non juring trial, or entry of a plea of quilt or nolo contendere.
6. I understand that an "affiliate" as defined in Paragraph 287.133(l)(a), Florida Statutes,
  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 a public entity crime in Florida during the preceding 36 months shall be considered an affiliate

7. I understand that a "person" as defined in Paragraph 287.133(l)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or 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.

8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement (Please indicate which statement applies)

Neither the entity submitting this sworn statement, nor any 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 AND (Please indicate which additional statement applies.)

There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

The person or affiliate has not been placed in the convicted vendor list. (Please describe any action taken by or pending with the Department of General Services.)

By [Signature] (signature) Date: 6-29-16

STATE OF: Florida  
COUNTY OF: Polk

PERSONALLY APPEARED BEFORE ME, the undersigned authority, Joseph A. Mercadante-Lisk who, after first being sworn by me, affixed his/her signature in the space provided above on this 29<sup>th</sup> day of

June 20 16  
Michela M. D. Dabn  
Notary Public  
My commission expires: 8-25-2019



NONCOLLUSION AFFIDAVIT

STATE OF Florida )  
COUNTY OF Pasco ) SS

Joseph Lisky, being first duly sworn deposes and says that:

1. He/she is the vice president of Blades of Green, the Bidder that has submitted the attached Bid;
2. He/she is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;
3. Such bid is genuine and is not a collusive or sham Bid;
4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affidavit, have in any way, colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Bidder, firm, or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit, or cost elements of the Bid price or the Bid price in any other bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;
5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the bidder or any other of its agents, representatives, owners, employees or parties in interest, including his affidavit.

STATE OF: Florida  
COUNTY OF: Pasco

PERSONALLY APPEARED BEFORE ME, the undersigned authority, Joseph A. Mercedante-Lisky who, after first being sworn by me, affixed his/her signature in the space provided above on this 29 day of

June 2016  
Michela M. Barber

Notary Public  
My commission expires: 8-25-2019





# NEW PORT RICHEY

5919 MAIN STREET • NEW PORT RICHEY, FL 34652 • 727.853.1016

## Addendum #1

### ITB# 16-017 Landscape Maintenance contract

Questions from professionals have been accepted up to June 15, 2016. The following are answers/clarifications to all questions received for this bid.

1. Question: Is Performance Bond required of the winning contractor at signing, or is it required with the bid?  
**Answer: Performance Bid is required when contract is awarded to Contractor.**
2. Question: What is the Dollar amount of previous bid?  
**Answer: \$8,880 annually.**
3. Question: Can you supply us with the current budget numbers for this project?  
**Answer: No, the low bid will determine the budget number for the 2016/2017 year.**
4. Question: Is there a budget for this job?  
**Answer: Please note #3.**
5. Question: What is the proposed budget?  
**Answer: Please note #3.**
6. Question: How many irrigation clocks and zones are included?  
**Answer: City Hall has timer inside which has 5 zones and 5 valves. City Hall also has a T-boss in the ground that has 4 valves it controls. Sims Park has 1 clock inside Amphitheatre which has 19 zones that controls 34 valves. 1 clock in cabinet at Orange Lake with 2 zones that controls 2 valves.**
7. Question: Is mulch requested three times for the entire areas of City Hall and Sims Park?  
**Answer: Mulch is to be added to all flower beds where mulch is already present.**
8. Question: Page 10 "Mulching" Is Mulch to be installed 3 times per year in ALL landscape beds or does this just apply to the annual (flower) beds?  
**Answer: All landscape beds.**
9. Question: What type of mulch is used?  
**Answer: Cyprus Mulch.**
10. Question: Page 15 Base Price Bid Form: "Unit Price" is this to be the annual dollar amount or the per service dollar amount?



# NEW PORT RICHEY

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**Answer: Annual dollar amount total.**

11. Question: Sims Park portion looks to include Orange Lake but not the Hacienda Building and parking lots, is that correct?

**Answer: Sims Park and adjacent buildings include the Museum Property and Peach Hall with parking lots on Sims Lane. Does not include the Hacienda Building and parking lot on Main St.**

12. Question: BID 16-016 Mowing and Grounds Maintenance contract last entry Under Section #1 of the Bid Price Bid Form requested a price for Museum Property & Peace Hall.

**Answer: Please disregard. These two properties are included in the BID 16-017 Landscape Maintenance contract in the Sims Park and adjacent properties.**

13. Question: Will the winning bidder have the lowest bid?

**Answer: Yes, the apparent low bidder will be awarded the bid as long as they have submitted the proper documentation identified in the ITB. Once all of the required documentation is submitted to the City and all references have been verified; NPR staff will request to City Council approval of the low bid.**

## References:

Gaye Holt *Green*  
Hunters ~~Bees~~ Elementary  
9202 Highland Oak Dr  
Tampa Fl 33647  
813-973-7394

Mary Lipnick  
Tampa Palms Elementary  
6100 Tampa Palms Blvd  
Tampa Fl 33647  
813-975-7390

Reynolds Underwoods  
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Hillsborough county public schools  
813-426-5213