



Advertise Date: Friday, March 13, 2020

Lee County Board of County Commissioners
DIVISION OF PROCUREMENT MANAGEMENT

INVITATION TO BID (B)

Solicitation No.: **B200171DWJ**

Solicitation Name: **Landscape Maintenance & Landscape Services for Utilities & Solid Waste**

Open Date/Time: **Monday, April 13, 2020** Time: **2:30 PM**

Location: Lee County Procurement Management
2115 Second Street, 1st Floor
Fort Myers, FL 33901

Procurement Contact: **David Jones** Title **Procurement Analyst**

Phone: **(239) 533-8864** Email: **DJones2@leegov.com**

Requesting Dept. **Utilities**

Pre-Bid Conference:

Type: **NON-Mandatory**

Date/Time: **3/26/2020 11:00 AM**
Public Works

Location: **1500 Monroe Street, 4th Floor,**
Fort Myers, FL 33901

All solicitation documents are available for download at
www.leegov.com/procurement



Advertisement Date: 3/13/2020

Notice to Bidder

Invitation to Bid (B)

Lee County, Florida, is requesting bids from qualified individuals/firms for

Landscape Maintenance & Mowing for Utilities & Solid Waste

Then and there to be publicly opened and read aloud for the purpose of selecting a vendor to furnish all necessary labor, services, materials, equipment, tools, consumables, transportation, skills and incidentals required for Lee County, Florida, in conformance with solicitation documents, which include technical specifications and/or a scope of work.

Those individuals/firms interested in being considered for this solicitation are instructed to submit, in accordance with specifications, their Bids, pertinent to this project prior to

2:30 PM Monday, April 13, 2020

to the office of the **Procurement Management Director, 2115 Second Street, 1st Floor, Fort Myers, FL 33901**. The Invitation to Bid shall be received in a sealed envelope, prior to the time scheduled to receive Bid(s), and shall be clearly marked with the solicitation name, solicitation number, bidder name, and contact information as identified in these solicitation documents.

The Scope of Work/Specifications for this solicitation is available from www.leegov.com/procurement. Bidders who obtain Scope of Work/Specifications from sources other than www.leegov.com/procurement are cautioned that the solicitation package may be incomplete. The County's official bidders list, addendum(s) and information must be obtained from www.leegov.com/procurement. It is the bidder's responsibility to check for posted information. The County may not accept incomplete Bids.

A Non-Mandatory Pre-Bid Conference has been scheduled for the following time and location:

11:00 AM March 26, 2020 1500 Monroe Street, 4th Floor, Fort Myers, FL 33901 for the purpose of discussing the proposed project. Prospective bidders are encouraged to attend. All prospective bidders are encouraged to obtain and review plans, specifications, and scope of work for this bid before the pre-bid conference so that they may be prepared to discuss any question or concerns they have regarding this project. A site visit may follow the pre-bid conference. Questions regarding this solicitation are to be directed, in writing, to the individual listed below using the email address listed below or faxed to (239) 485 8383 during normal working hours.

David Jones DJones2@leegov.com

Sincerely,

Lindsay Cepero, CPPB
Procurement Manager

*WWW.leegov.Com/Procurement is the County's official posting site

Terms and Conditions

INVITATION TO BID (B)

1. DEFINITIONS

- 1.1. **Addendum/Addenda:** A written change, addition, alteration, correction or revision to a bid, proposal or contract Agreement/Contract. Addendum/Addenda may be issued following a pre-bid/pre-proposal conference or as a result of a specification or work scope change to the solicitation.
- 1.2. **Approved Alternate:** Solicitation documents may make reference of specific manufacturer(s) or product(s). These references serve only as a recommendation and a guide to minimum quality and performance. The references are not intended to exclude approved alternatives of other manufacturer(s) or product(s).
- 1.3. **Bid/Proposal Package:** A bid/proposal is a document submitted by a vendor in response to some type of solicitation to be used as a basis for negotiations or for entering into a contract.
- 1.4. **Bidder/Responder/Proposer:** One who submits a response to a solicitation.
- 1.5. **County:** Refers to Lee County Board of County Commissioners.
- 1.6. **Due Date and Time/Opening:** Is defined as the date and time upon which a bid or proposal shall be submitted to the Lee County Procurement Management Division. Only bids or proposals received prior to the established date and time will be considered.
- 1.7. **Liquidated Damages:** Damages paid usually in the form of monetary payment, agreed by the parties to a contract which are due and payable as damages by the party who breaches all or part of the contract. May be applied on a daily basis for as long as the breach is in effect.
- 1.8. **Procurement Management:** shall mean the Director of Lee County's Procurement Management Department or designee.
- 1.9. **Responsible:** A vendor, business entity or individual who is fully capable to meet all of the requirements of the bid/proposal solicitation documents and subsequent contract. Must possess the full capability including financial and technical, to perform as contractually required. Must be able to fully document the ability to provide good faith performance.
- 1.10. **Responsive:** A vendor, business entity or individual who has submitted a bid or request for proposal that fully conforms in all material respects to the bid/proposal solicitation documents and all of its requirements, including all form and substance.
- 1.11. **Solicitation:** An invitation to bid, a request for proposal, invitation to negotiate or any document used to obtain bids or proposals for the purpose of entering into a contract.

2. ORDER OF PRECEDENCE

- 2.1. In resolving conflicts, errors, and discrepancies, the order of precedence of the bid document is as follows
 - 2.1.1. Florida State Law as applied to Municipal Purchasing in accordance with Title XIX, "Public Business", Chapter 287 "Procurement of Personal Property and Services."
 - 2.1.2. Lee County Procurement Management Ordinance 18-22
 - 2.1.3. Change Order
 - 2.1.4. Agreement
 - 2.1.5. Addenda
 - 2.1.6. Special Conditions
 - 2.1.7. Detailed Scope of Work/Specifications
 - 2.1.8. Supplemental Information, if any
 - 2.1.9. Terms and Conditions

3. RULES, REGULATIONS, LAWS, ORDINANCES AND LICENSES

- 3.1. It shall be the responsibility of the bidder to assure compliance with all other federal, state, or county codes, rules, regulations or other requirements, as each may apply. Any involvement with the Lee County shall be in accordance with but not limited to:
 - 3.1.1. Lee County Procurement Management Manual
 - 3.1.2. Pursuant to FL § Section 119.071, Public Records, General exemptions from inspection or copying of public records. Sealed bids, proposals or replies received by the agency pursuant to a solicitation are exempt from public records request (s. 119.07(1) and s. 24(a), Art. I, of the State Constitution until such time as the agency provides notice of an intended decision or until 30 days after opening the bids, proposals or final replies, whichever is earlier.

- 3.1.3. FL § 215 regarding scrutinized companies and business operations.
- 3.1.4. FL § 218 Public Bid Disclosure Act.
- 3.1.5. Florida State Law as applied to Municipal Purchasing in accordance with Title XIX, “Public Business”, Chapter 287 “Procurement of Personal Property and Services.”
- 3.1.6. FL § 337.168 Confidentiality of official estimates, identities of potential bidders, and bid analysis and monitoring system.
- 3.1.7. FL § Section 607.1501(1) states: A foreign corporation may not transact business in the State of Florida until it obtains a certificate of authority from the Department of State.
- 3.2. **Local Business Tax Account:** As applicable, anyone providing merchandise or services to the public within the jurisdiction of Lee County must obtain a Lee County business tax account to operate unless specifically exempted.
- 3.3. **License(s):** Bidder should provide, at the time of the opening of the bid, licenses required for this product and/or service.

4. BID – PREPARATION OF SUBMITTAL

- 4.1. **Sealed Bid:** Submission must be in a sealed envelope/box, and the outside of the submission must be marked with the following information (Sealed Bid Label Form is attached for your use):
 - 4.1.1. Marked with the words “Sealed Bid”
 - 4.1.2. Bid Number
 - 4.1.3. Bid Title
 - 4.1.4. Bid Due Date
 - 4.1.5. Name of the firm submitting the bid
 - 4.1.6. Contact e-mail and telephone number
- 4.2. **Bid submission shall include:**
 - 4.2.1. Provide two (2) hard copies. Mark each: one “Original”, one “Copy”
 - 4.2.2. Provide one (1) electronic flash drive set of the entire submission documents.
 - 4.2.3. Electronic submission document is to be one single Adobe PDF file in the same order as the original hard copy.
 - 4.2.4. Limit the color and number of images to avoid unmanageable file sizes.
 - 4.2.5. Do not lock files.
- 4.3. **Submission Format:**
 - 4.3.1. Required Forms: complete and return **all** required forms. If the form is not applicable please return with “Not Applicable” or “N/A” in large letters across the form.
 - 4.3.2. Failure to submit required or requested information may result in the bidder being found non-responsive.
 - 4.3.3. Execution of Bid: All documents must be properly signed by corporate authorized representative, witnessed, and where applicable corporate and/or notary seals affixed. All Bids shall be typed or printed in ink. The bidder may not use erasable ink. All corrections made to the bids shall be initialed.
 - 4.3.4. If a cost/bid schedule was provided in Microsoft Excel format, the returned completed schedule should be included as a Microsoft Excel File on the Flash drive.
 - 4.3.5. The submission should not contain links to other web pages.
 - 4.3.6. Include any information requested by the County necessary to analyze your bid, i.e., required submittals, literature, technical data, financial statements.
 - 4.3.7. Bid Security/Bond(s), as applicable (Construction projects)
- 4.4. **Preparation Cost:** The Bidder is solely responsible for any and all costs associated with responding to this solicitation. No reimbursement will be made for any costs associated with the preparation and submittal of any bid, or for any travel and per diem costs that are incurred by any Bidder.

5. RESPONSES RECEIVED LATE

- 5.1. It shall be the Bidder’s sole responsibility to deliver the bid submission to the Lee County Procurement Management Division prior to or on the time and date stated. All references to date and time herein reference Lee County, FL local time.
- 5.2. Any bids received after the stated time and date will not be considered. The bid shall not be opened at the public opening. Arrangements may be made for the unopened bid to be returned at the bidder’s request and expense.

- 5.3. The Lee County Procurement Management Division shall not be responsible for delays caused by the method of delivery such as, but not limited to; internet, United States Postal Service, overnight express mail service(s), or delays caused by any other occurrence.

6. BIDDER REQUIREMENTS (unless otherwise noted)

- 6.1. **Responsive and Responsible:** Only bids received from responsive and responsible bidders will be considered. The County reserves the right before recommending any award to inspect the facilities and organization; or to take any other necessary action, such as background checks, to determine ability to perform is satisfactory, and reserves the right to reject submission packages where evidence submitted or investigation and evaluation indicates an inability for the bidder to perform.
- 6.1.1. Additional sources may be utilized to determine credit worthiness and ability to perform.
- 6.1.2. Any bidder or sub-contractor that will have access to County facilities or property may be required to be screened to a level that may include, but is not limited to fingerprints, statewide criminal. There may be fees associated with these procedures. These costs are the responsibility of the bidder or sub-contractor.
- 6.1.3. Bidders are responsible for ensuring that any required background screening are conducted in accordance with Chapter 435. Bidders shall be aware, understand, and ensure compliance with the statutory requirements regarding background checks. FL Statutes Chapter 435 governs required background screenings for any employees, contractors, subcontractors, or agents of the Bidder who will have contact with any vulnerable person, as defined by statute, or who otherwise are required to undergo a Level 1 or Level 2 background screening in accordance with Florida law. Such requirements shall flow down to sub-contractors/consultants of the prime Bidder and prime Bidder shall ensure compliance with Chapter 435 of such parties.
- 6.1.3.1. Documentation of such completed background screenings must be maintained for a period of no less than five (5) years and are subject to audit by Lee County at any time during such five (5) year period.
- 6.2. **BID--Past Performance:** Bidders past performance and prior dealings with Lee County (i.e., failure to meet specifications, poor workmanship, late delivery, etc.) may be reviewed. Poor or unacceptable past performance may result in bidder disqualification.
- 6.3. Submission packages, unless otherwise noted, will be considered only from bidders normally engaged in the provision of the services specified here in. The bidder shall have adequate organization, facilities, equipment, and personnel to ensure prompt and efficient service to Lee County. The County reserves the right before recommending any award to inspect the facilities and organization; or to take any other action necessary to determine ability to perform satisfactorily, and reserves the right to reject submission packages where evidence submitted or investigation and evaluation indicated an inability of the bidder to perform.

7. PRE-BID CONFERENCE

- 7.1. A pre-bid conference will be held in the location, date, and time specified on the cover of this solicitation. The cover will also note if the pre-bid conference is Non-Mandatory or Mandatory. All questions and answers are considered informal. All prospective bidders are encouraged to obtain and review the solicitation documents prior to the pre-bid conference so they may be prepared to discuss any questions or concerns they have concerning this project. All questions must be submitted formally in writing to the procurement staff noted on the first page of the bid document. A formal response will be provided in the form of an addendum (see "County Interpretation/Addendums" for additional information.) A site visit may follow the pre-bid conference, as applicable.
- 7.2. **Non-Mandatory:** Pre-bid conferences are generally non-mandatory, but it is highly recommended that prospective bidders participate.
- 7.3. **Mandatory:** Failure to attend a mandatory pre-bid conference will result in the bid being considered **non-responsive**.

8. COUNTY INTERPRETATION/ADDENDUMS

- 8.1. Each Bidder shall examine the solicitation documents and shall judge all matters relating to the adequacy and accuracy of such documents. Any inquiries, suggestions or requests concerning interpretation, clarification or additional information pertaining to the solicitation shall be **submitted in writing prior to 5:00 PM at least eight (8) calendar days prior to the date when the submission is due.**

- 8.2. Response(s) will be in the form of an Addendum posted on www.leegov.com/procurement. It is solely the bidder's responsibility to check the website for information. No notifications will be sent by Lee County Procurement Management Division.
- 8.3. All Addenda shall become part of the Contract Documents.
- 8.4. The County shall not be responsible for oral interpretations given by any County employee, representative, or others. Interpretation of the meaning of the plans, specifications or any other contract document, or for correction of any apparent ambiguity, inconsistency or error there in, shall be in writing. Issuance of a written addendum by the County's Procurement Management Division is the only official method whereby interpretation, clarification or additional information can be given.
9. **QUALITY GUARANTEE/WARRANTY (as applicable)**
- 9.1. Bidder will guarantee their work without disclaimers, unless otherwise specifically approved by the County, for a minimum of twelve (12) months from the date of final completion.
- 9.2. Unless otherwise specifically provided in the specifications, all equipment and materials and articles incorporated in the work covered by this contract shall be new, unused and of the most suitable grade for the purpose intended. Refurbished parts or equipment are not acceptable unless otherwise specified in the specifications. All warranties will begin from the date of final completion.
- 9.3. Unless otherwise specifically provided in the specifications, the equipment must be warranted for twelve (12) months, shipping, parts and labor. Should the equipment be taken out of service for more than forty-eight (48) hours to have warranty work performed, a loaner machine of equal capability or better shall be provided for use until the repaired equipment is returned to service at no additional charge to the County.
- 9.4. If any product does not meet performance representation or other quality assurance representations as published by manufacturers, producers or distributors of such products or the specifications listed, the vendor shall pick up the product from the County at no expense to the County. The County reserves the right to reject any or all materials, if in its judgment the item reflects unsatisfactory workmanship or manufacturing or shipping damage. The vendor shall refund, to the County, any money which has been paid for same.
10. **SUBSTITUTION(S)/APPROVED ALTERNATE(S)**
- 10.1. Unless otherwise specifically provided in the specifications, reference to any equipment, material, article or patented process, by trade name, brand name, make or catalog number, shall be regarded as establishing a standard of quality and shall not be construed as limiting competition. If a bidder wishes to make a substitution in the specifications, the bidder shall furnish to the County, **no later than ten (10) business days prior to the bid opening date**, the name of the manufacturer, the model number, and other identifying data and information necessary to aid the County in evaluating the substitution. Such information is submitted through the Procurement Management Division. Any such substitution shall be subject to County approval through the issuance of a written addendum by the County's Procurement Management Division. Substitutions shall be approved only if determined by the County to be an **Approved Alternate** to the prescribed specifications.
- 10.2. A bid containing a substitution is subject to disqualification if the substitution is not approved by the County. Items bid must be identified by brand name, number, manufacturer and model, and shall include full descriptive information, brochures, and appropriate attachments. Brand names are used for descriptive purposes only. An **Approved Alternate** product or service may be used.
11. **NEGOTIATED ITEMS**
- 11.1. Any item not outlined in the Scope of Work/Specifications may be subject to negotiations between the County and the successful bidder.
- 11.2. After award of this bid the County reserves the right to add or delete items/services at prices to be negotiated at the time of addition or deletion.
- 11.3. At contract renewal time(s) or in the event of significant industry wide market changes, the County may negotiate justified adjustments such as price, terms, etc., if in its sole judgment, the County considers such adjustments to be in their best interest.
12. **ERRORS, OMISSIONS, CALCULATION ERRORS (as applicable)**
- 12.1. **Calculation Errors:** In the event of multiplication/addition error(s), the unit price shall prevail. Written prices shall prevail over figures where applicable. All bids will be reviewed mathematically and corrected, if necessary, using these standards, prior to further evaluation.

13. CONFIDENTIALITY

- 13.1. Bidders should be aware that all submissions provided are subject to public disclosure and will **not** be afforded confidentiality, unless provided by Chapter 119 FL §.
- 13.2. If information is submitted with a bid that is deemed “Confidential” the bidder must stamp those pages of the submission that are considered confidential. The bidder must provide documentation as to validate why these documents should be declared confidential in accordance with Chapter 119, “Public Records,” exemptions.
- 13.3. Lee County **will not reveal engineering estimates or budget amounts for a project** unless required by grant funding or unless it is in the best interest of the County. According to FL § 337.168: A document or electronic file revealing the official cost estimate of the department of a project is confidential and exempt from the provisions of s. 119.07(1) until the contract for the project has been executed or until the project is no longer under active consideration.

14. BID CONFLICT OF INTEREST

- 14.1. **Business Relationship Disclosure Requirement:** The award hereunder is subject to the provisions of Chapter 112, Public Officers and Employees: General Provisions, Florida Statutes. All bidders must disclose with their submission the name of any officer, director or agent who is also an employee of the Lee County or any of its agencies. Further, all bidders must disclose the name of any County employee who owns directly or indirectly, an interest of five percent (5%) or more in the bidder’s firm or any of its branches.

15. ANTI-LOBBYING CLAUSE (Cone of Silence)

- 15.1. Following FL § Section 287.057(23), Upon the issuance of the solicitation, prospective proposers/bidders or any agent, representative or person acting at the request of such proposer/bidder shall not have any contact, communicate with or discuss any matter relating in any way to the solicitation with any Commissioner, Evaluation Review Committee, agent or employee of the County other than the Procurement Management Director or their designee. This prohibition begins with the issuance of any solicitation, and ends upon execution of the final contract or when the solicitation has been cancelled. **If it is determined that improper communications were conducted, the Bidder/Proposer maybe declared non-responsible.**

16. DRUG FREE WORKPLACE

- 16.1. Lee County Board of County Commissioners encourages Drug Free Workplace programs.

17. DISADVANTAGED BUSINESS ENTERPRISE (DBE)

- 17.1. The County encourages the use of Disadvantaged Business Enterprise Bidder(s) as defined and certified by the State of Florida Department of Transportation (DBE).
- 17.2. As requested in the required forms the Bidder is required to indicate whether they and/or any proposed sub-contractor(s) are Disadvantaged Business Enterprises (DBE). Lee County encourages the utilization and participation of DBEs in procurements, and evaluation proceedings will be conducted within the established guidelines regarding equal employment opportunity and nondiscriminatory action based upon the grounds of race, color, sex or national origin. Interested certified Disadvantaged Business Enterprise (DBE) firms as well as other minority-owned and women-owned firms, as defined and certified by the State of Florida Office of Supplier Diversity (Minority), are encouraged to respond.

18. ANTI-DISCRIMINATION/EQUAL EMPLOYMENT OPPORTUNITY

- 18.1. The bidder agrees to comply, in accordance with FL § 287.134, 504 of the Rehabilitation Act of 1973 as amended, the Americans with Disabilities Act of 1990 (ADA), the ADA Amendments Act of 2008 (ADAAA) that furnishing goods or services to the County hereunder, no person on the grounds of race, religion, color, age, sex, national origin, disability or marital status shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination.
- 18.2. The bidder will not discriminate against any employee or applicant for employment because of race, religion, color, age, sex, national origin, disability or marital status. The bidder will make affirmative efforts to ensure that applicants are employed and that employees are treated during employment without regard to their race, religion, color, age, sex, national origin, disability or marital status.

- 18.3. The bidder will include the provisions of this section in every sub-contract under this contract to ensure its provisions will be binding upon each sub-contractor. The bidder will take such actions in respect to any sub-contractor, as the contracting agency may direct, as a means of enforcing such provisions, including sanctions for non-compliance.
- 18.4. An entity or affiliate who has been placed on the State of Florida's Discriminatory Vendor List (This list may be viewed by going to the Department of Management Services website at <http://www.dms.myflorida.com>) may not submit a bid on a contract to provide goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not award or perform work as a vendor, supplier, sub-contractor, or consultant under contract with any public entity, and may not transact business with any public entity.

19. SUB-CONTRACTOR

- 19.1. The use of sub-contractors under this solicitation requires prior written authorization from the County representative.

20. BID - PROJECT GUIDELINES (as applicable)

- 20.1. The County has established the following Guidelines, Criteria, Goals, Objectives, Constraints, Schedule, Budget and or Requirements which shall service as a guide to the bidder(s) in conforming to the provision of goods and/or services to be provided pursuant to this Agreement/Contract:
- 20.1.1. No amount of work is guaranteed upon the execution of an Agreement/Contract.
- 20.1.2. Rates and all other negotiated expenses will remain in effect throughout the duration of the Agreement/Contract period.
- 20.1.3. This contract does not entitle any bidder to exclusive rights to County Agreement/Contracts/contracts. The County reserves the right to perform any and all available required work in-house or by any other means it so desires.
- 20.1.4. In reference to vehicle travel, mileage and man-hours spent in travel time, is considered incidental to the work and not an extra compensable expense.
- 20.1.5. Lee County reserves the right to add or delete, at any time, and or all material, tasks or services associated with this Agreement/Contract.
- 20.1.6. Any Single Large Project: The County, in its sole discretion, reserves the right to separately solicit any project that is outside the scope of this solicitation, whether through size, complexity or the dollar value.

21. BID – TIEBREAKER

- 21.1. Whenever two or more bids, which are equal with respect to price, quality and service, are received for procurement of commodities or contractual services, from responsive and responsible bidders, the following steps shall be taken to establish the award to the lowest bidder. This method shall be used for all ties.
- 21.1.1. Step 1 - Local Bidder: Between a local Bidder, and a non-local Bidder, a contract award, or the first opportunity to negotiate, as applicable, shall be made to the local Bidder. **If local preference is prohibited by the funding source then step 2 will replace step 1.**
- 21.1.2. Step 2 - Drug Free Workplace: At the conclusion of step 1, if all is equal, the Bidder with a Drug Free Workplace program shall be given preference over a Bidder with no Drug Free Workplace program. The contract award, or the first opportunity to negotiate, as applicable, shall be made to the bidder with the Drug Free Workplace program.
- 21.1.3. Step 3 - Coin Flip: At the conclusion of Step 1 and Step 2, if all is equal, the contract award, or the first opportunity to negotiate, as applicable, the final outcome shall be determined by the flip of a coin.
- 21.2. When the tie has been broken pursuant to the above procedures, the contract award, or the first opportunity to negotiate, as applicable, shall be furnished to the prevailing Bidder.
- 21.3. If an award or negotiation is unsuccessful with the initial bidder, award or negotiations may commence with the next highest bidder, utilizing the tiebreaker steps above to make the determination of next lowest bidder, if necessary.

22. WITHDRAWAL OF BID

- 22.1. No bid may be withdrawn for a period of **180 calendar days** after the scheduled time for receiving submissions. A bid may be withdrawn prior to the solicitation opening date and time. Withdrawal requests must be made in writing to the Procurement Management Director, who will approve or disapprove the request.
- 22.2. A bidder may withdraw a submission any time prior to the opening of the solicitation.
- 22.3. After submissions are opened, but prior to award of the contract by the County Commission, the Procurement Management Director may allow the withdrawal of a bid because of the mistake of the bidder in the preparation of the submission document. In such circumstance, the decision of the Procurement Management Director to allow the submission withdrawal, although discretionary, shall be based upon a finding that the bidder, by clear and convincing evidence, has met each of the following four tests:
 - 22.3.1. The bidder acted in good faith in submitting the bid,
 - 22.3.2. The mistake in bid preparation that was of such magnitude that to enforce compliance by the bidder would cause a severe hardship on the bidder,
 - 22.3.3. The mistake was not the result of gross negligence or willful inattention by the bidder; and
 - 22.3.4. The mistake was discovered and was communicated to the County prior to the County Commission having formally awarded the Agreement/Contract.

23. PROTEST RIGHTS

- 23.1. Any Bidder that has submitted a formal Response to Lee County, and who is adversely affected by an intended decision with respect to the Award, has the right to protest an intended decision posted by the County as part of the Solicitation process.
- 23.2. Notice of Intended Decision is posted on the Lee County Department of Procurement Management website (www.leegov.com/procurement). Bidders are solely responsible to check for information regarding the Solicitation.
- 23.3. Refer to the “Procurement Protest” section of the Lee County Procurement Ordinance 18-22 for a complete description of the protest process and associated requirements. The ordinance is posted on the Lee County website or may be obtained by contacting the Procurement Management Director.
- 23.4. In order to preserve the right to protest, a written “*Notice Of Intent To File A Protest*” **must be filed with the Lee County Procurement Management Director within seventy-two (72) hours of Posting of the Notice of Intended Decision.**
 - 23.4.1. The notice shall clearly indicate all grounds being claimed for the protest.
 - 23.4.2. The notice must be physically received by the Procurement Management Director within the required time frame described above. No additional time will be granted for mailing.
- 23.5. Following receipt of the Notice of Intent to File a Protest, a “**Protest Bond**” and “**Formal Written Protest**” must be filed **within ten (10) business days** of Posting of the Notice of Intended Decision.
- 23.6. **Failure to follow the protest procedures requirement within the time frames as prescribed herein and in the Lee County Procurement Ordinance 18-22 shall constitute a waiver of the right to protest and shall bar any resulting claims.**

24. AUTHORITY TO UTILIZE BY OTHER GOVERNMENT ENTITIES

- 24.1. This opportunity is also made available to any government entity. Pursuant to their own governing laws, and subject to the Agreement/Contract of the vendor, other entities may be permitted to make purchases at the terms and conditions contained herein. Lee County Board of County Commissioners will not be financially responsible for the purchases of other entities from this solicitation.

25. CONTRACT ADMINISTRATION

- 25.1. **Designated Contact:**
 - 25.1.1. The awarded bidder shall appoint a person(s) to act as a primary contact for all County departments. This person or back-up shall be readily available during normal working hours by phone or in person, and shall be knowledgeable of the terms and procedures involved.
 - 25.1.2. Lee County requires the awarded bidder to provide the name of a contact person(s) and phone number(s) which will afford Lee County access 24 hours per day, 365 days per year, of this service in the event of major breakdowns or natural disasters.
- 25.2. **BID – Term:** (unless otherwise stated in the Scope of Work or Detailed Specifications)

- 25.2.1. Unless otherwise stated in the scope of work, specifications, or special conditions the default **contract term shall be one (1) year with three (3), one (1) year renewals for a total of four (4) years upon mutual written agreement of both parties.**
- 25.2.2. The County reserves the right to renew this Agreement/Contract (or any portion thereof) and to negotiate pricing as a condition for each.
- 25.2.3. The County's performance and obligation to pay under this contract, and any applicable renewal options, is contingent upon annual appropriation of funds.
- 25.3. **BID – Basis of Award:**
- 25.3.1. The bid is awarded under a system of sealed, competitive bidding to the lowest responsive and responsible bidder.
- 25.3.2. In the event the lowest responsible and responsive bid for a project exceeds the available funds the County may negotiate an adjustment of the bid price with the lowest responsible and responsive bidder, in order to bring the total cost of the project within the amount of available funds.
- 25.3.3. The County reserves the right to make award(s) by individual item, group of items, all or none, or a combination thereof. The County reserves the right to reject any and all bids or to waive any minor irregularity or technicality in the bids received. Award will be made to the lowest responsible and responsive bidder(s) within the category chosen for basis of award.
- 25.3.4. The County reserves the right to award to one or multiple bidders at the discretion of the requesting authority and approval of the Procurement Management Director.
- 25.4. **Agreement/Contracts/Contracts:**
- 25.4.1. The awarded bidder will be required to execute an Agreement/Contract as a condition of award. A sample of this document may be viewed on-line at <http://www.lee.gov/procurement/forms>.
- 25.5. **Records:**
- 25.5.1. Retention: The bidder shall maintain such financial records and other records as may be prescribed by Lee County or by applicable federal and state laws, rules and regulations. Unless otherwise stated in the specifications, the bidder shall retain these records for a period of five years after final payment, or until they are audited by Lee County, whichever event occurs first.
- 25.5.2. Right to Audit/Disclosure: These records shall be made available during the term of the contract as well as the retention period. These records shall be made readily available to County personnel with reasonable notice and other persons in accordance with the Florida General Records Schedule. Awarded Bidder/Proposer(s) are hereby informed of their requirement to comply with FL §119 specifically to:
- 25.5.2.1. Keep and maintain public records required by the County to perform the service.
- 25.5.2.2. Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided or as otherwise provided by law.
- 25.5.2.3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the County.
- 25.5.2.4. Upon completion of the contract, transfer, at no cost, to the County all public records in possession of the contractor or keep and maintain public records required by the County to perform the service. If the contractor transfers all public records to the County upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's custodian of public records, in a format that is compatible with the information technology systems of the County.
- 25.5.3. Public Record: **IF THE VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE VENDOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS**

**AT 239-533-2221, 2115 SECOND STREET, FORT MYERS, FL 33901,
<http://www.lee.gov/publicrecords>.**

25.5.4. **Ownership:** It is understood and agreed that all documents, including detailed reports, plans, original tracings, specifications and all data prepared or obtained by the successful bidder in connection with its services hereunder, include any documents bearing the professional seal of the successful bidder, and shall be delivered to and become the property of Lee County, prior to final payment to the successful bidder or the termination of the Agreement/Contract. This includes any electronic versions, such as CAD or other computer aided drafting programs.

25.6. Termination:

25.6.1. Any Agreement/Contract as a result of this solicitation may be terminated by either party giving **thirty (30) calendar days advance written notice**. The County reserves the right to accept or not accept a termination notice submitted by the vendor, and no such termination notice submitted by the vendor shall become effective unless and until the vendor is notified in writing by the County of its acceptance.

25.6.2. The Procurement Management Director may immediately terminate any Agreement/Contract as a result of this solicitation for emergency purposes, as defined by the Lee County Procurement Ordinance 18-22.

25.6.3. Any bidder who has voluntarily withdrawn from a solicitation without the County's mutual consent during the contract period shall be barred from further County procurement for a **period of 180 days**. The vendor may apply to the Board for a waiver of this debarment. Such application for waiver of debarment must be coordinated with and processed by the Procurement Management Department.

25.6.4. The County reserves the right to terminate award or contract following any of the below for goods or services over \$1,000,000:

25.6.4.1. Contractor is found to have submitted a false certification as provided under FL § 287.135 (5);

25.6.4.2. Contractor has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List (FL §215.473);

25.6.4.3. Contractor has engaged in business operations in Cuba or Syria (FL § 215.471);

25.6.4.4. Contractor has been placed on the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel. (FL § 215.4725)

25.6.4.5. The County reserves the right to review, on a case-by-case basis, and waive this stipulation if it is deemed to advantageous to the County.

26. WAIVER OF CLAIMS

26.1. Once this contract expires, or final payment has been requested and made, the awarded bidder shall have waived any claims against the County concerning this contract. After that period, the County will consider the bidder to have waived any right to claims against the County concerning this Agreement/Contract.

27. LEE COUNTY PAYMENT PROCEDURES

27.1. Unless otherwise noted, all vendors are requested to mail an original invoice to:

**Lee County Finance Department
 Post Office Box 2238
 Fort Myers, FL 33902-2238**

27.2. All invoices will be paid as directed by the Lee County payment procedure unless otherwise stated in the detailed specifications for this project.

27.3. Lee County will not be liable for requests for payment deriving from aid, assistance, or help by any individual, vendor, proposer, or bidder for the preparation of these specifications.

27.4. Lee County is generally a tax exempt entity subject to the provisions of the 1987 legislation regarding sales tax on services. Lee County will pay those taxes for which it is obligated, or it will provide a Certificate of Exemption furnished by the Department of Revenue. All bidders should include in their bids, all sales or use taxes, which they will pay when making purchases of material or sub-contractor's services.

28. SAFETY DATA SHEETS (SDS) (as applicable)

28.1. It is the vendor's responsibility to provide Lee County with Safety Data Sheets on bid materials, as may apply to this procurement.

29. DEBRIS DISPOSAL (as applicable)

29.1. Unless otherwise stated, the bidder shall be fully responsible for the lawful removal and disposal of any materials, debris, garbage, vehicles or other such items which would interfere with the undertaking and completion of the project. There shall not be an increase in time or price associated with such removal.

30. SHIPPING (as applicable)

30.1. Cost of all shipping to the site, including any inside delivery charges and all unusual storage requirements shall be borne by the bidder unless otherwise agreed upon in writing prior to service. It shall be the bidders responsibility to make appropriate arrangements, and to coordinate with authorized personnel at the site, for proper acceptance, handling, protection and storage (if available) of equipment and material delivered. All pricing to be F.O. B. destination.

30.2. The materials and/or services delivered under the bid shall remain the property of the seller until a physical inspection and actual usage of these materials and/or services is accepted by the County and is deemed to be in compliance with the terms herein, fully in accord with the specifications and of the highest quality.

31. INSURANCE (AS APPLICABLE)

31.1. Insurance shall be provided by the awarded bidder/vendor. Prior to execution of the Agreement/Contract a certificate of insurance (COI) complying with the bid documents shall be provided by the bidder/vendor.

End of Terms and Conditions Section

INSURANCE GUIDE



Lee County Insurance Requirements
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Minimum Insurance Requirements: *Risk Management in no way represents that the insurance required is sufficient or adequate to protect the vendors' interest or liabilities. The following are the required minimums the vendor must maintain throughout the duration of this contract. The County reserves the right to request additional documentation regarding insurance provided*

- a. **Commercial General Liability** - Coverage shall apply to premises and/or operations, products and completed operations, independent contractors, contractual liability exposures with minimum limits of:

\$1,000,000 per occurrence
 \$2,000,000 general aggregate
 \$1,000,000 products and completed operations
 \$1,000,000 personal and advertising injury

- b. **Business Auto Liability** - The following Automobile Liability will be required and coverage shall apply to all owned, hired and non-owned vehicles use with minimum limits of:

\$1,000,000 combined single limit (CSL); or
 \$500,000 bodily injury per person
 \$1,000,000 bodily injury per accident
 \$500,000 property damage per accident

- c. **Workers' Compensation** - Statutory benefits as defined by FS 440 encompassing all operations contemplated by this contract or agreement to apply to all owners, officers, and employees regardless of the number of employees. Workers Compensation exemptions may be accepted with written proof of the State of Florida's approval of such exemption. Employers' liability will have minimum limits of:

\$500,000 per accident
 \$500,000 disease limit
 \$500,000 disease – policy limit

**The required minimum limit of liability shown in a. and b. may be provided in the form of "Excess Insurance" or "Commercial Umbrella Policies." In which case, a "Following Form Endorsement" will be required on the "Excess Insurance Policy" or "Commercial Umbrella Policy."*



Verification of Coverage:

1. Coverage shall be in place prior to the commencement of any work and throughout the duration of the contract. A certificate of insurance will be provided to the Risk Manager for review and approval. The certificate shall provide for the following:
 - a. **The certificate holder shall read as follows:**

**Lee County Board of County Commissioners
P.O. Box 398
Fort Myers, Florida 33902**
 - b. *“Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials” will be named as an “Additional Insured” on the General Liability policy, including Products and Completed Operations coverage.*

Special Requirements:

1. An appropriate "Indemnification" clause shall be made a provision of the contract.
2. It is the responsibility of the general contractor to insure that all subcontractors comply with all insurance requirements.

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End of Insurance Guide Section

SPECIAL CONDITIONS

These are conditions that are in relation to this solicitation only and have not been included in the County's standard Terms and Conditions or the Scope of Work.

1. CONTRACT TERM

- 1.1. Multi-Year Renewals: The Vendor shall be responsible for furnishing and delivering to the County requesting Department(s) the commodity or services on an "as-needed basis" for a three-year (3) period. Upon mutual written agreement of both parties, the parties may renew the Agreement, in whole or in part, for a renewal term or terms not to exceed the initial Agreement term of three (3) years. The increments of renewal shall be at the sole discretion of the County as deemed in its best interest.

2. BASIS OF AWARD

- 2.1. The basis of award shall be determined by the lowest *Project Total* of the most responsive, responsible, and qualified Vendor meeting all bid specifications.
 - 2.1.1. Vendors are required to bid on all line items within Sections 1, 2, and 3. Failure to bid on all line items within Sections 1, 2 and 3 will deem the Vendor non-responsive. Section 4 are Optional items may be bid separately and are not required to be bid by Vendor.
- 2.2. Vendors may provide pricing for Optional - Extra Articulating Arm Mowing & Additional Solid Waste Mowing Sites. Optional services shall not be considered as part of the project total or basis of award and may be added to Vendors' contract at the sole discretion of the County. It is not required to bid all line items within section 4. The County reserves the right to not include Section 4 items in Vendors' contract and further reserves the right to seek and receive Section 4 – Optional services through outside Vendors at the sole discretion of the County when deemed in its best interest.

3. EXAMINATION OF SITES

- 3.1. The County strongly suggests that Vendors visit the mowing sites that are open to the public and acquaint themselves with the conditions of the sites and the work to be carried out under this solicitation. Vendors should examine the sites so that they may fully understand the facilities, difficulties, and restrictions related to the execution of work under this solicitation.
- 3.2. It is the County's intent to host only one pre-bid meeting. At the pre-bid meeting, all secured sites will be visited. It is strongly recommended that any bidders that will need to evaluate these sites in order to bid on this project, attend the pre-bid meeting. No extensions or additional site visits will be arranged.

4. SUBMITTAL DOCUMENTS

- 4.1. Vendor is requested to provide with bid submittal the below items. The County reserves the right to request additional documentation or clarification at any point prior to award and during term of Agreement, inclusive of any renewals. Failure to provide requested submittal documents in a timely manner, at the sole discretion of the County, may deem Vendor non-responsive and ineligible for award, renewal, or continuation of services. Please provide the following for employees that will be working under this agreement. If your company is located out of the area, please only list information that applies to those working on the project.
 - 4.1.1. Contractor and/or subcontractor shall provide a copy of their commercial Pesticide Licenses for Natural Areas Weed Management and Right of Way as required by Florida Statute Chapter 487 per the Florida Department of Agriculture and Consumer Services (FDACS). Please provide copies of current licenses issued by the State of Florida for anyone who will be working on the project.
 - 4.1.2. Contractor and/or subcontractor shall provide current certificates of training from "Florida Green Industries Best Management Practices Certification" (GI-BMP) for those who will be working on the project per Florida Law SB494. .
 - 4.1.3. Contractor and/or subcontractor shall provide a copy of their commercial certification of "Limited Urban Commercial Fertilizer Applicator Certification".
 - 4.1.4. International Society Arboriculture Certified Arborist Certification – The Vendor does not have to have a certified Arborist as one of his employees. Vendor may sub contract an arborist. Please supply the name, certification, and length of certification as an arborist.

End of Special Conditions Section

SCOPE OF WORK AND SPECIFICATIONS

1. GENERAL SCOPE OF WORK

- 1.1. The Lee County Board of County Commissioners seeks to contract with a qualified Vendor to provide landscape mowing and maintenance for various water, wastewater locations, and reuse sites on an annual basis for Lee County Utilities and Solid Waste. All the mowing and maintenance work shall consist of providing all labor, materials, equipment, permits (if needed), and incidentals necessary to perform all of the above.

2. INITIAL SITE VISIT

- 2.1. Before the Vendor begins any work, the Vendor, and the County shall meet on site to clearly define the limits of landscape, maintenance responsibilities and expectations, and to discuss any relevant landscaping issues.

3. SCHEDULING OPTIONS

- 3.1. Since each site is different and has different requirements, scheduling will be as following:
 - 3.1.1. On call, 7-day, 10-day or 14-day cycles. The County will determine which will work best at each site.
- 3.2. The County will determine the amount of mowing and maintenance to be carried out at each site. Some sites shall be on an as-needed basis, and the County will determine the type of maintenance to be done.

4. WORKMANSHIP AND INSPECTION

- 4.1. Onsite inspections shall be conducted at the request of the County and scheduled within five (5) working days of request.
- 4.2. The Vendor shall meet with the County on a set monthly schedule to discuss and remedy any field questions and/or associated problems.
- 4.3. The supervision of the performance of this agreement is vested wholly with the County. The County will decide any and all questions, which may arise as to the quality and acceptability of equipment, materials used, work performed, and the manner of performance, and rate of progress of the work.
- 4.4. All work that does not meet the specifications shall be corrected by the Vendor before the County will give approval for payment. The County has the right to deny a monthly payment for work not completed for that period of time.

5. ADD OR DELETE

- 5.1. The County may, at their sole discretion, add or delete sites, adjust number of cycles, or terminate the agreement if doing so is in the best interest of Lee County. The County may negotiate a mutually agreeable price with the Vendor for additional services needed at any site.

6. SUPERVISION AND SAFETY

- 6.1. Provide the maintenance services in a professional manner. During all maintenance work hours, provide a qualified and competent, English speaking person on site who is authorized to supervise the maintenance operations and to represent and act for the Vendor.
- 6.2. All vehicles and trailers shall have the Vendor's name and business phone number clearly displayed during work hours and shall have a clearly displayed Best Management decal.
- 6.3. Vendor's personnel shall wear appropriate apparel including high visibility safety vest or any other appropriate Personal Protective Equipment (PPE) required for the job being performed.
- 6.4. The Vendor shall maintain safe and efficient pedestrian and vehicular traffic flow through the designated work zone area. The Vendor shall adhere to the applicable federal, state, and local laws, ordinances and regulations.

7. TOLLS

- 7.1. The County will not pay for or reimburse the Vendor for any bridge tolls.

8. TECHNICAL SPECIFICATIONS – LEE COUNTY UTILITIES SITES

8.1. Site Service

- 8.1.1. The Vendor is responsible for the complete landscape care and maintenance of each site under this Agreement. Such services shall include, but are not limited to, mowing, tree care, weed control, trimming, pruning, litter pickup and disposal, mulch replenishment and replacement, etc. Each time that the Vendor performs services under this Agreement at a site, this shall be considered a "Site Service." Services during

each Site Service shall be sufficient to meet the County's landscape maintenance standards for the site as described below. The frequency of Site Services for each location shall be suggested by the Vendor and approved by the County prior to the start of work under this Agreement.

- 8.1.2. The County's minimum landscape maintenance standards for sites under this Agreement include maintaining the property in accordance with all County codes, ensuring the sites are litter-free, keeping vegetation trimmed away from buildings and other infrastructure, upholding a pleasing aesthetic for all facilities, and keeping debris off sidewalks and pathways. It is expected that mulched areas will receive full mulch replacement once per year or as often as needed. The Vendor is responsible for all labor and materials necessary for this service.

9. SERVICE LOCATIONS SECTIONS 1, 2, & 3

- 9.1. The following sites shall be serviced under this Agreement. The site descriptions provide details for the sites and for supplemental, site-specific services. These site-specific services shall be provided in addition to maintaining the sites at the County's minimum landscape maintenance standards.

9.2. SITE 1: FORT MYERS BEACH WASTEWATER TREATMENT PLANT

9.2.1. LOCATION: 17155 Pine Ridge Road , Fort Myers, FL 33931

- STAFF CONTACT: Darryl Parker: 239-466-8039
- SITE DESCRIPTION: This site is approximately 9 acres of grass and gravel. There are approximately 60 palm trees. Approximately 300 bags of red mulch are needed at this site.
- About half of the fence line is not clean. The Vendor shall maintain the clean areas and leave the unclean areas the same. The Vendor shall mow and maintain the front of the plant from the fence to the road.

9.3. SITE 2: FIESTA VILLAGE WASTEWATER TREATMENT PLANT

9.3.1. LOCATION: 1366 San Souci Drive, Fiesta Way off Cypress Lake Dr., Ft. Myers, Florida 33919

- STAFF CONTACT: Bob Dick Jr.: 239-481-1953
- SITE DESCRIPTION: This site is approximately 2 acres of grass and gravel. There approximately 21 palm trees. Approximately 150 bags of red mulch are needed at this site. Behind the plant outside the back gate next to Myerlee Country Club Blvd, the Vendor shall mow the grass from the fence to the street the entire width of the plant property. There are many ficus bushes on this site that are used as a screening wall that the Vendor shall trim on a regular basis. The Vendor shall trim the ficus along the driveway with fourteen feet head clearance.

9.4. SITE 3: PINE ISLAND WASTEWATER TREATMENT PLANT

9.4.1. LOCATION: 6928 Stringfellow Road, St. James City, St. James City, Florida 33956

- STAFF CONTACT: Darryl Parker: 239-282-0025
- SITE DESCRIPTION: This site is approximately 3 acres of grass and gravel. There are approximately 32 palm trees. Approximately 180 bags of red mulch are needed at this site.
- The Vendor shall mow the grass area on the road leading from Stringfellow road to the plant, and the fence shall be controlled from weeds. The Vendor shall mow the area in front at Pine Island road from the fence to the road including the sidewalk area. The Vendor shall control the weeds on the fence line in the entire fenced area at the plant.
- The Vendor shall mow the ten-foot area on the outside of the plant fence each time the site is mowed. Any trees in this ten-foot area shall be maintained as well. The Vendor shall ensure pepper bushes do not grow in this area.
- The yard behind the office up to the top of the pond berm is included in the service area of this site.
- There is a ficus hedge along the front plant fence line that the Vendor shall trim regularly.

9.5. SITE 4: WATERWAY ESTATES ISLAND

9.5.1. LOCATION: 1667 Inlet Drive, North Fort Myers, Florida 33903

- STAFF CONTACT: Larry Campanelli: 239-567-2181
- SITE DESCRIPTION: This site is approximately 2 acres of grass and gravel. The wastewater plant has been removed from this site. There are approximately 55 palm trees.

- The Vendor shall mow the grass areas and keep the bushes trimmed as needed. In these areas where the Vendor cannot use a mower, a spray weed killer can be used to keep the area maintained.

9.6. SITE 5: WATERWAY ESTATES REUSE TANK

9.6.1. LOCATION: Birkdale Reuse Tank: 3911 Orange Grove Blvd., North Fort Myers Florida 33903

- STAFF CONTACT: Larry Campanelli: 239-567-2181
- SITE DESCRIPTION: This site is approximately 0.5 acres. There are approximately 52 palm trees. Approximately 400 bags of red mulch are needed at this site.
- This site has a dirt/gravel road on each side. The Vendor shall mow past these roads up to the tree line on each side. These trees and/or pepper bushes shall be trimmed as needed to keep them off the road on each side. The front area between the road and the sidewalk is to be mowed. The ornamental bushes on this site shall be kept trimmed as needed.

9.7. SITE 6: GATEWAY SERVICES WASTEWATER PLANT

9.7.1. LOCATION: 13265 Soccer Drive, Fort Myers, Florida 33913

- STAFF CONTACT: Ed Neefe Plant phone 239-768-3392 Lead Operator 239-357-6486
- SITE DESCRIPTION:
- This site is approximately 35 acres. There are approximately 130 palm trees. Approximately 375 bags of red mulch are needed at this site.
- The Vendor shall grass and weed eat all green space areas (+ - 35 acres) within the Gateway facility fence line to include the north berms of the 2 onsite ponds, the storm water retention swales and pond including its discharge/riprap area located at the south fence line.
- The Vendor shall apply herbicide at the rock/mulch beds and fence line areas only. Herbicide is not to be used in lieu of weed eating at any time in areas other than rock/mulch beds and fence line maintenance
- The Vendor shall maintain the entire fence line around this site, kept clean, and free from anything growing on or through it. This fence line shall be maintained this way at all times. The fence line shall be mowed six foot on the outside to keep it clean. The trees on the front (north) fence line of the property shall be kept trimmed back from growing over the inside and hanging in the road.

9.8. SITE 7: HIGH POINT WASTEWATER PLANT

9.8.1. LOCATION: High Point Wastewater Treatment Plant: 9001 Sedgefield Road North Fort Myers, 33913

- STAFF CONTACT: Ed Neefe: 239-357-6486 Gateway facility: 239-768-3392
- SITE DESCRIPTION: This site is approximately 1.6 acres. To the west of the plant, there are two ponds. The pond grass area along with both pond berms is to be included in the mowing. These ponds shall have the banks mowed and weed eater ran down to the water level in each pond. The Vendor shall ensure that the discharge pipe area at the north end of both ponds is kept free and clear of all overgrowth and/or vegetation at all times.
- THE VENDOR SHALL NOT APPLY HERBICIDES AT THE HIGH POINT POND SITE.
- Additionally, during periods of dry weather as the ponds become accessible, the Vendor shall mow the entire pond bottom.
- No mulch is needed at this site.
- The Vendor shall mow the road from Sedgefield road to the cattle gate to the plant and eight feet on each side of the road. The Vendor shall keep the palm and tree branches from hanging over the road. The Vendor shall trim all the palm trees along this road and in front of the cattle gate to Sedgefield road, North on Nalle Rd. 3 miles, left on Sedgefield Rd. to the end, and through cattle gate back in the field.

9.9. SITE 8: SAN CARLOS WASTEWATER TREATMENT PLANT

9.9.1. LOCATION: 18078 Cypress Point, Fort Myers, Florida 33967

- STAFF CONTACT: Tom White: 239-267-0387
- SITE DESCRIPTION: This is approximately 3 acres. Approximately 100 bags of red mulch are needed at this site.
- The Vendor shall maintain the entire fence line at all times by ensuring that it is clean and free from anything growing on or through it.

9.10. SITE 9: THREE OAKS WASTEWATER TREATMENT PLANT**9.10.1. LOCATION: 18521 Three Oaks Pkwy., Fort Myers, Florida 33912**

- **STAFF CONTACT: Tom White: 239-267-0387**
- **SITE DESCRIPTION: This site is approximately 6.15 acres of grass and gravel. There are approximately 10 palm trees. Approximately 50 bags of red mulch are needed at this site.**
- **The entire fence line around this site is clean and free from anything growing on or through it. The Vendor shall maintain the fence line to this standard at all times.**

9.11. SITE 10: LIFT STATION 480**9.11.1. LOCATION: 3841 Ballard Road, Ballard Road and Markland, Ft. Myers, Florida 33916**

- **STAFF CONTACT: Rich Sims; 239-693-6453**
- **SITE DESCRIPTION: This site is approximately 0.275 acre. No mulch is needed at this site. The entire fence line around this site is clean and free from anything growing on or through it. The Vendor shall maintain the fence line to this standard at all times.**
- **The Vendor shall mow the grass in front of the lift station and on the east side all the way to the road. This site at times has a lot of trash left in the grass area outside of the fence. The Vendor shall remove all trash from the site, including the grass area outside the fence, every time the site is mowed.**

9.12. SITE 11: LIFT STATION 481**9.12.1. LOCATION: 5441 Palm Beach Blvd., Fort Myers Florida 33905 (75 and Palm Beach Blvd.)**

- **STAFF CONTACT: Rich Sims: 239-693-6453**
- **SITE DESCRIPTION: This site is approximately 0.275 acre. There are approximately 10 palm trees just outside the back fence line. The entire fence line around this site is clean and free from anything growing on or through it. The Vendor shall maintain the fence line to this standard at all times.**
- **On the west and south side, the Vendor shall mow the grass on the outside of the fence all the way to the road.**

9.13. SITE 12: LIFT STATION 482**9.13.1. LOCATION: 12901 Palm Beach Blvd., Fort Myers Shores, Florida 33905**

- **STAFF CONTACT: Rich Sims: 239-693-6453**
- **SITE DESCRIPTION: This site is approximately 0.298 acre. There are approximately 6 palm trees just outside the back fence line. On the east side and north side, the Vendor shall mow the grass on the outside of the fence all the way to the road.**

9.14. SITE 13: LIFT STATION 263**9.14.1. LOCATION: 806 South Street, Fort Myers Beach, Florida 33931 (Main St. at San Carlos Blvd. Just before the bridge.)**

- **STAFF CONTACT: Rich Sims: 239-693-6453**
- **SITE DESCRIPTION: This site is approximately 0.252 acre with no trees or mulch.**

9.15. SITE 14: LIFT STATION 601**9.15.1. LOCATION: 1751 Dock Way, North Fort Myers, Florida 33903 (Inlet Dr., Right on Dockway at the end.)**

- **STAFF CONTACT: Rich Sims: 239-693-6453**
- **SITE DESCRIPTION: This site is approximately 0.078 acre. There are approximately 6 palm trees. The Vendor shall apply new red mulch twice per year. Approximately 160 bags of red mulch are needed at this site. The Vendor shall mow this with a lawn mower, and not entirely with a weed eater.**
- **The Vendor shall actively maintain the hedging and bushes on this site in an aesthetically pleasing manner, as the site is highly visible to the public. The palm trees just outside of the fenced area are included in the site and the Vendor shall trim these along with the ones inside the fence.**

9.16. SITE 15: LIFT STATION 3378**9.16.1. LOCATION: 60/70 Danley Drive; Behind the Lee County Environmental Lab**

- **STAFF CONTACT: Rich Sims: 239-693-6453**

9.17. SITE 16: LIFT STATION 3393

9.17.1. LOCATION: 11601 McGregor Blvd, Fort Myers, Florida 33919

- STAFF CONTACT: Rich Sims: 239-693-6453
- SITE DESCRIPTION: This is a gravel lot inside of a fence. The area outside of the fence is grass and mulch. There are palms along the fence line. Approximately 100 bags of red mulch are needed at this site. The Vendor shall maintain the entire pie shaped piece of property all the way to the road, maintain the water retention area, and mow from the sidewalk to the road as well on both sides.

9.18. SITE 17: LIFT STATION 2279

9.18.1. LOCATION: 1113-1155 Estero Blvd/Fifth St., Fort Myers, Florida 33931

- STAFF CONTACT: Rich Sims: 239-693-6453

9.19. SITE 18: LIFT STATION 6600

9.19.1. LOCATION: 779 Pondella Road, Fort Myers, Florida 33903

- STAFF CONTACT: Rich Sims: 239-693-6453
- SITE DESCRIPTION: The Vendor shall keep the hedges and cabbage palms trimmed neatly at all times. Approximately 100 bags of red mulch are needed at this site.

9.20. SITE 19: CORKSCREW WATER TREATMENT PLANT

9.20.1. LOCATION: 16101 Alico Road, Fort Myers, Florida 33913

- STAFF CONTACT: Scott Bonetz: 239-267-8228
- SITE DESCRIPTION: This site is approximately 12.25 acres. There are approximately 6 palm trees. Approximately 150 bags of red mulch are needed at this site.
- There are three lime sludge ponds at the plant. Ponds one and two are inside the plant fence area. The Vendor shall mow the pond banks and the tops of the banks. The area around the pump station shall be weed-eated as well, just what can be reached from the top flat part of the berm wall.
- Pond three is outside the plant fence area to the south. The Vendor shall mow the top of the berm and the outside of the berm. The area around the pump station shall be weed-eated as well, just what can be reached from the top flat part of the berm wall. On the outside bottom of the berm, at least a twenty-foot area around the entire pond shall be mowed.
- Outside the main fenced in area there is an empty field to the south. This entire area shall be mowed to the first road and over to the tree line. This area is to the south and as long as the fence is from the front of the plant to the back fence by the sludge ponds. The Vendor shall mow the area from Alico Road down to the large end of the fence line where the large dirt pile is.
- The entire fence line around this site is clean and free from anything growing on or through it. The Vendor shall maintain the fence line to this standard at all times.

9.21. SITE 20: CORKSCREW WATER TREATMENT PLANT

9.21.1. LOCATION: Corkscrew Road: see map titled Corkscrew Wellfield

- 8 well sites, Wells 32S & 32D, 33S & 33D, 34S & 34D, 35S & 35D, 36S & 36D, Wells 37S & 37D, 38S & 38D, 39S & 39D
- STAFF CONTACT: Scott Bonetz: 239-267-8228
- SITE DESCRIPTION: These wells all have a water retention area outside the fence area. These areas shall be mowed inside and out. The Vendor shall mow the outside a ten-foot area from the bottom of the berm wall, and all bushes shall be trimmed off this ten-foot space.
- The Vendor shall mow all the area between the bottom of the concrete culverts on each side of the driveway all the way to the paved road.
- At Well Site 33 once a year, The Vendor shall furnish and install pine straw in the area outside the fence around the bushes. The Vendor shall trim the bushes at this site just a little higher than the fence line. The bushes are used to shield the well site from view.

9.22. SITE 21: CORKSCREW WATER TREATMENT PLANT

9.22.1. LOCATION: Corkscrew Road ASR Well sites: see map titled Corkscrew Wellfield

- STAFF CONTACT: Scott Bonetz: 239-267-8228

- SITE DESCRIPTION: 3 well sites, Wells ASR #3 & 31S & 31D, ASR #4 & 30S & 30D, ASR #5 & 29S & 29D
- The Vendor shall mow the outside the ten foot area around the fence. The monitoring wells shall have at least a six foot area mowed around them. The path to each monitoring site shall be ten feet wide. The Vendor shall mow each well site out to Alico Road and mow to the bottom of each concrete culvert on either side of the driveway.
- ASR #4, Wells 31S & 31D is the closest site to the plant driving north on Alico Road. The Vendor shall perform Site Services at this location, and then mow a 10' path through the grass from the NW corner of the Well 31 fence, about 400' north to Monitoring Well #5.
- ASR #3, Well 30S & 30D is the next site driving north on Alico Road. The Vendor shall perform Site Services at this location, and then mow a 10' path through the grass from the NW corner of the Well 30 fence, about 250' north to Monitoring Well #2.
- ASR #5, Well 29S & Well 29D is the next site driving north on Alico Road; this is the last site. The Vendor shall perform Site Services at this location, and then mow a 10 foot path from the north side of the rock pit entrance through the grass about 200' north to Monitoring Well #6.
- NO WEED KILLER SHALL BE USED INSIDE THE WELL SITE OR ALONG THE FENCE LINE AROUND THE WELL SITE.

9.23. SITE 22: GREEN MEADOW WATER TREATMENT PLANTS

9.23.1. LOCATION: 16001 and 16003 Airport Haul Road, Fort Myers, Florida 33913 (North on Airport Haul Road, to first paved road on the right at stop sign.)

- STAFF CONTACT: Damon Hardy: 239-533-3800
- SITE DESCRIPTION: This site is approximately 6 acres. The fence around the old and new plant is free from any overgrowth. The Vendor shall keep the fences in this condition at all times. The Vendor shall mow a 6' area on the outside of the fence around the wells outside the fence as needed. The Vendor shall also mow the septic tank drain field area and a 20' area all around the drain field.

9.24. SITE 23: GREEN MEADOWS WATER TREATMENT PLANT

9.24.1. LOCATION: Green Meadows Backwash Pond Area 16001 Airport Haul Road, Fort Myers, Florida 33913

- STAFF CONTACT: Damon Hardy: 239-533-3800
- SITE DESCRIPTION: This site is approximately 5.0 acres. The Vendor shall mow the top of the backwash pond berms and down the slopes and an area of 50' around the concrete storage tank.

9.25. SITE 24: GREEN MEADOWS WATER TREATMENT PLANT

9.25.1. LOCATION: South Reservoir 6480 South Pointe Blvd., Fort Myers, Florida 33919

- STAFF CONTACT: Damon Hardy: 239-533-3800
- SITE DESCRIPTION: This site is approximately 0.711 acre. There are approximately 3 palm trees. The Vendor shall mow the retention area in front between fence and sidewalk, and on the north side outside fence line to the drainage ditch. The area from the sidewalk to the road shall be mowed. The trees at this site shall be trimmed on a regular basis to keep them from hanging over the road. The Vendor shall also trim the trees from the adjoining property that hang over the fence.

9.26. SITE 25: GREEN MEADOWS WATER TREATMENT PLANT

9.26.1. LOCATION: Alico Road Booster Station 17101 Oriole Road, Fort Myers, Florida 33913 (On corner of Alico and Oriole)

- STAFF CONTACT: Damon Hardy: 239-533-3800
- SITE DESCRIPTION: This site is approximately 0.413 acre. There are approximately 12 palm trees. The Vendor shall keep the brush line at least 5' from the fence line on the back of the site. On the outside of the fence line, the Vendor shall mow the grass to the road on two sides of the property.

9.27. SITE 26: GREEN MEADOWS WATER TREATMENT PLANT

9.27.1. LOCATION: Minors Corner Booster Station 15147 McGregor Blvd, Fort Myers, Florida 33908 (McGregor Blvd and Gladiolus behind restaurant)

- STAFF CONTACT: Damon Hardy: 239-533-3800

- SITE DESCRIPTION: This site is approximately 0.296 acre. There are approximately 14 palm trees. Approximately 150 bags of red mulch are needed at this site. The Vendor shall mow the grass in the front of this site to the road. The hedges on this site shall be neatly trimmed at all times.

9.28. SITE 27: GREEN MEADOWS WATER TREATMENT PLANT

9.28.1. LOCATION: Airport Haul Reservoir 16000 Airport Haul Road, Fort Myers, Florida 33913

- STAFF CONTACT: Damon Hardy: 239-533-3800
- SITE DESCRIPTION: This site is approximately 6 acres of grass and gravel. The Vendor shall ensure that the entire fence line is free from any overgrowth at all times. The Vendor shall mow a 6' area on the outside of the fence out to the barbwire fence. The Vendor shall mow both sides of the entrance road out to the main road where the stop signs are located.

9.29. SITE 28: NORTH RO PLANT

9.29.1. LOCATION: Cape Coral / North RO Plant inter connect valve; Corner US 41 and Del Prado

- STAFF CONTACT: Larry Campanelli: 239-567-2181
- SITE DESCRIPTION: The Vendor shall mow in the fenced-in area only and maintain fence line. The Vendor shall mow 6' outside the entire fence line.

9.30. SITE 29: NORTH RO PLANT

9.30.1. LOCATION: North Elevated Tower 110 Pine Island Road, North Fort Myers, Florida 33909

- STAFF CONTACT: Larry Campanelli: 239-567-2181
- SITE DESCRIPTION: This site is approximately 1 acre. There are approximately 37 palm trees. Approximately 100 bags of red mulch are needed at this site.
- The Vendor shall mow inside of fenced area, mow in front to the road and in the back, and mow all the way down the school fence line to the power lines. The area between the sidewalk and the road shall be mowed as well.
- On the east side of the tower area, there are large trees that grow over to the tower. Once a year, these large trees shall be trimmed back at least 6' from the tower.

9.31. SITE 30: NORTH RO PLANT

9.31.1. LOCATION: North Reservoir 7351 Samville Road, North Fort Myers, Florida 33917

- STAFF CONTACT: Larry Campanelli: 239-567-2181
- SITE DESCRIPTION:
- This site is approximately 0.803 acre. The Vendor shall mow along the front fence line and the area between the fence and the road. On the two sides where there are woods, the outside of the fence shall be mowed 6' back from the fence. As part of the weed control Site Services for this location, the Vendor is permitted to sprayed for weeds along the side that has the wooden fence area.

9.32. SITE 31: OLGA WATER TREATMENT PLANT

9.32.1. LOCATION: Tice Elevated Tower 461 Menocal Avenue, Fort Myers, Florida 33905

- STAFF CONTACT: Dan Smith: 239-694-4038
- SITE DESCRIPTION: This site is approximately 0.238 acre. The Vendor shall mow inside the fenced area and mow the ditch in front. The Vendor shall mow in back as much as possible.
- The Vendor shall make sure the trash is cleaned up with each mow.
- On the north, side of the tower there is a large oak tree. Once a year, the Vendor shall trim this oak back at least 6' from the tower.

9.33. SITE 32: OLGA WATER TREATMENT PLANT

9.33.1. LOCATION: City Fort Myers / Lee County Interconnect West of 5001 Dr. Martin Luther King Jr. Blvd, Fort Myers, Florida 33905 (East side of Ortiz Ave. just north of MLK Blvd)

- STAFF CONTACT: Dan Smith: 239-694-4038
- SITE DESCRIPTION: Vendor shall mow the fenced-in area only and maintain the fence line. The Vendor shall only use a weed eater and spray to control weeds inside the fence. The Vendor shall not

use any other equipment such as mowers, etc. inside of the fenced in area. The Vendor shall mow a 6' area around the outside of the fence line.

9.34. SITE 33: OLGA WATER TREATMENT PLANT

9.34.1. LOCATION: Interconnect between Olga and Corkscrew East of I-75 on north side of Palm Beach Blvd (Next to Lift Station 481)

- STAFF CONTACT: Dan Smith: 239-694-4038
- SITE DESCRIPTION: The Vendor shall mow inside fence area and 6' around the outside on all four sides. The Vendor shall mow the front area to the sidewalk and the back to the other barbwire fence line.

9.35. SITE 34: PINEWOODS WATER TREATMENT PLANT

9.35.1. LOCATION: 41 Booster Station 18740 South Tamiami Trail, Fort Myers, Florida 33908

- STAFF CONTACT: Mike Frazzetto: 239-992-1319
- SITE DESCRIPTION: This site is approximately 13,000 sqft. (0.298 acres). There is one palm tree
- The 41 Booster tank is located inside of a subdivision. The Vendor shall keep the fence line free of anything growing on it at all times. This area is secured and the Vendor shall present identification acceptable to the County in order to get past the guard office.

9.36. SITE 35: WATERWAYS ESTATES BOOSTER STATION

9.36.1. LOCATION: 4271 St. Clair Avenue, North Fort Myers, Florida 33903

- STAFF CONTACT: Larry Campanelli: 239-567-2181
- SITE DESCRIPTION: This site is approximately 0.734 acre of pavement, gravel and grass. There are approximately 16 palm trees. Approximately 850 bags of red mulch are needed at this site.
- The Vendor shall ensure that the height of the bushes on the inside of the back fence are kept at the level of the top of the fence. On the back side of the fence, the Vendor shall ensure that the tall bushes are kept at the level of the top of the fence line and the smaller bushes are trimmed and kept as a hedge. The Vendor shall mow the entire front area outside of the fence and mow all the way to the road. On the east side, the Vendor shall mow 6' outside the fence all the way down behind the building on the neighboring property. In the back of the property, the Vendor shall check the bush planting bed at every mow to keep the weeds under control and to keep the bushes trimmed properly.

9.37. SITE 36 : OLGA WATER TREATMENT PLANT

9.37.1. LOCATION: 1450 Werner Drive, Alva, Florida 33920

- STAFF CONTACT: Dan Smith: 239-694-4038
- SITE DESCRIPTION: This site is approximately 16 acres. There are approximately 140 palm trees. Approximately 300 bags of red mulch are needed at this site. Approximately 400 bales of pine straw are needed at this site.
- The Vendor shall apply mulch to all the areca palms on the property and pine straw applied to all the tree beds along the river.
- The Vendor shall weed-eat the intake island and the riverbank on the island down to the river water level.
- The Vendor shall ensure that all stone, pavement and concrete areas are free of any weeds.

9.38. SITE 37: North RO PLANT

9.38.1. LOCATION: Deep Injection Well #2 - 18250 Durrance Road, North Fort Myers, FL 33917

- STAFF CONTACT: Larry Campanelli: 239-567-2181
- The Vendor shall keep area cleaned and maintained inside and outside fence.

9.39. SITE 38: NORTH RO PLANT

9.39.1. LOCATION: 18250 Durrance Road: see map titled North Lee County Wellfield

- North Fort Myers, Florida 33917
- STAFF CONTACT: Larry Campanelli: 239-567-2181

- SITE DESCRIPTION: The site is approximately 14 acres of pavement, grass and gravel. Approximately 200 bags of red mulch are needed at this site.
- The Vendor shall mow both sides of the fenced area at the plant and the roads leading to four wells. Wells 1, 2, 3 and 7 are inside the plant grounds.
- The Vendor shall mow the water retention area in front of the plant. The Vendor shall monitor the weather during the summer prior to performing Site Services, as this area gets wet during the rainy season, but dries out after the rain stops.
- The Vendor shall mow the entire front fence line three foot on the inside and three foot on the outside at all times. The Vendor may use weed killer on the fence line.

9.40. SITE 39: NORTH RO WATER PLANT

9.40.1. LOCATION: Wells #4, 5, 6 and 8 are off of Durrance in very close proximity to the plant. (See map titled North Lee County Wellfield)

- STAFF CONTACT: Larry Campanelli: 239-567-2181
- SITE DESCRIPTION: The Vendor shall mow the entire ditch in front of the plant from where the plant property starts on the south side and all the way to the north end of the property. The Vendor shall mow the access to the two fire hydrants along Durrance Road and weed-eat them as well. Any and all trash in the ditch shall be cleaned up before each mow.
- On the south fence line at Well #4, the Vendor shall keep the south chain link fence clean from anything growing on it for 150' from Durance Road. The Vendor may use weed killer on this fence line. On the outside of the fence in front by the road, the Vendor shall keep the area mowed over to the next property owner.

9.41. SITE 40 NORTH RO WATER PLANT

9.41.1. LOCATION: Well site #9: Behind 18010 Nalle Road, North Fort Myers, Florida 33917 (North on Nalle Road on right, see map titled North Lee County Wellfield)

- STAFF CONTACT: Larry Campanelli: 239-567-2181
- SITE DESCRIPTION: The Vendor shall mow the well area and 5' on each side of the entrance road from Nalle Road to well site.
- The Vendor shall mow the area in front of the gate by Nalle Road and the water line valves marking post along the entrance road. In front, the Vendor shall mow to the bottom of each concrete culvert and mow to the road the width of the culverts.

9.42. SITE 41: NORTH RO WATER PLANT

9.42.1. LOCATION: Well site #10: Behind 17950 Wells Road, North Fort Myers, Florida 33917 (North on Wells Road on right, see map titled North Lee County Wellfield)

- STAFF CONTACT: Larry Campanelli: 239-567-2181
- SITE DESCRIPTION: The Vendor shall mow the well area and 5' on each side of the entrance road from Wells Road to well site; the area in front of the gate by Wells Road; and the water line valves marking post along the entrance road. In front, the Vendor shall mow to the bottom of each concrete culvert and mow to the road the width of the culverts.

9.43. SITE 42: NORTH RO WATER PLANT

9.43.1. LOCATION: Well site #11: West of 17901 Wells Road (see map titled North Lee County Wellfield)

- STAFF CONTACT: Larry Campanelli: 239-567-2181
- SITE DESCRIPTION: The site is off of Pritchett Parkway. The Vendor shall keep front fence closed at all times as there may be cattle grazing here. The Vendor shall mow right to the fence line and mow on left 6' over from the road. The Vendor shall mow well site and maintain trees as needed. The Vendor shall mow to the bottom of each concrete culvert and mow to the road the width of the culverts.

9.44. SITE 43: NORTH RO WATER PLANT

9.44.1. LOCATION: Well site #12: East of 17850 Leetana Road, North Fort Myers, Florida 33917 (see map titled North Lee County Wellfield)

- STAFF CONTACT: Larry Campanelli: 239-567-2181

- SITE DESCRIPTION: This site is off of Pritchett Pkwy. The Vendor shall keep the front fence closed at all times as there may be cattle grazing here. The Vendor shall mow on left to fence line and mow on right six feet over from the road. The Vendor shall mow well site and maintain trees as needed. The Vendor shall mow to the bottom of each concrete culvert and mow to the road the width of the culverts.

9.45. SITE 44: NORTH RO WATER PLANT

- 9.45.1. LOCATION: Well site #13A: 18211 Leetana Road, North Fort Myers, Florida 33917 (see map titled North Lee County Wellfield)
- STAFF CONTACT: Larry Campanelli: 239-567-2181
 - SITE DESCRIPTION: This site is on the corner of Leetana Road and Wetstone Road. The Vendor shall mow fenced in area around well site and mow along roadside along property and around the corner.

9.46. SITE 45: NORTH RO WATER PLANT

- 9.46.1. LOCATION: Well site #14: South of 18071 Leetana Road (see map titled North Lee County Wellfield)
- STAFF CONTACT: Larry Campanelli: 239-567-2181
 - SITE DESCRIPTION: This site is on Leetana Road. The Vendor shall only mow the area at the side of the road before the fence gate that leads to the actual well site.

9.47. SITE 46: NORTH RO WATER PLANT

- 9.47.1. LOCATION: Well site #15: 18211 Leetana Road (see map titled North Lee County Wellfield)
- STAFF CONTACT: Larry Campanelli: 239-567-2181
 - SITE DESCRIPTION: This site is on Leetana Road. The Vendor shall mow from the road to the back of the property and around the fenced in well site. The Vendor shall mow both sides of the entrance road going back to the well.

9.48. SITE 47: NORTH RO WATER PLANT

- 9.48.1. LOCATION: Well site #16A: 17500 Wells Road (see map titled North Lee County Wellfield)
- STAFF CONTACT: Larry Campanelli: 239-567-2181
 - SITE DESCRIPTION: This site is on Wells Road. The Vendor shall mow from the road to the back of the property and around the fenced in well site. The Vendor shall mow both sides of the entrance road going back to the well. The Vendor shall mow area by paved road entrance and keep bushes trimmed as needed.

9.49. SITE 48: NORTH RO WATER PLANT

- 9.49.1. LOCATION: Well site #17A: 17100 Pelican way (see map titled North Lee County Wellfield)
- STAFF CONTACT: Larry Campanelli: 239-567-2181
 - SITE DESCRIPTION: This site is on Swan Way off of Bayshore Road. The Vendor shall mow both sides of entrance road and around gate. The Vendor shall mow around well fenced in site.

9.50. SITE 49: NORTH RO WATER PLANT

- 9.50.1. LOCATION: Well #18A: 17760 Wells Road, North Fort Myers, Florida 33917 (see map titled North Lee County Wellfield)
- STAFF CONTACT: Larry Campanelli: 239-567-2181
 - SITE DESCRIPTION: This site is approximately 2 acres. The Vendor shall mow entire area inside fence and all the way out to the road. The Vendor shall mow the entrance road over to the fence and over to the next property owner lot line.

9.51. SITE 50: BARTOW REUSE FACILITY

- 9.51.1. LOCATION: 18513 Bartow Blvd., Fort Myers, Florida 33912
- STAFF CONTACT: Tom White : 239-267-0387
 - SITE DESCRIPTION: This site is approximately 2 acres. There are approximately 20 palm trees. Approximately 100 bags of red mulch are needed at this site.

- The Vendor shall mow in front of the facility to the road. The Vendor shall keep the entire fence line around the whole facility clean and free of grass and weeds. The Vendor shall mow a three-foot area outside the back and side fences.

9.52. SITE 51: PINEWOODS WATER TREATMENT PLANT

9.52.1. LOCATION: 11950 Corkscrew Road, Estero, Florida 33928

- STAFF CONTACT: Mike Frazzetto: 239-992-1319
- SITE DESCRIPTION: This site is approximately 2.027 acres. There are approximately 3 palm trees. Approximately 350 bags of red mulch are needed at this site.
- The entire fence line around this site is clean and free from anything growing on or through it. The Vendor shall maintain the fence line this way at all times. On the west side of the plant outside the fence, the Vendor shall mow the grass between the fence and the road. The area between the front fence along Corkscrew Road between the road and the fence shall be mowed all the way to the road. On the east side of the plant in the area between the road and the drainage ditch, the Vendor shall mow all the way to the ditch and keep all the palm trees and pepper bushes neatly trimmed.

9.53. SITE 52: COLLEGE PARKWAY FACILITY

9.53.1. LOCATION: Customer Service Facility & Maintenance Facility 7401 College Parkway, Fort Myers, Florida 33907

- STAFF CONTACT: Larry Clifford: 239- 533-5642
- SITE DESCRIPTION: This site is approximately 4.22 acres. There are approximately 30 palm trees. Approximately 500 bags of red mulch are needed at this site.

9.54. SITE 53: DETAR FACILITY

9.54.1. LOCATION: 5180 Tice Street, Fort Myers, Florida 33905, Detar Lane off Tice Street

- STAFF CONTACT: Dewayne Tagg: 239-357-1096
- SITE DESCRIPTION: This site is approximately 0.344 acre. There are approximately 25 palm trees. Approximately 800 bags of red mulch are needed at this site
- The maintenance for this site starts at the corner where Detar Lane turns and heads towards the site. The Vendor shall maintain both sides of the road from this corner to the site. The fence on the left side of the road going to the Detar building shall be kept clean at all times. Weed killer may be used to spray on the fence line. The fence area around the Detar building shall be kept free from anything growing on and/or through it.
- The Vendor shall maintain entire area around the retention pond. When the retention area is dry, the bottom of it shall be mowed.
- The Vendor shall spray the entire fence line around the whole site with weed killer at least at every other mow.

9.55. SITE 54: DEPOT 1, EMS AND MARINE SERVICES

9.55.1. LOCATION: 190 Evergreen, North Fort Myers, Florida 33903, North of Pondella between the 2- 41s

- STAFF CONTACT: John Post: 239-826-0895
- SITE DESCRIPTION: This site is approximately 0.381 acre. Approximately 300 bags of red mulch are needed at this site.
- This site has to be mowed between the hours of 8:00AM and 3:30PM, Monday through Friday.
- There are many hedges at this site. The top of the hedges on the east and west sides need to be around six feet so they hide the facility from its neighbors. The hedges across the south side and internal areas shall be kept between 3-4 feet in height. The Vendor shall keep the small drainage ditch on the west side of the property clean of trash and weed-eated each time the site is serviced. Both sides of the ditch and the bottom need shall be weed-eated. The oak trees on the East side of the property shall be trimmed and maintained to eliminate damage to the fence. The internal oak trees shall be maintained in order to avoid building and parked vehicle damage. Only the front landscaped area along the fence shall be mulched. No mulch shall be placed in the storm water system, which includes the ditches on the north side, west side, and southwest corner of the property. The Vendor shall clean the asphalt areas of grass utilizing a blower taking all precautions not to damage employees' personal and County vehicles and/or boats.

9.56. GREEN MEADOWS SITE AREAS

- 9.56.1. THE FOLLOWING AREAS ARE TO BE MOWED ONCE A MONTH EVERY MONTH EXCEPT DURING THE SUMMER MONTHS OF JUNE, JULY, AUGUST, SEPTEMBER AND OCTOBER AND IN THOSE MONTHS THEY WILL BE MOWED TWICE.
- 9.56.2. IN ALL THE FOLLOWING AREAS THERE ARE ELECTRICAL JUNCTION BOXES AND PIPES STICKING UP OUT OF THE GROUND. VERY CLOSE ATTENTION NEEDS TO BE PAID WHILE MOWING THESE AREAS.
- 9.56.3. For all Green Meadows Well locations: see map titled Green Meadows Wellfield
- 9.56.4. STAFF CONTACT FOR ALL GREEN MEADOWS WELLS: Damon Hardy 239-533-3800

- 9.56.4.1. SITE 55: GREEN MEADOWS WELL #1
- 9.56.4.2. SITE 56: GREEN MEADOWS WELL #1D
- 9.56.4.3. SITE 57: GREEN MEADOWS WELL #2
- 9.56.4.4. SITE 58: GREEN MEADOWS WELL #2R
- 9.56.4.5. SITE 59: GREEN MEADOWS WELL #3
- 9.56.4.6. SITE 60: GREEN MEADOWS WELL #3A
- 9.56.4.7. SITE 61: GREEN MEADOWS WELL #3B
- 9.56.4.8. SITE 62: GREEN MEADOWS WELL #4
- 9.56.4.9. SITE 63: GREEN MEADOWS WELL #4A
- 9.56.4.10. SITE 64: GREEN MEADOWS WELL #5
- 9.56.4.11. SITE 65: GREEN MEADOWS WELL #5A
- 9.56.4.12. SITE 66: GREEN MEADOWS WELL #6
- 9.56.4.13. SITE 67: GREEN MEADOWS WELL #6A
- 9.56.4.14. SITE 68: GREEN MEADOWS WELL #7
- 9.56.4.15. SITE 69: GREEN MEADOWS WELL #7A
- 9.56.4.16. SITE 70: GREEN MEADOWS WELL #8
- 9.56.4.17. SITE 71: GREEN MEADOWS WELL #8A
- 9.56.4.18. SITE 72: GREEN MEADOWS WELL #9
- 9.56.4.19. SITE 73: GREEN MEADOWS WELL #9A
- 9.56.4.20. SITE 74: GREEN MEADOWS WELL #10
- 9.56.4.21. SITE 75: GREEN MEADOWS WELL #10A
- 9.56.4.22. SITE 76: GREEN MEADOWS WELL #11

9.56.4.23. SITE 77: GREEN MEADOWS WELL #11A

9.56.4.24. SITE 78 GREEN MEADOWS WELL 12

9.56.4.25. SITE 79 GREEN MEADOWS WELL 12A

9.56.4.26. SITE 80 GREEN MEADOWS WELL 13

9.56.4.27. SITE 81 GREEN MEADOWS WELL 13A

9.56.5. END OF GREEN MEADOWS SITES WELLS

9.57. SITE 82: BARTOW REUSE FACILITY

9.57.1. LOCATION: 17870 Oakmont Ridge Circle, Fort Myers, Florida 33913

- STAFF CONTACT: Tom White : 239-267-0387
- SITE DESCRIPTION: Well #6-The Vendor shall keep Areca palms looking neat and maintained.

9.58. SITE 83: BARTOW REUSE FACILITY

9.58.1. LOCATION: Behind 17844 Oakmont Ridge Circle, Fort Myers, Florida 33913

- STAFF CONTACT: Tom White: 239-267-0387
- SITE DESCRIPTION: Well #9- The Vendor shall keep Areca palms looking neat and maintained.
- The Vendor shall mow the area from well 6 to well 9 behind Arcas and keep brush from growing over the grass roadway.

9.59. SITE 84: CORKSCREW WATER TREATMENT PLANT

9.59.1. LOCATION: First Road: see map titled Corkscrew Wellfield, 7 wells, Well 1, 2, 3, 21, 22, 23 & 24, 7 monitoring wells

9.59.2. STAFF CONTACT: Scott Bonetz: 239-267-8228

9.59.3. SITE DESCRIPTION: The Vendor shall mow around all of the junction boxes and monitoring wells. All of these locations shall have at least a six-foot area maintained around them.

9.59.4. These monitoring wells are spread out from one end of this road to the other. The actual areas are not large, but a lot of stops have to be made all along the road to maintain all the sites.

9.59.5. At all well sites the area outside of the fence shall be mowed all around to the bottom of the slope and five feet on level ground. The road going to the well shall be mowed back to the main road and five feet on each side of the well road.

9.59.6. The Vendor shall mow two mowing strips on each side of the fence line along Alico Road down to the corner where Alico Road meets Corkscrew Road. The fence line shall then be sprayed with weed killer on this same mowing schedule.

9.59.7. NO WEED KILLER OF ANY KIND CAN BE USED AROUND THE PRODUCTION OR MONITORING WELLS.

9.59.8. FIRST ROAD (STARTING AT CONSTRUCTION ENTRANCE GATE ON ALICO ROAD)

9.59.9. LOCATION: Monitoring Well LM926 – Just inside the gate on the right side of the road

9.59.9.1. Well 1 on right side of road

9.59.9.2. Well 21 on right; FPL box on the left side of the road

9.59.9.3. Well22 (across from Well 21) on right; FPL box on the left side of the road

9.59.9.4. Well 2 (across from Well 22) on right; FPL box on the left side of the road

9.59.9.5. Well 23 (across from Well 2) on right; FPL box on the left side of the road, at the end of the access road that goes off to the left just past Well 2.

9.59.9.6. Well 24 (across from Well 23) on right; FPL box on the left side of the road, at the end of the access road that goes off to the left just past Well 2.

9.59.9.7. Well 3 (across from Well 24) on right; FPL box on the left side of the road.

9.60. SITE 85: CORKSCREW WATER TREATMENT PLANT

9.60.1. LOCATION: Second Road: see map titled Corkscrew Wellfield, 4 wells, Well 41, 18, 19, & 20, 9 monitoring wells

- 9.60.2. STAFF CONTACT: Scott Bonetz; 239-267-8228
- 9.60.3. SITE DESCRIPTION: The Vendor shall mow all of the junction boxes and monitoring wells. All of these locations shall have at least a six-foot area maintained around them.
- 9.60.4. These monitoring wells are spread out from one end of this road to the other. The actual areas are not large, but many stops have to be made all along the road to maintain all the sites.
- 9.60.5. The Vendor shall mow all around the area outside of the fence at the bottom of the slope and five feet on level ground at all well sites. The road going to the well shall be mowed back to the main road and five feet on each side of the well road.
- 9.60.6. NO WEED KILLER OF ANY KIND CAN BE USED AROUND THE PRODUCTION OR MONITORING WELLS.
- 9.60.7. LOCATION: SECOND ROAD (STARTING AT ENTRANCE GATE ON ALICO ROAD)
 - 9.60.7.1. FPL green box on the right side of the road by the gate
 - 9.60.7.2. Monitoring wells D1 & D11 follow chain link fence 100' south along Alico Road
 - 9.60.7.3. Monitoring Well Dual Zone follow fence another 100' further (then go back to the gate at Road 2)
 - 9.60.7.4. Monitoring Well 2 follow the chain link fence 100' north along Alico Road (then go back to Road 2)
 - 9.60.7.5. Well 41 on the left; FPL box on the right side of the road; FPL box at the 4-way intersection
 - 9.60.7.6. Well 18 on the left
 - 9.60.7.7. Well 19 on the left; FPL box on the left side of the road, across from Well 19 driveway; Monitoring wells 4, access road to the right, 100' past Well 19, 4 monitoring wells in a clearing (then go back to Road 2)
 - 9.60.7.8. Well 20 on the left; FPL box on the right side of the road across from Well 20 driveway; Monitoring well right behind Well 20; (go back to the 4-way intersection and go south toward the Wellfield Generator Building); FPL box on the left side of the road
- 9.61. SITE 86: CORKSCREW WATER TREATMENT PLANT
 - 9.61.1. LOCATION: Third Road: see map titled Corkscrew Wellfield, 6 wells, Well 7, 8, 9, 10, 11, & 40, 4 monitoring wells. The area around the generator at well 8 and the road area out to the fence along Corkscrew Road.
 - 9.61.2. STAFF CONTACT: Scott Bonetz: 239-267-8228
 - 9.61.3. SITE DESCRIPTION: The Vendor shall maintain gate area on entrance road to these wells at the corner of Alico and Corkscrew Road. The Vendor shall mow the area between the bottom of the culverts from the fence out to the road.
 - 9.61.4. The Vendor shall mow all around to the bottom of the slope and five feet on level ground at all well sites. The road going to the well shall be mowed back to the main road and five feet on each side of the well road.
 - 9.61.5. All of the monitoring wells shall mowed around. All of these locations shall have at least a six-foot area maintained around them.
 - 9.61.6. The Vendor shall mow the road leading from the generator at well 8 to the second Wellfield Road.
 - 9.61.7. These monitoring wells are spread out from one end of this road to the other. The actual areas are not large, but many stops have to be made all along the road to maintain all the sites.
 - 9.61.8. NO WEED KILLER OF ANY KIND CAN BE USED AROUND THE PRODUCTION OR MONITORING WELLS.
 - 9.61.9. LOCATION: THIRD ROAD (STARTING AT ENTRANCE GATE ON ALICO ROAD)
 - 9.61.10. Monitoring well follow chain link fence 100' north of Well 40 along Alico Road – Monitoring well at the indent in the fence (then go back to Road 3)
 - 9.61.11. Well 40 on the left
 - 9.61.12. Well 7 on the left
 - 9.61.13. FPL box on the left side of the road, just past Well 7
 - 9.61.14. Monitoring wells P25 and SG5 on the left side of the road, 1/3 of the way between Wells 7 and 8
 - 9.61.15. Well 8 on the left
 - 9.61.16. FPL box on the right side of the road, across from Well 8
 - 9.61.17. FPL box on the left side of the road, just past Well 8
 - 9.61.18. FPL box on the right side of the road, just past Well 8
 - 9.61.19. Well 9 on the left

- 9.61.20. FPL box on the right side of Well 9 driveway
- 9.61.21. Well 10 on the left
- 9.61.22. FPL box on the right side of Well 10 driveway
- 9.61.23. Monitoring well on the right side of the road, 1/3 of the way between Wells 10 and 11
- 9.61.24. Well 11 on the left
- 9.61.25. FPL box at the end of the road in front of Well 11

9.62. SITE 87: CORKSCREW WATER TREATMENT PLANT

- 9.62.1. LOCATION: South Wellfield, south off Corkscrew Road: see map titled Corkscrew Wellfield, 8 wells, Well 4, 5, 6, 12, 13, 14, 15 & 16, 6 monitoring wells, 8 FPL boxes, 1 Generator
- 9.62.2. STAFF CONTACT: Scott Bonetz: 239-267-8228
- 9.62.3. SITE DESCRIPTION: The Vendor shall maintain the gate area on the entrance road to these wells at Corkscrew Road. The Vendor shall mow around both sides of the entrance gate and mow out to the road. The Vendor shall mow the entire area between the ditch concrete culverts.
- 9.62.4. All of the monitoring wells shall be mowed around. All of these locations shall have at least a six foot area maintained around them.
- 9.62.5. These monitoring wells are spread out from one end of this road to the other. The actual areas are not large but many stops have to be made all along the road to maintain all the sites.
- 9.62.6. At all well sites the area outside of the fence shall be mowed all around to the bottom of the slope and five feet on level ground. The road going to the well shall be mowed back to the main road and five feet on each side of the well road.
- 9.62.7. NO WEED KILLER OF ANY KIND CAN BE USED AROUND THE PRODUCTION OR MONITORING WELLS.
- 9.62.8. LOCATION FROM THE GATE ON CORKSCREW ROAD: The main wellfield road bends to the left.
 - 9.62.8.1. Well 12 on right.
 - 9.62.8.2. Monitoring Wells (2) "SG 8" & "PZ 8" are on the left side of the road, across from Well 12. (This site comprises of 2 white pipes and 2 monitoring well panels);
 - 9.62.8.3. FPL box on right side of road just past Well 12.
 - 9.62.8.4. Well 4 on right.
 - 9.62.8.5. Well 13 on right.
 - 9.62.8.6. FPL box on the right side of the road, in front of Well 13.
 - 9.62.8.7. FPL box on the right side of the road.
 - 9.62.8.8. Wellfield Generator (an access road goes off to the left) is on a pad on the right side of the access road. Mow six foot around this generator.
 - 9.62.8.9. FPL box halfway down the generator access road there is an FPL box on the left side. Go back to the main wellfield road.
 - 9.62.8.10. FPL box on the right side of the road, halfway to Well 14.
 - 9.62.8.11. Well 14 on right.
 - 9.62.8.12. FPL box on the right side of the Well 14 driveway.
 - 9.62.8.13. Well 5 on right.)
 - 9.62.8.14. Monitoring Wells (2) "MW I, MW II" about 150' down the access road on the right (access road just past Well 5 on the right).
 - 9.62.8.15. Observation Well about 300' further down the access road on the left.
 - 9.62.8.16. Staff gauge signs and poles a few feet further at the end of the access road. Go back to the main wellfield road.
 - 9.62.8.17. Electrical panel Upright stainless steel electrical panel on the left, halfway to Well 15.
 - 9.62.8.18. Well 15 on right.
 - 9.62.8.19. FPL box on the left side of the Well 15 driveway.
 - 9.62.8.20. Well 6 on left.
 - 9.62.8.21. FPL box on the right side of the road, across from Well 6.
 - 9.62.8.22. Well 16 is on the right, across from Well 6.
 - 9.62.8.23. Observation wells, (2) "N I, N II" about 400' down the access road on the left (Access road just to the right of Well 16).
 - 9.62.8.24. Monitoring Wells G I and G II, when you leave the South Wellfield and turn left to go to the Southwest Wellfield, on your left approximately 1,000 feet from the South Wellfield gate, there

are two monitoring wells in the ditch. The brush shall be kept trimmed back eight feet and the wells mowed around.

9.63. SITE 88: CORKSCREW WATER TREATMENT PLANT

9.63.1. LOCATION: Southwest Wells off Corkscrew Road: see map titled Corkscrew Wellfield, 4 well sites, Wells 25S & 25D, 26S & 26D, 27S & 27D, 28S & 28D

- STAFF CONTACT: Scott Bonetz: 239-267-8228
- SITE DESCRIPTION: At the access gate to these wells, the area at the gate to Corkscrew road and down to well 25 on both sides of the fence shall be maintained as well and along the fence to the first well. The Vendor shall maintain gate area on entrance road to these wells at Corkscrew Road. The Vendor shall mow around both sides of the entrance gate and mow out to the road. The Vendor shall mow the entire area between the bottoms of the ditch concrete culverts and mow to Corkscrew road. The Vendor shall keep the bottom of the fence line clean from the front to the first well.
- The Vendor shall weed-eat inside the well fence area and mow ten foot around the outside of the fence from the well to the main road going to each well site.
- The Vendor shall keep ficus trees off of well fence line.

9.64. SITE 89: PINWOODS WATER TREATMENT PLANT

9.64.1. LOCATION: Pinewoods Well Field, Wells RO2, RO4 & RO5, 11950 Corkscrew Road, Estero, Florida 33928

- STAFF CONTACT: Mike Frazzetto: 239-992-1319
- SITE DESCRIPTION: These wells are built on top of a raised area of dirt. The Vendor shall mow the banks and 15 feet out on all sides of the well and mow from each well site to the dirt road.

9.65. SITE 90: PINWOODS WATER TREATMENT PLANT

9.65.1. LOCATION: Well field Road: 11950 Corkscrew Road, Estero, Florida 33928

- STAFF CONTACT: Mike Frazzetto: 239-992-1319
- The Vendor shall mow the road from the plant down to the first turn in the road. Currently this is done using a tractor and bush hog since the terrain is rough. There are numerous in-ground connection boxes that cannot be damaged in the area. These boxes and other items sticking up out of the ground shall be weed-eated around.
- Only this main road can be mowed. The Vendor shall not turn the corner and mow farther as that area is a protected wetland.

9.66. REUSE SITES

9.66.1. MONITORING WELLS, METER BOXES AND PIPELINES

9.66.2. General Notes:

9.66.3. No herbicide shall be used at or around a monitoring well. This includes wells at ground level and wells that have a three-foot tall small enclosure.

9.66.4. Some reuse sites are inside a gated community. The Vendor may have to show a photo ID. Lee County Utilities has written or talked to each gated community explaining this work inside their community.

9.66.5. Some of these sites have little to no actual parking available. The Vendor shall use extreme caution at all these sites while working in the area.

9.66.6. All bush and tree trimming debris shall be removed from the sites.

9.66.7. At every visit, any trash at the site shall be cleaned up.

9.66.8. Some sites are mulched by the community surrounding the site. If the County requires extra mulch at any site, it will be included on the site description.

9.66.9. All the meter/valve box sites are the same. The area shall be maintained by a weed eater. No herbicide shall be used around a meter box.

9.66.10. If a meter/valve box is inside a mulch area herbicide is allowed.

9.66.11. At all the pipeline sites, the gravel/mulch area can have herbicide used for weed control. All bushes/tree branches shall be kept trimmed away from the fence area or the pipeline itself, as some areas are not fenced in.

9.66.12. If a pipeline is inside a fence area with grass the Vendor shall use a weed eater and keep fence line clean.

9.66.13. The Vendor shall mow four feet on the outside of any fence line.

- 9.66.14. The Vendor shall keep all palms or any kind of trees trimmed within five feet from any pipeline.
- 9.66.15. THESE AREAS SHALL BE MOWED ONCE A MONTH EVERY MONTH AT LEAST 25 DAYS APART.
- 9.66.15.1. FORT MYERS BEACH WASTEWATER TREATMENT PLANT
- 9.66.15.1.1. STAFF CONTACT: Darryl Parker: 239-466-8039 (Fort Myers Beach WWTP)
- 9.66.15.1.2. Site #91
- Gulf Harbor
 - FMB-01 on map #1
 - Pipeline site
 - General area: McGregor Blvd. and Vista River Dr.
- 9.66.15.1.3. Site #92
- Health Park
 - FMB-02 on map #1
 - Pipeline site (2)
 - General area: Summerlin Rd. and Bass Rd.
- 9.66.15.1.4. Site #93
- Kelly Greens
 - FMB-03 on map #1
 - Pipeline site
 - General area: Summerlin Rd. and 16940 Kelly Cove Drive.
- 9.66.15.1.5. Site #94
- Lexington
 - FMB-04 on map #1
 - Pipeline site
 - General area: Summerlin Rd. and Bass Rd.
- 9.66.15.1.6. Site #95
- Pine Ridge Government Complex
 - FMB-05 on map #1
 - Meter box
 - General area: Summerlin Rd. and Pine Ridge Rd.
- 9.66.15.1.7. Site #96
- Sanibel Beach Place
 - FMB-06 on map #1
 - Meter box
 - General area: McGregor Blvd. across from Tanger Outlet
- 9.66.15.1.8. Site #97
- Shell Point Golf
 - FMB-07 on map #1
 - Pipeline site
 - General area: Shell Point Blvd and golf course on right.
- 9.66.15.1.9. Site #98
- Shell Point Village
 - FMB-08 on map #1
 - Pipeline site
 - General area: To right prior to guardhouse at end of Shell Point Blvd.
- 9.66.15.1.10. Site #99

- Wa-Ke-Hatchee Park
 - FMB-09 on map #1 & #2
 - Meter box
 - General area: Bass Rd. just inside the park on left.
- 9.66.15.1.11. Site #100
- Wa-Ke-Hatchee Park/Lexington Middle School
 - FMB-1A on map #2
 - Monitoring well
 - General area: Wa-Ke-Hatchee Park/Lexington Middle School
- 9.66.15.1.12. Site #101
- Wa-Ke-Hatchee Park/Lexington Middle School
 - FMB-2A on map #2
 - Monitoring well
 - General area: Wa-Ke-Hatchee Park/Lexington Middle School
- 9.66.15.1.13. Site #102
- Wa-Ke-Hatchee Park/Lexington Middle School
 - FMB-3A on map #2
 - Monitoring well
 - General area: Wa-Ke-Hatchee Park/Lexington Middle School
- 9.66.15.2. FIESTA VILLAGE WASTEWATER TREATMENT PLANT
- 9.66.15.2.1. STAFF CONTACT: Bob Dick Jr. 239-481-1953 (Fiesta Village WWTP)
- 9.66.15.2.2. Site #103
- Fiesta-Beach reuse interconnect
 - FVG-01 on map #3
 - Pipeline
 - General area: Summerlin Road and Bass Road
- 9.66.15.2.3. Site #104
- Cypress Golf
 - FVG-02 on map #3
 - Meter box
 - General area: 6767 Winkler Road. Meter across from Myerlee Country Club Blvd.
- 9.66.15.2.4. Site #105
- Cypress Lake High School
 - FVG-03 on map #3
 - Pipeline
 - General area: in back of Cypress Lake High School by football field.
- 9.66.15.2.5. Site #106
- Cypress Manor
 - FVG-04 on map #3
 - Meter vault
 - General area: In median along Myerlee Country Club Blvd (near 1506)
- 9.66.15.2.6. Site #107
- DOT Gladiolus
 - FVG-05 on map #3
 - Meter box
 - General area: Gladiolus Dr. Iona Hope Church

9.66.15.2.7. Site #108

- Laguna Lakes
- FVG-06 on map #3
- Pipeline
- General area: Gladiolus Dr.

9.66.15.2.8. Site #109

- Fiesta WWTP outfall
- FVG-07 on map #3
- Pipeline
- General area: Magnolia Point on right side past retention area

9.66.15.2.9. Site #110

- FPL
- FVG-08 on map #3
- Meter box
- General area: Winkler Rd. FPL to left of drive at second parking lot.

9.66.15.2.10. Site #111

- Prentiss Point
- FVG-9 on map #3
- Meter box
- General area: along Winkler Rd. in front to left side when facing Fire Station.

9.66.15.2.11. Site #112

- Parker Lakes
- FVG-11 on map #3
- Pipeline
- General area: Gladiolus Rd. and Winkler Rd. power easement area

9.66.15.2.12. Site #113

- The Landings
- FVG-12 on map #3
- Pipeline
- General area: McGregor Blvd. and College pkwy.

9.66.15.2.13. Site #114

- Crown Colony
- FVG-13 on map #3
- Pipeline
- General area: Winkler Rd. beside Prentiss Point, by fire station.

9.66.15.3. THREE OAKS WASTEWATER TREATMENT PLANT

9.66.15.3.1. STAFF CONTACT: Tom White: 239-267-0387 (Three Oaks WWTP)

9.66.15.3.1.1. Site #115

- 41 at Williams DOT
- TOS-01 on map #5
- Meter box
- General area: South Tamiami Trail and Williams Rd.

9.66.15.3.1.2. Site #116

- Corkscrew DOT
- TOS-02 on map #5
- Valve box (2)

- General area: Corkscrew and I-75 in south ditch alongside the road
- 9.66.15.3.1.3. Site #117
- Country Creek
 - TOS-03 on map #5
 - Pipeline
 - General area: Country Barn Drive within Country Creek Country Club
- 9.66.15.3.1.4. Site #118
- Del Sol – Medical Center
 - TOS-04 on map #5
 - Pipeline
 - General area: Arcos Avenue near Puerto Way
- 9.66.15.3.1.5. Site #119
- Grandezza
 - TOS-05 on map #5
 - Pipeline
 - General area: Corkscrew Rd inside Grandezza Community.
- 9.66.15.3.1.6. Site #120
- Lowes
 - TOS-06 on map #5
 - Meter box
 - General area: Corkscrew Rd. Lowes Shopping Plaza.
- 9.66.15.3.1.7. Site #121
- Meadows
 - TOS-07 on map #5
 - Pipeline
 - General area: Williams’s Rd. and Sound Way.
- 9.66.15.3.1.8. Site #122
- Estero Community Park
 - TOS-08 on map #5
 - Pipeline
 - General area: Corkscrew Rd. at Estero Community Park.
- 9.66.15.3.1.9. Site #123
- Pelican Sound
 - TOS-09 on map #5
 - Pipe line and meter box
 - General area: Corkscrew Rd at Pelican Sound Community.
- 9.66.15.3.1.10. Site #124
- Preserve at Corkscrew
 - TOS-10 on map #5
 - Pipeline
 - General area: Corkscrew Rd on right after Wildcat Run Community.
- 9.66.15.3.1.11. Site #125
- Complete Dentistry
 - TOS-11 on map #5
 - Meter box and valve pad

- General area: Corkscrew Rd. in front of Lowes
- 9.66.15.3.1.12. Site #126
- Ruby Tuesday
 - TOS-12 on map #5
 - Meter box, no weed killer
 - General area: Corkscrew Rd. in by Lowes.
- 9.66.15.3.1.13. Site #127
- Shops at Estero
 - TOS-13 on map #5
 - Pipeline
 - General area: Corkscrew Rd. in by Lowes
- 9.66.15.3.1.14. Site #128
- Shops at Estero
 - TOS-14 on map #5
 - Meter box, no weed killer
 - General area: Corkscrew Rd. by Lowes
- 9.66.15.3.1.15. Site #129
- Stoneybrook
 - TOS-15 on map #5
 - Pipeline
 - General area: Corkscrew at Stoneybrook Community on right at entrance.
- 9.66.15.3.1.16. Site #130
- Vines Country Club
 - TOS-16 on map #5
 - Pipeline
 - General area: South Tamiami Trail at Vines Country Club.
- 9.66.15.3.1.17. Site #131
- West Bay
 - TOS-17 on map #5
 - Pipeline
 - General area: Williams Rd. at West Bay Community.
- 9.66.15.3.1.18. Site #132
- DOT Three Oaks and Estero
 - TOS-18 on map #5
 - Meter box
 - General area: On corner Estero Blvd and Three Oaks Parkway
- 9.66.15.3.1.19. Site #133
- San Carlos Park
 - SCS-3 on map #7
 - Monitoring well
 - General area: San Carlos Blvd. Circle. by railroad tracks.
- 9.66.15.3.1.20. Site #134
- San Carlos Park
 - SCS-2 on map #7
 - Monitoring well

- General area: Behind the house at 7490 Pebble Beach Rd.

9.66.15.3.1.21. Site #135

- San Carlos Park
- SCS-1 on map #7
- Monitoring well
- General area: Across Street from house at 8208 New Jersey Blvd.

9.66.15.4. PINE ISLAND WASTEWATER TREATMENT PLANT

9.66.15.4.1. STAFF CONTACT: Darryl Parker: 239-282-0025 (Pine Island WWTP)

9.66.15.4.1.1. Site #136

- Island Acres
- PID-01 on map #8
- Meter box
- General area: Stringfellow Rd. and Maria Rd.

9.66.15.4.1.2. Site #137

- Island Village Tree Farm
- PID-02 on map #8
- Pipeline
- General area: Stringfellow Rd. and Gulf Shore Rd.

9.66.15.4.1.3. Site #138

- Wastewater Plant MW01
- MW-01 on map #8
- Monitoring Well
- General area: along Stringfellow Road outside WWTP fence

9.67. SECTION 2 – UTILITIES ARTICULATING ARM SERVICE LOCATIONS

- 9.67.1. The following sites shall be mowed with an articulating arm mower/tractor. Most of the work is to mow inside berms and outside berms for either water ponds or sludge ponds at water or wastewater treatment plants. At some of the locations, bushes will need to be mowed back to control their growth over and into roads.
- 9.67.2. At the other sites where the work is trimming up the sides of the roads, a price per half day and a full day (four or eight hours) of mowing will be paid. At these sites, there is no guarantee as to how often this work will be done. The County anticipates once per year. The price includes travel to these sites.
- 9.67.3. Other areas may be added that need an articulating arm type mower and will be billed per the half-day or full day price. This work will be done on an as needed basis. The County will notify the Vendor when the extra work is required. This work will be added to the regular monthly invoice.

9.67.4. Site #139

9.67.4.1. LOCATION: Olga Water Treatment Plant 1450 Werner Drive, Alva Florida 33920

- STAFF CONTACT: Dan Smith: 239-694-4038
- The Vendor shall mow the entire river bank from one end of the property to the other end with the exception of the Intake Island as that is covered elsewhere in these specifications. This area shall be mowed twice per year; in December and June.
- The inside banks on all four sludge ponds shall be mowed down to the water level. This area shall be mowed once per quarter totaling four times per year.
- There are two ponds on the south side of the plant entrance road. The Vendor shall mow the inside banks down to the water level. This area shall be mowed twice per year, in December and June.
- There is a very large area with pepper bushes growing on the south side property. These bushes shall be mowed back to where the main bush is growing. This work will be done under the cost per day or cost per half day on an as needed basis.

9.67.5. Site #140

9.67.5.1. LOCATION: Corkscrew Water Treatment Plant 16101 Alico Road, Fort Myers Florida 33913

- STAFF CONTACT: Scott Bonetz: 239-267-8228
- SITE DESCRIPTION: The inside banks on all three sludge ponds shall be mowed down to the water level and including the berm area around the return pumping station.
- The Vendor shall mow the inside bank of the ditch in the front of the plant, from the dirt pit to the first wellfield road.
- On the north fence line outside of the plant, the Vendor shall mow the pepper bushes back to the main bush from the front of the plant to the back of the plant. This work will be done under the cost per day or cost per four hours on an as needed basis.
- On all the wellfield roads and the interconnecting roads, the pepper bushes shall be kept mowed back to where the main bush is growing. This work will be done under the cost per day or cost per four hours on an as needed basis.
- These areas shall be mowed once per quarter totaling four times per year.

9.67.6. Site #141

9.67.6.1. LOCATION: Green Meadows Water Treatment Plant 16003 Airport Haul Road, Fort Myers Florida 33913

- STAFF CONTACT: Damon Hardy: 239-239-533-3800
- SITE DESCRIPTION: The Vendor shall mow pond banks north of plant to water line. The Vendor shall keep trees trimmed back to access onsite wells. On the wellfield roads, the pepper bushes, the Vendor shall keep it mowed back to where the main bush is growing. This work will be done under the cost per day or cost per four hours on an as needed basis.
- The Vendor shall cut the sides back on the main road coming into the plant from the stop sign on Airport Haul Road to the plant. This work will be done under the cost per day or cost per four hours on an as needed basis.
- These areas shall be mowed twice per year.

9.67.7. Site #142

9.67.7.1. LOCATION: Fort Myers Beach Wastewater Plant 17155 Pine Ridge Road, Fort Myers Florida 33931

- STAFF CONTACT: Darryl Parker: 239-357-0246
- SITE DESCRIPTION: Close to this plant on Summerlin Road, there are six reclaim ponds. The outside of these ponds shall be mowed down as far as possible to the natural elevation surrounding the ponds and the inside berms shall be mowed down to the water level. This includes the top of the berm roadway and the front entrance area.
- The following areas shall be maintained monthly (12 times per year):
 - A. Above ground reuse piping
 - B. Lift station panel
 - C. ASR well site

9.67.8. Site #143

9.67.8.1. LOCATION: Pine Island Wastewater Treatment Plan 6928 Stringfellow Road, Saint James City, Florida 33956

- STAFF CONTACT: Darryl Parker 239-282-0025
- SITE DESCRIPTION: To the east of the plant, there are two reclaim ponds. The Vendor shall mow the inside of the pond berms down to the water level.
- These areas shall be mowed once per quarter totaling four times per year.

9.67.9. Site #144

9.67.9.1. LOCATION: Green Meadows Wellfield Roads

- STAFF CONTACT: Damon Hardy: 239-239-533-3800
- SITE DESCRIPTION: The Vendor shall mow both sides of the road to onsite wells and on the road out to Well 13 approximately 10' on each side. The Vendor shall trim any trees or bushes that grow or fall on to the sides.
- These areas shall be maintained monthly (12 times per year).

9.68. SECTION 3 - SOLID WASTE SERVICE LOCATIONS

9.68.1. Site #145 Waste to Energy Buckingham Road Campus

9.68.1.1. LOCATION: 10500 Buckingham Road, Fort Myers, FL 33905

- STAFF CONTACT: Andrew Johnston 239-533-8978
- SITE DESCRIPTION - WTE Transfer Station, Construction Demolition Debris Site, SW Fleet, SW Horticulture Pad. 11.5 acres to be maintained.
- Services to be performed weekly in April, May, June, July, August, September, October, November, and December. Service to shift to bi-weekly January, February and March.
- Mowing - Open grass areas, storm water retention ponds, parking lot islands, fence lines
- Litter Control - Litter control to be performed prior to mowing to avoid small debris onsite
- Hedges - Trimmed as needed
- Trees and Palms - To be trimmed as needed
- Weed Eating trimming - Trim fence lines, grass edges
- Cleanup- Grass, debris from trimming to be blown off and cleared each visit.
- Apply herbicide at the rock/mulch beds only. Herbicide is not to be used in lieu of weed eating at any time in areas other than rock/mulch bed maintenance.
- PLEASE NOTE THERE IS TO BE NO APPLICATION OF HERBICIDES AT ANY RETENTION AREA OR POND SITE.

9.68.1.2. Site #146 Materials Recovery Facility Buckingham Campus

9.68.1.2.1. LOCATION: 10550 Buckingham Road, Fort Myers, FL 33905

- STAFF CONTACT: Andrew Johnston 239-533-8978
- SITE DESCRIPTION: Area Surrounding Materials Recovery Facility. 3.5 acres to be maintained
- Services to be performed weekly in April, May, June, July, August, September, October, November, and December. Service to shift to bi-weekly January, February and March.
- Mowing- Open grass areas, storm water retention ponds, parking lot islands, fence lines
- Litter Control- Litter control to be performed prior to mowing to avoid small debris onsite
- Hedges- Trimmed as needed
- Trees and Palms- To be trimmed as needed
- Weed Eating trimming- Trim fence lines, grass edges
- Cleanup- Grass, debris from trimming to be blown off and cleared each visit.
- Mulch- Approximately 50 bags of red mulch are needed at this site annually
- Apply herbicide at the rock/mulch beds only. Herbicide is not to be used in lieu of weed eating at any time in areas other than rock/mulch bed maintenance.
- PLEASE NOTE THERE IS TO BE NO APPLICATION OF HERBICIDES AT ANY RETENTION AREA OR POND SITE.

9.68.1.3. Site #147 Household Chemical Waste Facility

9.68.1.3.1. LOCATION: 6441 Topaz Ct, Fort Myers, FL 33966

- STAFF CONTACT: Andrew Johnston 239-533-8978
- SITE DESCRIPTION: Includes (3) facilities 6441, 6431, 6421 Topaz Ct. Facilities are located adjacent to each other. .5 acres to be maintained
- Services to be performed weekly in April, May, June, July, August, September, October, November, and December. Service to shift to bi-weekly January, February and March.
- Mowing- Open grass areas, storm water retention ponds, parking lot islands, fence lines
- Litter Control- Litter control to be performed prior to mowing to avoid small debris onsite
- Hedges- Trimmed as needed
- Trees and Palms- To be trimmed as needed
- Weed Eating trimming- Trim fence lines, grass edges
- Cleanup- Grass, debris from trimming to be blown off and cleared each visit.

- Apply herbicide at the rock/mulch beds only. Herbicide is not to be used in lieu of weed eating at any time in areas other than rock/mulch bed maintenance.
- PLEASE NOTE THERE IS TO BE NO APPLICATION OF HERBICIDES AT ANY RETENTION AREA OR POND SITE.

9.69. SECTION 4 - OPTIONAL – EXTRA ARTICULATING ARM MOWING & ADDITIONAL SOLID WASTE SERVICE LOCATIONS

9.69.1.1. Site # 148 Labelle Transfer Station (Hendry County)

9.69.1.1.1. LOCATION: 1280 Forestry Division Road, Labelle, FL 33935

- STAFF CONTACT: Andrew Johnston 239-533-8978
- SITE DESCRIPTION: Area Surrounding Transfer Station Facility. 2 acres to be maintained
- Services to be performed weekly in April, May, June, July, August, September, October, November, and December. Service to shift to bi-weekly January, February and March.
- Mowing- Open grass areas, storm water retention ponds, parking lot islands, fence lines
- Litter Control- Litter control to be performed prior to mowing to avoid small debris onsite
- Hedges- Trimmed as needed
- Trees and Palms- To be trimmed as needed
- Weed Eating trimming- Trim fence lines, grass edges
- Cleanup- Grass, debris from trimming to be blown off and cleared each visit.
- Mulch- Approximately 50 bags of red mulch are needed at this site annually
- Apply herbicide at the rock/mulch beds only. Herbicide is not to be used in lieu of weed eating at any time in areas other than rock/mulch bed maintenance.
- PLEASE NOTE THERE IS TO BE NO APPLICATION OF HERBICIDES AT ANY RETENTION AREA OR POND SITE.

9.69.1.2. Site #149 Clewiston Transfer Station (Hendry County)

9.69.1.3. LOCATION: 1350 Olympia Street, Clewiston, FL 33440

- STAFF CONTACT: Andrew Johnston 239-533-8978
- SITE DESCRIPTION: Area Surrounding Transfer Station Facility. 2.25 acres to be maintained.
- Services to be performed weekly in April, May, June, July, August, September, October, November, and December. Service to shift to bi-weekly January, February and March.
- Mowing- Open grass areas, storm water retention ponds, parking lot islands, fence lines
- Litter Control- Litter control to be performed prior to mowing to avoid small debris onsite
- Hedges- Trimmed as needed
- Trees and Palms- To be trimmed as needed
- Weed Eating trimming- Trim fence lines, grass edges
- Cleanup- Grass, debris from trimming to be blown off and cleared each visit.
- Mulch- Approximately 60 bags of red mulch are needed at this site annually
- Apply herbicide at the rock/mulch beds only. Herbicide is not to be used in lieu of weed eating at any time in areas other than rock/mulch bed maintenance.
- PLEASE NOTE THERE IS TO BE NO APPLICATION OF HERBICIDES AT ANY RETENTION AREA OR POND SITE.

Notice: Staff contacts per site may change over the course of the contract. It shall be the responsibility of the Vendor to ensure they maintain an up to date point of contact necessary to ensure services are properly rendered. The County expects to update the Vendor in the event of a contact change.

End of Scope of Work and Specifications Section

FORMS DESCRIPTION & INSTRUCTIONS

INVITATION TO BID

This table provides a brief list, description, and instructions regarding the standard requested forms that should be submitted with all bids or proposals. This is not intended to be an all-inclusive list of forms required for your submission, but rather a guide to assist in completion of the County's standard forms.

<u>Form #</u>	<u>Title/Description</u>
1	<p><i>Solicitation Response Form</i></p> <p>All signatures must be by a corporate authorized representative, witnessed, and corporate and/or notary seal (as applicable.) The corporate or mailing address must match the company information as it is listed with the Florida Department of State Division of Corporations. Attach a copy of the web-page(s) from http://www.sunbiz.org as certification of this required information. Sample attached for your reference.</p> <p>Verify that all Addenda and tax identification number have been provided.</p>
1a	<p><i>Bid/Proposal Form</i></p> <p>This form is used to provide itemization of project cost. A more detailed "schedule of values" may be requested by the County.</p>
*	<p><i>Business Relationship Disclosure Requirement</i></p> <p>Sections 112.313(3) and 112.313(7), F.S., prohibit certain business relationships on the part of public officers and employees, their spouses, and their children. If this disclosure is applicable, the Bidder must request the form entitled "INTEREST IN COMPETITIVE BID FOR PUBLIC BUSINESS" (Required by § 112.313(12)(b), F.S.) to be completed and returned with the Solicitation Response. It is the Bidder's responsibility to request the form and disclose this relationship; failure to do so may result in being declared non-responsive.</p> <p>NOTICE: UNDER THE PROVISIONS OF § 112.317, F.S., A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR, AND MAY BE PUNISHED BY, ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.00.</p>
2	<p><i>Affidavit Certification Immigration Laws</i></p> <p>Submission of this form constitutes acknowledgement that the Bidder is in compliance in regard to all applicable immigration laws.</p>
3	<p><i>Reference Survey</i></p> <p>Provide this form to reference respondents. For Bids, this form will be requested from the apparent low Bidder prior to the award. (not required to submit with bid)</p> <ol style="list-style-type: none"> 1. Section 1: Bidder/Proposer to complete with <u>reference respondent's</u> information prior to providing to them for their response. (This is not the Bidder/Proposer's information.) 2. Section 2: Enter the name of the Bidder/Proposer; provide the project information in which the reference respondent is to provide a response. 3. The <u>reference respondent</u> should complete "Section 3." 4. Section 4: The reference respondent to print and sign name 5. Three (3) Reference responses are to be provided upon request. 6. Failure to obtain reference surveys may make your company non-responsive.

4 *Negligence or Breach of Contract Disclosure Form*

The form may be used to disclose negligence or breach of contract litigation that your company may have been a part of over the past ten (10) years. You may need to duplicate this form to list all history. If the Bidder has more than ten (10) lawsuits, you may narrow them to litigation of the company or subsidiary submitting the Solicitation Response. Include, at a minimum, litigation for similar projects completed in the State of Florida. Final outcome should include in whose favor the litigation was settled and whether a monetary amount was awarded. The settlement amount may remain anonymous.

If you have **no litigation**, enter **“None”** in the first **“type of incident”** block of the form. Please do not write N/A on this form.

5 *Affidavit - Principal Place of Business*

Certifies Bidder’s location information.

6 *Sub-Contractor List*

To be completed and returned when sub-contractors are to be utilized and are known at the time of the submission.

7 *Public Entity Crime Form*

Any person or affiliate, as defined by statute, who has been placed on the convicted vendor list following a conviction for a public entity crime, may not submit a Bid on a Contract to provide any goods or services to the County; may not submit a Bid on a contract with the County for the construction or repair of a public building or a public work; may not submit Bids or leases of real property to the County; may not be Awarded or perform Work as a contractor, supplier, subcontractor, or consultant under a contract with the County, and may not transact business with the County in excess of \$25,000.00 for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

***** *Bid/Proposal Label*

Self-explanatory. Please affix to the outside of the sealed submission documents.

***** *Include any licenses or certifications requested*

Local Business Tax Account (as applicable) issued by City and/or County entity. This is necessary for all Florida vendors.

It is the Bidder’s responsibility to ensure the Solicitation Response is mailed or delivered in time to be received no later than the specified opening date and time. (If Solicitation is not received prior to the deadline, it cannot be considered or accepted)



LEE COUNTY PROCUREMENT MANAGEMENT
SOLICITATION RESPONSE FORM

Date Submitted: Bid Due Date: 4/13/2020

SOLICITATION IDENTIFICATION: B200171DWJ

SOLICITATION NAME: Landscape Maintenance & Mowing for Utilities & Solid Waste

COMPANY NAME:

NAME & TITLE: (TYPED OR PRINTED)

BUSINESS ADDRESS: (PHYSICAL)

CORPORATE OR MAILING ADDRESS:

[] SAME AS PHYSICAL

ADDRESS MUST MATCH SUNBIZ.ORG

E-MAIL ADDRESS:

PHONE NUMBER: FAX

NOTE REQUIREMENT: IT IS THE SOLE RESPONSIBILITY OF THE BIDDER/PROPOSER TO CHECK LEE COUNTY PROCUREMENT MANAGEMENT WEB SITE FOR ANY ADDENDA ISSUED FOR THIS PROJECT. THE COUNTY WILL POST ADDENDA TO THIS WEB PAGE, BUT WILL NOT NOTIFY.

By responding to this sealed solicitation, the Bidder/Proposer makes all representations required by the instructions and further warrants and represents that: Bidder/Proposer has examined copies of all the solicitation documents and of the following addenda:

No. Dated: No. Dated: No. Dated:
No. Dated: No. Dated: No. Dated:

Tax Payer Identification Number:

(1) Employer Identification Number -OR- (2) Social Security Number:

** Lee County collects your social security number for tax reporting purposes only

Please submit a copy of your registration from the website www.sunbiz.org establishing your firm as authorized (including authorized representatives) to conduct business in the State of Florida, as provided by the Florida Department of State, Division of Corporations. (a sample is attached for your reference)

1 Collusion Statement: Lee County, Florida The undersigned, as Bidder/Proposer, hereby declares that no person or other persons, other than the undersigned, are interested in this solicitation as Principal, and that this solicitation is submitted without collusion with others; and that we have carefully read and examined the specifications or scope of work, and with full knowledge of all conditions under which the services herein is contemplated must be furnished, hereby bid/propose and agree to furnish this service according to the requirements set out in the solicitation documents, specifications or scope of work for said service for the prices as listed on the county provided price sheet or (CCNA) agree to negotiate prices in good faith if a contract is awarded.

2 Scrutinized Companies Certification: Section 287.135, FL §, "Prohibition against contracting with scrutinized companies." Prohibits agencies from contracting with companies, for goods or services over \$1,000,000, that are on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, Scrutinized Companies that Boycott Israel List, have been engaged in a boycott of Israel, or been engaged in business operations in Cuba or Syria. The County reserves the right to review, on a case-by-case basis, and waive this stipulation if it is deemed to advantageous to the County.

As the person authorized to sign on behalf of Respondent, I hereby certify that the company identified above is in compliance with Section 287.135, FL §. I understand that submission of a false certification may subject company to contract termination, civil penalties, attorney's fees, and/or costs.

Form#1 – Solicitation Form, Page 2

3 Business Relationship Disclosure Requirement: Sections 112.313(3) and 112.313(7), FL §, prohibit certain business relationships on the part of public officers and employees, their spouses, and their children. See Part III, Chapter 112, FL §, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers, Candidates and Employees" for more details on these prohibitions. However, Section 112.313(12), FL § (1983), provides certain limited exemptions to the above-referenced prohibitions, including one where the business is awarded under a system of sealed, competitive bidding; the public official has exerted no influence on bid negotiations or specifications; and where disclosure is made, prior to or at the time of the submission of the bid, of the official's or his spouse's or child's interest and the nature of the intended business. The Commission on Ethics has promulgated this form for such disclosure, if and when applicable to a public officer or employee.

If this disclosure is applicable request form "INTEREST IN COMPETITIVE BID FOR PUBLIC BUSINESS" (Required by 112.313(12)(b), FL § (1983)) to be completed and returned with solicitation response. It is the bidder/proposer's responsibility to disclose this relationship, failure to do so could result in being declared non-responsive.

Business Relationship Applicable (request form) **Business Relationship NOT Applicable**

4 Disadvantaged Business Enterprise (DBE) bidder/proposer? If yes, please attach a current certificate.

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

ALL SUBMISSIONS MUST BE EXECUTED BY AN AUTHORIZED AUTHORITY OF THE BIDDER/PROPOSER. WITNESSED AND SEALED (AS APPLICABLE)

Company Name (Name printed or typed)



(Affix Corporate Seal, as applicable)

Authorized Representative Name (printed or typed)

Authorized Representative's Title (printed or typed)

Witnessed/Attested by: (Witness/Secretary name and title printed or typed)

Authorized Representative's Signature

Witness/Secretary Signature

Any blank spaces on the form(s), qualifying notes or exceptions, counter offers, lack of required submittals, or signatures, on County's Form may result in the submission being declared non-responsive by the County.

Detail by Entity Name

Florida Profit Corporation

Bill's Widget Corporation

Filing Information

Document Number	655555
FB/EIN Number	5111111111
Date Filed	09/22/1980
State	FL
Status	ACTIVE
Last Event	AMENDED AND RESTATED ARTICLES
Event Date Filed	07/25/2006
Event Effective Date	NONE

Principal Address

555 N Main Street
Your Town, USA 99999

Changed 02/11/2012

Verify either Principal or Mailing address is on Form 1

Mailing Address

555 N Main Street
MYour Town, USA 99999

Changed 02/11/2012

Registered Agent Name & Address

My Registered Agent
111 Registration Road
Registration, USA 99999

Name Changed: 12/14/2006

Address Changed: 12/14/2006

Officer/Director Detail

Name & Address	Title
President, First 555 AVENUE Anytown, USA99999	P
President, Second 555 AVENUE Anytown, USA99999	V

IMPORTANT:
For corporations, ALL documents must be signed by the president of the company or an authorized individual. For any individual other than the president, we will need one of the following to confirm their authority to sign:

1. a corporate resolution by the Board of Directors, or
2. an extract of minutes, or
3. an extract of Vote by the Board of Directors

If the company's articles of incorporation identify additional positions that have the power to bind the corporation, we will accept the articles of incorporation with verification from the president that a certain individual serves in that role (e.g., the president confirms that John Doe is the CEO, and the articles of incorporation provide that the CEO has the power to bind the company).

With respect to an LLC, the authority to bind a limited liability company is controlled by Florida Statutes. Managers or managing members have inherent authority to bind an LLC.

If the president of a corporation or a manager/managing member of an LLC delegates their authority, such delegation must be sent to us on company letterhead with the President's or manager's/managing member's original, wet signature.

v01/03/2018



Lee County Procurement Management
BID/PROPOSAL FORM

Company Name: _____

Solicitation #	Solicitation Name
B200171DWJ	Landscape Maintenance & Mowing for Utilities & Solid Waste

Note:
The quantities listed in the excel document are for evaluation purposes only and are minimum order quantities. Vendors are hereby notified that the County reserves the right to order only such quantities as may be needed during the contract period. Final payment will be bases on actual quantities ordered.

In the event there is a discrepancy between a total amount and the unit price, the unit prices will prevail and the corrected total will be considered the price.

This page serves as a header/placeholder only. Please refer to the Excel document provided with the solicitation for the complete Bid Schedule. The Excel document contains formulas for convenience, however it is the Contractor’s responsibility to verify all pricing and calculations are CORRECT. Lee County is not responsible for errors in formulas or calculations contained within Excel document(s).

REMINDER: In the event there is a discrepancy between the total quoted amount or the extended amounts and the unit prices quoted, the unit prices will prevail and the corrected sum will be considered the quoted price.

The County will only accept bids submitted on bid forms provided by the County. Bids submitted on other forms, other than those provided by the County, will deem Bidder as non-responsive and ineligible for award.

Bidders may not adjust or modify data provided within the Bid Schedule. Bids received with modified data may deem the Bidder as non-responsive and ineligible for award.

PLEASE ENSURE you have provided a printed copy of the Bid Schedule with your hard copy submission packages and provided the excel version with your digital submission package.

PRICING

Pricing shall be inclusive of all labor, equipment, supplies, overhead, profit, materials, and any other incidental costs required to perform and complete all work as specified herein.

Form 2 – Affidavit Certification of Immigration Laws



AFFIDAVIT CERTIFICATION IMMIGRATION LAWS

SOLICITATION NO.: B200171DWJ SOLICITATION NAME: Landscape Maintenance & Mowing for Utilities & Solid Waste

LEE COUNTY WILL NOT INTENTIONALLY AWARD COUNTY CONTRACTS TO ANY CONTRACTOR WHO KNOWINGLY EMPLOYS UNAUTHORIZED ALIEN WORKERS, CONSTITUTING A VIOLATION OF THE EMPLOYMENT PROVISIONS CONTAINED IN 8 U.S.C. SECTION 1324 a(e) {SECTION 274A(e) OF THE IMMIGRATION AND NATIONALITY ACT (“INA”).

LEE COUNTY MAY CONSIDER THE EMPLOYMENT BY ANY CONTRACTOR OF UNAUTHORIZED ALIENS A VIOLATION OF SECTION 274A(e) OF THE INA. **SUCH VIOLATION BY THE RECIPIENT OF THE EMPLOYMENT PROVISIONS CONTAINED IN SECTION 274A(e) OF THE INA SHALL BE GROUNDS FOR UNILATERAL CANCELLATION OF THE CONTRACT BY LEE COUNTY.**

BIDDER/PROPOSER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: _____

Signature Title Date

STATE OF _____
COUNTY OF _____

The foregoing instrument was signed and acknowledged before me, by means of physical presence or online notarization, this _____ day of _____ 20____, by _____ who has produced
(Print or Type Name)

_____ as identification.
(Type of Identification and Number)

Notary Public Signature

Printed Name of Notary Public

Notary Commission Number/Expiration

The signee of this Affidavit guarantee, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made. **LEE COUNTY RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION, AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.**

**Lee County Procurement Management
Reference Survey**

Reference surveys submitted can be a maximum of twelve (12) months old. If using a previous reference, Proposers must clearly identify the project name and number the reference is being submitted for.

Project Name & Number: _____

Section 1 Reference Respondent Information	<b style="color: red;">Please return completed form to: Bidder/Proposer: Due Date: Total # Pages: 1 Phone #: _____ Fax #: _____ Bidder/Proposer E-Mail: _____
FROM: _____ COMPANY: _____ PHONE #: _____ FAX #: _____ EMAIL: _____	

Section 2	Enter Bidder/Proposer Information, as applicable Similar Performed Project (Bidder/Proposer to enter details of a project performed for above reference respondent)		
Bidder/Proposer Name:			
Reference Project Name:	Project Address:	Project Cost:	
Summarize Scope:			

You as an individual or your company has been given as a reference on the project identified above. Please provide your responses in section 3 below.

Section 3	Indicate: "Yes" or "No"
1. Did this company have the proper resources and personnel by which to get the job done?	
2. Were any problems encountered with the company's work performance?	
3. Were any change orders or contract amendments issued, other than owner initiated?	
4. Was the job completed on time?	
5. Was the job completed within budget?	
6. On a scale of one to ten, ten being best, how would you rate the overall work performance, considering professionalism; final product; personnel; resources. Rate from 1 to 10. (10 being highest)	
7. If the opportunity were to present itself, would you rehire this company?	
8. Please provide any additional comments pertinent to this company and the work performed for you:	

Section 4 Please submit non-Lee County employees as references

Reference Name (Print Name)

Reference Signature



ALLEGED NEGLIGENCE OR BREACH OF CONTRACT DISCLOSURE FORM

Please fill in the form below. Provide each incident in regard to alleged negligence or breach of contract that has occurred over the past 10 years.
Please complete in chronological order with the most recent incident on starting on page 1.

Company Name: _____

Type of Incident <i>Alleged Negligence or Breach of Contract</i>	Incident Date And Date Filed	Plaintiff <i>(Who took action against your company)</i>	Case Number	Court <i>County/State</i>	Project	Claim Reason <i>(initial circumstances)</i>	Final Outcome <i>(who prevailed)</i>

Make as many copies of this sheet as necessary in order to **provide a 10 year history** of the requested information. If there is no action pending or action taken in the last 10 years, complete the **company name** and write **“NONE”** in the first **“Type of Incident”** box of this page and return with your submission package. This form should also include the primary partners listed in your submission. Do not include litigation with your company as the plaintiff. Final outcome should include who prevailed and what method of settlement was made. If a monetary settlement was made the amount may remain anonymous. **Please do not modify this form (expansion of spacing allowed) or submit your own variation.**

Page Number: _____ Of _____ Total pages

Update the page number to reflect the current page and the total number of pages. Example: Page 3, of 5 total submitted pages of this form.



LEE COUNTY

S O U T H W E S T F L O R I D A

AFFIDAVIT PRINCIPAL PLACE OF BUSINESS

Instructions: Please complete all information that is applicable to your firm

Company Name: _____

Printed name of authorized signer _____

Title _____

⇒
Authorized Signature _____

Date _____

The signee of this Affidavit guarantee, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made. **LEE COUNTY RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION, AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.**

Notary:

State of _____

County of _____

The foregoing instrument was signed and acknowledged before me this _____ day of _____

20 _____, _____ who has produced

_____ as identification (or personally known)
Type of ID and number

⇒
Notary Public Signature _____

Notary Commission Number and expiration _____

1. Principal place of business is located within the boundaries of: _____ Lee County
_____ Collier County
_____ Non-Local

Local Business Tax License # _____

2. Address of Principal Place of Business: _____

3. Number of years at this location _____ years

4. Have you provided goods or services to Lee County on a regular basis within the past 3 consecutive years _____ Yes* _____ No *If yes, attach contractual history for past 3 consecutive years

5. Number of available employees for this contract _____

6. Does your company have a Drug Free Workplace Policy _____ Yes _____ No

This form must be signed and sworn to in the presence of a notary public or other officer authorized to administer oaths.

1. This sworn statement is submitted to _____
(Print name of the public entity)

by _____
(Print individual's name and title)

for _____
(Print name of entity submitting sworn statement)

whose business address is _____

(If applicable) its Federal Employer Identification Number (FEIN) is _____

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: On the attached sheet.) Required as per IRS Form W-9.

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1) (g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including but not limited to, and bid or contract for goods or services to be provided to any public entity or agency or political subdivision or any other state or of the United States, and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1) (b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime:
or:
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those offices, directors, executives, partners, shareholders, employees, members and agents who are active in the management of the 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 fair market value under an arm's length Agreement/Contract, shall be a 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.

5. I understand that a "person" as defined in Paragraph 287.133(1) (c), 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 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 the entity.

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

_____ Neither the entity submitted this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity nor affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

Public Entity Crime Form

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, member, or agents who are active in management of the entity, or an 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 its officers, directors, executives, partners, shareholders, employees, member, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearing and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

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

(Signature)

(Date)

STATE OF _____

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me, by means of physical presence or online notarization, this ____ day of _____ 20____, by _____ who has produced
(Print or Type Name)

_____ as identification.
(Type of Identification and Number)

Notary Public Signature

Printed Name of Notary Public

Notary Commission Number/Expiration

Sealed Bid Label

Cut along the outer border and affix this label to your sealed solicitation envelope to identify it as a "Sealed Bid".

SEALED BID DOCUMENTS • DO NOT OPEN	
BID No.:	B200171DWJ
BID TITLE:	Landscape Maintenance & Mowing for Utilities & Solid Waste
DATE DUE:	Monday, April 13, 2020
TIME DUE:	Prior to: 2:30 PM
SUBMITTED BY:	_____ (Name of Company)
e-mail address	Telephone
DELIVER TO:	Lee County Procurement Management 2115 Second Street, 1st Floor Fort Myers, FL 33901



***Notice:** the Date Due/Bid Due Date/Opening Date as stated on this label and other forms contained herein may have been updated via issuance of Addenda against this project. It is the sole responsibility of the Contractor/Vendor to monitor the County project webpage for any updates to the Date Due/Bid Due Date/Opening Date via Addenda. This label nor other original forms may not be updated. Contractor/Vendor may strike through and update Date Due/Bid Due Date/Opening Date at their discretion to match any updates to this date that have been published via Addenda.

Submission received after the time and date of the Date Due/Bid Due Date/Opening Date will not be accepted at the sole discretion of the County.

PLEASE PRINT CLEARLY