

**IMPROVEMENTS TO MAINTENANCE ACTIVITIES IN THE
DOWNTOWN**

Option one:

The first option is for Parks to assume the responsibilities currently being fulfilled under several contracts adopted by the CRA. This would include landscape maintenance, power washing, parking lot cleaning, late night street cleaning, and janitorial services. This would require the Parks Division to hire more staff and purchase more equipment to perform these duties. Below is an overview of costs and staffing needs.

There are a few difficulties in implementing this option. Parks has had a 50% turn over rate in staff in the past year. The positions allocated to our operation are primarily entry- level jobs. The positions are filled with the understanding that staff retention is not a success. The people who are hired will typically move to higher positions within the city and GRU. This impacts the scheduled work by not having the correct amount of people in place to handle the workload. The operating dollars to carry out these tasks are not allocated. It will require a 3-man crew to handle this workload. Our staff is currently stretched to the point of breaking and any further increases in demand will impact an already sensitive situation. If there is a short fall in staff allocated to these new areas of responsibility, who will pick up the work?

This option adds additional work to the supervisory staff, which already has 15 people to oversee. There are also other administrative responsibilities to be considered.

Staffing and Equipment needs:

- 1- MWIII
- 2- MWI
- 1- ½ ton pick up
- 1- trailer
- 1- street sweeper
- 1- mobile-self contained power washing unit
- Misc. small landscape equipment

Costs:

• Personnel	\$94,500.00
• Vehicle	\$19,000.00
• Sweeper	\$33,000.00
• Power washer	\$26,000.00
• Trailer	\$3000.00
• Small Equipment	<u>\$2500.00</u>
Total	\$178,000.00

There will also be recurring costs to cover maintenance on equipment and salaries. These would be \$104,000.00 annually.

Option Two:

The second option involves cooperation from the Parks Division and CRA. Parks has made some recommendations to improve the service levels in existing Downtown contracts. They include frequency changes, altering current services to more efficient practices and changing specifications to current contracts to clarify services performed.

The specifications on the current contracts have vague and ambiguous aspects to them. They are not specific enough in definition of services. For example, the trimming specs in the bulb outs do not specify shrub heights and the tree trimming specs do not indicate areas for trimming to occur.

The contracts have too much lead way as to the interpretation of services to be performed. Parks is currently working with the CRA to amend the current specifications to provide a more direct and concise schedule of services.

The recommendation was also made to add the service of street washing. This would be in addition to the current power-washing contract. The City would provide the equipment and water source. The water would be pulled from several fire hydrants in the Downtown area. A contractor would wash down the sidewalks on Thursday, Friday and Saturday nights in a route fashion. The Downtown Plaza would be washed down on each one of those evenings. The work would commence early in the morning. It was suggested to begin work no earlier than 3:00 AM and stop by 6:00 AM. The final details are still being considered but Parks has contacted GFR to discuss the probability of the acquiring hose and nozzle to perform the work. The CRA is exploring the environmental impacts to the operation. Once the EPA info is returned a demonstration with CRA staff and Parks staff will be performed in the downtown to measure the success.

Another recommendation was to remove the parking lot cleaning services from the janitorial contract. These services would then be bid out to a company that specializes in parking lot cleaning. The Parks division recently implemented this at the Thomas Center Gardens and has had great success with it so far.

There needs to be a system of checks and balances to current contracts. Parks will work with CRA to develop a guide sheet to utilize during the inspection process. This will simplify the arduous task of tracking all the contracted services. Through education and communication these contracts can improve the downtown appearance.

There will be some cost increases due to better services but it will be considerably lower than option one. The CRA is preparing to re-bid the services in the downtown and the new figures will be compiled once the bids are received.

Option Three:

The third option is for Parks to take on the challenge of overseeing the contracts in the downtown. This will require the hiring of a Maintenance Worker Three and re-organizing the work duties to current staff. The Labor Crew Leader will become the steward of the contracts and the MWIII will assume the work duties of the LCL. The LCL is currently responsible for a 2-man crew in the downtown, a 3-man swing crew and an inmate crew that is responsible for mowing in the downtown. These positions would still report to the LCL and so would the new MWIII. The MWIII would handle the delegation of work to the MWI's and also assist in the everyday duties. This will allow Parks to be more efficient due to an extra permanent staff person in the downtown.

There will be additional monies needed to fund the new position as well as another vehicle. The impact to the department would be \$57,500.00 per year plus the recurring maintenance costs on the vehicle.

CITY OF GAINESVILLE
GENERAL GOVERNMENT PURCHASING
INVITATION TO BID

DATE: March 16, 2006

BID #: CRAX-060128-FP

**BID NAME: SIDEWALK CLEANING, GRAFFITI REMOVAL AND
LANDSCAPE MAINTENANCE**

**BID DATE: APRIL 13, 2006
@ 3:00 p.m. (local time)**

THIS PROJECT IS FUNDED WITH COMMUNITY REDEVELOPMENT AGENCY (CRA) FUNDS. PROVISIONS OF THE LIVING WAGE ORDINANCE AND LOCAL PREFERENCE ORDINANCE DO NOT APPLY TO THIS CONTRACT. IN THIS DOCUMENT CITY OF GAINESVILLE IS TO BE REPLACED WITH COMMUNITY REDEVELOPMENT AGENCY (CRA) AND CITY MANAGER IS TO BE REPLACED WITH CRA EXECUTIVE DIRECTOR.

Sealed bids will be received by the City of Gainesville, Florida, at General Government Purchasing until 3:00 p.m., local time, on the bid date, at which time and place all bids will be publicly opened and will be available for inspection upon notice of award or intended award or within 10 days after bid opening, whichever is earlier. If special accommodations are needed in order to attend a pre-bid conference or a bid opening, please contact the Purchasing Division at least 72 hours in advance. Bids may be mailed to General Government Purchasing, P.O. Box 490, Gainesville, Florida 32602 or delivered (NOT MAILED) to 200 East University Avenue, Room 339, Gainesville, Florida 32601 but must be in the possession of General Government Purchasing prior to bid call at 3:00 p.m. on the bid date. Bids shall be sealed and plainly marked on the outside of the envelope with both the bid number and the bid name. ANY BID RECEIVED AFTER THE SPECIFIED TIME WILL NOT BE CONSIDERED. Bids must be completed and signed in ink in space[s] provided on the enclosed bid form(s) and submitted in triplicate or bid will be subject to rejection. Delivery shall be F.O.B. Gainesville, Florida. The point of delivery will be specified on the purchase order or other notification of acceptance. Please note that if bonds are required, they must be in the approved form attached to the specifications or the bid will be subject to rejection.

Any deviation from the specifications must be explained in detail on sheets attached to the Bid Form and labeled "Clarifications and Exceptions," and each deviation must be itemized by number and must specifically refer to the applicable specification paragraph and page. Otherwise, it will be considered that items offered are in strict compliance with these Specifications and the successful Bidder will be held responsible for meeting the Specifications. A Bidder who is aggrieved in connection with the specifications of this bid must advise General Government Purchasing in writing prior to the opening of bids. If Bidder wishes its Standard Terms and Conditions to be considered as part of its bid, such terms and conditions must be made part of the "Clarifications and Exceptions." The City reserves the following rights: to waive clarifications and exceptions in awarding the bid in the best interest of the City; to accept or reject any or all bids; to waive any or all irregularities; and to award the contract to the most responsible and responsive Bidder whose bid is determined by the City to be in its best interest. Notice of intended award shall be posted at 200 E. University Avenue, Gainesville, Florida. Protests in respect to intended award must be filed within five business days of posting for purchases which do not require prior approval of the City Commission and within five business days for purchases which require prior approval of the City Commission. It is the Bidder's responsibility to inform himself of intended award and specific protest procedures.

Fran Powell, Senior Buyer
General Government Purchasing
(352) 334-5021

PROPOSAL

THIS PAGE MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL

060035

TO: City of Gainesville, Florida
P. O. Box 490 Station 32
Gainesville, FL 32602

PROJECT: SIDEWALK CLEANING, GRAFFITI REMOVAL AND LANDSCAPE MAINTENANCE

BID #: CRAX-060128-FP

BID DATE APRIL 13, 2006 AT 3:00 PM

CITY'S REPRESENTATIVE [to be contacted for additional information on this bid.]:

Name: Fran Powell, Senior Buyer

Telephone: 352-334-5021

Fax: 352-334-3163

Email: powellfb@cityofgainesville.org

BIDDER: OASIS LANDSCAPE SERVICES, INC

ADDRESS: 6812 NW 18 DRIVE

CITY GAINESVILLE ST FL ZIP CODE 32653

DATE: 4-11-06

BIDDER'S REPRESENTATIVE [to be contacted for additional information on this Proposal]:

Name: Rob Citney

Telephone: 373-9530

Fax: 372 7968

Email: OASIS LANDSCAPE @ BELL SOUTH . NET.

BIDDER'S DECLARATION AND UNDERSTANDING

The undersigned, hereinafter called the Bidder, declares that the only persons or parties interested in this Bid are those named herein, that this Bid is, in all respects, fair and without fraud, that it is made without collusion with any official of the City, and that the Bid is made without any connection or collusion with any person submitting another Bid on this Contract.

The Bidder further declares that no City Commissioner, other City officer, or City employee directly or indirectly owns more than five (5) percent of the total assets or capital stock of the bidding entity, nor will directly or indirectly benefit by more than five (5) percent from the profits or emoluments of this contract. [For purposes of this paragraph, indirect ownership or benefit does not include ownership or benefit by a spouse or minor child.]

The Bidder further declares that he has carefully examined these Specifications and that this Bid is made according to the provisions and under the terms of the Specifications, which Specifications are hereby made a part of this Bid.

BID PRICES

THIS PAGE MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL.

The undersigned proposes and agrees, if this bid is accepted, to furnish the item(s) bid in accordance with the specifications listed in Exhibit A (Scope of Work) for the prices set forth on the following bid form.

Item	DESCRIPTION	Qty	Monthly or Weekly Rate	ANNUAL TOTAL
1	Monthly Service for College Park University Heights District Wide Tasks (Sidewalk Cleaning, Graffiti Abatement, Litter Pick-up) and the District Specific Tasks (Exhibit A)	12	\$ 1900. ⁰⁰ monthly	\$ 22,800. ⁰⁰
2	Monthly Service for Downtown District Wide Tasks (Sidewalk Cleaning, Graffiti Abatement, Litter Pick-up) and District Specific Tasks (Exhibit A)	12	\$ 2394. ⁰⁰ monthly	\$ 28,728. ⁰⁰
3	Monthly Service for Fifth Avenue Pleasant Street District Wide Tasks (Sidewalk Cleaning, Graffiti Abatement, Litter Pick-up) and District Specific Tasks (Exhibit A)	12	\$ 900. ⁰⁰ monthly	\$ 10,800. ⁰⁰
4	Weekly Service for Litter Pick Up on the Downtown Plaza	52	\$ 50. ⁰⁰ weekly	\$ 2600. ⁰⁰
5	Monthly Service for the landscape bubbles and tree wells surrounding the SW Parking Garage	12	\$ 60. ⁰⁰ monthly	\$ 720. ⁰⁰
6	GRAND TOTAL			\$ 65,648. ⁰⁰
7	Hourly rate to mobilize a cleaning crew during normal working hours if additional work is requested by the Community Redevelopment Agency at one of the locations listed above.	1	\$ 80. ⁰⁰ Per hour	
8	Hourly rate to mobilize a cleaning crew after normal working hours, special events or holidays if additional work is requested by the Community Redevelopment Agency.	1	\$ 150. ⁰⁰ Per hour	
9	A Cleaning Crew for your company consists of : <ul style="list-style-type: none"> • ONE FOREMAN AND TWO WORKERS • ONE TRUCK AND TRAILER • WHATEVER EQUIPMENT IS NEEDED FOR THE WORK 			
NOTE: THE INITIAL CONTRACT PERIOD IS FOR TWO (2) YEARS. A PURCHASE ORDER WILL BE ISSUED TO COINCIDE WITH EACH FISCAL YEAR FOR THE PERIOD OCTOBER 1 THROUGH SEPTEMBER 30 TH ..				

NOTE: THE PRICES SET FORTH ABOVE SHALL BE CONSIDERED FIRM BIDS NOT SUBJECT TO PRICE ADJUSTMENT UNLESS BIDDER'S PROVISIONS FOR PRICE ESCALATION ARE STATED ON A SEPARATE SHEET ATTACHED TO THE BID.

The Bidder hereby acknowledges receipt of Addenda No.'s N/A, _____, _____, to these Specifications.

THIS PAGE MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL.

SIGNATURE ACKNOWLEDGES THAT: (Check)

Bid is in full compliance with the Specifications.

Bid is in full compliance with the Specifications except as specifically stated and attached hereto.

Signature also acknowledges that Bidder has read the current City of Gainesville Debarment/Suspension/Termination Procedures and agrees that the provisions thereof shall apply to this bid.

CORPORATE SEAL (If corp.)

ATTEST/WITNESS:

BIDDER: GASIS LANDSCAPE SERVICES, INC

Heidi B Manning
Signature
By Heidi B Manning
Title: Office Manager

Rob Cheney
Signature
By Rob Cheney
Title COMPROMER

Reference Form

060035

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL.

Number of year's your company has been doing this type of work. 31 years

List at least four references of similar services performed over the past two years.

- 1) Job Location: CITY OF GAINESVILLE Date work performed: 4-10-03 - PRESENT
Business Name: SIDEWALK CURBING, GRAFFITI ABATEMENT AND LANDSCAPE MAINTENANCE.
Contact Name: KAREN SLEVIN
Phone Number: 334-2205 Fax Number: 334-2132

- 2) Job Location: 1714 SW 34 ST Date work performed: 5-1-00 PRESENT
Business Name: UF HOTEL CONFERENCE CENTER
Contact Name: NEIL KIENTZ
Phone Number: 371-3600 Fax Number: 378-8141

- 3) Job Location: 4200 NW 90 BLVD Date work performed: 2004 - PRESENT
Business Name: HOSPICE OF NORTH CENTRAL FLORIDA
Contact Name: MARK WILLARD
Phone Number: 379-6212 Fax Number: 379-6290

- 4) Job Location: 2056 NW 55 BLVD Date work performed: 1993 - PRESENT
Business Name: CREEKWOOD APARTMENTS
Contact Name: HELEN SCOFFERS
Phone Number: 378-2379 Fax Number: 378-3039

DRUG FREE WORKPLACE FORM

THIS PAGE MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL.

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that

OASIS LANDSCAPE SERVICES, INC

does:

(Name of Business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty of nolo contendere to, any violation of Chapter 893, Florida Statutes, or of any controlled substance law of the United State or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Rob Cheney
Bidder's Signature

4-11-06

Date



CITY OF GAINESVILLE

060035

Department of Community Development

July 15, 2005

Brent Gaffney
6812 NW 18th Drive
Gainesville, FL 32653

RECEIVED JUN. 7 8 2005

RE: Zoning Compliance Permit #355ZCP-05, approved 6/6/05 with condition

Dear MR. Gaffney,

Your application for a zoning compliance permit for "Oasis Landscape Services, Inc.", to be located at 6812 NW 18th Drive, Gainesville, Florida, has been approved for a **Landscape and Irrigation Contractor**.

Sincerely,

Shaneka Young
Shaneka Young
Zoning Technician

sry

cc: Brenda Strickland, Permit and Development Coordinator

Planning Division

P.O. Box 490 • Gainesville, FL 32602-0490
(352) 334-5023 • FAX (352) 334-3259

ZONING COMPLIANCE PERMIT

060035

Mailing address: City of Gainesville, Station 13
 P.O. Box 490, Gainesville, FL 32602
 phone: 352/334-6023 fax: 352/334-3259
 Physical address: 306 NE 6th Avenue, Bldg. B, Room 158



ZCP No. 355 ZCP 05 6/6/05
 Approved Denied Approved w/conditions
oll 7/13/05

Do not write in this space

Name of Business: OASIS LANDSCAPE SERVICES INC.
 Address of Business: 6812 NW 18th Drive Gainesville FL 32653
(Location for which Zoning Compliance determination is requested)

Previous use of building or unit: None
 Proposed use of building or unit (Attach a detailed written description): LANDSCAPE & IRRIGATION CONTRACTOR
 Number of reserved parking spaces on site: 18

Gross square footage of building: 4800 Unit/Suite square footage: 2400

The information that I have supplied is true and correct. I understand I must obtain an occupational license from the Finance Department of the City of Gainesville, and meet all requirements of the Florida Building Code 2001 through the Building Department prior to operating the business.

I CERTIFY THAT I AM AM NOT CURRENTLY OCCUPYING THE SPACE FOR WHICH ZONING COMPLIANCE IS REQUESTED. (check one)

SIGNATURE OF APPLICANT: Brent Gaffney Pick up Mail
(check one)

PRINT APPLICANT NAME: BRENT GAFFNEY Date: 5/2/05

Mailing Address: 6812 NW 18th Drive
 City/State: Gainesville FL Zip: 32653 Phone Number: 352-375-9530

NOTE: If your business is in a building with multiple uses where the parking is shared by all businesses, you may or may not be required to provide data on type of use and square footage of each business. Please ask Planning Staff for further information. An incomplete application will not be processed and will be returned to you.

SUITE/UNIT #	SQ. FOOTAGE	TYPE OF USE (BE SPECIFIC)	FOR STAFF ONLY: Required Parking
RESTAURANTS # OF SEATS	HAIR/NAIL SALONS # OF STATIONS	ADDITIONAL NAMES EMPLOYEES	FOR STAFF ONLY Initial and Date

OCCUPATIONAL TAX
No. 18007

CATEGORY	DESCRIPTION	TAX FEE
5145 1405	CORN-OR-MENDING MACH 5 CENTS OR MORE CONTRACTOR-LANDSCAPE	\$63.00 \$131.25
COPY		
TOTAL FEES		\$194.25

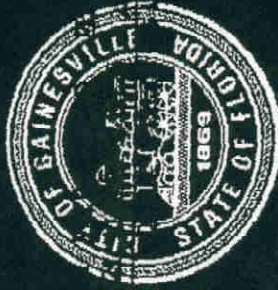
ALL CITY, STATE AND FEDERAL REQUIREMENTS MUST BE MET IN ORDER TO LEGALLY OPERATE A BUSINESS, PROFESSION OR OCCUPATION WITHIN THE CORPORATE LIMITS OF GAINESVILLE, FLORIDA.

OASISLANDSCAPE SERVICES, INC.

6812 NW 18TH DR

GAINESVILLE, FL 32653

6812 NW 18TH DR



VALID ONLY WHEN PROPERLY DATED, NUMBERED AND SIGNED BY THE DIRECTOR OF FINANCE, OR DESIGNEE, AND FILED WITH THE OFFICE OF FINANCE, GAINESVILLE, FL.



CITY OF GAINESVILLE
SMALL BUSINESS PROCUREMENT PROGRAM

OASIS LANDSCAPE SERVICES, INC.

is a Qualified Local Small Business
under the provisions of the City of Gainesville's Small Business Procurement Program

Valid for a 36-month period until:

2/3/2008

Vendor ID: #VC0000002800

Shaad Rehman
Small Business Procurement Program Coordinator

060035

STATE OF FLORIDA
Department of Agriculture and Consumer Services
BUREAU OF ENTOMOLOGY & PEST CONTROL

Date	File No.	Expires
January 20, 2006	JE6036	January 31, 2007

THE ID CARD HOLDER NAMED BELOW HAS REGISTERED UNDER
THE PROVISIONS OF CHAPTER 482 FOR THE PERIOD EXPIRING:
January 31, 2007 AT

OASIS LANDSCAPE SERVICES INC
GAINESVILLE, FL 32653

BRENT LEE GAFFNEY
OASIS LANDSCAPE SERVICES INC
6812 NW 18TH DR
GAINESVILLE, FL 32653

Certified Operator

Charles H. Bronson
CHARLES H BRONSON, COMMISSIONER