

March 13, 2020
Orange County Library System
Orlando, FL 32801
REQUEST FOR PROPOSAL (RFP) OCLS-20-002
ADDENDUM # 1

Landscaping and Ground Maintenance Services for OCLS

This Addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall take precedence over the original documents. Additions are indicated by **underlining** and deletions via ~~strikethrough~~.

A. The Proposal Opening Date remains April 22, 2020 at 3:00PM

B. Correction:

None.

C. Questions and Answers

1. **Question:** Where can I obtain a copy of the current Landscaping Services Contract for OCLS?

Answer: The current Landscaping Services Contract can be found attached to addendum #1

Note, the new contract and scope of services to be provided is based closer to Orange County Contract Y19-115 which can be located here:

<http://apps.ocfl.net/OrangeBids/Termcontracts/listtermcontract.asp?ID=138943&CT=application/pdf&FN=Y19-115.pdf>

D. ACKNOWLEDGEMENT OF ADDENDA

1. The bidder shall acknowledge receipt of this addendum by completing that applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned no later than the date and time for receipt of the bid.
2. All other terms and conditions of the RFQ remains the same.
3. Receipt acknowledge by:

Authorized Signature

Date

Title

Name of Firm

CONTRACT AGREEMENT for SERVICE

Between

Orange County Library System (OCLS) located 101 East Central Boulevard,
Orlando, Florida 32801 and

AmeriScapes Landscape Management Services, Ins

(Hereinafter referred to as "Contractor")

*May 1 - 2004 - April 30 2005
+ 2 yrs April 30 2006
April 30 2007*

This document (hereinafter the "Contractor") is the written agreement between OCLS and the Contractor. Contractor agrees to provide a Landscape and Irrigation Service Contract in accordance with the Statement of Work outlined below.

Qualifications of Contractor

- Contractor must meet Request for Qualifications Y4-121-HF for Exterior Landscape Maintenance "General Turf Maintenance Category" for Orange County Government. (See Appendix "A") Point-of-contact for this solicitation is Pam Bergner, Manager of Purchasing and Services, at (407) 835-7616.

Statement of Work

To establish a Landscape & Irrigation/Sprinkler Maintenance Contract between the Orange County Library System (OCLS) and the Contractor, a supplier of these services.

Contractor shall provide all labor, equipment and supplies for landscape maintenance services as described herein the following locations:

- Main, 101 E. Central Blvd., Orlando, FL 32801
- Alafaya Library, 12000 E. Colonial Dr., Orlando, FL 32826
- West Oaks Library, 1821 E. Silver Star Rd., Ocoee, FL 34761
- North Orange Library, 1211 E. Semoran Blvd., Apopka, FL 32703
- West Orange Library, 1 E. Cypress St., Winter Garden, FL 34787
- Southwest Library, 7255 Della Dr., Orlando, FL 32819
- South Creek Library, 1702 Deerfield Blvd., Orlando, FL 32837
- *CV* When new locations are added, or existing branches are relocated during the life of this contract, no adjustment will be made in the contract hourly service rates.

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Y*

Weekly Landscape Services

- **Mowing:** Mowing will be done to maintain a uniform appearance during the growing season. Mowing shall be done to prevent any damage to the existing turf.
- **Weeding:** Remove all weeds from landscape areas and bedding areas. Remove all vines growing on other vegetation, such as bushes and trees. Weeding around trees will be done on an as needed with care not to damage property.
- **Edging/Weed-Eating:** All sidewalks, landscaped plant beds, curbing, driveways, parking areas, buildings, post, signs and asphalt roadways shall be edged to maintain a uniform appearance. All clippings and debris will be removed from property (Landscape cannot use Library dumpsters). Extreme care will be taken not to blow clippings and debris into waterway or roadways.
- **Trimming/ Pruning:** Trim all plants, shrub/bushes to maintain a uniform appearance. Trimming should maintain the growth pattern of the existing plants. All plants will be pruned or sheared as needed for proper bud development and foliage growth.

- Debris Removal: All landscape areas shall have all trash, including cigarette butts, foreign growth, limbs, branches and dead plants, removed. Blow all walkways cement areas, roadways, and parking areas clean of all vegetation. Trash materials may not be placed in Library's dumpster. All vegetation material shall be removed from the property and disposed of in accordance with federal, state and local laws and is included in the bid price.

Scheduled or As-Needed Landscape Service

- Contractor shall provide in writing and implement a program to control all insects, weed and pest problems and fertilize all turf and shrubs. Contractor to supply fertilizer/materials.
- Contractor shall provide all mulch, at the contractor's expense and to be maintained at 2 inches thickness. Mulch shall be replaced a minimum of once per year at Contractor's expense.

Irrigation/Sprinkler Service and Repairs

- Contractor shall inspect the irrigation system no less than once per month to ensure that all components are functioning properly and report problems to OCLS.
- All irrigation heads shall be in the proper orientation at all times for complete operation and distribution of water. Contractor shall verify proper irrigation and proper water coverage weekly to avoid prolong dry/wet conditions.
- Irrigation repairs will be reported to the Facilities and Operations Department. OCLS shall be responsible for the cost to repair or replacement all of broken, or missing sprinkler heads, lines, timers, valves and controllers. Contractor will submit the cost of replacement part on the monthly invoice plus make up on Schedule A. Irrigation parts that need to be replaced should be a like model or succeeding model of the same manufacture. Repairs must be made within 24 hours.

Requirements

- Library staff will conduct quarterly walking inspections.
- Contractor shall maintain sole responsibility for the actions of its employees and subcontractors.
- Contractor to perform all work according to federal, state and local laws and regulations by certified technicians. Penalties for failure to comply with applicable laws to be paid by Contractor.
- Contractor assumes liability for any and all damages caused by employees, to sprinklers, plants, structure or vehicles.
- OCLS reserves the right to solicit bids for any significant construction or repairs.

Payment

- OCLS is to be invoiced for landscape and irrigation service on a monthly basis. Landscape and irrigation invoices will list the locations with date the service was performed. OCLS will pay invoice on a monthly basis, within 30 days of receipt, after lawnservice has been provided.
- Service requested not included on the original contract are to be included as a separate line item on monthly service invoice and are to be paid on a monthly basis, within 30 days of receipt, after service has been provided.

Contract Terms

- Contract Dates: May 1, 2004 through April 30, 2005. *April 30 2007*
- Renewal Options: Contract may be renewed at the option of OCLS for two additional one year terms provided rates can be renegotiated to the satisfaction of OCLS and Contractor. Service and maintenance rates to be renegotiated at least 60 days prior to the start of each renewal term.
- Contractor must carry worker compensation and general liability at all times.
- Attached "Bid Sheet/Schedule A" show rates by location for contract term.
- Contractor must be in compliance with the Florida State Public Entity Crime Statutes 287.133.3

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

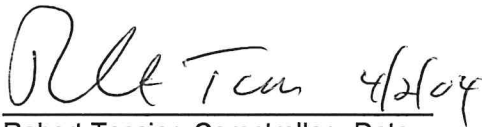
Cancellation

- OCLS or Contractor may cancel this contract at any time with a 30 day written notice.

Inquires

Pam Bergner,
Manager of Purchasing and Services,
(407-835-7616) bergner.pam@ocls.info

Signature below indicates acceptance of this agreement by both parties.



Robert Tessier, Comptroller Date
Orange County Library System
101 E Central Blvd.
Orlando, FL 32801



Billy Butterfield, President Date
AmeriScapes Landscape
P.O. Box 568762
Orlando, FL 32856

AmeriScapes

Landscape Management Services, LLC

MAIN
\$250⁰⁰
per
month

Date: March 29, 2017

To: Pam Bergner

Fax: (407) 835-7650

Email: Bergner.Pam@OCLS.info

From Billy Butterfield

Ref: Library Maintenance Renewal - 2018-2019

We would like to "Thank you" for letting us maintain the landscape at the libraries for you and would like to request that you extend our landscape maintenance contract for another year. We have enjoyed working with the people in your organization and we look forward to continuing to work with them and to enhance and improve the landscape of your properties. We have endeavored to keep our prices down, while still providing the services that you require.

I have broken down the 2018-2019 costs by branch as follows:

Southwest	\$515	Winter Garden	\$685
Alafaya	\$439	South Creek	\$637
West Oaks	\$650	Eatonville	\$505
Chickasaw	\$672		

Total Monthly Billing will be \$4,103

Thanks for this opportunity and please don't hesitate to contact us if we can do anything for you.

Ok to proceed

S. Pirelli 4/2/2018

Landscaping, Grounds Maintenance, Irrigation, Lawn & Ornamental Pest Control
P.O. Box 568762 Orlando, Florida 32856 (407) 872-0855 Fax (407) 872-8579
Email AmeriScapes-Landscape@att.net