

CONTRACT

THIS CONTRACT made and entered into on the * 11th day of January, A.D., 2002, by and between the City of Coral Gables, Florida, the first party, and SOUTH FLORIDA MAINTENANCE, I.A.C., the second party.

WITNESSETH: That the second party, for the consideration hereinafter fully set out, hereby agrees with the first party as follows:

1. That the second party shall furnish all materials, equipment, machinery, tools, apparatus, means of transportation, and labor necessary to perform the following work in accordance with the entire Request for Proposal document, all of which is hereby a part hereof by reference as is fully set forth herein, for the following described project sites. (See attached list of sites)

**LANDSCAPE MAINTENANCE OF VARIOUS LOCATIONS IN
CORAL GABLES, FLA.
DPS #2001-01**

2. That the second party shall commence and complete the work to be performed under this contract as set forth in the Proposal.
3. The first party hereby agrees to make payment to the second party for the faithful performance of this contract, subject to additions and deductions as provided in the Proposal document, by cash, as follows:

The first party shall make partial payments to the second party within 30 days in accordance with the procedure outlined in Article 6.17 'Payments', of the Specifications and other applicable sections of the entire Request for Proposal.

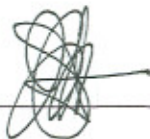
* To be dated by the City of Coral Gables

(Form of Contract)

IN WITNESS WHEREOF, the parties hereto have executed this contract on the day and date first above written in four (4) counterparts, each of which shall, without proof or accounting for the other counterpart, be deemed an original contract.

ATTEST:

City Clerk



(SEAL)

WITNESSES: (If Sole Ownership or Partnership, Two (2) Witnesses Required. If Corporation, Secretary only will attest and affix seal).

(1)



(2)



THE CITY OF CORAL GABLES
CORAL GABLES, FLORIDA

City Manager



Authority of Resolution No. 30215,
passed and adopted by the City Commission
on November 20, 2001.

PRINCIPAL:

Name of Firm

SOLO FERRERA MAINTENANCE SERVICES, INC. (SEAL)

Signature of Authorized Officer

Title

ATTEST:

By

Title

APPROVED

Elizabeth M. Hernandez
City Attorney

Date



CITY OF CORAL GABLES, FLORIDA

RESOLUTION NO. 30215

A RESOLUTION ACCEPTING BID OF SOUTH FLORIDA MAINTENANCE IN SUM OF \$363,110.00 PER YEAR FOR LANDSCAPE MAINTENANCE.

BE IT RESOLVED BY THE COMMISSION OF THE CITY OF CORAL GABLES:

1. That the bid of South Florida Maintenance in the sum of \$363,110.00 per year for Landscape Maintenance, having been determined to be the lowest responsive bidder meeting specifications from among the bids opened on August 31, 2001, as hereinafter set forth, having been recommended by a review panel consisting of the Purchasing Director, Assistant City Manager and Public Service Director, shall be and it is hereby accepted.

	<u>Per Year</u>
South Florida Maint.	\$363,110.00
Everglades Environmental	\$478,629.00
Native Tree Service	\$495,205.00
Pro Turf	\$496,074.00
Recio & Associates	\$568,000.00
Florida Lawn Maint.	\$698,050.00
PSI Proscape	\$792,050.00

2. That the Finance Director is hereby directed to charge this account to the Public Service Department.

3. That this resolution shall become effective upon the date of its adoption herein.

PASSED AND ADOPTED THIS TWENTIETH DAY OF NOVEMBER, A.D., 2001.

(Motion: Cabrera/Second: Kerdyk)
(Yea: Anderson, Cabrera, Kerdyk, Withers, Slesnick)
(Clerk's Item No. 52)

DONALD D. SLESNICK II
MAYOR

ATTEST:
VIRGINIA L. PAUL
CITY CLERK

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:
ELIZABETH M. HERNANDEZ
CITY ATTORNEY

Proposal

LANDSCAPE MAINTENANCE OF VARIOUS LOCATIONS IN CORAL GABLES, FLA. DPS #2001-01

Submitted Aug. 31, 2001

The City Commission
The City of Coral Gables
Coral Gables, Florida 33114

Gentlemen:

The undersigned as proposer hereby declares that the only person or persons interested in the proposal as principal or principals is or are named herein, and that no other person not herein mentioned has any interest in this proposal or in the contract to be entered into; that this proposal is made without connection to any other person, company or parties making a proposal; and that it is in all respects fair and in good faith without collusion or fraud.

The proposer further declares that he has examined the sites of work and informed himself fully in regard to all conditions pertaining to the places where work is to be done; that he has examined the plans and specifications for the work and other documents relative thereto, and has read all Addenda issued prior to the opening of proposals; and that he has satisfied himself relative to the work to be performed.

The Proposer proposes and agrees if this proposal is accepted to contract with the City of Coral Gables, Florida, to furnish all materials, equipment, machinery, insurance, tools, apparatus, means of transportation and labor necessary for and to complete the project mentioned on the 'proposal pages 2 and 3' in full and complete in accordance with the shown, noted, described and reasonably intended requirements of the plans and specifications and contract documents with a definite understanding that no money will be allowed for extra work unless approved in writing beforehand by the Public Service Director.

Landscape Maintenance of Various Locations in Coral Gables, Fla. DPS #2001-01(continued)

Provide all services, labor, equipment, supplies and incidental materials necessary for the Landscape Maintenance of Various Locations in Coral Gables, Fla., DPS #2001-01 as described herein for a period of one (1) year.

For a Total Contract Amount of ^{Three Hundred Sixty three} ~~thousand One hundred~~ ^{ten} dollars and zero cents
(\$363,110.00) (calculated at \$14,524.40 per cycle x 25 cycles = Total Contract Amount)

The contract shall be effective for an initial period commencing on the date established in the contract, usually the date of award, and extending through the end of the City fiscal year, September 30. The City shall have the option to extend the term contract for four (4) additional one (1) year periods, at its sole discretion and at the same terms and conditions. At the end of the 5th year, the City will have the option to renew the contract for up to 5 additional years at a negotiated price.

Continuation of the contract beyond the initial period is a City prerogative, not a right of the proposer. This prerogative may be exercised only when such continuation is clearly in the best interest of the City.

In the event that the bidder declines the City's right to exercise the option periods, the City will consider the successful bidder in default and affect it's eligibility for future contracts.

Additional locations may be added at the City's discretion when in the best interest of the City. Said additional locations may be added at a negotiated price.

The City may decide to authorize the Contractor to perform or provide the following additional services at the following unit costs.

Provide turf grass fertilizer as specified in 6.13.2E1 and apply it to turfgrass
@ a rate of 6.26 lbs./1,000 sq. ft. \$ 3.26 per 1,000 sq. ft. of turfgrass

Provide fertilizer specified in 6.13.2E1 and apply it to hedge plants
@ a rate of 18 lbs. per 100 linear feet or 300 sq. ft. \$ 9.36 per 18 lbs. of fertilizer

Provide fertilizer specified in 6.13.2E2 and apply it to palms at a rate to be prescribed by the city
at a unit cost of \$ 26. per 50 lb bag

Provide and install 3" of grade B+ Cypress Mulch/1,000 sq. ft.
\$ 259. per 1,000 sq. ft. of area

Provide one (1) Landscape Maintenance laborer on an as needed basis, for an 8-hour day minimum, with transportation to 2800 SW 72 Avenue. To be directed by City employees or the Contractor.
\$ 10.95 per hour

Provide one (1) Landscape Maintenance crew leader, with transportation, tools and equipment for a landscape maintenance crew up to 5, inclusive of the crew leader, for an 8-hour day minimum.
\$ 12.95 per hour

Landscape Maintenance of Various Locations in Coral Gables, Fla. DPS #2001-01(continued)

The City shall not be bound to offer additional work to the Contractor, and reserves the right to seek other vendors to provide these services either through the proposal process or any other process which best suits the particular project and as allowed by Florida law.

The following information will be also be considered by the evaluation committee. Provide any other information that will be of value in helping the evaluation committee with determining the capabilities and qualifications of your firm with regard to fulfilling the requirements of this RFP.

Specifically describe the proposed maintenance plan of action for the work offered as part of this request for proposal

See Attachment

How many employees on how many crews will be used at one time to perform the work? See Attachment

How many crews of what makeup will be operating at one time?

See Attachment

With the above crew and employee compliment, how many days of each 14-day cycle do you anticipate using to accomplish the required work?

See Attachment

Will you and if so how will you adjust staff seasonally in order to meet the demands of the specifications?

See Attachment

What equipment will be dedicated to this work (in particular, be specific as to the number of mowers and crew support vehicles that will be operating at one time)? Indicate how many pieces of spare equipment of each type are available to be used?

See Attachment

Specifically describe the proposed maintenance plan of action for the work offered as part of this request for proposal

South Florida Maintenance Services, Inc. proposes to have three (3) landscape crews as follows: Group A will be composed of five (5) landscapers and one (1) working supervisor. They will be responsible for large sites such as Old Cutler, Country Club Prado, Alhambra Circle, Red Road, and so forth. Group B and Group C will be composed of two (2) man crews for all the other smaller sites. Other company supervision and key personnel will accompany crews the 1st month of work as part of a cross training program.

How many employees on how many crews will be used at one time to perform the work?

A total of 10.5 employees.

How many crews of what makeup will be operating at one time?

A total of three (3) crews.

With the above crew and employee compliment, how many days of each 14-day cycle do you anticipate using to accomplish the required work?

Eleven (11) days of work and three (3) remaining days in case of prolonged rain and correct any deficiency.

Will you and if so how will you adjust staff seasonally in order to meet the demands of the specifications?

Yes we will adjust our staff, either by adding work time to each day (for example, instead of 8 hr. days, it will be a 9 hour day if necessary). South Florida Maintenance Services, Inc. has the ability to train and add employees on a short notice from its pool of over 300 employees.

What equipment will be dedicated to this work (in particular, be specific as to the number of mowers and crew support vehicles that will be operating at one time)?

Indicate how many pieces of spare equipment of each type are available to be used?

2-Ride on Scag Turf Tigers 60"	1 extra stored in office in case of breakdowns
3-self propelled Scags 36"	1 extra stored in office in case of breakdowns
6-weed eaters	
6-edgers	
4-back pack blowers	
3-vehicles	

See Attachment

What maintenance arrangements do you have for your equipment?

See Attachment

How will you remove debris from work sites?

See Attachment

How will you adjust your operation during short work weeks in order to accomplish the task within the allotted periods for each cycle?

See Attachment

How will you provide pest control services for the contract?

See Attachment

How will you provide irrigation maintenance services for the contract?

See Attachment

How do you plan to provide plant replacement services for the contract?

See Attachment

How many field landscape maintenance employees does your company have in excess of those proposed to be assigned to the contract work?

See Attachment

What maintenance arrangements do you have for your equipment?

South Florida Maintenance Services, Inc. has a full time in house mechanic and support services from North Miami Lawnmower. Also, once per week each landscape crew leader performs maintenance on the equipment of their crew.

How will you remove debris from work sites?

South Florida Maintenance Services, Inc. has a 30 cubic yard International Dump Truck.

How will you adjust your operation during short workweeks in order to accomplish the task within the allotted periods for each cycle?

Except for Christmas Day and New Years Day, our crews work all other holidays.

How will you provide pest control services for the contract?

South Florida Maintenance Services, Inc. will sub contract
Perfection Exterminator Services License #94892
Jose Fernandez 305-559-7521

How will you provide irrigation maintenance services for the contract?

South Florida Maintenance Services, Inc. will sub contract
ALF Quality Corp. Albert Vivas 786-845-9292

How do you plan to provide plant replacement services for the contract?

South Florida Maintenance Services, Inc. owns the necessary equipment (Backhoes, trucks, trailers, etc.) to pick up and transport the plant material. In the price structure submitted there is a budget to replace plants and or sod as well as various salaried employees who will attend to these services.


How many field landscape maintenance employees does your company have in excess of those proposed to be assigned to the contract work?

South Florida Maintenance Services, Inc. currently has twenty seven (27) landscape maintenance employees.

What managerial and office support personnel do you have as part of your organization?

See Attachment

Who will be the contact person in case of the need for resolution of problems above the level of the designated project manager?

Jose Infante 

METHOD OF SELECTION/SELECTION CRITERIA

After proposals are opened in the Purchasing Director's Office, copies will be sent to the Selection Committee, which will consist of the Public Service Director, the Assistant City Manager and the Purchasing Director. Proposals will be analyzed and one or more of the Proposers deemed responsible and responsive may be granted an interview. Upon the completion of the review and the interviews, if any, the Committee shall rank the proposals and make a recommendation to the City Manager for City Commission approval.

AWARD OF CONTRACT

Upon approval of the City Commission, a Contract shall be awarded to the Proposer who the City has selected as the most responsible, responsive Proposer meeting all specifications and the best interests of the City, and not necessarily to the lowest Proposer. Should the award be made to the lowest Proposer, the City will strictly enforce all the Provisions of the resulting Contract, including penalty clauses for any service or quality problems. The Contractor shall not be permitted rate increases as a result of a low Proposal. Non-performance shall result in cancellation of the contract with the low Proposer.

The City reserves the right to award or reject any or all proposals.

The Contractor agrees to start work within 10 days of receiving notice to proceed.

The Proposer understands and agrees that the above Total Contract Amount is inclusive of all work and materials necessary to complete the project as described in the Contract Documents.

The Bidder hereby acknowledges receipt of the following addenda:

Date

Number

8-27-01

1

Landscape Maintenance of Various Locations in Coral Gables, Fla. DPS #2001-01 (Continued)

What managerial and office support personnel do you have as part of your organization?

Please see Organizational Chart

Who will be the contact person in case of the need for resolution of problems above the level of the designated project manager?

Jose Infante will be the contact person.

CONTRACTOR'S QUESTIONNAIRE

COMPANY NAME: South Florida Maintenance Services, Inc.

PRINCIPAL OFFICER: Jose Infante

COMPANY ADDRESS: 8221 NW 54th Miami, FL 33166

TELEPHONE NUMBER: Toll Free 866-253-2643

YEARS IN BUSINESS UNDER PRESENT NAME: 14 years

PRIMARY TYPE OF WORK YOUR FIRM ENGAGES IN:

Landscape Maintenance and Janitorial Services

YEARS EXPERIENCE AS A CONTRACTOR: 28 years

LIST OTHER TYPES OF WORK YOUR FIRM ENGAGES IN:

Janitorial Services

YOU MUST LIST ALL LICENSES (CITY, COUNTY, ETC.) YOUR FIRM HOLDS. A COPY OF EACH LICENSE MUST BE ENCLOSED AT THE TIME OF BIDDING. FAILURE TO SUBMIT COPIES OF LICENSES IS GROUNDS FOR REJECTION OF BID.

Dade County Occupational License No. 310137-5

Certified Arborist License No. FL-0273

City of Miami License No. 149468-0002

LIST THE LAST FIVE MAJOR CONTRACTS YOUR FIRM HAS COMPLETED THAT ARE SIMILAR TO WORK DESCRIBED IN THESE SPECIFICATIONS:

AMOUNT	DATE	TYPE	CONTACT PERSON & NUMBER
\$202,200. ^{xx} p/yr	Ongoing	Landscape Maintenance	David Cardenas 305-375-3620
(Busway) \$100,000. ^{xx} p/yr	2000	Landscape Maintenance	Adrian Jones 305-884-7502
\$100,000. ^{xx} p/yr	Ongoing	Landscape Maintenance	Adrian Jones 305-884-7502
cf \$100,000. ^{xx} p/yr	Ongoing	Landscape Maintenance	Bill Hutchinson 305-631-4545
\$50,000. ^{xx} p/yr	Ongoing	Landscape Maintenance	Rosa Lamezares 305-471-4014

HAS YOUR FIRM DEFAULTED ON A CONTRACT? IF YES GIVE DETAILS.

No

HAS AN OFFICER OF YOUR COMPANY DEFAULTED ON A CONTRACT? No

IF YES, GIVE DETAILS. No

LIST EQUIPMENT, MANPOWER AND FACILITIES YOUR FIRM HAS FOR USE IN
CONTEMPLATED WORK (Use attachments if necessary):

See Attachment

IS YOUR FIRM INVOLVED IN ANY CURRENT LITIGATION? NO

IF YES, GIVE DETAILS. N/A

The names of subcontractors are listed below. No change in subcontractors, as listed will be
allowed without the written approval of the Public Service Director.

Type of Work

Name of Subcontractor

Irrigation Maintenance

① ALF Quality Corp.

Albert Vivas 786-845-9292

Pest Control Services

② Perfection Exterminator Services

Jose Fernandez 305-559-7521

LIST AND ATTACH PROOF OF CONTRACTORS TRAINING AND EXPERIENCE AS
REQUIRED: See Attachment

List equipment, manpower and facilities your firm has for use in contemplated work (use attachments if necessary)

2-Ride on Scag Turf Tigers 60"	1 extra stored in office in case of breakdowns
3-self propelled Scags 36"	1 extra stored in office in case of breakdowns
6-weed eaters	
6-edgers	
4-back pack blowers	
3-vehicles	

South Florida Maintenance Services, Inc. will have twelve (12) employees for this contract. At our headquarters we have 8,000 sq ft of warehouse space to store all equipment and vehicles.

List and attach proof of contractors training and experience as required:

South Florida Maintenance Services, Inc. has 28 years of field experience. Mr. Jose Infante received certification from the International Society of Arboriculture. He also just completed 30 Continued Education Units to maintain his Arborist certification valid. Mr. Jose Infante owned and operated a compost facility specializing in various soil mixes for the horticultural industry. Over the years, South Florida Maintenance Services, Inc. has attended many (too many to mention) seminars and workshops by Miami Dade Community College and the Department of Agriculture Cooperative Extension.

Experience with City of Coral Gables

South Florida Maintenance Services, Inc. has established over a decade a satisfactory business relationship with various departments of the City of Coral Gables providing professional janitorial services and temporary staffing.

This experience has provided our Company with the knowledge as to the high expectations demanded by City staff in all departments. Specifically with Public Service, whose high profile within the City makes it critically important to conduct and delivery of landscape maintenance services of the highest and safest standards.

Our 28 year experience in the landscape maintenance industry and a long list of satisfied customers and the commitment to the City Beautiful to live up to its namesake will make South Florida Maintenance Services the City's one source shop for this RFP.

Landscape Maintenance of Various Locations in Coral Gables, Fla. DPS #2001-01(continued)

The bidder further agrees to execute a contract and furnish a satisfactory one hundred percent (100%) Contract Bond therefore within ten (10) consecutive calendar days after written notice is given by the City Manager or his designee of the award of the Contract.

The bidder further agrees to accept the terms of payment specified in Article 6.15 of the Specifications.

Attached hereto is a certified check on the _____
Bank of _____ or a Proposal Bond for the sum
of Fifty Thousand Dollars (\$ 50,000.00 ^{xx}) made payable to the City of Coral
Gables, Florida.

The full names and residences of persons and firms interested in the foregoing bid, as principals,
are as follows:

Jose Infante 3225 Bird Ave
Miami, FL. 33133

SUBMITTED BY

South Florida Maintenance Services, Inc. (SEAL)
(FIRM OR CORPORATION)

8221 NW 54 street. Miami, FL. 33166
(ADDRESS)

Signature

Signature

President
Title

Vice-President
Title

