**RESOLUTION 56-09-22**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT WITH CHRIS WAYNE & ASSOCIATES, INC. FOR LANDSCAPE MAINTENANCE AND RELATED SERVICES AT LAKE PARK HARBOR MARINA; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Town of Lake Park, Florida ("Town") is a municipal corporation of the State of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

**WHEREAS**, the Town is empowered to enter into contractual arrangements with public agencies, private corporations or other persons; and

**WHEREAS**, the Lake Park Harbor Marina requires the professional services of a licensed, qualified, and experienced landscape maintenance services contractor to regularly maintain the grounds, trees, bushes, shrubs, landscaping, and irrigation system at the marina; and

**WHEREAS**, the Town solicited bids from contractors via a Request for Proposal (RFP) 104-2022, to provide for such Services; and

**WHEREAS**, on August 11, 2022, one bid was received and opened and the Town received one qualified proposal to provide the solicited Services, that proposal being from Chris Wayne & Associates, Inc. (the "Contractor"); and

**WHEREAS**, the annual cost of the specified Services is in the amount of $43,810; and

**WHEREAS**, the Contractor has represented that it is qualified, able, and willing to perform the Services for the base proposal amount; and

**WHEREAS**, the Town Manager has recommended to the Town Commission, that it is in the best interests of the Town to execute the agreement with the Contractor for the Services.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AS FOLLOWS:**

**Section 1.** The foregoing recitals are incorporated herein.

**Section 2.** The agreement with Chris Wayne & Associates, Inc. for the Services is hereby approved. The Mayor is hereby authorized and directed to execute the agreement between the Town and Chris Wayne & Associates, Inc., a copy of which is attached hereto and incorporated herein as Exhibit A.

**Section 3.** This Resolution shall take effect upon execution.

The foregoing Resolution was offered by Vice-Mayor Glas-Castro who moved its adoption. The motion was seconded by Commissioner Michaud and upon being put to a roll call vote, the vote was as follows:

| | AYE | NAY |
|---|---|---|
| MAYOR MICHAEL O'ROURKE | ✓ | ___ |
| VICE-MAYOR KIMBERLY GLAS-CASTRO | ✓ | ___ |
| COMMISSIONER JOHN LINDEN | ✓ | ___ |
| COMMISSIONER ROGER MICHAUD | ✓ | ___ |
| COMMISSIONER MARY BETH TAYLOR | ✓ | ___ |

The Town Commission thereupon declared the foregoing Resolution No. 56-09-22 duly passed and adopted this 7 day of September, 2022.

TOWN OF LAKE PARK, FLORIDA

BY: _____
MICHAEL O'ROURKE
MAYOR

ATTEST:

_____
VIVIAN MENDEZ
TOWN CLERK

Approved as to form and legal sufficiency:

BY: _____
THOMAS J. BAIRD
TOWN ATTORNEY

TOWN OF LAKE PARK SEAL (TOWN SEAL) FLORIDA

**Exhibit D - Contract Agreement**

**AGREEMENT BETWEEN OWNER AND CONTRACTOR**
**Lake Park Harbor Marina**
**Landscape Maintenance**
**Services**
TOWN OF LAKE PARK
TOWN BID Number 104-2022

Upon execution by both parties, this Agreement shall serve as the Contract between the TOWN OF LAKE PARK ("Owner") and Chris Wayne and Associates, Inc. ("Contractor") for the delivery of the bid items contained in the aforementioned contractor's' bid response to the Town's Invitation For Bid Number 104-2022.

All terms, conditions, plans and specifications of Town Bid Number 104-2022, any Addenda, and contractor's accepted bid, dated August 11th, 2022 shall apply to this Agreement, and are incorporated herein. In the event of conflict, the terms of the Town's bid shall take precedence. The total contract amount shall be $ 43,810.00 per year, for three (3) year contract total of $ 131,430.00 commencing on October 1, 2022 thru September 30, 2025.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature: Town of Lake Park through its Town Commission, signing by and through its Mayor, authorized to execute same by Commission action on the 7 day of September, 2022; and authorized to execute same.

TOWN OF LAKE PARK, through its Town Commission

By: _____

Michael O'Rourke, Mayor
7 day of September, 2022

Attest:

_____
Vivian Mendez, Town Clerk

TOWN OF LAKE PARK FLORIDA SEAL
(Town Seal)

Approved as to form and legality
For the use of and reliance by the
Town of Lake Park only:

By: _____
Thomas Baird, Town Attorney
7th day of Sept, 2022

**Contractor:**

Chris Wayne and Associates, Inc.
Name of Contractor

Signature

Christopher Dellago, RLA / Owner
Name, Title

(CORPORATE SEAL)

**TOWN OF LAKE PARK**
**REQUEST FOR PROPOSAL (RFP) 104-2022**
**LAKE PARK HARBOR MARINA LANDSCAPE SERVICES**

The Town of Lake Park is seeking proposals from qualified landscaping firms to perform a variety of landscape maintenance services at the Town's Lake Park Harbor Marina, located at 105 Lake Shore Drive, Lake Park, Florida. A Project Scope of Work with specifications is incorporated within this Bid.

The project shall generally consist of mowing, edging, trimming shrubs, mulching, maintenance of turf, ground covering, hedges and tree trimming, fertilization, pest control, periodic sod and plant replacement, irrigation system maintenance and repairs, palm tree trimming, and debris collection and removal.

The company selected to perform the work shall employ an in-house landscape architect (state registered) or arborist and employ in-house a person holding GI-BMP certification for commercial fertilizer application.

The contract shall be for a term of three (3) years, with the option of three one-year extensions at the option of the Town.

Request for Proposal documents are available beginning Monday July 11, 2022 between 8:30 a.m. and 5:00 p.m. local time by contacting the Town Clerk's Office at 561.881.3311 or by email at townclerk@lakeparkflorida.gov. Proposals shall be submitted hardcopy, in triplicate, on the forms provided.

Sealed responses must be clearly marked "RFP 104-2022, Lake Park Harbor Landscape Services" and be delivered to the Office of the Town Clerk at 535 Park Avenue, Lake Park, Florida, 33403. The deadline for submission of proposals is **Thursday August 11, 2022 at 2:00 p.m.** local time. At that time, the proposals will be publicly opened and read aloud in the Town Hall Commission Chambers, 535 Park Avenue, Lake Park, Florida, 33403.

Late proposals or proposals delivered to any other office other than the Town Clerk will not be accepted and will be returned to the sender unopened.

It is the responsibility of the Proposer to ensure all pages are included in the submission. All Proposers are advised to closely examine the Solicitation package, and to become familiar with the scope of work and services to be performed under this Bid. Any questions regarding the completeness or substance of the Solicitation package or scope of services must be submitted in writing via email to townclerk@lakeparkflorida.gov.

The Town of Lake Park is exempt from Federal and State Taxes for tangible personal property tax.

The Town of Lake Park reserves the right to accept or reject any or all Proposals, in whole or in

part, with or without cause, to waive any irregularities and/or technicalities, and to award the resultant contract on such coverage and terms it deems will best serve the interests of the Town. All proposed prices shall be guaranteed firm for 90 calendar days from Thursday August 11, 2022. Any proposer who withdraws his or her proposal within 90 calendar days after Thursday August 11, 2022 shall forfeit its Proposal Bond.

A proposal bond is required to be submitted with your proposal in an amount equal to five percent (5%) of the proposed project cost. The Town accepts, as fulfillment of this requirement, a certified check, or a cashier's check made out to the TOWN OF LAKE PARK.

**MANDATORY PRE-PROPOSAL CONFERENCE:** A mandatory pre-proposal conference will be held on Tuesday July 19, 2022, at 10:00 a.m. local time at the Lake Park Harbor Marina, 105 Lake Shore Drive, Lake Park, FL 33403, to provide a brief description of the scope of work, specifications, bid requirements, to answer questions and clarify any inconsistencies. Immediately following the pre-proposal conference, interested firms will have the opportunity to inspect the site, familiarize themselves with the requirements, and to ensure all items affecting the costing of the work are considered.

All proposers are advised that the Town has not authorized the use of the Town seal by individuals or entities responding to Town invitations to bid or request for proposal, and that any such use by unauthorized persons or entities constitutes a second-degree misdemeanor pursuant to Section 165.043, Florida Statutes. All proposers are further advised that the Town will not supply or sell materials to proposers in connection with submission of preparation of proposals, or any other matter, including but not limited to envelopes, labels, or tape.

_____

Vivian Mendez, MMC
Town Clerk
TOWN OF LAKE PARK, FLORIDA
Published on: July 10, 2022, Palm Beach Post

By: Chris Wayne and Associates, Inc.
15863 97th Drive North
Jupiter, FL 33478
561-746-4225

August 11, 2022

**OWNER**

**TOWN OF LAKE PARK**

**535 Park Ave.**

**Lake Park, Florida 33403**

**REQUEST FOR PROPOSAL (RFP) Number 104-2022**

**PROJECT:**

**Lake Park Harbor Marina Landscape Maintenance Services**

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**Date of Distribution: Monday, July 11, 2022**

**Mandatory Pre-Proposal Conference: Tuesday, July 19, 2022, 2021, 10:00 a.m. EDT**

**Response Due Date: Thursday August 11, 2022, 2:00 p.m. EDT**

CWA Landscape Architects Contractors
Chris Wayne and Associates, Inc.

# COVER LETTER

08/11/2022

To Whom It May Concern,

We thank you for and appreciate the opportunity to bid on the Lake Park Harbor Marina Landscape Maintenance Services. As you well know Chris Wayne and Associates, Inc. (CWA), has been providing these services for more than a decade now. During this time we have been instrumental in the design, construction and maintenance of the Town's landscape. It is this time and effort that makes doing business with the Town of Lake Park an integral part of our company. CWA is extremely thankful for all the opportunities that the Town has provided us and we are dedicated to providing the Town with the most responsive and best quality service all the time. CWA shall provide services 46 times per year for a period of 3 years with an option of 3 one year extensions.

Sincerely,

Chris W. Dellago, RLA
President/CEO
O: 561-746-4225
C: 561-307-1939
Chris Wayne and Associates, Inc.
15863 97th Drive North
Jupiter, FL 33478
chris@chriswayneinc.com

CWA LANDSCAPE ARCHITECTS CONTRACTORS
CHRIS WAYNE AND ASSOCIATES, INC.

EIN # - 20-1399029

## STATEMENT OF QUALIFICATIONS

Chris Wayne and Associates, Inc. (CWA), is a full service landscape architecture design, construction and maintenance company. CWA's team of landscape architects, irrigation and landscape contractors, and landscape maintenance personnel are trained and equipped to handle all of your landscape needs. CWA is committed to providing our clients with the highest quality landscape design, construction and maintenance possible. Serving Palm Beach County for nearly 18 years, CWA has designed and built some of the areas nicest parks, roadways, signage, and high-end residential landscapes. CWA has experience in all aspects of landscape design, construction, irrigation and maintenance. From plan development, construction and maintenance, CWA has the experience to get your job done. The following is a list of our qualifications:

### Landscape Architecture:

Landscape Consultation
Graphic Presentations
Irrigation Design
Exterior Lighting Design
Construction Administration Services
Conceptual and Master Planning
Landscape and Hardscape Design
Planting Plans
Permitting
Landscape Inspections

### Landscape and Hardscape Construction:

Irrigation Construction
Landscape Construction
Sodding
Putting Green Construction
Pathways/Concrete/Pavers
Potable Water Taps
Lighting Installation
Artificial Turf Installation
Large Tree and Palm Installation
Site Furnishings

### Landscape Maintenance:

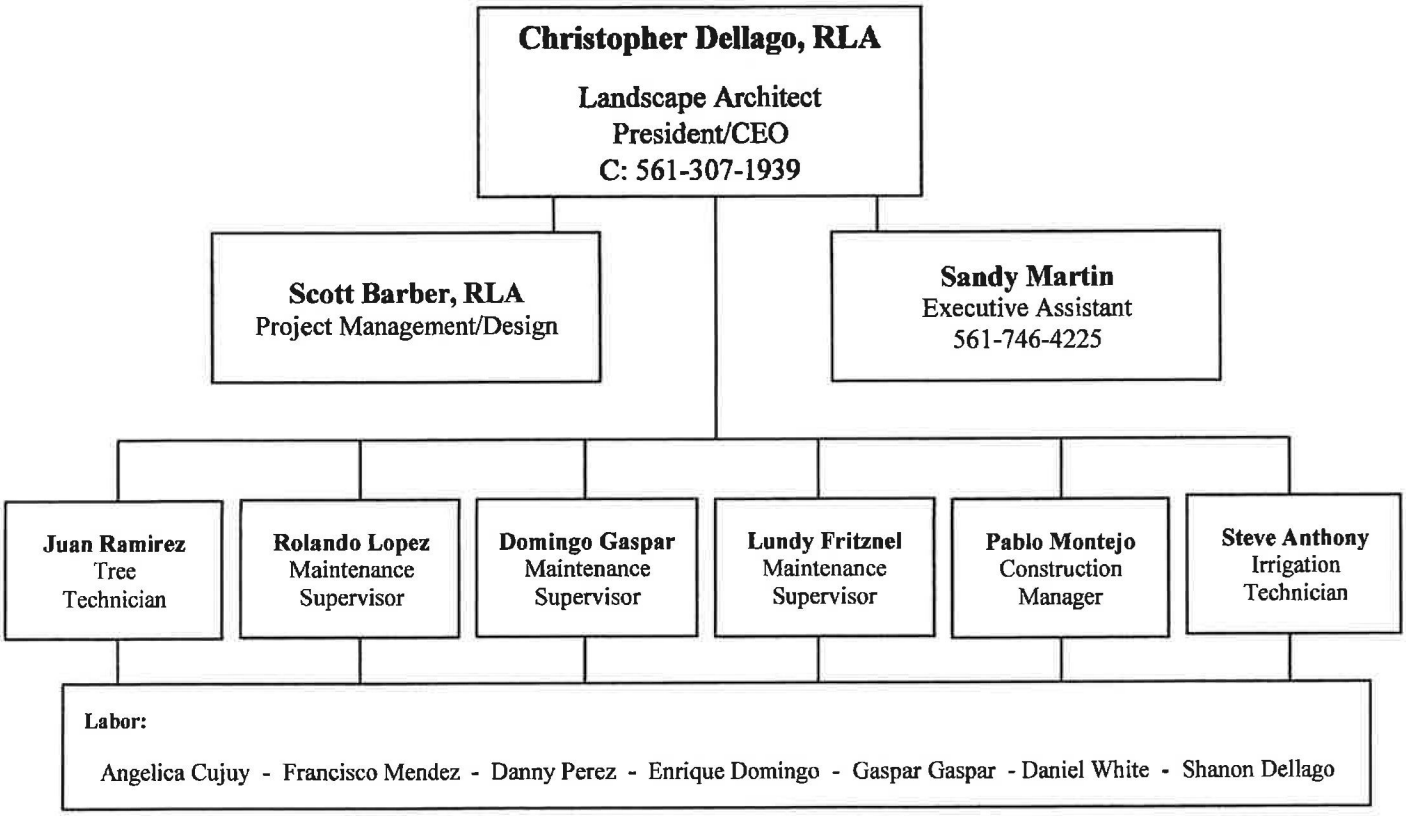
Contractual Grounds Maintenance
Irrigation System Maintenance
Pest and Fungus Control
Annual Plant Installation
Fertilization
Tree and Palm Trimming
Mulching
Consulting Services

Chris Wayne and Associates, Inc.
15863 97th Dr. N., Jupiter, FL 33478
PH: 561-746-4225, FX: 561-746-8991
chris@chriswayneinc.com
LC26000243, U-20161

CWA Landscape Architects Contractors

Chris Wayne and Associates, Inc.

# ORGANIZATION CHART




Note: Contact staff members at CWA office – 561-746-4225.

**Chris Wayne and Associates, Inc.**
15863 97th Dr. N., Jupiter, FL 33478
Phone: 561-746-4225
chris@chriswayneinc.com
LC26000243 • U-20161

# LIST OF SUB-CONTRACTORS

| Company Name/Name | Type of Services | Contact Info |
|---|---|---|
| Florida Environmental Pest Management, Inc. | Fertilization – Lawn and Ornamental | Nick Benulis – 561-644-8646 |
| | | |

Provide fertilization and pest control in accordance with contract as subcontracted by CWA. Scheduled as needed (T.B.D.)

STATE OF FLORIDA

# Department of Agriculture and Consumer Services

## BUREAU OF LICENSING AND ENFORCEMENT

| Date | File No. | Expires |
|---|---|---|
| **October 12, 2021** | **JB210413** | **October 31, 2022** |

THE PEST CONTROL COMPANY FIRM NAMED BELOW HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 482 FOR THE PERIOD EXPIRING: **October 31, 2022**

AT

1137 53RD COURT
MANGONIA PARK, FL 33407

FLORIDA ENVIRONMENTAL PEST MANAGEMENT INC
1137 53RD COURT NORTH
WEST PALM BEACH, FL 33407

**Fumigation**
**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

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**Fumigation**
**General Household Pest and Rodent Control**
**Lawn and Ornamental**
**Termite and Other WDO Control**

Nicole Fried

NICOLE "NIKKI" FRIED, COMMISSIONER

CWA LANDSCAPE ARCHITECTS CONTRACTORS
CHRIS WAYNE AND ASSOCIATES, INC.

# LIST OF REFERENCES

## REFERENCE #1

| | |
|---|---|
| Company/Agency Name: | City of Riviera Beach - CRA |
| Address: | 2001 Broadway, STE 300 |
| | Riviera Beach, FL 33404 |
| Similar work Performed: | Constructed Roadway Landscapes, Parks, Irrigation Construction, Maintenance, Design |
| Date of work Performed: | 2004 – Present |
| Point of Contact: | Scott Evans/Executive Director |
| Phone Number: | 561-844-3408 |
| Email: | sevans@rbcra.com |
| Amount of Contract: | $264,720.00 (4 Years) |

## REFERENCE #2

| | |
|---|---|
| Company/Agency Name: | Town of Manalapan |
| Address: | 600 South Ocean Boulevard |
| | Manalapan, FL 33462 |
| Similar work Performed: | Install Landscaping at Town Facilities, provide Design Services, Maintenance & Irrigation Services |
| Date of work Performed: | 2004 - Present |
| Point of Contact: | Lisa Petersen/Town Clerk |
| Phone Number: | 561-309-3219 (c) or 561-383-2541 (o) |
| Fax Number: | 561-585-9498 |
| Email: | lpetersen@manalapan.org |
| Amount of Contract: | $64,800.00 (3 Years) |

## REFERENCE #3

| | |
|---|---|
| Company/Agency Name: | Town of Ocean Ridge |
| Address: | 6450 North Ocean Blvd. |
| | Ocean Ridge, FL 33435 |
| Similar work Performed: | Install Landscaping at Town Facilities, provide Design Services, Maintenance Services, Irrigation |
| Date of work Performed: | 2008 - Present |
| Point of Contact: | Mr. William Armstrong/Public Works |
| Phone Number: | 561-732-2635 |
| Fax Number: | 561-737-8359 |
| Email: | warmstrong@oceanridgeflorida.com |

| | |
|---|---|
| Amount of Contract: | $172,704.00 (4 Years) |

**REFERENCE #4**

| | |
|---|---|
| Company/Agency Name: | Westgate/Belvedere Homes CRA |
| Address: | 1280 N. Congress Avenue Suite 215 |
| | West Palm Beach, FL 33409 |
| Similar work Performed: | Install Landscaping at Town Facilities, provide Design Services, Maintenance & Irrigation Services |
| Date of work Performed: | 2013 - Present |
| Point of Contact: | Mr. Elizee Michel, AICP/Executive Director |
| Phone Number: | 561-640-8181 Ext. 102 or 561-543-0490 |
| Fax Number: | 561-640-8180 |
| Email: | EMichel@pbcgov.org |
| Amount of Contract: | $249,588.00 (9 Years) |

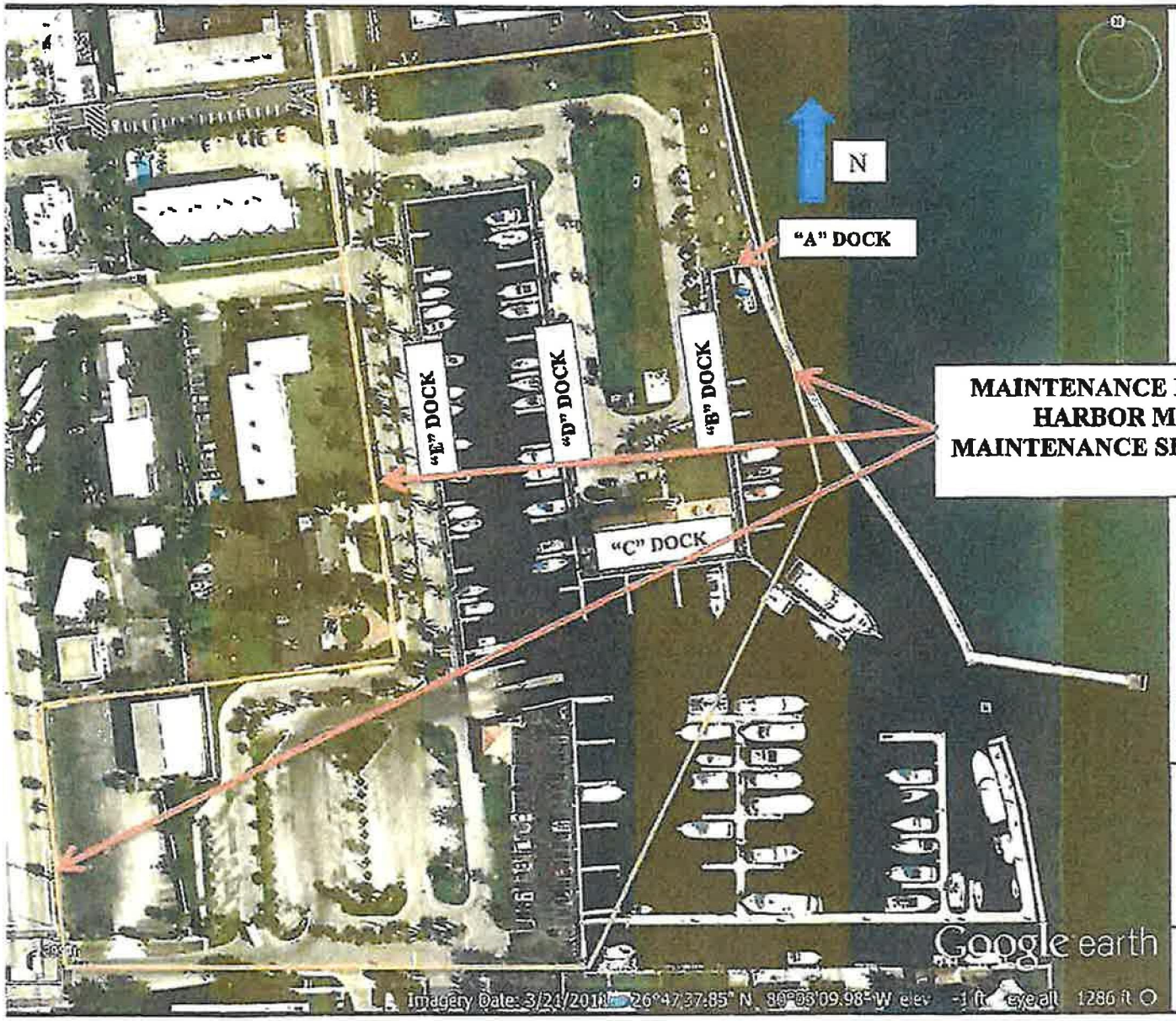
**REFERENCE #5**

| | |
|---|---|
| Company/Agency Name: | Village of Tequesta Parks & Recreation |
| Address: | 399 Seabrook Road |
| | Tequesta, FL 33469 |
| Similar work Performed: | Install Landscaping, provide Design Services, Maintenance & Irrigation Services |
| Date of work Performed: | 2004 - Present |
| Point of Contact: | Mr. Greg Corbitt/Director |
| Phone Number: | 561-768-0473 |
| Fax Number: | N/A |
| Email: | gcorbitt@tequesta.org |
| Amount of Contract: | $1,200,000.00 (17 Years) |

100% of work completed on time as agreed between the client's and CWA. To our knowledge there has been no instances.

# EXHIBIT A

## SCOPE OF WORK / TECHNICAL SPECIFICATIONS




**LANDSCAPE MAINTENANCE**
**LAKE PARK HARBOR MARINA**
**105 LAKE SHORE DRIVE**

Drawn: **RDP**

Sheet No. **1 of 1**

**SPECIFICATIONS / SCOPE OF WORK**
**LAKE PARK HARBOR MARINA LANDSCAPE MAINTENANCE SERVICES.**
**(PROVIDE ALL LABOR, EQUIPMENT AND MATERIALS)**

**1. Scope /Intent:** It is the intent of the Town of Lake Park to seek bids from qualified Landscape Maintenance Service contractors for landscape services at Lake Park Harbor Marina. The contract is for a three year period, with the potential for three one-year extensions. The Town seeks competitive unit pricing that maximizes the quality and level of service.

The Town is seeking qualified landscape maintenance companies to provide labor, materials (other than those provided by the Town listed elsewhere), services, skills, supervision, and necessary tools and equipment to maintain landscaping in accordance with specifications listed herein. A qualified company shall employ an in-house landscape architect (state registered) or arborist and employ in-house a person holding a GI-BMP certificate for commercial fertilizer application.

**1.1 General Requirements**

1.1.1 Services to be performed during the weekday, during daylight hours.
1.1.2 Contractor is required to assure that the landscape has a neat and maintained appearance by mowing all grounds and trimming all hedges, maintaining plants and trees by pruning methods according to the Technical Specifications' and Specific Duties-Frequency section of the bid documents. Remove weeds from beds which include landscaped areas, mulched areas, and ground cover areas.
1.1.3 All debris resulting from landscape maintenance operations shall be swept, collected, and disposed of by the contractor, at a location away from the site as the work progresses.
1.1.4 Pick up / dispose of litter and document quantity of "man-made" litter collected (measured in gallons) for NPDES reporting purposes. Quantity of collected litter must be submitted with each monthly invoice.
1.1.5 Parking lot perimeters, weeds, and grasses shall be controlled with approved contact herbicide sprays and / or manual weeding as required.
1.1.6 All application of pest control or herbicide products must be performed by or under the direct supervision of a licensed applicator.
1.1.7 Operate and inspect irrigation system after each mowing event. Any damages shall be repaired by the contractor at the contractor's expense. The Town will supply replacement sprinkler heads and nozzles when presented with broken parts. Advise the Marina Department of time clock and valve problems prior to making repairs. It is the contractor's responsibility to ensure the sprinkler system functioning properly at all times.

**1.2 Specific Requirements**

1.2.1 Mowing

- Mowing shall be performed in accordance with a designated schedule to maintain a neat, clean, green, and professional appearance.
- Grass areas shall be cut weekly during the months from April through October, and an average of every ten to fourteen days in the remaining months.
- Power lawn mowers of sufficient horsepower will be used for the type of existing grass.
- Mower blades will be kept sharp to provide a quality cut and prevent tearing of grass.
- Various mowing patterns will be utilized for even distribution of grass clippings and to prevent ruts in the ground created by mowing equipment.
- Grass clippings will be kept out of ornamental beds and removed from paved areas and walkways. During routine visits the contractor is responsible for loose

trash and debris prior to mowing. Clippings and debris on non-grass areas are to be cleared at the end of each mowing. The use of bagging attachments is recommended, but not required.

1.2.2 Edging

- All paved areas, walkways, plant beds, and trees will be edged at each mowing.
- Edging and trimming along all plant beds, curbs, paved areas, and trees shall be done to keep a neat appearance. All hard edges shall be mechanically edged every mowing to maintain definition of edges.
- Permanent fixtures in the grass areas are to be trimmed with weed eaters to avoid unsightly growth at the base. Care is to be taken at all times when operating around fixtures to prevent damage.
- Equipment used for edging and weed eating will have proper safety guards to deflect flying debris.
- Areas around irrigation heads will be trimmed for effective water distribution.
- Edging that cannot be addressed during regular visits due to vehicular obstruction should be addressed with the Marina Director to achieve a solution.

1.2.3 Debris Removal

- All areas covered in grass clippings will be vacuumed or collected to maintain neat, clean, and professional appearance to the Marina property.
- Catch, rake, or bag all clippings, sweep all sidewalks, parking lots on every cut.
- Dispose of all debris off site, in accordance with any applicable federal, state, or local laws, codes, or ordinances.

1.2.4 Shrubs, Trees, and Other Plantings

- Will be performed as needed to maintain a neat, clean, and professional appearance to the Marina property.
- Catch, rake, or bag all clippings, sweep all sidewalks, parking lots, etc. on every cut.
- Dispose of all debris off site, in accordance with any applicable federal, state, or local laws, codes, or ordinances.

1.2.5 Fertilization and Mulching

- Fertilization will be two (2) times per year in November and April to maintain a neat, clean, green, and professional appearance.
- The winter application will use a combination fertilizer and insecticide for chinch bug and fire ant control.
- Contractor shall advise the Town of fertilizer preference. The Town will purchase the fertilizer based on the Contractor's recommendation for type and quantity.
- Application of fertilizer will be applied to dry grass and then watered immediately.
- All federal, state, and local regulations must be followed.
- MSDS Sheets are required by the Marina Department and Palm Beach County Fire Rescue Department.
- Mulch selected planter areas/beds one (1) time per year.
- Mulch in planting beds must be maintained at a minimum depth of two (2) inches.
- All mulch shall be Grade "A", non-floatable Eucalyptus or Pine Bark Mulch.

1.2.6 Insect Control

- A granular, systemic insecticide will be applied two (2) times per year for White Fly.
- Contractor shall monitor trees and shrubs for signs of disease and insect infestations, including "White Fly". If evidence of an infestation is present, a liquid spray insecticide will be applied
- In all cases of application, the Project Manager shall be notified before

application. Non-compliance of adequate pest control will result in contractor being liable for any sod or plant material replacement deemed necessary.

- All application of insecticide/herbicide products must be performed by or under the direct supervision of a licensed applicator in the State of Florida.
- All Federal, State, and local regulations must be followed.
- MSDS sheets are required by the Public Works Department and Palm Beach County Fire Rescue Department.

1.2.7 Weed Control

- Pre-emergent weed control shall be applied once per year with a well-balanced fertilizer, during November to maintain a healthy green color.
- Weeds must be eradicated and removed to present a neat, well-maintained appearance at all times. Weeds that cannot be removed by hand should be treated with post-emergent herbicide. Dead or damaged portions of plants shall be removed whenever possible..

1.2.8 Irrigation

- Irrigation system is to be maintained in optimal working condition to obtain a green and professional appearance.
- Operate and inspect irrigation system after each mowing event. Any damages

Shall be repaired by the contractor at the contractor's expense. The Town will supply replacement sprinkler heads and nozzles when presented with broken parts. Advise the Marina Department of time clock and valve problems prior to making repairs. The contractor is responsible for monitoring the water needs of all seasonal color beds and coordinating the proper irrigation settings.

- The Contractor shall make provisions to provide watering services up to one time per week for non-irrigated areas such as containers.
- Contractor is responsible for ensuring that all local codes, ordinances, and other applicable regulations are followed.
- Where rust prevention requires chemical the Town shall provide and install.
- Sprinkler heads will be adjusted to properly cover designated watering zones.

**2. Notification of Grounds Supervisor**

**2.1** The project Manager for the Town is Stephen Bogner, Marina Director, phone # (561) 881-3353.

**2.2** Reports – all services rendered shall be documented on vendor's landscape service report form and a copy e-mailed or faxed to the Town's Project Manager at sbogner@lakeparkflorida.gov. Proper documentation of landscape services will be required for expeditious processing of payments. **All invoices must reflect the correct purchase order number.** Work must be performed to the satisfaction of the Town Project Manager who will inspect work and approve payment. No additional work outside the terms of the Base Bid contract may be performed without advance notice to the Town Project Manager. A Purchase Order number will be provided based upon the contractor's estimate for the additional services.

**3. Access to Locations:** The contractor will be provided keys for access to locked locations upon approval by the Town Project Manager or designee.

**4. Contractor Qualifications**

**4.1** The bidder must provide at least three (3) references prior to award (see Required Submittals).

**4.2 The bidder must have at least FIVE YEARS experience in this type of work.**

**4.3** The company selected to perform the landscape maintenance services must employ an in-house landscape architect (state registered) or arborist and employ an in-house person holding a GI-BMP certificate for commercial fertilizer application.

**4.4** Valid insurance certificate must be kept on file with the Town of Lake Park at all times.

**4.5** The Town of Lake Park must be able to verify professional references and visibly inspect like work for properties equal to the size of the Marina. We require an updated phone number and e-mail address to ensure good communication. The Town of Lake Park reserves the right to remove any contractor from the Marina jobsite due to non-compliance of any specifications in the contract with prior written notification.

**5. Sprinkler Repairs:** The sprinkler system is to be checked immediately after each mowing for any damages, which shall be repaired by the Contractor at Contractor's expense. Sprinkler damage must be repaired within three (3) working days. Failure to repair damaged sprinkler systems shall result in non-compliance of the specifications of the contract.

**6. Other Damages:** Any other damages caused by the Contractor such as but not limited to the structures, fences, ornaments, windows, damaged by the Contractor's employees are to be replaced or repaired by the Contractor to the satisfaction of the Town of Lake Park at no cost within three (3) working days. It shall be the responsibility of the Contractor and the Town Project Manager to mutually agree on the condition of the property, surfaces, fixtures, or other furnishings before starting work on this contract.

At the time of the Initial Maintenance Event the Contractor must survey the entire project and document the landscape elements that are in distress or in need of resets; and provide the Town with a list of plant material and palm trees that will be in need of future resets (this information will be used for budgeting purposes).

**7. Product Information:** Product information and MSDS sheets for fertilizers, herbicides, and insecticides must be provided to the Town Project Manager within five (5) business days prior to application.

Contractor shall maintain copies of MSDS for all chemicals used; MSDS must be in compliance with OSHA Regulation 1910.1200 paragraph g.

**8. Warranty:** Contractor warrants that all applications of fertilizer or chemicals will accomplish the intended results and that any damage on any existing landscaping caused by application will be replaced with new landscaping and/or lawn equal to the original, at no cost.

**9. Delivery, Storage, and Handling**

**9.1** Contractor shall deliver materials in manufacturer's original, unopened, undamaged containers with identification labels intact.

**10.** Contractor shall store and protect materials from harmful weather conditions and at temperature conditions recommended by material manufacturer. Materials shall be stored at the Marina.

**11. Payment to Contractor:** The Town will issue a Purchase Order to the Contractor, the dollar amount reflecting the anticipated cost of services to be performed during a twelve month period, or through the

Town's fiscal year (October 1 through September 30). Within one month of receiving a Purchase Order from the Town, Contractor shall submit a twelve month schedule showing the days of the week that routine services will be performed and the anticipated week that periodic services will be performed. The schedule will be approved by the Town Manager or his appointee for purposes of cash flow, notification of the public, and ordering of materials such as fertilizer.

The monthly invoice will reflect the itemized number of services at the unit prices established in the contract schedule of bid items.

During the course of the contract proper documentation of services rendered shall accompany monthly invoicing. No services outside of the contract bid items shall be performed without prior notification of the Town, and a Town Purchase Order issued for such additional services.

# SCOPE OF WORK/TECHNICAL SPECIFICATIONS
# LAKE PARK HARBOR MARINA LANDSCAPE MAINTENANCE

## ADDITIONAL INFORMATION

- Mobilization, Permits (permit fees waived). Contractor must obtain license to work hthe Town of Lake Park

The CONTRACTOR shall furnish all labor, supervision, equipment and materials as necessary to maintain the landscapes inan attractive and safe condition throughout the year.

SCOPE -ALL AREAS

*GROUNDS:* The CONTRACTOR shall remove and properly dispose of all litter and debris from lawn areas, planting beds, walkways, and parking lots. All grass and weeds or vines from expansion joints, cracks in pavement, parking lots, walkways and fences shall be removed. On paved areas only, weeds and unwanted grass may be controlled with the use of herbicides on a weekly basis. All dead vegetation shall be removed. The CONTRACTOR shall "weed eat" around all trees, fences, signs, ditch embankments, buildings and other obstacles at each mowing in order to maintain a neat appearance. Unless specifically approved by the MARINA, use of herbicides in lieu of "weed eating" is not permitted.

LAWN CARE: Mowing shall be done to ensure a uniform appearance. The CONTRACTOR shall mow the grass weekly from March 1through November 30 and every two weeks from December 1through February 28. It will not be necessary to bag or remove grass clippings unless clippings or clumps become unsightly or may cause damage to the grass. All plant beds, curbing, driveways and walkways shall be edged with an edger as often as necessary to maintain a neat appearance.

PEST CONTROL: The CONTRACTOR shall practice Integrated Pest Management (IPM) to control insects, diseases and weeds on and around annuals, perennials, ground covers, shrubs, vines and trees. This shall include frequent monitoring and spot treatment as necessary using the least toxic methods. All applications shall be performed when temperatures are below 90 degrees Fahrenheit and when wind drift is negligible. The first choice will be insecticidal soaps, horticultural oils and biological controls. Weeds in beds or mulched areas will usually be removed mechanically or by hand. Upon the MARINA'S approval, herbicides may be employed for heavy weed infestations.

PLANT BEDS: The CONTRACTOR shall weed the plant beds when necessary to maintain a weed free appearance.

FREEZE DAMAGE: Any freeze damaged ground covers shall have dead growth removed in the spring by appropriate means.

REPLACEMENT OF PLANT MATERIAL: The MARINA will be responsible to replace all plant materials that are frozen, stolen, vandalized or otherwise destroyed by unforeseen or unpreventable circumstances such as wind. If the MARINA representative determines the poor condition of plant materials is due to improper maintenance or irrigation, the CONTRACTOR shall be responsible for replacing such plant material at the CONTRACTOR'S sole expense. The CONTRACTOR shall notify the MARINA'S representative immediately of plants or areas in distress. The CONTRACTOR or its representative and the MARINA'S Designated Representative will inspect the damaged plant material and prepare a written plan/schedule of replacement. All replacements shall be accomplished within one (1) week of notification. No dead plants will remain in the landscape. Trees or plants that blow over or are disturbed from their normal planted location by wind, vehicular damage or vandalism, shall be replanted within twenty-four (24) hour notice. If time constraint is not met and the plant dies, it shall be replaced by the CONTRACTOR at its sole expense.

PRUNING: The CONTRACTOR shall prune and shape all shrubbery to maintain the natural form of the plant and maintain growth within the limits of the plant bed, also to eliminate the damaged or diseased wood, and sight distance requirements if needed. Trees are to be pruned back twice a year. Trees hanging over sidewalk area are to be

trimmed as needed so walking under them is easily assessable to pedestrians entering the buildings. All pruning work shall comply with ANSI-300A standards. A blower shall be used on sidewalks after each cutting. Parking lots shall be cleared at least once a month and after pruning.

INSPECTIONS: A MARINA Representative will conduct inspections on a monthly basis or as needed. Items discovered to be deficient during inspection shall be corrected within one week.

IRRIGATION SYSTEMS: The CONTRACTOR shall inspect and test rain shut off devices and other components and zones of the irrigation system monthly and shall reset zone times according to seasonal evaporation transpiration changes. Minor adjustments and repairs such as head/emitter cleaning or replacement, filter cleaning, small leaks, and minor timer adjustments shall be made by the CONTRACTOR, with the MARINA paying for parts. Once a year the CONTRACTOR will recalibrate each zone to allow for the application of one inch of water per week. During weekly maintenance, the CONTRACTOR will note and report to MARINA any symptoms of inadequate or excessive irrigation, drainage problems, etc. Timers will be reprogrammed during the dormant season to apply .5" water per week. Repairs or system service beyond the above scope will be charged to the client at an hourly rate per

## ST AUGUSTINE GRASSY AREAS

St Augustine grassy areas, nineteen (19) locations within the entire MARINA complex,
Having a sum total of approximately 77,050 sq. ft.

1) D-docks; 5 (5) segments – and identified as starting south and proceed northward:
A segment approximately 34.5' x 5'
A segment approximately 74.5' x 5'
A segment approximately 70' x 5' with an adjoining extension 23' x 9'
A segment approximately 79' x 5'
An irregular segment at the northern corner of D-dock and abutting the marina entrance lane and parking
Sum total of approximately 2,395 sq. ft.

2) Main parking lot detention basin, in center of main parking lot;
A large segment of approximately 19,900 sq. ft.

3) Northeast lawn - abutting seawall (to be treated as a multi-variety grassy area);
A segment of approximately 10,230 sq. ft.

4) North marina field and Lake Shore Drive swale;
A two (2) segment area of approximately 1600 sq. ft.

5) Marina entranceway median;
A segment of approximately 1,440 sq. ft.

6) Marina's northwest basin bulkhead – consisting of two (2) narrow segments measuring approximately 73' x 4' and one (1) irregular segment abutting the bulkhead and including the abutting swale on Lake Shore Drive at the marina's main entrance
Sum total of approximately 925 sq. ft.

7) Swale area at north end of E-docks;
A two (2) - segment area of approximately 480 sq. ft.

8) Median west of E-docks parking area;
A segment of approximately 1,330 sq. ft.

9) Grassy 3' circle segment located at south end of E-docks;
A segment of approximately 12 sq. ft.

10) Swale west of Lake Shore Drive – a sum of six (6) segments; two (2) segments north of Cypress Drive, Sum total of approximately 1,480 sq. ft.

11) Catch basin west of and abutting F-docks parking lot;
A long segment north to south of approximately 3,980 sq. ft.

12) F-docks parking lot southern-most grassy area and swale;
Two (2) segments with a sum total of approximately 1,630 sq. ft.

13) Eastern trailer lot catch basins - north to south sections including median;
A long segment north to south of approximately 1,960 sq. ft.

14) Easterly middle trailer lot catch basins - north to south – a sum of eleven (11) segments including, nine (9) being separate median segments;
Eleven (11) segments with a sum total of approximately 3,100 sq. ft.

15) West trailer lot catch basins and median - north to south;
A long segment north to south of approximately 2,850 sq. ft.

16) Western trailer lot - west side grassy area;
A long segment north to south of approximately 800 sq. ft.

17) Federal Hwy parking lot – lower east side grassy area;
A long segment north to south of approximately 800 sq. ft.

18) Swale - north side of Silver Beach Rd;
Two segments with a sum total of approximately 1,100 sq. ft.

ST AUGUSTINE GRASS CARE AND MAINTENANCE

LAWN CARE: Mowing shall be done to ensure a uniform appearance. Grass shall be cut no lower than three (3) inches and at no time be allowed to reach height of five (5) inches. The CONTRACTOR shall mow the grass weekly from March 1through November 30 and every two weeks from December 1through February 28. It will not be necessary to bag or remove grass clippings unless clippings or clumps become unsightly or may cause damage to the grass. All plant beds, curbing, driveways and walkways shall be edged with an edger as often as necessary to maintain a neat appearance but no less than twice a month. Chemical means of edging is not acceptable.

FEEDING, PEST and DISEASE CONTROL AND WEED CONTROL OF ST AUGUSTINE GRASS

The CONTRACTOR is encouraged to have the soil tested twice yearly, to determine what nutrients the St Augustine lawn needs for best health and provide an advisement report to the MARINA representative at the commencement of the contract year. (For information on soil testing procedures, the CONTRACTOR may want to contact the Palm Beach County Cooperative Extension service).

St Augustine grass care and maintenance by the use of fertilizers, pest and disease controllers and weed control shall be accomplished by liquid chemical spray with application by a locally known, certified and professional lawn maintenance APPLICATOR (examples would be *Nozzle Nolen* and *Hulett Environmental Services*, etc.) in such a way as to minimize chemicals that may wash into the marina's basin and intracoastal, keeping with the MARINA'S Clean Marina status. The APPLICATOR is required to use the best care practices for St Augustine grass in the specified locations. The CONTRACTOR shall submit the APPLICATOR'S name with the bid proposal for the MARINA representative's review. The CONTRACTOR shall hire and direct the APPLICATOR and supervise all adjustments of chemicals needed to insure a good healthy grass. The CONTRACTOR is required to check for pests routinely and treat as necessary.

**NOTE:** There are several water drainage systems in the catchment areas within the MARINA complex having direct access to the MARINA'S basin and intracoastal waters that must be observed. The CONTRACTOR and their agents are required by the MARINA to provide adequate protection procedures in place during all chemical applications.

## BERMUDAGRASS - known as CELEBRATION

Locations - Marina office building complex and adjoining areas - numbering six (6) areas with a sum total of ten (10) segments as listed and described below;
A sum total of **10,850 sq. ft. approximately**

1) North and east side area of complex – a sum of three (3) segments
Two (2) segments abutting 8-docks, described as 47' x 4' and a 41'x 4' segments extending southward from A-docks -
**totaling approximately 350** sq. ft.

A triangular shaped segment with a 14' x 4' extension northward, abutting b-docks –
**totaling approximately 890 sq. ft.**

2) East side of complex abutting paver patio – a sum of two (2) segments;
A large irregular rectangular segment with a 15' x 5' extension southward, abutting B-docks and the north boundary of the paver patio and the driveway –
**totaling approximately 5450 sq. ft.**

A small rectangular segment with a 16' x 4' extension northward abutting B-docks and C-docks and the south side of the paver patio
**totaling approximately 675 sq. ft.**

3) South side of complex - a sum of two (2) segments;
A rectangular shaped segment abutting C-docks
**totaling approximately 1000 sq. ft.**

A rectangular shaped segment abutting C-docks and D-docks
**totaling approximately 1260 sq. ft.**

4) West side of complex;
An irregular shaped segment abutting D-docks
**totaling approximately 580 sq. ft.**

5) West and north sides of complex;
An irregular shaped segment abutting D-docks and the parking lot
**totaling approximately 465 sq. ft.**

6) North side of complex;
A small irregular square shaped segment abutting the building's walkway and the parking lot - **totaling approximately 180 sq. ft.**

BERMUDAGRASS CARE AND MAINTENANCE:

MOWING - forty six (46) times per year to be required
Maintained height to one (1) inch
Mower type required- reel type mowing system with properly maintained, sharp blades -
Edging and trimming to be done to best standards
Plugging of isolated damaged or diseased areas is required and to be provided at the CONTRACTOR'S expense as part of the maintenance agreement

FEEDING, PEST and DISEASE CONTROL AND WEED CONTROL OF BERMUDAGRASS

The CONTRACTOR is required to have the soil tested twice yearly (spring/fall), to determine what nutrients the Bermudagrass lawn needs for best health and provide the test report to the MARINA representative at the commencement of the contract year and again in March of each year. (For information on soil testing procedures, the CONTRACTOR may want to contact the Palm Beach County Cooperative Extension service).

Bermudagrass care and maintenance by the use of fertilizers, pest and disease controllers and weed control shall be accomplished by liquid chemical spray with application by a locally known, certified and professional lawn maintenance APPLICATOR (examples would be Nozzle Nolen and Hulett Environmental Services, etc.) insuch a way as to minimize chemicals that may wash into the marina's basin and intracoastal, keeping with the MARINA'S Clean Marina status. The APPLICATOR is required to use the best care practices for Bermudagrass in the specified locations. The CONTRACTOR shall submit the APPLICATOR'S name with the bid proposal for the MARINA representative's review. The CONTRACTOR shall hire and direct the APPLICATOR and supervise all adjustments of chemicals needed to insure a good healthy grass. The CONTRACTOR is required to check for pests routinely and treat as necessary. DESIRED MAINTENACE LEVEL FOR BERMUDAGRASS IS *MODERATE to HIGH*. See the chart below.

Calendar Guide to Annual Bermudagrass Fertilization:

| Mtc. Level | Jan | Feb | Mar | Apr | May<br>**South** | Jun<br>**Florida** | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Basic | | C | | N | | **SRN** | | | C | | C | |
| Moderate | | C | N | | C | | SRN | | SRN | | C | |
| High | | C | N | SRN | C | SRN | Fe | | SRN | | C | |

*North Florida is considered to be anything north of Ocala. Central Florida is defined as anything south of Ocala to a line extending from Vero Beach to Tampa. South Florida includes the remaining southern portion of the state.
** For initial spring application, particularly in North Florida, the recommended time to fertilize is after the last frost rather than on a specific calendar date.

C = complete fertilizer application (NPK); N = nitrogen application only; SRN = nitrogen only in a slow release form; Fe = iron application only.

## LANDSCAPED AREAS

## Twenty seven (27) separate areas:

1) Marina Complex patio north lawn – abutting patio;
   Four (4) Royal Palms with red mulch
   One (1) Dwarf Palm

2) Marina Complex south lawns;
   Four (4) Coconut Palms with red mulch buffer
   Five (5) accent areas with Crinum Lilly with red mulch

3) All of D-docks – north to south, including Marina office complex west side area;
   Two (2) Coconut Palms with red mulch buffer
   One {1) Gumbo Limbo with red mulch buffer One (1)
   Pidgeon Plum with red mulch buffer

4) Marina Complex North Side;
   Two (2) Desert Cassia trees with red mulch buffer

5) Flag Pole;
   One (1) Coco plum hedge with red mulch bed buffer Vinca plants
   with red mulch bed buffer

6) Main parking lot Detention Basin;
   Nine {9) Gumbo Limbo with red mulch One {1)
   Date Palm with red mulch Cocoplum hedge
   with red mulch bed
   Sea Grape planter with Silver Palmetto - no mulch
   Two (2) Mexican petunia beds, one each along east and west side of detention basin, no mulch
   One (1) Shrub bed with Silver Palmetto at north side – no mulch
   Red mulch bed along back side of refuge container enclosure

7) Marina Seawall Lawn;
   Nine (9) Coconut Palms - no mulch
   One (1) Gumbo Limbo – no mulch
   Three {3) Pidgeon Plum - no mulch

8) North Field Lawn;
   Four (4) Coconut Palms - no mulch Three (3)
   Royal Palms - no mulch
   One (1) Gumbo Limbo – no mulch
   One (1) planted area with Oleander, Holly and Jasmine with brown mulch North
   boundary hedge – no mulch

9) Main Entranceway Median:
   One (1) Date Palm – stone
   Three (3) accent areas with Crinum Lilly – stone
   Two (2) shrub beds – stone

10) E-docks Swale and Promenade;
   Three (3) Royal Palms with red mulch buffer
   Ten {10) Royal Palms with ground cover – no mulch
   One (1) Silver Buttonwood Tree with red much buffer

One planted area with Oleander, Holly and Jasmine

11) Median – parallel to E-docks;
Six (6) Silver Buttonwood Trees no mulch
Twelve (12) Cabbage Palms with brown mulch

12) Boat Ramp - Northwest area at south dumpster location - two segments;
One (1) Silver Buttonwood with brown mulch
Five (5) Cabbage Palms with brown mulch
One (1) cocoplum hedge with brown mulch

13) Ramp Office Building and adjacent catchment basin, north to south; Two (2) shrub hedges, north side of building - no mulch
Three (3). Gumbo Limbo with no mulch Oleander and shrubs – no mulch
Three (3) cabbage palms

14) F-docks parking lot, north end;
Two (2) Coconut Palms with brown mulch
One (1) Pidgeon Plum with brown mulch
One (1) planted area with brown mulch

15) F-docks parking lot, east side center break;
One (1) Gumbo Limbo with brown mulch

16) F-docks parking lot, south end including swale;
Two (2) Coconut Palms – no mulch
One (1) cabbage palm – no mulch

17) Eastern trailer lot Catchment and Median;
Three (3) Cabbage Palms – no mulch
Three (3) Gumbo Limbo – no mulch
Oleander and other shrub bed – no mulch

18) East middle trailer lot catchments and median;
Ten (10) Cabbage Palms – no mulch
Four (4) Gumbo Limbo – no mulch
Cocoplum and other shrub bed – no mulch

19) West middle trailer lot catchments and Median;
Five (5) Cabbage Palms – no mulch
Six (6) Silver Buttonwood trees - no mulch
One (1) shrub bed - no mulch

20) Western trailer lot grassy area;
Three (3) Cabbage Palms with brown One (1)
Gumbo Limbo with brown mulch
Two (2) Silver Buttonwood trees with brown mulch
Oleander and other shrub bed with brown mulch

21) Median between trailer lots and the "S" leg of Lake Shore Drive;
Eleven (11) Cabbage Palms no mulch
One (1) Silver Buttonwood tree no mulch
One (1) Crinum Lilly no mulch

22) Federal Hwy parking lot, lower east side grassy area;
Three (3) Cabbage Palms no mulch
Three (3) Gumbo Limbo no mulch
Two (2) separate hedges no mulch

23) Federal Hwy parking lot, south end;
Two (2) Cabbage Palms no mulch
Sea Grape Hedge no mulch
Cocoplum ground cover no mulch

24) Federal Hwy parking lot, Federal Hwy frontage;
Five (5) Cabbage Palms no mulch
Sea Grape Hedge no mulch

25) East to West sidewalk along Lake Shore Dr. abutting private residence; Two (2) Pidgeon Plum trees - no mulch
One (1) high hedge – no mulch
Keep overgrowth clear from obstruction

26) Overflow parking lot;
Five (5) cabbage palms no mulch
Row of Areca Palm no mulch
Cocoplum Hedge - no mulch

27) South end median between lower trailer lot and Siver Beach Road;
Twelve (12) cabbage palms – no mulch
Two (2) gumbo limbo
Scattered Crinum lily

## TREE COUNT REQUIRING FERTILIZATION:

Ninety six (96)

PALMS: to be fertilized four (4) times per year with slow release palm fertilizer at a rate of one half (1/2) pound per one (1) inch trunk diameter. Recommended NPK ratios of (12-4-12) or (8-2-12)

Royal Palms - twenty (20) approximately
Coconut Palms - twenty five (25) approximately
Date Palms - two (2) approximately
Dwarf Palm – one (1)

BROADLEAF:

Gumbo Limbo - twenty seven (27) approximately
Pidgeon Plum - four (4) approximately
Silver Buttonwood – seventeen (17) approximately

## TREE COUNT REQUIRING NO FERTILIZATION:

Cabbage Palms – eighty (80)

PLANTED AREAS OF ORNIMENTALS, HEDGES AND GROUND COVER REQUIRING FERTILIZATION AND PEST/DISEASE CONTROL Refer to the above list 1–28

**EXHIBIT B**

# SCHEDULE OF BID ITEMS

EXHIBIT B BID 104-2022

## LAKE PARK HARBOR MARINA LANDSCAPE MAINTENANCE SERVICES

## SCHEDULE OF BID ITEMS

| ITEM NO. | ITEM DESCRIPTION BASE BID | UNIT | QUANTITY | TOTAL PRICE $ |
|---|---|---|---|---|
| | | | | |
| 1. | INDEMNIFICATION | Yr. | One | $100.00 |
| 2. | ST AUGUSTINE GRASS CUTTING, EDGING, TRIMMING | Per Event | 46 $ 225.00 / event | $ 10,350.00 |
| 3. | BERMUDAGRASS CUTTING by REEL MOWER, EDGING, LINE TRIMMING | Per Event | 46 $ 90.00 / event | $ 4,140.00 |
| 4. | ST AUGUSTINE GRASS FEEDING, WEED AND PEST / DISEASE CONTROL (Bi-monthly, Six (6) applications by certified applicator specific to ST Augustine grass) * | Per Event | 6 $350.00 /event | $ 2,100.00 |
| 5. | BERMUDAGRASS FEEDING, WEED AND PEST /DISEASE CONTROL ( Bi-monthly, Six (6) applications by certified applicator specific to Bermudagrass)* | Per Event | 6 $70.00 /event | $ 420.00 |
| 6. | PALM TREE FEEDING, PEST CONTROL (Palm trees specified, quarterly, Four (4) applications by certified applicator specific to Palm species identified)* | Per Event | 4 $225.00 /event | $ 900.00 |
| 7. | BROADLEAF TREE FEED, PEST CONTROL (Broadleaf trees specified, quarterly, Four (4) applications by certified applicator specific to broadleafs identified)* | Per Event | 4 $125.00 /event | $ 500.00 |
| 8. | PLANT BED HEDGES, SHRUBS, ORNIMENTALS, GROUND COVER-TRIMMING, PRUNING, WEEDING (Eight (8) visits required as needed to maintain a moderate to high manicured standard. Weeding shall be done by hand removal only and as needed) | Per Event | 8 $1,400.00/event | $ 11,200.00 |
| 9. | DEBRIS PICK UP YARD TRASH REMOVAL FROM MARINA COMPLEX SITE (Forty six (46) visits required as needed to maintain a clean debris free landscape, roadway, parking lots and walkways. Storm drain grates are to be cleared at surface of dirt and collection of all debris. CONTRACTOR to get with MARINA management to identify it's collection area(s) of debris that is occasionally gathered by marina personnel when necessary) | Per Event | 46 $ 30.00 /event | $ 1,380.00 |
| 10. | HEDGE, SHRUBS, ORNIMENTALS, GROUND COVER PLANTER BED FEEDING and PEST CONTROL IDENTIFIED FROM LISTED LANDSCAPED AREAS 1-28 (Bi-monthly fertilizing, pest and disease control Six (6) applications by certified applicator required annually specific to species identified)* | Per Event | 6 $ 350.00 /event | $ 2,100.00 |

| | ITEM DESCRIPTION<br>BASE BID | UNIT | QUANTITY | TOTAL<br>PRICE $ |
|---|---|---|---|---|
| 11. | Provide labor, equipment and material to MULCH. MULCHED areas are to be kept clean and refreshed two (2) times per year with depth of 2 to 3 inches. Mulch shall be free of pests and disease. Mulch shall be maintained to a loose consistency and shall not be allowed to become matted or compacted. Mulch shall be installed immediately upon receipt of Town purchase order. Mulch is provided at CONTRACTOR'S EXPENSE and shall be provided as necessary to maintain these depths. | Per Event | 2<br>$2,000.00/ event | $ 4,000.00 |
| 12. | INITIAL ESTABLISHMENT OF MULCH BEDS TO PROPER DEPTH REQUIRED TO CONTAIN ALL MULCH IN NORMAL CONDITIONS AND DURING HEAVY RAIN CONDITIONS. This includes all landscaped areas as needed throughout marina complex ; ; . Subject to MARINA managers satisfaction. (APPLIES TO FIRST YEAR OF CONTRACT TO BE PERFORMED APPROXIMATELY 6 MONTHS INTO THE CONTRACT) | L.S. | 1 | $ 3,500.00 |
| 13. | Operate and inspect irrigation system. Repair damages. | Per Event | 46<br>$70.00 / event | $ 3,220.00 |

**TOTAL BASE BID ITEMS 1 THRU 13** **TOTAL: $** 43,810.00

**WRITTEN AMOUNT: $** Forty-three thousand eight hundred ten dollars and 00/100

.....

**ALTERNATE I: TREE PRUNING** incl. removal of debris from pruning activity. All tree and shrub pruning shall comply with ANSI-300A standards.

Palm Tree up to 25' (clear trunk + crown shaft) height, min. 20 trees / trip ..... $ 40.00 /tree
Palm Tree 25' (clear trunk + crown shaft) or taller min. 10 trees / trip..... $ 50.00 / tree
Broadleaf Tree (ladder accessible)..... $ 100.00 /tree
Broadleaf Tree (bucket truck required- accomplished with tall palm tree)..... $ 150.00 /tree

**Schedule of Bid Items (cont.)**

**BILL-OUT LABOR UNIT PRICES**

| ITEM NO. | ITEM DESCRIPTION | UNIT | RATE/ HR. | COMMENTS |
|---|---|---|---|---|
| 1. | Irrigation Technician | Hourly | $ 70.00 / Hr. | |
| 2. | Landscape Foreman | Hourly | $ 50.00 / Hr. | |
| 3. | Grounds Maintenance worke | Hourly | $ 40.00 / Hr. | |
| 4. | Laborer | Hourly | $ 40.00 / Hr. | |
| 5. | Landscape Architect | Hourly | $ 200.00 / Hr. | |
| 6. | Arborist | Hourly | $ 150.00 / Hr. | |
| 7. | Fertilizer certified applicator | Hourly | $ 75.00 / Hr. | |
| 8. | Pesticide certified applicator | Hourly | $ 75.00 / Hr. | |
| | Other Administrative | Hourly | $ 60.00 / Hr. | |
| | | | | |

**Submitted by:** Christopher Dellago, RLA
**Name of firm:** Chris Wayne and Associates, Inc.
**Tel. #** 561-746-4225

**Submit Bid To: Town Clerk, Town of Lake Park, 535 Park Avenue, Lake Park Fl. 33403**
**Bid to be submitted in sealed envelope clearly marked on the outside**
**"Lake Park Harbor Marina Landscape Maintenance Bid** 104-2022

# EXHIBIT C - FORMS

## ACKNOWLEDGEMENT OF ADDENDA

## INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

**PART I:**

**List below the dates of issue for each addendum received in connection with this Solicitation:**

**Addendum #1, Dated** _____

**Addendum #2, Dated** _____

**Addendum #3, Dated** _____

**Addendum #4, Dated** _____

**Addendum #5, Dated** _____

**Addendum #6, Dated** _____

**Addendum #7, Dated** _____

**Addendum #8, Dated** _____

**Addendum #9, Dated** _____

**Addendum #10, Dated** _____

**PART II:**

__0__ **NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS SOLICITATION**

Firm Name: Chris Wayne and Associates, Inc.

Signature: _____

Name and title (Print or Type): Owner

Date: 8/11/22

## PROPOSAL SUBMITTAL SIGNATURE PAGE

By signing this Proposal, the Proposer certifies that it satisfies all legal requirements as an entity to do business with the Town, including all Conflict of Interest and Code of Ethics provisions.

Firm Name:

Chris Wayne and Associates, Inc.

Street Address:

15863 97th Drive North, Jupiter, FL 33478

Mailing Address (if different from Street Address):

Same

Telephone Number(s): 561-746-4225

Fax Number (s): N/A

Email Address: chris@chriswayneinc.com

Federal Employer Identification Number: 20-1399029

Signature:

(Signature of authorized agent)

Print Name: Christopher Dellago, RLA

Title: Owner

Date: 8/11/22

*By signing this document, the Proposer agrees to all terms and conditions of this Solicitation and the resulting contract/agreement.*

**THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF THE PROPOSER TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICIATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE TOWN MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT THAT UNEQUIVOACLLY BINDS THE PROPOSER TO THE TERMS OF ITS PROPOSAL.**

# CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes. All Proposers must disclose within their Proposal: the name of any officer, director, or agent who is also an employee of the Town of Lake Park.

Furthermore, all Proposers must disclose the name of any Town employee who owns, directly, or indirectly, an interest of more than five percent (5%) in the Proposer's firm or any of its branches.

The purpose of this disclosure form is to give the Town the information needed to identify potential conflicts of interest for evaluation team members and other key personnel involved in the award of this contract.

The term "conflict of interest" refers to situations in which financial or other personal consideration may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any Town duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

X To the best of my knowledge, the undersigned firm has no potential conflict of interest due to any other Cities, Counties, contracts, or property interest for the Proposal.

_____ The undersigned firm, by attachment to this form, submits information that may be a potential conflict of interest due to other Cities, Counties, contracts, or property interest for this Proposal.

Acknowledged by:

Chris Wayne and Associates, Inc.

Firm Name

Signature

Christopher Dellago, RLA / Owner

Name and title (Print or Type)

8/11/22

Date

## NOTIFICATION OF PUBLIC ENTITY CRIMES LAW

Pursuant to Section 287.133, Florida Statutes, you are hereby notified that a person or affiliate who has been placed on the convicted contractors list following a conviction for a public entity crime may not submit a Proposal on a contract to provide any goods or services to a public entity; may not submit a Proposal on a contract with a public entity for the construction or repair of a public building or public work; may not submit Proposals on leases or real property to a public entity; may not be awarded or perform work as a contractor, supplier, sub-vendor, 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 Section 287.017 [F.S.] for Category Two [$35,000.00] for a period of thirty-six (36) months from the date of being placed on the convicted contractors list.

Acknowledged by:

Chris Wayne and Associates, Inc.

Firm Name

Signature

Christopher Dellago, RLA / Owner

Name and Title (Print or Type)

8/11/22

Date

Chris Wayne and Associates, Inc.

# DRUG-FREE WORKPLACE

Chris Wayne and Associates, Inc. is a drug-free workplace and has a
(Company Name)
Substance abuse policy in accordance with and pursuant to Section 440.102, Florida Statutes.

Acknowledged by:

Chris Wayne and Associates, Inc.
Firm Name

Signature

Christopher Dellago, RLA / Owner
Name and title (Print or Type)

8/11/22
Date

# NON-COLLUSION AFFIDAVIT

STATE OF Florida

COUNTY OF Palm Beach

Before me, the undersigned authority, personally appeared Christopher Dellago, who after being by me first duly sworn, deposes and says of his/her personal knowledge that:

a. He/She is Christopher Dellago of Chris Wayne and Associates, Inc., the Proposer that has submitted a Proposal to perform work for the following:

RFQ No.: 104-2022 Title: Lake Park Harbor Marina Landscape Maintenance Services

b. He/She is fully informed respecting the preparation and contents of the attached Request for Qualifications, and of all pertinent circumstances respecting such Solicitation.

Such Proposal is genuine and is not a collusive or sham Proposal.

c. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the Solicitation and contract for which the attached Proposal has been submitted or to refrain from proposing in connection with such Solicitation and contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Proposer, firm, or person to fix the price or prices in the attached Proposal or any other Proposer, or to fix any overhead, profit or cost element of the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City or any person interested in the proposed contract.

d. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Signature

Subscribed and sworn to (or affirmed) before me this 11th day of August, 2022, by Christopher Dellago, who is personally known to me or who has produced _____, as identification.

SEAL

Notary Public State of Florida
Sandra Martin
My Commission GG 323652
Expires 06/18/2023

Notary Signature Sandra Martin

Notary Name: Sandra Martin

Notary Public (State): Florida

My Commission No.: GG 323652

Expires on: 6/18/2023

# TRUTH – IN – NEGOTIATION CERTIFICATE

The undersigned warrants (i) that it has not employed or retained any company or person, other than bona fide employees working solely for the undersigned, to solicit or secure the Agreements and (ii) that it has not paid or agreed to pay any person, company, corporation, individual or firm other than its bona fide employees working solely for the undersigned or agreed to pay any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of the Agreement.

The undersigned certifies that the wage rates and other factual unit costs used to determine the compensation provided for in the Agreement are accurate, complete, and current as of the date of the Agreement.

This document must be executed by a Corporate Officer.

By: Christopher Dellago

Title: Owner

Date: 8/11/22

# SAMPLE PERFORMANCE BOND FORMAT

KNOW ALL MEN BY THESE PRESENTS: that - Christopher Wayne Dellago

15863 97th Drive North, Jupiter, FL 33478,

(Insert full name and address or legal title of selected Proposer)

As Principal, hereinafter called Contractor, and Christopher Dellago,

(Name of Insurer)

As Surety, hereinafter called Surety, are held and firmly bound unto the Town of Lake Park, Palm Beach County, Florida; as Oblige, hereinafter called the Town, in the amount of _____, ($_____), for the payment whereof, the Contractor and Surety bind themselves, their heirs, executors, administrators, successors, and assigns, jointly and severably, firmly by these presents.

WHEREAS, the Contractor has by written agreement dated _____, 20___, entered into a Contract with the town in accordance with the Solicitation specifications prepared by the Town, which Contract is by reference made a part hereof and is hereinafter referred as the Contract.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if the Contractor shall promptly and faithfully perform said Contract, then this obligation shall be null and void; otherwise, it shall remain in full force and effect.

The surety hereby waives notice of any alteration or extension of time made by the Town.

Whenever the Contractor shall be and declared by the Town to be in default under the Contract, the Town having performed Town's obligations thereunder, the Surety may promptly remedy the default or shall promptly:

a. Complete the Contract in accordance with its terms and conditions; or

b. Obtain a Proposal or Proposals for completing the Contract in accordance with its terms and conditions, and upon determination by the Surety of the most responsible Proposer, or if the Town elects, upon determination by the town and the Surety jointly of the most responsible Proposer, arrange for a Contract between such Proposer and the Town, and make available as work progresses (even though there should be a default or a succession of defaults under the contract or contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the balance of the contract price; but not exceeding, including other costs and damages for which the Surety may be liable hereunder, the amount set forth in the first paragraph hereof. The term "balance of the contract price", as used in this paragraph, shall mean the total amount payable by the Town to the Contractor under the contract and any amendments thereto, less the amount properly paid by the Town to the Contractor.

Any suit under this bond must be instituted before the expiration of twenty-five (25) months from the date on which final payment under the Contract falls due.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the Town named herein or the heirs, executors, administrators, or successors of the Town.

Signed and sealed this _____ day of _____, 20___.

_____

(Principal) (Seal)

_____ _____

(Witness) (Title)

_____

(Name of Insurer) Surety (Seal)

_____ By: _____

(Witness) (Attorney-in-Fact)

# EXHIBIT D

# CONTRACT AGREEMENT

**Exhibit D - Contract Agreement**

**AGREEMENT BETWEEN OWNER AND CONTRACTOR**
**Lake Park Harbor Marina**
**Landscape Maintenance**
**Services**
TOWN OF LAKE PARK
TOWN BID Number 104-2022

Upon execution by both parties, this Agreement shall serve as the Contract between the TOWN OF LAKE PARK ("Owner") and Chris Wayne and Associates, Inc. ("Contractor") for the delivery of the bid items contained in the aforementioned contractor's' bid response to the Town's Invitation For Bid Number 104-2022.

All terms, conditions, plans and specifications of Town Bid Number 104-2022, any Addenda, and contractor's accepted bid, dated August 11th, 2022 shall apply to this Agreement, and are incorporated herein. In the event of conflict, the terms of the Town's bid shall take precedence. The total contract amount shall be $ 43,810.00 per year, for three (3) year contract total of $ 131,430.00 commencing on October 1, 2022 thru September 30, 2025.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature: Town of Lake Park through its Town Commission, signing by and through its Mayor, authorized to execute same by Commission action on the _____ day of _____, 2022; and authorized to execute same.

TOWN OF LAKE PARK, through its
Town Commission

Attest:

By: _____

Michael O'Rourke, Mayor
_____day of_____, 2022

_____
Vivian Mendez, Town Clerk

(Town Seal)

Approved as to form and legality
For the use of and reliance by the
Town of Lake Park only:

By:

_____
Thomas Baird, Town Attorney
____day of_____, 2022

AGREEMENT BETWEEN OWNER AND CONTRACTOR (Cont.)

**Contractor:**

Chris Wayne and Associates, Inc.
**Name of Contractor**

_____
**Signature**

Christopher Dellago, RLA / Owner
**Name, Title**

**(CORPORATE SEAL)**

Ron DeSantis, Governor

Julie I. Brown, Secretary

Florida dbpr

# STATE OF FLORIDA
# DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

## BOARD OF LANDSCAPE ARCHITECTURE

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

**DELLAGO, CHRISTOPHER W**

CHRIS WAYNE AND ASSOCIATES
15863 97TH DRIVE NORTH
JUPITER FL 33478

**LICENSE NUMBER: LA6666678**

**EXPIRATION DATE: NOVEMBER 30, 2023**

Always verify licenses online at 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) 355-2264

**LOCATED AT**
15863 97TH DR
JUPITER, FL 33478

| TYPE OF BUSINESS | OWNER | CERTIFICATION # | RECEIPT #/DATE PAID | AMT PAID | BILL # |
|---|---|---|---|---|---|
| 56-0027 LANDSCAPING | DELLAGO CHRISTOPHER W | | B22 602364 - 07/12/22 | $33.00 | B40112060 |

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

**STATE OF FLORIDA**
**PALM BEACH COUNTY**
**2022/2023 LOCAL BUSINESS TAX RECEIPT**

**LBTR Number: 201101101**
**EXPIRES: SEPTEMBER 30, 2023**

CHRIS WAYNE ANS ASSOCIATES INC

---

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**
15863 97TH DR N
JUPITER, FL 33478

| TYPE OF BUSINESS | OWNER | CERTIFICATION # | RECEIPT #/DATE PAID | AMT PAID | BILL # |
|---|---|---|---|---|---|
| 56-0030 LAWN MAINTENANCE | DELLAGO CHRIS | | B22.602295 - 07/12/22 | $33.00 | B40111240 |

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

**STATE OF FLORIDA**
**PALM BEACH COUNTY**
**2022/2023 LOCAL BUSINESS TAX RECEIPT**

**LBTR Number: 200504499**
**EXPIRES: SEPTEMBER 30, 2023**

CHRIS WAYNE AND ASSOCIATES INC
CHRIS WAYNE AND ASSOCIATES INC

---

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**
15863 97TH DR
JUPITER, FL 33478

| TYPE OF BUSINESS | OWNER | CERTIFICATION # | RECEIPT #/DATE PAID | AMT PAID | BILL # |
|---|---|---|---|---|---|
| 54-0099 LANDSCAPE ARCHITECT BUSINESS | DELLAGO CHRISTOPHER W | LC26000243 | B22.602363 - 07/12/22 | $33.00 | B40112061 |

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

**STATE OF FLORIDA**
**PALM BEACH COUNTY**
**2022/2023 LOCAL BUSINESS TAX RECEIPT**

**LBTR Number: 201101100**
**EXPIRES: SEPTEMBER 30, 2023**

CHRIS WAYNE ANS ASSOCIATES INC
CHRIS WAYNE ANS ASSOCIATES INC

---

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**
15863 97TH DR
JUPITER, FL 33478

| TYPE OF BUSINESS | OWNER | CERTIFICATION # | RECEIPT #/DATE PAID | AMT PAID | BILL # |
|---|---|---|---|---|---|
| 54-0069 LANDSCAPE ARCHITECT | DELLAGO CHRISTOPHER W | LA6666678 | B22 602300 - 07/12/22 | $33.00 | B40112063 |

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

**STATE OF FLORIDA**
**PALM BEACH COUNTY**
**2022/2023 LOCAL BUSINESS TAX RECEIPT**

**LBTR Number: 200515864**
**EXPIRES: SEPTEMBER 30, 2023**

CHRIS WAYNE ANS ASSOCIATES INC

---

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**
15863 97TH DR
JUPITER, FL 33478

| TYPE OF BUSINESS | OWNER | CERTIFICATION # | RECEIPT #/DATE PAID | AMT PAID | BILL # |
|---|---|---|---|---|---|
| 23-0060 IRRIGATION SPRINKLER CONTRACTOR | DELLAGO CHRISTOPHER W | U20161 | B22.602301 - 07/12/22 | $27.50 | B40112052 |

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

**STATE OF FLORIDA**
**PALM BEACH COUNTY**
**2022/2023 LOCAL BUSINESS TAX RECEIPT**

**LBTR Number: 200515865**
**EXPIRES: SEPTEMBER 30, 2023**

CHRIS WAYNE ANS ASSOCIATES INC
CHRIS WAYNE ANS ASSOCIATES INC
15863 97TH DR N
JUPITER FL 33478-9310

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.

**Construction Industry Licensing Board of Palm Beach County**

Planning, Zoning & Building Department
Contractors Certification Division
2300 N. Jog Road, 2nd Floor, Suite 2W-61
West Palm Beach, FL 33411

(561) 233-5525

CHRISTOPHER W DELLAGO
15863 97TH DR N
JUPITER, FL 33478

Congratulations on obtaining your **IRRIGATION SPRINKLER CONTRACTOR** Certificate and for applying for certification in Palm Beach County. With this Certificate of Competency, you become or continue to be one of thousands of Floridians certified by the Construction Industry Licensing Board (CILB) of Palm Beach County. Our Construction certificates range from General, Building, and Residential to Specialty trades unique to our County. The following is proof of your Certificate of Competency along with your scope of work.

---

Peter Ringle, Chair

Construction Industry Licensing Board of Palm Beach County

Oscar Alvarez, Director

| License Number | Type of Competency Certification |
|---|---|
| U-20161 | IRRIGATION SPRINKLER CONTRACTOR |

Named below is a Certified Contractor as outlined in the Standards to perform under the provisions of Special Act Chapter 67-1876, Laws of Florida as amended and as mandated by State Statute.

**NAME :** **CHRISTOPHER W DELLAGO**

**FIRM :** **CHRIS WAYNE & ASSOCIATES INC**

**DBA :**

**15863 97TH DR N**

**JUPITER, FL 33478**

**Issued :** **10/04/2021**

**Expiration date:** **09/30/2023**



Print Date: 10/5/2021 9:45:04AM

**IRRIGATION SPRINKLER CONTRACTOR** contractor are those who are qualified to design, install, maintain, repair, alter or extend, within professional and governmental regulations, all piping, sprinkler heads, control system components, pumps, and chemical injectors for irrigation of lawns and plant materials. Electrical work is limited to 98 volts, except for connection of pigtailed equipment or replacement of identical controls and motors. Any equipment requiring 230 volts, 3 phases or more will require a certified electrical contractor. For water source, the contractor may connect to the discharge side of a code-approved backflow preventer provided by a licensed plumbing contractor, draw from a legal surface water source, or connect to a water well head drilled by a licensed water well driller. Such contractors shall subcontract to a Certified Electrical Contractor, Plumbing Contractor, Paving Contractor, Water Well Driller, Horizontal Driller or Masonry Contractor as needed to complete the irrigation system. (Rev. 1/13)

CHRIS-5 OP ID: SP

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 08/17/2021

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).

| | |
|---|---|
| PRODUCER<br>954-340-9551<br>INNOVATIVE INSURANCE CONSULTANTS, INC.<br>5461 UNIVERSITY DRIVE, #103<br>CORAL SPRINGS, FL 33067<br>BARRY S. GOLDSTEIN | CONTACT NAME: BARRY S. GOLDSTEIN<br>PHONE (A/C, No, Ext): 954-340-9551 FAX (A/C, No): 954-340-9456<br>E-MAIL ADDRESS: BARRY@INNOVATIVE-INSURANCE.COM |
| INSURED<br>CHRIS WAYNE & ASSOCIATES, INC<br>15863 97TH DR N<br>JUPITER, FL 33478 | INSURER(S) AFFORDING COVERAGE — NAIC #<br>INSURER A: WESTERN WORLD INS CO - RPS<br>INSURER B:<br>INSURER C:<br>INSURER D:<br>INSURER E:<br>INSURER F: |

COVERAGES CERTIFICATE NUMBER: 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 | X COMMERCIAL GENERAL LIABILITY | | | | | | EACH OCCURRENCE | $ 1,000,000 |
| | [ ] CLAIMS-MADE [X] OCCUR | X | | NPP8827690 | 08/08/2021 | 08/08/2022 | DAMAGE TO RENTED PREMISES (Ea occurrence) | $ 100,000 |
| | X BLANKET A/I | | | PRIMARY NON-CONTRIBUORY | | | MED EXP (Any one person) | $ 5,000 |
| | X BLANKET WAIVER | | | | | | PERSONAL & ADV INJURY | $ 1,000,000 |
| | GEN'L AGGREGATE LIMIT APPLIES PER: | | | | | | GENERAL AGGREGATE | $ 2,000,000 |
| | [ ] POLICY [X] PRO-JECT [ ] LOC | | | | | | PRODUCTS - COMP/OP AGG | $ INCLUDED |
| | [ ] OTHER: | | | | | | | $ |
| | AUTOMOBILE LIABILITY | | | | | | COMBINED SINGLE LIMIT (Ea accident) | $ |
| | [ ] ANY AUTO | | | | | | BODILY INJURY (Per person) | $ |
| | [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS | | | | | | BODILY INJURY (Per accident) | $ |
| | [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY | | | | | | PROPERTY DAMAGE (Per accident) | $ |
| | | | | | | | | $ |
| | [ ] UMBRELLA LIAB [ ] OCCUR | | | | | | EACH OCCURRENCE | $ |
| | [ ] EXCESS LIAB [ ] CLAIMS-MADE | | | | | | AGGREGATE | $ |
| | [ ] DED [ ] RETENTION $ | | | | | | | $ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | | | | | | [ ] PER STATUTE [ ] OTH-ER | |
| | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N [ ] N / A | | | | | | E.L. EACH ACCIDENT | $ |
| | If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | E.L. DISEASE - EA EMPLOYEE | $ |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | $ |
| | | | | | | | | |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

TOWN OF LAKE PARK IS ALSO KNOWN AS ADDITIONL INSURED WITH RESPECT TO GENERAL LIABILITY.

CERTIFICATE HOLDER LAKEP-1

TOWN OF LAKE PARK
ATTN: DAVE URBINATI
535 PARK AVENUE
LAKE PARK, FL 33403

CANCELLATION

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

Barry S. Goldstein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The ACORD name and logo are registered marks of ACORD

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 08/03/2022

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).

| PRODUCER | CONTACT NAME: CSC | |
|---|---|---|
| Mylo LLC<br>8880 Ward Parkway<br>Suite 200<br>Kansas City MO 64114 | PHONE (A/C, No, Ext): | FAX (A/C, No): |
| | E-MAIL ADDRESS: | |
| | INSURER(S) AFFORDING COVERAGE | NAIC # |
| | INSURER A : Home Point | 11072 |
| INSURED<br>Chris Wayne And Associates, Inc.<br>15863 97th Dr N<br>Jupiter FL 33478 | INSURER B : | |
| | INSURER C : | |
| | INSURER D : | |
| | INSURER E : | |
| | INSURER F : | |

**COVERAGES** **CERTIFICATE NUMBER:** CL2262307807 **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 | |
|---|---|---|---|---|---|---|---|---|
| | COMMERCIAL GENERAL LIABILITY | | | | | | EACH OCCURRENCE | $ |
| | ☐ CLAIMS-MADE ☐ OCCUR | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | $ |
| | | | | | | | MED EXP (Any one person) | $ |
| | | | | | | | PERSONAL & ADV INJURY | $ |
| | GEN'L AGGREGATE LIMIT APPLIES PER: | | | | | | GENERAL AGGREGATE | $ |
| | ☐ POLICY ☐ PRO-JECT ☐ LOC | | | | | | PRODUCTS - COMP/OP AGG | $ |
| | ☐ OTHER: | | | | | | | $ |
| | AUTOMOBILE LIABILITY | | | | | | COMBINED SINGLE LIMIT (Ea accident) | $ |
| | ☐ ANY AUTO | | | | | | BODILY INJURY (Per person) | $ |
| | ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS | | | | | | BODILY INJURY (Per accident) | $ |
| | ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY | | | | | | PROPERTY DAMAGE (Per accident) | $ |
| | | | | | | | | $ |
| | ☐ UMBRELLA LIAB ☐ OCCUR | | | | | | EACH OCCURRENCE | $ |
| | ☐ EXCESS LIAB ☐ CLAIMS-MADE | | | | | | AGGREGATE | $ |
| | ☐ DED ☐ RETENTION $ | | | | | | | $ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below | N/A | | TWC4104211 | 04/27/2022 | 04/27/2023 | ☐ PER STATUTE ☐ OTH-ER | |
| | | | | | | | E.L. EACH ACCIDENT | $ 1,000,000 |
| | | | | | | | E.L. DISEASE - EA EMPLOYEE | $ 1,000,000 |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | $ 1,000,000 |
| | | | | | | | | |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER**

Town of Lake Park
535 Park Avenue
Lake Park FL 33403

**CANCELLATION**

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

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Office of the
Town Clerk

August 16, 2022

**NOTICE OF INTENT TO AWARD**

RFP 104-2022- Lake Park Harbor Marina Fuel Dispenser Replacement Project

To All Interested Parties,

Thank you for submitting your response to Request for Proposal 104-2022, Lake Park Harbor Marina Landscape Maintenance Services, dated July 11, 2022. The Town received one qualified response, which was evaluated according to the criteria stated in the solicitation. We announce our intent to award a contract to:

Chris Wayne & Associates, Inc.
15863 97th Drive North
Jupiter, Florida 33478

We would like to thank each vendor for their time and effort in preparing a response to this solicitation. We appreciate your interest in doing business with the Town of Lake Park.

Sincerely,

Vivian Mendez, Town Clerk

Cc: Stephen Bogner, Marina Director

535 Park Avenue
Lake Park, FL 33403
Phone: (561) 881-3311
Fax: (561) 881-3314

www.lakeparkflorida.gov