



Christian County Commission

100 West Church St, Room 100
Ozark, MO 65721

SCHEDULED

MEETING ATTACHMENTS (ID # 5153)

Meeting: 03/19/20 08:55 AM

Department: County Clerk

Category: Meeting Items

Prepared By: Paula Brumfield

Initiator: Paula Brumfield

Sponsors:

DOC ID: 5153

Meeting Attachments

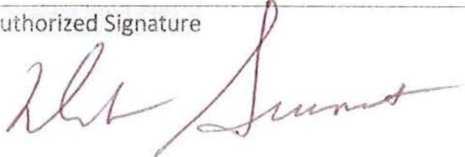
ATTACHMENTS:

- 031920 BID - LAND SCAPING SERVICES - SPRINGFIELD GARDENS (PDF)
- 031920 AWARD LETTER - SPRINGFIELD GARDENS - LANDSCAPING SERVICES (PDF)

(37) Declaration:

The vendor hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications of this original invitation to bid. The vendor further agrees that upon receipt of an authorized purchase order from the Christian County Commission or when a Notice of Award is signed and issued by the Commission, a binding contract shall exist between the vendor and Christian County. Signature required below confirming understanding of this statement.

Doing Business as (DBA) Name <i>Springfield Gardens</i>	Legal Name of Entity/Individual Filed with IRS for this Tax ID No. <i>Springfield Gardens</i>
Mailing Address <i>5942 S. Campbell Ave.</i>	IRS Form 1099 Mailing Address <i>same</i>
City, State, Zip Code <i>Springfield, MO 65810</i>	City, State, Zip Code <i>same</i>

Contact Person <i>Deb Grunst</i>	Email Address <i>deb@sgfgardens.com</i>
Phone number <i>417-882-7800</i>	Fax number <i>none</i>
Authorized Signature 	Date <i>2/25/2020</i>
Printed Name <i>Deb Grunst</i>	Title <i>office manager</i>

List three (3) business references:

Reference 1:

Company Name:	Battlefield Mall
Address/City/State/Zip:	2825 S. Gloustone Ave Springfield MO 65804
Contact Name:	Paul Fjordback
Contact Phone/Email:	417-883-4111 Paul.Fjordback@ ba simon.com.

Reference 2:

Company Name:	City of Springfield
Address/City/State/Zip:	840 N. Boonville Ave- Springfield MO 65802
Contact Name:	Matt Dwyer
Contact Phone/Email:	417-299-3305 Mdwyer@springfieldmo.gov

Reference 3:

Company Name:	Divisions Maintenance Group
Address/City/State/Zip:	1Brimfront Place #510 Airport, Ky 41071
Contact Name:	Sarah Pinnington
Contact Phone/Email:	859-380-0653 Pinnington@divisionsinc.com Sarah Pinnington providersupport@divisionsinc.com

Scope of Services

Christian County is requesting bids from landscape maintenance contractors to perform on-call described services for the County under an annual contract. Services required during the contract period will be requested through issuance of work orders. There is no guaranteed minimum amount of services to be ordered. The County reserves the right to supply any or all materials. The County reserves the right to award to more than one bidder, and may select several service providers to provide the requested services. This contract is for a one-year period, and Christian County has the option of renewing the agreement for two (2) additional one-year periods.

Location:	County-maintained buildings with locations throughout Christian County.
Proposed Service(s):	Services will include (but are not limited to) major and minor landscaping projects; planting of flower beds; pruning, removal and maintenance of trees; landscaping insect management; and other general landscaping services.
Hours of Service:	Service request hours to be: 7:00 a.m. – 3:00 p.m. Monday through Friday, and will require a three (3) day response time to complete the request. Emergency and holiday request hours to be as-needed with a four (4) hour response time to complete the work. The Service Provider must maintain a local telephone number, and must be able to be reached by telephone and email transmissions during prescribed business hours (8 hours per each 24-hour working period – Monday through Friday). Service Provider will respond to all County non-emergency telephone and email transmissions in a reasonably prudent time and provide an after-hours work number to be used by the County to request emergency or urgently-needed services.
Scope of Work:	<p>Service Provider is to:</p> <ul style="list-style-type: none"> • Provide experienced landscaping services as set out in specific work orders. • Carry insurance levels as indicated. • Clean up the job site at the end of each day and at work completion. • Provide proof of personnel qualifications, to include (but not limited to): copies of licenses, school certificates, three (3) letters of reference, and two (2) personal letters of reference. • Provide evidence of having adequate and sufficient equipment to perform quality services. • Provide quality service. • Obtain permits when required by code.
Comments:	<p>All work shall be done in accordance with the best trade practices. All safety regulations for the protection of workmen, pedestrians, and property must be followed. All applicable state and local laws, ordinances, and codes shall apply to this contract. A signed work order by the Christian County designated representative is the Service Provider's notice to proceed. Emergency work may commence at the County's direction without a signed work order.</p> <p>Work order number, jobsite address, and the Christian County designated representative's name must be included on billing invoices. If this information is not included, the invoice may be returned to the Service Provider for the addition of the appropriate information. The Service Provider may be required to submit for review a breakdown of hours worked per man/day.</p> <p>Service provider must enter into the attached services agreement and provide the required insurance, and the Service Provider shall be expected to sign the County's standard agreement without revision prior to commencing services.</p> <p>This agreement is effective for one year from the date of award. At the option of the County, the agreement may be extended for two (2) additional one-year periods. Written notice of renewal shall be provided to the Service Provider.</p>

Qualifications:	Bidder must have at least five (5) years of consistent, hands-on experience in landscaping applications.
Subcontractors:	<p>If any of the work is subcontracted hereunder (with the consent of the County), then the following provisions shall apply:</p> <ul style="list-style-type: none"> • The subcontractor must be a reputable, qualified firm with an established record of successful performance in its respective trade performing identical or substantially similar work. • The subcontractor will be required to comply with all applicable terms of this agreement. • The subcontract will not create any contractual agreement between any such subcontractor and the County, nor will it obligate the County to pay or see to the payment of any subcontractor. • The work of the subcontractor will be subject to inspection by the County to the same extent as the work of the Service Provider.

<p>Service Provider Rate Information:</p> <p>Normal Hours (From <u>8</u> a.m. to <u>5</u> p.m.)</p> <p>Days of the Week:</p> <p>\$ <u>65</u> per Hour (Manager)</p> <p>Landscaper:</p> <p>\$ <u>55</u> per Hour (Foreman)</p> <p>\$ <u>50</u> per Hour (Laborer)</p> <p>Overtime Rates:</p> <p>\$ <u>82.50</u> per Hour (Foreman)</p> <p>\$ <u>75</u> per Hour (Laborer)</p> <p>Design Costs:</p>	<p>Cost plus <u>7</u> percent for individual plants and materials costing less than \$500.00. Note: The County will pay a maximum of 10% for materials costing less than \$500.00.</p> <p>Cost plus <u>7</u> percent for individual plants and materials costing more than \$500.00. Note: The County will pay a maximum of 8% for materials costing more than \$500.00.</p> <p>Plants and material invoices must be included with billing statements.</p> <p>Overhead: <u>12</u> % Profit <u>12</u> %</p> <p>Plants and material costs: Enter your proposed markup for material costs: <u>15%</u></p>
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Business Information to be Entered by Bidder:

Years in Business: <div style="text-align: center; font-size: 1.2em;">10 yrs.</div>	Project Dollars currently under contract, but not completed: \$ 85,000 Explain: <div style="text-align: center; font-size: 1.2em;">Current projects working on.</div>
Has this firm ever defaulted on a contract? (Y or N) <div style="text-align: center; font-size: 1.2em;">NO</div>	Are there any judgements, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers? (Y or <input checked="" type="radio"/> N)
Has your organization filed any lawsuits or requested arbitration with regard to landscaping contracts within the last five years? (Y or N) <div style="text-align: center; font-size: 1.2em;">NO</div>	Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization which failed to complete a landscaping contract? (Y or N) <div style="text-align: center; font-size: 1.2em;">NO</div>
Total Number of Employees: Office Employees: 4 4 Field Employees: 16	
What scope of work does your firm perform? Landscaping Irrigation Fertilization Mowing Trimming	Do you have subcontractors which work under your firm? (Y or N). If yes, list them and the work they perform. YES Tree services Grading
Does your firm have a written safety plan? (Y or N) <div style="text-align: center; font-size: 1.2em;">YES</div>	Has your firm been cited for any serious OSHA violations in the past three years? (Y or <input checked="" type="radio"/> N)
Bonding Information: Bonding Company Name: CNA Surety Address: Is our bonding company if needed. City/State/Zip: Phone: Website: Contact:	Aggregate Bonding Capacity: \$ Single Project Bonding Capacity: \$ Total Number of Projects Currently Bonded: Total Currently Bonding: \$ Aggregate Bonding Capacity: \$

List three (3) major projects completed in the past 3 years; include the following information:

Project 1:

Project Name: Ballfield Mall	Contract Amount: \$ 125,000
City/State/Zip: Springfield 65804 2825 S Glanstone Ave	Start Date: 4-19-19
Contractor/Client Contact: Paul Fjordback	Completion Date: 9-1-19
Contractor/Client Contact Phone: 417-883-4111	Contractor/Client Contact Email: rachel.campbell@sidman.com

Project 2:

Project Name: City of Springfield	Contract Amount: \$ 49,214.21
City/State/Zip: Springfield MO 65802	Start Date: 11-1-19
Contractor/Client Contact: Matt Dwyer	Completion Date: 1-1-20
Contractor/Client Contact Phone: 417-299-3305	Contractor/Client Contact Email: mdwyer@cityofspringfieldmo.gov

Project 3:

Project Name: Brian Gray	Contract Amount: \$ 45,000
City/State/Zip: Sgf, MO, 65809	Start Date: 11-1-18
Contractor/Client Contact: Brian Gray	Completion Date: 1-1-19
Contractor/Client Contact Phone: 417-430-6077	Contractor/Client Contact Email: graybrien01@gmail.com

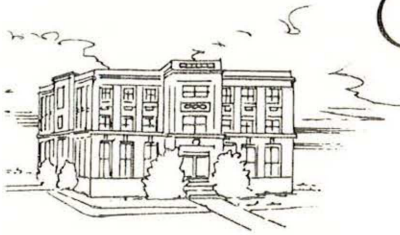
List subcontractors utilized:

Company Name:	Four Seasons Tree Service
Work Furnished:	Tree Services
Address/City/State/Zip:	1835 N Yulan Ave Sgt. MO, 65803
Contact Name:	Edgar Garcia
Contact Phone/Email:	417-414-9137

Company Name:	Fisher Final Grading
Work Furnished:	Grading
Address/City/State/Zip:	5242 Asper Dr Battlefield MO 65619
Contact Name:	Carl Fisher
Contact Phone/Email:	417-839-4988

Company Name:	
Work Furnished:	
Address/City/State/Zip:	
Contact Name:	
Contact Phone/Email:	

Company Name:	
Work Furnished:	
Address/City/State/Zip:	
Contact Name:	
Contact Phone/Email:	



CHRISTIAN COUNTY COMMISSION

100 W Church Street, Room 100
Ozark, Missouri 65721
Phone: 417-582-4300 • Fax: 471-581-5924

Ralph Phillips
Presiding Commissioner

Hosea Bilyeu
Western Commissioner

Mike Robertson
Eastern Commissioner

19 March 2020

Attn: Deb Grunst
Springfield Gardens
5942 S. Campbell Ave
Springfield MO 65810

The Christian County Commission voted in session today to award the bid for landscaping services (annual contract) to Springfield Gardens. We thank you for participating in the bidding process and we look forward to working with you.

Thank you,

Ralph Phillips, Presiding Commissioner

Absent

Mike Robertson, Eastern Commissioner

Hosea Bilyeu, Western Commissioner