

SECTION 40-1  
FORM OF PROPOSAL

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40.0 PROPOSAL

TO: Jason Pierman  
AVENIR COMMUNITY DEVELOPMENT DISTRICT  
2501A Burns Road  
Palm Beach Gardens, FL 33410

DATE: 01/14/2021

Dear Mr. Pierman:

The undersigned, as Bidder, hereby declares that he is acquainted with the site of the construction as shown on the plans and has fully acquainted himself with the work to be done; that he has thoroughly examined the specifications and all contract documents pertaining thereto; and has read any and/or all addenda issued prior to the opening of the bids.

The bidder proposes and agrees, if this proposal is accepted, to furnish all necessary materials, tools, construction equipment, transportation, and labor to complete the construction as shown, detailed, and described in the specifications and on the drawings.

It is understood by the Bidder that no additional compensation shall be allowed for extra work unless authorized in writing by the Owner.

The Bidder agrees that, if awarded the Contract, he will sign the Contract Documents within fifteen (15) calendar days of the award of the bid, that he will commence the work on the date stated in the notice to proceed, and that he will complete the work within 365 calendar days, thereafter.

SECTION 40-1  
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The Bidder is licensed as a Contractor to perform the work or services contemplated by this bid and holds License No. CC1506164 issued by State of Florida Florida, or in the alternative, is qualified by examination of reciprocity to be so licensed to do this work.

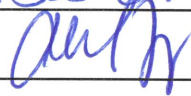
**Arazoza Brothers Corporation**

BIDDER:

ADDRESS:

7037 SW 87 CT. Miami, FL 33173

BY:



Alberto Arazoza

TITLE:

President



SECTION 40-1  
FORM OF PROPOSAL

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BIDDER TO PROVIDE QUOTATION FORMS WITH QUANTITIES AND UNIT PRICES

**Avenir CDD Phase One Landscape & Irrigation Proposal**  
**LAWN SERVICE/ FERTILIZATION AND SPRAY SERVICES/ IRRIGATION SERVICES**

<i>Item No.</i>	<i>Description</i>	<i>A. Lawn Service</i>	<i>B. Fertilization and Spray Services</i>	<i>C. Irrigation Services</i>
		<i>Yearly Amount</i>	<i>Yearly Amount</i>	<i>Yearly Amount</i>
1	Avenir Drive Landscape Maintenance	\$ 246,000	\$ 27,500	0.00
2	Avenir Drive Irrigation Maintenance	0.00	0.00	\$ 6,834
3	Avenir Town Center Access Drive Landscape Maintenance	\$ 10,440	\$ 4,650	0.00
4	Avenir Town Center Access Drive Irrigation Maintenance	0.00	0.00	\$ 1,326
5	Northlake Boulevard Parkway Landscape Maintenance	\$ 29,520	\$ 13,100	0.00
6	Northlake Boulevard Parkway Irrigation Maintenance	0.00	0.00	\$ 5,916
7	Northlake Boulevard Median Phase 1 Landscape Maintenance	\$ 11,880	\$ 6,000	0.00
8	Northlake Boulevard Median Phase 1 Irrigation Maintenance	0.00	0.00	\$ 880
9	Coconut Boulevard (Spine Road #2) Landscape Maintenance	\$ 68,880	\$ 10,300	0.00
10	Coconut Boulevard (Spine Road #2) Irrigation Maintenance	0.00	0.00	\$ 13,974
11	Northlake Boulevard Median Phase Two Landscape Plans	\$ 9,360	\$ 1,350	0.00
12	Northlake Boulevard Median Phase Two Irrigation Plans	0.00	0.00	\$ 1,020
13	Avenir Master Lakes – Lake tract Maintenance Plan – Phase One	\$ 73,680	\$ 8,300	0.00
14	Coconut Boulevard (Spine road #1) Streetscape Landscape Plans – Phase 3	\$ 46,800	\$ 7,100	0.00
15	Avenir – Spine Road Phase 3 Irrigation Plans	0.00	0.00	\$ 4,692
16	Avenir Parcel A-4 West Landscape Buffer	\$ 19,620	\$ 10,100	0.00
17	Avenir Parcel A-4 West Irrigation	0.00	0.00	\$ 1,632
18	Avenir Parcel A-4 CDD Park Landscape	\$ 6,840	\$ 1,350	0.00
19	Avenir Parcel A-4 CDD Park Irrigation	0.00	0.00	\$ 306
<b>SUB-TOTAL =</b>		<b>\$ 523,020</b>	<b>\$ 89,750</b>	<b>\$ 36,580</b>
<b>GRAND TOTAL =</b>				<b>\$ 649,350</b>

**Optional Services**

<i>Item No.</i>	<i>Description</i>	<i>Mulching</i>	<i>Replacing Seasonal Annuals</i>	<i>Tree Trimming</i>
		<i>Yearly Amount</i>	<i>Yearly Amount</i>	<i>Yearly Amount</i>
1	Avenir Drive Landscape Maintenance	\$ 44,000	\$ 48,000	0.00
2	Avenir Drive Irrigation Maintenance	0.00	0.00	0.00
3	Avenir Town Center Access Drive Landscape Maintenance	\$ 2,960	0.00	0.00
4	Avenir Town Center Access Drive Irrigation Maintenance	0.00	0.00	0.00
5	Northlake Boulevard Parkway Landscape Maintenance	\$ 8,000	0.00	0.00
6	Northlake Boulevard Parkway Irrigation Maintenance	0.00	0.00	0.00
7	Northlake Boulevard Median Phase 1 Landscape Maintenance	\$ 7,400	0.00	0.00
8	Northlake Boulevard Median Phase 1 Irrigation Maintenance	0.00	0.00	0.00
9	Coconut Boulevard (Spine Road #2) Landscape Maintenance	\$ 37,800	\$ 1,674	0.00
10	Coconut Boulevard (Spine Road #2) Irrigation Maintenance	0.00	0.00	0.00
11	Northlake Boulevard Median Phase Two Landscape Plans	\$ 4,000	0.00	0.00
12	Northlake Boulevard Median Phase Two Irrigation Plans	0.00	0.00	0.00
13	Avenir Master Lakes – Lake tract Maintenance Plan – Phase One	\$ 3,000	0.00	0.00
14	Coconut Boulevard (Spine road #1) Streetscape Landscape Plans – Phase 3	\$ 20,000	0.00	0.00
15	Avenir – Spine Road Phase 3 Irrigation Plans	0.00	0.00	0.00
16	Avenir Parcel A-4 West Landscape Buffer	\$ 5,000	0.00	0.00
17	Avenir Parcel A-4 West Irrigation	0.00	0.00	0.00
18	Avenir Parcel A-4 CDD Park Landscape	\$ 2,000	0.00	0.00
19	Avenir Parcel A-4 CDD Park Irrigation	0.00	0.00	0.00
<b>SUB-TOTAL =</b>		<b>\$ 134,160</b>	<b>\$ 49,674</b>	<b>No Charge</b>
<b>GRAND TOTAL =</b>				<b>\$ 183,834</b>

<i>Item No.</i>	<i>Description</i>	<i>Occurrence</i>	<i>Tree Trimming</i>
<b>LABOR INFORMTION</b>			
1	# of Crew Members Weekly During Growing Season		10
2	# of Crew Members Weekly During non-growing season		8
3	# of Crew Irrigation Maintenance		3
4	Irrigation Tech Labor Rate	As Needed/Requested	\$60/hr
<b>SOD / SEE REPLACEMENT</b>			
1	Bermuda (s.f.)	As Needed/Requested	\$.6/sf
2	St. Augustine (s.f.)	As Needed/Requested	\$.70/sf
3	Bahia (s.f.)	As Needed/Requested	\$.50/sf
4	Dead Sod Removal (Hourly rate)	As Needed/Requested	\$35/hr
5	Sod Installation (hourly rate)	As Needed/Requested	\$35/hr

SECTION 40-2  
SUBCONTRACTOR FORM

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Bidder shall set forth below:

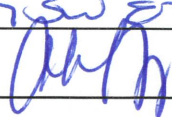
- a. Name and the location of the place of business.
- b. Florida contractor license number.
- c. Portion of the work which will be done by each subcontractor who will perform work or labor or render service to the Contractor in or about the construction of the work in an amount in excess of one-half of one percent (1/2%) of the Contractor's Total Bid Price.

No additional time shall be granted to provide the below requested information. If no subcontractor is specified for a portion of the work, or if more than one subcontractor is specified for the same portion of Work, then the Contractor shall be deemed to have agreed that it is fully qualified to perform that Work, and that it shall perform that portion itself.

Work to be done by Subcontractor	Name of Subcontractor	Location of Business	Contractor License Number
none			

BIDDER: Arazoza Brothers Corporation

ADDRESS: 7027 SW 27th Ct. Miami, FL 33173

BY:  Alberto Arazoza

TITLE: President

### Scrutinized Company Certification

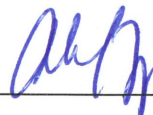
I hereby swear or affirm that as of the date below this company is not listed on a Scrutinized Companies list created pursuant to 215.4725, 215.473, or 287.135, Florida Statutes. Pursuant to 287.135, Florida Statutes I further affirm that:

1. This company is not participating in a boycott of Israel such that is not refusing to deal, terminating business activities, or taking other actions to limit commercial relations with Israel, or persons or entities doing business in Israel or in Israeli-controlled territories, in a discriminatory manner.
2. This Company does not appear on the Scrutinized Companies with Activities in Sudan List where the State Board of Administration has established the following criteria:
  - a. Have a material business relationship with the government of Sudan or a government-created project involving oil related, mineral extraction, or power generation activities, or
  - b. Have a material business relationship involving the supply of military equipment, or
  - c. Impart minimal benefit to disadvantaged citizens that are typically located in the geographic periphery of Sudan, or
  - d. Have been complicit in the genocidal campaign in Darfur.
3. This Company does not appear on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List where the State Board of Administration has established the following criteria:
  - a. Have a material business relationship with the government of Iran or a government-created project involving oil related or mineral extraction activities, or
  - b. Have made material investments with the effect of significantly enhancing Iran's petroleum sector.
4. This Company is not engaged in business operations in Cuba or Syria.

VENDOR/COMPANY NAME:

Arazoza Brothers Corporation

SIGNATURE and DATE:



NAME AND TITLE:

Alberto Arazoza, President

The scrutinized company list is maintained by the State Board of Administration and available at <http://www.sbafla.com/>





# **Arazoza Brothers Corp.**

## **LANDSCAPE & IRRIGATION MAINTENANCE**

### **AVENIR CDD PHASE ONE**

PREPARED FOR:

**AVENIR COMMUNITY DEVELOPMENT DISTRICT  
2501A BURNS ROAD  
PALM BEACH GARDENS, FL 33410**

PROJECT NUMBER:

**201622**

PO Box 924890, Homestead FL 33092 || Phone: 305-246-3223 || Fax: 305-246-0481



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## PERSONNEL

For the Landscape and Irrigation Maintenance at Avenir, the Arazoza Brothers team has been uniquely constructed to deliver performance at the highest quality standards, in the field as well as in the office. Each individual brings a particular set of skills and expertise, in order to assemble a landscape and irrigation maintenance team that will deliver excellence throughout the duration of this project.

As always, the Arazoza Brothers project team starts with the two brothers, Eddy and Albert Arazoza, who are heavily involved in all aspects of the company, and have been for over 30 years. Their corresponding resumes are attached, and highlight their extensive experience in the industry. Other members of the team are listed below and represent over 100 years of experience in the landscape industry.

The maintenance project manager for Arazoza Brothers is George Szabo who has 34 years of South Florida landscape maintenance experience. George has worked on over 50 maintenance projects, including commercial and FDOT work.

The maintenance project manager for Arazoza Brothers is Thomas Dawson who has 40 years of experience in the landscape industry including landscape design, installation and maintenance. Work experience includes working in the HNW communities of Jupiter Island, Admirals Cove, The Bears Club and The Ritz Carlton Golf Club and Spa. He also spent six years as Landscape Superintendent at Ritz Carlton managing the 18 man crew for the maintenance of 150 acres of common area, 83 residential homes and 50 fractional villas.

Superintendent for installation work is Jose Ruiz who has a tenure of 28 years plus with Arazoza Brothers and over 30 years of experience on commercial and FDOT projects. Jose has been the project superintendent for the entire Avenir site since its inception in 2018. Jose is an FNGLA Certified Landscape Technician.

Our irrigation project manager is Francisco Chammorro, who has been running the irrigation maintenance and installation division of AB over 5 years. Francisco has been the irrigation project manager for the Avenir Project since 2018.

Superintendent for irrigation work is Alfonso De La Rosa who has a tenure of 5 years plus with Arazoza Brothers and over 30 years of experience on commercial and FDOT projects.

Our staff arborist is Jessica Zarate, who is a certified arborist will also be quality control supervisor on the project. Jessica is an FNGLA Certified Landscape Technician.

The onsite supervisor for landscape installation will be Elmer Ramos. He has been a valued employee of Arazoza Brothers for over 10 years and has worked on numerous



## PERSONNEL

commercial and FDOT projects. Elmer has been the onsite supervisor for Avenir Spine Road phase 1 since 2018.

The onsite supervisor for irrigation maintenance will be Antonio Hernandez. He has been a valued employee of Arazoza Brothers for over 10 years and has worked on numerous commercial and FDOT projects. Antonio has been the onsite supervisor for the Avenir project since 2018.

Contracts administrator will be Rosey Asensio. Rosey has a tenure of 30 years plus with Arazoza Brothers, with contracts experience ranging from luxury commercial projects to Florida government work throughout the state. Rosey has worked with the Avenir CDD for contract and billing functions since early 2019.

Arazoza Brothers will be dedicating the following full-time manpower to the project:

- 18 Full Time Field Personnel
  - o 1 Landscape Foreman
  - o 8 Landscape Laborers
  - o 1 Irrigation Foreman
  - o 2 Irrigation Laborers
  - o 1 Arborist
  - o 2 Chem Technicians
  - o 1 Chem Foreman
  - o 1 Landscape Superintendent
  - o 1 Irrigation Superintendent
- 2 Office/Field Personnel
  - o 1 Landscape Project Manager
  - o 1 Irrigation Project Manager

A dedicated team of office support staff will be available for this project as well. Their information is listed above.

Resumes and licenses are included for reference.



CONSOLIDATED BALANCE SHEET

ARAZOZA BROTHERS GROUP  
CONSOLIDATED BALANCE SHEETS

ASSETS	December 31,	
	2020	2019
Current Assets:		
Cash and cash equivalents	\$ 1,813,365	\$ 2,174,965
Contracts receivable, net (Note - 2)	2,798,462	5,136,782
Certificates of deposit (Note - 3)	35,319	35,319
Inventory (Note - 4)	1,043,290	1,029,365
Prepaid expenses	119,923	36,703
Equity investments (Note - 5)	1,710,423	730,890
Contract assets, net (Note - 6)	1,476,008	1,958,347
Total current assets	8,996,790	11,102,371
Property, equipment, and capital leases, net (Note - 7)	2,278,451	2,196,887
Other assets:		
Goodwill, net (Note - 8)	42,687	50,949
Due from others (Note - 9)	-	30,000
Security deposit	2,587	-
Loan to related parties (Note - 10)	906,085	12,635
Loan to employees	3,236	7,586
Total other assets	954,595	101,170
Total assets	\$ 12,229,836	\$ 13,400,428

See independent accountants' review report and accompanying notes to these consolidated financial statements.

CONSOLIDATED BALANCE SHEET

	December 31,	
	2020	2019
<b>LIABILITIES AND EQUITY</b>		
Current Liabilities:		
Accounts payable and accrued expenses (Note - 11)	\$ 1,783,223	\$ 2,718,862
Credit line facility (Note - 12)	-	600,000
Current portion of notes payable (Note - 13)	653,247	-
Current portion of long-term debt (Note - 14)	367,303	448,212
Current portion of capital lease obligations (Note - 15)	191,409	203,962
Contract liabilities, net (Note - 6)	1,892,999	1,317,870
Total current liabilities	4,888,181	5,288,906
Notes payable, net of current portion (Note - 13)	673,285	-
Long-term debt, net of current portion (Note - 14)	832,065	1,005,498
Capital lease obligations, net of current portion (Note - 15)	232,659	214,768
Loans from related party	150,000	-
Total liabilities	6,776,190	6,509,172
Contingencies (Note - 16)	-	-
Equity:		
Common stock (Note - 17)	100	100
Additional paid-in-capital	897,900	897,900
Retained earnings	4,018,451	5,218,473
	4,916,451	6,116,473
Noncontrolling interest (Note - 18)	537,195	774,783
Total equity	5,453,646	6,891,256
Total liabilities and equity	\$ 12,229,836	\$ 13,400,428

See independent accountants' review report and accompanying notes to these consolidated financial statements.

**ARAZOZA BROTHERS CORPORATION**

(February 1988 to Present)

**President**

My responsibilities include, but are not limited to: Managing the daily in-house operation, project sales, project design, preparing and finalizing all project bids, securing financial sources, overseeing collections, and supervising employees and office staff. Responsible for sales, marketing, advertising, and daily contact with general public. Responsible for budgeting projects to secure the financial needs of the operation.

**AGRI BROTHERS CORP.**

(Oct 1995 to Present)

**President**

My responsibilities include, but are not limited to: managing and overseeing the operations of over 30 acres of wholesale nursery materials, securing financial sources, overseeing collections, and supervising employees and office staff.

**EDUCATION**

University of Florida, Gainesville,  
Bachelor of Science in Business Administration 1984-87.

Florida International University  
Master of Landscape Architect Completed 2 of 3 years of program.

**AREAS OF SPECIALIZATION**

Florida Licensed General Contractor. Licensed Irrigation Contractor for Dade, Broward, Palm Beach Counties.

**PROFESSIONAL AFFILIATIONS**

Engineering Contractors Association Member  
Board Member 2004-06  
Vice President 2005-06  
Florida Farm Bureau Board Member  
Political Action Committee Chair  
University of Florida IFAS  
Chair Advisory Committee Member

FNGLA Member

Latin Business Association Member-  
Awarded LBA Landscape Contractor of the Year-2014, 2017

Riviera Country Club Member  
1998-Current

**CERTIFICATIONS**

State of Florida Certified Contractor CGC1506166 Exp 8/18  
State of Florida Certified Irrigation Contractor SCC131151972  
Exp 08/18



# EDUARDO ARAZOZA

## VICE PRESIDENT

### ARAZOZA BROTHERS CORPORATION

(February 1988 to Present)

#### Vice President

My responsibilities include, but not limited to: Managing the daily field operations, supervising 65 employees in the field and superintendents, project management, layout, landscape design, purchasing of plants, equipment, and materials. Responsible for continuous research in the plant industry, ensured up-to-date techniques and procedures in the maintenance and installation of new material.

### AGRI BROTHERS CORP.

(Oct 1995 to Present)

#### Vice-President

My responsibilities include, but are not limited to: managing and overseeing the operations and production of over 30 acres of wholesale nursery materials, project inventory requirements, analyze plant production, and supervising employees.

### COSTA NURSERY FARMS

(July 1982 to January 1988)

#### Sales Manager

Solicited new accounts, ensured customer satisfaction, and secured prompt delivery of orders.

#### Production Manager

Analyzed plant production, inspected plants for diseases and growth schedules, and projected all inventory requirements.

### EDUCATION

Valley Forge Military Academy

### AREAS OF SPECIALIZATION

Florida Certified Landscape Contractor License.

### PROFESSIONAL AFFILIATIONS

FNGLA Member

FNGLA Board Member

Engineering Contractors Association Member

Riviera Country Club Member

### CERTIFICATIONS

FNGLA Florida Certified Landscape Contractor Exp 3/16







## **EDUARDO ARAZOZA JR.**

### **PROJECT MANAGER**

#### **ARAZOZA BROTHERS CORPORATION**

**(January 2018 to Present, 6/2014 - 8/2014, 6/2013 - 8/2013))**

#### **PROJECT MANAGER**

My responsibilities include but are not limited to: Managing multiple projects including commercial and FDOT projects, coordinating material delivery to site, planning and scheduling work, meeting with project inspectors and contractors, processing permits, change orders, project and close out.

I have successfully completed the following projects:

- Avenir Phase 1 Streetscape, Palm Beach County
- MDX Dolphin Station Park & Ride, Miami-Dade County
- Biscayne Shores & Gardens Park, Miami-Dade County
- Unit 2C- Alton Parcel G PCD Landscape Buffer Imp., Palm-Beach County (in progress)
- PGA Blvd. & Florida Turnpike, Palm Beach County
- I-75/Bonita Beach Road Interchange, Lee County
- Portofino Landings, St. Lucie County
- Portofino Cove, Lee County
- Ft. Pierce/Port St.Lucie Rest Area, St. Lucie County

#### **PREVIOUS EMPLOYERS**

**Deutsche Asset Management (6/2016- 1/2018)**

##### **Asset Management Operations Analyst**

Partner with Portfolio Managers, Counterparties, and Custodians to fulfill the execution and confirmation of swaps, swaptions, futures, and other financial products in the derivatives space. Work directly with Mortgage Backed Security Traders and Portfolio Managers to fulfill the confirmation and settlement of specified pool trades and to-be-allocated trades, as well as complete pre-settlement allocations of all TBA funds.

**Merrill Lynch/Bank of America (6/2015-8/2015)**

##### **Client Associate**

Collaborated with the Senior Resident Director and Financial Advisor of the Miami Falls Branch, working on the account and relationship management of over eighty client portfolios with AUM of over \$300 million. Analyzed client portfolio diversification and suitability and assisted in developing programs to improve client-advisor relations.

#### **EDUCATION**

Florida State University

Bachelor of Science in Business Finance



## GEORGE N. SZABO

### MAINTENANCE PROJECT MANAGER

#### EXPERIENCE:

- Currently employed as Director of Landscape Maintenance at Arazoza Brothers Corp.
- Landscape Superintendent at Trump National Golf Club Jupiter, Florida
- 10 years tenure at ValleyCrest/Brightview Landscape Services South Florida Region as Account Manager, Lead Designer, Estimator, Enhancements Manager and Business Developer Roles
- 6 years owner operator What's In Outside Landscaping Palm City, Florida
- 7 years Community Association Management experience in Martin and Palm Beach Counties
- 10 years tenure Szabo Landscaping- Jupiter, Florida
- Strong leadership and team building skills with the ability to motivate individuals to develop their talents and succeed in the landscape industry.
- Budgeting, Employee and Time Management and Organizational Skills.

#### Background:

- Owned and operated What's In Outside Landscape and co owner of What's In Outside Gift and Garden Center of Palm City, Florida
- Purchasing, marketing and business development of What's In Outside as well as customer relations, accounts payable and accounts receivable.
- Strong relationships with Community Association Management Companies, Association Managers, homeowners, homeowner associations, vendors, local businesses and their representatives in Broward, Palm Beach, Martin, St. Lucie and Indian River Counties.
- Extensive knowledge in horticultural practices, insect, disease and plant identification, landscape design, estimating and sales.
- Military- United State Army 82nd Airborne

#### Certifications:

- Certifications received in Irrigation Technician 1, Best Management Practices (Fertilization & Pest Control), Wheel Loader Operator, OSHA Certified in Crane Signalman, Trencher and Proper Shoring, MOT Certified (Traffic Control) and CPR.
- Licensed Community Association Manager- License #14667







# JOSE (PEPE) RUIZ SUPERINTENDENT

## EDUCATION

Escuela Secundria Tenica 23,  
Mexitacacn Jalisco, Mexio

## AREAS OF SPECIALIZATION

ATSSA Worksite Traffic Supervisor  
ID#37

OSHA Certified 10

## SUPERINTENDENT

**June 2004 to current – Project Superintendent-** my responsibilities include but are not limited to managing the daily field operations, weekly safety meetings, in the field design changes as well as project plan layout, overseeing 5 field crews on various projects, meeting with project inspectors and contractors.

**Mar 1993 to June 2004 – Foreman-** my duties included but were not limited to supervising a 5-man crew on job sites, project design and layout, and safety issues, installation of plan layout, equipment operator.

**Jan. 1992 to Mar. 1993 – Field Worker-** my duties included but were not limited to installing plants, trees, shrubs and other plant materials as per landscape plans, driver of the crew, overseeing the project, and specs and operating some equipment.

## RELEVANT PROJECTS

Project: Residences at Armani/Casa, Miami-Dade County \$2.1 million

Project: Avenir Phase 1 Streetscape, Palm Beach County \$4.7 million

Project: Unit 2C- Alton Parcel G PCD  
Landscape Buffer Imp., Palm Beach County \$1.5 million

Project: Paraiso Community, Miami-Dade County \$2.5 million





# THOMAS J. DAWSON

## MAINTENANCE PROJECT MANAGER

### Objective

Accomplished management professional in estate and property management with six years of Ritz-Carlton Management experience. Demonstrated abilities in operational leadership, project and program management, creative problem solving and process improvement. Proven track record in budget preparation and implementation.

### Ability Summary

- Estate and Property Management (Florida CAM License 2011 – 2015)
- Project Management
- Budget Preparation
- Excellent Written and Verbal Communication Skills
- Professional Landscape Experience

### Employment History

#### Maintenance Operations Manager

10/2020 – Present      Arazoza Brothers Corp.      7027 SW 87th Ave, Miami, FL

Responsible for day-to-day operations of the maintenance branch of Arazoza Brothers, Corp.

- Oversight for high end residential accounts
- Coordinate crew scheduling and equipment requirements
- Facilitate crew training onsite, in order to complete projects in an efficient and detail-oriented manner
- 

#### Property Manager

05/2015 – 9/2020      Deeridge Farms South      12500 Pierson Road, Wellington, FL

The day to day management of all activities on a 205 acre private equestrian facility.

- Manage the daily opening and closing of the Principals private residence.
- Work in tandem with the household staff to ensure the Principals needs are met.
- Report directly to the Principal on the status of projects in progress and future projects.
- Manage all vendors and contractors and provide assistance to vendors during special events.
- Develop and implement schedules for grounds maintenance and equipment upkeep.
- Manage 20 person landscape staff that is responsible for the care and maintenance of 60 acres of highly manicured landscape and turf and 145 acres of equestrian grounds. The staff is comprised of two assistant managers, a florist, turf manager, equipment manager, spray technician, handyman and 13 groundskeepers.

#### Project Manager

10/2014 - 05/2015      PGA National Resort and Spa      400 Ryder Cup Drive, PBG, FL

- Hired by the Director of Agronomy to assemble and train the landscape maintenance staff for the 10 acre resort.
- Developed and implemented procedures and schedules for grounds maintenance.
- Designed and installed landscape enhancement projects throughout the resort including the front drive, spa, pool and conference areas.
- Supported the IMG staff and PGA National staff in the staging of all corporate and vendor spaces during the Honda Classic.

#### Director of Residences

10/2011 – 09/2014                      Ritz-Carlton Residences, Jupiter                      108 Night Hawk Dr, Jupiter, FL

The day to day management of the Eagle Tree Property Owners Association.

- Managed the Residential Services Department (Concierge Services for Homeowners)
- Oversight of Community Governance
- Budget Preparation
- Meeting Organization and Notice
- Board and Owner Communication
- Service Contract Negotiation and Vendor Oversight
- Served on The Eagle Tree HOA Architectural Review Board
- Managed the 1.1 million dollar landscape contract

#### Landscape Superintendent

08/2008-10/2011                      Ritz-Carlton Residences, Jupiter                      108 Night Hawk Dr, Jupiter, FL

Management of 18 person landscape crew for 83 single family homes and common areas located on 153 acres. This includes all aspects of landscape maintenance, pest control, irrigation and landscape enhancements.

#### Account Manager

01/2003-08/2008                      Valleycrest Landscape                      Dixie Highway, Stuart, FL

The management of three crews servicing 15 accounts totaling 1.8 million in annual revenue.

#### Education and Training

Lake City Community College                      Lake City, FL                      Landscape Design

#### Honors & Activities

Florida Cam License

Franklin Covey Breakthrough Leadership Training

Member of The Ritz-Carlton, Jupiter Executive Committee

Board Member of the Crestwood Condominium Owners Association 2015 – 2017

Board President of the Crestwood Condominium Owners Association 2016 - 2017



With over 30 years of Landscape, Irrigation and Maintenance experience, Arazoza Brothers has completed a wide range of different maintenance projects, ranging from luxury hi-rise condominiums to multiple projects for Florida's Department of Transportation. Attached you will find a list of some of the projects we have completed across the State of Florida. Our experience has allowed us to become a leader in the field, as well as fostered relationships across multiple industries.

In regards to the landscaping and irrigation maintenance at Avenir, Arazoza Brothers is uniquely positioned to handle this project and the moving parts that come with it. We have been the contractor at the Avenir development for the lifetime of the project, and have installed landscape and irrigation in the following areas:

- Spine Road Phase 1
- Spine Road Phase II
- Town center Access Bypass Road
- Northlake Blvd. Median
- Northlake Blvd. Right of Way & Streetscape
- Parcel A-4 East Buffer
- Parcel A-4 Sales Center
- Parcel A-4 Common Areas
- CDD Park
- Lake Banks throughout the Avenir Development

Having installed all plant material and sod that is in this maintenance package, our team has the expertise and familiarity to maintain these landscapes properly. Our familiarity with the current landscape and soil conditions on the project, allows us to develop consistent maintenance plans that will allow the plant material to thrive. Avenir has one of the most diverse landscapes in the Palm Beach Gardens area, and our project team is aware of the different needs of each area and has been maintaining these areas over time to allow them to flourish. Our expertise and familiarity will be essential in order for Avenir to be maintained to the standards that all stakeholders and residents will be expecting.

Within Avenir, we have built strong relationships with our fellow contractors who have been working alongside us to make this project the success it has become. Through constant communication and site coordination, we have worked together with all site contractors, to ensure that there will be no future conflicts in the development of this project. Contractors that we have worked with on site include but are not limited to:

- Florida Select Builders
- H&J Contracting
- Centerline Construction
- Viking Utility Services
- Ranger Construction
- Sea Coast Utility Authority
- Ballbe & Associates



Arazoza Brothers intends to enter this contract with a clear understanding and vision for the scope of work that is being requested. In addition to our past work with all parties involved at Avenir, we have analyzed the Avenir site in its entirety and are prepared to fulfill the vision and standards that will be expected for the maintenance of the site. We are fully prepared to fulfill all duties asked of Arazoza onsite, and to build this project in its entirety from start to finish. Duties for this project include but are not limited to:

- Landscape and Irrigation Maintenance throughout the following sites:
  - Spine Road Phase 1
  - Spine Road Phase II
  - Spine Road Phase III
  - Town center Access Bypass Road
  - Northlake Blvd. Median
  - Northlake Blvd. Right of Way & Streetscape
  - Parcel A-4 East Buffer
  - CDD Park
  - Lake Banks throughout the Avenir Development
- Lawn Service
  - Mowing to be performed 42 times per year:
    - Three mows per month for months January, February, March, October, November, and December
    - Four mows for the months of April, May, June, July, August and September
  - Weeding: Minimum of 12 times per year
  - Hedge Trimming: 12 times per year
  - Ornamental Care: Per specs in project bid manual
  - Sod Replacement: Replace sod as needed and with District Manager Approval
  - Ground cover edging per project specs in bid manual
  - Plant pruning per project specs in bid manual
  - Stake Monitoring and Removal
  - Porter Service
- Fertilization and Spray Services:
  - Lawn fertilization minimum 4 times per year.
  - Fertilization of shrubs & ornamentals minimum 4 times per year.
  - Trees minimum 4 times per year.
- Integrated Pest Management Program per project specs in bid manual.
- Pre-emergent and Post-emergent herbicide application per project specs in bid manual.
- Dead tree and shrub removal and replacement, employing the “a missing shrub is better than a dead shrub” tactic.
- Irrigation maintenance per project specs in bid manual.
  - Minimum 12 inspections annually to ensure proper function.
- Optional Services
  - Mulching



- Arazoza Brothers has performed mulch replenishment for Spine Road Phase I and Norhtlake Blvd. Parkway in the past.
- o Replacing Seasonal Annuals
  - With our knowledge of the site, we have identified the optimal annuals to plant in Avenir as well as the proper potting soil for the environment on site.
- o Tree Trimming
  - Furnish work schedules. Organization and coordination will be crucial throughout the lifetime of this project.
  - On-site coordination with all participating contractors and utility authorities
  - Coordination with all involved city officials
  - Coordination with Urban Design Kilday Studios
  - Coordination with the Community Development District
  - Site coordination with the Ballbe & Associates Team

Our experience working throughout the development has put us in a position to understand exactly what the District's vision is for Avenir is going forward. We understand the need for this development, and what it will bring to the community, allowing us to put a plan in place to fulfill all duties requested of us onsite.

### Certifications, Licenses and Qualifications

<b>MBE Certifications</b>	<b>Exp Date</b>
City of Orlando	3/31/2021
City of Tampa	7/31/2021
State of Florida Dept of Supplier Diversity "Florida Statewide"	6/4/2021
Southern Florida Minority Supplier Development	6/1/2021
Lee County	6/4/2021
Miami-Dade County Public Schools	11/7/2020
MDX Local Business	11/16/2021

<b>Contractor Licenses</b>	<b>Exp Date</b>
State of Florida Registered Contractor CGC#1506166	8/31/2022
State of Florida Registered Irrigation Contractor SCC131151972	8/31/2022
Miami Dade County GC #7394521	9/30/2021

<b>Landscape Licenses</b>	<b>Exp Date</b>
Dade County Occupational #222152-1	9/30/2021
Broward Tree Trimming #189C-129	9/30/2021
Broward County Occupational #324-0224739	9/30/2021
City of Doral 2016009020	9/30/2019
Collier County Contractor License #34894	9/30/2021
Duval County/ City of Jacksonville #134124	9/30/2019
Palm Beach County #1996-09852	9/30/2018
DEP Stormwater Mgt Instructor DEP#221	

<b>Irrigation Licenses</b>	<b>Exp Date</b>
Dade County Occupational #407669-1	9/30/2021
Dade County Municipal #30-4076691	9/30/2021
Dade County CC #04P000860	9/30/2021
Broward County Occupational #182-000125	9/30/2021
Broward County CC#04-CLS-741-R	9/30/2021
Martin County #CIS4274	9/30/2020
Orange County #IS0000421	9/30/2018
Palm Beach County Occupational #2005-01572	9/30/2018
Palm Beach County CC#U-20084	9/30/2019
St Lucie County #PSL12*11385	9/30/2019
Volusia County #11102801	9/30/2019

<b>Qualifications</b>	<b>Exp Date</b>
Florida Certified Landscape Contractor (FNGLA) #C360148	3/31/2022
FDOT Landscape Contractor Prequalification	6/30/2021
City of Clearwater	8/7/2022

EMR factor rating is 2013 .89  
 EMR factor rating is 2012 .91  
 EMR factor rating is 2011 .84  
 EMR factor rating is 2010 .87



PO Box 924890, Homestead Florida 33092 - Phone (305) 246-3223 - Fax (305) 246-0481

# Past Experience

<u>Class of Work</u>	<u>Contract Amt.</u>	<u>DOC</u>	<u>Completion</u>	<u>% Complete</u>	<u>Name/Address of Owner</u>
<b>Prime-Contractor</b> Avenir Phase 1 Streetscape AB1145	\$4,780,121.38	1/24/18	May-20	100%	Avenir Development 550 Biltmore Way, #1110 Coral Gables, FL 33134 Contact: Manuel Mato Phone: (305) 461-2440
<b>Prime-Contractor</b> Avenir - Coconut Boulevard (Spine Road #2) AB1316	\$2,110,572.93	9/22/20	May-21	98%	Avenir Community Development District  2501A Burns Road Palm Beach Gardens, FL Contact: Manuel Mato Phone: (305) 461-2440
<b>Prime-Contractor</b> Unit 2C- Alton Parcel G PCD Landscape Buffer Imp. AB1234	\$1,549,729.00	5/17/19	May-20	90%	Northern Palm Beach Co. Imp. District 359 Hiatt Drive Palm Beach Gardens, FL 33418 Contact: Tim Helms Phone: (561) 624-7830
<b>Prime-Contractor</b> Avenir - Parcel A-4 AB1319	\$762,016.00	9/22/20	May-21	98%	Avenir Community Development District 2501A Burns Road Palm Beach Gardens, FL Contact: Manuel Mato Phone: (305) 461-2440
<b>Prime-Contractor</b> Western Way & Floridian Place Area Development Construction AB1228	\$1,610,297.20	4/15/19	Nov-19	100%	Reedy Creek Improvement District 1900 Hotel Plaza Blvd. Lake Buena Vista, FL 32830 Contact: Craig Sandt Phone: (407) 828-2270
<b>Prime-Contractor</b> SR429 Wekiva Parkway AB1214	\$ 1,931,355	12/13/18	Jul-19	100%	Central Florida Expressway Aut. 4974 ORL Tower Rd Orlando, FL 32807 Contact: Ben Baker Phone: 321-354-9716
<b>Sub-Contractor</b> Residences by Armani/ Casa 18975 Collins Ave. Sunny Isles Beach AB1159	\$2,119,657	5/11/18	Nov-19	100%	Coastal Construction of South FL 5959 Blue Lagoon Drive Suite 200 Miami, FL 33126 Contact: Kyle Long Phone: 786-707-3554
<b>Sub-Contractor</b> Westview Site Dev. Project#66-16-01-0100 AB1123	\$1,186,209.00 COs \$1,265,697	10/7/17	Dec-19	100%	Alston Construction 35 Music Square East, Suite 301 Nashville, TN 37203 Contact: Michael Hurley Phone: 615-277-2879

<b><i>Project Schedule (Hours)</i></b>		
<b><i>Description</i></b>	<b><i>Hours per Occurrence (42)</i></b>	<b><i>Hours per Occurrence (12)</i></b>
	<b><i>Mowing</i></b>	<b><i>Detail</i></b>
Avenir Drive Landscape Maintenance	98	342
Avenir Town Center Access Drive Landscape Maintenance	4	15
Northlake Boulevard Parkway Landscape Maintenance	14	32
Northlake Boulevard Median Phase 1 Landscape Maintenance	6	12
Coconut Boulevard (Spine Road #2) Landscape Maintenance	30	88
Northlake Boulevard Median Phase Two Landscape Plans	4	12
Avenir Master Lakes – Lake tract Maintenance Plan – Phase One	58	0
Coconut Boulevard (Spine road #1) Streetscape Landscape Plans – Phase 3	20	60
Avenir Parcel A-4 West Landscape Buffer	1	51
Avenir Parcel A-4 CDD Park Landscape	2	12
	<b>237</b>	<b>623</b>





Ron DeSantis, Governor

Halsey Beshears, Secretary



**STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**CONSTRUCTION INDUSTRY LICENSING BOARD**

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE  
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

**ARAZOZA, ALBERTO JOSE**

ARAZOZA BROTHERS CORPORATION  
15901 SW 242 STREET  
HOMESTEAD FL 33031

**LICENSE NUMBER: CGC1506166**

**EXPIRATION DATE: AUGUST 31, 2022**

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)



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This is your license. It is unlawful for anyone other than the licensee to use this document.

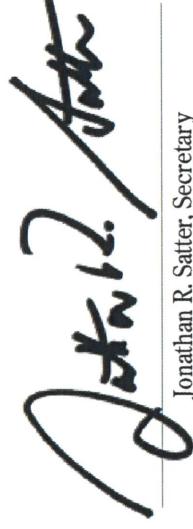


# State of Florida

## Minority Business Certification

### Arazoza Brothers Corporation

Is certified under the provisions of  
287 and 295.187, Florida Statutes, for a period from:  
04/13/2021 to 04/13/2023



Jonathan R. Satter, Secretary  
Florida Department of Management Services



# **PROJECT MANUAL**



## **AVENIR**

*Scope of Work:*

### **LANDSCAPE & IRRIGATION MAINTENANCE** **AVENIR CDD PHASE ONE**

*Prepared for:*

**AVENIR COMMUNITY DEVELOPMENT DISTRICT**

2501A Burns Road  
Palm Beach Gardens, FL 33410

*Prepared by:*



**BALLBÉ & ASSOCIATES, INC.**

2737 Northeast 37<sup>th</sup> Place  
Fort Lauderdale, FL 33306  
(954) 491-7811

March 3<sup>rd</sup>, 2021

---

Date: February 25, 2021

Re: **LANDSCAPE & IRRIGATION MAINTENANCE**  
**AVENIR CDD PHASE ONE**  
City of Palm Beach Gardens, Palm Beach County, Florida

Project No.: **201622**

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**AVENIR COMMUNITY DEVELOPMENT DISTRICT** invites you to submit a proposal for the work described in the attached Project Manual, Bid Documents and Specifications for the above referenced project.

The Project Manual will be available beginning **March 3<sup>RD</sup>, 2021**. The Project Manual will include, but not be limited to the invitation to bid, contract documents, plans and specifications.

If you have any questions or require any additional information, please do not hesitate to call me.

Sincerely,

**BALLBÉ & ASSOCIATES, INC.**

A handwritten signature in blue ink, appearing to read 'C. Ballbé', with a stylized flourish at the end.

Carlos J. Ballbé, P.E., LEED® A.P.

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Section	Description
10	Invitation to Bid
20	Instructions to Bidders
40	Form of Proposal & Subcontractor Form
Exhibit	Description
1	Avenir Drive (Spine Road #4) Street Landscape Plans – Phase 1 prepared by Urban Design Kilday Studios
2	Avenir Drive (Spine Road #4) Streetscape Irrigation Plans – Phase 1 prepared by Gardner Irrigation Design, Inc.
3	Avenir Site Plan #1 – Town Center Access Drive Landscape Plans prepared by Urban Design Kilday Studios
4	Avenir Site Plan #1 – Town Center Access Drive Irrigation Plans prepared by Gardner Irrigation Design, Inc.
5	Avenir Site Plan #1 - Northlake Boulevard Parkway Landscape prepared by Urban Design Kilday Studios
6	Northlake Boulevard Parkway Streetscape Irrigation Plans – Phase 1 prepared by David Font Design
7	Avenir - Northlake Boulevard Irrigation Plan Phase 1 prepared by Urban Design Kilday Studios
8	Avenir - Northlake Boulevard Irrigation Plan Phase 1 prepared by David Font Design
9	Coconut Boulevard (Spine Road #2) Streetscape Landscape Plans Phase 2 prepared by Urban Design Kilday Studios
10	Avenir Spine Road Phase #2 Streetscape Irrigation Plans prepared by David Font Design
11	Northlake Boulevard Median Phase Two Landscape Plans
12	Northlake Boulevard Median Phase Two Irrigation Plans
13	Avenir Master Lakes – Lake tract Maintenance Plan – Phase One
14	Coconut Boulevard (Spine road #1) Streetscape Landscape Plans – Phase 3 prepared by Urban Design Kilday Studios
15	Avenir – Spine Road Phase 3 Irrigation Plan prepared by David Font Design
16	Avenir Parcel A-4 West Buffer Landscape Plans prepared by Urban Design Kilday Studios

- 17 Avenir Parcel A-4 West Buffer Irrigation Plans prepared by David Font Design
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## **PROJECT DESCRIPTION**

The District is seeking bids for the maintenance of the landscape and irrigation system within the AVENIR community. The general services to be rendered consist of the following:

### **A. LAWN SERVICE:**

- 1) Cutting lawn **42** times per year as follows:
  - a) Three (3) cuttings per month for the months of January, February, March, October, November, and December.
  - b) Four (4) cuttings per month for the months of April, May, June, July, August and September.
- 2) Weeding of plant beds 12 times per year.
- 3) Trimming hedges 12 times per year.
- 4) Ornamentals:
  - a) Ixora, Hibiscus, Trinettes, etc. will be trimmed as needed using correct Horticultural Practices.
  - b) Edging or weed eating of all walkways, flower beds, perimeters of buildings and streets, but excluding edging of corrugated aluminum, plastic, glass, or plastic sheeting. Stone covered flower beds that do not have steel, cement or brick borders will not be edged.
  - c) Removal from property of all debris resulting from work on the same day that services are rendered.
  - d) Occasionally broken and nuisance tree limbs, brown palm fronds and fronds hitting structures that can be reached with extension saws from the ground will be removed up to 12 (twelve) feet. This service is not a replacement for normal annual tree trimming services. Lower branches and suckers will be trimmed to a clean height of 8 (eight) feet.
  - e) All turf obstacles shall be identified. Where possible all turf shall be free of obstacles as to prevent damage from equipment i.e. trees, landscape lighting, seating, statuary. Where necessary turf obstacles shall be maintained with a string trimmer.
  - f) Roses should be trimmed back, dead headed and fertilized consistently so as to promote healthy and even growth and consistent budding.
- 5) Replace dead common area sod up to one pallet within two (2) weeks of identifying the disturbed area. Sod replacement equaling more than one pallet shall be approved by the District Manager in advance. Contractor should take care to not scalp the sod by adjusting mower height as needed.

- 6) Edge ground cover as needed to keep within bounds and away from obstacles. Concrete edging, including all sidewalk areas, including backs of curbs will be performed consistent with the mowing schedule for turf areas. Sidewalks, curbs, and pavement will be blown or vacuumed clean of turf and like debris, not including heavy sand, by forced air machinery, after every mowing.
- 7) Shrubs and groundcover shall be maintained at a height that will not disrupt clear line of site at all vehicular intersections. Foundation shrubs planted at the base of any building or signage/hardscape element in the landscape shall be maintained to a height not less than 6" below any signage or directional graphic or lettering associated with building identification systems. Foundation shrubs planted at the base of any building or signage/hardscape element should be trimmed to compliment any architectural banding and/or detailing so as not to block any such detail from view.
- 8) Pruning of plants, which overhang curbs and sidewalks shall be addressed regularly. Pruning of bushes includes maintaining the current shape and specifically does not include changing the shape of the plant as in a cut back. Mass planted shrubs shall not be pruned individually. Tops of shrub masses shall be pruned to a consistent height, but sides of shrubs shall be allowed to grow together into a full solid mass. All shrubs shall be pruned in such a way as to provide a clean and neat appearance.
- 9) Stakes are to be inspected and adjusted or removed as necessary. When trees attain a trunk caliper of 4" or substantial root development stability, removal will be discussed with District Manager.
- 10) All landscape areas shall be inspected on days of service and excess debris and litter removed. Dead and fallen tree limbs and palm fronds should be removed from the turf and beds during each visit. Gardening debris, generated from the Contractor's work, shall be removed from all surface areas on days of service. This excludes heavy leaf fall pickup from parking areas, sidewalks, etc.

**B. FERTILIZATION AND SPRAY SERVICES:**

- 1) Lawn fertilization four (4) times per year.
- 2) Fertilization of shrubs & ornamentals four (4) times per year.
- 3) Trees four (4) times per year.

- 4) Integrated Pest Management monthly. Spray technician will visit the property. At that time, they will make a thorough inspection of all the above areas and apply the necessary products to control insects and weeds.
  - a) Weeds and insects in lawns will be treated as required.
  - b) Chewing insects such as Aphids on shrubs and ornamentals will be treated as required.
  - c) Call backs will be done at no additional charge.

Insects not covered under pest control specification include diamond or lac scale, ficus whitefly (any forms of whitefly), Nematodes, Asian scale, newly identified pest diseases and fungus. The treatment of these insects will be provided by a separate purchase order or change order should the need arise to treat for these pests.

- 5) The Contractor shall keep beds reasonably free of broadleaf or grassy weeds, preferably with pre-emergent and/or selective post-emergent/contact herbicides. Beds around Amenity Center and Amenities should be weeded by hand on a regular basis.

Pre-emerge: This type of control should be used only if a known weed problem warrants its use.

Post-emerge: Control broadleaf weeds with selective herbicides. The chosen chemical will be recommended and legally approved for the specific weed problem.

- 6) Apply fertilizer as warranted. The number of applications will be dependent on the type of nitrogen used and the type of plant material being fertilized. Soil samples should be taken if Contractor encounters problematic areas of the community in order to determine the best remediation plan for those areas.
- 7) Dead plants should be removed from all landscaping beds while performing maintenance in that area each week or month. Contractor should provide a proposal to District Manager each month to replace all dead and removed shrubs and plants in common area beds. Dead and replacement plants located on individual lots should be discussed with owner. *"A missing shrub is better than a dead shrub"*.

**C. IRRIGATION SERVICES:**

The Contractor shall visually inspect the entire common area irrigation system once a month for a total of 12 inspections annually to ensure optimal performance. The Contractor will be responsible for controlling all irrigation water use in compliance with the St. Johns River Water Management guidelines and will ensure minimal water use while providing sufficient water use for proper plant nutrition, particularly during the growing season. Services to be provided include but are not limited to the items listed below:

- 1) Inspection of all the sprinkler heads zone by zone.
- 2) All sprinkler heads shall be checked for proper operation and coverage monthly. Contractor shall be solely responsible for the repair and replacement of any all irrigation heads or irrigation equipment damaged by landscape personal during routine landscape maintenance.
- 3) Replace or repair broken sprinkler heads caused by the Contractor's employees and/or equipment.
- 4) Clean and adjust heads to insure proper coverage.
- 5) Verify correct operation of control valves. The Contractor shall inspect all valves and valve boxes for broken or stuck valves or missing valve box lids, and replacing as needed. Contractor shall be solely responsible for the repair and replacement of any all irrigation heads or irrigation equipment damaged by landscape personal during routine landscape maintenance.
- 6) The Contractor shall adjust watering schedules to correspond with seasonal color installation, fertilization applications, and pest control operations. Water schedules will be adjusted as needed based on season and rainfall amounts.
- 7) Inspect controllers for proper operation.
- 8) Reprogram controllers according to seasonal requirements or imposed restrictions.
- 9) Any services or repairs not listed above will be contracted by a separate purchase order or change order. Provide hourly rates for the following services:
  - a) Labors for repairs \$42 per hr
  - b) Technicians for repairs \$55 per hr
  - c) Technicians assistants for repairs \$42 per hr



**D. OPTIONAL SERVICES:**

Provide budget for following optional services:

- a) Mulching
- b) Replacing Seasonal Annuals
- c) Tree Trimming

**E. OTHER INCLUDED:**

- a) Furnish a monthly work schedule on or before the first of each month outlining the specific work to be performed pursuant to this agreement for the following month.
- b) Bidder shall be available in the event Avenir Community Development District deems it necessary to have specific work done prior to or after a major storm or act of nature. Any major repair or extra work done due to storms or acts of nature are not to be covered in the above stated services.
- c) Bidder shall assure that there are qualified workers on the job site to complete all phases of their operation, within reasonable time limits. The Bidder will see that their crews are kept together and are not scattered about the property. Bidder's employees are supervised by an English speaking, experienced supervisor who will be on the job site during working hours.
- d) Bidder shall perform all our services herein so as to be in compliance with laws, ordinances and regulations of federal, state, county and municipal authorities as may be applicable.
- e) Bidder shall provide a uniform shirt and hat to all of its employees who are performing work on the property.
- f) The Bidder will guarantee that the work in this contract will be finished in a timely manner and any work left undone will be corrected or repaired without delay on the following business day.

**F. RESPONSIBILITIES:**

- a) Bidder will be responsible for and will guarantee all work outlined above.
- b) Shrubs, trees or plants, as well as sprinkler heads damaged by Bidder shall be replaced Bidder at Bidder's expense.

**G. GENERAL CONDITIONS:**

Refer to attached documents.



H. MISCELLANEOUS:

N/A

**BID FORMAT**

This Bid Format is intended to cover the landscape and irrigation services delivered to Avenir Community Development District. Plans have been provided to delineate the area of service and work to be performed; maintenance of the landscape and irrigation shall comply with the design and specification standards shown on the plans.

In order to determine accurate pricing for the landscape and irrigation services to be delivered to the District, Bidders shall refer to the Landscape and Irrigation Maintenance Specifications which provide the details of the work to be performed by the Bidders if awarded the Contract.

The bid amounts shall be completed by the Bidder. The bid amount entered shall correspond with the scope of services provided in the Landscape and Irrigation Maintenance Specifications for the District.

Bidder shall provide bid prices for the items listed above and as necessary to perform the Work specified on the bid documents.

The bid price for the Work shall be broken down as follows (use attached Excel file provide for reference):

**LAWN SERVICE/ FERTILIZATION AND SPRAY SERVICES/ IRRIGATION SERVICES**

<b>Item No.</b>	<b>Description</b>	<b>A. Lawn Service</b>	<b>B. Fertilization and Spray Services</b>	<b>C. Irrigation Services</b>
		<b>Yearly Amount</b>	<b>Yearly Amount</b>	<b>Yearly Amount</b>
1	Avenir Drive Landscape Maintenance	\$	\$	
2	Avenir Drive Irrigation Maintenance	\$		\$
3	Avenir Town Center Access Drive Landscape Maintenance	\$	\$	
4	Avenir Town Center Access Drive Irrigation Maintenance			\$
5	Northlake Boulevard Parkway Landscape Maintenance	\$	\$	
6	Northlake Boulevard Parkway Irrigation Maintenance			\$
7	Northlake Boulevard Median Phase 1 Landscape Maintenance	\$	\$	
8	Northlake Boulevard Median Phase 1 Irrigation Maintenance			\$
9	Coconut Boulevard (Spine Road #2) Landscape Maintenance	\$	\$	
10	Coconut Boulevard (Spine Road #2) Irrigation Maintenance			\$
11	Northlake Boulevard Median Phase Two Landscape Plans	\$	\$	
12	Northlake Boulevard Median Phase Two Irrigation Plans			\$
13	Avenir Master Lakes – Lake tract Maintenance Plan – Phase One	\$		
14	Coconut Boulevard (Spine road #1) Streetscape Landscape Plans – Phase 3	\$	\$	
15	Avenir – Spine Road Phase 3 Irrigation Plans			\$
16	Avenir Parcel A-4 West Landscape Buffer	\$	\$	

17	Avenir Parcel A-4 West Buffer Irrigation			\$
18	Avenir Parcel A-4 CDD Park Landscape	\$	\$	
19	Avenir Parcel A-4 CDD Park Irrigation			\$
<b><i>SUB-TOTAL =</i></b>		\$	\$	\$
<b><i>GRAND TOTAL =</i></b>				\$



**OPTIONAL SERVICES:**

<b><i>Item No.</i></b>	<b><i>Description</i></b>	<b><i>Mulching</i></b>	<b><i>Replacing Seasonal Annuals</i></b>	<b><i>Tree Trimming</i></b>
		<b><i>Yearly Amount</i></b>	<b><i>Yearly Amount</i></b>	<b><i>Yearly Amount</i></b>
1	Avenir Drive Landscape Maintenance	\$	\$	\$
2	Avenir Drive Irrigation Maintenance	\$	\$	\$
3	Avenir Town Center Access Drive Landscape Maintenance	\$	\$	\$
4	Avenir Town Center Access Drive Irrigation Maintenance	\$	\$	\$
5	Northlake Boulevard Parkway Landscape Maintenance	\$	\$	\$
6	Northlake Boulevard Parkway Irrigation Maintenance	\$	\$	\$
7	Northlake Boulevard Median Phase 1 Landscape Maintenance	\$	\$	\$
8	Northlake Boulevard Median Phase 1 Irrigation Maintenance	\$	\$	\$
9	Coconut Boulevard (Spine Road #2) Landscape Maintenance	\$	\$	\$
10	Coconut Boulevard (Spine Road #2) Irrigation Maintenance	\$	\$	\$
11	Northlake Boulevard Median Phase Two Landscape Plans	\$	\$	\$
12	Northlake Boulevard Median Phase Two Irrigation Plans	\$	\$	\$
13	Avenir Master Lakes – Lake tract Maintenance Plan – Phase One	\$	\$	\$
14	Coconut Boulevard (Spine road #1) Streetscape Landscape Plans – Phase 3	\$	\$	\$
15	Avenir – Spine Road Phase 3 Irrigation Plans	\$	\$	\$

16	Parcel A-4 West Landscape Buffer Avenir Landscape Plans prepared by Urban Design Kilday Studios	\$	\$	\$
17	Avenir Parcel A-4 West Landscape Buffer Irrigation Plans prepared by Urban Design Kilday Studios	\$	\$	\$
18	Avenir Parcel A-4 CDD Park Landscape	\$	\$	\$
19	Avenir Parcel A-4 CDD Park Irrigation	\$	\$	\$
<b><i>SUB-TOTAL =</i></b>		\$	\$	\$
<b><i>GRAND TOTAL =</i></b>				\$

**OTHER SERVICES:**

<b>Item No.</b>	<b>Description</b>	<b>Occurrence</b>	<b>Tree Trimming</b>
<b>LABOR INFORMATION</b>			
1	# of Crew Members Weekly During Growing Season		#
2	# of Crew Members Weekly During non-growing season		#
3	# of Crew Irrigation Maintenance		#
4	Irrigation Tech Labor Rate	As Needed/Requested	\$/hr
<b>SOD / SEE REPLACEMENT</b>			
1	Bermuda (s.f.)	As Needed/Requested	\$/sf
2	St. Augustine (s.f.)	As Needed/Requested	\$/sf
3	Bahia (s.f.)	As Needed/Requested	\$/sf
4	Dead Sod Removal (Hourly rate)	As Needed/Requested	\$/hr
5	Sod Installation (hourly rate)	As Needed/Requested	\$/hr

The above listed items include all of the scope of services listed above. Bidder to modify sample bid form provided to add any additional information, services and costs required to properly provide the services.

## **MISCELLANEOUS INFORMATION**

### **1. SCOPE OF WORK**

The Landscape and Irrigation Maintenance Contractor (the "Contractor") shall furnish all horticultural supervision, labor, materials, equipment, and transportation required to maintain the landscape and irrigation system within District's areas described in the bid form throughout the contract period, as specified per the contractual agreement.

### **2. Contract Period & Renewal:**

The term of this landscape service contract shall be for One (1) year with an automatic renewal of one year, upon mutual agreement of both parties. Contract will also include option for either party to terminate at any point given 30-days' notice.

### **3. Contractor Requirements:**

All employees shall wear matching shirts identifying company. Contractor shall be required to inform District Manager when Contractor has damaged property. Contractor shall also be solely responsible for hiring a contractor to make the repairs to the District's property and paying for the cost of said repairs.

### **4. Schedule of Services:**

The Contractor will be on site as necessary to complete the scope of work. The Contractor will endeavor to schedule all work to be completed each week by 5:00 PM Friday, however the Contractor may be required to work on weekends to complete tasks delayed or caused by Acts of God or in emergency situations. The Contractor shall be on site as required year-round. A knowledgeable (and licensed when applicable) supervisor from the Contractor's firm is required to be present during every maintenance visit.

### **5. Quality Control Inspections:**

A qualified representative from the Contractor's firm shall accompany the District's representative on monthly quality inspections. Such inspections should occur on a set schedule as agreed upon by the District Manager and the Contractor. Any deficiencies within the scope of services shall be corrected within seven (7) days of each inspection unless Contractor notifies District Manager of a reasonable explanation as to why such issue cannot be completed in such time period.

### **6. Attendance at meetings:**

Upon request by the District, the contractor shall attend CDD Board meetings.

### **7. Reporting:**

The Contractor is required to provide the following information:

- Monthly Common Area Irrigation Inspection Reports
- Monthly Detailing Service Reports



- Fertilization / Pest Control Reports
- Annual Flower Types and Design for approval prior to install

SECTION 10  
INVITATION TO BID

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- 10.1 Sealed bids will be received by **Jason Pierman**, District Manager on behalf of the **AVENIR COMMUNITY DEVELOPMENT DISTRICT** (Owner). The bids shall be based on selling and delivering all necessary labor, materials, equipment and services for the completion of the Work, including the installation of materials, supplies and equipment for the construction of **LANDSCAPE & IRRIGATION MAINTENANCE AVENIR CDD PHASE ONE.**

There will be a **mandatory virtual pre-proposal conference** held via Zoom on **March 12, 2021 at 2:00 p.m.** Participants may attend the Meeting and provide questions or comments by accessing the meeting through the link provided on the District's website, [www.avenircdd.org](http://www.avenircdd.org), or by utilizing the following login information:

**Join by URL for VIDEO ACCESS at:** <https://us02web.zoom.us/j/3341025011>

**Join by PHONE for TELEPHONIC ACCESS at: 301-715-8592**

**Meeting ID: 334 102 5011**

There will be an **optional site meeting** at the Avenir Site Trailer located at 12001 Northlake Boulevard, Palm Beach Gardens, FL 33412 (the Avenir Construction Trailer) on **March 15, 2021 at 2:00 P.M.**

Firms desiring to provide services for the Project must submit one (1) electronic copy of the required proposal **via email to the District Manager at [jpierman@sdsinc.org](mailto:jpierman@sdsinc.org)** with subject marked "**Landscape & Irrigation Maintenance Avenir CDD Phase One Project RFP Response**" no later than **April 14, 2021 at 11:30 a.m.** Although the District Manager will endeavor to acknowledge receipt of each email, it is ultimately the responsibility of each firm to confirm that their proposal was received prior to the deadline.

The District Manager and District Engineer will conduct a special public meeting on **April 14, 2021 at 12:00 noon** at the District Manager's office, located at 2501A Burns Road, Palm Beach Gardens, FL, 33410, to open the proposals. In-person attendance is permitted, but participants are encouraged to attend the meeting via Zoom and provide questions or comments by accessing the meeting through the link provided on the District's website, [www.avenircdd.org](http://www.avenircdd.org), or by utilizing the following login information:

**Join by URL for VIDEO ACCESS at:** <https://us02web.zoom.us/j/3341025011>

**Join by PHONE for TELEPHONIC ACCESS at: 301-715-8592**

**Meeting ID: 334 102 5011**

## SECTION 10

### INVITATION TO BID

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No official action will be taken at the meeting. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law including but not limited to Chapter 190 of the Florida Statutes. A copy of the agenda for the meeting may be obtained from the District Manager, at the District's Manager's office, or (561) 630-4922. The meeting may be continued in progress without additional notice to a time, date, and location stated on the record. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at least forty-eight (48) hours before the meeting by contacting the District Manager at (561) 630-4922. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

- 10.2 The bidder shall submit along with his bid evidence that he is licensed to perform the work and services or qualified by examination to be so licensed.
- 10.3 Bids shall be for the project in its entirety. Partial bids shall not be accepted, unless requested by the Engineer or Owner.
- 10.4 The landscape and irrigation maintenance shall include all of the landscape and irrigation shown on the construction plans and shall conform to the specifications shown on the plans and contract documents.
- 10.5 Bids will be evaluated in accordance with the criteria included in the Project Manual (Section 20 – Instructions to Bidders). The District reserves the right to reject any and all proposals, make modifications to the work, award the contract in whole or in part with or without cause, provide for the delivery of the project in phases, and waive minor or technical irregularities in any Proposal, as it deems appropriate, if it determines in its discretion that it is in the District's best interests to do so.
- 10.6 If the INSTRUCTION TO BIDDERS is not included in this document then the instruction to bidders shall be as described in the "STANDARD FORM OF INSTRUCTION TO BIDDERS" as presented jointly by the Professional Engineer in Private Practice (a practice division of the National Society of Professional Engineers), by the American Consulting Engineers Council and by the Construction Specification Institute.
- 10.7 RESERVED
- 10.8 A sample form of the AGREEMENT has been provided with the bid documents.

**Owner reserves the right to use any form of Agreement.**

SECTION 10  
INVITATION TO BID

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10.9□ Complete sets of Bidding Documents shall be used in preparing Bids; neither Owner nor Engineer assumes any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

10.10□ Section 287.135, F.S. requires any company submitting a bid or proposal on certain contracts/bids to certify that they are not on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List, that the company is not participating in a boycott of Israel, and that the company does not have business operations in Cuba or Syria.

The Scrutinized Company Certification Form has been provided with the bid documents.

10.11 Any person who wishes to protest this notice or the Project Manual, or any component thereof, shall file with the District a written notice of protest within seventy-two (72) hours after the publication date of the notice, for protests related to the notice, or, for protests related to the Project Manual, within seventy-two (72) hours after the Project Manual is made available, and shall file a formal written protest with the District within seven (7) calendar days after the date of timely filing the initial notice of protest. Filing will be perfected and deemed to have occurred upon receipt by the District Manager, Special District Services, Inc., The Oaks Center, 2501A Burns Road, Palm Beach Gardens, Florida 33410. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object to or protest the contents of the District's Project Manual. The formal written protest shall state with particularity the facts and law upon which the protest is based.

10.12 All questions regarding the Project Manual or the Project shall be directed in writing by email only to the District Engineer, Ballbe & Associates, Inc., Carlos J. Ballbe, P.E., email address: [carlos@baeng.us](mailto:carlos@baeng.us). No phone inquiries please.

## SECTION 20

### INSTRUCTION TO BIDDERS

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#### 20.1 DEFINED TERMS

These Instructions to Bidders were taken from the "Standard Form of Instructions to Bidders", jointly issued by Professional Engineers in private practice, a practice division of the National Society of Professional Engineers and by American Consulting Engineers Council and by Construction Specifications Institute. Terms used in these Instructions to Bidders which are defined in the Standard General Conditions of the Construction Contract, NSPE-ACEC Document 1910-8, CSI 56465 (1983 editions) have the meanings assigned to them in the General Conditions. The term "Successful Bidder" means the lowest, qualified, responsible Bidder to whom Owner (on the basis of Owner's evaluation as hereinafter provided) makes an award.

#### 20.2 COPIES OF BIDDING DOCUMENTS

Complete sets of the Bidding Documents in the number and for the deposit sum, if any, stated in the Advertisement or Invitation may be obtained from Engineer (unless another issuing office is designated in the Advertisement or Invitation to Bid).

Complete sets of Bidding Documents shall be used in preparing Bids; neither Owner nor Engineer assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

Owner and Engineer in making copies of Bidding Documents available on the above terms do so only for the purpose of obtaining Bids on the Work and do not confer a license or grant for any other use.

#### 20.3 QUALIFICATIONS OF BIDDERS

To demonstrate qualifications to perform the Work, each Bidder must submit written evidence such as financial data, previous experience and evidence of authority to conduct business in the jurisdiction where the Project is located or covenant to obtain such qualification prior to award of the contract.

#### 20.4 EXAMINATION OF CONTRACT DOCUMENTS AND SITE

Before submitting a Bid, each Bidder must (a) examine the Contract Documents thoroughly, (b) visit the site to familiarize himself with local conditions that may in any manner affect cost, progress or performance of the Work, (c) familiarize himself with federal, state and local laws, ordinances, rules and regulations that may in any manner affect cost, progress or performance of the Work; and (d) study and carefully correlate Bidder's observations with the Contract Documents.

Reference is made to the Supplementary Conditions for the identification of those



## SECTION 20

### INSTRUCTION TO BIDDERS

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reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress or performance of the Work which have been relied upon by Engineer in preparing the Drawings and Specifications. Owner will make copies of such reports available to any Bidder requesting them. These reports are not guaranteed as to accuracy or completeness, nor are they part of the Contract Documents. Before submitting his Bid each Bidder will, at his own expense, make such additional investigation to determine his Bid for performance of the Work in accordance with the time, price and other terms and conditions of the Contract Documents.

On request Owner will provide each Bidder access to the site to conduct such investigations and tests as each Bidder deems necessary for submission of his Bid.

The lands upon which the Work is to be performed, rights-of-way for access thereto and other lands designated for use by Contractor in performing the Work are identified in the Supplementary Conditions, General Requirements or Drawings.

The submission of a Bid will constitute an incontrovertible representation by the Bidder that he has complied with every requirement of this Article 20.4 and that the Contract Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of the work.

#### 20.5 INTERPRETATIONS

All questions about the meaning or intent of the Contract Documents shall be submitted to Engineer in writing by email. Replies will be issued by Addenda emailed to all parties recorded by Engineer as having received the Bidding Documents. Questions received less than five days prior to the date for opening of Bids will not be answered. Only questions answered by formal written Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

All questions regarding the Project Manual or the Project shall be directed in writing by email only to the District Engineer, Ballbe & Associates, Inc., Carlos J. Ballbe, P.E., email address: [carlos@baeng.us](mailto:carlos@baeng.us). No phone inquiries please.

#### 20.6 RESERVED

#### 20.7 CONTRACT TIME

The number of days within which, or the date by which, the Work is to be completed (the Contractor Time) is set forth in the Project Description and will be included in the Agreement.

SECTION 20  
INSTRUCTION TO BIDDERS

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20.8 RESERVED.

20.9 SUBSTITUTE MATERIAL AND EQUIPMENT

The Contract, if awarded, will be on the basis of material and equipment described in the Drawings or specified in the Specifications without consideration of possible substitute or "or equal" Items. Whenever it is indicated in the Drawings or specified in the Specifications that a substitute or "or equal" item of material or equipment may be furnished or used by Contractor if acceptable to Engineer, application for such acceptance will not be considered by Engineer until after the "effective date of the Agreement."

20.10 SUBCONTRACTORS, ETC.

If the Supplementary Conditions require the identity of certain Subcontractors and other persons and organizations to be submitted to Owner in advance of the Notice of Award, the apparent Successful Bidder, and any other Bidder so requested, will within seven days after the day of the Bid opening submit to Owner a list of all Subcontractors and other persons and organizations (including those who are to furnish the principal items of material and equipment) proposed for those portions of the Work as to which such identification is so required. Such list shall be accompanied by an experience statement with pertinent information as to similar projects and other evidence of qualifications for each such Subcontractor, person and organization if requested by Owner. If Owner or Engineer after due investigation has reasonable objection to any proposed Subcontractor, other person or organization, either may before giving the Notice of Award request the apparent Successful Bidder to submit an acceptable substitute without an increase in Bid price. If the apparent Successful Bidder declines to make any such substitution, the contract shall not be awarded to such Bidder, but his declining to make any such substitution will not constitute grounds for sacrificing his Bid Security. Any Subcontractor, other person or organization so listed and to whom Owner or Engineer does not make written objection prior to giving of the Notice of Award will be deemed acceptable to Owner and Engineer.

In contracts where the Contract Price is on the basis of Cost-of-the-Work plus a Fee, the apparent Successful Bidder, prior to the Notice of Award, shall identify in writing to Owner those portions of the Work that such Bidder proposes to subcontract and after the Notice of Award may only subcontract other portions of the Work with Owner's written consent.

No Contractor shall be required to employ any Subcontractor, other person or organization against whom he has reasonable objection.

20.11 PREPARATION OF BID

## SECTION 20

### INSTRUCTION TO BIDDERS

---

A Bid must be made on a Bid Form prepared by Bidder. The Bid Form shall not be separated from the Contract Documents nor shall it be altered in any way.

Blank spaces in the Bid Form must be filled in correctly where indicated, and the Bidder must state, both in words and numerals, the bid item description, quantity, unit price and total amount for which he proposes to do each and every item of Work. Ditto marks shall not be used.

20.11-1 A Bidder shall execute his Bid as stated below.

1. A Bid by an individual shall show his name and official address.
2. A Bid by a partnership must be executed in the partnership name and signed by a partner. His title must appear under his signature and the official address of the partnership shall be shown.
3. A Bid by a corporation must be executed in the corporate name by an officer of the corporation and must be accompanied by a certified copy of a resolution of the board of directors authorizing the person signing the Bid to do so on behalf of the corporation. The corporate seal shall be affixed and attested by the secretary. The state of incorporation and the official corporate address shall be shown.
4. All names must be printed below the signature.
5. Contractor's license or registration number shall be entered in the space provided on the Bid Form.

The Bid shall contain an acknowledgement of the receipt of all Addenda in the space provided on the Bid Form.

The address to which communications regarding the Bid are to be directed shall be shown.

#### 20.12 PROJECT SCHEDULE

Bidder shall submit a monthly maintenance schedule based showing the time required to perform each individual bid item category.

#### 20.13 SUBMISSION OF BIDS

Bids shall be submitted prior to the time and at the place indicated in the Invitation to Bid and shall be included in an opaque sealed envelope, marked with the Project title and name and address of the Bidder and if required

## SECTION 20

### INSTRUCTION TO BIDDERS

---

accompanied by the Bid Security, if applicable, and other required documents. If the Bid is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with the notation "BID ENCLOSED" on the face thereof. Bids shall be addressed to:

Jason Pierman  
Avenir Community Development District  
2501A Burns Road  
Palm Beach Gardens, FL 33410

Any person who wishes to protest this notice or the Project Manual, or any component thereof, shall file with the District a written notice of protest within seventy-two (72) hours after the publication date of the notice, for protests related to the notice, or, for protests related to the Project Manual, within seventy-two (72) hours after the Project Manual is made available, and shall file a formal written protest with the District within seven (7) calendar days after the date of timely filing the initial notice of protest. Filing will be perfected and deemed to have occurred upon receipt by the District Manager, Special District Services, Inc., The Oaks Center, 2501A Burns Road, Palm Beach Gardens, Florida 33410. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object to or protest the contents of the District's Project Manual. The formal written protest shall state with particularity the facts and law upon which the protest is based.

#### 20.14 MODIFICATION AND WITHDRAWAL OF BIDS

Bids may be modified or withdrawn by an appropriate document duly executed (in the manner that a Bid must be executed) and delivered to the place where Bids are to be submitted at any time prior to the opening of Bids.

If, within twenty-four hours after Bids are opened, any Bidder files a duly signed written notice with Owner and promptly thereafter demonstrates to the reasonable satisfaction of Owner that there was a material and substantial mistake in the preparation of his Bid, that Bidder may withdraw his Bid and the Bid Security will be returned. Thereafter, that Bidder will be disqualified from further bidding on the Work.

#### 20.15 OPENING OF BIDS

When Bids are opened publicly, they will be read aloud, and an abstract of the amounts of the base Bids and major alternates (if any) will be made available after the opening of Bids. **This Bid will be opened publicly** at the time and place set forth in Section 10.1 of the Invitation to Bid.

Bids received by mail or otherwise after the time specified for the opening of Bids

## SECTION 20

### INSTRUCTION TO BIDDERS

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as indicated in the Notice to Bidders will not be accepted and will be returned to the Bidder unopened.

#### 20.16 BIDS TO REMAIN OPEN

All Bids shall remain open for 30 days after the day of the opening of Bids or until any bid protest procedure is finally resolved, should a bid protest be lodged prior to the execution of the contract, whichever last occurs. The OWNER may, in his sole discretion, release any Bid and return the Bid security prior to that date.

#### 20.17 ACKNOWLEDGMENTS

In addition to any other requirements set forth in the Project Manual, and with the signature on the Proposal Form, the Bidder acknowledges the following:

1. The documents contained within the Project Manual, including the standard form of agreement, are complementary; what is called for by one is binding as if called for by all. If the Contractor finds a conflict, error or discrepancy in the Project Manual, he/she shall call it to the District's and/or the District's designees' attention in writing before proceeding with the work affected thereby.
2. The Contractor is responsible for visually inspecting the entire site prior to submitting a Proposal and notifying the District and/or its designee of discrepancies that may affect the maintenance services and its costs.
3. The Contractor shall be responsible for coordinating the work necessary with all utility companies and other on-site contractors or subcontractors performing work for the District and the developer.
4. The Contractor shall be responsible for coordinating the work necessary to complete and obtain all final approvals and acceptances.
5. The Contractor shall complete the work herein defined and detailed in a professional and workmanlike manner typical of his industry. There shall be no sections or parts missing. Furthermore, each portion of the work shall be complete and able to function for its intended use. The work must be continuous unless otherwise directed by the District. The work, including punch list items, must be acceptable to and accepted by applicable regulatory authorities.
6. All existing trees, sod, irrigation and other landscaping to remain must be protected and replaced in the event of damage.



SECTION 20  
INSTRUCTION TO BIDDERS

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7. The Contractor's attention is called to the fact that any estimate of quantities of work to be done and materials to be furnished as shown in the Project Manual, or elsewhere, is for illustrative purposes only. The District and/or its designee do not assume any responsibility that the final quantities shall remain in strict accordance with the estimated quantities or of the character, location of the work or other conditions pertaining thereto. The Contractor shall be solely responsible for computing quantities for the preparation of the Project Manual and the execution of the work.
8. The Contractor shall submit an itemized schedule of values outlining all work items which will be used for monthly pay requests.
9. The Proposer shall specify subcontractors to be used for major work items.
10. Receipt of all final approvals and operating permits from all applicable regulatory authorities is a requirement for final payment.
11. All signage shall be included in this proposal.
12. All work provided for in the Project Manual, including but not limited to Contract Documents and Proposal Documents, as may be amended, shall be warranted from commencement of work until twelve (12) months after acceptance by all applicable regulatory authorities or as otherwise provided in the Contract Documents.
13. Contractor shall be required to take all necessary affirmative steps to assure that small and minority businesses, women's business enterprises, and labor area surplus firms are used when possible, in accordance with 2 C.F.R. § 200.321.

20.18 BASIS OF AWARD/RIGHT TO REJECT

Owner reserves the right to reject any and all Bids, to waive any and all informalities and to negotiate contract terms with Successful Bidder, and the right to disregard all nonconforming, nonresponsive or conditional Bids. Discrepancies between words and figures will be resolved in favor of words. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.

In evaluating Bids, Owner shall consider the qualifications of the Bidders, whether or not the Bids comply with the prescribed requirements, and alternates and unit prices if requested in the Bid forms, all as more particularly described in the Evaluation Criteria set forth in Section 20.21 below. It is Owner's intent to accept alternates (if any are accepted) in the order in which they are listed in the Bid form but Owner may accept them in any order or combination.

## SECTION 20

### INSTRUCTION TO BIDDERS

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Owner may consider the qualifications, familiarity with the project, experience working with the local jurisdiction and utility companies, availability of personnel and experience of Subcontractors and other persons and organizations (including those who are to furnish the principal items of material or equipment) proposed for those portions of the Work as to which the identity of Subcontractors and other persons and organizations must be Submitted as provided in the Supplementary Conditions. Operating costs, maintenance considerations, performance data and guarantees of materials and equipment may also be considered by Owner.

Owner may conduct such investigations as he deems necessary to assist in the evaluation of any Bid and to establish the responsibility, qualifications and financial ability of the Bidders, proposed Subcontractors and other persons and organizations to do the Work in accordance with the Contract Documents to Owner's satisfaction within the prescribed time.

Owner reserves the right to reject the Bid of any Bidder who does not pass any such evaluation to Owner's satisfaction.

The contract may not be awarded to the lowest Bidder and may be awarded to a Bidder whose evaluation, based on the Evaluation Criteria in Section 20.21 below by Owner indicates to Owner that the award will be in the best interests of the Project.

The bids shall be ranked based on the District's evaluation of the Bidder's ability to perform the services for the project as demonstrated by, among other things, the documentation provided by the Bidders and reference checks of the Bidder's clients. The criteria to be used in the evaluation are presented in the Evaluation Criteria listed below and contained within the Project Manual. Price will be one factor used in determining the Bid that is in the best interest of the District, but the District explicitly and clearly reserves the right to make such award to other than the lowest priced Bid. The ranking and evaluation of the Bids is subject to the individual scorer's discretion and the points ultimately awarded to each Bidder, and corresponding ranking, may differ widely from individual scorer to individual scorer.

If the contract is to be awarded, Owner will give the Successful Bidder a Notice of Award within thirty days after the day of the Bid opening.

#### 20.19 PROTESTS

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements, including but not limited to

SECTION 20  
INSTRUCTION TO BIDDERS

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source evaluation, protests, disputes, and claims.

Any person who files a notice of protest regarding the Project Manual, or regarding any ranking or intended award by the District, shall post a protest bond in a form acceptable to the District and in an amount of ten thousand dollars (\$10,000). In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses and attorney's fees associated with hearing and defending the protest. In the event the protest is settled by mutual agreement of the parties, the protest bond shall be distributed as agreed to by the District and protestor.

20.20 MANDATORY AND PERMISSIVE REQUIREMENTS

Notwithstanding anything else within the Project Manual, all of the requirements set forth in the Project Manual shall be deemed "permissive," in that a Proposer's failure to meet any requirement described in mandatory terms such as "shall," "will," "mandatory," or similar language does not automatically disqualify the Proposer's Proposal, but instead may be taken into account in the evaluation and scoring of the Proposal.

20.21 EVALUATION CRITERIA

1. *Personnel.* (15 Points)

(E.g., financial and technical resources; capabilities and experience of key personnel, including the project manager and field supervisor; present ability to manage this project; evaluation of existing workload; proposed staffing levels, etc. *No preference will be given based on a respondent's geographic proximity to the Project.*)

2. *Proposer's Experience and Familiarity with Project.* (15 Points)

(E.g., past record and experience of the respondent in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; compliance with applicable public policy; character, integrity, reputation of respondent, etc. Familiarity with the project and experience working on project in Palm Beach Gardens and with S)

3. *Understanding of Scope of Work.* (15 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

SECTION 20  
INSTRUCTION TO BIDDERS

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4. *Price.* (45 Total Points)

Points available for price will be allocated as follows:

35 Points will be awarded to the Proposer submitting the lowest total bid, (i.e., the summation of the unit price extensions using quantity estimates provided, the allowances shown, plus the proposal contractor's fee) for completing the work. All other proposals will receive a percentage of this amount based upon the difference between the Proposer's bid and the low bid.

10 Points are allocated for the reasonableness of unit prices and balance of bid.

5. *Schedule.* (10 Points)

Points available for schedule will be allocated as follows:

10 Points will be allocated based on the Proposer's ability to credibly complete the project within the Proposer's schedule without a premium cost for accelerated work and demonstrate on-time performance. These points will also take into account the demonstration of Proposer's understanding (through presentation in the proposal of a milestone schedule) of how to meet the required substantial and final completion dates and the delivery approach outlined in the Project Manual.

20.22 RESERVED

20.23 CONTRACTOR'S INSURANCE

The requirements for CONTRACTOR'S insurance are stated in the Agreement. The requirements for delivery of certificates of insurance are stated in the Agreement.

The successful Bidder shall within five days from the date of the Notice of Award deliver to OWNER, for his review and approval, the required policies of insurance. Upon approval, the policies will be returned to the Bidder and he shall submit certificates of insurance to the OWNER as stated in the General Conditions.

20.24 EXECUTION OF AGREEMENT

Concurrently with the issuance of the Notice of Award, the OWNER will provide three unsigned counterparts of the Agreement and all other Contract Documents. Within 15 workdays thereafter the CONTRACTOR shall deliver three signed counterparts of the Agreement, all Contract Documents, ~~Bond~~ and Insurance Certificates to the OWNER. Within 15 workdays thereafter, the OWNER

SECTION 20  
INSTRUCTION TO BIDDERS

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will deliver fully signed counterparts to the CONTRACTOR.

After completion of all document submission and signing, a Notice to Proceed will be issued.

SECTION 40-1  
FORM OF PROPOSAL

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40.0 PROPOSAL

TO: Jason Pierman  
AVENIR COMMUNITY DEVELOPMENT DISTRICT  
2501A Burns Road  
Palm Beach Gardens, FL 33410

DATE: 4/14/2021

Dear Mr. Pierman:

The undersigned, as Bidder, hereby declares that he is acquainted with the site of the construction as shown on the plans and has fully acquainted himself with the work to be done; that he has thoroughly examined the specifications and all contract documents pertaining thereto; and has read any and/or all addenda issued prior to the opening of the bids.

The bidder proposes and agrees, if this proposal is accepted, to furnish all necessary materials, tools, construction equipment, transportation, and labor to complete the construction as shown, detailed, and described in the specifications and on the drawings.

It is understood by the Bidder that no additional compensation shall be allowed for extra work unless authorized in writing by the Owner.

The Bidder agrees that, if awarded the Contract, he will sign the Contract Documents within fifteen (15) calendar days of the award of the bid, that he will commence the work on the date stated in the notice to proceed, and that he will complete the work within 30 calendar days, thereafter.



SECTION 40-1  
FORM OF PROPOSAL

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The Bidder is licensed as a Contractor to perform the work or services contemplated by this bid and holds License No. 201364290 issued by Palm Beach County, Florida, or in the alternative, is qualified by examination of reciprocity to be so licensed to do this work.

BIDDER: BrightView Landscape Service

ADDRESS: 13701 Okeechobee Blvd. Loxahatchee, FL 33470

BY: Jesse Roberts

TITLE: Branch Manager

# Enhancement Credit Certificate

In the amount of

**\$ 1 Free Rotation of Annuals at each section**

(Total number of annuals will be agreed to by both parties before install)

***Client Name***

**Avenir Palm Beach Gardens**

---

**Site Name**

**Avenir**

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This credit is valid for the time period starting on 5/1/21 and ending on 4/30/23

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(Client Signature/ Date)

***Richard Ingram 4/14/2021***

(BrightView Signature/ Date)

This Enhancement Credit can be used for any landscape enhancement extra work project not included in the maintenance agreement excluding snow maintenance and subcontractor services. This certificate is non-transferable and may only be used at the site indicated. This certificate is not redeemable for cash and cannot be used to pay for the contracted maintenance services invoices. In the event the agreement terminates before the end of the Term and any portion of this certificate has been used, the Client will reimburse Brightview a prorated amount in accordance with Section 8 of the Agreement.

**LAWN SERVICE/ FERTILIZATION AND SPRAY SERVICES/ IRRIGATION SERVICES**

<i>Item No.</i>	<i>Description</i>	<i>A. Lawn Service</i>	<i>B. Fertilization and Spray Services</i>	<i>C. Irrigation Services</i>
		<i>Yearly Amount</i>	<i>Yearly Amount</i>	<i>Yearly Amount</i>
1	Avenir Drive Landscape Maintenance	\$ 252,619.00	\$ 111,566.00	
2	Avenir Drive Irrigation Maintenance	\$		\$ 52,366.00
3	Avenir Town Center Access Drive Landscape Maintenance	\$52,955.00	\$ 13,749.00	
4	Avenir Town Center Access Drive Irrigation Maintenance			\$ 20,989.00
5	Northlake Boulevard Parkway Landscape Maintenance	\$ 79,272.00	\$47,812.00	
6	Northlake Boulevard Parkway Irrigation Maintenance			\$ 23,400.00
7	Northlake Boulevard Median Phase 1 Landscape Maintenance	\$ 52,310.00	\$ 27,416.00	
8	Northlake Boulevard Median Phase 1 Irrigation Maintenance			\$ 18,574.00
9	Coconut Boulevard (Spine Road #2) Landscape Maintenance	\$ 83,094.00	\$ 42,668.00	
10	Coconut Boulevard (Spine Road #2) Irrigation Maintenance			\$ 30,642.00
11	Northlake Boulevard Median Phase Two Landscape Plans	\$ 60,448.00	\$ 40,555.00	
12	Northlake Boulevard Median Phase Two Irrigation Plans			\$37,867.00
13	Avenir Master Lakes – Lake tract Maintenance Plan – Phase One	\$ 50,170.00		
14	Coconut Boulevard (Spine road #1) Streetscape Landscape Plans – Phase 3	\$ 64,878.00	\$ 30,026.00	
15	Avenir – Spine Road Phase 3 Irrigation Plans			\$35,470.00
16	Avenir Parcel A-4 West Landscape Buffer	\$35,856.00	\$28,717.00	

17	Avenir Parcel A-4 West Buffer Irrigation			\$25,814.00
18	Avenir Parcel A-4 CDD Park Landscape	\$ 14,474.00	\$ 3,102.00	
19	Avenir Parcel A-4 CDD Park Irrigation			\$ 3,621.00
<i>SUB-TOTAL =</i>		\$ 746,076.00	\$ 345,611.00	\$ 284,743.00
<i>GRAND TOTAL =</i> \$ 1,376,430.00				\$

**OPTIONAL SERVICES:**

<i>Item No.</i>	<i>Description</i>	<i>Mulching</i>	<i>Replacing Seasonal Annuals</i>	<i>Tree Trimming</i>
		<i>Yearly Amount</i>	<i>Yearly Amount</i>	<i>Yearly Amount</i>
1	Avenir Drive Landscape Maintenance	\$*See Below	\$ *See Below	\$ See Below
2	Avenir Drive Irrigation Maintenance	\$ Included	\$ Included 1x	\$ See Below
3	Avenir Town Center Access Drive Landscape Maintenance	\$ Included	\$ Included 1x	\$ See Below
4	Avenir Town Center Access Drive Irrigation Maintenance	\$ Included	\$ Included 1x	\$ See Below
5	Northlake Boulevard Parkway Landscape Maintenance	\$ Included	\$ Included 1x	\$ See Below
6	Northlake Boulevard Parkway Irrigation Maintenance	\$ Included	\$ Included 1x	\$ See Below
7	Northlake Boulevard Median Phase 1 Landscape Maintenance	\$ Included	\$ Included 1x	\$ See Below
8	Northlake Boulevard Median Phase 1 Irrigation Maintenance	\$ Included	\$ Included 1x	\$ See Below
9	Coconut Boulevard (Spine Road #2) Landscape Maintenance	\$Included	\$ Included 1x	\$ See Below
10	Coconut Boulevard (Spine Road #2) Irrigation Maintenance	\$ Included	\$ Included 1x	\$ See Below
11	Northlake Boulevard Median Phase Two Landscape Plans	\$Included	\$ Included 1x	\$ See Below
12	Northlake Boulevard Median Phase Two Irrigation Plans	\$ Included	\$ Included 1x	\$ See Below
13	Avenir Master Lakes – Lake tract Maintenance Plan – Phase One	\$ Included	\$ Included 1x	\$ See Below
14	Coconut Boulevard (Spine road #1) Streetscape Landscape Plans – Phase 3	\$ Included	\$ Included 1x	\$ See Below
15	Avenir – Spine Road Phase 3 Irrigation Plans	\$Included	\$ Included 1x	\$See Below

16	Parcel A-4 West Landscape Buffer Avenir Landscape Plans prepared by Urban Design Kilday Studios	\$ Included	\$ Included 1x	\$ See Below
17	Avenir Parcel A-4 West Landscape Buffer Irrigation Plans prepared by Urban Design Kilday Studios	\$ Included	\$ Included 1x	\$ See Below
18	Avenir Parcel A-4 CDD Park Landscape	\$Included	\$ Included 1x	\$ See Below
19	Avenir Parcel A-4 CDD Park Irrigation	\$ Included	\$ Included 1x	\$ See Below
<b><i>SUB-TOTAL =</i></b>		<b>\$62,000.00*</b>	<b>\$ *See Below</b>	<b>\$ TBD</b>
<b><i>GRAND TOTAL =</i></b>				<b>\$</b>

\*\* 1 Free round of annuals will be installed at each section as they are completed and ready for flowers.  
Total number of annuals will be agreed to by both parties before install\*\*

\*\*Annual Flower Cost per unit: \$2.20 Installed with Soil, Fungicide, Pine Fines, and Snail Bait

\*\*Mulch is based of the Total Square Footage of 483,750 Provided by Carlos Ballbe \*\*

\*\* Tree Trimming Price Per Tree Type: Basic Palms \$24, Specialty Palms and Coconuts \$48, Oaks \$57\*\*



**OTHER SERVICES:**

<i>Item No.</i>	<i>Description</i>	<i>Occurrence</i>	<i>Tree Trimming</i>
<b>LABOR INFORMATION</b>			
1	# of Crew Members Weekly During Growing Season	14 Gardeners/ Techs	#
2	# of Crew Members Weekly During non-growing season	14 Gardeners/ Techs	#
3	# of Crew Irrigation Maintenance	3 Full time Techs	#
4	Irrigation Tech Labor Rate	As Needed/Requested	\$/hr \$55
<b>SOD / SEE REPLACEMENT</b>			
1	Bermuda (s.f.)	As Needed/Requested	\$/sf \$2.25
2	St. Augustine (s.f.)	As Needed/Requested	\$/sf \$1.35
3	Bahia (s.f.)	As Needed/Requested	\$/sf \$1.24
4	Dead Sod Removal (Hourly rate)	As Needed/Requested	\$/hr \$42
5	Sod Installation (hourly rate)	As Needed/Requested	\$/hr \$42

The above listed items include all of the scope of services listed above. Bidder to modify sample bid form provided to add any additional information, services and costs required to properly provide the services.

SECTION 40-2  
SUBCONTRACTOR FORM

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Bidder shall set forth below:

- a. Name and the location of the place of business.
- b. Florida contractor license number.
- c. Portion of the work which will be done by each subcontractor who will perform work or labor or render service to the Contractor in or about the construction of the work in an amount in excess of one-half of one percent (1/2%) of the Contractor's Total Bid Price.

No additional time shall be granted to provide the below requested information. If no subcontractor is specified for a portion of the work, or if more than one subcontractor is specified for the same portion of Work, then the Contractor shall be deemed to have agreed that it is fully qualified to perform that Work, and that it shall perform that portion itself.

Work to be done by Subcontractor	Name of Subcontractor	Location of Business	Contractor License Number

BIDDER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

### Scrutinized Company Certification

I hereby swear or affirm that as of the date below this company is not listed on a Scrutinized Companies list created pursuant to 215.4725, 215.473, or 287.135, Florida Statutes. Pursuant to 287.135, Florida Statutes I further affirm that:

1. This company is not participating in a boycott of Israel such that is not refusing to deal, terminating business activities, or taking other actions to limit commercial relations with Israel, or persons or entities doing business in Israel or in Israeli-controlled territories, in a discriminatory manner.
2. This Company does not appear on the Scrutinized Companies with Activities in Sudan List where the State Board of Administration has established the following criteria:
  - a. Have a material business relationship with the government of Sudan or a government-created project involving oil related, mineral extraction, or power generation activities, or
  - b. Have a material business relationship involving the supply of military equipment, or
  - c. Impart minimal benefit to disadvantaged citizens that are typically located in the geographic periphery of Sudan, or
  - d. Have been complicit in the genocidal campaign in Darfur.
3. This Company does not appear on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List where the State Board of Administration has established the following criteria:
  - a. Have a material business relationship with the government of Iran or a government-created project involving oil related or mineral extraction activities, or
  - b. Have made material investments with the effect of significantly enhancing Iran's petroleum sector.
4. This Company is not engaged in business operations in Cuba or Syria.

VENDOR/COMPANY NAME:

BrightView Landscape Services, Inc.

SIGNATURE and DATE:

*Susan DeSantis*

04/13/2021

NAME AND TITLE:

Susan DeSantis, Assistant Secretary



The scrutinized company list is maintained by the State Board of Administration and available at <http://www.sbafla.com/>



AVENIR

PALM BEACH GARDENS

# LANDSCAPE MAINTENANCE PROPOSAL



4/14/2021

Avenir Palm Beach Gardens

Dear Homeowners,

BrightView is pleased to submit a professional landscape proposal for Avenir. Based on our history servicing communities like yours as well as BrightView's 70 year service history, we will focus on being pro-active, providing consistent, high quality service, maintaining plant material health, strong contractor capabilities, fair pricing, and constant written communication between your community, and our local BrightView team.

The enclosed proposal was developed based on feedback and our experience. Our skilled team will continue to achieve your landscape goals and keep your property looking its best. Again, our service commitment will include these areas as a high priority:

**Communication**  
**Attention To Detail**  
**Resources**

As an experienced partner delivering both local expertise and national resources, we understand how a well-maintained landscape attracts people, adds to your property value, and contributes to your success. When you partner with BrightView, you will have a team of local professionals dedicated to the careful stewardship of your landscape and its enduring beauty and value.

We are looking forward to a long and productive relationship and want you to feel comfortable using us as a trusted resource.

Thank you for the opportunity to submit this proposal. I will follow up with you in the next few days to answer any questions you may have. Feel free to contact me at 561-445-2076 or by email [rich.ingram@brightview.com](mailto:rich.ingram@brightview.com)

Sincerely,

*Rich Ingram*

Rich Ingram  
Business Developer



# PARTNERING WITH BRIGHTVIEW



# Business References

Project Name: **City of Aventura – Grounds Maintenance Service**  
Client Name: **PUBLIC WORKS, CITY OF AVENTURA**  
Address: 19200 West Country Club Drive, Aventura FL  
Contact Person: Alan Levine, Public Works Director  
Email: LevineA@cityofaventura.com  
Contact Person Tel. No.: 305-466-8930  
Years of Service: 22 years

Project Name: **City of Westlake- Grounds Maintenance Service**  
Client Name: **Seminole Improvement District**  
Address: 4001 Seminole Pratt Whitney Rd. Loxahatchee, FL 33470  
Contact Person:  
Email:  
Contact Person Tel. No.:  
Years of Service: 3 years

Project Name: **ARDEN Landscape Design, Install, and Maintenance**  
Client Name: **ARDEN**  
Address: Arden Park Dr, Loxahatchee, FL 33470  
Contact Person: Toni Kanfer, CMCA Community Manager  
Email: www.myardenfl.com  
Contact Person Tel. No.: 561-461-5501  
Years of Service: 6 year

Project Name: **City of Sunny Isles Beach – Grounds Maintenance Service**  
Client Name: **THE CITY OF SUNNY ISLES BEACH**  
Address: 18070 Collins Avenue, Sunny Isles Beach, FL  
Contact Person: Susan Simpson  
Email: SSimpson@sibfl.net  
Contact Person Tel. No.: 305-792-1773  
Years of Service: 14 years

Project Name: **Town of Surfside – Grounds Maintenance Service**  
Client Name: **TOWN OF SURFSIDE**  
Address: 9293 Harding Avenue  
Surfside, FL 33154  
Contact Person: Randy Stokes, Public Works Director  
Email: rstokes@townofsurfsidefl.gov  
Contact Person Tel. No.: 305-861-4863  
Years of Service: 9 years

Project Name: **Town of Palm Beach Shores - Grounds Maintenance Service**  
Client Name: **Town Of Palm Beach Shores**  
Address: 247 Edwards Lane  
Palm Beach Shores, FL 33404  
Contact Person: Alan Welch Director of Public Works  
Email: awelch@pbstownhall.org  
Contact Person Tel. No.: Office (561) 844-3457 Cell (561) 644-9542  
Years of Service: 2 years



# Quick Facts

## BrightView Landscape

**Corporate Office Address:**

BrightView Landscapes, LLC  
980 Jolly Road, Suite 300,  
Blue Bell, PA 19422

**Address for Payroll:**

27001 Agoura Road  
Suite 350  
Agoura Hills, CA 91301

**Accounts Payable:**

BrightView  
PO Box 1530  
Blue Bell, PA 19422  
Email: [cash@brightview.com](mailto:cash@brightview.com)

**IT:**

BrightView Landscapes, LLC  
980 Jolly Road, Suite 300  
Blue Bell, PA 19422

**Number of Employees:**

At the busiest time of the year, BrightView has approximately 22,500\* employees.  
BrightView is an Equal Opportunity Employer.

<b>"NAICS" Numbers (North American Industrial Classification System):</b>	561730 (Landscape Maintenance) 541320 (Landscape Architectural Services) 444220 (Installation of Landscaping Materials)
<b>"SIC" Numbers (Standard Industrial Classifications):</b>	0781 - Landscape Counseling and Planning and 0782 - Lawn and Garden Services

- Fully signed Financial NDA is submitted to Finance at:  
[externalfinancialrequests@brightview.com](mailto:externalfinancialrequests@brightview.com)
- If approved, Finance will issue the audited Financials to the submitter to be provided to the client for the purpose identified in the fully signed Financial NDA only.

\*This process may take a minimum of five (5) business days so BrightView Team Members should plan appropriately.

**Dun & Bradstreet Number:**

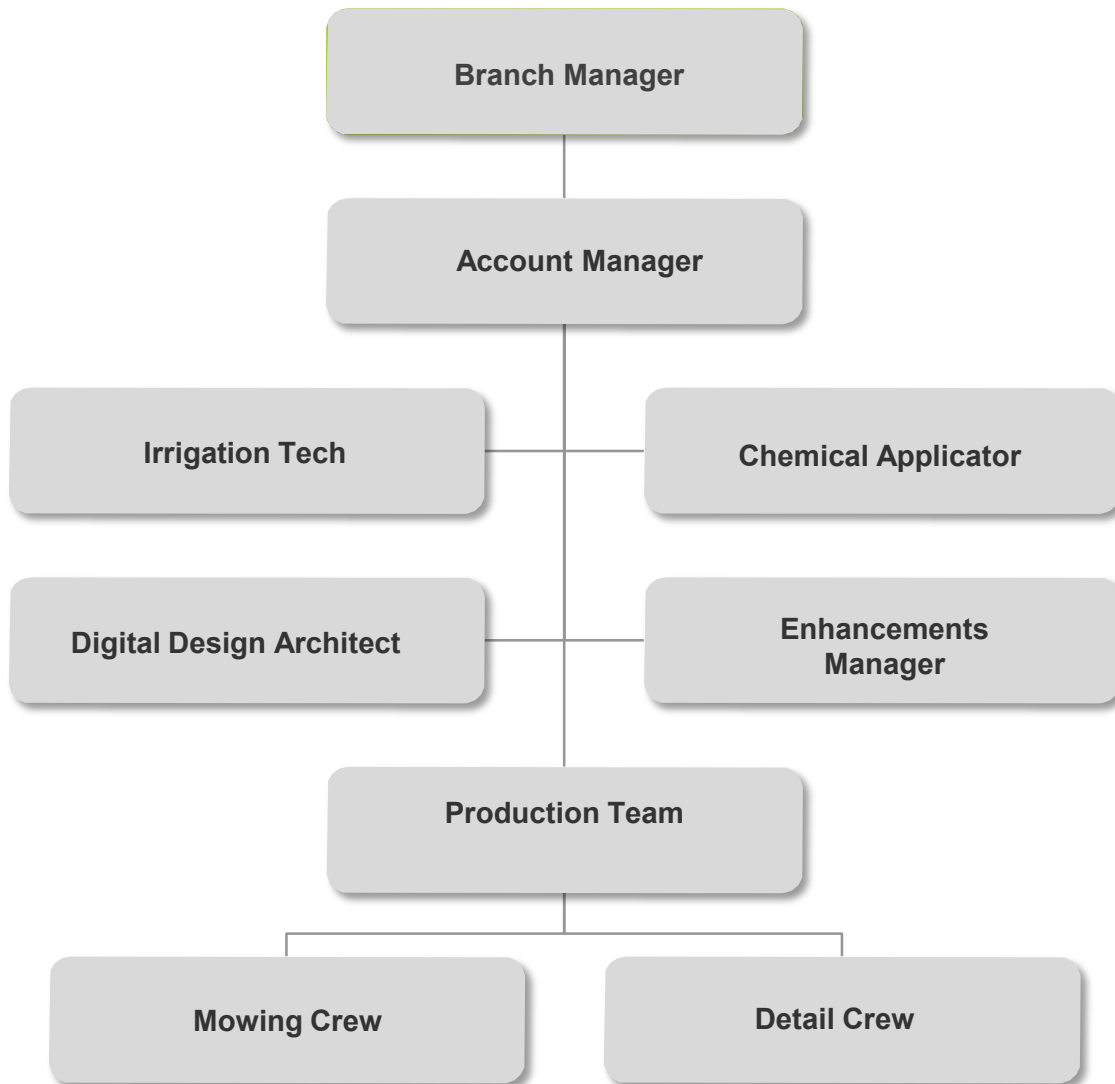
BrightView Landscapes, LLC	144780863**
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\*\*This Dun & Bradstreet number is the only one managed by BrightView Corporate office therefore, it should be used by all subsidiaries and affiliates.

# COMMUNICATION

- ▶ Communication is key to any productive partnership. BrightView will use a variety of checks and balances to make sure these lines of communication don't break down. You will be informed in a timely manner of any changes on your property and made aware of any suggestions that can improve your properties health and appearance. This section will refer to specific reporting tools:
- ▶ QSA (Quality Site Assessments)
- ▶ Irrigation Inspection Reports,
- ▶ Work Orders
- ▶ Crew leader check list (Punch List)
- ▶ Monthly Calendar (with mowing, detail, and Fertilizing schedule)
- ▶ One on One Communication with a dedicated Account Manager

## Avenir - Customer Service Team



To ensure a successful partnership, **effective communication** is one of our top priorities. We have found that the best way to keep our customers highly satisfied, is to always make sure we understand your current needs and priorities. We believe in being proactive in our communication and have designed several forms and checklists our customers find valuable for staying apprised of their landscape status and maintenance activity. Additionally, we are equipped to respond quickly to new and unexpected needs as they arise.

At BrightView, we have established a unique and highly effective organizational structure that will ensure maximum attention is put on delivering not only consistency and quality, but effective communication. We call this our **Customer Service Teams** or “CST” for Short.

## OUR COMPANY | CUSTOMER SERVICE TEAMS

**Account Manager-** Your direct contact and liaison between Advenir and our operations team. The Account Manager will communicate with your representative daily to ensure you and the community are 100% aware of what is happening at your properties. They will host quality service assessments, property walks, safety audits and make sure the property exceeds your standards.

**Production Team-** Your Production Team will oversee and direct all field operations. They are in contact with the Account Manager throughout the day and divulge all information, punch lists, and tasks requested by our clients, to the crews in the field.

**Crew Supervisors-** Each field operations team is assigned a crew Supervisor. This individual will be on your property every week. This way, he or she will learn the site and know it inside and out. The Crew supervisor report directly to the Production Manager and ensure all necessary items are carried out on a weekly basis. They will inspect the properties each visit and maintain quality control.

**Irrigation Specialist-** Your irrigation specialist oversees your entire irrigation division at Advenir. He will be completing wet checks and delivering the work orders to the irrigation technicians on a daily basis.

**Chemical Applicator-** Our chemical applicator treats all participating properties with EPA approved pesticides in accordance with best management practice. They utilize proper fertilization methods that best fit the needs of your property. All fertilization team members are highly trained and licensed.

**Enhancement Manager-** Enhancement managers and our landscape design staff are skilled designers who can visualize and execute cost effective, sustainable landscape solutions to your sites needs. They will work with the Account Manager and the client to develop designs, renderings and cost estimates.

**Field and Landscape Crews-** At the heart of our company is our crews and landscape gardeners. They are all experienced landscape professionals with a strong focus on attention to detail. They are in charge of all ground work that will take place on site. This includes mowing, blowing, edging, pruning, weeding and debris pick up. They will fulfill all contractual obligations and are directed by the Production Manager and Account Manager.

# KEYS TO SUCCESS ADVENIR




## COMMUNICATION

A top initiative at BrightView is a focus on communication with our customers. It is vital to our success as a provider in your community. We have a multi-faceted system that allows you to reach out to your on-site team lead at any time to communicate your needs. Those requests are uploaded "real-time" into our system to be addressed as quickly as possible.

We also go the extra-mile by performing site assessments that include walk-thrus at your property, photos and specific recommendations on how to improve service and the landscape itself.

## Customer Communication EXAMPLE

Quality Site Assessment	
<b>General Information</b> <b>Property Name:</b> Miss BVLB Stuart <b>Date:</b> Thursday, February 27, 2020 <b>Next Inspection Date:</b> Thursday, February 27, 2020 <b>Client Attendees:</b> Emerald Lake <b>BrightView Attendees:</b> Peter Rozepke, & Stacy	
<b>CUSTOMER FOCUS AREA:</b> EMERALD LAKES - STUART	
<b>CARRYOVER ITEMS (Checklist) - DONE:</b> <input checked="" type="checkbox"/> Good Day Emerald Lakes, we are on site today reviewing the property & BrightView may help in your Landscape Desires. <input checked="" type="checkbox"/> We have listed (in this Report) some Maintenance challenges that we observed on property. <input checked="" type="checkbox"/> We noticed some Landscape improvement that stand out during our walk. <input checked="" type="checkbox"/> You will receive a report like this one for each month helping you with all called a QSA, "Quality Site Assessment"	
<b>MAINTENANCE ITEMS:</b> 1) — Owner Installed Plants to be maintained by Owner to HOA standards. 2) — Low Hanging Branches. - Limb Up to 8' feet for safety reasons. 3) Noticed in some areas there are multiple plants growing into each other. 4) Noticed that the surrounding fence line will need some attention to maintain & fence the fence. 5) — Plant contamination of Owner planted material growing into existing Builder. We will provide solutions for areas like this one. 6) — Property line Exotic growth will need to be addressed to prevent Turf kill due to the growth seen in this photo. 7) — We will create a tree ring around all stand alone Palms & Trees to protect base of the palm & for a better look. 8) — Plant contamination. - Fern & Jasmine. Again we will provide solutions.	
<b>RECOMMENDATIONS FOR PROPERTY ENHANCEMENTS:</b> 1) — Improvements - Old & Tired material. Removing the dead from plants & extend the plant life. 2) — Improvements - Exotic / Invasive Tree Removal (like this large Brazilian) 3) — Improvements - 4) — Improvements - Active Disease call Camaduma - this is a concern for control. No Palm of any type should be installed in the same location. 5) — Improvements - Fence damage due to material that should be addressed. Recommendations.	
<small>BrightView.com Confidential Page 1 of 5</small>	

Quality Site Assessment	
<p><b>Maintenance Items</b> — Owner Installed Plants to be maintained by Owner to HOA standards. Nice area.</p>  <p>[ 1 / 8 ]</p>	<p><b>Maintenance Items</b> — Low Hanging Branches. - Limb Up to 8' feet for safety reasons.</p>  <p>[ 2 / 8 ]</p>
<p><b>Maintenance Items</b> Noticed in some areas there are multiple plants growing into each other.</p>  <p>[ 3 / 8 ]</p>	<p><b>Maintenance Items</b> Noticed that the surrounding fence line will need some attention to maintain material from growing on &amp; fence the fence.</p>  <p>[ 4 / 8 ]</p>



# Quality Site Assessment

## General Information

**Property Name:** Silver Glen

**Date:** Monday, February 15, 2021

**Next Inspection Date:**

**Client Attendees:**

**Brightview Attendees:** Patrick Cavanaugh

## CUSTOMER FOCUS AREA:

Wellington Regional Hospital Initial QSA

## MAINTENANCE ITEMS:

- 1) Shrubs in front of pool entrance are struggling. Possible malnutrition or water issue will be able to distinguish after initial wet check is performed
- 2) Refer to notes on #1
- 3) Refer to notes on #1
- 4) Dollar weeds common areas are through your property. Fertilizer and herbicide will help repair gradually throughout the year of maintaining
- 5) Refer to notes on #1 and will notate this for a enhancement item.
- 6) Large visible Invasive plants under fence line hedges throughout property. Will need to be removed by hand and clippers.
- 7) Sod in common areas in front of residence are extremely dry and stressed. Possible watering issues and malnutrition. Will have resolution after initial wetcheck
- 8) Coconuts and discolored declining palm fronds need to be removed on residents palm trees. Declining fronds & discolor can be possible malnutrition. Removing struggling and dead growth and fertilize tree will improve over health and quality of palm
- 9) Refer to # 8 notes
- 10) Refer to #8 notes
- 11) Refer to #8 notes
- 12) Refer to #7 notes
- 13) Refer to #4 notes
- 14) Common area palm Refer to # 8 notes
- 15) Common area palm refer to #8 notes
- 16) Refer to #7 notes
- 17) Refer to #7 notes
- 18) Refer to #7 notes
- 19) Refer to #4 notes
- 20) Refer to #6 notes
- 21) Refer to #6 notes
- 22) Weeds in common area landscape beds will apply round up application.
- 23) Refer to #22 notes

# Quality Site Assessment

## Maintenance Items

Shrubs in front of pool entrance are struggling. Possible malnutrition or water issue will be able to distinguish after initial wet check is performed



[ 1 / 30 ]

## Maintenance Items

Refer to notes on #1



[ 2 / 30 ]

## Maintenance Items

Refer to notes on #1



[ 3 / 30 ]

## Maintenance Items

Dollar weeds common areas are through your property. Fertilizer and herbicide will help repair gradually throughout the year of maintaining



[ 4 / 30 ]



# Quality Site Assessment

## Maintenance Items

Refer to notes on #1 and will notate this for a enhancement item.



[ 5 / 30 ]

## Maintenance Items

Large visible invasive plants under fence line hedges throughout property. Will need to be removed by hand and clippers.



[ 6 / 30 ]

## Maintenance Items

Sod in common areas in front of residence are extremely dry and stressed. Possible watering issues and malnutrition. Will have resolution after initial wetcheck



[ 7 / 30 ]

## Maintenance Items

Coconuts and discolored declining palm fronds need to be removed on residents palm trees. Declining fronds & discolor can be possible malnutrition. Removing struggling and dead growth and fertilize tree will improve over health and quality of palm



[ 8 / 30 ]



# Quality Site Assessment

## Maintenance Items

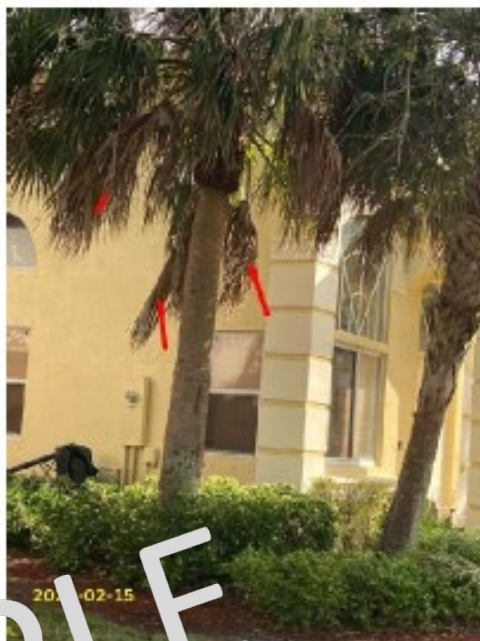
Refer to # 8 notes



[ 9 / 30 ]

## Maintenance Items

Refer to #8 notes



[ 10 / 30 ]

## Maintenance Items

Refer to #8 notes



[ 11 / 30 ]

## Maintenance Items

Refer to #7 notes



[ 12 / 30 ]

# IRRIGATION REPORT WORKSHEET



Job Name: \_\_\_\_\_  
 Job Number: \_\_\_\_\_  
 Controller Name: \_\_\_\_\_  
 Date: \_\_\_\_\_ Page #: \_\_\_\_\_ of \_\_\_\_\_

Program	A	
Program	B	
Program	C	
Program	D	

Run Days:	M	T	W	T	F	S	S
	M	T	W	T	F	S	S
	M	T	W	T	F	S	S
	M	T	W	T	F	S	S

Checked Weather Sensor:	YES	NO
Weather Sensor:	Working	Not Working

Controller Make & Model:				
Controller Status:	WORKING		NOT WORKING	
POC info:	Potable Water	Reclaim Water	Well Water	Lake Water
Pump Status & Type:	PRESSURIZED	PUMP START	CENTRIFUGAL	SUBMERSIBLE

## Information:

Zone Number																	
Spray, Rotor, MP, Drip, or Bubbler																	
Current Run Time																	
Seasonal Adjust																	
Battery Pack/Doubler/Add-a-Zone																	
Zone Faults or Alarms																	

## Contract/Maintenance:

Maintenance Repairs-No Charge																	
Head Straightened/Adjusted																	

## Billable Repairs or Upgrades:

Clogged Nozzles																	
Head Broken - 6" spray																	
Head Broken - 12" spray																	
Head Broken - 6" rotor																	
Head Broken - 12" rotor																	
Upgrade 4" to 6" Pop Up																	
Upgrade 6" to 12" Pop Up																	
Nozzle - MPR																	
Nozzle - MP rotator																	
Severe Line Clog																	
Lateral Line Break																	
Relocation																	
Head Raised or Lowered-Turf																	
Head Raised or Lowered-Shrub																	
Damaged Valve Box																	
Valve - Inoperative/Sticking																	
Additional Labor/Troubleshoot																	
Other-See Comments																	

## Additional Comments:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Technician Name: \_\_\_\_\_

Signature \_\_\_\_\_

# Punch List for Crew Leader (Send By Cell Phone)

AT&T LTE 5:00 PM

< BVLS Punch List BVLS Punch List >

## Job Info

### Date

May 4, 2018

### Branch\*

35320 - BVLS Delray Beach

### Job\*

Florida Atlantic University - 353200077

## Job Location Details

Tap to type answer

### Crew Type\*

Mow / Corte

☐

Detail / Detalle

☐

Maintenance / Mantenimiento

☒

AT&T LTE

5:01 PM

Cancel

List

Done

filter text

Safety risk / Riesgo de seguridad

☐

Area missed / Área faltante

☐

Trim around trees / Recortar alrededor de los árboles

☐

Trim around beds / Recortar alrededor de los lechos

☐

Trim around obstacles / Recortar alrededor de los obstáculos

☐

Do NOT mow / NO cortar el césped

☐

Increase mow height / Aumentar altura del corte

☐

Decrease mow height / Reducir altura del corte

☐

Improve edge definition / Mejorar la definición de los bordes

☐

Scattered clippings, debris / Recortes dispersos, residuos

☐

Clear debris from hardscapes / Eliminar

AT&T LTE

5:01 PM

< BVLS Punch List BVLS Punch List >

## Punch List Items

Maintenance / Mantenimiento



Priority

Item

Comments

Completion



Add Entry

View All

## Additional Details

Tap to type answer

Maintenance Send To\*



Tap to type answer



If more than one email, separate each by a space.

Send

AT&T LTE

5:01 PM

Cancel Maintenance / Mantenimie... Done

## Punch List Item\*

Tap to select



Please answer this question before proceeding

## Photos



Tap to select photo

## Comments

Tap to type answer

## Expected Completion\*

Tap to set date

## Job Location Details

Tap to type answer

## Priority\*

Tap to type answer

## PRODUCTION SCHEDULES

2021 May						
SUN	MON	TUE	WED	THU	FRI	SAT
				1 TRIM Wc	2	3
4	5 TRIM MOW Wc	6 TRIM MOW Wc	7 TRIM MOW Wc	8 TRIM MOW Wc	9	10
11	12 TRIM FERT	13 TRIM FERT	14 TRIM FERT	15 TRIM	16	17
18	19 TRIM MOW	20 TRIM MOW	21 TRIM MOW	22 TRIM MOW	23	24
25	26 TRIM	27 TRIM	28 TRIM Annuals			

**\*\*SAMPLE CALENDAR\*\***

## Quality ( Attention to Detail)

- ▶ BrightView understands your concerns when home owners and visitors notice a lack of green in your turf or plant material that is dead or dying. Following the “Florida Best Management Practices” established by University of Florida will help insure proper health of your property. Items such as proper fertilization, minimizing grass clippings in ponds, and proper mowing and trimming techniques can only help your plant material look better and last longer. With BrightView’s “Standards of Excellence” this insures each team member understands what is expected and is trained properly to perform.



# BrightView Quality Standards



Confidence from Excellence

## BrightView Site Cleanliness



✓ Excellent



✗ Poor

Proprietary and Confidential

1

(Version 1 – 2017)

## BrightView Weed Free Turf



✓ Excellent



✗ Poor

Proprietary and Confidential

3

(Version 1 – 2017)

## BrightView Weed Free Beds



✓ Excellent



✗ Poor

Proprietary and Confidential

2

(Version 1 – 2017)



ST AUGUSTINE TURF	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Fertilization												
Chinch Bug Control + Micronutrients												
Summer Broadleaf Weed Control						As Needed						
Fall/Winter/Spring Broadleaf Weed Control		As Needed								As Needed		
Sedge Control						As Needed						
Chinch Bug Service Call						As Needed						

[illegible][illegible]

<b>BERMUDA TURF</b>								
Fertilization with Preemergence weed control								
Fertilization								
Broadleaf Weed Control	As Needed							
Sedge Control	As Needed							

[illegible]

ORNAMENTAL							
Fertilization							
Palm Drenches	Soil Drench			Soil Drench		Soil Drench	
Azalea Drench for lacebugs							

# Resources

BrightView is a national company with the resources, training, and safety standards to complete your job correctly and efficiently. Our local teams are committed to partnering with your community to deliver the service and attention you deserve.

BrightView has the financial resources to constantly invest in new equipment and technology. Our partnership with Ford, John Deere and Xmark insures that we always have new equipment available to complete any job. Innovations in technology like our “BrightView Connect” help our clients stay in contact with account managers and receive updates in real time with repairs and projects. This is also an excellent tool to give the community information on schedules, safety concerns, and community directives.

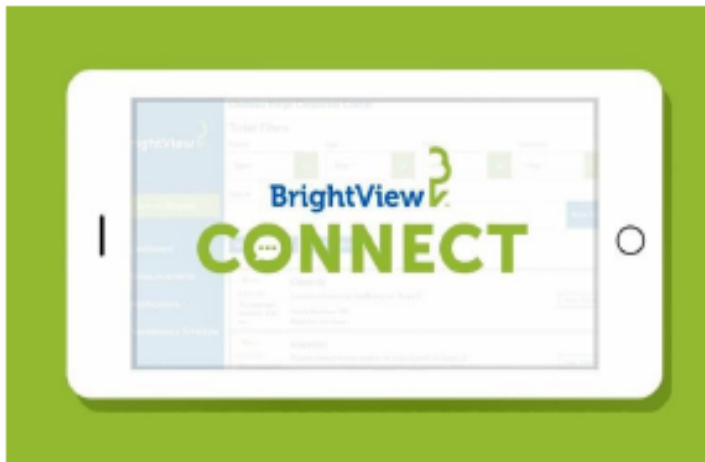
BrightView has 29 branches in Florida which labor and equipment can be pulled from in the event of emergency situations like storms and hurricanes.

BrightView's Technical Director will evaluate the entire property's plant material and provide a complete written report of its condition and make recommendations to insure its long term health

### BrightView Connect

Introducing BrightView's client portal for Homeowner Association (HOA) property managers, board members and residents. Here you can submit and track requests for landscape service in your community, and see announcements related to landscaping services designated by your HOA. To request a BrightView HOA Connect user account, please contact your property manager or HOA representative.

Homeowner associations at over 10,000 communities count on BrightView to help them design, develop, maintain, and enhance outdoor areas. From comprehensive master plans to entrances, walkways, trails, playgrounds, and golf course maintenance - we deliver results that improve the lives of residents, sell homes more quickly, yield higher property values and provide worry-free management.

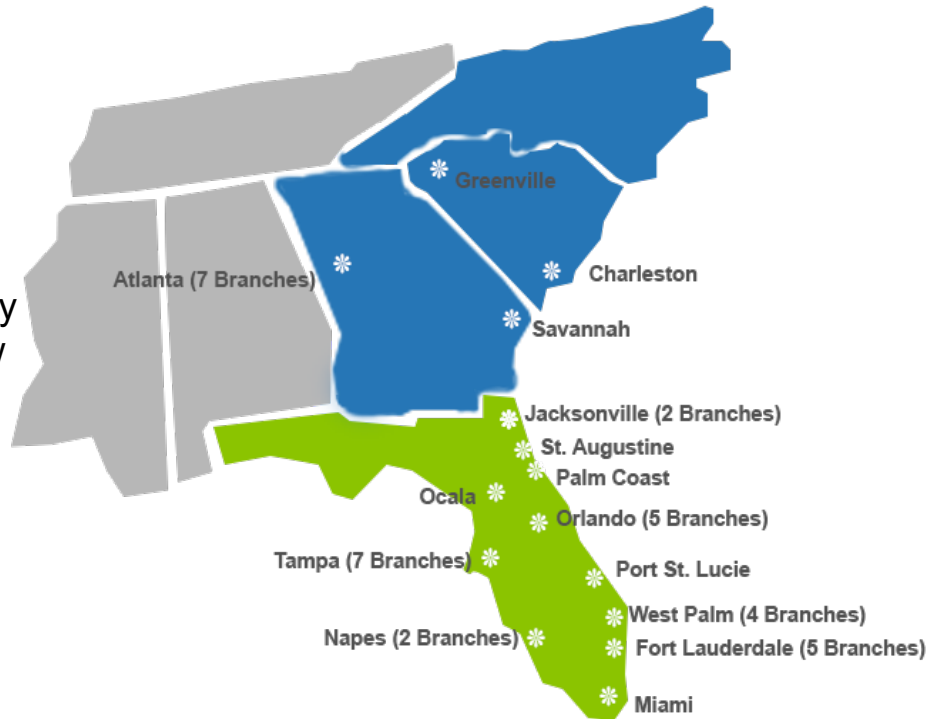


*BrightView Connect, allows customers to submit service requests and landscape pictures directly to their account manager and field team, ensuring that specific service needs are accurately delivered in a timely and efficient manner.*

# BRIGHTVIEW OUR COMPANY

## OUR COMPANY | YOUR COMMUNITY

**BrightView** brings together *140 years* of combined experience and client-focused service. We united under the shared belief that taking care of our teams and clients should always be at the heart of what we do. Today, we carry that commitment forward, forging a new era of landscape services. True to our name, BrightView represents our optimism for the future- offering new opportunities for our clients and team members to succeed.





### Training Your Team to Exceed Your Expectations

We understand that well trained and tenured team members provide outstanding quality and customer service. Every gardener on your team is required to complete our certification program, which prepares your crew with the skills to perform quality work, safely and to your complete satisfaction.

### A Safe Community and Workplace is Our Priority

The safety and well-being of your properties visitors, the general public, and our employees is of paramount importance to our operation. Below are measures we employ to maintain a safe working environment on and off your property.

#### Preserving a safe environment

- Criminal background checks
- E-Verification
- Initial and random driving record checks
- Initial and random drug/alcohol screenings
- Fully uniformed crews with safety vests
- BrightView logo clearly displayed on vehicles
- “How’s my driving?” stickers on vehicles
- Required use of cones to demark safety zone

#### Crew Safety

- Monthly Rodeo Trainings
- Extensive driver safety certification program
- New hire safety orientation
- Certification required to use all power equipment
- Reward system for safety compliance
- Mandatory weekly field crew safety meetings
- Weekly management safety calls



## BRIGHTVIEW YOUR E-VERIFIED EMPLOYER



This is a scan of a U.S. Department of Homeland Security Form I-9, titled "Employment Eligibility Verification". The form is used to determine the eligibility of an individual to be employed in the United States. It includes sections for:
 

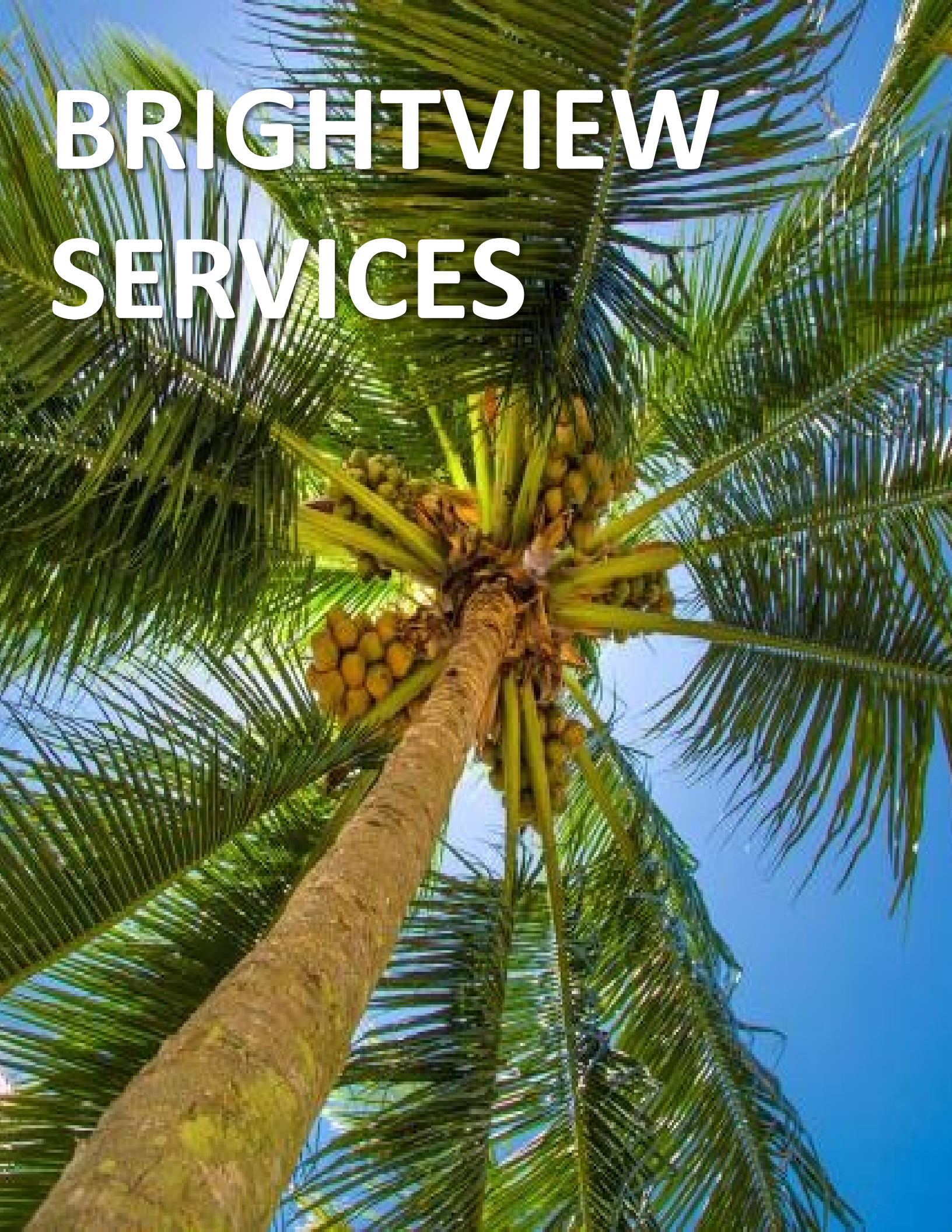
- Section 1: Employee Information and Attestation (Employee's name, address, date of birth, and Social Security Number).
- Section 2: Employer Attestation (Employer's name, address, and date of hire).
- Section 3: Attestation of Eligibility (Employer's signature and title).
- Section 4: Attestation of Eligibility (Employee's signature and title).

 A large blue "I-9 FORM" watermark is overlaid diagonally across the center of the form.

- Ensure 100% compliance with all labor and immigration laws ,we are enrolled in E-Verify in all states in which we operate.
- The organization's participation in E- Verify improves our ability to ensure the individuals we hire and are working on our client's sites are authorized to work in the United States.
- Additionally, E-Verify is only part of our robust employment verification program. The program includes a consistent policy and process enterprise-wide, as well as regular training of our staff and semi-annual auditing to maintain compliance with labor and immigration regulations.



# BRIGHTVIEW SERVICES



# OUR SERVICES | YOUR COMMUNITY

BrightView takes pride in providing the **highest-quality** landscape and snow services with a worry-free, dependable service commitment. As the **nation's leading landscape services company**, we consistently bring excellent landscapes to life at thousands of clients' properties, fostering collaborative relationships to drive clients' success.

A full service landscape company, BrightView can *mobilize quickly* to respond to special requests that may fall outside of the scope of landscape maintenance. In addition to landscape maintenance, our expertise extends to:

At every stage of your property's lifecycle, BrightView is here to take care of your landscape.



Design	Develop	Maintain	Enhance
Landscape Architecture & Planning	Planting	Landscape	Enhancements
Design Build	Hardscaped	Tree Care	Sustainability
Program Management	Pools & Water Features	Snow & Ice	Water Management
	Compliance	Specialty Turf	
	Tree Growing & Moving	Exterior Maintenance	

## OUR SERVICES | LANDSCAPE MAINTENANCE



### **Turf & Ornamental Maintenance**

Caring for turf and ornamental plants requires exceptional attention to detail. That's why our teams stay ahead of the curve, taking a holistic approach to their maintenance that considers functionality and appearance now and in the future. The result is a healthy and attractive landscape year-round.

### **Irrigation Systems & Water Management**

Our certified irrigation experts keep your irrigation systems in top shape so you use water wisely. Through retrofits to bring your irrigation system current with the latest technology and smart recommendations for low-water plant material, we can also help reduce your consumption and cut costs.

### **Fertilization, Weed & Pest Management**

Carefully calibrated, environmentally sensitive fertilization of your trees and plant material is good for your landscape and all who enjoy it. Similarly, a proactive plan to abet weeds and pests can save costs and the health of your landscape.

### **Exterior Maintenance**

Every aspect of your property should look as professional and well cared for as your landscape. With our exterior maintenance capabilities, details like power washing and parking lot sweeping and striping are one less thing for you to worry about.



## OUR SERVICES | LANDSCAPE DESIGN



### Planning

Bringing large-scale projects to market successfully is both an art and science. We use data and experience to present practical, thoughtful and innovated ideas that resonate with the audience you are targeting. Our collaborative approach with you, our planners and construction and maintenance teams, provides a proven process for developing concepts that will meet market demands into the future.

### Landscape Architecture

Collaboration is the key to bringing great ideas to life. Our process starts with your vision. We then develop inspiring and beautiful concepts that we review with our in-house estimating, construction and maintenance teams. It's an iterative process that ensures your vision is balanced with quality and constructability.

### Urban Design

Our urban designers bring you technical expertise and an inclusive process to get buy in from the local community, and progressive solutions to bring critical lifestyle elements to constrained spaces.

### Enhancements

Our team of experts look beyond the status-quo, helping you identify opportunities to optimize the value and perception of your property. Whether a seasonal upgrade, turf conversion, or a complete landscape redesign, we conceptualize innovative ideas focused on your priorities.

## OUR SERVICES | EMERGENCY RESPONSE

When a catastrophe occurs such as the recent events with Hurricane Dorian, we have the capabilities and manpower to respond immediately. With over **30 locations** throughout the Southeast alone, **we leverage our local and national resources** to bring in additional teams from outside the area. This allows us to ensure the site is safe and free from pedestrian hazards.

Resources from branch offices will be available in the event of an emergency to ensure **our customers have access to crews and equipment quickly.**

**Safety** *before and after* a storm is our primary focus. Immediately following the storm, our teams will ensure:

- Vehicle access is cleared, allowing emergency personnel access.
- Debris from structural dwellings that may pose immediate risk is cleared.
- Plant material that may have a chance of surviving is replanted.
- Hazardous damaged limbs that remain in trees are trimmed and removed.
- Tree limbs, root balls, or large wood debris remaining on the ground is chipped and removed.
- Final restoration of any remaining damages or losses resulting from the storm is performed.





You can count on us to **preserve** your trees, **enhance** their appearance, **increase** their production, improve safety and reduce liability – all to protect one of your most important investments on your sites. Our *ISA Certified Arborists* offer a comprehensive set of services and will be available to you for everything you may need to keep your trees healthy and beautiful. Tree Care services include:

- Tree pruning
- Soil and tissue analysis
- Annual and 3-5-year budget planning
- Cabling and bracing
- Emergency storm clearance
- Tree removal and stump grinding
- Inventory and management plans
- Insect and disease control
- Nutrient management
- Fertilization
- Transplant and relocation
- Nuisance fruit production control
- Hazard evaluation and management

**“Protecting your trees  
is one of your most  
important investments”**



# Let us Help you Weather the Storm.



Hurricane season is upon us again. No matter what Mother Nature may bring, your BrightView team is looking out for you. To ensure we're able to provide you with a swift and seamless response following severe weather, we recommend the following: ▼

- ▶ **Pre-Authorize Post-Storm Clean Up**  
Pre-authorization of hurricane clean-up services allows us to immediately begin work post-storm, getting you back to business-as-usual as soon as possible. Learn more below about the action plan we mobilize on your behalf, and indicate your authorization with a signature below.
- ▶ **Keep us Apprised of your Insurance Requirements**  
Let us know any special needs or requirements your insurance carrier may have for documenting damages or corrective actions resulting from a storm. Our team will help make your job easier by photographing representative damage and journaling manpower, equipment and the work provided in our repairs.
- ▶ **Let us Know How to Reach You**  
Previous years' storms have shown us how vulnerable communications can be during and after severe weather. Update your contact information on the following page so we can keep you apprised during emergency response situations.
- ▶ **Prepare your Trees**  
Most maintenance contracts cover tree pruning to provide traffic clearance, but this doesn't prepare trees for hurricanes or excessive wind. Dramatically reduce the risk of damage and injury by structurally pruning weak or dead branches and opening canopies to reduce resistance. Schedule an assessment with our certified arborists to ensure your trees are ready.

## Have Peace Of Mind With Pre-Authorized Storm Clean-Up.

Your BrightView team has an action plan that proactively addresses your needs in an emergency situation. With pre-authorized clean-up, we're on the ground canvassing your property to assess damage as soon as the storm has passed, and quickly dispatch the appropriate landscape and tree care services teams to address your needs, prioritizing safety first:

- ▶ Vehicle access is cleared, allowing emergency personnel access.
- ▶ Debris from structural dwellings that may pose immediate risk is cleared.
- ▶ Plant material that may have a chance of surviving is replanted.
- ▶ Hazardous damaged limbs that remain in trees are trimmed and removed.
- ▶ Tree limbs, rootballs, or large wood debris remaining on the ground is chipped and removed.
- ▶ Final restoration of any remaining damages or losses resulting from the storm is performed.

To expedite clean-up efforts, we leverage our national resources to bring in additional teams from outside the area. Normal maintenance operations can typically resume the following week for all but the most severely debris-impacted properties. If you would like to pre-approve BrightView to perform clean-up operations as detailed above, sign where indicated. Our emergency rates are also listed for your review. Dump expenses range based on the material, size and weight.

[www.brightview.com](http://www.brightview.com)

2019 Version

## Approval for clean-up services:

_____	_____
Sign	Property Name
_____	_____

_____	_____
Print Name / Title	Date

## Emergency contact numbers:

_____	_____
Name	Phone
_____	_____
Name	Phone

## Hurricane Price List

General Labor	\$50 / per hour
Lift & Truck	\$150 / per hour / per man
Loader & Operator	\$150 / per hour
Large Loader / Operator	\$250 / per hour
Dump Fees (if necessary)	TBD: quote
Stumps	Price varies by size
Tree Men / Climbers	\$150 / per hour / per man



State of



Florida

Department of Agriculture and Consumer Services  
Bureau of Licensing and Enforcement

**PEST CONTROL LICENSE**

Number: JR297323

BRIGHTVIEW LANDSCAPE SERVICES INC  
13710 OKEECHOBEE BLVD, LOXAHATCHEE, FL 33470

*This is to Certify that the Pest Control Firm named above is licensed by the State of Florida, Department of Agriculture and Consumer Services for the Year Ending April 30, 2021 as prescribed by Law.*

*Nicole Fried*

NICOLE "NIKKI" FRIED  
Commissioner of Agriculture

*Issue Date: April 21, 2020*



Ron DeSantis, Governor

Halsey Beshears, Secretary



**STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**CONSTRUCTION INDUSTRY LICENSING BOARD**

THE PLUMBING CONTRACTOR HEREIN IS CERTIFIED UNDER THE  
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

**VICTORIA, CARLOS MIGUEL**

BRIGHTVIEW LANDSCAPE SERVICES, INC.  
4155 EAST MOWRY DRIVE  
HOMESTEAD FL 33033

**LICENSE NUMBER: CFC1429383**

**EXPIRATION DATE: AUGUST 31, 2022**

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



**ANNE M. GANNON**  
CONSTITUTIONAL TAX COLLECTOR  
Serving Palm Beach County

*Serving you.*

P.O. Box 3353, West Palm Beach, FL 33402-3353  
www.pbctax.com Tel: (561) 355-2284

**\*\*LOCATED AT\*\***

13710 OKEECHOBEE BLVD  
LOXAHATCHEE, FL 33470

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT DATE PAID	AMT PAID	BILL #
BR0027 LANDSCAPING	BRIGHTVIEW LANDSCAPE SERVICES INC		020 052328 - 061520	1231.05	910146756

This document is valid only when receipted by the Tax Collector's Office.

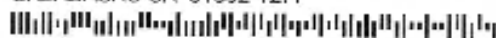
**STATE OF FLORIDA  
PALM BEACH COUNTY  
2020/2021 LOCAL BUSINESS TAX RECEIPT**

**LBTR Number: 201364290  
EXPIRES: SEPTEMBER 30, 2021**



NO. 2021

BRIGHTVIEW LANDSCAPE SERVICES INC  
BRIGHTVIEW LANDSCAPE SERVICES INC  
24151 VENTURA BLVD STE 108  
CALABASAS CA 91302-1277



This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and MUST be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.



# Enhancement Credit Certificate

In the amount of

**\$ 1 Free Rotation of Annuals at each section**

(Total number of annuals will be agreed to by both parties before install)

***Client Name***

**Avenir Palm Beach Gardens**

**Site Name**

**Avenir**

This credit is valid for the time period starting on 5/1/21 and ending on 4/30/23

\_\_\_\_\_  
(Client Signature/ Date)

***Richard Ingram 4/14/2021***

\_\_\_\_\_  
(BrightView Signature/ Date)

This Enhancement Credit can be used for any landscape enhancement extra work project not included in the maintenance agreement excluding snow maintenance and subcontractor services. This certificate is non-transferable and may only be used at the site indicated. This certificate is not redeemable for cash and cannot be used to pay for the contracted maintenance services invoices. In the event the agreement terminates before the end of the Term and any portion of this certificate has been used, the Client will reimburse Brightview a prorated amount in accordance with Section 8 of the Agreement.

# **PROJECT MANUAL**



## **AVENIR**

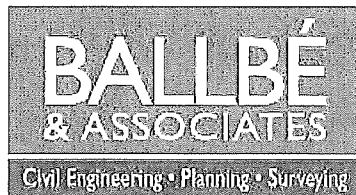
*Scope of Work:*

### **LANDSCAPE & IRRIGATION MAINTENANCE** **AVENIR CDD PHASE ONE**

*Prepared for:*

**AVENIR COMMUNITY DEVELOPMENT DISTRICT**  
2501A Burns Road  
Palm Beach Gardens, FL 33410

*Prepared by:*



**BALLBÉ & ASSOCIATES, INC.**  
2737 Northeast 37<sup>th</sup> Place  
Fort Lauderdale, FL 33306  
(954) 491-7811

March 3<sup>rd</sup>, 2021

---

Date: February 25, 2021

Re: **LANDSCAPE & IRRIGATION MAINTENANCE**  
**AVENIR CDD PHASE ONE**  
City of Palm Beach Gardens, Palm Beach County, Florida

Project No.: **201622**

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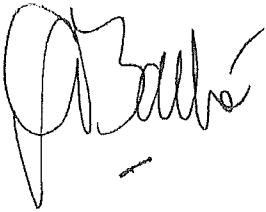
**AVENIR COMMUNITY DEVELOPMENT DISTRICT** invites you to submit a proposal for the work described in the attached Project Manual, Bid Documents and Specifications for the above referenced project.

The Project Manual will be available beginning **March 3<sup>RD</sup>, 2021**. The Project Manual will include, but not be limited to the invitation to bid, contract documents, plans and specifications.

If you have any questions or require any additional information, please do not hesitate to call me.

Sincerely,

**BALLBÉ & ASSOCIATES, INC.**



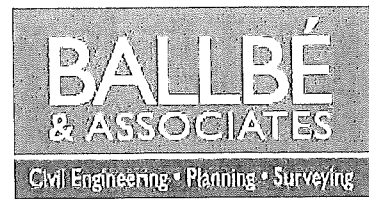
Carlos J. Ballbé, P.E., LEED® A.P.

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Section	Description
10	Invitation to Bid
20	Instructions to Bidders
40	Form of Proposal & Subcontractor Form

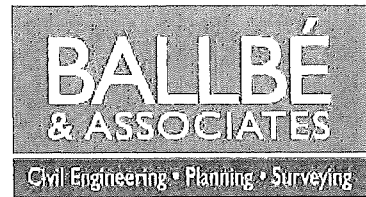
  

Exhibit	Description
1	Avenir Drive (Spine Road #4) Street Landscape Plans – Phase 1 prepared by Urban Design Kilday Studios
2	Avenir Drive (Spine Road #4) Streetscape Irrigation Plans – Phase 1 prepared by Gardner Irrigation Design, Inc.
3	Avenir Site Plan #1 – Town Center Access Drive Landscape Plans prepared by Urban Design Kilday Studios
4	Avenir Site Plan #1 – Town Center Access Drive Irrigation Plans prepared by Gardner Irrigation Design, Inc.
5	Avenir Site Plan #1 - Northlake Boulevard Parkway Landscape prepared by Urban Design Kilday Studios
6	Northlake Boulevard Parkway Streetscape Irrigation Plans – Phase 1 prepared by David Font Design
7	Avenir - Northlake Boulevard Irrigation Plan Phase 1 prepared by Urban Design Kilday Studios
8	Avenir - Northlake Boulevard Irrigation Plan Phase 1 prepared by David Font Design
9	Coconut Boulevard (Spine Road #2) Streetscape Landscape Plans Phase 2 prepared by Urban Design Kilday Studios
10	Avenir Spine Road Phase #2 Streetscape Irrigation Plans prepared by David Font Design
11	Northlake Boulevard Median Phase Two Landscape Plans
12	Northlake Boulevard Median Phase Two Irrigation Plans
13	Avenir Master Lakes – Lake tract Maintenance Plan – Phase One
14	Coconut Boulevard (Spine road #1) Streetscape Landscape Plans – Phase 3 prepared by Urban Design Kilday Studios
15	Avenir – Spine Road Phase 3 Irrigation Plan prepared by David Font Design
16	Avenir Parcel A-4 West Buffer Landscape Plans prepared by Urban Design Kilday Studios



- 17 Avenir Parcel A-4 West Buffer Irrigation Plans prepared by David Font Design
- 18 Avenir Parcel A-4 CDD Park Landscape Plans prepared by Urban Design Kilday Studios
- 19 Avenir Parcel A-4 CDD Park Irrigation Plans prepared by David Font Design



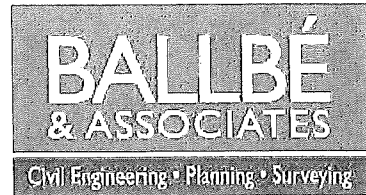


## **PROJECT DESCRIPTION**

The District is seeking bids for the maintenance of the landscape and irrigation system within the AVENIR community. The general services to be rendered consist of the following:

### **A. LAWN SERVICE:**

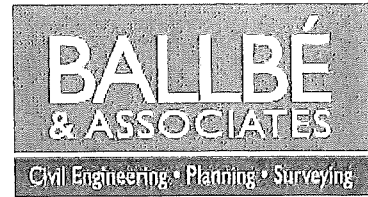
- 1) Cutting lawn **42** times per year as follows:
  - a) Three (3) cuttings per month for the months of January, February, March, October, November, and December.
  - b) Four (4) cuttings per month for the months of April, May, June, July, August and September.
- 2) Weeding of plant beds 12 times per year.
- 3) Trimming hedges 12 times per year.
- 4) Ornamentals:
  - a) Ixora, Hibiscus, Trinettes, etc. will be trimmed as needed using correct Horticultural Practices.
  - b) Edging or weed eating of all walkways, flower beds, perimeters of buildings and streets, but excluding edging of corrugated aluminum, plastic, glass, or plastic sheeting. Stone covered flower beds that do not have steel, cement or brick borders will not be edged.
  - c) Removal from property of all debris resulting from work on the same day that services are rendered.
  - d) Occasionally broken and nuisance tree limbs, brown palm fronds and fronds hitting structures that can be reached with extension saws from the ground will be removed up to 12 (twelve) feet. This service is not a replacement for normal annual tree trimming services. Lower branches and suckers will be trimmed to a clean height of 8 (eight) feet.
  - e) All turf obstacles shall be identified. Where possible all turf shall be free of obstacles as to prevent damage from equipment i.e. trees, landscape lighting, seating, statuary. Where necessary turf obstacles shall be maintained with a string trimmer.
  - f) Roses should be trimmed back, dead headed and fertilized consistently so as to promote healthy and even growth and consistent budding.
- 5) Replace dead common area sod up to one pallet within two (2) weeks of identifying the disturbed area. Sod replacement equaling more than one pallet shall be approved by the District Manager in advance. Contractor should take care to not scalp the sod by adjusting mower height as needed.



- 6) Edge ground cover as needed to keep within bounds and away from obstacles. Concrete edging, including all sidewalk areas, including backs of curbs will be performed consistent with the mowing schedule for turf areas. Sidewalks, curbs, and pavement will be blown or vacuumed clean of turf and like debris, not including heavy sand, by forced air machinery, after every mowing.
- 7) Shrubs and groundcover shall be maintained at a height that will not disrupt clear line of site at all vehicular intersections. Foundation shrubs planted at the base of any building or signage/hardscape element in the landscape shall be maintained to a height not less than 6" below any signage or directional graphic or lettering associated with building identification systems. Foundation shrubs planted at the base of any building or signage/hardscape element should be trimmed to compliment any architectural banding and/or detailing so as not to block any such detail from view.
- 8) Pruning of plants, which overhang curbs and sidewalks shall be addressed regularly. Pruning of bushes includes maintaining the current shape and specifically does not include changing the shape of the plant as in a cut back. Mass planted shrubs shall not be pruned individually. Tops of shrub masses shall be pruned to a consistent height, but sides of shrubs shall be allowed to grow together into a full solid mass. All shrubs shall be pruned in such a way as to provide a clean and neat appearance.
- 9) Stakes are to be inspected and adjusted or removed as necessary. When trees attain a trunk caliper of 4" or substantial root development stability, removal will be discussed with District Manager.
- 10) All landscape areas shall be inspected on days of service and excess debris and litter removed. Dead and fallen tree limbs and palm fronds should be removed from the turf and beds during each visit. Gardening debris, generated from the Contractor's work, shall be removed from all surface areas on days of service. This excludes heavy leaf fall pickup from parking areas, sidewalks, etc.

**B. FERTILIZATION AND SPRAY SERVICES:**

- 1) Lawn fertilization four (4) times per year.
- 2) Fertilization of shrubs & ornamentals four (4) times per year.
- 3) Trees four (4) times per year.



- 4) Integrated Pest Management monthly. Spray technician will visit the property. At that time, they will make a thorough inspection of all the above areas and apply the necessary products to control insects and weeds.
  - a) Weeds and insects in lawns will be treated as required.
  - b) Chewing insects such as Aphids on shrubs and ornamentals will be treated as required.
  - c) Call backs will be done at no additional charge.

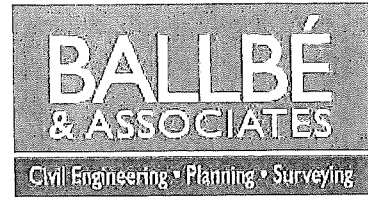
Insects not covered under pest control specification include diamond or lac scale, ficus whitefly (any forms of whitefly), Nematodes, Asian scale, newly identified pest diseases and fungus. The treatment of these insects will be provided by a separate purchase order or change order should the need arise to treat for these pests.

- 5) The Contractor shall keep beds reasonably free of broadleaf or grassy weeds, preferably with pre-emergent and/or selective post-emergent/contact herbicides. Beds around Amenity Center and Amenities should be weeded by hand on a regular basis.

Pre-emerge: This type of control should be used only if a known weed problem warrants its use.

Post-emerge: Control broadleaf weeds with selective herbicides. The chosen chemical will be recommended and legally approved for the specific weed problem.

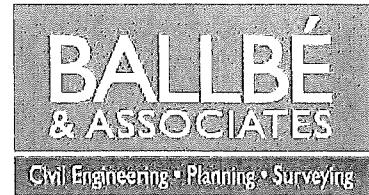
- 6) Apply fertilizer as warranted. The number of applications will be dependent on the type of nitrogen used and the type of plant material being fertilized. Soil samples should be taken if Contractor encounters problematic areas of the community in order to determine the best remediation plan for those areas.
- 7) Dead plants should be removed from all landscaping beds while performing maintenance in that area each week or month. Contractor should provide a proposal to District Manager each month to replace all dead and removed shrubs and plants in common area beds. Dead and replacement plants located on individual lots should be discussed with owner. *"A missing shrub is better than a dead shrub".*



**C. IRRIGATION SERVICES:**

The Contractor shall visually inspect the entire common area irrigation system once a month for a total of 12 inspections annually to ensure optimal performance. The Contractor will be responsible for controlling all irrigation water use in compliance with the St. Johns River Water Management guidelines and will ensure minimal water use while providing sufficient water use for proper plant nutrition, particularly during the growing season. Services to be provided include but are not limited to the items listed below:

- 1) Inspection of all the sprinkler heads zone by zone.
- 2) All sprinkler heads shall be checked for proper operation and coverage monthly. Contractor shall be solely responsible for the repair and replacement of any all irrigation heads or irrigation equipment damaged by landscape personal during routine landscape maintenance.
- 3) Replace or repair broken sprinkler heads caused by the Contractor's employees and/or equipment.
- 4) Clean and adjust heads to insure proper coverage.
- 5) Verify correct operation of control valves. The Contractor shall inspect all valves and valve boxes for broken or stuck valves or missing valve box lids, and replacing as needed. Contractor shall be solely responsible for the repair and replacement of any all irrigation heads or irrigation equipment damaged by landscape personal during routine landscape maintenance.
- 6) The Contractor shall adjust watering schedules to correspond with seasonal color installation, fertilization applications, and pest control operations. Water schedules will be adjusted as needed based on season and rainfall amounts.
- 7) Inspect controllers for proper operation.
- 8) Reprogram controllers according to seasonal requirements or imposed restrictions.
- 9) Any services or repairs not listed above will be contracted by a separate purchase order or change order. Provide hourly rates for the following services:
  - a) Labors for repairs
  - b) Technicians for repairs
  - c) Technicians assistants for repairs



**D. OPTIONAL SERVICES:**

Provide budget for following optional services:

- a) Mulching
- b) Replacing Seasonal Annuals
- c) Tree Trimming

**E. OTHER INCLUDED:**

- a) Furnish a monthly work schedule on or before the first of each month outlining the specific work to be performed pursuant to this agreement for the following month.
- b) Bidder shall be available in the event Avenir Community Development District deems it necessary to have specific work done prior to or after a major storm or act of nature. Any major repair or extra work done due to storms or acts of nature are not to be covered in the above stated services.
- c) Bidder shall assure that there are qualified workers on the job site to complete all phases of their operation, within reasonable time limits. The Bidder will see that their crews are kept together and are not scattered about the property. Bidder's employees are supervised by an English speaking, experienced supervisor who will be on the job site during working hours.
- d) Bidder shall perform all our services herein so as to be in compliance with laws, ordinances and regulations of federal, state, county and municipal authorities as may be applicable.
- e) Bidder shall provide a uniform shirt and hat to all of its employees who are performing work on the property.
- f) The Bidder will guarantee that the work in this contract will be finished in a timely manner and any work left undone will be corrected or repaired without delay on the following business day.

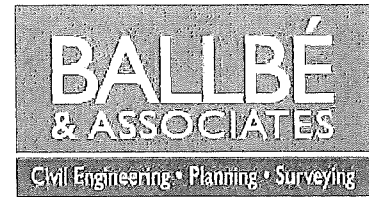
**F. RESPONSIBILITIES:**

- a) Bidder will be responsible for and will guarantee all work outlined above.
- b) Shrubs, trees or plants, as well as sprinkler heads damaged by Bidder shall be replaced Bidder at Bidder's expense.

**G. GENERAL CONDITIONS:**

Refer to attached documents.





H. MISCELLANEOUS:

N/A

**BID FORMAT**

This Bid Format is intended to cover the landscape and irrigation services delivered to Avenir Community Development District. Plans have been provided to delineate the area of service and work to be performed; maintenance of the landscape and irrigation shall comply with the design and specification standards shown on the plans.

In order to determine accurate pricing for the landscape and irrigation services to be delivered to the District, Bidders shall refer to the Landscape and Irrigation Maintenance Specifications which provide the details of the work to be performed by the Bidders if awarded the Contract.

The bid amounts shall be completed by the Bidder. The bid amount entered shall correspond with the scope of services provided in the Landscape and Irrigation Maintenance Specifications for the District.

Bidder shall provide bid prices for the items listed above and as necessary to perform the Work specified on the bid documents.

The bid price for the Work shall be broken down as follows (use attached Excel file provide for reference):

## **MISCELLANEOUS INFORMATION**

### *1. SCOPE OF WORK*

The Landscape and Irrigation Maintenance Contractor (the "Contractor") shall furnish all horticultural supervision, labor, materials, equipment, and transportation required to maintain the landscape and irrigation system within District's areas described in the bid form throughout the contract period, as specified per the contractual agreement.

### *2. Contract Period & Renewal:*

The term of this landscape service contract shall be for One (1) year with an automatic renewal of one year, upon mutual agreement of both parties. Contract will also include option for either party to terminate at any point given 30-days' notice.

### *3. Contractor Requirements:*

All employees shall wear matching shirts identifying company. Contractor shall be required to inform District Manager when Contractor has damaged property. Contractor shall also be solely responsible for hiring a contractor to make the repairs to the District's property and paying for the cost of said repairs.

### *4. Schedule of Services:*

The Contractor will be on site as necessary to complete the scope of work. The Contractor will endeavor to schedule all work to be completed each week by 5:00 PM Friday, however the Contractor may be required to work on weekends to complete tasks delayed or caused by Acts of God or in emergency situations. The Contractor shall be on site as required year-round. A knowledgeable (and licensed when applicable) supervisor from the Contractor's firm is required to be present during every maintenance visit.

### *5. Quality Control Inspections:*

A qualified representative from the Contractor's firm shall accompany the District's representative on monthly quality inspections. Such inspections should occur on a set schedule as agreed upon by the District Manager and the Contractor. Any deficiencies within the scope of services shall be corrected within seven (7) days of each inspection unless Contractor notifies District Manager of a reasonable explanation as to why such issue cannot be completed in such time period.

### *6. Attendance at meetings:*

Upon request by the District, the contractor shall attend CDD Board meetings.

### *7. Reporting:*

The Contractor is required to provide the following information:

- Monthly Common Area Irrigation Inspection Reports
- Monthly Detailing Service Reports

- Fertilization / Pest Control Reports
- Annual Flower Types and Design for approval prior to install

**LAWN SERVICE/ FERTILIZATION AND SPRAY SERVICES/ IRRIGATION SERVICES**

<i>Item No.</i>	<i>Description</i>	<i>A. Lawn Service</i>	<i>B. Fertilization and Spray Services</i>	<i>C. Irrigation Services</i>
		<i>Yearly Amount</i>	<i>Yearly Amount</i>	<i>Yearly Amount</i>
1	Avenir Drive Landscape Maintenance <i>LP1-15</i>	<i>\$96,004.-</i>	<i>\$40,460.-</i>	
2	Avenir Drive Irrigation Maintenance			<i>\$15,120</i>
<i>x</i> 3	Avenir Town Center Access Drive Landscape Maintenance	<i>\$6,860.-</i>	<i>\$2,020.-</i>	
<i>x</i> 4	Avenir Town Center Access Drive Irrigation Maintenance			<i>\$1,055.-</i>
5	Northlake Boulevard Parkway Landscape Maintenance	<i>\$28,000.-</i>	<i>\$8,080.-</i>	
6	Northlake Boulevard Parkway Irrigation Maintenance			<i>\$4,224.-</i>
7	Northlake Boulevard Median Phase 1 Landscape Maintenance	<i>\$6,800.-</i>	<i>\$2,020.-</i>	
8	Northlake Boulevard Median Phase 1 Irrigation Maintenance			<i>\$1,055.-</i>
9	Coconut Boulevard (Spine Road #2) Landscape Maintenance	<i>\$91,920.-</i>	<i>\$36,000.-</i>	
10	Coconut Boulevard (Spine Road #2) Irrigation Maintenance			<i>\$13,500.-</i>
11	Northlake Boulevard Median Phase Two Landscape Plans	<i>\$6,800.-</i>	<i>\$2,020.-</i>	
12	Northlake Boulevard Median Phase Two Irrigation Plans			<i>\$1,055.-</i>
13	Avenir Master Lakes – Lake tract Maintenance Plan – Phase One	<i>\$14,332.-</i>		
14	Coconut Boulevard (Spine road #1) Streetscape Landscape Plans – Phase 3	<i>\$44,800.-</i>	<i>\$17,660.-</i>	
15	Avenir – Spine Road Phase 3 Irrigation Plans			<i>\$6,800.-</i>
16	Avenir Parcel A-4 West Landscape Buffer	<i>\$26,980.-</i>	<i>\$5,320.-</i>	

17	Avenir Parcel A-4 West Buffer Irrigation			\$ 1,320.-
18	Avenir Parcel A-4 CDD Park Landscape	\$ 2,520.	\$ 360.-	
19	Avenir Parcel A-4 CDD Park Irrigation			\$ 240.-
<b>SUB-TOTAL =</b>		\$ 324,956.	\$ 113,880.-	\$ 44,369.-
<b>GRAND TOTAL =</b>				\$ 483,205.

- A-4 west Buffer is not included in plans so price is based on self measurements.
- A-4 East Buffer is part of plans and currently being maintained but NOT included in Bid sheet.



**OPTIONAL SERVICES:**

<i>Item No.</i>	<i>Description</i>	<i>Mulching</i>	<i>Replacing Seasonal Annuals</i>	<i>Tree Trimming</i>
		<i>Yearly Amount</i>	<i>Yearly Amount</i>	<i>Yearly Amount</i>
1	Avenir Drive Landscape Maintenance	\$58,240.-	\$33,350.-	\$ see attached sheet as not
2	Avenir Drive Irrigation Maintenance	\$	\$	\$ all trees need to be trimmed first or
3	Avenir Town Center Access Drive Landscape Maintenance	\$4,160.-	\$ No Annuals	\$ second year. we will selectively trim when
4	Avenir Town Center Access Drive Irrigation Maintenance	\$	\$	\$ necessary.
5	Northlake Boulevard Parkway Landscape Maintenance	\$16,640.-	\$8,844.-	\$
6	Northlake Boulevard Parkway Irrigation Maintenance	\$	\$	\$
7	Northlake Boulevard Median Phase 1 Landscape Maintenance	\$4,160.-	\$ No Annuals	\$
8	Northlake Boulevard Median Phase 1 Irrigation Maintenance	\$	\$	\$
9	Coconut Boulevard (Spine Road #2) Landscape Maintenance	\$70,400.-	\$ T.B.D. Not on Plans	\$
10	Coconut Boulevard (Spine Road #2) Irrigation Maintenance	\$	\$	\$
11	Northlake Boulevard Median Phase Two Landscape Plans	\$ T.B.D. Applied at our rate	\$ T.B.D Not on Plans	\$
12	Northlake Boulevard Median Phase Two Irrigation Plans	\$	\$	\$
13	Avenir Master Lakes – Lake tract Maintenance Plan – Phase One	\$	\$	\$
14	Coconut Boulevard (Spine road #1) Streetscape Landscape Plans – Phase 3	\$ T.B.D.	\$2,730.-	\$
15	Avenir – Spine Road Phase 3 Irrigation Plans	\$	\$	\$ ✓

16	Parcel A-4 West Landscape Buffer Avenir Landscape Plans prepared by Urban Design Kilday Studios	\$ 7,680.-	\$	\$	
17	Avenir Parcel A-4 West Landscape Buffer Irrigation Plans prepared by Urban Design Kilday Studios	\$	\$	\$	
18	Avenir Parcel A-4 CDD Park Landscape	\$ 338.-	\$ T.B.D. Not on Plans	\$	
19	Avenir Parcel A-4 CDD Park Irrigation	\$	\$	\$	↓
<b>SUB-TOTAL =</b>		\$ 161,618.	\$ 44,974.	\$ *	
<b>GRAND TOTAL =</b>				\$ 206,592	

If all trees  
at completion  
were in need  
of trimming the  
total cost  
would be.  
75,543.30  
↓

\$ 282,135.56

\* - Not possible to tabulate Palm + tree trimming as  
most palms + trees will not need to be trimmed first year.  
Trees may not need to be trimmed until 3<sup>rd</sup> year.  
Can not quantify in yearly contract as it will change  
from year to year so individual price sheet is attached  
to use as pricing locked in for many years.

### 1. Spine Road Phase One

Tree	Code	Qty	Detail	Price
Gumbo Limbo	BS	27	Container Grown, 12' Ht. x 5' Spr., Single Trunk, 2.5" Cal., Full Canopy	675
Gumbo Limbo	BS2	10	Field Grown, 6' Cal., 16' Ht. x 10' Spr., 6' CT Min., Single Trunk, Full Canopy	250
Gumbo Limbo	BS3	6	Field Grown, 9' Cal., 18' Ht. x 12' Spr., 6' CT Min., Single Trunk, Full Canopy	150
Pigeon Plum	CD	42	Container Grown, 10' Ht. x 4' Spr., Full Canopy	840
Silver Buttonwood	CS	2	Container Grown, 12' Ht. x 6' Spr., Multi-trunk, 2.5" Cal. Total, Full Canopy	40
Royal Poinciana	DR	22	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Single Trunk, Wide Canopy	550
Jacaranda	JM	44	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Single Trunk, Wide Canopy	1100
Lavender Grape Myrtle	LM	26	Container Grown, 12' Ht. x 5' Spr., 5' C.T., Multi-Trunk, 2.5" Cal. Total, Full, Wide Canopy	650
Japanese Privet	LU2	42	10' Ht. x 8' Spr., Multi-trunk, Min. 3' CT, Full and dense crown, Specimen, Matched	1050
Sapodilla	MZ	15	Min. 12' Ht. x 5' Spr., 2.5" Cal., Full and Dense Canopy	375
Southern Live Oak	QV-14	47	14' Ht. x 6' Spr., 3.5" Cal., Single Straight Trunk, Full and Even Canopy, No Low Crotch	1175
Southern Live Oak	QV-18	58	18' Ht. x 8' Spr., 4" Cal., Single Straight Trunk, Full and Even Canopy, No Low Crotch	1450
Southern Live Oak	QV-22	70	22' Ht. x 10' Spr., 5" Cal., Single Straight Trunk, Full and Even Canopy, No Low Crotch	1750
Southern Live Oak	QV	2	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Straight Trunk, Full Canopy	50
Southern Live Oak	QV-12	2	Ranch / Country Oak, 12" Cal. Min. To Be Selected and Tagged by Landscape Architect, 8' CT Min.	50
Christmas Palm	AM	6	Field Grown, 6' OA Ht., Single Trunk, Full Head, No Scarred Trunk	0
Coconut Palm	CN	39	Field Grown, Varying Heights, 15'-20' GW, Full Head, No scarred trunk	1170
Medjool Date Palm	PD	29	Field Grown, 20' CT, 18" Cal. Min. @ 4'-6" DBH, Florida Fancy, Diamond Cut, Full Crown	1450
Wild Date Palm	PS	2	Field Grown, 12' C.T., Diamond Cut, Matched Heights, Full Crown	100
Alexander Palm	PE3	21	Field Grown, Triple Trunk, Varying Heights, Minimum 14' CW, Full Crown	0
Alexander Palm	PE2	2	Field Grown, Double Trunk, Varying Heights, Minimum 14' CW, Full Crown	0
Alexander Palm	PE1	174	Field Grown, Single Trunk, Varying Heights, Minimum 12' CW, Full Crown	0
Florida Royal Palm	RE	113	FG, 14' GW, 18" Cal. Min. @ 4'-6" DBH, Matched, Heavy straight trunk, No scars, Full crown	5650
Florida Royal Palm	RO2	3	Field Grown, 20' GW, Matched Heights, 24" Cal. @ 4'-6" DBH, Heavy Straight Trunk, No Tapering GW, No Scars, Full Crown	150
Cabbage Palmetto	SP	298	Field Grown, Varying Heights, 12'-18' CT, Slick Straight Trunk, Hurricane Cut	6705
Paurotis Palm	AW	8	Field Grown, Clump, 10+ Canes, 12' OA Ht. x 10' Spr., Canes Cleared to Approx. 4'-5', Full and Dense	1000
Fishtail Palm	CM	12	Field Grown, Clump, 12' OA Ht. x 10' Spr., Canes Cleared to Approx. 4'-5', Full and Dense	0
Giant Bird of Paradise	SN	2	Container Grown, 8' Ht. x 5' Spr. Clump, Multi-Trunk, Full and Dense	0

### 2. Town Center Bypass Road

Tree	Code	Qty	Detail	Price
Gumbo Limbo	BS	2	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Straight Trunk, Full Canopy	50
Lavender Grape Myrtle	LM	2	Container Grown, 12' Ht. x 5' Spr., Min. 5' Clear Trunk, 2.5" Cal. Total, Multi-Trunk, Wide Canopy, Lavender Blooms	50
Southern Magnolia	MG	2	Container Grown, 12' Ht. x 5' Spr., 3' CT, Straight Trunks, Full Dense Canopy	40
Southern Live Oak	QV	43	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Straight Trunk, Full Canopy	1075
Coconut Palm	CN	12	Field Grown, Varying Heights, 8'-12' GW, Full Head, No Scarred Trunks	360
Cabbage Palmetto	SPR	7	Field Grown, Varying Heights, 15'-20' CT, Slick Trunk, Curved, Hurricane Cut	157.5

### 3. Northlake Parkway

Tree	Code	Qty	Detail	Price
Gumbo Limbo	BS	4	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Straight Trunk, Full Canopy	100
Pigeon Plum	CD	17	Container Grown, 10' Ht. x 4' Spr., Full Canopy	340
Silver Buttonwood	CS	23	B & B, 12' Ht. x 5' Spr., Multi-trunk, 2.5" Cal., Straight Trunk, Full Canopy	460
Japanese Privet	LJ	9	Container Grown, 6' Ht. x 5' Spr., Full and Dense Crown	225
Wax Myrtle	MC	13	Container Grown, 8' Ht. x 3' Spr., Full and Dense	260
Southern Live Oak	QV	5	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Straight Trunk, Full Canopy	125
Southern Live Oak	QV-14	10	Ranch / country Oak, 6" Cal. Min., To Be Selected and Tagged by Landscape Architect, 8' CT Min.	250
Southern Live Oak	QV-18	14	Ranch / country Oak, 9" Cal. Min., To Be Selected and Tagged by Landscape Architect, 8' CT Min.	350
Southern Live Oak	QV-22	15	Ranch / country Oak, 12" Cal. Min., To Be Selected and Tagged by Landscape Architect, 8' CT Min.	375
Coconut Palm	CN	87	Field Grown, Varying Heights, 8'-12' GW, Full Head, No Scarred Trunks	2610
Alexander Palm	PE1	31	Field Grown, Single, Varying Heights, 12'-16' CW, Full Crown	0
Florida Royal Palm	RO2	45	Field Grown, 20' GW, Matched Heights, 24" Cal. @ 4'-6" DBH, Heavy Straight Trunk, No Tapering GW, No Scars, Full Crown	2250
Cabbage Palmetto	SP	193	Field Grown, Varying Heights, 12'-24' CT, Slick Straight Trunk, Hurricane Cut	4342.5
Curved Trunk Sabal Palm	SPR	19	Field Grown, Varying Heights, 15'-20' CT, Slick Trunk, Curved, Hurricane Cut	427.5

### 4. Northlake Blvd Median Phase One

Tree	Code	Qty	Detail	Price
Southern Live Oak	QV-24	15	22' Ht, 10' Spr., 5' Cal., Single Straight Trunk, Full and Even Canopy, No Low Crotch	375

Wild Date Palm	PS	20	Field Grown, 11-13' Clear Wood, Florida #1, Classic Cut, Matched Hts, Full Dense Crown	1000
Cabbage Palmetto	SPR	30	Collected, Varying Heights, 15-25' CT., Slick Trunk, Curved, Hurricane Cut	675
Cabbage Palmetto	SP	32	F.G., Varying Heights 12-18' CT., Slick straight trunk, Hurricane Cut	720

#### 5. Spine Road Phase Two

Tree	Code	Qty	Detail	Price
Gumbo Limbo	BS	52	Container Grown, 12' Ht. x 5' Spr., Single Trunk, 2.5" Cal., Full Canopy	1300
Pigeon Plum	CD	91	Container Grown, 10' Ht. x 4' Spr., Full Canopy	1820
Silver Buttonwood	CS	21	Container Grown, 12' Ht. x 6' Spr., Multi-Trunk, 2.5" Cal. Total, Full Canopy	420
Royal Poinciana	DR	33	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Single Trunk, Wide Canopy	825
Jacaranda	JM	21	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Single Trunk, Wide Canopy	525
Lavender Grape Myrtle	LM	24	Container Grown, 12' Ht. x 5' Spr., 5" C.T., Multi-Trunk, 2.5" Cal. Total, Full, Wide Canopy	600
Southern Magnolia	MG	10	Container Grown, 12' Ht. x 5' Spr., 3" C.T., Full Dense Canopy	200
Southern Live Oak	QV-14	30	14' Ht. x 6' Spr., 3.5" Cal., Single Straight Trunk, Full and Even Canopy, No Low Crotch	750
Southern Live Oak	QV-18	52	18' Ht. x 8' Spr., 4" Cal., Single Straight Trunk, Full and Even Canopy, No Low Crotch	1300
Southern Live Oak	QV-22	54	22' Ht. x 10' Spr., 5" Cal., Single Straight Trunk, Full and Even Canopy, No Low Crotch	1350
Pink Tabebuia	TH	29	Container Grown, 12' Ht. x 6' Spr., 2.5" Cal., Single Straight Trunk, Full Canopy	580
Christmas Palm Multi-Trunk	AM3	6	Field Grown, Triple Trunk, Varying Height Trunks, Min. 18" O.A. Ht.	0
Wild Date Palm	PS	19	Field Grown, 12' C.T., Diamond Cut, Matched Heights, Full Crown	950
Alexander Palm	PE3	14	Field Grown, Triple Trunk, Varying Heights, Minimum 14' CW, Full Crown	0
Alexander Palm	PE2	4	Field Grown, Double Trunk, Varying Heights, Minimum 14' CW, Full Crown	0
Alexander Palm	PE1	145	Field Grown, Single Trunk, Varying Heights, Minimum 12' CW, Full Crown	0
Cabbage Palmetto	SP	181	Field Grown, Varying Heights, 12-18' CT, Slick Straight Trunk, Hurricane Cu	4072.5
Giant Bird of Paradise	SN	6	Container Grown, 8' Ht. x 5' Spr. Clump, Multi-Trunk, Full and Dense	0
Fishtail Palm	CM	17	Field Grown, Clump, 12' OA Ht. x 10' Spr., Canes Cleared to Approx. 4'-5', Full and Dense	0

#### 6. Master Lake Maintenance

Tree	Code	Qty	Detail	Price
N/A				

#### 7. Northlake Blvd Median Phase Two

Tree	Code	Qty	Detail	Price
Southern Live Oak	QV-24	8	22' Ht., 10' Spr., 5" Cal., Single Straight Trunk, Full and Even Canopy, No Low Crotch	200
White Tabebuia	TB	13	Container grown, 12' Ht. x 5' Spr., 2.0" Cal., Straight trunk, Full Canopy	260
Christmas Palm	AM3	9	Field Grown, Triple, Staggered Ht. Trunks, Min. 18" OA Ht	0
Wild Date Palm	PS	15	Field Grown, 11-13' Clear Wood, Florida #1, Classic cut, Matched Hts., Full Dense Crown	750
Cabbage Palmetto	SP	10	FG, Varying Heights 12'-18' CT, Varying heights, Slick straight trunk, Hurricane Cut	225
Cabbage Palmetto	SPR	10	Collected, Varying Heights, 15-25' C.T., Slick Trunk, Curved, Hurricane Cut	225

#### 8. Spine Road Phase Three

Tree	Code	Qty	Detail	Price
Gumbo Limbo	BS	28	Container Grown, 12' Ht. x 5' Spr., Single Trunk, 2.5" Cal., Full Canopy	700
Brazilian Beautyleaf	CB	14	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Single Straight Trunk, Full and Even Canopy	350
Green Button Wood	CE	23	Container Grown, 12' Ht. x 6' Spr., Single Straight Trunk, 2.5" Cal., Full Canopy	325
Silver Buttonwood	CS	13	Container Grown, 12' Ht. x 6' Spr., Multi-Trunk, 2.5" Cal. Total, Full Canopy	260
Silver Buttonwood	CES	13	Container Grown, 12' Ht. x 6' Spr., Single Straight Trunk, 2.5" Cal., Full Canopy	260
Royal Poinciana	DR	7	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Single Trunk, Wide Canopy	175
Jacaranda	JM	7	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Single Trunk, Wide Canopy	175
Japanese Privet	LJ2	6	Container Grown, 10' Ht. x 8' Spr., Multi-Trunk, Min. 3' CT, Full and Dense Crown, Specimen, Matched	150
Southern Live Oak	QV-14	23	Container Grown, 14' Ht. x 6' Spr., 3.5" Cal., Single Straight Trunk, Full and Even Canopy, No Low Crotch	575
Southern Live Oak	QV-18	16	Container Grown, 18' Ht. x 8' Spr., 4" Cal., Single Straight Trunk, Full and Even Canopy, No Low Crotch	400
Southern Live Oak	QV-22	13	Container Grown, 22' Ht. x 10' Spr., 5" Cal., Single Straight Trunk, Full and Even Canopy, No Low Crotch	325
Pink Tabebuia	TH	29	Container Grown, 12' Ht. x 6' Spr., 2.5" Cal., Single Straight Trunk, Full Canopy	580
Christmas Palm Multi-Trunk	AM3	3	Field Grown, Triple Trunk, Varying Height Trunks, Min. 18" O.A. Ht.	0
Fishtail Palm	CM	4	Field Grown, Clump, 12' OA Ht. x 10' Spr., Canes Cleared to Approx. 4'-5', Full and Dense	0
Coconut Palm	CN	8	Field Grown, Varying Heights, 15'-20' GW, Full Head, No scarred trunk	240
Medjool Date Palm	PD	16	Field Grown, 20' CT, 18" Cal. Min. @ 4'-6" DBH, Florida Fancy, Diamond Cut, Full Crown, Matched	800
Wild Date Palm	PS	5	Field Grown, 12' C.T., Diamond Cut, Matched Heights, Full Crown	250
Alexander Palm	PE3	14	Field Grown, Triple Trunk, Varying Heights, Minimum 14' CW, Full Crown	0
Alexander Palm	PE1	68	Field Grown, Single Trunk, Varying Heights, Minimum 12' CW, Full Crown	0
Florida Royal Palm	RE	12	Field Grown, 14' GW, 18" Cal. Min. @ 4'-6" DBH, Matched, Heavy Straight Trunk, No Scars or Tapering GW, Full Crown	600

Cabbage Palmetto	SP	164	Field Grown, Varying Heights, 12'-18' CT, Slick Straight Trunk, Hurricane Cut	3690
Giant Bird of Paradise	SN	2	65 Gal., 8' Ht. x 5' Spr. Clump, Multi-Trunk, Full and Dense	0

**9. Parcel A-4 West Buffer**

Tree	Code	Qty	Detail	Price
Red Maple	AR	17	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Full Canopy	340
Wax Myrtle	MC	33	Container Grown, Tree Form, 8' Ht. x 3' Spr., Full and Dense	660
Southern Live Oak	QV	35	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Straight Trunk, Full Canopy	875
Cabbage Palmetto	SP8	194	Field Grown, 8' CT, Slick Straight Trunk, Hurricane Cut	4365

**9. Parcel A-4 CDD Park**

Tree	Code	Qty	Detail	Price
Gumbo Limbo	BS	N/A	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Straight Trunk, Full Canopy	\$75,543.80
Silver Button Wood	CS	N/A	B & B, 12' Ht. x 5' Spr., 2.5" Cal., Straight Trunk, Full Canopy	
Royal Poinciana	DR	N/A	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Single Trunk, Full Canopy	
Lavender Grape Myrtle Multi-Trunk	LM	N/A	Container Grown, 12' Ht. x 5' Spr., Min. 5' Clear Trunk, 2.5" Cal. Total, Multi-Trunk, Wide Canopy, Lavender Blooms	
Southern Magnolia	MG	N/A	Container Grown, 12' Ht. x 5' Spr., 3' CT, Straight Trunks, Full Dense Canopy	
Southern Live Oak	QV	N/A	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Straight Trunk, Full Canopy	
West Indian Mahogany	SM	N/A	Container Grown, 12' Ht. x 5' Spr., 2.5" Cal., Straight Trunk, Full Canopy	
Red Maple	AR-L	N/A	Container Grown, 9' OA Ht. Min. x 2.5'-3' Spr. Min., Straight Trunk, Full Canopy	
Red Maple	AR-M	N/A	Container Grown, 7' OA Ht. Min. x 2'-2.5' Spr. Min., Straight Trunk, Full Canopy	
Red Maple	AR-S	N/A	Container Grown, 5' OA Ht. Min. x 1.5'-2' Spr. Min., Straight Trunk, Full Canopy	
Bald Cypress	TD-L	N/A	Container Grown, 9' OA Ht. Min. x 2.5'-3' Spr. Min., Straight Trunk, Even Canopy, Full	
Bald Cypress	TD-M	N/A	Container Grown, 7' OA Ht. Min. x 2'-2.5' Spr. Min., Straight Trunk, Even Canopy, Full	
Bald Cypress	TD-S	N/A	Container Grown, 5' OA Ht. Min. x 1.5'-2' Spr. Min., Straight Trunk, Even Canopy, Full	
Coconut Palm	GN	N/A	Field Grown, Varying Heights, 8'-12' GW, Full Head, No Scarred Trunks	
Spindle Palm	HV	N/A	Field Grown, 4' GW, Straight Scar Free Trunk, Full Crown, Florida Fancy & Matched, Disease Free	
Alexander Palm	PE10	N/A	Field Grown, Triple, Minimum 10' CW	
Alexander Palm	PE1	N/A	Field Grown, Single, Varying Heights, 12'-16' CW, Full Crown	
Florida Royal Palm	RO	N/A	Field Grown, 14' GW, 17' CT, 22' OA Ht., 24" Cal. @ 4'-6" DBH, Heavy Straight Trunk, No Scars, Full Crown	
Cabbage Palmetto	SP	N/A	Field Grown, Varying Heights, 12'-24' CT, Slick Straight Trunk, Hurricane Cut	
Curved Trunk Sabal Palm	SPR	N/A	Field Grown, Varying Heights, 15'-20' CT, Slick Trunk, Curved, Hurricane Cut	



**Avenir**

<b>Hardwood Trees</b>	<b>Price</b>
Gumbo Limbo	\$ 25.00
Pigeon Plum	\$ 20.00
Silver Buttonwood	\$ 20.00
Royal Poinciana	\$ 25.00
Jacaranda	\$ 25.00
Crape Myrtle	\$ 25.00
Japanese Privet	\$ 25.00
Sapodilla	\$ 25.00
Southern Live Oak	\$ 25.00
Magnolia	\$ 20.00
Wax Myrtle	\$ 20.00
Pink Tabebuia	\$ 20.00
White Tabebuia	\$ 20.00
Brazilian Beauty Leaf	\$ 25.00
Green Buttonwood	\$ 25.00
Red Maple	\$ 20.00
Mahogany	\$ 25.00
<b>Palm Trees</b>	<b>Price</b>
Coconut Palm	\$ 30.00
Medjool Date Palm	\$ 50.00
Florida Royal Palm	\$ 50.00
Sabal Palm (Cabbage Palmetto)	\$ 22.50
Paurotis Palm (10+ Canes)	\$ 125.00
Sylvester Palm (Wild Date)	\$ 50.00

**OTHER SERVICES:**

<b>Item No.</b>	<b>Description</b>	<b>Occurrence</b>	<b>Tree Trimming</b>
<b>LABOR INFORMATION</b>			
1	# of Crew Members Weekly During Growing Season	12 - mowing / 8 Trimming	#
2	# of Crew Members Weekly During non-growing season	Same but different Intervals	#
3	# of Crew Irrigation Maintenance	2-4	#
4	Irrigation Tech Labor Rate	As Needed/Requested	\$/hr 55.-
<b>SOD / SEE REPLACEMENT</b>			
1	Bermuda (s.f.)	As Needed/Requested	\$/sf 1.35
2	St. Augustine (s.f.)	As Needed/Requested	\$/sf 1.05
3	Bahia (s.f.)	As Needed/Requested	\$/sf 0.85
4	Dead Sod Removal (Hourly rate)	As Needed/Requested	\$/hr 30.-
5	Sod Installation (hourly rate)	As Needed/Requested	\$/hr 30.-

The above listed items include all of the scope of services listed above. Bidder to modify sample bid form provided to add any additional information, services and costs required to properly provide the services.

SECTION 10  
INVITATION TO BID

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- 10.1 Sealed bids will be received by **Jason Pierman**, District Manager on behalf of the **AVENIR COMMUNITY DEVELOPMENT DISTRICT** (Owner). The bids shall be based on selling and delivering all necessary labor, materials, equipment and services for the completion of the Work, including the installation of materials, supplies and equipment for the construction of **LANDSCAPE & IRRIGATION MAINTENANCE AVENIR CDD PHASE ONE.**

There will be a **mandatory virtual pre-proposal conference** held via Zoom on **March 12, 2021 at 2:00 p.m.** Participants may attend the Meeting and provide questions or comments by accessing the meeting through the link provided on the District's website, **www.avenircdd.org**, or by utilizing the following login information:

**Join by URL for VIDEO ACCESS at:** <https://us02web.zoom.us/j/3341025011>

**Join by PHONE for TELEPHONIC ACCESS at: 301-715-8592**

**Meeting ID: 334 102 5011**

There will be an **optional site meeting** at the Avenir Site Trailer located at 12001 Northlake Boulevard, Palm Beach Gardens, FL 33412 (the Avenir Construction Trailer) on **March 15, 2021 at 2:00 P.M.**

Firms desiring to provide services for the Project must submit one (1) electronic copy of the required proposal **via email to the District Manager at [jpierman@sdsinc.org](mailto:jpierman@sdsinc.org)** with subject marked **"Landscape & Irrigation Maintenance Avenir CDD Phase One Project RFP Response"** no later than **April 14, 2021 at 11:30 a.m.** Although the District Manager will endeavor to acknowledge receipt of each email, it is ultimately the responsibility of each firm to confirm that their proposal was received prior to the deadline.

The District Manager and District Engineer will conduct a special public meeting on **April 14, 2021 at 12:00 noon** at the District Manager's office, located at 2501A Burns Road, Palm Beach Gardens, FL, 33410, to open the proposals. In-person attendance is permitted, but participants are encouraged to attend the meeting via Zoom and provide questions or comments by accessing the meeting through the link provided on the District's website, **www.avenircdd.org**, or by utilizing the following login information:

**Join by URL for VIDEO ACCESS at:** <https://us02web.zoom.us/j/3341025011>

**Join by PHONE for TELEPHONIC ACCESS at: 301-715-8592**

**Meeting ID: 334 102 5011**

## SECTION 10

### INVITATION TO BID

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No official action will be taken at the meeting. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law including but not limited to Chapter 190 of the Florida Statutes. A copy of the agenda for the meeting may be obtained from the District Manager, at the District's Manager's office, or (561) 630-4922. The meeting may be continued in progress without additional notice to a time, date, and location stated on the record. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at least forty-eight (48) hours before the meeting by contacting the District Manager at (561) 630-4922. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

- 10.2 The bidder shall submit along with his bid evidence that he is licensed to perform the work and services or qualified by examination to be so licensed.
- 10.3 Bids shall be for the project in its entirety. Partial bids shall not be accepted, unless requested by the Engineer or Owner.
- 10.4 The landscape and irrigation maintenance shall include all of the landscape and irrigation shown on the construction plans and shall conform to the specifications shown on the plans and contract documents.
- 10.5 Bids will be evaluated in accordance with the criteria included in the Project Manual (Section 20 – Instructions to Bidders). The District reserves the right to reject any and all proposals, make modifications to the work, award the contract in whole or in part with or without cause, provide for the delivery of the project in phases, and waive minor or technical irregularities in any Proposal, as it deems appropriate, if it determines in its discretion that it is in the District's best interests to do so.
- 10.6 If the INSTRUCTION TO BIDDERS is not included in this document then the instruction to bidders shall be as described in the "STANDARD FORM OF INSTRUCTION TO BIDDERS" as presented jointly by the Professional Engineer in Private Practice (a practice division of the National Society of Professional Engineers), by the American Consulting Engineers Council and by the Construction Specification Institute.
- 10.7 RESERVED
- 10.8 A sample form of the AGREEMENT has been provided with the bid documents.

**Owner reserves the right to use any form of Agreement.**

SECTION 10  
INVITATION TO BID

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10.9 Complete sets of Bidding Documents shall be used in preparing Bids; neither Owner nor Engineer assumes any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

10.10 Section 287.135, F.S. requires any company submitting a bid or proposal on certain contracts/bids to certify that they are not on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List, that the company is not participating in a boycott of Israel, and that the company does not have business operations in Cuba or Syria.

The Scrutinized Company Certification Form has been provided with the bid documents.

10.11 Any person who wishes to protest this notice or the Project Manual, or any component thereof, shall file with the District a written notice of protest within seventy-two (72) hours after the publication date of the notice, for protests related to the notice, or, for protests related to the Project Manual, within seventy-two (72) hours after the Project Manual is made available, and shall file a formal written protest with the District within seven (7) calendar days after the date of timely filing the initial notice of protest. Filing will be perfected and deemed to have occurred upon receipt by the District Manager, Special District Services, Inc., The Oaks Center, 2501A Burns Road, Palm Beach Gardens, Florida 33410. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object to or protest the contents of the District's Project Manual. The formal written protest shall state with particularity the facts and law upon which the protest is based.

10.12 All questions regarding the Project Manual or the Project shall be directed in writing by email only to the District Engineer, Ballbe & Associates, Inc., Carlos J. Ballbe, P.E., email address: [carlos@baeng.us](mailto:carlos@baeng.us). No phone inquiries please.



## SECTION 20

### INSTRUCTION TO BIDDERS

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#### 20.1 DEFINED TERMS

These Instructions to Bidders were taken from the "Standard Form of Instructions to Bidders", jointly issued by Professional Engineers in private practice, a practice division of the National Society of Professional Engineers and by American Consulting Engineers Council and by Construction Specifications Institute. Terms used in these Instructions to Bidders which are defined in the Standard General Conditions of the Construction Contract, NSPE-ACEC Document 1910-8, CSI 56465 (1983 editions) have the meanings assigned to them in the General Conditions. The term "Successful Bidder" means the lowest, qualified, responsible Bidder to whom Owner (on the basis of Owner's evaluation as hereinafter provided) makes an award.

#### 20.2 COPIES OF BIDDING DOCUMENTS

Complete sets of the Bidding Documents in the number and for the deposit sum, if any, stated in the Advertisement or Invitation may be obtained from Engineer (unless another issuing office is designated in the Advertisement or Invitation to Bid).

Complete sets of Bidding Documents shall be used in preparing Bids; neither Owner nor Engineer assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

Owner and Engineer in making copies of Bidding Documents available on the above terms do so only for the purpose of obtaining Bids on the Work and do not confer a license or grant for any other use.

#### 20.3 QUALIFICATIONS OF BIDDERS

To demonstrate qualifications to perform the Work, each Bidder must submit written evidence such as financial data, previous experience and evidence of authority to conduct business in the jurisdiction where the Project is located or covenant to obtain such qualification prior to award of the contract.

#### 20.4 EXAMINATION OF CONTRACT DOCUMENTS AND SITE

Before submitting a Bid, each Bidder must (a) examine the Contract Documents thoroughly, (b) visit the site to familiarize himself with local conditions that may in any manner affect cost, progress or performance of the Work, (c) familiarize himself with federal, state and local laws, ordinances, rules and regulations that may in any manner affect cost, progress or performance of the Work; and (d) study and carefully correlate Bidder's observations with the Contract Documents.

Reference is made to the Supplementary Conditions for the identification of those

## SECTION 20

### INSTRUCTION TO BIDDERS

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reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress or performance of the Work which have been relied upon by Engineer in preparing the Drawings and Specifications. Owner will make copies of such reports available to any Bidder requesting them. These reports are not guaranteed as to accuracy or completeness, nor are they part of the Contract Documents. Before submitting his Bid each Bidder will, at his own expense, make such additional investigation to determine his Bid for performance of the Work in accordance with the time, price and other terms and conditions of the Contract Documents.

On request Owner will provide each Bidder access to the site to conduct such investigations and tests as each Bidder deems necessary for submission of his Bid.

The lands upon which the Work is to be performed, rights-of-way for access thereto and other lands designated for use by Contractor in performing the Work are identified in the Supplementary Conditions, General Requirements or Drawings.

The submission of a Bid will constitute an incontrovertible representation by the Bidder that he has complied with every requirement of this Article 20.4 and that the Contract Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of the work.

#### 20.5 INTERPRETATIONS

All questions about the meaning or intent of the Contract Documents shall be submitted to Engineer in writing by email. Replies will be issued by Addenda emailed to all parties recorded by Engineer as having received the Bidding Documents. Questions received less than five days prior to the date for opening of Bids will not be answered. Only questions answered by formal written Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

All questions regarding the Project Manual or the Project shall be directed in writing by email only to the District Engineer, Ballbe & Associates, Inc., Carlos J. Ballbe, P.E., email address: [carlos@baeng.us](mailto:carlos@baeng.us). No phone inquiries please.

#### 20.6 RESERVED

#### 20.7 CONTRACT TIME

The number of days within which, or the date by which, the Work is to be completed (the Contractor Time) is set forth in the Project Description and will be included in the Agreement.

SECTION 20  
INSTRUCTION TO BIDDERS

---

20.8 RESERVED.

20.9 SUBSTITUTE MATERIAL AND EQUIPMENT

The Contract, if awarded, will be on the basis of material and equipment described in the Drawings or specified in the Specifications without consideration of possible substitute or "or equal" Items. Whenever it is indicated in the Drawings or specified in the Specifications that a substitute or "or equal" item of material or equipment may be furnished or used by Contractor if acceptable to Engineer, application for such acceptance will not be considered by Engineer until after the "effective date of the Agreement."

20.10 SUBCONTRACTORS, ETC.

If the Supplementary Conditions require the identity of certain Subcontractors and other persons and organizations to be submitted to Owner in advance of the Notice of Award, the apparent Successful Bidder, and any other Bidder so requested, will within seven days after the day of the Bid opening submit to Owner a list of all Subcontractors and other persons and organizations (including those who are to furnish the principal items of material and equipment) proposed for those portions of the Work as to which such identification is so required. Such list shall be accompanied by an experience statement with pertinent information as to similar projects and other evidence of qualifications for each such Subcontractor, person and organization if requested by Owner. If Owner or Engineer after due investigation has reasonable objection to any proposed Subcontractor, other person or organization, either may before giving the Notice of Award request the apparent Successful Bidder to submit an acceptable substitute without an increase in Bid price. If the apparent Successful Bidder declines to make any such substitution, the contract shall not be awarded to such Bidder, but his declining to make any such substitution will not constitute grounds for sacrificing his Bid Security. Any Subcontractor, other person or organization so listed and to whom Owner or Engineer does not make written objection prior to giving of the Notice of Award will be deemed acceptable to Owner and Engineer.

In contracts where the Contract Price is on the basis of Cost-of-the-Work plus a Fee, the apparent Successful Bidder, prior to the Notice of Award, shall identify in writing to Owner those portions of the Work that such Bidder proposes to subcontract and after the Notice of Award may only subcontract other portions of the Work with Owner's written consent.

No Contractor shall be required to employ any Subcontractor, other person or organization against whom he has reasonable objection.

20.11 PREPARATION OF BID

## SECTION 20

### INSTRUCTION TO BIDDERS

---

A Bid must be made on a Bid Form prepared by Bidder. The Bid Form shall not be separated from the Contract Documents nor shall it be altered in any way.

Blank spaces in the Bid Form must be filled in correctly where indicated, and the Bidder must state, both in words and numerals, the bid item description, quantity, unit price and total amount for which he proposes to do each and every item of Work. Ditto marks shall not be used.

20.11-1 A Bidder shall execute his Bid as stated below.

1. A Bid by an individual shall show his name and official address.
2. A Bid by a partnership must be executed in the partnership name and signed by a partner. His title must appear under his signature and the official address of the partnership shall be shown.
3. A Bid by a corporation must be executed in the corporate name by an officer of the corporation and must be accompanied by a certified copy of a resolution of the board of directors authorizing the person signing the Bid to do so on behalf of the corporation. The corporate seal shall be affixed and attested by the secretary. The state of incorporation and the official corporate address shall be shown.
4. All names must be printed below the signature.
5. Contractor's license or registration number shall be entered in the space provided on the Bid Form.

The Bid shall contain an acknowledgement of the receipt of all Addenda in the space provided on the Bid Form.

The address to which communications regarding the Bid are to be directed shall be shown.

#### 20.12 PROJECT SCHEDULE

Bidder shall submit a monthly maintenance schedule based showing the time required to perform each individual bid item category.

#### 20.13 SUBMISSION OF BIDS

Bids shall be submitted prior to the time and at the place indicated in the Invitation to Bid and shall be included in an opaque sealed envelope, marked with the Project title and name and address of the Bidder and if required

## SECTION 20

### INSTRUCTION TO BIDDERS

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accompanied by the Bid Security, if applicable, and other required documents. If the Bid is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with the notation "BID ENCLOSED" on the face thereof. Bids shall be addressed to:

Jason Pierman  
Avenir Community Development District  
2501A Burns Road  
Palm Beach Gardens, FL 33410

Any person who wishes to protest this notice or the Project Manual, or any component thereof, shall file with the District a written notice of protest within seventy-two (72) hours after the publication date of the notice, for protests related to the notice, or, for protests related to the Project Manual, within seventy-two (72) hours after the Project Manual is made available, and shall file a formal written protest with the District within seven (7) calendar days after the date of timely filing the initial notice of protest. Filing will be perfected and deemed to have occurred upon receipt by the District Manager, Special District Services, Inc., The Oaks Center, 2501A Burns Road, Palm Beach Gardens, Florida 33410. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object to or protest the contents of the District's Project Manual. The formal written protest shall state with particularity the facts and law upon which the protest is based.

#### 20.14 MODIFICATION AND WITHDRAWAL OF BIDS

Bids may be modified or withdrawn by an appropriate document duly executed (in the manner that a Bid must be executed) and delivered to the place where Bids are to be submitted at any time prior to the opening of Bids.

If, within twenty-four hours after Bids are opened, any Bidder files a duly signed written notice with Owner and promptly thereafter demonstrates to the reasonable satisfaction of Owner that there was a material and substantial mistake in the preparation of his Bid, that Bidder may withdraw his Bid and the Bid Security will be returned. Thereafter, that Bidder will be disqualified from further bidding on the Work.

#### 20.15 OPENING OF BIDS

When Bids are opened publicly, they will be read aloud, and an abstract of the amounts of the base Bids and major alternates (if any) will be made available after the opening of Bids. **This Bid will be opened publicly** at the time and place set forth in Section 10.1 of the Invitation to Bid.

Bids received by mail or otherwise after the time specified for the opening of Bids

## SECTION 20

### INSTRUCTION TO BIDDERS

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as indicated in the Notice to Bidders will not be accepted and will be returned to the Bidder unopened.

#### 20.16 BIDS TO REMAIN OPEN

All Bids shall remain open for 30 days after the day of the opening of Bids or until any bid protest procedure is finally resolved, should a bid protest be lodged prior to the execution of the contract, whichever last occurs. The OWNER may, in his sole discretion, release any Bid and return the Bid security prior to that date.

#### 20.17 ACKNOWLEDGMENTS

In addition to any other requirements set forth in the Project Manual, and with the signature on the Proposal Form, the Bidder acknowledges the following:

1. The documents contained within the Project Manual, including the standard form of agreement, are complementary; what is called for by one is binding as if called for by all. If the Contractor finds a conflict, error or discrepancy in the Project Manual, he/she shall call it to the District's and/or the District's designees' attention in writing before proceeding with the work affected thereby.
2. The Contractor is responsible for visually inspecting the entire site prior to submitting a Proposal and notifying the District and/or its designee of discrepancies that may affect the maintenance services and its costs.
3. The Contractor shall be responsible for coordinating the work necessary with all utility companies and other on-site contractors or subcontractors performing work for the District and the developer.
4. The Contractor shall be responsible for coordinating the work necessary to complete and obtain all final approvals and acceptances.
5. The Contractor shall complete the work herein defined and detailed in a professional and workmanlike manner typical of his industry. There shall be no sections or parts missing. Furthermore, each portion of the work shall be complete and able to function for its intended use. The work must be continuous unless otherwise directed by the District. The work, including punch list items, must be acceptable to and accepted by applicable regulatory authorities.
6. All existing trees, sod, irrigation and other landscaping to remain must be protected and replaced in the event of damage.



## SECTION 20

### INSTRUCTION TO BIDDERS

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7. The Contractor's attention is called to the fact that any estimate of quantities of work to be done and materials to be furnished as shown in the Project Manual, or elsewhere, is for illustrative purposes only. The District and/or its designee do not assume any responsibility that the final quantities shall remain in strict accordance with the estimated quantities or of the character, location of the work or other conditions pertaining thereto. The Contractor shall be solely responsible for computing quantities for the preparation of the Project Manual and the execution of the work.
8. The Contractor shall submit an itemized schedule of values outlining all work items which will be used for monthly pay requests.
9. The Proposer shall specify subcontractors to be used for major work items.
10. Receipt of all final approvals and operating permits from all applicable regulatory authorities is a requirement for final payment.
11. All signage shall be included in this proposal.
12. All work provided for in the Project Manual, including but not limited to Contract Documents and Proposal Documents, as may be amended, shall be warranted from commencement of work until twelve (12) months after acceptance by all applicable regulatory authorities or as otherwise provided in the Contract Documents.
13. Contractor shall be required to take all necessary affirmative steps to assure that small and minority businesses, women's business enterprises, and labor area surplus firms are used when possible, in accordance with 2 C.F.R. § 200.321.

#### 20.18 BASIS OF AWARD/RIGHT TO REJECT

Owner reserves the right to reject any and all Bids, to waive any and all informalities and to negotiate contract terms with Successful Bidder, and the right to disregard all nonconforming, nonresponsive or conditional Bids. Discrepancies between words and figures will be resolved in favor of words. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.

In evaluating Bids, Owner shall consider the qualifications of the Bidders, whether or not the Bids comply with the prescribed requirements, and alternates and unit prices if requested in the Bid forms, all as more particularly described in the Evaluation Criteria set forth in Section 20.21 below. It is Owner's intent to accept alternates (if any are accepted) in the order in which they are listed in the Bid form but Owner may accept them in any order or combination.

## SECTION 20

### INSTRUCTION TO BIDDERS

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Owner may consider the qualifications, familiarity with the project, experience working with the local jurisdiction and utility companies, availability of personnel and experience of Subcontractors and other persons and organizations (including those who are to furnish the principal items of material or equipment) proposed for those portions of the Work as to which the identity of Subcontractors and other persons and organizations must be Submitted as provided in the Supplementary Conditions. Operating costs, maintenance considerations, performance data and guarantees of materials and equipment may also be considered by Owner.

Owner may conduct such investigations as he deems necessary to assist in the evaluation of any Bid and to establish the responsibility, qualifications and financial ability of the Bidders, proposed Subcontractors and other persons and organizations to do the Work in accordance with the Contract Documents to Owner's satisfaction within the prescribed time.

Owner reserves the right to reject the Bid of any Bidder who does not pass any such evaluation to Owner's satisfaction.

The contract may not be awarded to the lowest Bidder and may be awarded to a Bidder whose evaluation, based on the Evaluation Criteria in Section 20.21 below by Owner indicates to Owner that the award will be in the best interests of the Project.

The bids shall be ranked based on the District's evaluation of the Bidder's ability to perform the services for the project as demonstrated by, among other things, the documentation provided by the Bidders and reference checks of the Bidder's clients. The criteria to be used in the evaluation are presented in the Evaluation Criteria listed below and contained within the Project Manual. Price will be one factor used in determining the Bid that is in the best interest of the District, but the District explicitly and clearly reserves the right to make such award to other than the lowest priced Bid. The ranking and evaluation of the Bids is subject to the individual scorer's discretion and the points ultimately awarded to each Bidder, and corresponding ranking, may differ widely from individual scorer to individual scorer.

If the contract is to be awarded, Owner will give the Successful Bidder a Notice of Award within thirty days after the day of the Bid opening.

#### 20.19 PROTESTS

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements, including but not limited to

## SECTION 20

### INSTRUCTION TO BIDDERS

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source evaluation, protests, disputes, and claims.

Any person who files a notice of protest regarding the Project Manual, or regarding any ranking or intended award by the District, shall post a protest bond in a form acceptable to the District and in an amount of ten thousand dollars (\$10,000). In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses and attorney's fees associated with hearing and defending the protest. In the event the protest is settled by mutual agreement of the parties, the protest bond shall be distributed as agreed to by the District and protestor.

#### 20.20 MANDATORY AND PERMISSIVE REQUIREMENTS

Notwithstanding anything else within the Project Manual, all of the requirements set forth in the Project Manual shall be deemed "permissive," in that a Proposer's failure to meet any requirement described in mandatory terms such as "shall," "will," "mandatory," or similar language does not automatically disqualify the Proposer's Proposal, but instead may be taken into account in the evaluation and scoring of the Proposal.

#### 20.21 EVALUATION CRITERIA

##### 1. *Personnel.* (15 Points)

(E.g., financial and technical resources; capabilities and experience of key personnel, including the project manager and field supervisor; present ability to manage this project; evaluation of existing workload; proposed staffing levels, etc. *No preference will be given based on a respondent's geographic proximity to the Project.*)

##### 2. *Proposer's Experience and Familiarity with Project.* (15 Points)

(E.g., past record and experience of the respondent in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; compliance with applicable public policy; character, integrity, reputation of respondent, etc. Familiarity with the project and experience working on project in Palm Beach Gardens and with S)

##### 3. *Understanding of Scope of Work.* (15 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

SECTION 20  
INSTRUCTION TO BIDDERS

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4. Price.

(45 Total Points)

Points available for price will be allocated as follows:

35 Points will be awarded to the Proposer submitting the lowest total bid, (i.e., the summation of the unit price extensions using quantity estimates provided, the allowances shown, plus the proposal contractor's fee) for completing the work. All other proposals will receive a percentage of this amount based upon the difference between the Proposer's bid and the low bid.

10 Points are allocated for the reasonableness of unit prices and balance of bid.

5. Schedule.

(10 Points)

Points available for schedule will be allocated as follows:

10 Points will be allocated based on the Proposer's ability to credibly complete the project within the Proposer's schedule without a premium cost for accelerated work and demonstrate on-time performance. These points will also take into account the demonstration of Proposer's understanding (through presentation in the proposal of a milestone schedule) of how to meet the required substantial and final completion dates and the delivery approach outlined in the Project Manual.

20.22 RESERVED

20.23 CONTRACTOR'S INSURANCE

The requirements for CONTRACTOR'S insurance are stated in the Agreement. The requirements for delivery of certificates of insurance are stated in the Agreement.

The successful Bidder shall within five days from the date of the Notice of Award deliver to OWNER, for his review and approval, the required policies of insurance. Upon approval, the policies will be returned to the Bidder and he shall submit certificates of insurance to the OWNER as stated in the General Conditions.

20.24 EXECUTION OF AGREEMENT

Concurrently with the issuance of the Notice of Award, the OWNER will provide three unsigned counterparts of the Agreement and all other Contract Documents. Within 15 workdays thereafter the CONTRACTOR shall deliver three signed counterparts of the Agreement, all Contract Documents, Bond and Insurance Certificates to the OWNER. Within 15 workdays thereafter, the OWNER

SECTION 20  
INSTRUCTION TO BIDDERS

---

will deliver fully signed counterparts to the CONTRACTOR.

After completion of all document submission and signing, a Notice to Proceed will be issued.

SECTION 40-1  
FORM OF PROPOSAL

---

40.0 PROPOSAL

TO: Jason Pierman  
AVENIR COMMUNITY DEVELOPMENT DISTRICT  
2501 A Burns Road  
Palm Beach Gardens, FL 33410

DATE: April 12<sup>th</sup>, 2021

Dear Mr. Pierman:

The undersigned, as Bidder, hereby declares that he is acquainted with the site of the construction as shown on the plans and has fully acquainted himself with the work to be done; that he has thoroughly examined the specifications and all contract documents pertaining thereto; and has read any and/or all addenda issued prior to the opening of the bids.

The bidder proposes and agrees, if this proposal is accepted, to furnish all necessary materials, tools, construction equipment, transportation, and labor to complete the construction as shown, detailed, and described in the specifications and on the drawings.

It is understood by the Bidder that no additional compensation shall be allowed for extra work unless authorized in writing by the Owner.

The Bidder agrees that, if awarded the Contract, he will sign the Contract Documents within fifteen (15) calendar days of the award of the bid, that he will commence the work on the date stated in the notice to proceed, and that he will complete the work within \_\_\_\_\_ calendar days, thereafter.

the monthly contractual services each month and  
provide all quantified services for the year within  
365 calendar days.



SECTION 40-1  
FORM OF PROPOSAL

---

The Bidder is licensed as a Contractor to perform the work or services contemplated by this bid and holds License No. 201003761 issued by Palm Beach County, Florida, or in the alternative, is qualified by examination of reciprocity to be so licensed to do this work.

BIDDER: Complete Property Maintenance, Inc.  
ADDRESS: 4101 Vinkemulder Rd, Coconut Creek, FL 33073  
BY: Shane Humble  
TITLE: President.

SECTION 40-1  
FORM OF PROPOSAL

---

BIDDER TO PROVIDE QUOTATION FORMS WITH QUANTITIES AND UNIT PRICES

SECTION 40-2  
SUBCONTRACTOR FORM

---

Bidder shall set forth below:

- a. Name and the location of the place of business.
- b. Florida contractor license number.
- c. Portion of the work which will be done by each subcontractor who will perform work or labor or render service to the Contractor in or about the construction of the work in an amount in excess of one-half of one percent (1/2%) of the Contractor's Total Bid Price.

No additional time shall be granted to provide the below requested information. If no subcontractor is specified for a portion of the work, or if more than one subcontractor is specified for the same portion of Work, then the Contractor shall be deemed to have agreed that it is fully qualified to perform that Work, and that it shall perform that portion itself.

Work to be done by Subcontractor	Name of Subcontractor	Location of Business	Contractor License Number
	No Subs.		
All work is completed by in-house full time employees!			

BIDDER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

### Scrutinized Company Certification

I hereby swear or affirm that as of the date below this company is not listed on a Scrutinized Companies list created pursuant to 215.4725, 215.473, or 287.135, Florida Statutes. Pursuant to 287.135, Florida Statutes I further affirm that:

1. This company is not participating in a boycott of Israel such that is not refusing to deal, terminating business activities, or taking other actions to limit commercial relations with Israel, or persons or entities doing business in Israel or in Israeli-controlled territories, in a discriminatory manner.
2. This Company does not appear on the Scrutinized Companies with Activities in Sudan List where the State Board of Administration has established the following criteria:
  - a. Have a material business relationship with the government of Sudan or a government-created project involving oil related, mineral extraction, or power generation activities, or
  - b. Have a material business relationship involving the supply of military equipment, or
  - c. Impart minimal benefit to disadvantaged citizens that are typically located in the geographic periphery of Sudan, or
  - d. Have been complicit in the genocidal campaign in Darfur.
3. This Company does not appear on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List where the State Board of Administration has established the following criteria:
  - a. Have a material business relationship with the government of Iran or a government-created project involving oil related or mineral extraction activities, or
  - b. Have made material investments with the effect of significantly enhancing Iran's petroleum sector.
4. This Company is not engaged in business operations in Cuba or Syria.

VENDOR/COMPANY NAME:

Complete Property Maintenance, Inc.

SIGNATURE and DATE:

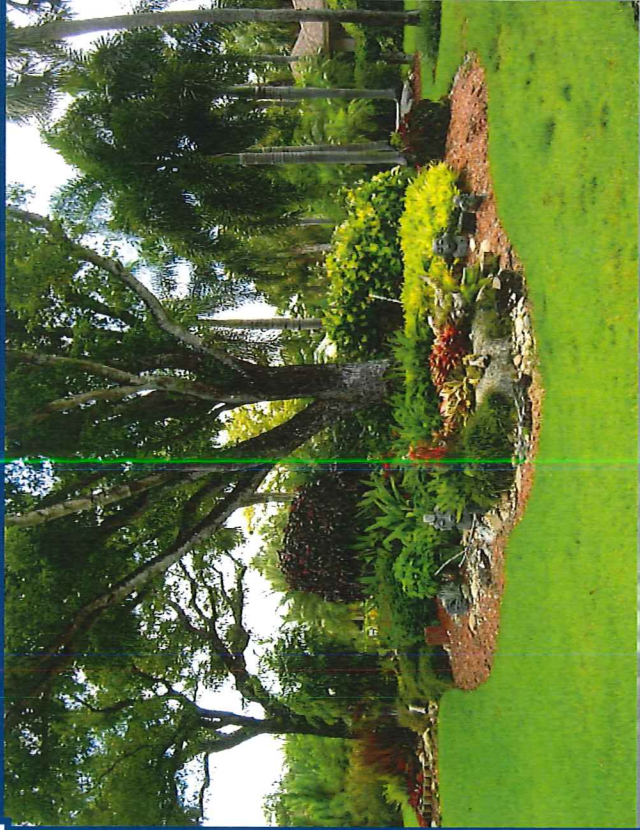
Shane Humble 4/13/21

NAME AND TITLE:

Shane Humble / President

The scrutinized company list is maintained by the State Board of Administration and available at <http://www.sbafla.com/>





*Providing quality  
maintenance services to  
Homeowner Associations in  
Broward and Palm Beach  
Counties since 1977*

**CPM**  
**COMPLETE PROPERTY MAINTENANCE, INC.**  
**LICENSED & INSURED**

**4101 Vinkemulder Rd., Coconut Creek, FL  
33073**

**(954) 973-3333**

**(561) 744-3333**

**[www.cpm lawn.com](http://www.cpm lawn.com)**

- \* LAWN & LANDSCAPE  
MAINTENANCE**
- \* FERTILIZATION & PEST  
CONTROL**
- \* LANDSCAPE DESIGN**
- \* LANDSCAPE INSTALLATION**
- \* IRRIGATION MAINTENANCE  
& INSTALLATION**
- \* TREE CARE WITH  
CERTIFIED ARBORIST**
- \* HURRICANE & STORM  
CLEAN UP**



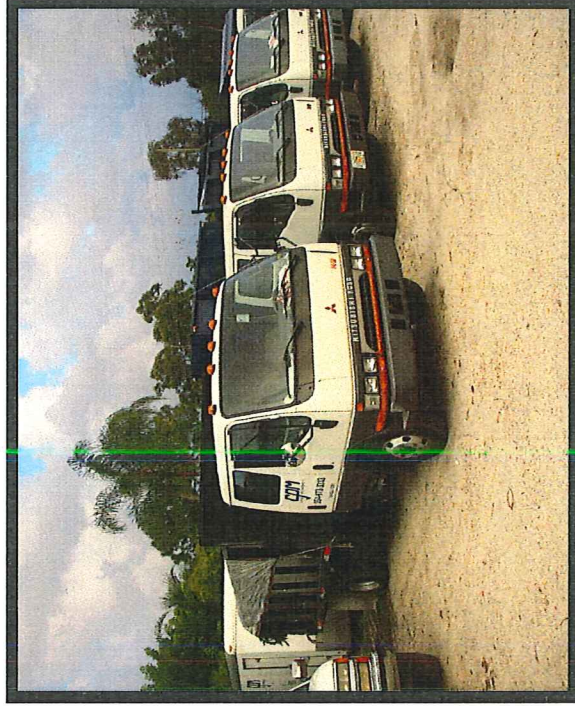
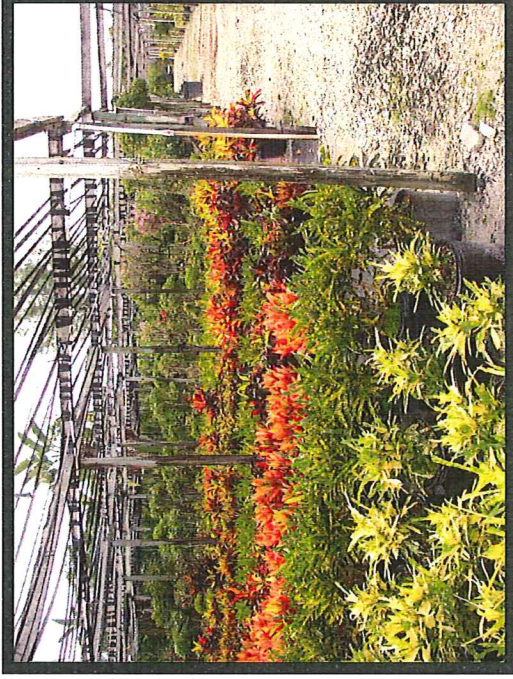




4101 VINKEMULDER ROAD • COCONUT CREEK, FL 33073  
TELEPHONE (954) 973-3333 • FAX (954) 979-1424

I would like to thank you for the opportunity to bid your landscape maintenance needs and we look forward to continue maintaining your property. We are very proud to say that our company has celebrated its 43rd year in business this past August. Our account retention rate is extremely high due to our communication with our Customer's and Management. Proactivity, hard work and low employee turnover rates only add to our success. The following is a brief description of the history and the services that our company provides.

We own three nurseries in South Florida. One is a seven-acre nursery located in Coconut Creek in which we grow landscape trees and palm trees. The second, a five acre facility located also in Coconut Creek on Vinkemulder Road serves as our Corporate Headquarters in addition to serving as our in-house maintenance facility and vehicle storage yard. In Lantana we now own a three and a half acre nursery and office. We also have facilities in Jupiter and Palm City with a staffed office in Jupiter to help you with your administrative needs.



Our property maintenance division is currently servicing Country Clubs, Condominiums, Homeowner Associations and Commercial Properties. Our staff for these divisions consists of over 300 uniformed employees. Our services include lawn and landscape maintenance and mowing, irrigation installation and maintenance, fertilization services, licensed pest control, tree care and tree trimming managed by three certified Arborists.

"BEAUTIFYING SOUTH FLORIDA SINCE 1977"



The CPM landscape installation division has highly experienced personnel and the necessary machinery to perform any size project.

We have the capability to install or design/build Custom Landscaping such as annual beds, landscape renovations and new exotic installations. On our staff are two full-time Landscape Designer/Horticulturists who can provide design services or consultations for your landscaping requirements.

Our years of experience have taught us the need for proper supervision of our crews. Because of the size of our company, we are able to employ Field Managers who visit the properties, supervise the crews and act as liaisons between our company and our customers.

Below is a list of a few properties we currently service:

**Paloma – Since July 2008**

Campbell Property Management  
Contact: Christine DiRenzo - [cdirenzo@campbellproperty.com](mailto:cdirenzo@campbellproperty.com)  
Phone: (561) 373-3974

**Meadow at Martin Downs – Since January 2009**

The Meadows HOA  
Contact: Mark Stilwell - [mstilwell@meadows-hoa.com](mailto:mstilwell@meadows-hoa.com)  
Phone: (772) 283-9606

**The Ridge at the Bluffs – Since October 2013**

Campbell Property Management  
Contact: Lori Juhasz- [LJuhasz@campbellproperty.com](mailto:LJuhasz@campbellproperty.com)  
Phone: (561) 262-5652

**Preserve at Juno Beach – Since November 2014**

Campbell Property Management  
Contact: Patti Padron - [ppadron@campbellproperty.com](mailto:ppadron@campbellproperty.com)  
Phone: (561) 400-4362

**Rialto Community Association – Since January 2019**

Campbell Property Management  
Contact: Blakely Richards - [BRichards@campbellproperty.com](mailto:BRichards@campbellproperty.com)  
Phone: (561) 744-0370

We are very excited about the chance to maintain your community and look forward to supplying your Association with the highest level of services!

Sincerely,  
COMPLETE PROPERTY MAINTENANCE, INC.

*Shane Humble*

Shane Humble  
President





COMPLETE PROPERTY MAINTENANCE, INC. 4101 VINKEMULDER ROAD • COCONUT CREEK, FL 33073  
TELEPHONE (954) 973-3333 • FAX (954) 979-1424

## COMPANY PROFILE

### OFFICE LOCATIONS:

COCONUT CREEK	LANTANA	JUPITER
954.973.3333 Office	561.973.3333 Office	561.744.3333 Office
954.979.1424 Fax	561.868.0442 Fax	561.744.2747 Fax
Office Hours: 8:00–5:00	Office Hours: 8:00–5:00	Office Hours: 8:00–5:00

Email: [completeproperty@cpmlawn.com](mailto:completeproperty@cpmlawn.com) Web Site: [www.cpmlawn.com](http://www.cpmlawn.com)

### PERSONNEL

Shane Humble, President –  
FCHP, FLLMT, BMP, PLM, L&O, Board of Directors FNGLA, Certified FNGLA Judge  
[ShaneH@cpmlawn.com](mailto:ShaneH@cpmlawn.com)

Alex Perez, Manager – Coconut Creek  
[AlexP@cpmlawn.com](mailto:AlexP@cpmlawn.com)

John Johnson, Irrigation Technician & Licensee, Manager - Jupiter  
[JohnJ@cpmlawn.com](mailto:JohnJ@cpmlawn.com)

Kyle Seidenstucker, Manager - Lantana  
[KyleS@cpmlawn.com](mailto:KyleS@cpmlawn.com)

Jodie Spalding, Certified Arborist  
[JodieS@cpmlawn.com](mailto:JodieS@cpmlawn.com)

### OFFICE PERSONNEL

Meredith Hopper, Administrative Supervisor & Accounts Payable (25 yrs.)  
[MeredithH@cpmlawn.com](mailto:MeredithH@cpmlawn.com)

Georgette Marcotte, Comptroller (22 yrs.)  
[GeorgetteM@cpmlawn.com](mailto:GeorgetteM@cpmlawn.com)

Dionne Montgomery, Accounts Receivable (8 yrs.)  
[DionneM@cpmlawn.com](mailto:DionneM@cpmlawn.com)

Ariadna Buenaventura, Accounts Receivable/Collections (7 yrs.)  
[AriB@cpmlawn.com](mailto:AriB@cpmlawn.com)

Claudia Perez, Receptionist (6 yrs.)  
[ClaudiaP@cpmlawn.com](mailto:ClaudiaP@cpmlawn.com)

"BEAUTIFYING SOUTH FLORIDA SINCE 1977"





4101 VINKEMULDER ROAD • COCONUT CREEK, FL 33073  
TELEPHONE (954) 973-3333 • FAX (954) 979-1424

**FEDERAL TAX ID #59-1793836**

**LANDSCAPE DIVISION**

Michael Burak, Design & Installation  
Armando Manfredi, Design & Installation  
Clark Kwiatkowski, Design & Installation  
Jeff Osias, Design & Installation

**IRRIGATION DIVISION**

John M. Johnson, Irrigation Technician & Licensee  
Jason Almodovar, Irrigation Technician & Manager

**CERTIFICATIONS**

International Society of Arborists  
State of Florida Bureau of Entomology & Pest Control  
Florida Nursery, Growers and Landscape Association State of FL Dept. of Agriculture & Consumer Services

**SERVICES PERFORMED**

Lawn Maintenance  
Landscape Maintenance and Horticulture Services  
Landscape Installation and Design  
Lighting  
Tree Trimming and Arborist Services  
Irrigation Maintenance and Installation  
Fertilization and Pest Control  
Pressure Cleaning

**LICENSES**

**Business Licenses:**

Broward County  
Palm Beach County  
Martin County  
City of Coconut Creek  
City of West Palm Beach  
City of Boynton Beach  
Town of Jupiter

**Tree Trimming Licenses:**

Broward County  
Palm Beach County  
City of Coconut Creek

**Irrigation Licenses:**

Broward County  
Palm Beach County  
Martin County

**INSURANCE AGENT**

Keyes Coverage, Inc.  
5900 Hiatus Road - Tamarac, FL 33321  
Phone: 954 724-7000 \* Fax: 954 724-7024  
Attention: Pamela D. Harding, CPCU, ARM

**"BEAUTIFYING SOUTH FLORIDA SINCE 1977"**



COMPLETE PROPERTY MAINTENANCE, INC.

4101 VINKEMULDER ROAD • COCONUT CREEK, FL 33073

TELEPHONE (954) 973-3333 • FAX (954) 979-1424

## PROCEDURES FOR HURRICANE/STORM PREPAREDNESS

Hurricane Season is here! The published forecasts for this year predict an above average probability of a major storm making U.S. landfall. C.P.M. has a contingency plan in place for this type of disaster. If we are hit by a storm, once the hurricane warnings are lifted by The National Weather Service and the local municipalities, our management staff will deploy to their assigned geographic areas.

The damage will be assessed at these properties to determine where to dispatch our crews according to liability, access, damage and danger.

### Phase I:

Cut tree limbs off vehicles, buildings, homes, driveways and roadways to allow access for emergency services. This first phase of service is to ensure your safety and to clear all roads and entries.

### Phase II:

Cutting of broken branches in trees and on the ground; stacking debris for future pick-up. Staking of fallen and leaning trees; giving special attention to the front of units and buildings.

### Phase III:

The removal of large logs, stumps and piles of debris. The staking of fallen and leaning trees at the side and rear of units and buildings. Clean up of the rear of the buildings.

### Phase IV:

Re-conditioning your landscape. Irrigation repair, soil replacement, sod replacement, shrub and tree replacement.

Services provided in Phase I will be automatic. Phases II, III and IV will need to be approved via a signed proposal or verbal acknowledgement.

Complete Property Maintenance has all the equipment, manpower and knowledge needed to provide these types of services for your Community.

Thank you,

COMPLETE PROPERTY MAINTENANCE, INC.

---

*"BEAUTIFYING SOUTH FLORIDA SINCE 1977"*





4101 VINKEMULDER ROAD • COCONUT CREEK, FL 33073  
TELEPHONE (954) 973-3333 • FAX (954) 979-1424

‘2021’ Pre-Approval Form  
After Hurricane/Storm Non-Contractual Work

Equipment and Labor:

Labor - \$45.00 per man hour (all tools included – chain saws, pole saws, etc.)



Bobcat/Kubota with Operator - \$100.00 per hr. (includes grappler)



John Deere 544H Front Loader with Operator - \$200.00 (per 8hr. min)



Dump Fees - \$20.00 per cubic yard, if applicable  
(FEMA does provide free dumping)



Tree Climbers/Cutters - \$75.00 per man hour



Truck and Chipper - \$90.00 per hour



Bucket Truck - \$125.00 per hour

“BEAUTIFYING SOUTH FLORIDA SINCE 1977”



PROPERTY MAINTENANCE, INC.

4101 VINKEMULDER ROAD • COCONUT CREEK, FL 33073

TELEPHONE (954) 973-3333 • FAX (954) 979-1424

**Tree Staking:**

Small trees using wellington tape - \$20.00 to \$35.00  
Medium trees using 2 x 4's - \$75.00  
Large trees using 2 x 4's - \$100.00  
Extra-large trees using 2 x 4's – Priced Individually

**Irrigation:**

Laborer - \$35.00 per hour  
Technician Assistant - \$45.00 per hour  
Technician - \$55.00 per hour

Although CPM will use due care, Contractor is not responsible for damage to turf, plants, shrubs, hedges, etc. that are located around trees that are being up-righted. Contractor is not responsible for damage to underground utilities; cable T.V. or sprinkler related materials (pipes, valves, etc.) due to the fact that we cannot determine their location. In addition, Contractor is not responsible for damage to curbing, driveways, etc. due to equipment access. Any and all permits to be obtained shall remain the responsibility of the Homeowners Association. No backfill is included in price. Homeowner / Community are responsible for initial and follow-up watering.

**Please sign below indicating the pre-approval of these services. Return signed form to Complete Property Maintenance, Inc. by US mail, fax 954-979-1424 or e-mail to: [ARIB@CPMLAWN.COM](mailto:ARIB@CPMLAWN.COM)**

P.O.A. / H.O.A.

Date

\_\_\_\_\_  
President/BOD Signature

\_\_\_\_\_  
Print Name

**EMERGENCY CONTACT NUMBERS**

Name: \_\_\_\_\_

Land Line #: \_\_\_\_\_

Cell #: \_\_\_\_\_

Name: \_\_\_\_\_

Land Line #: \_\_\_\_\_

Cell #: \_\_\_\_\_

**"BEAUTIFYING SOUTH FLORIDA SINCE 1977"**



**BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT**

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000  
VALID OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021

DEA: COMPLETE PROPERTY MAINTENANCE INC      Receipt #: 189C-397  
Business Name:      Business Type: (TREE TRIMMER CLASS A)

Owner Name: JOSEPH SPALDING      Business Opened: 07/24/2002  
Business Location: 4101 VINKEMULDER RD      State/Country/Cert/Reg: A-1646  
COCOONUT CREEK      Exemption Code:  
Business Phone: 954-973-3333

Rooms:      Seats      Employees      Machines      Professionals  
24

Number of Machines:				For Vending Business Only			Vending Type:		Total Paid
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost				
81.00	0.00	0.00	0.00	0.00	0.00				81.00

**THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**

THIS BECOMES A TAX RECEIPT

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

WHEN VALIDATED

Mailing Address:

COMPLETE PROPERTY MAINTENANCE  
4101 VINKEMULDER RD  
POMPANO BEACH, FL 33073

Receipt #1CP-19-00009433  
Paid 09/11/2020 81.00  
09/10/2020 Effective Date

2020 - 2021

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000  
VALID OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021

DBA: COMPLETE PROPERTY MAINTENANCE INC      Receipt #: 182-255132  
Business Name:      Business Type: (IRRIGATION SPECIALTY CONTRACTOR)

Owner Name: JOHN MARK JOHNSON / QUAL      Business Opened: 04/23/2013  
Business Location: 4101 VINKEMULDER RD      State/County/Cert/Reg: SCC131152362  
                                 COCONUT CREEK      Exemption Code:

Business Phone: 954-973-3333

Rooms      Seats      Employees      Machines      Professionals

                                 10

Number of Machines:		For Vending Business Only			Vending Type:	
		Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost
Tax Amount	27.00	3.00	0.00	0.00	0.00	0.00
						Total Paid
						30.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

THIS BECOMES A TAX RECEIPT  
WHEN VALIDATED

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

Mailing Address:

COMPLETE PROPERTY MAINTENANCE INC  
4101 VINKEMULDER RD  
COCONUT CREEK, FL 33073

Receipt #15B-20-00000819  
Paid 11/23/2020 3.00

2020 - 2021

**BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT**

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000  
VALID OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021

DEA: COMPLETE PROPERTY MAINTENANCE      Receipt #: 324-63673  
Business Name:      Business Type: (LAWN & JANITORIAL SERVICE)

Owner Name: SHANE HUMBLE      Business Opened: 07/16/1993  
Business Location: 4101 VINKEMULDER RD      State/County/Cert/Reg:  
                                 COCONUT CREEK      Exemption Code:

Business Phone: 946-2907

Rooms      Seats      Employees      Machines      Professionals  
                                 21

Number of Machines:		For Vending Business Only			Vending Type:		Total Paid
		Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	
Tax Amount	150.00	0.00	0.00	0.00	0.00	0.00	150.00

**THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**

THIS BECOMES A TAX RECEIPT

WHEN VALIDATED

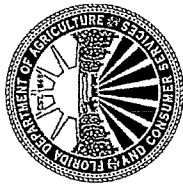
This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

Mailing Address:

COMPLETE PROPERTY MAINTENANCE  
4101 VINKEMULDER RD  
POMPANO BEACH, FL 33073

Receipt #ICP-19-00009433  
Paid 09/11/2020 150.00  
09/10/2020 Effective Date

2020 - 2021



Florida Department of Agriculture and Consumer Services

**CERTIFICATE OF NURSERY REGISTRATION**

Section 581.131, F.S. and Rule 5B-2.002, F.A.C  
1911 S.W. 34th St. P.O. Box 147100, Gainesville, FL 32614-7100 (352) 395-4700

NICOLE "NIKKI" FRIED  
COMMISSIONER

**ISSUED TO:**

COMPLETE PROPERTY MAINTENANCE, INC.  
HUMBLE, SHANE  
4101 VINKEMULDER RD  
COCONUT CREEK, FL 33073-3434

**THIS CERTIFICATE EXPIRES: 11/28/2021**

**FEE PAID: \$50.00**

**REGISTRATION NO.: 04711830**

**DATE ISSUED: 10/16/2020**

THIS IS TO CERTIFY that the nursery stock on the premises of the nursery shown hereon has been inspected for plant pests and meets at least the minimum requirements of Section 581.131, Florida Statutes.

THIS CERTIFICATE OF REGISTRATION MUST BE DISPLAYED or in the immediate possession of any person engaged in the sale or distribution of nursery stock.

*Nicole Fried*

FDACS-08002 Revised 05/05

NICOLE "NIKKI" FRIED  
Commissioner of Agriculture

B98793

Licensee Details

Licensee Information

Name: JOHNSON, JOHN MARK (Primary Name)  
Main Address: COMPLETE PROPERTY MAINTENANCE, INC. (DBA Name)  
189 BOBWHITE ROAD  
ROYAL PALM BEACH Florida 33411  
County: PALM BEACH

License Mailing:

LicenseLocation: 4101 VINKEMULDER ROAD  
COCONUT CREEK FL 33073  
County: BROWARD

License Information

License Type: Certified Specialty Contractor  
Rank: Cert Specialty  
License Number: SCC131152362  
Status: Current,Active  
Licensure Date: 05/12/2020  
Expires: 08/31/2022

Special Qualifications

Construction Business      Qualification Effective  
05/12/2020  
Irrigation Specialty  
Contractor      05/12/2020

Alternate Names:

[View Related License Information](#)

[View License Complaint](#)

2601 Blair Stone Road, Tallahassee FL 32399 :: Email: [Customer Contact Center](#) :: Customer Contact Center: 850.487.1395

The State of Florida is an AA/EEO employer. [Copyright 2007-2010 State of Florida. Privacy Statement](#)

Under Florida law, email addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the office by phone or by traditional mail. If you have any questions, please contact 850.487.1395. \*Pursuant to Section 455.275(1), Florida Statutes, effective October 1, 2012, licensees licensed under Chapter 455, F.S. must provide the Department with an email address if they have one. The emails provided may be used for official communication with the licensee. However email addresses are public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public.

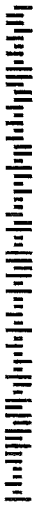




City of Boynton Beach  
Development Services  
100 E. Ocean Ave.  
Boynton Beach, FL 33435-0190



\*\*\*AUT0\*\*ALL FOR AADC 33L 9 AADC 12153LBAD6-A-1  
1876 J AB 0-416



COMPLETE PROPERTY MAINT, INC.  
4101 VINKEMULDER ROAD  
POMPANO BEACH FL 33073-3434



Dear Boynton Beach Business and Property Owners:

We appreciate your continued participation in supporting economic growth and viability of our City by maintaining your Certificate of Use and Occupancy & Local Business Tax.

In accordance with Chapter 13 of the City of Boynton Beach Municipal Ordinance, the document(s) below must be posted in a conspicuous place at your business or property. Should assistance be needed please contact the Development Services Department at (561)742-6350 or visit our website at [www.boynton-beach.org](http://www.boynton-beach.org).

↓ DETACH THE DOCUMENT BELOW AND POST CONSPICUOUSLY AT YOUR PLACE OF BUSINESS ↓

## City of Boynton Beach Certificate of Use/Business Tax Receipt

### Expires on September 30, 2021

Business Control Number: 0012633

Date Issued: 10/08/20

Business Name: Complete Property Maint, Inc.

Business Location: 1 Out Of Town Business

*Any changes in name, address, suite, ownership, etc. will require a new application.*

COU/BTR Number	Classification Code	Classification	Additional Information
21-00012835	561731	LANDSCAPING SERVICES (EXCEPT PLANNING)	LAWN MAINTENANCE



City of Boynton Beach  
100 E. Ocean Ave. • Boynton Beach, FL 33435-0190



ANNE M. GANNON  
CONSTITUTIONAL TAX COLLECTOR  
Serving Palm Beach County

Serving you.

P.O. Box 3353, West Palm Beach, FL 33402-3353  
www.pbctax.com Tel: (561) 355-2264

\*\*LOCATED AT\*\*  
4101 VINKEMULDER RD  
COCONUT CREEK, FL 33073-3434

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
56-0027 LANDSCAPING	COMPLETE PROPERTY MAINTENANCE INC		U20.543817 - 09/14/20	\$33.00	B40130203

This document is valid only when receipted by the Tax Collector's Office.

STATE OF FLORIDA  
PALM BEACH COUNTY  
2020/2021 LOCAL BUSINESS TAX RECEIPT

LBTR Number: 201003761  
EXPIRES: SEPTEMBER 30, 2021

COMPLETE PROPERTY MAINTENANCE INC  
COMPLETE PROPERTY MAINTENANCE INC  
4101 VINKEMULDER RD  
COCONUT CREEK FL 33073-3434

56-0027



U20.543817-09/14/20

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and MUST be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.



ANNE M. GANNON  
CONSTITUTIONAL TAX COLLECTOR  
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P.O. Box 3353, West Palm Beach, FL 33402-3353  
www.pbctax.com Tel: (561) 355-2264

\*\*LOCATED AT\*\*  
4101 VINKEMULDER RD  
COCONUT CREEK, FL 33073-3434

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
56-0081 TREE SERVICE	COMPLETE PROPERTY MAINTENANCE INC		U20.543817 - 09/14/20	\$99.00	B40130201

This document is valid only when receipted by the Tax Collector's Office.

STATE OF FLORIDA  
PALM BEACH COUNTY  
2020/2021 LOCAL BUSINESS TAX RECEIPT

LBTR Number: 201003768  
EXPIRES: SEPTEMBER 30, 2021

COMPLETE PROPERTY MAINTENANCE INC  
COMPLETE PROPERTY MAINTENANCE INC  
4101 VINKEMULDER RD  
COCONUT CREEK FL 33073-3434

56-0081



U20.543817-09/14/20

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and MUST be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.



ANNE M. GANNON  
CONSTITUTIONAL TAX COLLECTOR  
Serving Palm Beach County

Serving you.

P.O. Box 3353, West Palm Beach, FL 33402-3353  
www.pbctax.com Tel: (561) 355-2264

\*\*LOCATED AT\*\*  
4101 VINKEMULDER RD  
COCONUT CREEK, FL 33073-3434

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
23-0157 CERTIFIED SPECIALTY CONTR	JOHN MARK JOHNSON	SCC131152362	B20.579383 - 09/14/20	\$27.50	B40165568

This document is valid only when receipted by the Tax Collector's Office.

STATE OF FLORIDA  
PALM BEACH COUNTY  
2020/2021 LOCAL BUSINESS TAX RECEIPT

LBTR Number: 2017098603  
EXPIRES: SEPTEMBER 30, 2021

COMPLETE PROPERTY MAINTENANCE INC  
COMPLETE PROPERTY MAINTENANCE INC  
4101 VINKEMULDER RD  
COCONUT CREEK FL 33073-3434

56-0027



U20.543817-09/14/20

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and MUST be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.

COMPLETE PROPERTY MAINTENANCE, INC.

Company Inventory List

CPM Trucks	
Description	
1999 GMC W4 Dump	
2000 Chevrolet Pickup	
1989 International S1700 Dump Trk	
2001 Mitsubishi Dump Truck White	
2002 Mitsubishi	
2002 Mitsubishi Crew Cab	
1998 White Mitsubishi	
1994 Chevy Pickup	
2003 Mitsubishi Crew Cab	
2004 Silverado 2500 Service Body	
2005 Mits FE84DT	
2005 GMC Sierra	
2003 Isuzu NPR Crew Cab	
2006 GMC	
2006 GMC 2500	
2005 Hino 165	
2002 Mitsubishi	
2006 Mitsubishi Fuso	
2006 Mitsubishi Fuso	
2000 GMC	
2006 Mits Fuso	
2007 Isuzu NQR	
1999 GMC C6500	
2007 Mits Fuso	
2002 Ford Ranger	
2003 Ford E350 Pass Van	
2003 Ford E350 Pass Van	
2008 GMC Sierra	
2006 Ford F250	
2002 Ford F350	
2002 Ford F350	
2010 Ford Ranger	
2004 Ford Ranger	
2003 Ford F250	
2007 Ford Ranger XL	
2000 Chevy Silverado	
1998 Isuzu	
1987 International	
1990 Ford	
2012 Ford Transit Van	
2003 Ford F250SD	
2012 Dodge	
2013 Mitsubishi Fuso	
1997 Isuzu	
2000 Chevy 3500HD	
2004 Ford Box	
2001 Ford	
2013 Dodge Ram1500	
2013 Dodge Ram1500	
2004 Ford F250	
2006 Chevy Silverado	
1995 International	
2014 Isuzu	
DODGE RAM 2500	
2003 Ford F250	
2014 Isuzu NPR Crew Cab	
2002 Ford F150	
2015 Isuzu NPR HD	
2001 Ford Bucket Truck	
2014 Dodge Ram	
2014 Dodge Ram	
2015 Chevrolet Exprss Van	
2001 Ford F250	
2014 Chevrolet CV	
2015 Isuzu	
2015 Dodge Journey	
2015 Dodge Ram 2500	
2015 Chevrolet Silverado	
2010 Mitsubishi Fuso	
2002 Dodge 3500 Van	
2004 Ford F550	
2016 Nissan Frontier	
2016 RAM 2500	
2016 Nissan Cargo Van	
2005 Mazda B3000	
2016 Isuzu HE404	

CPM Trailers	
Description	
1992 Hooper Trailer	
1994 Covered Trailer (Pace)	
1994 Covered Trailer (SunCoast)	
1995 Covered Trailer (Pace)	
1998 Covered Trailer (Haum)	
1989 Suncoast Trailer: 25 ' covered	
1986 Homemade Trailer	
1975 YAHB Black Open 10'	
1981 DAVT Green Horizon for golf carts	
2001 Suncoast Trailer	
2001 Pace Trailer	
2002 Suncoast Trailer	
2002 Suncoast Trailer	
1997 Chek Trailer - Enclsd	
1995 Horizon Open 5 X 8 Trailer	
2003 Rayco 1625 Trailer - Stump Grinder	
1999 Homemade Trailer	
2005 Emerson Trailer 5x10'	
2005 CECO Mobile Spray Trailer	
2005 Pace Summitt 20'	
2005 Better Built 18'	
2005 Emerson Trailer 8'4" x 12'	
2006 Suncoast	
2006 Suncoast	
2007 Suncoast	
2007 Suncoast	
2006 Emerson Trailer	
2006 Victory Enclosed Cargo	
1993 HMDE Trailer 5x8	
2009 SUCO 6' x 10' open	
2009 5x8 Enclosed General Trlr	
2009 Suco 6' x 10' enclosed	
2002 CTRA Trailer	
2006 EMES Trailer (Pressure Washer)	
2010 Triple Crown Trailer 6x10'	
2010 Triple Crown 7x18	
2012 SunCoast 6x12 open	
2012 Cargo South Enclosed	
2012 SunCoast 7x16 Hybrid trailer	
2013 Covered Wagon 6x10 trailer	
2013 Triple Crown Trailer 7x20	
2012 SunCoast Trailer	
2006 Pace Trailer	
2014 Triple Crown 7x20	
2014 Triple Crown 6x10 open	
2014 Triple Crown 6x10 open	
2015 Triple Crown 5x10 w/gate	
2006 Ande	
2006 Pace Trailer	
2013 enclosed trailer	
2015 Triple Crown 6x12 utility	
16' Flatbed Trailer	
2016 Triple Crown 7x12	
Rayside trailer 6'4"x12'	
2005 Bray 2open	
1989 Well enclosed	
2017 Triple Crown 6x10 open	
2016 Altec DRM12 Chipper	
2017 TCTC 5x8 Utility	
2017 Chipper	
2018 Triple Crown 5x8 Utility	
2018 Triple Crown 7x22 Sup Duty	
2018 Vermeer Chipper	
2003 Altec Chipper	
2003 Altec Chipper	
2004 Altec Chipper	
2016 Altec DRM12 Chipper	
2017 Chipper	
2018 Vermeer Chipper	

CPM Equipment	
Description	
1994 753 Skid Loader	
2000 873 Skid Loader	
2001 Bush Hog SQ720	
2000 Mobark 21000 Chipper	
1996 Polecat Aerial Lift	
1998 Polecat Aerial Lift	
2003 Kubota Tractor	
with Kubota Front Loader	
2003 Stump Grinder	
2004 Altec Chipper	
John Deer Front End Loader	
2005 Bobcat S300 Turbo(#1)	
with Grapple	
2005 Bobcat S300 (#2)	
2006 Bandit Stump Grinder	
Vermeer 36" Walk Behind Trencher	
Gator 6x4 w/ dump	
25.5' 4HP HONDA AERATOR	
Toro & Various	
Toro	
ZSPR 16hp Spreader/Sprayer	
JD Gator	
JD Gator w/ brush guard	
JD Mower 60" Z950-A-60MOD	
JD Mower Z925A-54EFI-MOD	
JD Mower Z925A-54EFI-MOD	
Suburu 14hp Stand on Blower	
Sprayer Subaru Elect 100G	
Sprayer Subaru Elect 100G	
Spreader XP Standon	
JD Mower 48" 647A QuickTrk	
JD walk Bahind 48"	
JD Z925A 54" Mod deck	
JD Z925A 54" Mod deck	
JD Z925A 54" Mod deck	
JD Z925A 60" deck	
JD 4x2 TX Gator	
JD 4x2TS Gator Custom Deck	
Billy Goat Lawn Vacuum	
Takeuchi Mini Excavator w/bucket TB108	
48" QuikTrak stand-on	
Wright 36" Stander	
661RTC QuikTrak Stand-on mow 61"	
661RTC QuikTrak Stand-on mow 61"	
652RTC QuikTrak Stand-on mow 52"	
636M QuikTrak mower 36"	
636M QuikTrak mower 36"	
636M QuikTrak mower 36"	
Club Car Golf Cart	
27" Reel Mower w/ Roller	
27" Reel Mower w/ Roller	
36" Blo-VAC Kohler eng	
36" Blo-VAC Kohler eng	
Rover XR Spreader 220lbs	
Rover XR Spreader 220lbs	
652RKTC QuikTrak Stand On 52"	
652RKTC QuikTrak Stand On 52"	
652RKTC QuikTrak Stand On 52"	
652RKTC QuikTrak Stand On 52"	
661RMTC QuikTrak Stand On 61"	
661RMTC QuikTrak Stand On 61"	
636M QuikTrak Stand On	
Z930M-60"	
36" QuikTrak Surfer	
52" QuikTrak Surfer	
52" QuikTrak Surfer	
Rover XR Spreader 220lbs	
661RMTC QuikTrak Stand On 61"	
652RKTC QuikTrak Stand On 52"	
2012 Dixie Chopper 50"	
1999 Suzuki Mini Truck w/Dump	
1999 Suzuki Mini Truck	
2015 Gator 4x2TS 560TM	
Gator	

2016 Isuzu HE404
1999 Interna bucket
1997 Chev S10
2004 Ford F350
2016 Isuzu Crew Cab
2016 Isuzu NPR
2006 Chevy Express Van
2003 Toyota Tundra
2004 Ford F350sd
2016 Isuzu HE404
2007 Chevy Silverado
2017 Nissan Titan
1999 GMC
2005 Ford E350 VAN
2008 Chevy Silverado
2017 Isuzu NPR crew
2017 Isuzu NPR crew
2017 GMC Sierra 3500
2017 Isuzu NPR crew
2004 GMC Sierra
2007 Dodge Ram 1500
2000 GMC Sierra 3500
2005 Ford F-750
2017 Ford F250
2006 Ford F350SD
2017 Isuzu NPR crew
2017 Isuzu NPR crew
2017 Nissan Titan
2017 Nissan Titan
2017 Nissan Titan
2017 Isuzu NPR crew
2017 Nissan NV2500 Van
2017 Nissan Frontier
2017 Nissan Titan
2017 Isuzu NPR
2017 Isuzu NPR
2018 Hino 195
2018 Nissan Titan
2014 Isuzu NPR Crew Cab
2018 Nissan NV Van SV6
2019 Isuzu NRR crew

652RKTc QuikTrak Surfer 52"
636M-36 QuikTrak 36"
Exmark turf Tracer 36"
Sod Cutter 18"
Golf Cart
Kubota ZTR 48" Z724KH-54
Kubota ZTR 48" Z724KH-54
Kubota ZTR 60" Z725KH-60
Kubota ZTR 60" Z725KH-60
Kubota ZTR 60" Z725KH-60
Honda GXV160 Motor Wheelbarrow
HPX 4X4 Gator
997 Ztrak 72'deck
100 gal skid sprayer
18.5hp KAW
Gator 4x2TS
Gator 4x2TS
Honda Spray Rig
Z925M Flex Fuel Ztrac 54"
Z925M Flex Fuel Ztrac 54"
Z925M Flex Fuel Ztrac 54"
Z925M Flex Fuel Ztrac 54"
636M QuikTrak StandOn 36"
636M QuikTrak StandOn 36"
636M QuikTrak StandOn 36"
648R TC QuikTrak StandOn 48"
661R TC QuikTrak StandOn 61"
661R TC QuikTrak StandOn 61"
652R TC QuikTrak StandOn 52"
Exmark 36" Turf Tracer w/ECS
Exmark 36" Turf Tracer w/ECS
Scag 36' Hydro Walkbehind
RTV400C-H
Kubota Skid Steer Loader
Skid Steer Grapple Rake LF72"
2301TC QuikTrac 61" EFI
661R TC QuikTrak StandOn 61"
Vermeer SC 362 Stump Grinder
Vermeer Chipper - BC1000XLG
Kubota Tree boom with lift
Exmark 30" self-prop walk behind
Wright Stander ZK 52" 27HP
Wright Stander ZK 52" 27HP
Wright Stander ZK 52" 27HP
Wright Stander ZK 52" 27HP
Wright Stander ZK 52" 27HP
Wright Stander ZK 52" 27HP
0692TC ZTRAC 60" MOWER
TX 4x2 GAS GATOR -SPRAY RIG
100 Gal HONDA SPRAYER
Vermeer Chipper

# **SUPERIOR**

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## **LANDSCAPING & LAWN SERVICE, INC**

April 8, 2021

To whom it may concern,

Superior Landscaping & Lawn Service, Inc along appreciates the opportunity to present the proposal with the intent to offer its services. The extensive experience that our company brings to this property will certainly continue to enhance the property's beauty and serene vista. Our approach is to team up with your staff, being the front line of the maintenance by not only taking care of our contractual agreement, but also reporting anything we see. For example, if a light it out or if there is a tripping hazard, etc. to name a few. This teaming approach will ensure an excellent and successful working relationship.

Founded in 1982, Superior Landscaping & Lawn Service, Inc has provided on-point services for many quality municipalities, property management companies and historical residences. We pride ourselves in having successfully completed many challenging contracts that cover a full spectrum of services such as daily porter & janitorial services, Exotic vegetation removal, emergency Debris removal, HOAs, landscape & hardscape maintenance, arbor care, irrigation repairs and maintenance, pesticide and insecticide control, and pre- and post-storm preparation and restoration services. Our company's mission statement is to exceed customer's expectations with a 'service-first' attitude while forming a lifelong company-client relationship that is committed and mutually beneficial.

Our service teams are bilingual, friendly, and knowledgeable. Most of our employees have dedicated their services to our company and customer base for over 30 years. It is with the same loyalty and dedication that our team members will provide services to our customers.

Fully licensed, insured, and bonded, Superior Landscaping & Lawn Service, Inc. can handle the largest contracts. Our administrative and financial personnel and advisors constantly report, analyze, and interpret data to guide the company and its stakeholders in the most fiscally sound manner.

The following pages represent the commitment that Superior Landscaping & Lawn Service, Inc. will have in providing professional, quality service. Our company and its team will deliver friendly, customer-oriented services with the intention of creating a more welcoming, clean and special environment for its owners, tenants and visitors.

Our office locations are

Headquarters – Miami-Dade County

2200 NW 23 Avenue

Miami, FL 33142

West Coast – Lee County

6220-2 Topaz Court

Ft. Myers, FL 33966

Tampa – Hillsborough County

13622 N. Florida Avenue

Tampa, FL 33613

Best,

Jesenia Otero

Superior Landscaping & Lawn Service, Inc.

[JOtero@superiorlandscaping.com](mailto:JOtero@superiorlandscaping.com)

305-634-0717 F: 305-634-0744

2200 NW 23 Avenue

Miami, FL 33142



# About Us

Since in 1998, Superior Landscaping & Lawn Service, Inc. has been creating landscape solutions for clients throughout the State of Florida. The owners, Orlando Otero and Maria Valdes, began their business as a sole proprietorship over thirty years ago with a vision to create a company that would provide excellent service to their

customers as well as create a welcoming and creative atmosphere for its employees.



Years of experience, discipline and hard work have shaped a complete landscaping and lawn maintenance service company that can accommodate projects of any size. Throughout decades of exceptional performance and sound professional practices, the company has been exceeding the needs of its customers by providing the highest quality of services in the industry, establishing itself as one of the leading landscaping companies in South Florida.

## **Structure**

Superior Landscaping & Lawn Service, Inc is a legal corporation registered in the State of Florida. Owned and operated by Orlando Otero and Maria Valdes, the company employs over 250 team members in the operations, administrative and business development departments. Our company teams are organized as follows:

### **Executive Management**

Orlando Otero, President and Chief Executive Officer

Maria Valdes, Treasurer and Chief Administrative Officer

### **Operations Management**

Beatriz Gerdts, Maintenance Division Manager

Bernard Levy, Certified Plumber

Michael Morel, Certified Arborist

Gustavo Valdes, Certified Arborist, Tree Trimming Specialist

Paul Sands – Certified Pest Control

### **Account and Project Managers**

Rolando Sanchez, West Coast Sales Manager

Marcos Manzo, West Coast Account Manager

Aurora Hernandez, Operations Manager Assistant

Jesus Acosta, Construction Division, Irrigation Specialist

Lisandro Iglesias, Construction Division

Julio Valdes, Construction Division

Daniel Roque, Maintenance Division

Jorge Arroyo, Maintenance Division

Julio Lumbi, Account Manager

### **Administrative Office**

Larry Cantor, Operations Manager

Aileen Villasana, Human Resources Director, EEO Officer

Juan Vicario, Purchaser Manager

Sandra Arroyo – Accounting

### **Business Development Office**

Bob Hennis, Business Development and Junior Estimator

Luis F. Cruz, Business Development and Senior Estimator

Jesenia Otero, Estimating Coordinator

One of South Florida's leading landscape contractors, Superior Landscaping & Lawn Service, Inc. has provided maintenance solutions to South Florida's elite residential, commercial and government properties. Our team of experts is trained to develop quality plans to provide a full menu of services to satisfy our customer's needs. We are fully licensed, insured and bonded to provide landscape & irrigation system installations and maintenance, fertilizer, pesticide and herbicide treatment plans, arbor services and pre-preparation and post-storm recovery.

The company's influence stretches beyond Miami to include commercial and municipal accounts located in Broward, Palm Beach, Lee, Collier, Polk & Sarasota counties.



SECTION 40-1  
FORM OF PROPOSAL

---

40.0 PROPOSAL

TO: Jason Pierman  
AVENIR COMMUNITY DEVELOPMENT DISTRICT  
2501A Burns Road  
Palm Beach Gardens, FL 33410

DATE: 04/09/2021

Dear Mr. Pierman:

The undersigned, as Bidder, hereby declares that he is acquainted with the site of the construction as shown on the plans and has fully acquainted himself with the work to be done; that he has thoroughly examined the specifications and all contract documents pertaining thereto; and has read any and/or all addenda issued prior to the opening of the bids.

The bidder proposes and agrees, if this proposal is accepted, to furnish all necessary materials, tools, construction equipment, transportation, and labor to complete the construction as shown, detailed, and described in the specifications and on the drawings.

It is understood by the Bidder that no additional compensation shall be allowed for extra work unless authorized in writing by the Owner.

The Bidder agrees that, if awarded the Contract, he will sign the Contract Documents within fifteen (15) calendar days of the award of the bid, that he will commence the work on the date stated in the notice to proceed, and that he will complete the work within 365 calendar days, thereafter.



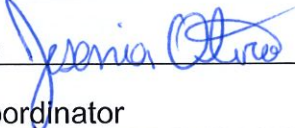
SECTION 40-1  
FORM OF PROPOSAL

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The Bidder is licensed as a Contractor to perform the work or services contemplated by this bid and holds License No. 200218368 issued by Palm Beach County, Florida, or in the alternative, is qualified by examination of reciprocity to be so licensed to do this work.

BIDDER: Superior Landscaping & Lawn Service Inc.

ADDRESS: 2200 NW 23rd Avenue Miami, FL 33142

BY: Jesenia Otero 

TITLE: Estimating Coordinator

SECTION 40-1  
FORM OF PROPOSAL

---

BIDDER TO PROVIDE QUOTATION FORMS WITH QUANTITIES AND UNIT PRICES



**LAWN SERVICE/ FERTILIZATION AND SPRAY SERVICES/ IRRIGATION SERVICES**

<i>Item No.</i>	<i>Description</i>	<i>A. Lawn Service</i>	<i>B. Fertilization and Spray Services</i>	<i>C. Irrigation Services</i>
		<i>Yearly Amount</i>	<i>Yearly Amount</i>	<i>Yearly Amount</i>
1	Avenir Drive Landscape Maintenance	\$ 49,096.00	\$ 11,656.00	
2	Avenir Drive Irrigation Maintenance			\$ 4,378.00
3	Avenir Town Center Access Drive Landscape Maintenance	\$ 49,096.00	\$ 11,656.00	
4	Avenir Town Center Access Drive Irrigation Maintenance			\$ 4,378.00
5	Northlake Boulevard Parkway Landscape Maintenance	\$ 30,548.00	\$ 11,656.00	
6	Northlake Boulevard Parkway Irrigation Maintenance			\$ 4,378.00
7	Northlake Boulevard Median Phase 1 Landscape Maintenance	\$ 30,548.00	\$ 11,656.00	
8	Northlake Boulevard Median Phase 1 Irrigation Maintenance			\$ 4,378.00
9	Coconut Boulevard (Spine Road #2) Landscape Maintenance	\$ 30,548.00	\$ 11,656.00	
10	Coconut Boulevard (Spine Road #2) Irrigation Maintenance			\$ 4,378.00
11	Northlake Boulevard Median Phase Two Landscape Plans	\$ 30,548.00	\$ 11,656.00	
12	Northlake Boulevard Median Phase Two Irrigation Plans			\$ 4,378.00
13	Avenir Master Lakes – Lake tract Maintenance Plan – Phase One	\$ 30,548.00		
14	Coconut Boulevard (Spine road #1) Streetscape Landscape Plans – Phase 3	\$ 30,548.00	\$ 11,656.00	
15	Avenir – Spine Road Phase 3 Irrigation Plans			\$ 4,378.00
16	Avenir Parcel A-4 West Landscape Buffer	\$ 12,000.00	\$ 11,656.00	

ballbé & associates, inc.

17	Avenir Parcel A-4 West Buffer Irrigation			\$ 4,378.00
18	Avenir Parcel A-4 CDD Park Landscape	\$ 12,000.00	\$ 11,656.00	
19	Avenir Parcel A-4 CDD Park Irrigation			\$ 4,378.00
<b>SUB-TOTAL =</b>		\$ 305,480.00	\$ 104,904.00	\$ 39,402.00
<b>GRAND TOTAL =</b>				\$ 449,786.00

ballbé & associates, inc.

**OPTIONAL SERVICES:**

<i>Item No.</i>	<i>Description</i>	<i>Mulching</i>	<i>Replacing Seasonal Annuals</i>	<i>Tree Trimming</i>
		<i>Yearly Amount</i>	<i>Yearly Amount</i>	<i>Yearly Amount</i>
1	Avenir Drive Landscape Maintenance	\$ 12,536.00	\$ 5,975.00	\$ 2,562.00
2	Avenir Drive Irrigation Maintenance	\$	\$	\$
3	Avenir Town Center Access Drive Landscape Maintenance	\$ 12,536.00	\$ 5,975.00	\$ 2,562.00
4	Avenir Town Center Access Drive Irrigation Maintenance	\$	\$	\$
5	Northlake Boulevard Parkway Landscape Maintenance	\$ 8,268.00	\$ 5,975.00	\$ 2,562.00
6	Northlake Boulevard Parkway Irrigation Maintenance	\$	\$	\$
7	Northlake Boulevard Median Phase 1 Landscape Maintenance	\$ 8,268.00	\$ 5,975.00	\$ 2,562.00
8	Northlake Boulevard Median Phase 1 Irrigation Maintenance	\$	\$	\$
9	Coconut Boulevard (Spine Road #2) Landscape Maintenance	\$ 8,268.00	\$ 5,975.00	\$ 2,562.00
10	Coconut Boulevard (Spine Road #2) Irrigation Maintenance	\$	\$	\$
11	Northlake Boulevard Median Phase Two Landscape Plans	\$ 8,268.00	\$ 5,975.00	\$ 2,562.00
12	Northlake Boulevard Median Phase Two Irrigation Plans	\$	\$	\$
13	Avenir Master Lakes – Lake tract Maintenance Plan – Phase One	\$ 8,268.00	\$ 5,975.00	\$ 2,562.00
14	Coconut Boulevard (Spine road #1) Streetscape Landscape Plans – Phase 3	\$ 8,268.00	\$ 5,975.00	\$ 2,562.00
15	Avenir – Spine Road Phase 3 Irrigation Plans	\$	\$	\$

ballbé &amp; associates, inc.

16	Parcel A-4 West Landscape Buffer Avenir Landscape Plans prepared by Urban Design Kilday Studios	\$ 4,000.00	\$ 5,975.00	\$
17	Avenir Parcel A-4 West Landscape Buffer Irrigation Plans prepared by Urban Design Kilday Studios	\$	\$	\$
18	Avenir Parcel A-4 CDD Park Landscape	\$ 4,000.00	\$ 5,975.00	\$
19	Avenir Parcel A-4 CDD Park Irrigation	\$	\$	\$
<b><i>SUB-TOTAL =</i></b>		<b>\$82,680.00</b>	<b>\$ 59,750.00</b>	<b>\$ 20,496.00</b>
<b><i>GRAND TOTAL =</i></b>				<b>\$162,926.00</b>

ballbé & associates, inc.



**OTHER SERVICES:**

<i>Item No.</i>	<i>Description</i>	<i>Occurrence</i>	<i>Tree Trimming</i>
<b>LABOR INFORMTION</b>			
1	# of Crew Members Weekly During Growing Season		# 3
2	# of Crew Members Weekly During non-growing season		# 3
3	# of Crew Irrigation Maintenance		# 2
4	Irrigation Tech Labor Rate	As Needed/Requested	\$/hr 55.00
<b>SOD / SEE REPLACEMENT</b>			
1	Bermuda (s.f.)	As Needed/Requested	\$/sf 1.35
2	St. Augustine (s.f.)	As Needed/Requested	\$/sf 1.00
3	Bahia (s.f.)	As Needed/Requested	\$/sf 0.98
4	Dead Sod Removal (Hourly rate)	As Needed/Requested	\$/hr 75.00
5	Sod Installation (hourly rate)	As Needed/Requested	\$/hr 75.00

The above listed items include all of the scope of services listed above. Bidder to modify sample bid form provided to add any additional information, services and costs required to properly provide the services.

SECTION 40-2  
SUBCONTRACTOR FORM

---

Bidder shall set forth below:

- a. Name and the location of the place of business.
- b. Florida contractor license number.
- c. Portion of the work which will be done by each subcontractor who will perform work or labor or render service to the Contractor in or about the construction of the work in an amount in excess of one-half of one percent (1/2%) of the Contractor's Total Bid Price.

No additional time shall be granted to provide the below requested information. If no subcontractor is specified for a portion of the work, or if more than one subcontractor is specified for the same portion of Work, then the Contractor shall be deemed to have agreed that it is fully qualified to perform that Work, and that it shall perform that portion itself.

Work to be done by Subcontractor	Name of Subcontractor	Location of Business	Contractor License Number
N/A			

BIDDER: Superior Landscaping & Lawn Service Inc.

ADDRESS: 2200 NW 23rd Avenue Miami, FL 33142

BY: Jesenia Otero 


TITLE: Estimating Coordinator



### Scrutinized Company Certification

I hereby swear or affirm that as of the date below this company is not listed on a Scrutinized Companies list created pursuant to 215.4725, 215.473, or 287.135, Florida Statutes. Pursuant to 287.135, Florida Statutes I further affirm that:

1. This company is not participating in a boycott of Israel such that is not refusing to deal, terminating business activities, or taking other actions to limit commercial relations with Israel, or persons or entities doing business in Israel or in Israeli-controlled territories, in a discriminatory manner.
2. This Company does not appear on the Scrutinized Companies with Activities in Sudan List where the State Board of Administration has established the following criteria:
  - a. Have a material business relationship with the government of Sudan or a government-created project involving oil related, mineral extraction, or power generation activities, or
  - b. Have a material business relationship involving the supply of military equipment, or
  - c. Impart minimal benefit to disadvantaged citizens that are typically located in the geographic periphery of Sudan, or
  - d. Have been complicit in the genocidal campaign in Darfur.
3. This Company does not appear on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List where the State Board of Administration has established the following criteria:
  - a. Have a material business relationship with the government of Iran or a government-created project involving oil related or mineral extraction activities, or
  - b. Have made material investments with the effect of significantly enhancing Iran's petroleum sector.
4. This Company is not engaged in business operations in Cuba or Syria.

VENDOR/COMPANY NAME:	Superior Landscaping & Lawn Service, Inc.
SIGNATURE and DATE:	04/09/2021 
NAME AND TITLE:	Jesenia Otero, Estimating Coordinator

The scrutinized company list is maintained by the State Board of Administration and available at <http://www.sbafla.com/>

### PROPERTY INSPECTION REPORT



**Property:** Avenir Community Development District

**Inspected By:** Rolando Sanchez

**Date Inspected:** April 13, 2021

#### 1. OVERALL CURB APPEAL

- General Impression**

☐ Excellent

☐ Good

☒ Fair

☐ Needs Attention

<b>Notes</b>	Overall, the property shows well – turf is green and healthy in open areas, shrubs are trimmed, and entrances have colorful material. However, the parking lots are not maintained commensurate with the entrances to the buildings. There are examples of dead turf, trees and shrubs throughout the property. Turf weeds are prevalent in select areas, and general maintenance practices can be improved.
--------------	--

- Entrances/Entry Features**

☐ Excellent

☒ Good

☐ Fair

☐ Needs Attention

<b>Notes</b>	The Entrances and Entry features are generally attractive and well maintained. However, there is a dead tree immediately behind the Monument Sign on Flamingo Road, which immediately detracts from the curb appeal of the property. Also, there are seed pods on the Palm Trees located at and around the directional sign at the Flamingo Road Entrance. The Coleus planted in the annual beds at the Entrances is approaching the end of its cycle and should be replaced in the next thirty (30) days with a more colorful selection.
--------------	---

- **Signage/Monuments**

☐ **Excellent**
☒ **Good**
☐ **Fair**
☐ **Needs Attention**

<b>Notes</b>	As indicated above, there is a dead tree immediately behind the Monument Sign on Flamingo Road. The seed pods on the Palm Trees at and around the Directional Sign at the Flamingo Road Entrance should be removed – these Palms should be clipped clean at all times. Finally, the Coleus in the annual beds at the entrances should be replaced in the next thirty (30) days with a more colorful selection.
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## 2. **TURF**

- **Overall Appearance (color/weeds)**

☒ **Excellent**
☐ **Good**
☐ **Fair**
☐ **Needs Attention**

<b>Notes</b>	The turf is very healthy and shows very well. The turf is thick, presents excellent color, and shows no evidence of drought-related stress.
--------------	---

- **Nutritional Status**

☐ **Excellent**
☒ **Good**
☐ **Fair**
☐ **Needs Attention**

<b>Notes</b>	In open areas near the Entrances and Buildings, the turf is in good condition. It shows excellent color and vitality, and turf weeds are at a minimum. However, in the Parking Lots, there is dead turf and extensive turf weeds in numerous medians. Also, in rear of the Fitness & Rehab Center, the turf is dead and has ruts.
--------------	---

- **Areas of Decline/New Sod Needed**

☒ **Yes**
☐ **No**

<b>Notes</b>	As reported above, numerous Parking Lot medians needs new turf. There is a need for new turf in rear of the Fitness & Rehab Center as well.
--------------	---

- **Insect/Disease Damage**

☐ Yes

☐ No

<b>Notes</b>	Not determined at this time.
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- **Irrigation Status**

☐ Excellent

☒ Good

☐ Fair

☐ Needs Attention

<b>Notes</b>	We did not conduct a wet-test inspection of the irrigation system. However, by observation, the turf and shrubs overall appear to be healthy and receiving sufficient irrigation. There are apparent problems in the Parking Lot medians, as well as at and around the Fitness & Rehab Center.
--------------	--

### 3. ORNAMENTAL SHRUBS

- **Overall Appearance**

☐ Excellent

☒ Good

☐ Fair

☐ Needs Attention

<b>Notes</b>	The shrubs are neatly pruned and well maintained at this time. There are dead/missing shrubs in select areas. There are gaps in the existing hedges in select areas throughout the perimeter of the property.
--------------	---

- **Nutritional Status**

☐ Excellent

☒ Good

☐ Fair

☐ Needs Attention

<b>Notes</b>	The shrubs appear to be well fertilized and vibrant at this time.
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- **Insect/Disease Damage**

☐ Yes

☒ No

<b>Notes</b>	None noted at this time.
--------------	--------------------------

- **Trimming/Grooming**

☐ Excellent
 ☒ Good
 ☐ Fair
 ☐ Needs Attention

<b>Notes</b>	As previously indicated, the shrubs are neatly trimmed at this time.
--------------	--

- **Weed Control (Planted Areas)**

☐ Excellent
 ☒ Good
 ☐ Fair
 ☐ Needs Attention

<b>Notes</b>	Overall, the ornamental bed are substantially weed free. There are weeds present in the ornamental bed around the Fitness & Rehab Center.
--------------	---

- **Mulching (Planted Areas)**

☐ Excellent
 ☒ Good
 ☐ Fair
 ☐ Needs Attention

<b>Notes</b>	There is mulch visible in the ornamental beds throughout the community.
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#### 4. **TREES**

- **Overall Appearance**

☐ Excellent
 ☒ Good
 ☐ Fair
 ☐ Needs Attention

<b>Notes</b>	
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- **Nutritional Status**

☐ Excellent
 ☐ Good
 ☐ Fair
 ☒ Needs Attention

<b>Notes</b>	As reported above, the Foxtail Palms throughout the property show evidence of a nutritional deficiency. A water-soluble drench of high Manganese and Magnesium is recommended at this time, along with an application of a standard Palm granular formulation.
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- **Insect/Disease Damage**

☐ Pervasive
 ☐ Minimal
 ☒ None Noted

<b>Notes</b>	
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- **Tree Wells**

☐ Excellent
 ☒ Good
 ☐ Fair
 ☐ Needs Attention

<b>Notes</b>	The Tree Wells are uniformly edged and substantially weed free at this time.
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- **Shape/Trimming Needs**

☐ Excellent
 ☐ Good
 ☐ Fair
 ☒ Needs Attention

<b>Notes</b>	
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- **Removal Needs (diseased trees/stumps)**

☒ Yes
 ☐ No

<b>Notes</b>	We noted dead Trees in select locations throughout the property. The dead Trees should be removed immediately in order to prevent any hazardous conditions from developing.
--------------	---

## 5. IRRIGATION SYSTEM

- **Wet Test Performed**

☐ Yes
 ☒ No

<b>Notes</b>	We did not perform a wet-test inspection of the irrigation system. The specifications provide for monthly wet-test inspections and repairs as needed to ensure proper operation of the irrigation system.
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- **System Function**

☐ **Excellent**
☐ **Good**
☐ **Fair**
☐ **Needs Attention**

<b>Notes</b>	We did not inspect the irrigation system and have no knowledge of any deficiencies. We assume the irrigation system is functional and sufficient.
--------------	---

- **Pump Function**

☐ **Excellent**
☐ **Good**
☐ **Fair**
☐ **Needs Attention**

<b>Notes</b>	We did not inspect the pumps, but assume the pumps are functional and operating properly at this time.
--------------	--

- **Timeclock Function**

☐ **Excellent**
☐ **Good**
☐ **Fair**
☐ **Needs Attention**

<b>Notes</b>	We did not inspect the irrigation system and have no knowledge as to the operation of the controllers.
--------------	--

- **Rust Inhibitor (if any)**

☐ **Excellent**
☐ **Good**
☐ **Fair**
☐ **Needs Attention**

<b>Notes</b>	Not applicable.
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## 6. **INTEGRATED PEST MANAGEMENT**

- **Property Inspected For Insects**

☐ **Yes**
☒ **No**

<b>Notes</b>	
--------------	--

- **Observable Insect Damage**

☐ Yes

☐ No

<b>Notes</b>	Not determined at this time.
--------------	------------------------------

- **Treatment(s) Performed (if any)**

☐ Yes

☐ No

<b>Notes</b>	Not applicable.
--------------	-----------------

- **Follow-Up Required**

☐ Yes

☐ No

<b>Notes</b>	Not applicable.
--------------	-----------------



**THANK YOU FOR THE OPPORTUNITY  
TO SERVE YOU.**

**FOR MORE INFORMATION ABOUT THIS REPORT,  
PLEASE CALL (305) 634-0717.**

# ***LANDSCAPING SERVICES***

*For*

## ***AVENIR COMMUNITY DEVELOPMENT DISTRICT***



*Presented by*

# **SUPERIOR**

**LANDSCAPING & LAWN SERVICE, INC**

PO BOX 35-0095, Miami, FL 33135-0095

Ph: (305) 634-0717 Fx: (305) 634-0744

# **SUPERIOR**

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## **LANDSCAPING & LAWN SERVICE, INC**

### **EXECUTIVE OVERVIEW**

#### **PROPOSED APPROACH**

- ▶ HORTICULTURE PROGRAM
- ▶ COMMUNICATION METHODS
- ▶ EMERGENCY & HURRICANE RESPONSE PLAN

#### **SCHEDULE OF FREQUENCIES AND UNIT PRICES - INDIVIDUAL SERVICES**

# SUPERIOR

## LANDSCAPING & LAWN SERVICE, INC

April 13, 2021

### RE: LANDSCAPING SERVICES FOR AVENIR COMMUNITY DEVELOPMENT DISTRICT

Superior Landscaping & Lawn Service, Inc is pleased to submit a professional landscape maintenance program for Avenir CDD. We are confident our attention to detail will provide you with the satisfaction you deserve. As your valued service partner, we will continually improve the aesthetics of the District as detailed in the attached customized program.

Included in our program are the following key points.

- ◆ **Attention to Detail** – Our goal is to provide a sound horticulture program to Avenir CDD that will increase the aesthetics of the District, provide vigorous growth, and ensure plant and turf health for years to come. We have a **Gardener Training Program** second to none. Our Gardeners are skilled at manicuring plant beds by detailing. This means they will be inspecting for plant separation, weed removal, insects, and diseases. Then they will deliver, through the great care taken, a beautifully valued, manicured appearance you expect.
- ◆ **Communication & Supervision**- To achieve the detail we deliver to our customers; it starts with an assigned **Account Manager**. **The Account Manager** will be assigned to manage your property's landscaping program. He will have a great deal of experience. He will visit the property 2-3 times per week, with and without the crews. He will be evaluating the needs of the District, then communicating this back to you on a weekly basis, so as not to lose touch with the expectations and goals that you and the owners want. The Account Manager will be conducting routine property walk throughs with you as well. Then finally, the **Branch Manager**, will routinely meet on your property with Account Manager, again, to evaluate the property conditions and make recommendations towards your goals. Together, The Branch Manager and Account Manager, will provide the Supervision & Communication experience tells us it takes to deliver a successful landscaping program.
- ◆ **Hurricane Response Plan**- We have a plan in place to assist you through in times of serious storms. We offer both pre and post hurricane services. This is detailed in our program.

Superior Landscaping is committed to continuously improving your property and looks forward to working with you. We have prepared a customized program for you based on our meeting and an inspection performed at District. We encourage you to keep an open line of communication. Should you have the need to discuss any part of our program, please contact us via **239-703-4139** or [rsanchez@superiorlandscaping.com](mailto:rsanchez@superiorlandscaping.com)

Respectfully submitted,

Rolando Sanchez  
Business Development  
Superior Landscaping & Lawn Service, Inc.

**SUPERIOR**

LANDSCAPING & LAWN SERVICE, INC

PO BOX 35-0095, Miami, FL 33135-0095

Ph: (305) 634-0717 Fx: (305) 634-0744

# Proposed Approach

## ► PROVIDING ATTENTION TO DETAIL YOU DESERVE

At any given property, the landscape beds can range anywhere from 10-100 different plant varieties and sometimes maybe more and it is this premise that makes a sound horticulture program a necessity. Our *trained staff* along with your *Account Manager*, are constantly looking for ways to improve upon our work from one day to the next.

- **Healthy plant material will add value to your property with proper detailing, removing weeds, proper fertilization, and all the while being closely inspected by a Supervisor. Maintaining vibrant color always adds value.**



- **We will provide a lush green turf to your property giving it the vision you first bought into as a home owner at Avenir**

**CDD. We have dedicated crews for each task, such as a separate mowing crew, separate trim crew for your shrubs and plant material, and a dedicated team for irrigation, should need to us Superior as a backup to your program. All are managed by your assigned Account manager, again to ensure success with accountable supervision.**

**Proactive Approach** – Our open communication and constant monitoring helps to keep us ahead of the constant evolution of a landscape. Our goal is to address areas *before* it becomes a problem.

**Account Management** – Your Account Manager, will make inspections on a weekly basis of the overall plant health. He is the front line to schedule our crews, communicate any irrigation problems to our irrigation technicians for repair, and he is there to make sure that you are also informed of our current and future-plans. He will require that someone from your department performs a walk through periodically so we can continually provide the vision you want at your property.



## ► COMMUNICATION & SUPERVISION

We recognize that communication is imperative to the success of a landscaping plan.

The **Account Manager** will meet with your property **Manager** and develop a short term and long-term program.

We begin with a “Start Up Program” where prior to the initial service we develop a personal plan of approach to servicing Avenir CDD with your input and goals built in. In the first 30-60-90 days of the planned approach, we will establish a priority approach to your immediate concerns as well as ideas you might want to expand towards.

We have other services available that the Account Manager can provide for enhancing your property. He can provide a Digital Enhancement of proposing new plant material to freshen up your property from time to time. Below is an example of a property he recently improved, and he did it with a partnership with the Board and by communicating.



Again, always striving to be as pro-active we want to deliver a service that you will feel assured that your property is being taken care by professionals.

*If we become your landscape service provider, **your** mission will become **our** mission.*

**SUPERIOR**

LANDSCAPING & LAWN SERVICE, INC

PO BOX 35-0095, Miami, FL 33135-0095

Ph: (305) 634-0717 Fx: (305) 634-0744

## ► COMMUNICATION METHODS

To ensure a successful partnership, communication is one of our top priorities. The following will highlight our continued plan to stay proactively involved and communicate at all levels:

**Physical Property Inspections:** Our Superior Landscaping Account Manager will tour the property with your representative to identify new opportunities and address areas of improvement. In addition to this, our management team will conduct monthly site inspections. Our primary goal will be to improve our quality of work and solve your problems. This can be achieved through these dedicated walk-thru inspections which are followed up with detailed written reports.

**Best Communication Methods:** In addition to our in-person meetings, we have a few preferred methods of “live” communication that seem to work.

- **Cell Phone:** Key Superior staff members are equipped with cell phones for direct connect access, allowing us to respond immediately to arising issues.
- **Emails:** Key Superior staff members are equipped with mobile devices to better understand client issues while on site, allowing us to respond immediately to arising issues.

**24-Hour Emergency Contact Protocol:** The purpose of this plan is to provide a cascade of personnel to ensure a prompt response to your after-hour needs. The first phone call should be made to the Account Manager. If she does not answer the phone, leave a voice message with a name and phone/extension number. If no call back is received within 15 minutes, proceed to the next name on the list.

An Irrigation Service Technician is available on weekends and will be familiar with the site and have access to irrigation maps.

## **FIELD TRAINING & DEVELOPMENT PROGRAM**

Superior Landscaping & Lawn Service, Inc is commitment to training incorporates positive discipline and a focus on Quality and Results. Training provides our employees with knowledge, ideas, and tools to deliver outstanding customer service and performance.

The focus of the training courses evolves around our Core Values:

- **Safety**
- **Integrity**
- **Teamwork**
- **Quality**
- **Innovation**
- **Performance**
- **Customer Focus**
- **Employee Focus**



The training includes key topics such as:

- **Customer Satisfaction**
- **Superior Culture**
- **Operations**
- **Horticulture**
- **Crew management**
- **Financial Management**
- **Business Development**

As a company we understand highly trained employees provide outstanding customer service. Our philosophy is to train and re-train our employees. Continuous training contributes to improved morale and retention. Over 1/3 of our workforce has been with the company for 10 years or longer.

### **► ACCOUNT MANAGER TRAINING PROGRAM**

Management training includes both formal training in group settings, ongoing training support available online and in field shadow programs. Account Managers at Superior Landscaping undergo a 5-course training regimen consisting of a total of 15 classroom days. Newly hired horticulturalists work through a detailed learning process over 2 years to learn the skills of an Account Manager.

## ► OPERATIONS MANAGER TRAINING PROGRAM

Operations Managers at Superior Landscaping undertake a 4-training session consisting of a total of 14 days. Each session focuses on a specific discipline

- **Employee Leadership**
- **Client Relations**
- **Operational Excellence**
- **Financials**

Each manager performs pre-work and follow-up testing for each program with a certification process conducted by senior managers at the end. Account Managers work through a detailed learning process providing the skills necessary to succeed as an Operations Manager.

## ► EMERGENCY & HURRICANE RESPONSE PLAN

The following is an example of our commitment and dedication to our community. We know when a hurricane hits this area, we are prepared to provide immediate assistance. We all remember Irma and the wake of devastation it left. As the largest landscape service provider in the state of Florida, our manpower and equipment available are unequaled.

With over 200 employees in the state of Florida we have proven time and again we are uniquely capable of mobilizing for hurricane recovery.

Our Hurricane Action Plan is a concerted effort by all Superior Florida maintenance branches to respond in the event of a catastrophic situation or emergency, including but not limited to hurricanes, tornadoes / waterspouts, and severe weather.

Our resources can be utilized in conjunction with each branch's own internal "Emergency Action Plan," their personnel and resources. The 4 Superior Landscaping branches and two Superior Landscaping Development branches have all joined together to form a resource pool of manpower and equipment available to be dispatched when needed.

Our response time and action steps are the responsibility of the Branch Manager that is in the direct line of these storms. The manager will contact the offices they feel will be needed to properly service the existing clients that warrant emergency service. The manager will continue to contact all the offices on this list until they feel adequate manpower and equipment has been mobilized.

## SCHEDULE OF FREQUENCIES

Services

Proposal

Customer

Job Site

Start Date

Special District Services, Inc

Avenir CDD

Frequencies

Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Mowing	3	3	3	4	4	4	4	4	4	3	3	3	42
Detail Trimming	1	1	1	1	1	1	1	1	1	1	1	1	12
Fertilizer - Palms			1			1			1			1	4
Fertilizer - Trees			1			1			1			1	4
Fertilizer - Lawn			1			1			1			1	4
Fertilizer - Shrubs & Ornamental			1			1			1			1	4
Pesticide	1	1	1	1	1	1	1	1	1	1	1	1	12
Herbicide	1	1	1	1	1	1	1	1	1	1	1	1	12
Irrigation Maintenance	1	1	1	1	1	1	1	1	1	1	1	1	12
Trimming - Palms				1						1			2
Trimming - Trees				1									1
Litter Services													
Annuals		1			1			1			1		4
Mulch											1		1

**SUPERIOR**

LANDSCAPING & LAWN SERVICE, INC

PO BOX 35-0095, Miami, FL 33135-0095

Ph: (305) 634-0717 Fx: (305) 634-0744

## References of Similar Work

Organization Name Contract Name	Location of Services	Prime Contractor	Contact Person Information	Dates of Services	Contract Amount
City of Bonita Springs Right-of-Ways & Median Maintenance US 41 Maintenance	9101 Bonita Beach Road Bonita Springs, FL 34135	Prime Contractor	Joel Langaney 239-478-4614 Joel.langaney@cityofbonitasprings.org	2016-2020 2017-2021	\$ 64,848.00 \$ 344,000.00
City of Miami Beach Grounds Maintenance Coastal Areas	2100 Washington Ave, Miami Beach, FL 33139	Prime Contractor	Jose del Risco Ph: 305-673-7000 Ext. 6276 JoseDelRisco@miamibeachfl.gov	2014-2019	\$1,300,000.00
City of Hollywood Citywide Grounds Maintenance Services	2600 Hollywood Blvd. Hollywood, FL 33022-9045	Prime Contractor	Xavier Leal / 187,000 Ph: 754-208-8796 XLeal@hollywoodfl.org	Since 2014	\$490,000.00
Town of Miami Lakes Grounds maintenance for Pocket Parks and ROWs	15150 NE 79th Court Miami Lakes, FL 33016	Prime Contractor	Jose Orellana Green Space Maintenance Superintendent (305) 364-6100 Ext. 1139 Fax: (305) 558-7974 OrellanaJ@miamilakes-fl.gov	June 2020-2022	\$1,200,000.00
City of Sunny Isles Beach ITB 18-03-02 Parks and Recreational Facilities Landscape Maintenance Services	18070 Collins Avenue Sunny Isles Beach, FL 33160	Prime Contractor	Arturo H. Gonzalez AFO, CPRP, CPSI Parks Manager Phone: (305) 903-2945 E-mail: agonzalez@sibfl.net	2018-2020	\$1,323,870.00
City of Cape Coral Greenscape Median Maintenance	1015 Cultural Park Blvd Cape Coral Florida 33990	Prime Contractor	John Castle Phone: (239) 242-3945 Fax: (239) 242-5368 jcastle@capecoral.net	October 2020-2021	\$804,445.00





**ANNE M. GANNON**  
**CONSTITUTIONAL TAX COLLECTOR**  
*Serving Palm Beach County*  
**Serving you.**

P.O. Box 3353, West Palm Beach, FL 33402-3353  
www.pbctax.com Tel: (561) 355-2264

**\*\*LOCATED AT\*\***

**2200 NW 23RD AVE  
MIAMI, FL 33142**

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
56-0030 LAWN MAINTENANCE	OTERO ORLANDO		B20.553381 - 08/17/20	\$66.00	B40107252

This document is valid only when receipted by the Tax Collector's Office.

**STATE OF FLORIDA  
PALM BEACH COUNTY  
2020/2021 LOCAL BUSINESS TAX RECEIPT**

**LBTR Number: 200218368  
EXPIRES: SEPTEMBER 30, 2021**

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and **MUST** be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.



13  
6-2723

SUPERIOR LANDSCAPING AND LAWN SERVICE INC  
SUPERIOR LANDSCAPING AND LAWN SERVICE INC  
PO BOX 350095  
MIAMI FL 33135-0095





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/24/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Brown & Brown of Florida, Inc. 14900 NW 79 Court Suite 200  Miami Lakes FL 33016		<b>CONTACT NAME:</b> Julio Guerrero <b>PHONE (A/C, No, Ext):</b> (305) 714-4400 <b>FAX (A/C, No):</b> (305) 714-4401 <b>E-MAIL ADDRESS:</b> jguerrero@bbmia.com																									
<b>INSURED</b> Superior Landscaping & Lawn Service, Inc. PO Box 35-0095  Miami FL 33135		<b>INSURER(S) AFFORDING COVERAGE</b> <table border="1"><tr><td>INSURER A:</td><td>Hartford Accident and Indemnity Company</td><td>NAIC #</td><td>22357</td></tr><tr><td>INSURER B:</td><td>Hartford Casualty Insurance Company</td><td></td><td>29424</td></tr><tr><td>INSURER C:</td><td>FFVA Mutual Insurance Co.</td><td></td><td>10385</td></tr><tr><td>INSURER D:</td><td>Westchester Surplus Lines Ins. Co.</td><td></td><td>10172</td></tr><tr><td>INSURER E:</td><td></td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td><td></td></tr></table>		INSURER A:	Hartford Accident and Indemnity Company	NAIC #	22357	INSURER B:	Hartford Casualty Insurance Company		29424	INSURER C:	FFVA Mutual Insurance Co.		10385	INSURER D:	Westchester Surplus Lines Ins. Co.		10172	INSURER E:				INSURER F:			
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INSURER D:	Westchester Surplus Lines Ins. Co.		10172																								
INSURER E:																											
INSURER F:																											

## COVERAGES

CERTIFICATE NUMBER: 20/21 GL/AL/\$3M UM/WC

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			21UENOL4176	12/01/2020	12/01/2021	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000				
			MED EXP (Any one person) \$ 10,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							Employee Benefit Liab \$ 1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			21UENOL4176	12/01/2020	12/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
			BODILY INJURY (Per person) \$				
			BODILY INJURY (Per accident) \$				
			PROPERTY DAMAGE (Per accident) \$				
							Medical payments \$ 5,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB			21HHUOL4177	12/01/2020	12/01/2021	EACH OCCURRENCE \$ 3,000,000
		<input type="checkbox"/> CLAIMS-MADE	AGGREGATE \$ 3,000,000				
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	WC84000345042020A	12/01/2020	12/01/2021	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
			E.L. EACH ACCIDENT \$ 1,000,000				
			E.L. DISEASE - EA EMPLOYEE \$ 1,000,000				
			E.L. DISEASE - POLICY LIMIT \$ 1,000,000				
D	Pollution Liability			G7091878A 003	12/06/2020	12/06/2021	Limit of Insurance \$1,000,000
			Deductible \$10,000				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

# "Sample"

## CERTIFICATE HOLDER

## CANCELLATION

# "Sample"

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



# INTERNATIONAL SOCIETY OF ARBORICULTURE

## CERTIFIED ARBORIST™

*Michael Morel*

Having successfully completed the requirements set by the  
International Society of Arboriculture, the above named  
is hereby recognized as an ISA Certified Arborist®



  
Kevin Martlage  
Director of Credentialing  
International Society of Arboriculture

  
Caitlyn Pollihan  
Executive Director  
International Society of Arboriculture

FL-5372A  
Certification Number

28 Jan 2006  
Certified Since

30 Jun 2021  
Expiration Date



#0847  
ISO/IEC 17024  
Personnel Certification Program  
ISA Certified Arborist®





# Department of Environmental Protection

2600 Blair Stone Road, M.S. 3570  
Tallahassee, Florida 32399-2400

**UF IFAS**  
UNIVERSITY of FLORIDA

GI-BMP Trainee ID: GV38971  
Certification date: 1/29/2016

Congratulations on successfully completing the Florida Green Industries Best Management Practices Training Program. Your certificate of completion and wallet card are attached. If there are errors in the certificate, or if we can be of further assistance, please contact the GI-BMP Office of the UF/Florida-Friendly Landscaping™ Program at [gi.bmp@ifas.ufl.edu](mailto:gi.bmp@ifas.ufl.edu) or (352) 273-4517.

Please note that this training certificate alone does not authorize you to apply fertilizer commercially after January 1, 2014. You must take additional steps to become licensed for commercial fertilizer application in the state of Florida. The Limited Urban Commercial Fertilizer Applicator Certification (state "fertilizer license") is issued by the Florida Department of Agriculture and Consumer Services (FDACS).

Apply online: <https://aesecomm.freshfromflorida.com>. The certificate number from this document is required to apply for Fertilizer Applicator Certification. For assistance contact: The Bureau of Licensing and Enforcement, (850) 617-7997

If your test score is 90% or greater, you may be eligible to become a GI-BMP Instructor:

**Test Score: 85%**

[http://fyn.ifas.ufl.edu/professionals/instructor\\_program.html](http://fyn.ifas.ufl.edu/professionals/instructor_program.html)

Beatriz Gerdtz  
12578 SW 125th Ter  
Miami, FL 33186

State of Florida  
DEPARTMENT OF  
ENVIRONMENTAL PROTECTION

**Beatriz Gerdtz**

GV38971-1

GV38971

Certificate #

Trainee ID #

**GREEN INDUSTRIES BEST MANAGEMENT PRACTICES  
TRAINING PROGRAM**



GV38971-1

Certificate #  
GV38971

Trainee ID #

**UF IFAS**  
UNIVERSITY of FLORIDA

## Certificate of Training Best Management Practices Florida Green Industries

The undersigned hereby acknowledges that

**Beatriz Gerdtz**

has successfully met all requirements necessary to be fully trained through the Green Industries Best Management Practices Program developed by the Florida Department of Environmental Protection with the University of Florida Institute of Food and Agricultural Sciences.

Issuer

D. Rainey  
Instructor

1/29/2016  
Date of Class

DEP Program Administrator

Not valid without seal



GV4958-1

Certificate #

GV4958

Trainee ID #

# Certificate of Training Best Management Practices Florida Green Industries

UNIVERSITY OF  
**FLORIDA**  
IFAS EXTENSION

The undersigned hereby acknowledges that

**Daniel Roque**

has successfully met all requirements necessary to be fully trained through the Green Industries Best Management Practices Program developed by the Florida Department of Environmental Protection with the University of Florida Institute of Food and Agricultural Sciences.

Dr. L.E. Trenholm

Issuer

Mayer

Instructor

4/23/2009

Date of Class

*John. Chandra*  
DEP Program Administrator

Not valid without seal

August 19, 2020

## **BROWARD COUNTY TREE TRIMMER LICENSE**

### **STANDARDS FOR MAINTAINING YOUR BROWARD COUNTY TREE TRIMMER LICENSE**

1. The following shall be available for inspection at every work site where tree trimming is being carried out:
  - A copy of the company's Broward County Tree Trimmer license
  - Proof of the company's current insurance coverage
  - At least one person should possess a current Tree Trimmer training card.  
Current training cards reflect that training was completed within
    - the past two (2) years
  - Picture identification issued by a government entity or agency
2. At least one trained person must be available at every work site where tree trimming is being carried out.
3. The company's Tree Trimmer license number shall be prominently displayed on both sides of vehicles used in tree trimming.
4. Tree trimmer license number must appear in ads offering tree trimming and/or removal services. Advertisements include business cards, telephone directory advertisements, quotes for tree services, flyers and vehicles advertising tree services.
5. License holders shall ensure that all employees engaged in tree trimming are adequately trained regarding safety procedures in accordance with applicable federal and state law including the federal Occupational Safety and Health Act of 1970 (OSHA).
6. Retraining is required before licenses can be renewed. Tree trimmer licenses are renewable every two years.
7. Each license holder shall notify the County, in writing, if there is a change in any of the standards required for licensure.

**A**

Superior Landscaping & Lawn Service, Inc.  
2200 NW 23 AVENUE  
MIAMI, FL 33142

**A- 383** **08/31/2022**  
**SUPERIOR LANDSCAPING & LAWN**  
**SERVICE, INC.**  
2200 NW 23 AVENUE  
MIAMI, FL 33142  
TRAINED EMPLOYEE: MICHAEL MOREL



# BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

State of Florida, Broward County, Fort Lauderdale, FL

VALID OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021

DBA: SUPERIOR LANDSCAPING & LAWN SERVICE INC  
Business Name:

Receipt #: 324-10769  
Business Type: LAWN MAINTENANCE/LANDSCAPE (LAWN MAINTENANCE/LANDSCAPE)

Owner Name: ORLANDO OTERO  
Business Location: 2200 NW 23 AVE  
MIAMI DADE COUNTY  
Business Phone: 305-634-0717

Business Opened: 04/26/2002  
State/County/Cert/Reg:  
Exemption Code:

Rooms Seats Employees Machines Professionals  
30

For Vending Business Only						
Number of Machines:			Vending Type:			
Laundry	Coffee	Soft	Pedal	Prerear	Other	Total Paid
150.00	0.00	0.00	0.00	0.00	0.00	150.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

THIS BECOMES A TAX RECEIPT

WHEN VALIDATED

This receipt is a record of the payment made by the taxpayer to the State of Florida for the business tax. It is not a receipt for the payment of the tax. The receipt is valid only if it is posted in the taxpayer's place of business. The receipt is not valid if it is not posted in the taxpayer's place of business. The receipt is not valid if it is not posted in the taxpayer's place of business.

Mailing Address:

ORLANDO OTERO  
PO BOX 35-0095  
MIAMI, FL 33142

Receipt #WWW-19-00199170  
Paid 07/23/2020 150.00

2020 - 2021

# BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

State of Florida, Broward County, Fort Lauderdale, FL

VALID OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021

DBA: SUPERIOR LANDSCAPING & LAWN SERVICE INC  
Business Name:

Receipt #: 324-10769  
Business Type: LAWN MAINTENANCE/LANDSCAPE (LAWN MAINTENANCE/LANDSCAPE)

Owner Name: ORLANDO OTERO  
Business Location: 2200 NW 23 AVE  
MIAMI DADE COUNTY  
Business Phone: 305-634-0717

Business Opened: 04/26/2002  
State/County/Cert/Reg:  
Exemption Code:

Rooms Seats Employees Machines Professionals  
30

For Vending Business Only						
Number of Machines:			Vending Type:			
Laundry	Coffee	Soft	Pedal	Prerear	Other	Total Paid
150.00	0.00	0.00	0.00	0.00	0.00	150.00

Receipt #WWW-19-00199170  
Paid 07/23/2020 150.00

*The mission of the Florida Nursery, Growers & Landscape Association is to promote and protect the interests of Florida's nursery and landscape industry.*

# **SUPERIOR LANDSCAPING & LAWN SERVICE, INC.**

is a member of the  
**Florida Nursery, Growers & Landscape Association**  
through June 30, 2021



*Ben Bolusky, Executive Vice President*



*Member in good  
standing since 2011*





This Certifies that  
**Julio Valdes**

Has Completed a Florida Department of Transportation Approved  
Temporary Traffic Control (TTC) Advanced (Refresher) Course.

Date Expires: 05/09/2021

Certificate # 28649

Instructor: Messler R. Gilchrist FDOT Provider # 140

**Metro Florida Safety Council**

Phone: 954-603-1900

Tri-County

Dade, Broward, Palm Beach,

[metrofloridasafetycouncil.com](http://metrofloridasafetycouncil.com)

[mlyons@metrofloridasafetycouncil.com](mailto:mlyons@metrofloridasafetycouncil.com)



# Certificate of Completion

**Julio Valdes**

**Has Completed a Florida Department of  
Transportation Approved Temporary Traffic  
Control (TTC) Advanced (Refresher) Course.**

**05/09/2021**

Date Expires

**140**

FDOT Provider #

**Messler R. Gilchrist**

Instructor

**28649**

Certificate #



Metro Florida Safety Council  
Tri-County  
Dade, Broward, Palm Beach,  
[metrofloridasafetycouncil.com](http://metrofloridasafetycouncil.com)  
[mlyons@metrofloridasafetycouncil.com](mailto:mlyons@metrofloridasafetycouncil.com)



For more information about Temporary Traffic  
Control (TTC) or to verify this certificate

[www.motadmin.com](http://www.motadmin.com)

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

Date  
May 28, 2020

File No.  
JF7250

Expires  
June 1, 2021

THE CERTIFIED PEST CONTROL OPERATOR NAMED BELOW HAS  
REGISTERED UNDER THE PROVISIONS OF CHAPTER 482 FOR THE  
PERIOD EXPIRING: June 1, 2021

DANIEL H ACKENBRACK  
4250 N. A1A #704  
FORT PIERCE, FL 34949

General Household Pest and  
Rodent Control  
Lawn and Ornamental  
Termite and Other WDO  
Control

*Nicole Fried*  
NICOLE "NIKKI" FRIED, COMMISSIONER

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

DANIEL H ACKENBRACK  
CERTIFIED PEST CONTROL OPERATOR

JF7250

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING June 1, 2021

*Nicole Fried* Signature  
COMMISSIONER

*Daniel H. Ackenbrack*

Wallet Card - Fold Here

BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

Date  
May 28, 2020

File No.  
JF7250

Expires  
June 1, 2021

THE CERTIFIED PEST CONTROL OPERATOR NAMED BELOW HAS  
REGISTERED UNDER THE PROVISIONS OF CHAPTER 482 FOR THE  
PERIOD EXPIRING: June 1, 2021

DANIEL H ACKENBRACK  
4250 N. A1A #704  
FORT PIERCE, FL 34949

General Household Pest and  
Rodent Control  
Lawn and Ornamental  
Termite and Other WDO  
Control

*Nicole Fried*  
NICOLE "NIKKI" FRIED, COMMISSIONER

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

DANIEL H ACKENBRACK  
CERTIFIED PEST CONTROL OPERATOR

JF7250

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING June 1, 2021

*Nicole Fried* Signature  
COMMISSIONER

*Daniel H. Ackenbrack*

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BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650



STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

Date  
March 25, 2020

File No.  
JE44120

Expires  
April 30, 2021

THE ID CARD HOLDER NAMED BELOW HAS REGISTERED UNDER  
THE PROVISIONS OF CHAPTER 482 FOR THE PERIOD EXPIRING:  
April 30, 2021

AT

SUPERIOR LANDSCAPING & LAWN SERVICE INC  
MIAMI, FL 33142

DANIEL H ACKENBRACK  
SUPERIOR LANDSCAPING & LAWN SERVICE INC  
P O BOX 35-0095  
MIAMI, FL 33135

Certified Operator

*Nicole Fried*

NICOLE "NIKKI" FRIED, COMMISSIONER

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

DANIEL H ACKENBRACK  
SUPERIOR LANDSCAPING & LAWN SERVICE INC  
ID CARD HOLDER

JE44120

Certified Operator

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 30, 2021

*Nicole Fried*  
COMMISSIONER

Signature  
ATTACH PHOTO ON REVERSE

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BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

Date  
March 25, 2020

File No.  
JB160603

Expires  
April 30, 2021

THE PEST CONTROL COMPANY FIRM NAMED BELOW HAS  
REGISTERED UNDER THE PROVISIONS OF CHAPTER 482 FOR THE  
PERIOD EXPIRING: April 30, 2021

AT

2200 NW 23RD AVE  
MIAMI, FL 33142

SUPERIOR LANDSCAPING & LAWN SERVICE  
INC  
P O BOX 35-0095  
MIAMI, FL 33135

Lawn and Ornamental

*Nicole Fried*

NICOLE "NIKKI" FRIED, COMMISSIONER

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

SUPERIOR LANDSCAPING & LAWN SERVICE INC  
2200 NW 23RD AVE  
PEST CONTROL COMPANY FIRM

JB160603

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 30, 2021

*Nicole Fried* Signature  
COMMISSIONER

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BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

JOSE ROMERO  
SUPERIOR LANDSCAPING & LAWN SERVICE INC  
ID CARD HOLDER

JE245271

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 30, 2021

*Nicole Fried*  
COMMISSIONER

Signature  
ATTACH PHOTO ON REVERSE

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BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

PAUL LEONARD SANDS  
SUPERIOR LANDSCAPING & LAWN SERVICE INC  
ID CARD HOLDER

JE296579

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 30, 2021

*Nicole Fried*  
COMMISSIONER

Signature  
ATTACH PHOTO ON REVERSE

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BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

JOSE S ROMERO  
SUPERIOR LANDSCAPING & LAWN SERVICE INC  
ID CARD HOLDER

JE206457

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 30, 2020

*Nicole Fried*  
COMMISSIONER

Signature  
ATTACH PHOTO ON REVERSE

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TALLAHASSEE, FLORIDA 32399-1650

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

RODOLFO HAWKINS  
SUPERIOR LANDSCAPING & LAWN SERVICE INC  
ID CARD HOLDER

JE271889

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 30, 2020

*Nicole Fried*  
COMMISSIONER

Signature  
ATTACH PHOTO ON REVERSE

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BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650



STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

JOSE ARISTIDES RIVAS  
SUPERIOR LANDSCAPING & LAWN SERVICE INC  
ID CARD HOLDER

JE245268

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 30, 2021

*Nicole Fried*  
COMMISSIONER

Signature  
ATTACH PHOTO ON REVERSE

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BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

HEBERTO J RODRIGUEZ  
SUPERIOR LANDSCAPING & LAWN SERVICE INC  
ID CARD HOLDER

JE271887

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 30, 2020

*Nicole Fried*  
COMMISSIONER

Signature  
ATTACH PHOTO ON REVERSE

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BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

OSMANY MARTINEZ  
SUPERIOR LANDSCAPING & LAWN SERVICE INC  
ID CARD HOLDER

JE271886

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 30, 2020

*Nicole Fried*  
COMMISSIONER

Signature  
ATTACH PHOTO ON REVERSE

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BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

ALEXANDRO ANTONACCI  
SUPERIOR LANDSCAPING & LAWN SERVICE INC  
ID CARD HOLDER

JE296578

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 30, 2021

*Nicole Fried*  
COMMISSIONER

Signature  
ATTACH PHOTO ON REVERSE

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BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

AGUSTIN RIVAS  
SUPERIOR LANDSCAPING & LAWN SERVICE INC  
ID CARD HOLDER

JE206456

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 30, 2021

*nicole fried*  
COMMISSIONER

Signature  
ATTACH PHOTO ON REVERSE

Wallet Card - Fold Here

BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

DERRICK E JACKSON  
SUPERIOR LANDSCAPING & LAWN SERVICE INC  
ID CARD HOLDER

JE221464

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 30, 2021

*nicole fried*  
COMMISSIONER

Signature  
ATTACH PHOTO ON REVERSE

Wallet Card - Fold Here

BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

NOE A ROMERO  
SUPERIOR LANDSCAPING & LAWN SERVICE INC  
ID CARD HOLDER

JE194814

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 30, 2018

*nicole fried*  
COMMISSIONER

Signature  
ATTACH PHOTO ON REVERSE

Wallet Card - Fold Here

BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

GUSTAVO EDUARDO VALDES  
SUPERIOR LANDSCAPING & LAWN SERVICE INC  
ID CARD HOLDER

JE201259

HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD  
EXPIRING April 30, 2021

*nicole fried*  
COMMISSIONER

Signature  
ATTACH PHOTO ON REVERSE

Wallet Card - Fold Here

BUREAU OF LICENSING & ENFORCEMENT  
3125 CONNER BLVD, BLDG. 8  
TALLAHASSEE, FLORIDA 32399-1650





Ron DeSantis, Governor

Julie I. Brown,, Secretary



**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**CONSTRUCTION INDUSTRY LICENSING BOARD**

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE  
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

**DICKENS, BRIAN M**

SUPERIOR LANDSCAPING & LAWN SERVICE INC  
2200 NORTHWEST 23RD AVENUE  
MIAMI FL 33142

**LICENSE NUMBER: CGC1529871**

**EXPIRATION DATE: AUGUST 31, 2022**

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)



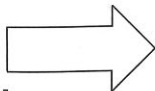
Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

**Florida Department of Agriculture and Consumer Services**

**Pesticide Certification Office**

**This card is your license. It authorizes you, the license holder, to purchase and apply Restricted Use Pesticides (RUPs). Please sign your card and keep it with you when applying or purchasing RUPs.**



Florida Department of Agriculture and Consumer Services  
Pesticide Certification Office  
Commercial Applicator License  
License # CM23229

SANDS III, PAUL LEONARD 3558 FLORIDA AVE MIAMI, FL 33133	Categories 5A, 21, 6, 3
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Issued: November 2, 2018      Expires: October 31, 2022

Signature of Licensee \_\_\_\_\_ 

ADAM H. PUTNAM, COMMISSIONER

The above individual is licensed under the provisions of Chapter 487, F.S. to purchase and apply restricted use pesticides.





Ron DeSantis, Governor

Halsey Beshears, Secretary



**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**CONSTRUCTION INDUSTRY LICENSING BOARD**

THE PLUMBING CONTRACTOR HEREIN IS CERTIFIED UNDER THE  
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

**LEVY, BERNARD A**

SUPERIOR LANDSCAPING & LAWN SERVICE INC  
11231 SW 1ST. COURT  
PLANTATION FL 33325

**LICENSE NUMBER: CFC1425682**

**EXPIRATION DATE: AUGUST 31, 2022**

Always verify licenses online at [MyFloridaLicense.com](https://myfloridalicense.com)



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

Date  
October 31, 2018

File No.  
LF278437

Expires  
October 29, 2022

THE LTD COMMERCIAL FERTILIZER APPLICATOR HOLDER  
NAMED BELOW HAS REGISTERED UNDER THE PROVISIONS OF  
CHAPTER 482 FOR THE PERIOD EXPIRING: October 29, 2022

GUSTAVO EDUARDO VALDES  
22300 SW 177TH AVE  
MIAMI, FL 33170

  
ADAM H. PUTNAM, COMMISSIONER





GV908018-1

Certificate #

GV908018

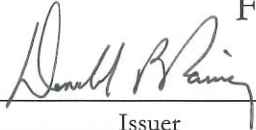
Trainee ID #

**UF IFAS**  
UNIVERSITY of FLORIDA

## Certificate of Training Best Management Practices Florida Green Industries

**Gustavo E. Valdes**

has successfully met all requirements necessary to be fully trained through the Green Industries Best Management Practices Program developed by the Florida Department of Environmental Protection with the University of Florida Institute of Food and Agricultural Sciences.

  
\_\_\_\_\_  
Issuer

W. Eddinger  
\_\_\_\_\_  
Instructor

9/18/2018  
\_\_\_\_\_  
Date of Class

  
\_\_\_\_\_  
DEP Program Administrator

Not valid without seal




# INTERNATIONAL SOCIETY OF ARBORICULTURE

## CERTIFIED ARBORIST®

*Gustavo E. Valdes*

Having successfully completed the requirements set by the  
International Society of Arboriculture, the above named  
is hereby recognized as an ISA Certified Arborist®



  
Luana Vargas  
Director of Credentialing Services  
International Society of Arboriculture

FL-5774A  
Certification Number

  
Caitlyn Pollihan  
Executive Director  
International Society of Arboriculture

17 Nov 2007  
Certified Since

31 Dec 2022  
Expiration Date



#0847  
ISO/IEC 17024  
Personnel Certification Program  
ISA Certified Arborist®

# Certificate of Completion

**Gustavo E. Valdes**

**Has Completed a Florida Department of  
Transportation Approved Temporary Traffic  
Control (TTC) Advanced (Refresher) Course.**

**09/20/2022**

Date Expires

**140**

FDOT Provider #

**Jeremiah McCarthy**

Instructor

**43797**

Certificate #



Metro Florida Safety Council  
Tri-County  
Dade, Broward, Palm Beach,  
[metrofloridasafetycouncil.com](http://metrofloridasafetycouncil.com)  
[mlyons@metrofloridasafetycouncil.com](mailto:mlyons@metrofloridasafetycouncil.com)



For more information about Temporary Traffic  
Control (TTC) or to verify this certificate

[www.motadmin.com](http://www.motadmin.com)



This Certifies that  
**Gustavo E. Valdes**

Has Completed a Florida Department of Transportation Approved  
Temporary Traffic Control (TTC) Advanced (Refresher) Course.

Date Expires: 09/20/2022

Instructor: Jeremiah McCarthy FDOT Provider # 140



Metro Florida Safety Council  
Phone: 954-603-1900  
Tri-County  
Dade, Broward, Palm Beach,  
metrofloridasafetycouncil.com  
mlyons@metrofloridasafetycouncil.com



# State of Florida



## Department of State

I certify the attached is a true and correct copy of the Articles of Incorporation of SUPERIOR LANDSCAPING & LAWN SERVICE INC., a Florida corporation, filed on May 18, 1998, as shown by the records of this office.

The document number of this corporation is P98000044604.

Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capitol, this the  
Eighteenth day of May, 1998



CR2EO22 (2-95)

*Sandra B. Northam*

Sandra B. Northam  
Secretary of State