

LEGISTAR
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Proficient Pool and Lawn Service Inc.

#GCRA-220017-GD

Landscape Maintenance of Various City
Owned Properties

BID COVER

City of
Gainesville

Procurement Division
(352) 334-5021(main)

Issue Date: October 1, 2021

INVITATION TO BID: #GCRA-220017-GD

Landscape Maintenance of Various City Owned Properties

PRE-BID MEETING: Non-Mandatory Mandatory N/A Includes Site Visit

DATE: October 12, 2021 TIME: 11:00am EDT

LOCATION: Zoom - Zoom access information included in Exhibit D

QUESTION SUBMITTAL DUE DATE: October 20, 2021-3:00pm EDT

DUE DATE FOR UPLOADING BID RESPONSE: November 3, 2021- 3:00pm EDT

SUMMARY OF SCOPE OF WORK: Some CITY projects located within the Gainesville Community Reinvestment Area (GCRA) have enhanced landscaping and therefore require special attention. Proper maintenance of these sites requires a higher level of knowledge, professional management, and quality services. The results of these maintenance activities will be highly visible to the community and are essential to the appearance and vitality of the Reinvestment Area.

For questions relating to this bid, contact: Gayle Dykeman, dykemangb@cityofgainesville.org

Bidder is not in arrears to City upon any debt, fee, tax or contract: Bidder is NOT in arrears Bidder IS in arrears
Bidder is not a defaulter, as surety or otherwise, upon any obligation to City: Bidder is NOT in default Bidder IS in default

Bidders who receive this bid from sources other than City of Gainesville Procurement Division or DemandStar MUST contact the Procurement Division prior to the due date to ensure any addenda are received in order to submit a responsible and responsive offer. Uploading an incomplete document may deem the offer non-responsive, causing rejection.

ADDENDA ACKNOWLEDGMENT: Prior to submitting my offer, I have verified that all addenda issued to date are considered as part of my offer: Addenda received (list all) # 1

Legal Name of Bidder: Proficient Pool and Lawn Service Inc.

DBA: Outdoor Living

Authorized Representative Name/Title: Charles Brent Moore, Jr. / CEO

E-mail Address: brent@propoolawn.com FEIN: 46-5388626

Street Address: 1420 Gornto Road, Valdosta, GA 31602

Mailing Address (if different): _____

Telephone: (229) 560-7421 Fax: (229) 474-4210

By signing this form, I acknowledge I have read and understand, and my business complies with all General Conditions and requirements set forth herein; and,

Bid is in full compliance with the Specifications.

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

SIGNATURE OF AUTHORIZED REPRESENTATIVE: CBM

SIGNER'S PRINTED NAME: Charles Brent Moore, Jr. DATE: 11/3/21

**ATTACHMENT - A
PRICING FORM**

For each line, enter the cost per task in the blue highlighted section. The annual cost will be auto calculated for you. Check the auto calculation to make sure it is the amount you intended for the annual cost.

INSTRUCTIONS:

"Task Cost per Service Unit" is the dollar amount your company requires in order to complete the task one time.

1. 1018 NW 5th Ave. (Parcel No. 13912-000-000)				
Task	Task Cost per Service Unit	Frequency	Number of Events 10/1/2021 through 09/30/2022	Total Cost 10/01/2021 through 9/30/2022
Litter Removal	\$ 5.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 100.00
Mowing	\$ 35.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 700.00
1. Total: 1018 NW 5th Ave.				\$ 800.00

2. 414 NW 5th Ave. (Parcel No. 14479-000-000)				
Task	Task Cost per Service Unit	Frequency	Number of Events 10/1/2021 through 09/30/2022	Total Cost 10/01/2021 through 9/30/2022
Litter Removal	\$ 5.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 100.00
Mowing	\$ 40.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 800.00
2. Total: 414 NW 5th Ave.				\$ 900.00

3. 810 NW 3rd Ave. (Parcel No. 13748-001-000)				
Task	Task Cost per Service Unit	Frequency	Number of Events 10/1/2021 through 09/30/2022	Total Cost 10/01/2021 through 9/30/2022
Litter Removal	\$ 5.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 100.00
Mowing	\$ 35.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 700.00
3. Total: 810 NW 3rd Ave.				\$ 800.00

4. Intersection of E. University Ave and SE Hawthorne Rd. (Parcel No. 11740-000-000) Eastside Gateway				
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Task	Task Cost per Service Unit	Frequency	Number of Events 10/1/2021 through 09/30/2022	Total Cost 10/01/2021 through 9/30/2022
Litter Removal	\$ 30.00	Weekly	52	\$ 1,560.00
Weed & Pest Control	\$ 30.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 600.00
Sweeping	\$ 30.00	Weekly	52	\$ 1,560.00
Mulching	\$ 840.00	1x/year	1	\$ 840.00
Irrigation System Inspection	\$ 75.00	Monthly	12	\$ 900.00
Irrigation System Test	\$ 95.00	Oct/Jan/Apr/Jul	4	\$ 380.00
Annual & Perennial Flowers Care	\$ 100.00	Jan/April/Aug	3	\$ 300.00
Annual Replanting	\$ 1,250.00	Sept/May	2	\$ 2,500.00
Fertilization	\$ 100.00	1x/year	1	\$ 100.00
Tree Trimming	\$ 200.00	1x/year	1	\$ 200.00
Shrub Trimming	\$ 100.00	1x/year	1	\$ 100.00
Edging	\$ 15.00	As needed	12	\$ 180.00
Lighting Inspection	\$ 25.00	Weekly	52	\$ 1,300.00
Winter Plant Protection	\$ 100.00	As needed	3	\$ 300.00
Winter Procedure	\$ 100.00	As needed	3	\$ 300.00
4. Total: Intersection of E University Ave and SE Hawthorne Rd.				\$ 11,120.00

5. Corner of SW 5th Ave & SW 4th St. (Parcel No. 12907-000-000) - INFILL HOUSING				
Task	Task Cost per Service Unit	Frequency	Number of Events 10/1/2021 through 09/30/2022	Total Cost 10/01/2021 through 9/30/2022
Litter Removal	\$ 5.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 100.00
Mowing	\$ 40.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 800.00
5. Total: Corner of SW 5th Ave & SW 4th St.				\$ 900.00

6. Corner of SW 7th Ave & SW 5th Terrace (Parcel No. 13369-000-000)				
Task	Task Cost per Service Unit	Frequency	Number of Events 10/1/2021 through 09/30/2022	Total Cost 10/01/2021 through 9/30/2022
Litter Removal	\$ 5.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 100.00
Mowing	\$ 35.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 700.00
6. Corner of SW 7th Ave & SW 5th Terrace				\$ 800.00

7. Porters Gateway - Corner of SW 5th Ave. & Main St. (Parcel No. 13008)-000-000				
Task	Task Cost per Service Unit	Frequency	Number of Events 10/1/2021 through 09/30/2022	Total Cost 10/01/2021 through 9/30/2022
Litter Removal	\$ 25.00	Weekly	52	\$ 1,300.00
Weed Control	\$ 15.00	Monthly	12	\$ 180.00
Mulching	\$ 100.00	Every six-months	2	\$ 200.00
7. Total: Porters Gateway - Corner of SW 5th Ave. & Main St.				\$ 1,680.00

8. S. Main St. between Depot Ave. and S. 16th Ave.				
Task	Task Cost per Service Unit	Frequency	Number of Events 10/1/2021 through 09/30/2022	Total Cost 10/01/2021 through 9/30/2022
Litter Removal	\$ 78.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 1,560.00
Mowing	\$ 78.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 1,560.00
Mulching	\$28,750.00	1 x per year (based on 400 yards)	1	\$ 28,750.00
Vegetation Clearing-off Sidewalk (Some private properties have vegetation that encroaches into the sidewalk. Contractor will cut back vegetation from sidewalk.)	\$ 100.00	Oct/Jan/Apr/Jul	4	\$ 400.00
Edging	\$ 78.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 1,560.00
Fertilization	\$ 500.00	1 x per year	1	\$ 500.00
Weed Control	\$ 180.00	Monthly	12	\$ 2,160.00
Annual Replanting	\$ 500.00	1 x per year	1	\$ 500.00
Shrub Trimming	\$ 180.00	1 x per year	1	\$ 180.00
Ornamental Grass Trimming	\$ 100.00	1 x per year	1	\$ 100.00
Irrigation System Inspection	\$ 200.00	Monthly	12	\$ 2,400.00
Irrigation System Test	\$ 200.00	Oct/Jan/Apr/Jul	4	\$ 800.00
Winter Plant Protection	\$ 100.00	As needed	3	\$ 300.00

Winter Procedure	\$ 100.00	As needed	3	\$ 300.00
8. Total: South Main St. between Depot Ave. and South 16th Ave.				\$ 41,070.00

9. Cornerstone - 2153 SE Hawthorne Rd. (Parcel Nos. 11340, 11340-1-1, 11340-1-2, 11340-1-3, 11340-1-4)				
Task	Task Cost per Service Unit	Frequency	Number of Events 10/1/2021 through 09/30/2022	Total Cost 10/01/2021 through 9/30/2022
Litter Removal	\$ 20.00	Weekly	52	\$ 1,040.00
Weed & Pest Control	\$ 40.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 800.00
Sweeping	\$ 45.00	Weekly	52	\$ 2,340.00
Mulching	\$ 3,000.00	1x/ year (40 yards)	1	\$ 3,000.00
Irrigation System Inspection	\$ 75.00	Monthly	12	\$ 900.00
Irrigation System Test	\$ 200.00	Jan/May/Sept	3	\$ 600.00
Fertilization	\$ 150.00	1x/ year	1	\$ 150.00
Mowing	\$ 215.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 4,300.00
Annual Replanting	\$ 250.00	Sep/May	2	\$ 500.00
Edging	\$ 135.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 2,700.00
Tree Trimming	\$ 60.00	1x/ year	20	\$ 1,200.00
Shrub Trimming	\$ 400.00	1x/ year	1	\$ 400.00
Hedge Trimming	\$ 100.00	1x/ year	1	\$ 100.00
Winter Procedure	\$ 100.00	As needed	3	\$ 300.00
Ornamental Grass Trimming	\$ 100.00	1x/year	1	\$ 100.00
9. Total: Cornerstone - 2153 SE Hawthorne Rd.				\$ 18,430.00

10. Heartwood Community - 1717 SE 8th Ave. (Parcel Nos. 16102-10, 16102-10-LOT)				
Task	Task Cost per Service Unit	Frequency	Number of Events 10/1/2021 through 09/30/2022	Total Cost 10/01/2021 through 9/30/2022
Weed & Pest Control	\$ 75.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 1,500.00
Litter Removal	\$ 45.00	Weekly	52	\$ 2,340.00
Sweeping	\$ 45.00	Weekly	52	\$ 2,340.00
Mulching	\$ 2,900.00	2x/year (40 yards)	2	\$ 5,800.00
Irrigation System Inspection	\$ 100.00	Monthly	12	\$ 1,200.00
Irrigation System Tests	\$ 150.00	Jan/May/Sept	3	\$ 450.00
Cat Tail Mitigation (Pond & Wetland)	\$ 100.00	Jan/May/Sept	3	\$ 300.00

Trash Removal from Wetland	\$ 30.00	Weekly	52	\$ 1,560.00
Fertilization (Trees only)	\$ 250.00	1 x per year	1	\$ 250.00
Mowing (Lots & Common Areas)	\$ 255.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 5,100.00
Edging	\$ 90.00	Oct/Nov/Dec (2x/month) Jan/Feb/Mar/Apr (1x/month) May/June/July/Aug/Sept (2x/month)	20	\$ 1,800.00
Tree Trimming	\$ 250.00	1x/year	1	\$ 250.00
Overflow Weir (Pond & Wetland)	\$ 100.00	Every 2 months	6	\$ 600.00
10. Total: Heartwood Community - 1717 SE 8th Ave.				\$ 23,490.00

Grand Total	\$ 99,990.00
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ITEMS NOT INCLUDED ABOVE			
Irrigation repair work	Hourly Rate	Estimated # of Hours	
	\$ 85.00	6	\$ 510.00

Exhibit A - DRUG-FREE WORKPLACE FORM

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

Proficient Pool and Lawn Service Inc. does:
(Name of Bidder)

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 the 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 or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States 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 bidder complies fully with the above requirements.


Bidder's Signature

11/3/21
Date

In the event of a tie bid, bidders with a Drug Free Workplace Program will be given preference. To be considered for the preference, this document must be completed and uploaded to DemandStar.com with your Submittal.

Exhibit B- BIDDER VERIFICATION FORM

LOCAL PREFERENCE (Check one)

Local Preference requested: YES NO

A copy of the following documents must be included in your submission if you are requesting Local Preference:

- Business Tax Receipt
- Zoning Compliance Permit

QUALIFIED SMALL BUSINESS AND/OR SERVICE DISABLED VETERAN BUSINESS STATUS (Check one)

Is your business qualified, in accordance with the City of Gainesville's Small Business Procurement Program, as a local Small Business? YES NO

Is your business qualified, in accordance with the City of Gainesville's Small Business Procurement Program, as a local Service-Disabled Veteran Business? YES NO

REGISTERED TO DO BUSINESS IN THE STATE OF FLORIDA

Is Bidder registered with Florida Department of State's, Division of Corporations, to do business in the State of Florida? YES NO (refer to Part 1, 1.5, last paragraph)

If the answer is "YES", provide a copy of SunBiz registration or SunBiz Document Number (#_____)

If the answer is "NO", please state reason why: We have not opened a branch in Gainesville yet.

We intend to do so. We have spoken w/ the state & have everything ready to turn in upon award of contract. We will comply with all state laws & rules.

DIVERSITY AND INCLUSION (Applies to solicitations above \$50,000)

Does your company have a policy on diversity and inclusion? YES NO We will put in place upon award of Contract.

If yes, please attach a copy of the policy to your submittal.

Note: Possessing a diversity and inclusion policy will have no effect on the City's consideration of your submittal, but is simply being requested for information gathering purposes.

Proficient Pool & Lawn Service, Inc.

Bidder's Name

Charles Brent Moore Jr.

Printed Name/Title of Authorized Representative

[Signature] 11/3/21

Signature of Authorized Representative

Date

Exhibit C - CUSTOMER HISTORY FORM

Name of Bidder: Proficient Pool and Lawn Service Inc.

Provide a list of prior customers for similar services that your bidder has provided within the last 7 years. Copy form as necessary.

Customer Name: <u>South Georgia medical Center</u>	
Address: <u>2501 N. Patterson St.</u>	
City, State, Zip: <u>Valdosta, GA, 31602</u>	
Point of Contact: <u>Rick Oelkers</u>	Phone Number: <u>229-259-4052</u>
E-mail: <u>richard.oelkers@sgmc.org</u>	

Customer Name: <u>Valdosta City schools</u>	
Address: <u>1204 Williams Street #4043</u>	
City, State, Zip: <u>Valdosta, GA, 31602</u>	
Point of Contact: <u>Kaci Nobles</u>	Phone Number: <u>229-561-2247</u>
E-mail: <u>Knobles@gocats.org</u>	

Customer Name: <u>Mission Creek at Moody Air Force Base</u>	
Address: <u>3860 Allure Lane</u>	
City, State, Zip: <u>Valdosta, GA, 31602</u>	
Point of Contact: <u>Devona Hathcock</u>	Phone Number: <u>229-242-7805</u>
E-mail: <u>dhathcock@bbcgrp.com</u>	

Customer Name: <u>Lowndes County</u>	
Address: <u>550 Gill Harbin Industrial Blvd.</u>	
City, State, Zip: <u>Valdosta, GA, 31601</u>	
Point of Contact: <u>Robbin Cumbus</u>	Phone Number: <u>229-548-0085</u>
E-mail: <u>rcumbus@lowndescounty.com</u>	

Customer Name: <u>Valdosta State University</u>	
Address: <u>1500 North Patterson Street</u>	
City, State, Zip: <u>Valdosta, GA, 31602</u>	
Point of Contact: <u>Monica Haynes</u>	Phone Number: <u>229-293-6368</u>
E-mail: <u>mrhaynes@valdosta.edu</u>	

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Proficient Pool and Lawn Service Inc.		
	2 Business name/disregarded entity name, if different from above		
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>	
	5 Address (number, street, and apt. or suite no.) See instructions. 1420 Gornto Road	Requester's name and address (optional)	
	6 City, state, and ZIP code Valdosta, GA. 31602		
	7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number										
or										
Employer identification number	4	6	-	5	3	8	8	6	2	6

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ 11/3/21
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

845610
Federal Work Authorization User Identification Number

11/3/21
Date of Authorization

Proficient Pooland Lawn Service
Name of Contractor

Landscape maintenance of various
Name of Project City owned properties

City of Gainesville
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

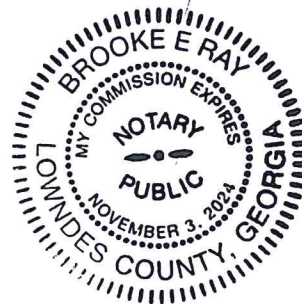
Executed on November 3, 2021 in Valdosta (city), GA (state).

[Signature]
Signature of Authorized Officer or Agent

Charles Brent Moore, Jr., CEO
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE 3 DAY OF November, 2021.

Brooke E Ray
NOTARY PUBLIC
My Commission Expires: November 3, 2024





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/02/2021

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		CONTACT NAME: Michele Lee	
Blanton & Griffin Insurance Agency		PHONE (A/C, No, Ext): (229) 247-6500	FAX (A/C, No): (229) 247-6507
2314 N. Patterson Street		E-MAIL ADDRESS: mlee@blantongriffin.com	
P. O. Box 1689			
Valdosta			
GA 31603-1689			
INSURED		INSURER(S) AFFORDING COVERAGE	
Proficient Pool & Lawn Service, Inc.		INSURER A: Grange Insurance Company	AMB A 14060
1420 Gornto Rd		INSURER B: Grange Insurance Company	AMB A 14060
Valdosta		INSURER C: Westchester Surplus Lines Ins Company	AMB A++ 10172
GA 31602		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 20-21/21-22 Master COI

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y	Y	CPP2798398	12/16/2020	12/16/2021	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input checked="" type="checkbox"/> BLKT Addl Insd w/CO by Contract						MED EXP (Any one person) \$ 10,000
	<input checked="" type="checkbox"/> BLKT Waiver of Subro by Contract						PERSONAL & ADV INJURY \$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000	
<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000	
<input checked="" type="checkbox"/> OTHER: Primary & NonContributory						\$	
A	AUTOMOBILE LIABILITY	Y	Y	CA 2798399	12/16/2020	12/16/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> BIkt WOS						PROPERTY DAMAGE (Per accident) \$
<input checked="" type="checkbox"/> BIkt AI <input checked="" type="checkbox"/> BIkt WOS	Medical payments \$ 5,000					\$	
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR	Y	Y	CUP 2798401	12/16/2020	12/16/2021	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 5,000,000
	<input checked="" type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ 2,500						Follows Form \$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		N/A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N							E.L. EACH ACCIDENT \$
If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
C	Pollution Liability-AI Incl CO-by Contract BIkt WOS, Primary & NonContributory			G71160920 004	07/17/2021	07/17/2022	Each Occurrence Limit: \$1,000,000 General Aggregate Limit: \$2,000,000

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

CERTIFICATE HOLDER**CANCELLATION**City of Gainesville FL
200 E. University Dr

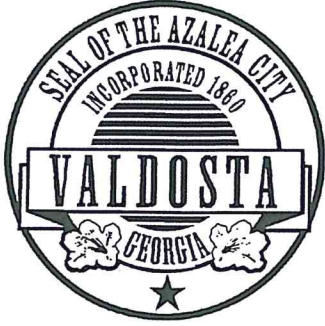
Gainesville

FL 32601

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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**CITY OF VALDOSTA
BUSINESS CERTIFICATE
2021**

Expiration Date

12/31/2021

Certificate Number

17003342

**PROFICIENT POOL & LAWN SERVICE DBA OUTDOOR
LIVING
1420 GORNTON RD**

VALDOSTA, GA 31602

NAICS TITLE & CODE	BUSINESS DESCRIPTION
56 - ADM SUPT WASTE REM SERV 561730	POOL AND LAWN SERVICE

The City of Valdosta appreciates your business.

Important information about this Business Occupational Tax Certificate

- ❖ Before relocation your business, please contact the Business License Office and get a change of address form. The Zoning Office needs to review your new location before you move.
- ❖ Your business is associated with you and your tax filing information. If you sell your business, the new owner needs to apply for his/her own business license. They cannot continue operating under your business license.

OCCUPATIONAL TAX REGISTRATION



Expiration Date :
5/31/2022

Issued Date :
9/2/2021

License # :
O-006830

Name : PROFICIENT POOL & LAWN SERVICE, INC
Address : 1420 GORNTO RD
VALDOSTA, GA 31602

SIC CODE DESCRIPTION:

BUSINESS DESCRIPTION: POOL & LAWN SERVICES

DBA: OUTDOOR LIVING
Address : 1420 GORNTO RD
VALDOSTA, GA 31602
ATTN: BRENT MOORE

A handwritten signature in black ink, appearing to read "Brent Moore", written over a horizontal line.



SALES TAX CERTIFICATE OF REGISTRATION

STATE OF GEORGIA
DEPARTMENT OF REVENUE
Taxpayer Services Division

Issued Pursuant to the Retailers' and Consumers' Sales and Use Tax Act of 1951, as Amended
Said Person Named Hereon is Authorized and Empowered to Collect Georgia Sales and Use
Tax, Local Option, Special County, Motor Fuel, Homestead, Education, and MARTA.

STATE TAXPAYER IDENTIFIER: 20230092602	EFFECTIVE DATE: 02-Jan-2015	SALES TAX NUMBER: 308339642	COUNTY NAME: LOWNDES
NAICS: 561790 - Other Services to Buildings and Dwellings		Secondary NAICS: 811411	

PROFICIENT POOL & LAWN SERVICE INC

1704 AL BROOKS DR
VALDOSTA, GA 31601-3043

IMPORTANT - This Certificate is
NON TRANSFERABLE

COMMISSIONER OF REVENUE

EACH PLACE OF BUSINESS MUST BE REGISTERED SEPARATELY.

198221

THE FACE OF THIS DOCUMENT HAS A MULTICOLORED BACKGROUND ON WHITE PAPER • TRUE WATERMARK IN PAPER

Georgia Department of Agriculture
Gary W. Black, Commissioner
Pesticide Division
19 M.L.K. Jr. Drive, SW, Room 410
Atlanta, GA 30334
Tele: (404) 656-4958 Fax: (404) 657-8378
agr.georgia.gov/pesticides.aspx

PESTICIDE CONTRACTOR LICENSE

Expiration Date:
12/31/2022

License Number:
101136

Proficient Pool & Lawn Service,
Inc.
1420 Gornto Road
Valdosta GA 31602

Categories:
24;



This License Must Be Posted At All Times In A Prominent Location.

Georgia Department of Agriculture
Plant Protection Section
1109 Experiment Street, Redding Build, Room 213
Griffin, GA 30223
Tele: (404)-586-1140 Fax: (770) 228-7219
agr.georgia.gov/plant-protection.aspx

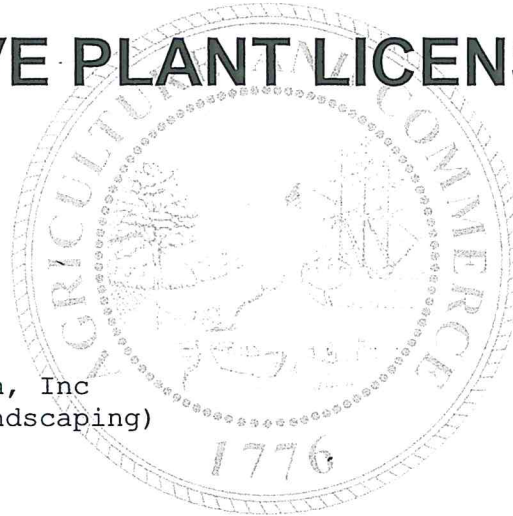
LIVE PLANT LICENSE

Expiration Date:
12/31/2022

License Number:
38371

Proficient Pool & Lawn, Inc
(Proficient Pool & Landscaping)
229-560-7421
1420 Gornto Road
Valdosta GA 31602

Category:
LANDSCAPER



This License Is Not Transferable and Must Be Posted At All Times In A Prominent Business Location



City of Gainesville

Budget and Finance Department
Purchasing Division

Addendum Publish Date: October 28, 2021

Landscape Maintenance of Various City Owned Properties
RFP #: GCRA-220017-GD
ADDENDUM NO. 1

Bid Due Date: November 3, 2021; 3:00pm (Local Time)

NOTE: The original Specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary.

1. Please find attached:
 - a. A copy of the Code of Silence period information (Financial Procedures Manual Section 41-424 Prohibition of lobbying in procurement matters) that was discussed.

2. Following are questions and answers that were received by the deadline:

- a. Question:

Page 5 section 7 c.: Are the 52 inspections just a general overview upon arrival to the property looking for any OBVIOUS issues. Or physically turning the system on and looking for issues. Generally when we do maintenance we just look for obvious excessive wet areas, erosion from a broken line/head, or dry spots then report or run through system. Can you please specify what your exact expectations are for the 52 inspections.

Answer:

The inspection is to verify that the work has been completed per the scope of work for each site. We typically ask the vendor to take a photo of the site and send it to us via text.

- b. Question:

Page 6 section 9. Mulching: It is specified that pine straw is to be used unless directed otherwise. But on attachment A property 8, 9, and 10 have specific "yards". Is this yards of mulch or pine straw? Can you specify the type of mulch (cypress, colored cypress, pine bark etc.) you would like as well if pine straw is not used. (We do plan on visiting all of the properties next week and this may answer some of the questions on this topic but I do want to make sure its specified.

Answer:

Property 8: South Main – Pine Bark throughout
Property 9: Cornerstone – Pine Straw
Property 10: Heartwood – Pine Straw



City of Gainesville

Budget and Finance Department
Purchasing Division

c. Question:

Page 6 section 10. Annuals and Perennials: Does the city provide and plant the annuals and perennials or does the contractor? If the contractor is responsible for providing and planting can you provide a square footage or do we assume to plant the areas that are currently planted with annuals? It does ask for a price in Attachment A but does not give a square footage.

Answer:

Annuals and perennials are provided, planted, and maintained by the vendor. This is mostly the case for the Eastside Gateway (Property No. 4). On this property, these plants are located throughout, but mostly on the eastern side of the property. The square footage of the relevant area is unknown.

d. Question:

Page 6 section 12. Shrub Pruning: It says that shrubs will be pruned as needed but Attachment A only asks for a price on 1x. Do we price it to prune only once or as needed?

Answer:

Base the quote on the frequency prescribed in Exhibit B.

e. Question:

Page 6 section 13. Fertilization: It says "Fertilize plants three (2) times per year in March and July. Just want to clarify that is supposed to be 2 times per year and not 3.

Answer:

Yes 2 times per year is correct.

f. Question:

Page 6 section 13. Fertilization: There are not any requests for fertilization of the turf. Is that to be expected?

Answer:

Fertilization of turf is not a requirement of this solicitation.

g. Question:

Page 7 section 14. Lighting: this lighting low voltage or line voltage?

Answer:

Low voltage. They are spot lights to accent trees and plants.

h. Question:

What is the projected start date upon awarding.

Answer:

The start date of the contract is subject to the award and approval by the City Commission, if necessary. In addition, work cannot commence until the contract is fully executed and the City has issued a purchase order.

i. Question:

Will the payments be broken up into 12 monthly installments based on the annual contract?

Answer:

Vendor will invoice the GCRA each month for work performed.



City of Gainesville

Budget and Finance Department
Purchasing Division

j. Question:
Is there currently a contractor performing this contract?

Answer:
No. The contract terminated on 09/30/21.

k. Question:
What is the current contract value if so?

Answer:
No current contract in place.

l. Question:
If this is the first time for this contract what is the expected budget for this project?

Answer:
This is the first time a solicitation has issued for these services for all of the properties listed in the solicitation. The budget will be determined by the responses the City receives from the solicitation.

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 1 by his or her signature below, and a copy of this Addendum to be returned with proposal.

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 1 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER COMPANY NAME: Proficient Pool and Lawn Service, Inc.

SIGNATURE: *Charles Brent Moore, Jr.*

LEGIBLY PRINT NAME: Charles Brent Moore, Jr.

DATE: 11/3/21



City of Gainesville

Budget and Finance Department
Purchasing Division

CITY OF GAINESVILLE
FINANCIAL SERVICES
PROCEDURES MANUAL

41-424 Prohibition of lobbying in procurement matters

Except as expressly set forth in Resolution 170116, Section 9, during the Cone of Silence as defined herein no person may lobby, on behalf of a competing party in a particular procurement process, City Officials or employees, except the Procurement Division or the procurement designated staff contact person. Violation of this provision shall result in disqualification of the party on whose behalf the lobbying occurred.

Cone of Silence period means the period between the issue date which allows for immediate submittals to the City of Gainesville Procurement Division in response to an invitation to bid, or a request for proposal, or qualifications, or information, or an invitation to negotiate, as applicable, and the time that City Officials or the Procurement Division, or City Department awards the contract.

Lobbying means when a person seeks to influence or attempt to influence City Officials or employees with respect to a decision of the City, except as authorized by procurement procedures.