



CITY OF WESTON, FLORIDA

PARKS MAINTENANCE SERVICES – PARKS GROUP A

RFP NO. 2019-13

GREENSOURCE LANDSCAPE AND SPORTS, INC.

PARKS MAINTENANCE SERVICES – PARKS GROUP A
RFP NO. 2019-13

SECTION 1: AGREEMENT

SECTION 2: ADDENDUM NO. 3 ISSUED JANUARY 10, 2020
ADDENDUM NO. 2 ISSUED JANUARY 9, 2020
ADDENDUM NO. 1 ISSUED DECEMBER 26, 2019
CITY OF WESTON RFP NO. 2019-13

SECTION 3: CONTRACTOR'S PROPOSAL

SECTION 4: INSURANCE CERTIFICATE FOR JUNIPER LANDSCAPING OF
FLORIDA, LLC

SECTION 5: RESOLUTION NO. 2020-25

SECTION 1

AGREEMENT

AGREEMENT
BETWEEN THE
CITY OF WESTON, FLORIDA
AND
GREENSOURCE LANDSCAPE AND SPORTS TURF, INC.
FOR
PARKS MAINTENANCE SERVICES: PARKS GROUP A

RFP NO. 2019-13

This Agreement is made and entered into the 29th day of May, 2020 between the City of Weston, a Florida municipal corporation, and Greensource Landscape and Sports Turf, Inc. ("CONTRACTOR") for Parks Maintenance Services- Parks Group A ("Agreement"). References in this Agreement to "City Manager" shall be meant to include his designee.

The following exhibits are incorporated herein and made a part of this Agreement:

- Exhibit A: Certificate of Insurance
- Exhibit B: Fee Schedule
- Exhibit C: Contractor's Sub-Contractors List
- Exhibit D: Transition Plan
- Exhibit E: Performance & Payment Security
- Exhibit F: Addenda

WITNESSETH:

WHEREAS, CITY solicited proposals from proposers to perform Parks Maintenance Services; and

WHEREAS, proposals were evaluated and ranked by a Selection Committee and a recommendation was made to the City Manager; and

WHEREAS, on March 16, 2020, the CITY adopted Resolution No. 2020-25, which ratified or altered the ranking of proposals for Parks Maintenance Services and authorized the appropriate City officials to execute an Agreement with the number one ranked proposer for Parks Group A, Greensource Landscape and Sports Turf, Inc.; and

WHEREAS, City Commission has selected CONTRACTOR to perform Parks Maintenance Services,

on an ongoing, or as needed basis, and at the sole discretion of CITY; and

WHEREAS, CITY and CONTRACTOR desire to enter into an Agreement whereby the duties and obligations each to the other are set forth.

IN CONSIDERATION OF THE MUTUAL COVENANTS AND CONDITIONS HEREIN EXPRESSED AND THE FAITHFUL PERFORMANCE OF ALL SUCH COVENANTS AND CONDITIONS, THE PARTIES AGREE AS FOLLOWS:

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SECTION 1

TERM AND TERMINATION

1.1 Term

The term of this Agreement shall begin on the date that it is fully executed and shall extend until March 31, 2023 with two (2) optional three (3) year renewals by mutual consent, in writing, prior to the expiration of the current term. This provision in no way limits either party's right to terminate this Agreement at any time during the initial term or any extension thereof, pursuant to Section 1.2 of this Agreement.

1.2 Termination

- A. This Agreement may be terminated for cause by action of the City Commission if CONTRACTOR is in breach and has not corrected the breach within 30 days after written notice from CITY identifying the breach, or for convenience by action of the City Commission upon not less than 10 days written notice by the City Manager. This Agreement may also be terminated by the City Manager upon such notice as the City Manager deems appropriate under the circumstances in the event the City Manager determines that termination is necessary to protect the public health, safety, or welfare.
- B. This Agreement may be terminated for cause by CONTRACTOR if CITY is in breach and has not corrected the breach within 60 days after written notice from CONTRACTOR identifying the breach.
- C. Termination of this Agreement for cause shall include but not be limited to, failure to suitably perform the services, failure to continuously perform the services in a manner calculated to meet or accomplish the objectives of CITY as set forth in this Agreement or multiple breaches of the provisions of this Agreement notwithstanding whether any such breach was previously waived or cured.
- D. Notice of termination shall be provided in accordance with Section 8.14(G.) NOTICES of this Agreement except that notice of termination by the City Manager which the City Manager deems necessary to protect the public health, safety or welfare may be verbal notice which shall be promptly confirmed in writing in accordance with Section 8.14(G.) NOTICES of this Agreement.
- E. In the event this Agreement is terminated for convenience, upon being notified of CITY'S election to terminate, CONTRACTOR shall refrain from performing further services or incurring additional expenses under the terms of this Agreement. CONTRACTOR acknowledges and agrees that Ten Dollars (\$10.00) of the compensation to be paid by CITY, the adequacy of which is hereby acknowledged by CONTRACTOR, is given as specific consideration to CONTRACTOR for CITY'S right to terminate this Agreement for convenience.

- F. In the event this Agreement is terminated, any compensation payable by CITY shall be withheld until all documents are provided to CITY pursuant to the Agreement. In no event shall CITY be liable to CONTRACTOR for any additional compensation, other than that provided herein, or for any consequential or incidental damages.

- G. This Agreement may be terminated by the CITY if the CONTRACTOR is found to have submitted a false certification, Form 10, Scrutinized Companies, has been placed on the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria.

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SECTION 2

SCOPE OF WORK

2.1 Intent

The City is requesting proposals from qualified firms for Parks Maintenance Services under a continuing services contract. The Contractor shall provide all labor, supervision, equipment, supplies, tools, materials, and all other necessary incidentals required to perform complete maintenance and operations of the City's parks. Scope of work includes but is not limited to the maintenance of sports fields both natural turf and artificial synthetic turf; maintenance of parks landscaping and irrigation ; litter, trash and recyclables collection receptacle maintenance throughout the parks; litter maintenance parks facilities such as shelters, skate parks, hockey rinks, sand volleyball courts and outdoor basketball courts; and parks operations of gates and restroom buildings opening/closure, operation of sports field lighting.

The Parks Maintenance Services shall be partitioned into four (4) distinct Parks Group (PG) and it is the City's intent to enter into four (4) separate agreements, one for each Parks Group:

- A. Parks Group A: Regional Park and Heron Park;
- B. Parks Group B: Tequesta Trace Park, Indian Trace Park, Eagle Point Park and Town Center Park;
- C. Parks Group C: Vista Park, Cypress Bay High School Athletic Fields, Library Park and Windmill Ranch Park; and
- D. Parks Group D: Gator Run Park, Peace Mound Park, Emerald Estates Park, Tennis Center, Bonaventure Park and Country Isles Park.

Proposers are allowed to submit proposals on one, all, or a combination of the Park Groups, however the following constraints all apply:

- A proposer shall only be awarded a maximum of two (2) Park Groups;
- A proposer shall not be awarded both Parks Group A and Parks Group B; and
- A proposer shall not be awarded both Parks Group A and Parks Group C.

All proposers are advised that the City has **NOT** authorized the use of City's seal by individuals or entities responding to the City's RFP, and that any such use by unauthorized persons or entities constitutes a second-degree misdemeanor pursuant to Section 165.043, Florida Statutes.

2.2 Description of Service

The CONTRACTOR shall provide all labor, supervision, equipment, supplies, tools, materials, and all other necessary incidentals required to perform the complete maintenance and managerial aspects of parks maintenance and operation.

- A. The CONTRACTOR shall open and close all parks in accordance with the days and hours of operation as stated herein. The opening and closing the parks includes but is not limited to the unlocking and opening and closing and locking all entry gates.
- B. The CONTRACTOR shall open and close all public restrooms buildings within the

parcs in accordance with the days and hours of operation as stated herein. The opening and closing the parks restrooms includes but is not limited to the unlocking and opening and closing and locking all restroom doors and rollup doors.

- C. The CONTRACTOR shall be responsible for the maintenance and turf management of all sports field Bermuda turf which includes but not limited to installation and renovation.
- D. The CONTRACTOR shall maintain and manage all clay sports field surfaces and other ancillary areas of the sports fields.
- E. The CONTRACTOR shall prepare and line all sports fields for use, including practices, games and during tournaments. The CONTRACTOR shall have the necessary staff on site to accomplish the tasks set forth herein. See Section 2.3 Sports Field Usage.
- F. The CONTRACTOR shall be responsible for the maintenance, turf management and grooming of artificial synthetic turf in accordance with the manufacturer's recommendations at the existing park locations. The CITY shall provide the infill material and the grooming brush.
- G. The CONTRACTOR shall maintain all landscaping within the CITY parks. Work shall include but is not limited to St. Augustine sod mowing and edging; shrubs & hedges maintenance; pruning of small trees and palms under 10 feet in height; fertilization; disease and pest management; application of herbicides; sod replacement and debris cleanup.
- H. The CONTRACTOR shall inspect, maintain, and repair the landscape irrigation system. See Section 2.5 for further details. The maintenance and repair of irrigation pumps is NOT included in the Scope of Work.
- I. The CONTRACTOR shall turn on and turn off all sports lighting at parks with such facilities.
- J. The CONTRACTOR shall remove all empty litter and recycling receptacles and provide the required litter and debris collection frequency to maintain the parks free from litter.
- K. The CONTRACTOR shall inspect the park shelters & amenities as needed and remove all litter and debris and clean the grills.
- L. The CONTRACTOR shall maintain the dumpster area.
- M. The following activities are NOT included in the Scope of Work: pruning or removal of trees and palms 10 feet or more in height, building repairs & maintenance, parking lot and asphalt repairs, parking light pole repairs and maintenance, sports field lighting repairs & maintenance, sidewalk repairs and maintenance, and maintenance of the water body of City lakes and canals.

2.3. Sports Field Usage

The parks operations and sports field maintenance shall include but is not limited to the adequate coverage to support the following organized sports

Regional Park	
Date	Season
January - March	Flag Football
January - May	Travel Baseball
January - June	Travel Soccer
March - May	Rec. & Adult Soccer
March - May	Rec. Baseball
June - August	Soccer Fields Closed
August - December	Travel Soccer
August - November	Travel Baseball
September- December	Rec. Soccer
September - October	Rec. Baseball
December - January	Soccer Fields Closed
December - January	Soccer Fields Closed

2.4 Fee Schedule and Estimated Quantities

- A. The proposed amount for each item in the Fee Schedule, Exhibit B, shall be inclusive of all the costs to complete the work within the proposed completion time.
- B. No guarantee is expressed or implied as to the quantity of services to be procured under this Agreement.

2.5 Parks Group Areas

The Parks Groups are listed below with the name, size (in acres), address and hours of operation. A summary of the amenities at each park is provided. An interactive map of the parks and the Parks Group can be accessed at www.westonfl.org/ParksGroups. CONTRACTORS can zoom in and pan out on the map. Clicking with the mouse over a specified area, name of the park will be displayed.

In addition to the amenities listed for each park, all parks have landscape consisting of trees, palms, shrubs, hedges and sod.

A. Parks Group A (102 acres total):

1. Regional Park, 102 acres, 20200 Saddle Club Road, 6:30 AM – 11 PM.

- a) Entry gates
- b) Six (6) restroom buildings
- c) Six (6) Bermuda soccer/football fields

- d) Two (2) artificial turf soccer fields
- e) Five (5) bull pens with clay mounds
- f) Four (4) batting cages
- g) Eight (8) Bermuda baseball/softball fields
- h) Four (4) artificial turf on concrete rinks
- i) Four (4) sand volleyball courts
- j) Eight (8) basketball courts
- k) Sports field lighting
- l) Two (2) playgrounds
- m) Three (3) picnic shelters/gazebos with barbeque grills
- n) Skate park

2. Heron Park, 5 acres, 2300 Country Isles Road, 8 AM – Dusk.

- a) Two (2) Bermuda baseball/softball fields

2.6 Irrigation System for Landscaping

The CITY's non-potable water transmission and irrigation system in the parks is comprised of the following:

- A. A transmission network of underground pipes and valves located within the parks and ranging in size from 2" to 6". These are pressurized and clock starts mains supplied with non-potable water withdrawn from surface water lakes and canals city-wide by irrigation pump stations throughout the parks in City.
- B. Tennis Center irrigation system is supplied is potable water from the City of Sunrise.
- C. Landscape irrigation systems which includes but not limited to; time clocks, irrigation zones, lateral (zone) lines, risers, sprinkler heads, electrical wires, valves, valve boxes and controllers.
- D. A detailed GIS map of the CITY's irrigation infrastructure-capable of zooming in and out-can be accessed at: www.westonfl.org/Parks-Irrigation-Clocks.

2.7 City owned Maintenance Buildings and Yard

The CONTRACTOR shall have use of CITY owned park maintenance buildings and yards at Regional Park, Tequesta Trace Park and Vista Park for Parks Group A, Parks Group B and Parks Group C. Use of these facilities for any other purpose other than for the performance of services related to this Agreement is strictly prohibited. Use by the CONTRACTOR for non-CITY related business or activities shall constitute a breach of this Agreement and may result in termination of this Agreement.

Prior to taking occupancy of these facilities the CONTRACTOR shall make a video recording and an inventory of CITY owned furniture, equipment and supplies in order to record the existing conditions. After review and verification by the CITY and the CONTRACTOR, the CONTRACTOR shall submit the video and the inventory to the CITY as a record of the existing conditions.

- A. Regional Park Maintenance Building and Yard (Contains shared space used by the CITY)



- B. The CONTRACTOR shall be responsible for maintaining all CITY owned maintenance facilities in a neat, clean and functional manner, and shall be responsible for any damages beyond normal wear and tear, and/or vandalism. The CONTRACTOR shall notify CITY of any damaged facilities or infrastructure discovered during their routine maintenance and service activities.
- C. The CONTRACTOR shall be responsible to obtain and maintain the cabinets and other containers as warranted by the requirements to store and house all chemicals, pesticides, herbicides, fuel containers and other products utilized by the CONTRACTOR for the work specified in this Agreement.
- D. The CITY shall inspect the maintenance facilities regularly. The CONTRACTOR shall be notified by the CITY of unacceptable conditions or deficiencies found. The CONTRACTOR shall correct the deficiencies within the time frame stipulated in the notice from the CITY. Failure to correct the deficiencies and come into compliance shall result in liquidated damages as specified herein.
- E. The CONTRACTOR shall correct all unsafe or dangerous conditions due to the CONTRACTOR's activity immediately.
- F. The CONTRACTOR shall be responsible for custodial or janitorial cleaning of the office areas to include offices, bathrooms, floors, hallways. Custodial cleaning shall include daily tasks such as cleaning of floors, toilets, sinks, removal of office and kitchen garbage, dusting of desks and windowsills and other customary custodial type tasks. Failure of the CONTRACTOR to shall result in the liquidated damages as outlined in herein.
- G. The CONTRACTOR shall be responsible for any damage to the facilities determined to be the result of the CONTRACTOR. This shall include any and all above ground and below ground damage.
- H. The CONTRACTOR is responsible to obtain and maintain in good standing, all necessary Federal, State and Local registration and licenses required for operations to service the requirements of this Agreement.
- I. The CONTRACTOR shall comply with all applicable National Pollution Discharge Elimination System (NPDES) and other Federal, State and local environmental regulations at it relates to the use of this facilities.
- J. During restoration work on sports fields, the CONTRACTOR shall comply with the requirements for erosion and sedimentation control in accordance with the NPDES regulations as promulgated by the Florida Department of Environmental Protection.
- K. Outdoor Storage of Materials: The CONTRACTOR shall at all times comply with applicable regulatory requirements including NPDES regulations and proper housekeeping maintained at all times.
- L. The CITY is responsible for the payment of the utilities (water, sewer, and electric) at all CITY owned Maintenance Buildings and Yards.

2.8 Bermuda Turf Replacement

The CONTRACTOR shall supply all labor, equipment and materials to perform Bermuda turf field replacement as directed by the CITY. The CONTRACTOR shall remove existing deteriorated turf, prepare the field for receiving new Bermuda turf, deliver and installation new Bermuda turf. The CONTRACTOR shall provide a single unit price for the entire removal and installation.

2.9 Supplemental Services

Beyond the regular routine parks maintenance and operations; landscape and irrigation maintenance, the CONTRACTOR shall, upon the request and approval by the CITY, provide on an as-needed basis Supplemental Services (otherwise called Additional Services) for the purposes of:

- A. Total re-installation of infill for artificial turf fields.
- B. The installation of plants, shrubs, trees, and palms; and the application of chemicals and fertilization.
- C. Synthetic turf field rejuvenation.
- D. Laser grading of sports fields.
- E. Other tasks as requested by the CITY.

These Supplemental Services shall be based on the unit prices and markup/discount of wholesale prices provided in Exhibit B of the Agreement, Fee Schedule.

No guarantee is made as to the quantity or frequency of the Supplemental Services and the CITY reserves the right to have this provided by others.

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SECTION 3

STANDARDS OF WORK

3.1 Schedule of Work

Schedule of Work: On the first business day of each week, the CITY shall furnish to the CONTRACTOR a list of both priority and routine maintenance Work Orders to be considered for completion during the following week. The CONTRACTOR shall then provide to the CITY within three days a preliminary schedule of the work for the following week for review by the CITY. Upon approval by the CITY, the schedule of work shall become final. In addition, the CITY reserves the right to direct the CONTRACTOR to rearrange the schedule to meet the needs of the CITY.

3.2 Work Cycle

The CONTRACTOR shall perform the Work Cycle as specified herein and within the defined duration of time. A Work Cycle consists of the completion of all the specified work at ALL the parks defined in a Parks Group. The types of Work Cycles and durations for the Park Groups are listed below in Table 3.2. Each Park Groups has the same types of Work Cycles but different areas of coverage/ locations.

TABLE 3.2 - Work Cycle

Name of Cycle	Duration
Litter Control/Entry Gates	Daily
Bermuda Turf Mowing	101every 12 months
Turf Disease and Pest Management	30 Calendar days
St Augustine Turf Mowing	7/10/14 Calendar days
Shrubs and Ground Cover Material	30 Calendar days
Hedge Plant Material	90 Calendar days
Irrigation Management	30 Calendar days
Other Sports Field Maintenance (not listed above)	As specified herein

The CONTRACTOR shall complete the Work Cycle in scope and duration as prescribed in the Agreement. Any deviation from the requirements of this provision must be approved by the City Manager, or the CITY's designated representative.

3.3 Litter Control Cycle

CONTRACTOR shall at all times, and especially prior to mowing, retrieve and dispose of all litter and debris throughout the entire park, including, but not limited to: fields, rinks, courts, playgrounds, skate parks, batting cages, picnic shelters, parking lots, and miscellaneous areas. This shall include regular monitoring of the grounds during the hours of operation or while performing maintenance work and disposing of all litter and debris. If the CONTRACTOR

becomes aware of the existence of hazardous wastes located within the park(s), the CONTRACTOR shall immediately notify the CITY.

CONTRACTOR may dispose of litter only (does not include palm fronds, tree limbs, branches or other landscaping debris) in City dumpsters or City facilities. CONTRACTOR shall be responsible for the disposal costs of all other landscape related debris collected.

- A. Trash and recycling receptacles shall be emptied by CONTRACTOR on a regular basis as needed throughout the operating hours of the park to avoid overflow and at a minimum once per day prior to closing time of each park.
- B. CONTRACTOR shall keep trash and recycling receptacle lids in a clean and sanitary condition. Trash and recycling receptacles shall be cleaned with an environmentally safe cleaning product once every month. The exterior surface and trash and recycling liners shall be cleaned at minimum of once each week to prevent odors.
- C. Remove all litter and debris at and around shelters, gazebos and shade structures at a minimum of once per day and monitor throughout shelter activity usage throughout the day and repeat as needed to keep the area free of litter. Clean charcoal grills surface daily and remove embers.
- D. The CONTRACTOR shall remove all litter and debris on floor of enclosure and close enclosure gates at least once a day.
- E. Playgrounds/Tot Lots: The CONTRACTOR shall keep the playground safety surfacing clean. The safety surfacing shall regularly be kept free of loose debris, grass, weeds, etc. Any hazardous conditions shall be reported to the CITY immediately.
- F. Hard Courts – Basketball, Tennis, Rinks & Skate Parks. The CONTRACTOR shall maintain all hard courts, rinks and skate parks in a clean condition and free of vegetation and debris. Any hazardous conditions shall be reported to the CITY immediately.
- G. Sand volleyball courts shall be dragged each Monday, Wednesday and Friday mornings and hand raking of displaced sand shall be done daily.
- H. Dog Waste Stations: CONTRACTOR shall remove waste minimum daily. CONTRACTOR shall provide one roll of pick up bags per week per station. Pickup bags shall be by Dogipot Smart Litter. Above this amount, the CITY will provide additional bags for the CONTRACTOR to install
- I. All graffiti shall be eradicated immediately using graffiti remover or matching paint.

3.4 Turf Mowing Work Cycle

- A. Turf Mowing: A mowing schedule for each week of service shall be provided to the CITY on the last business day of the week prior to service and shall be subject to CITY approval. Mowing wet grass shall be avoided whenever possible. Mower blades must be kept sharp so that the cut grass edge is clean and not ragged. Mowing patterns shall be changed frequently to avoid wear. Any grass clippings or other plant debris remaining on the grass surface shall be removed the same day as the mowing service is performed. Clippings, mulch or other plant debris must be prevented from entering ponds, lakes, water features, or drains. In the event that this occurs, the materials shall be removed immediately.
- B. Bermuda grass: Mow regular playing surfaces, with a reel type mower, at a minimum of once every two or three days for a total of 101 cuts per year. The Bermuda grass shall be cut to a minimum height of $\frac{3}{4}$ " to a maximum height of 1" above soil level. The Bermuda grass shall be cut when the grass height reaches 1 $\frac{1}{4}$ " and the grass height shall not exceed 1 $\frac{1}{2}$ ". The baseball/softball infields shall be cut to a minimum height of $\frac{1}{2}$ " to a maximum height of $\frac{3}{4}$ " above soil level. The baseball/softball infields may be cut when the grass height reaches $\frac{3}{4}$ " and the grass height shall not exceed 1". The Bermuda grass shall be cut often enough such that no more than 1/3 of the leaf surface is removed during each cutting.
- C. Edging: The CONTRACTOR shall trim and properly edge all shrubs and flowerbeds as well as tree rings, curbs, walks, lighting and all other obstacles in the landscape and remove clippings. Paved areas (hard edges) shall be edged every mowing with respect to the turf type adjacent to the edging. Edging of beds and tree rings (soft edging) shall be executed every mowing with respect to the turf type adjacent to the edging. Damage to property or existing vegetation caused by improper trimming or edging shall be repaired or replaced within 48 hours at the CONTRACTOR'S expense.
- D. Cleanup: All sidewalks, walkways, roadways, and other paved areas shall be vacuumed, swept or blown off while the mowing, edging or trimming is in process so that the appearance suffers for the least amount of time. Landscape lighting shall be wiped, blown off or vacuumed as needed to prevent accumulation of clippings and dead insects. Landscape areas shall be raked and cleaned of clippings, leaves, sticks, twigs and all litter and debris each time the soft edging is done. All mowing schedules shall be subject to approval by the CITY. No chemical edging allowed.
- E. Tire Ruts in Swale Areas: The CONTRACTOR shall tamp and/or replace sod damaged by tire ruts in swale areas within 48 hours of the daily inspection.

3.5 Turf Disease and Pest Management Work Cycle: The CONTRACTOR shall adhere to the following for disease and pest management of all turf grass.

- A. The CONTRACTOR shall control or eradicate diseases and infestations by chewing or sucking insects, leaf miners, fire ants and other pests by spraying affected plants and shrubs with chemical sprays and combinations of sprays suitable for that particular disease or pest when the infestation or infection becomes evident and as often thereafter as necessary. All applications shall be performed by persons holding

a valid pesticide application license as issued by the State of Florida and shall be done in accordance with the pesticide manufacturer's recommended rates and all applicable Federal, State, County and Municipal regulations. The CONTRACTOR shall respond within 72 hours after a request or notice from CITY. The CONTRACTOR shall be fully licensed to spray pesticides and shall use sound cultural practices that aid in preventing the presence or proliferation of insects and diseases.

- B. The CONTRACTOR shall maintain all turf, planting beds and tree rings in a weed free condition. The CONTRACTOR shall apply various herbicides by means of spray type devices to aid in the control of unwanted weeds and vegetation. All applications shall be performed by persons holding a valid herbicide application license as issued by the State of Florida and shall be done in accordance with the herbicide manufacturer's recommended rates and all applicable Federal, State, County and Municipal regulations. Herbicides shall be used only with prior written approval by the CITY as to type, location and method of application. The CONTRACTOR shall exercise extreme care so as not to overspray and affect areas not intended for treatment. Areas adversely affected by such overspray shall be restored at the CONTRACTOR'S expense.
- C. The CONTRACTOR shall, after a chemical application, remove all signs in accordance with the chemical products' recommended standards.

3.6 Plants, Shrub and Ground Cover Maintenance Work Cycle: The CONTRACTOR shall adhere to the following:

- A. All hedge plant material including, but not limited to, green buttonwood, ficus, clusia and arboricola shall be pruned once every three (3) months or ninety (90) days; all other shrubs and ground cover material shall be pruned once (1) per month or thirty (30) days to insure the best shape, health and character of the individual plant.
- B. The entire top of ficus hedges shall be trimmed and may require the use of a scissor lift or bucket truck. Hand trimming shall be utilized whenever possible to promote lateral plant growth. Mechanical trimming shall only be utilized when the health or appearance of the plant shall not be damaged by the mechanical trimmers.
- C. Ground cover plants shall be selectively cut back to encourage lateral growth and kept in bounds and out of other plantings, walkways, lighting, etc. Cuts shall be made with sharp and proper tools. When cutting parts of branches, leave a living bud at the end of the stub. Make cuts sufficiently close to parent stem so that the healing can readily start under normal conditions.

3.7 Irrigation System Maintenance Management Work Cycle

- A. The CONTRACTOR shall be responsible for the operation, maintenance and repair of the irrigation system which includes but is not limited to setting and adjusting the time clocks to insure proper watering of all plants, shrubs, trees, palms, turf, landscaping, and ground cover contained within the Landscape Maintenance Areas to provide for a uniform lush green landscape appearance. Any damage to the irrigation system discovered must be reported to the CITY immediately.

- B. The CONTRACTOR shall have forty-five (45) days from the start of the Agreement to perform an initial inspection of the irrigation system and provide a report to the CITY of any existing damage and/or incorrect operation and coverage. The CONTRACTOR shall be responsible for the system working properly, as specified herein, after the initial inspection report and subsequent repairs.
- C. The CONTRACTOR shall adjust the irrigation during the various seasons to maintain the uniform lush green landscape appearance. The CONTRACTOR shall manage and irrigate areas as needed during periods of little or no rainfall using the irrigation system and/or any supplemental watering necessary to keep the plant material, turf, and landscaping in optimum health. Supplemental watering may require a large portable watering tank, impact sprinklers or additional hose to be supplied by the CONTRACTOR.
- D. The CONTRACTOR shall be responsible for controlling the amount of water used for irrigation. Damage that results from over-watering or insufficient watering shall be the responsibility of the CONTRACTOR to repair or replace at the CONTRACTOR'S expense.
- E. Irrigation watering schedules must comply with all local, county, regional and State watering restrictions. There shall be no watering on any day between the hours of 10:00 AM and 4:00 PM unless an irrigation technician is at the site being irrigated.
- F. The CONTRACTOR shall, within thirty (30) calendar days, fully operate all the irrigation zones from the irrigation clock and replace, repair or clean all irrigation heads, lateral lines, electrical wires, valve boxes and controllers as needed. Any equipment damaged by the CONTRACTOR'S operation shall be replaced at the CONTRACTOR'S expense with the same equipment/part and by the same manufacturer unless otherwise approved by the CITY.
- G. The CONTRACTOR shall perform all irrigation repairs to the lateral lines, risers and sprinkler heads as required to keep the system operating. For this category of work the CITY shall reimburse the CONTRACTOR for materials ONLY.
- H. The CONTRACTOR shall perform repairs on main lines; pump in-take piping; electrical wires from zone valves back to the clock; and replace damaged or broken valve boxes. For this category the CITY shall reimburse the CONTRACTOR for labor and materials.
- I. The CONTRACTOR shall provide written report of the following:
 - 1. Once per week, a list of all the irrigation zones clocks serviced.
 - 2. Once per workday, a list of irrigation parts and materials used for repairs.
- J. Reimbursable Items: THE CONTRACTOR shall obtain authorization by the CITY prior to commencement. The CONTRACTOR shall be reimbursed based markup provided in Exhibit B of the Agreement, Fee Schedule. See Section 5.3 for details on the required source for wholesale pricing.

3.8 Athletic Sport Fields Maintenance and Management Cycle

A. Baseball/Softball Fields

1. The CONTRACTOR shall be responsible for the inspection, maintenance, upkeep and repair of all clay areas including home plate/batter's box, pitcher's mounds, base paths and warning tracks. The CONTRACTOR will provide consistent and safe playing conditions.
2. Clay areas shall be inspected on a daily basis and any large stones or clumping material, ruts, holes, wet or dry areas, soft or hard spots, bowled out areas shall be repaired or replaced. Clay areas shall be scarified, dragged and watered daily until the desired texture is achieved. Maintain at least 1/4" of calcide or conditioner on the clay areas at a minimum of once annually. The CONTRACTOR shall install home plates, pitcher's rubbers, bases and anchors at dimensions as specified by the CITY.
3. On game days, the CONTRACTOR shall line the fields and install bases as needed, including between games, at dimensions as specified by the CITY. Pitcher's mounds and batter's boxes shall be repaired daily or, at a minimum, after being used. The clay areas shall be lined with marble dust.
4. The CONTRACTOR shall be construct temporary pitcher's mounds, a maximum of twice per year on all softball fields.
5. CONTRACTOR shall maintain all batting cages, which shall be kept clean and free of vegetation and debris. CONTRACTOR shall report all visible net and cages damage to the CITY. Any hazardous conditions shall be reported to the CITY immediately verbally and documented in writing/email.

B. Bermuda Turf - Soccer/Football/Baseball/Softball Fields

1. The CONTRACTOR shall inspect all turf areas on a daily basis and any large stones, ruts, holes, or bowled out areas shall be repaired or replaced. In preparation for game days, the CONTRACTOR shall line the fields as needed, including between games, at dimensions specified by the CITY. Latex marking paint (provided by CITY) shall be used for all lines on turf areas, and more than one color paint may be required.
2. The CONTRACTOR shall place sandbags on soccer goals at all times to prevent tipping. Two sandbags shall be utilized on 6' x 12' and 6' x 18' goals, three sandbags on 7' x 21' goals, and four sandbags on 8' x 24' goals. The CITY shall provide the sandbags. The CONTRACTOR shall be responsible for the repair of damage to goals and nets caused by the CONTRACTOR.
3. Regularly Scheduled - The CITY shall provide the CONTRACTOR with a schedule on or before the Sunday of upcoming week to request the lining and preparation of a field. Failure by the CONTRACTOR to perform will result in liquidated damages specified herein.

4. Limited Emergency Requests – The CONTRACTOR shall have the capacity to handle emergency field preparation and lining, limited to one field per request per day. In these cases, the CITY shall provide advance notice of at least 2 hours.
 5. On game days, the CONTRACTOR shall:
 - a. Prepare the fields and properly line/mark for the applicable age group.
 - b. Monitor activities and have proper materials, equipment and tools on hand to handle all field issues to keep fields in a safe and playable.
 6. During Tournaments (non-regular league games), the CONTRACTOR shall provide field preparation and lining throughout the ENTIRE days of the Tournament. The CONTRACTOR will provide consistent and safe playing conditions.
- C. Artificial/Synthetic Turf Sports Field
1. The CONTRACTOR shall perform effective, routine maintenance daily and maintain the turf in accordance with the turf manufacturer’s warranty. The CONTRACTOR shall:
 - a. Conduct inspections and perform minor repairs to avoid playing hazards;
 - b. Walk the field daily and conduct more detailed inspections according to your field turf recommended schedule;
 - c. Keep the playing surface clean and free of debris and contaminants;
 - d. Pay special attention to the most heavily used areas, such as midfield, goal mouths, corner kick areas and team sideline areas for football.
 - e. Check and maintain proper infill levels to provide a consistent surface. Add new infill or redistribute migrated infill, where necessary, to the recommended depth;
 - f. Brush the surface to preserve appearance, keep grass fibers upright, and maintain even infill levels, making sure to use only approved bristles that will not overly abrade the fibers.
 - g. Check seams and joints where panels or any field markings are joined together. Notify the City immediately of hazards or locations needing repair.
 - h. Note any deteriorating grass fiber or infill conditions, visual or excess wear concerns, drainage concerns, performance concerns, etc. and report them to the CITY.
 - i. Maintain a maintenance and activity log.
 - j. Field Preparation – The CONTRACTOR shall adhere to Paragraphs 3.8(B)2 through 3.8(B)6 for artificial turf fields.

2. The CONTRACTOR shall perform routine maintenance to ensure playing surface is free of debris and contaminants that can compromise the safety of the field as well as to raise the turf fibers with brushing and allowing them to perform as designed per the turf manufacturer's warranty.
3. The CONTRACTOR shall keep a maintenance and activity log for each synthetic turf sports field and shall record all maintenance and repair activities. At a minimum the following shall be logged. A copy of this log shall be provided to the CITY in a PDF and Excel in a format approved by the CITY.
 - a. Type of Activity during week
 - b. Estimated number of hours used during week
 - c. Average number of participants per hour
 - d. Type of maintenance activity performed
 - e. Remarks/Notes
 - f. Signature of maintenance supervisor
4. Grooming – CONTRACTOR shall brush the turf to maintain uniform infill levels, keep the grass fibers upright, remove debris, and improve the field appearance. While grooming, the CONTRACTOR shall inspect the field for unsafe conditions.
5. The CITY's synthetic turf fields products- The CONTRACTOR shall adhere to manufacturer's for recommended procedures.
 - a. For Regional Park: Turf - ActGlobal, Xtrem Turf DX60; Infill - Green Play (Organic)
6. Grooming Frequency. The CONTRACTOR shall follow the turf manufacturer's recommend grooming frequency. In general, the frequency will be related to the intensity of use. The CONTRACTOR shall note that excessive brushing can cause fiber damage which over time will compromise the field's performance characteristics and longevity.

Grooming Equipment—The CONTRACTOR shall use a static brush for general infill leveling and to stand up the grass fibers. The CITY owned grooming equipment includes:

 - a. Regional Park – Drag Brush by FieldSpec® Synthetic Turf Maintenance. See 3.8(C)14
7. Watering – The CONTRACTOR shall water the infill as per the manufacturer's recommendation.
8. Equipment Leaks or Spills – The CONTRACTOR shall prevent leaks or spills by checking equipment and its components thoroughly before use on turf; do not fill fuels, oils, fluids while equipment is on the field. Wipe any excess

grease from any/all fittings. Petroleum-based spills can damage the synthetic turf.

9. Field Markings – The CONTRACTOR shall use temporary paints specifically formulated for synthetic turf. CONTRACTOR to submit specification to the CITY for approval. Paint shall be applied only to the turf fibers, and not into the infill. This will not be possible if in-fill levels are too high. CONTRACTOR shall remove and reapply paint after a maximum of four applications to avoid hard-to-remove build-up.
10. Hydraulic fluid – The CONTRACTOR shall use only the newer biodegradable fluids for CONTRACTOR’s equipment—do not use petroleum-based fluids. The CONTRACTOR shall not fill equipment while it is on the turf. Do not overfill. Newer equipment has an overflow tube that drains directly under the equipment and onto the ground. Use a catch pan while filling to prevent accidental spillage.
11. The CONTRACTOR shall be responsible for the cost of repair damage to the turf and infill replacement due to leakage of CONTRACTOR’s equipment. and clean any remaining fluid from the turf.

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12. Organic Infill at Regional Park



Greenplay® is the proven organic infill option for synthetic turf fields that enables them to look, feel and perform like natural grass. Greenplay® is the next generation of well-established cork & coconut infill technology built upon the company's experience gained in the North American market since 2006 and earning the reputation in the turf industry as the most trusted source for organic infill. This proven technology is successfully utilized in schools and municipalities in the diverse regions across North America. Greenplay® is environmentally sustainable and 100% recyclable, eliminating expensive disposal costs at the end of the turf life. It resists the occurrence of mold and fungus due to the naturally occurring tannins. This highly permeable organic infill absorbs and retains moisture which results in an evaporative effect that greatly reduces turf temperatures, similar to natural soil. When utilized in synthetic turf, Greenplay® provides high performance on par with the most pristine natural grass, providing secure traction underfoot by enhancing foot stability with low energy restitution, reduced vertical deformation, reduced G-Max and increased critical fall height.

Non-toxic ◊ odorless ◊ mold & fungus resistant ◊ UV stable ◊ lower field temps ◊ 100% recyclable

SPORT PERFORMANCE SPECIFICATION	
Origin	Select, pesticide free source of virgin plant materials
Composition	High tensile strength coconut fiber & dense cork matrix
Recyclability	100%
Moisture Retention (by wt)	150% (1 lb dry/3.5 lb moist)
Permeability	Minimum 36 inch/hr with turf
Optimal moisture content	>20%
Color	Natural brown earth tones
Resists	Mold, fungus, rot
Bulk density	11.86 lbs/cu ft
Granulometry	0.35 to 9 mm
Vertical deformation	7.75 mm
Abrasiveness Index	21
Force reduction	61%
Energy restitution	26%
Rotational resistance	36
G-Max	113
HIC	271



All values with 2.25" turf, no pad. A performance pad (such as Brock) will significantly improve G-Max and HIC values

Greenplay Organics LLC www.greenplayusa.com ph 516-223-0202

13. Maintenance Procedures for fields with Organic Infill



GREENPLAY BOARD OF DIRECTORS
PO BOX 100000, DENVER, CO 80201
WWW.GREENPLAY.COM



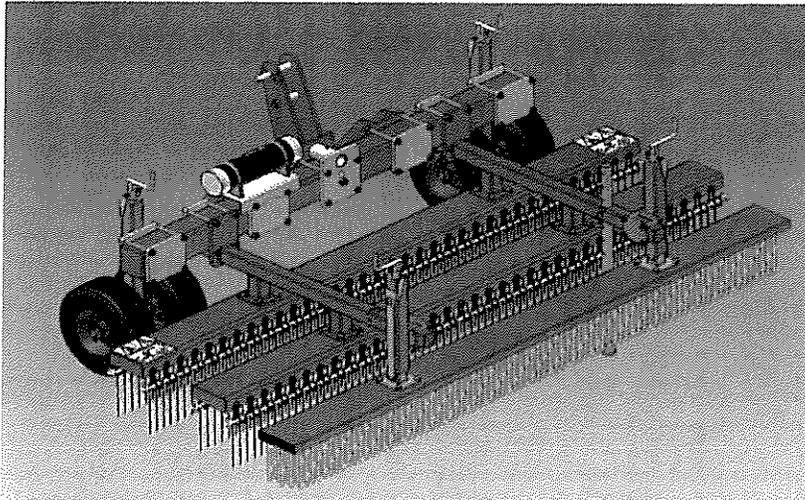
INTRODUCTION

Congratulations on the installation of your new field with proven Greenplay organic Infill. Basic common sense and maintenance procedures, as described in this manual, will prolong the performance levels designed into your new field.

Please be sure to follow these basic guidelines:

- Keep the field and its surroundings clean and free from debris
- Prohibit the use of sharp metal objects in contact with the surface
- Follow the guidelines for vehicular use and static loads
- Bring any defects to the attention of *GreenPlay* as quickly as possible
- Be diligent with grooming and maintenance

GEO-GROOM



SPECIFICATIONS

Model: Tow-behind Geo-Groom

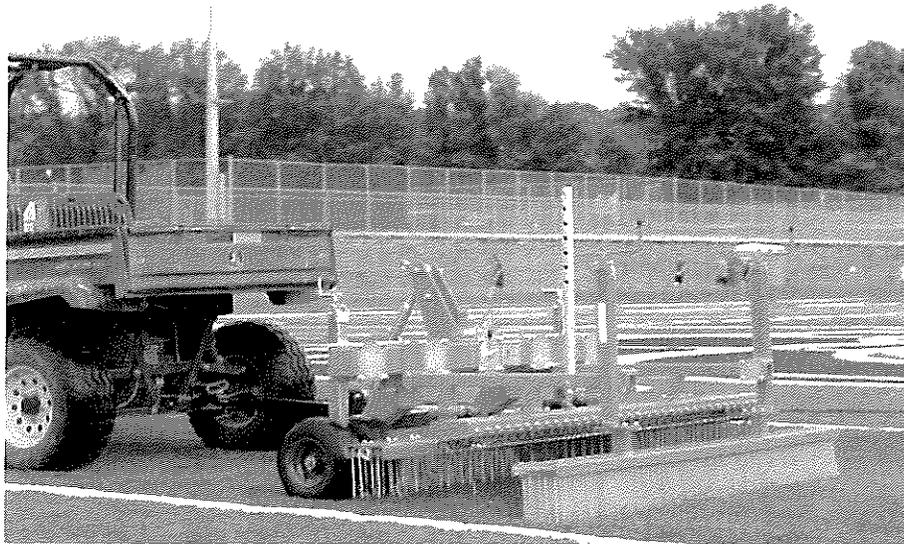
Chassis: Steel-tubular, vertically adjustable with (independent) vertically adjustable brush outrigger

Length: 50" Width: 79" Weight: 495 lbs.

Tines: 2 row- flexible, 8mm thick

2 row- flexible, 5mm thick

Brush: Full-width 4" poly brush



ROUTINE GROOMING-TINES UP W/BRUSH ONLY

ROUTINE GROOMING

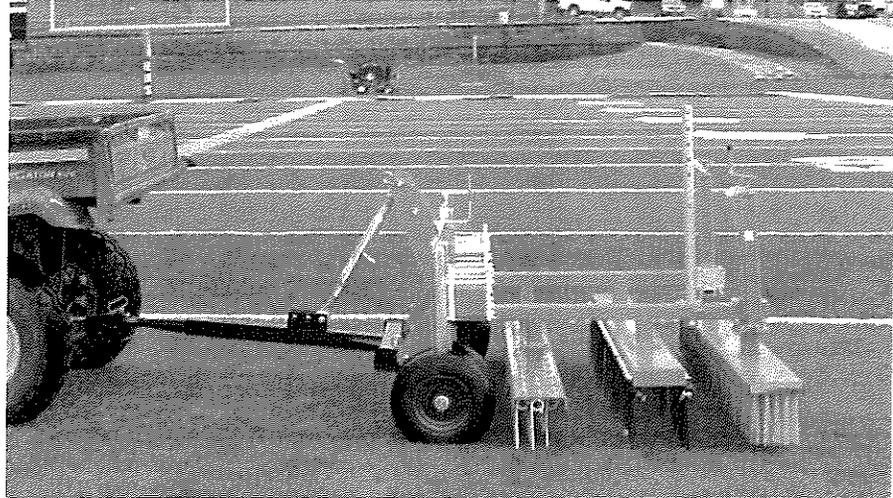
The main purpose of routine maintenance is to ensure that the synthetic turf playing surface is free of debris and contaminants that can compromise the safety of the field as well as to raise the turf fibres with brushing and allowing them to perform as designed per the turf manufacturers warranty.

Routine maintenance with a Geo-Groom is accomplished by raising the metal tines above the level of the turf and lowering the brush into the turf so that it maintains an average height of approximately $\frac{3}{8}$ " to $\frac{1}{2}$ " (or the thickness of a fingertip) above the infill so that there is no displacement of infill.

The maintenance for a field utilizing organic infill should only be carried out by *Authorized personnel* trained and/or supervised by *GreenPlay* once the installation is complete, these crews may consist of facility or maintenance personnel on behalf of the end user. The duration of the training will be determined by the *GreenPlay* staff and/or certified installers until it is determined that the use of the equipment and procedures are fully understood. The end user will be required to maintain a light utility vehicle or tractor to mount or drag the Geo-Groom described in this manual. Existing equipment already in service at your facility should be brought to our attention due to the unique nature of the organic matrix in the infill. Please notify *GreenPlay* when any new equipment is being considered for use on the field.

Note:

- 1- Follow the guidelines of the turf mfg. for routine maintenance, +/- every 80 hours of play.
- 2- Maintenance should not be carried out when the field is wet or the moisture level of the organic infill is well above 50% as this will inhibit proper movement of the material.



MAINTENANCE WITH TINES ONLY- BRUSH RAISED

SEASONAL MAINTENANCE

It is important that the surface of the infill be uniformly flat and even across the field. This is maintained by grooming the field with the approved Geo-Groom groomer with vertically adjustable spring tine rake at least twice a season, especially in regions of snowfall or heavy rains. As is typical with all infills during heavy overall use, or heavy use in specific areas, it may be necessary to groom and even out the infill more frequently to maintain a uniform playing surface. The height of the infill should remain uniform at about one-half to three-quarters of an inch on average below the overall height of the turf. The void space, or difference between the overall height of the turf and the height of the infill is referred to as the *free pile*. Too much *free pile* will cause the turf fibers to lose support and eventually weaken, causing a premature loss of performance (refer to the turf manufacturers guidelines). It may be necessary to add infill after a certain amount of time to top off the field and maintain the appropriate *free pile* height. On average, about three percent of infill may need to be added per year. The infill can be applied and distributed with a motorized spreader, a hand spreader or with a shovel and tine rake.

This maintenance is accomplished with the Geo-Groom by raising the brush out of the way and lowering the spring tines into the infill just enough to decompact and even it out over the field.

For areas with a high intensity of use, such as the penalty areas, goal, corner flags, mid-field or baseball running lanes where sliding is normal- more frequent, yet localized, grooming may be required. It is recommended that an "attic stock", or reserve quantity of infill be delivered with every project so it will be available as needed.

The Geo-Groom is designed to be towed across the field by either a small tractor by a three-point mounting attachments or with a light utility vehicle such as a Gator or Clubman using a drag-bar hitch attachment (as shown in photo), there are no hydraulics involved in either operation.



MOTORIZED EQUIPMENT GUIDELINES

Vehicles should never remain stationary with the motor running on the turf long enough to cause the hot exhaust or fluids to concentrate onto the synthetic fibres and cause them to melt

Always ensure that the vehicles and equipment used on the turf are properly maintained. Do not perform vehicle maintenance or repairs on the field so as to avoid any leakage of oil, grease, transmission fluid, battery acid, etc. onto the turf and potentially damage the fibre

Most Turf fields are designed so that vehicles may be driven across them without causing damage, provided the following recommendations are adhered to:

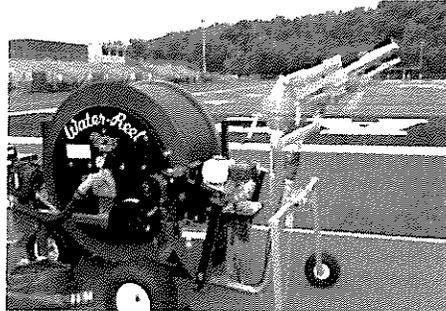
- Avoid driving on field if temperature is below 30°F or above 120°F
- Vehicle rolling load must not exceed 35 psi
- Only vehicles fitted with low pressure tires may be driven directly on the surface of the field
- Vehicle turns must be performed in broad circles
- Moving vehicles must not exceed 10 miles per hour
- There should be no sudden braking
- Sudden accelerations in wheel spin must not occur, especially on damp surfaces
- The wheels of the vehicles must remain clean and free of mud and dirt
- All vehicle must be checked for leakage of oil, battery acid, fuel or hydraulic fluid
- To avoid potential damage to the infill material and to the synthetic turf, vehicles must not be driven on the field when it is wet

EVENTS

If the staging of chairs or bleachers on the field cannot be avoided, we recommend the static load not exceed 3 psi, or 300 lbs per square foot. It is further advised that a layer of 10 mil polyethylene sheeting be installed over the field and clean three quarter inch plywood be placed uniformly over the plastic with 2 x 10 timbers placed under major static loads. If any protection should remain in place for more than three days, a full grooming is recommended upon its removal

IRRIGATION

Our organic Infill comprised of a proprietary blend of coconut fibers/cork tested for high durability and resiliency. It is based on technology that has been tested and in use successfully in over four hundred fields since 2006. Temporary irrigation may be necessary in regions with less than 50% relative annual humidity (average) and limited rainfall, specifically AZ, AK, CO, ID, NV, NM, UT, TX & WY. In these regions where there is occasional rainfall and moderate humidity for most of the year we recommend temporary irrigation such as a Kifco Water-Reel E-200S (photo below). Models are now available that can water an entire field in less than one hour and the unit is small enough to stage at the periphery of the field when required.



WATERING AND REPLENISHMENT GUIDELINES

Watering for a typical 80,000 ft² playing field will be defined as:

- » Ambient humidity above 50%- 6,500 gallons or 10.5 oz./ft²
- » Ambient humidity below 50%- 8,000 gallons or 12.8 oz./ft²

Typical environment:

There is a direct correlation between the watering requirements for organic *Greenplay* and the frequency of rainfall as well as the ambient humidity. The rule of thumb would be to be sure there is at least one watering every two weeks from either rainfall or irrigation.

1. Coastal/tropical-

For instance, on the east coast and most regions of the US where occasional precipitation and min. 50% average humidity is the norm, there is typically no irrigation required. Despite climates with high ambient humidity of over 50% but with less predictable precipitation of no more than once every two weeks, it may be necessary to supplement with watering.

2. Arid-

With dry, inconsistent or unpredictable climate zones, it is better to err on the side of caution and treat the field as if it is in a dry climate and check moisture meter on a weekly basis. Permanent irrigation may be necessary for these applications.

Watering Maintenance

The aforementioned quantities of water by volume equate to a percentage of the relative weight of water to *Greenplay* of 30% or higher, this is the ideal operating and performance range.

An increase to this percentage of relative weight of water to organic *Greenplay* will not be harmful and will not sacrifice performance, playability is minimally affected during heavy rains.

However, should the same relative percentage drop below 20% for any extended period of time or greater than four weeks, the organic material may become dry and brittle.



Testing and Monitoring of Moisture Levels

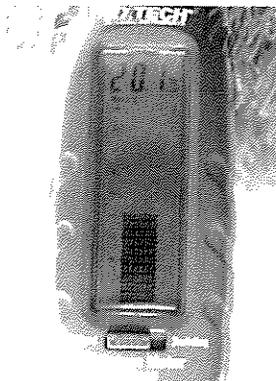
To determine the moisture levels of the organic infill, measurements need to be taken at areas of the field that represent the overall playing surface and would include the perimeter as well as the general area of the field in equal grids of approximately 10,000 square feet each.

The recommended device is the Moisture Meter, model M0210, manufactured by *Extech* (or similar) and available at *Grainger* for less than \$200, as shown in the photos below.

The setting should be set for "Wood" and the probes inserted into the infill at their full depth for a true reading of the moisture at +/- one-half inch (1/2") below the surface.

Three critical readings are represented in the photos below to indicate poor moisture content at 20%, acceptable moisture content at 30% and ideal moisture content at 50%. Oversaturation or readings above 50% will not damage the infill or sacrifice performance of play.

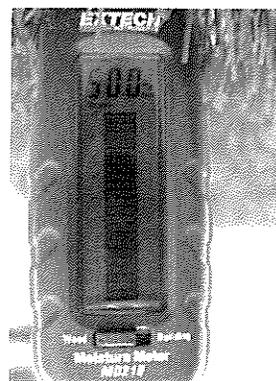
It is important that these readings are taken at least once per month when there is no natural precipitation to supplement the infill moisture. In most instances where there is naturally high ambient humidity of 50% or more, additional watering may not be required due to the inherent property of the organic infill to absorb the moisture from the air. Climate variables such as continuous sunlight or cloud cover will affect the amount of evaporation and should be compensated for along with precipitation and humidity.



CAUTION- Infill is Dry



Acceptable Moisture



IDEAL Moisture

REPLENISHMENT OR "TOPPING OFF"

An 80,000 ft² field (2" pile ht.) requires approximately 160,000 lbs. or 90 sacks (1760 lbs. each) at install.

Based on experience, typical replenishment will consist of no more than 3-5% per annum as long as the minimum moisture requirements for the infill are met.

With proper maintenance, topping off should require no more than 40 sacks over 8 yr. life.

7/11/2019

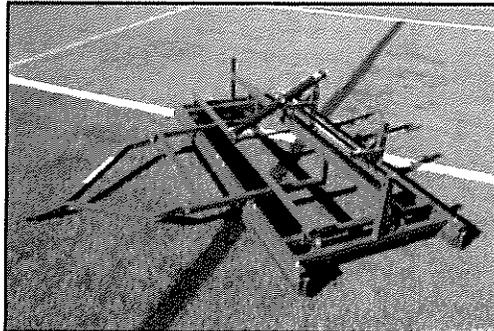
14. Tequesta Trace Park and Regional Park – Drag Brush by FieldSpec® Synthetic Turf Maintenance Equipment



FieldSpec® Synthetic Turf Maintenance Equipment

Drag Brush

OWNERS/OPERATING MANUAL

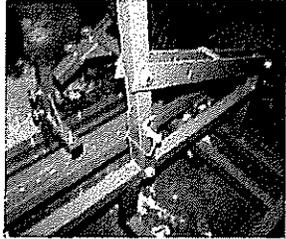


Manufactured by Sportsfield Specialties, Inc.

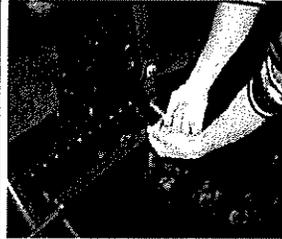
Revision Date: 1/27/15

OPERATION

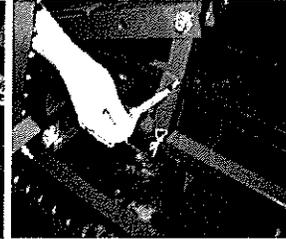
Lowering Extension Arms (IF APPLICABLE) – Once the **Drag Brush** is towed to the location of the synthetic infill turf field the Extension Arms must be carefully lowered. Each Extension Arm is held in the upright position by a locking pin which must be removed prior to lowering the arm, see **Picture 3**. Remove the pin by sliding the catch off the end of the pin and pulling out of the way, **Picture 4**. Using the catch, slide the pin out from the Drag Brush support structure, **Picture 5**.



Picture 3



Picture 4



Picture 5



CAUTION

While the Extension Arms are lightweight they can be awkward to lower. Please grab the outside of the extension arm firmly then lower to the ground, **Picture 6**.

Once lowered the Extension Arm locking pin must be reinserted into the structure to lock the Arm in the horizontal position, see **Picture 7**.

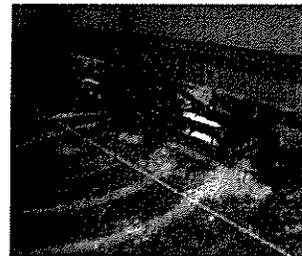
Follow the above procedure on both sides of the **Drag Brush**, the results should be as in **Picture 8**.



Picture 6



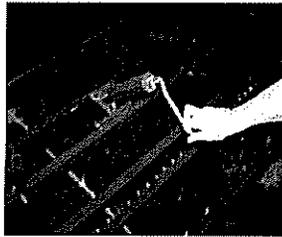
Picture 7



Picture 8

Revision Date: 1/27/15

Adjusting Brush Height – Once both extension arms have been lowered utilize the manual crank assembly to lower and raise the brush and tine assemblies, **Picture 9**. Prior to adjustment the brushes should be at a height of 2” to 3” off the ground depending on the infill depth and height of the synthetic fibers, see **Picture 10**. In **Picture 11** the unit has been lowered to the point where the brushes are just touching the surface to be groomed, the adjustment required will vary from field to field.



Picture 9



Picture 10



Picture 11

The **Drag Brush** is designed so that the wheels can be rotated off the ground entirely allowing the brushes to bear the full weight of the unit. This provides optimum grooming, however also increases the brush wear, accelerating the potential replacement cycle. Since each field, grounds staff, sport and coach are different the adjusted height of the brush system will be dictated by the perceived appearance once the grooming is complete.

Adjusting Tine Height – The spring tines on the **Drag Brush** are designed to be adjusted independently from the brushes. During use the tines should not exceed a depth of ½” into the infill. To adjust simply loosen the knurled knobs located above the square tube support for the tines, 6 locations with 2 knobs at each location, **Picture 12**.

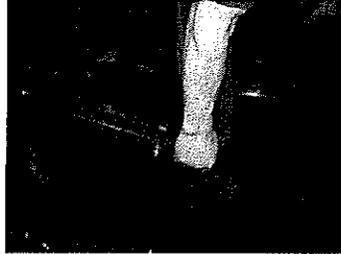


Picture 12

IMPORTANT NOTE: Since these tines can be more aggressive than the brushes it is important that they be carefully adjusted during first use and checked prior to each use thereafter!!!

Revision Date: 1/27/15

Preparing the Drag Brush for Transport – Once grooming is complete the **Drag Brush** must be prepared for transport away from the synthetic infill turf field. To do this please remove the locking pin installed in **Picture 7** and carefully lift the arm as shown in **Picture 13**. Once the arm begins to lift off the ground firmly grab the outside of the Extension Arm and pull upwards to the vertical locking position, reinsert pin as demonstrated in **Picture 3**.



Picture 13



WARNING

The Extension Arm must be pinned in the vertical position with the lock pin fully engaged and the safety clip fully fastened around the pin, **Picture 3**. Failure to do so could result in the Extension Arm falling during transport potentially injuring bystanders and/or the tow vehicle operator.

Once arms are properly pinned in the vertical position, please adjust the wheels so that the brushes are at their fullest height, see **Picture 9**.

Checking the Drag Brush for Wear – Periodically check brush length and tines to determine if replacement is warranted.

Frequency of Use – Pass the **Drag Brush** with only the tines over the entire field service a minimum of once every 4 - 6 weeks. This procedure will groom the fibers and infill to prevent the fibers from matting down an excessive amount and will keep the infill loosened up to maximize drainage characteristics. The object of using the Drag Brush is to put only slight pressure on the tines in order to have them go into the surface just enough to lift the fibers up from a more flattened position and to turn the very top of the infill.

Use the Brush component of the Drag Brush every 6 – 8 weeks.

Revision Date: 1/27/15

15. Regional Park Artificial Turf Warranty



CORPORATE OFFICE | AMERICA
4201 West Parmer Lane
Suite B 175
Austin, Texas 78727 USA
☎ + 1 512 733 5300

Eight Year Standard Warranty

Weston Regional Park Artificial Athletic Turf
20200 Saddle Club Rd, Weston FL 33327

Act Global Americas Inc. ("Act Global") endeavors to use the highest quality materials and the latest manufacturing techniques in the production of Synthetic Turf. Our products are manufactured according to our product specifications. The fibers and backing are independently warranted by the respective supplier.

The Synthetic Turf supplied by Act Global is guaranteed against defects in workmanship for a period of eight years from the date of manufacturing. For the purposes of this warranty, the product shall be deemed to have failed in UV stability if the original tensile strength of the Synthetic Turf decreases by more than 50 percent during the warranty period.

The term "Synthetic Turf", as used herein, shall only include product supplied by Act Global. This guarantee shall not cover any defects, failure or damage in or to the Synthetic Turf, which is:

- a) subject to abuse, misuse, negligence or improper maintenance
- b) installed, repaired, altered or replaced by any person other than a pre-approved installer using pre-approved infill and installation materials and quantities.
- c) damaged, directly or indirectly, including but not limited to, on account of, accident, vandalism, machinery, spiked shoes, animals, misuse, fire, flood, reflections, chemical reactions, acts of God, static or dynamic loads exceeding Act Global specifications at time of installation, improper or faulty subsurface preparation, failure of the subsurface after installation including settling of the surface, and the use of dry cleaning fluids or improper cleaning methods
- d) exposed to light other than natural light or approved artificial light.

Synthetic turf is considered a consumable product; therefore, this warranty excludes wear and tear.

This guarantee is expressly in lieu of all conditions and warranties expressed or implied in fact or by law or otherwise, including without limitation, any implied conditions or warranties as to merchantability or fitness for a particular purpose. No person or party is authorized to create any obligation or liability for Act Global and only the guarantee expressed herein shall apply. Act Global's obligations under this guarantee are restricted to the repair or, at its sole option, replacement of all, or the affected parts covered herein. Act Global liability under this warranty is limited to the material value of the item to be repaired or replaced and only if maintenance has been performed and documented in accordance to Act Global's maintenance program.

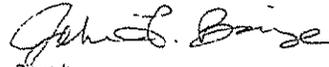
WWW.ACTGLOBAL.COM | EMAIL: INFO@ACTGLOBAL.COM



The remedy of repair or replacement set forth herein shall be sole remedy and Act Global shall have no other obligations or liability in connection with any matter or thing, including without limitation, damages for personal injury or damages related to lost revenue, increased costs, downtime costs and all other indirect or consequential damages.

Act Global endeavors to handle all warranty claims promptly and professionally conditional on customer's account being in good standing at time of claim. It is agreed that all claims by purchaser made under the foregoing guarantee shall be invalid and null and void unless made in writing to Act Global within eight years from date of manufacture and within thirty days of learning of the cause giving rise to its claim. This Warranty is issued to the direct buyer of Act Global and is not transferable.

Act Global Americas Inc.



Signed:

Manufactured Date: November 27, 2017
Project Name: Weston Regional Park Artificial Athletic Turf

16. Regional Park Artificial Turf Warranty



CORPORATE OFFICE | AMERICA
4201 West Parmer Lane
Suite B 175
Austin, Texas 78727 USA
T + 1 512 733 5300

Eight Year Standard Warranty

Weston Regional Park Artificial Athletic Turf
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- a) subject to abuse, misuse, negligence or improper maintenance
- b) installed, repaired, altered or replaced by any person other than a pre-approved installer using pre-approved infill and installation materials and quantities.
- c) damaged, directly or indirectly, including but not limited to, on account of, accident, vandalism, machinery, spiked shoes, animals, misuse, fire, flood, reflections, chemical reactions, acts of God, static or dynamic loads exceeding Act Global specifications at time of installation, improper or faulty subsurface preparation, failure of the subsurface after installation including settling of the surface, and the use of dry cleaning fluids or improper cleaning methods
- d) exposed to light other than natural light or approved artificial light.

Synthetic turf is considered a consumable product; therefore, this warranty excludes wear and tear.

This guarantee is expressly in lieu of all conditions and warranties expressed or implied in fact or by law or otherwise, including without limitation, any implied conditions or warranties as to merchantability or fitness for a particular purpose. No person or party is authorized to create any obligation or liability for Act Global and only the guarantee expressed herein shall apply. Act Global's obligations under this guarantee are restricted to the repair or, at its sole option, replacement of all, or the affected parts covered herein. Act Global liability under this warranty is limited to the material value of the item to be repaired or replaced and only if maintenance has been performed and documented in accordance to Act Global's maintenance program.

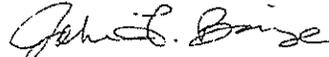
WWW.ACTGLOBAL.COM | EMAIL: INFO@ACTGLOBAL.COM



The remedy of repair or replacement set forth herein shall be sole remedy and Act Global shall have no other obligations or liability in connection with any matter or thing, including without limitation, damages for personal injury or damages related to lost revenue, increased costs, downtime costs and all other indirect or consequential damages.

Act Global endeavors to handle all warranty claims promptly and professionally conditional on customer's account being in good standing at time of claim. It is agreed that all claims by purchaser made under the foregoing guarantee shall be invalid and null and void unless made in writing to Act Global within eight years from date of manufacture and within thirty days of learning of the cause giving rise to its claim. This Warranty is issued to the direct buyer of Act Global and is not transferable.

Act Global Americas Inc.



Signed:

Manufactured Date: November 27, 2017

Project Name: Weston Regional Park Artificial Athletic Turf

3.9 Bermuda Turf Field Renovations

The CONTRACTOR shall perform turf renovations (remove and replace) on athletic fields as directed by the CITY. All labor, materials, supplies and equipment for the remove and installation of new Bermuda turf shall be included in the unit price per square foot stated in the Fee Schedule, Exhibit B.

The CONTRACTOR work shall at a minimum include the cutting out the designated damaged or deteriorated sod areas, removal of debris from the field and premises, use 80/20 mix to smooth or level surface prior to planting, installing new turf, cutting in edges, rolling, tamping and smoothing surface to ensure safety and playability.

3.10 Chemicals or Fertilizers

The CONTRACTOR shall be prohibited from the use of chemicals or fertilizers on any site without prior written approval from the CITY. In order to obtain written approval for chemical or fertilizer use, the CONTRACTOR shall furnish to the CITY, in writing, the name of the chemical or fertilizer, the manufacturer's label and the Manufacturer's Safety Data Sheet (MSDS). Commercial fertilizer applicators must be certified by the Department of Agriculture and Consumer Affairs pursuant to F.S. 482.1562. All commercial fertilizer applicators shall successfully complete the Florida Department of Environmental Protection's required training program. All commercial fertilizer applicators shall apply fertilizers in accordance with the Florida Department of Environmental Protection through the University of Florida/Institute of Food and Agricultural Sciences Extension's "Florida-Friendly Best Management Practices for Protection of Water Resources by the Green Industries."

3.11 Maintenance of Traffic

CONTRACTOR shall be responsible for proper maintenance of traffic (M.O.T.) in accordance with the standards outlined in the Manual on Uniform Traffic Control Devices (M.U.T.C.D.) at all times. Pedestrian traffic may be prohibited when appropriate. Sufficient and proper safety devices, to include and not be limited to signage, flags, barricades and cones must be used to stage vehicles and equipment and to protect work sites on or near roadways and parking lots.

3.12 Utilities

CONTRACTOR shall be solely responsible for obtaining the locations of underground utilities when performing work below grade, and for identifying overhead utilities when performing work above grade. The CONTRACTOR shall be responsible to repair any damage to overhead and underground utilities caused by their construction activities.

3.13 Supplemental Services

The CONTRACTOR shall, upon the request and approval by the CITY, provide on as-needed basis, "Supplemental Services," for the purposes of: A) plants, shrubs, trees and palms installation; B) fertilization; and C) application of pest and disease management chemicals to plants, shrubs, hedges. These Additional Services shall be based on the unit prices provided in Exhibit B of the Agreement, Fee Schedule.

A. Plants, Shrubs, Trees and Palms Installation

1. All plant material shall be Florida Number One, or better, as provided in the most current edition of *Grades and Standards for Florida Nursery Plants*, Parts I and II, prepared by the Florida Department of Agriculture. For standards not addressed in the Florida Grades and Standards for Florida Nursery Plants, plant materials shall conform to the American National Standards Institute (ANSI) Standards Z60.1.
2. All plant material and services shall be guaranteed for a period of 90 days from the date of planting or service completion. This guarantee may not apply for plants damaged by "acts of God," such as hurricanes, fires, etc., or by vehicular accidents.
3. All planting standards shall comply with the requirements contained in the planting details in Section 5.

B. Fertilization

A schedule of fertilization dates and fertilizer analysis shall be presented to the CITY prior to application and shall be subject to CITY approval. The fertilizer used shall be a commercial grade product and recommended for use on each plant, tree or grass type. Specific requirements shall be determined by soil test results, soil type and the time of year. Applications shall proceed continuously once begun until all areas have been completed. In the event fertilizer is thrown on hard surfaces, it shall be removed immediately to prevent staining. CONTRACTOR shall have the soil tested a minimum of once every four (4) months to determine required additives, and more often if necessary, to diagnose problem areas. Any plants, trees or grass damaged by over-fertilization shall be replaced at the CONTRACTOR'S expense.

All commercial fertilizer applicators shall apply fertilizers in accordance with the Florida Department of Environmental Protection through the University of Florida/Institute of Food and Agricultural Sciences Extension's "Florida-Friendly Best Management Practices for Protection of Water Resources by the Green Industries."

1. St. Augustine Grass: St. Augustine turf shall be fertilized with a complete NPK profile. The CONTRACTOR shall establish a program that shall fertilize all St. Augustine grass and shall vary with the time of year of the application and the results of soil analysis.
2. Bermuda Grass: Bermuda grass shall be fertilized with a complete NPK profile. The CONTRACTOR shall establish a program that shall fertilize all Bermuda grass and shall vary with the time of year of the application and the results of soil analysis. The CONTRACTOR shall apply additional fertilizer to treat stressed, worn or high traffic areas as needed.
3. Plants and Shrubs: The CONTRACTOR shall establish a program that shall fertilize all plants and shrubs, describing the type of fertilizer required for each type of plant and the time of year this work shall be undertaken.
4. Palms: The CONTRACTOR shall establish a program that shall fertilize all palms, describing the type of fertilizer required for each type of palm and the

time of year this work shall be undertaken. The fertilization schedule shall be provided to the CITY not less than one month prior to application and shall be subject to CITY approval.

C. Disease and Pest Management - Application of disease and pest management chemicals to plants, shrubs, hedges, trees and palms.

1. The CONTRACTOR shall control or eradicate diseases and infestations by chewing or sucking insects, leaf miners, fire ants and other pests including, but not limited to white fly, by spraying affected plants and shrubs with chemical sprays and combinations of sprays suitable for that particular disease or pest when the infestation or infection becomes evident and as often thereafter as necessary. All applications shall be performed by persons holding a valid pesticide application license as issued by the State of Florida and shall be done in accordance with the pesticide manufacturer's recommended rates and all applicable Federal, State, County and Municipal regulations. The CONTRACTOR shall respond within 72 hours after a request or notice from CITY. The CONTRACTOR shall be fully licensed to spray pesticides and shall use sound cultural practices that aid in preventing the presence or proliferation of insects and diseases.
2. All planting beds and tree rings shall be maintained in a weed free condition. The CONTRACTOR shall apply various herbicides by means of spray type devices to aid in the control of unwanted weeds and vegetation. All applications shall be performed by persons holding a valid herbicide application license as issued by the State of Florida and shall be done in accordance with the herbicide manufacturer's recommended rates and all applicable Federal, State, County and Municipal regulations. Herbicides shall be used only with prior written approval by the CITY as to type, location and method of application. The CONTRACTOR shall exercise extreme care so as not to overspray and affect areas not intended for treatment. Areas adversely affected by such overspray shall be restored at the CONTRACTOR'S expense.
3. After a chemical application, all signs shall be removed in accordance with the chemical products' recommended standards.

D. Aeration, Verticutting, Topdressing, and Overseeding

On occasion, the CITY may request, aeration, verticutting and topdressing to provide proper air and water exchange for maximum growth potential and health of the Bermuda grass as needed. The topdressing material shall be a mixture similar to the profile of the soil below the turf as determined by soil analysis. The CONTRACTOR shall also be responsible for topdressing worn turf areas, depressed turf areas, etc. as needed on an ongoing basis. Overseeding material shall be with a rye grass blend. The CONTRACTOR shall submit a proposal for these services to the City for approval. The topdressing and overseeding material shall be reimbursed to the CONTRACTOR.

E. Sports Field Repairs

1. If requested by the CITY, the CONTRACTOR shall replenish the crimson stone for warning tracks, at a thickness of 1/2 "once every twelve (12) months. The CONTRACTOR shall verify the specifications for these materials with the CITY prior to ordering.
2. The CONTRACTOR shall install clay for infields and pitcher's mounds as needed materials supplied by the City.
3. Major projects such as turf renovations or drainage replacements will be done on an as needed basis and will be quoted to the CITY by the CONTRACTOR.
4. The CITY shall provide sand and CONTRACTOR shall install volleyball sand on the courts as directed by the CITY.

3.14 Project Work

The CITY, in its sole discretion, reserves the right to purchase materials for "Supplemental Work" directly from the CONTRACTOR's vendor or another vendor of the CITY's choice.

3.15 Liquidated Damages

If, in the opinion of the City Manager there has been a breach of Agreement, the City Manager shall notify the CONTRACTOR, in writing, specifying the basis and reason in which there has been a breach of Agreement. In the event of a breach by CONTRACTOR, CONTRACTOR shall be liable for liquidated damages as provided in this Section. Unless otherwise provided herein, there shall be no cure period of time to avoid the consequences of a breach.

Liquidated damage is not a penalty. CONTRACTOR agrees that the amount of liquidated damages assessed pursuant to this Section 3.8 is reasonable and does not constitute a penalty. The parties recognize the difficulty of proving the loss or damage suffered by the CITY due to CONTRACTOR's breach. CONTRACTOR acknowledges and agrees that the amount of liquidated damages approximate the loss anticipated at the time of execution of this Agreement.

A. Turf Mowing Work Cycle

Failure to comply with the provisions for the completion of the Work Cycle for turf mowing in the respective Parks Group within the thirty (30) calendar day period shall result in the liquidated damages as follows:

1. For Parks Group A: \$1,000 for each day of delay.

B. Turf Disease and Pest Management Cycle

Failure to comply with the provisions for the completion of the Work Cycle for turf management in the respective Parks Group within the thirty (30) calendar day period shall result in the liquidated damages as follows:

1. For Parks Group A: \$600 for each day of delay.

C. Shrubs and Ground Cover Material Work Cycle

Failure to comply with the provisions for the completion of the Work Cycle for shrubs and ground cover material in the respective Parks Group within the thirty (30) calendar day period shall result in the liquidated damages as follows:

1. For Parks Group A: \$800 for each day of delay.

D. Hedge Plant Material Work Cycle

Failure to comply with the provisions for the completion of the Work Cycle for hedge plant material in the respective Parks Group within the ninety (90) calendar day period shall result in the liquidated damages as follows:

1. For Parks Group A: \$800 for each day of delay.

E. Irrigation Management Work Cycle

Failure to comply with the provisions for the completion of the Work Cycle for irrigation clock (wet) checks in the respective Parks Group within the thirty (30) calendar day period shall result in the liquidated damages as follows:

1. For Parks Group A: \$400 for each day of delay.

F. Lining and Field Preparation Cycle

Failure to comply with the provisions for preparing, lining and grooming (if applicable) of a sports field as requested by the City shall result in the liquidated damages as follows:

1. \$250 per instance per baseball field.
2. \$350 per instance per soccer field/football field

G. Custodial/Janitorial Cleaning of Offices

Failure to comply with the provisions of custodial cleaning of the office areas shall result in the liquidated damages as follows:

1. Actual cost per/hour charged by CITY contracted Custodial Contractor at this time of the violation or failure to comply.

H. Maintenance Yard Conditions

Failure to comply with correct deficiencies within the time frame requested by the CITY shall result in the liquidated damages:

1. \$200 per day until resolved.

3.16 Public Relations

CONTRACTOR'S positive interaction with CITY residents is essential to the success of this Agreement and is of equal importance as the ability to competently maintain the parks. CONTRACTOR shall extend the utmost courtesy to CITY residents at all times. All resident inquiries shall be directed to the CITY.

3.17 Discovery and Notification

If the CONTRACTOR discovers damages, vandalism or theft, the CONTRACTOR shall immediately notify the CITY of same, and shall file a police report of the occurrence.

3.18 Property Damage

Observation of property damage prior to the commencement of work, whether public or private, shall immediately be reported to CITY. Property damage, whether public or private, caused by CONTRACTOR during the course of the work shall be immediately reported to CITY, and repaired by CONTRACTOR at no cost to CITY or Property Owner.

If for any reason, the CONTRACTOR damages CITY's equipment/property, they shall be responsible for the cost to repair. In the event of damage to City property, the CITY shall make or cause to be made the required repairs and submit a bill of all related costs to the CONTRACTOR the CITY determines to be responsible.

3.19 Work Order (Service Request) Completion Information Input

The CONTRACTOR shall be responsible to enter/input information on completed work orders (service requests) into the CITY's Work Order and Asset Management Software. The typical information required include but is not limited to: description of service, date serviced, city contract#, location, city asset serviced (e.g. street light pole#, monument sign, irrigation pump, park, etc), and hours or cost for service. Work Order Completion data input shall be entered no later than 5 working days after the actual performance of the work order or service request. All work orders entered by the CONTRACTOR shall be reviewed by the CITY and the work order closed by the CITY only after completion of the service is verified. Services or work performed by the CONTRACTOR shall not be considered completed and eligible for payment by the CITY until the Work Order Completion Information is entered into the CITY's Work Order System by the CONTRACTOR.

SECTION 4

STANDARDS OF CONTRACTOR

4.1 Intent

The CONTRACTOR shall be an independent contractor and the individuals assigned to work for the CITY by the CONTRACTOR shall be subject to the approval of the CITY and will not be CITY employees. CONTRACTOR must be fully licensed with all required State and/or Local government licenses and permits and must comply with all Federal, State and local laws, rules, practices and regulations.

4.2 Facilities

The CITY reserves the right to inspect and review code violations issued to the CONTRACTOR's facilities, at any reasonable time, during normal working hours, without prior notice to determine that the CONTRACTOR has a bona fide place of business and is a responsible CONTRACTOR.

4.3 Identification

CONTRACTOR will not use or create any badge containing CITY'S name, seal, logo, or any other reference thereof for identification. CONTRACTOR shall use only a City issued identification badge.

4.4 Experience, Licensing and Qualifications

- A. CONTRACTOR shall have a minimum of five (5) years of experience in providing park maintenance services in parks of similar complexity and size as the parks in each respective Parks Group. Relevant experience includes the maintenance and installation of athletic fields with Bermuda turf, including with clay surfaces; artificial turf athletic fields; St. Augustine grass, plants, shrubs, small trees and palms under 10 feet in height and other plant materials; irrigation management; fertilizer and herbicide applications; and disease and pest management. Proposers shall have been in continuous operation for a minimum of the past five (5) years from the date that the RFP is issued and shall have a resident branch office in Monroe, Miami-Dade, Broward or Palm Beach County, Florida. Proposer shall have staff that have all required State and Local government licenses and registrations.
- B. Education and Degree: CONTRACTOR must have at least one full time employee with a degree in turf management, agronomy, horticulture or a related field to manage this project.
- C. Licenses: CONTRACTOR must have staff licensed with all required State and/or Local government licenses and permits, including, but not limited to, disease and pest control, herbicides, irrigation, horticultural services, etc.

- D. Synthetic Turf Maintenance: CONTRACTOR shall have personnel trained or experienced in the requirements of synthetic turf warranty, manufacturer's maintenance guidelines and/or Synthetic Turf Council (STC <http://www.syntheticurfCouncil.org/>) maintenance guidelines. Training should include information about the specific components and materials of the installed system, the proper use of the synthetic turf maintenance equipment and the steps to ensure that optimal benefits are obtained while satisfying warranty requirements.
- E. Pesticide Certification: CONTRACTOR must have a certified pesticide operator through the State of Florida, Department of Health and Rehabilitative Services. This individual will perform any pesticide applications for this contract.
- F. Herbicide Certification: CONTRACTOR must have a certified herbicide operator through the State of Florida, Department of Health and Rehabilitative Services. This individual will perform any herbicide applications for this contract.
- G. Florida Green Industries Certification: CONTRACTOR must have at least one full time employee who has completed the Florida Green Industries Best Management Practices workshop dedicated to this contract.
- H. Know-the-Flow Certification: CONTRACTOR must have at least one full time employee who has completed Broward County's "Know -the- Flow" course, Department of Business and Professional Regulation Course Designation #9624920.

4.5 Relationship Contact

CONTRACTOR shall maintain at a minimum one relationship contact for this contract who will respond to specific CITY requests, twenty-four hours a day, seven days a week, including all public holidays. The relationship contact shall be available by cellular telephone and shall be expected to visit the work site as requested by CITY. The relationship contact shall be able to manage all facets of the contract. The relationship contact must be fluent in English and have excellent communication skills and be capable of directing all regular maintenance and additional services and coordinating these with CITY. The relationship contacts shall use his/her experience and training to prevent, detect and control adverse conditions by physically inspecting the work area regularly.

4.6 Performance Evaluation

The CITY shall meet the CONTRACTOR every three months to review the CONTRACTOR's performance.

- A. The CITY shall provide a written performance evaluation. The evaluation shall include but is not limited to the CONTRACTOR's performance in:
 - 1. Bermuda turf management.
 - 2. Clay surface management
 - 3. Field game preparation

4. Litter and Debris collection
5. Shrub Trimming
6. Irrigation Management
7. Condition of Maintenance Yard

- B. The overall performance evaluations shall be rated in one of the following categories, depending upon the CONTRACTOR's performance: EXCELLENT, GOOD or POOR.
- C. All instances of a rating of POOR shall be documented in writing to the CONTRACTOR and followed by a written commitment from the CONTRACTOR to resolve the issues in a time frame agreed to between the CITY and the CONTRACTOR. Two consecutive quarters of a performance evaluation with a rating of POOR may constitute a breach of this Agreement and may result in termination of this Agreement.

4.7 Responding to Emergency Requests

CONTRACTOR shall provide 24/7 emergency contact telephone number and respond to emergency request after notification by the City, twenty-four (24) hours a day, seven (7) days a week, including all public holidays. Emergency repair will require the following response:

- A. CONTRACTOR acknowledgement of the emergency request within thirty (30) minutes of the phone call made by CITY or designee. Acknowledgement must be by live telephone conversation with a CONTRACTOR employee, not a recording or answering service.
- B. For Irrigation Emergencies: A technician shall commence work at the affected location within two (2) hours of request for service. CONTRACTOR shall immediately address the problem and immediately inform the CITY of the extent of the problem.
- C. For Landscape Emergencies: CONTRACTOR shall commence work at the affected location within four (4) hours of request for service. CONTRACTOR shall immediately address the problem and immediately inform the CITY of the extent of the problem.
- D. CONTRACTOR shall provide a list of individuals and their contact information to be contacted for emergency and update it immediately whenever any change occurs.

4.8 Failure to Respond

- A. Should the CONTRACTOR fail to meet the thirty (30) minutes acknowledgement time or two (2) hour time requirement to commence irrigation emergency repairs, each failure shall result in liquidated damages due to the CITY in the amount \$750.00.
- B. Should the CONTRACTOR fail to meet the four (4) hour response time to be on-site for Landscape Emergencies, unless otherwise agreed upon with the CITY, each failure

shall result in liquidated damages due to the CITY in the amount of \$500.00.

- C. Consistent failure by the vendor to respond to Emergency Service Repairs Requests and Non-Emergency Service requests within the required response times may, place the CONTRACTOR in breach of the Agreement. Consistent failure to respond is defined as not responding within the required response time on two out of four consecutive occurrences.

4.9 Subcontracting Work

- A. Award of Subcontracts and other contracts for Portions of Work must be preapproved by the City. As part of this Agreement, CONTRACTOR shall furnish in writing to CITY the names of persons or entities proposed for each principal portion of the work. In addition, CONTRACTOR shall not change subcontractors performing any portion of the work required by this Agreement without prior written approval by CITY.

CONTRACTOR shall be responsible and liable to CITY for all work performed by the Subcontractors or their employees, agents or contractors, pursuant to this Agreement.

- B. Sub-Contractual Relations: By listing the names of each as set forth in Exhibit "C", attached hereto and made a part hereof, CONTRACTOR shall require each subcontractor, to extent the work to be performed by the subcontractor, to be bound to CONTRACTOR by terms of the Agreement, and to assume toward CONTRACTOR all the obligations and responsibilities which CONTRACTOR, by this Agreement, assumes toward CITY. Each sub-contract agreement, between CONTRACTOR and a subcontractor, shall preserve and protect the rights of CITY under the Agreement with respect to the work to be performed by the subcontractor so that subcontracting thereof shall not prejudice the rights, and shall allow the subcontractor, unless specifically provided otherwise in the sub-contract agreement, the benefit of all rights, remedies and redress against CONTRACTOR that CONTRACTOR, by the Agreement, has against CITY.
- C. Where appropriate, CONTRACTOR shall require each subcontractor to enter into similar agreements with the subcontractors. CONTRACTOR shall make available to each proposed subcontractor, prior to the execution of the sub-contract agreement, copies of the Agreement to which the subcontractor shall be bound, and upon written request of the subcontractor, identify to the subcontractor terms and conditions of the proposed sub-contract agreement which may be at variance with the Agreement. Subcontractors shall similarly make copies of applicable portions of such documents available to their respective proposed subcontractors.

4.10 Drug-Free Workplace

CONTRACTOR shall have implemented and maintain a drug-free workplace program, in accordance with Section 287.087, Florida Statutes.

4.11 Transition Plan

CONTRACTOR shall provide a detailed description of how services will be transitioned under CITY'S current Agreement to CONTRACTOR. CONTRACTOR is responsible for minimizing any negative impacts to CITY by ensuring a smooth and orderly transition of service.

Prior to the termination of this Agreement, CONTRACTOR shall use its best efforts to ensure a smooth and orderly transition of service.

4.12 Adherence to City Policy

CONTRACTOR assigned to handle the Parks Maintenance Services for the CITY shall adhere to all CITY policies, procedures and protocols.

4.13 Disclosure of Relationships

CONTRACTOR agrees to give CITY written notice of any Relationship, as defined herein, that CONTRACTOR enters into with CITY or any of its districts, its elected or appointed officials, its employees or agents, during the period of this Agreement.

A "Relationship" for the purpose of this Section shall include but not be limited to employer/employee, consultant, contractor, sub-contractor, associate, officer, partnership, joint venture, ownership greater than one percent, landlord/tenant, or creditor/debtor, gift donor/recipient in excess of \$100.00, past or on-going personal relationships, or joint involvement with charitable/voluntary activities.

4.14 Repairs

CONTRACTOR shall obtain all permits and pay all required fees to any regulatory agency having jurisdiction over any work required to repair or replace damages caused by the CONTRACTOR. Upon completion of the repair work, evidence satisfactory to CITY shall be furnished to show that all work has been performed in accordance with the applicable ordinances and code requirements.

4.15 Compliance with Code of Federal Regulations and Federal Standards

All services purchased under this agreement shall be in accordance with the 2 Code of Federal Regulations (CFR), Part 200 for Uniform Administrative Requirements, Cost Principle and Audit Requirements for Federal Awards. In addition, CONTRACTOR shall adhere to all applicable governmental standards, including, but not limited to those issued by the Occupation Safety and Health Administration (OSHA), the National Institute of Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA). It shall be the responsibility of the CONTRACTOR to be regularly informed to conform to any changes in standards issued by any regulatory agencies that govern the commodities or services applicable to this agreement. A complete copy of the CFR may be obtained by visiting the following website: https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

- A. CONTRACTOR shall assist in ensuring that the City is in compliance with Federal Emergency Management Agency's (FEMA) reimbursement requirements, as set forth in the CFR, §200.318, General Procurement Standards.

- B. Pursuant to 2 C.F.R. Part 200.321, if subcontractors are utilized, the CONTRACTOR shall take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps must include:
 - 1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - 2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - 3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 - 4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
 - 5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce or similar State and County agencies.

CONTRACTOR may use the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce. Websites and contact information can be found at <https://www.sba.gov/> and <https://www.mbda.gov/> .

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SECTION 5

STANDARDS OF LABOR AND MATERIALS

5.1 Labor

CONTRACTOR shall at all times enforce strict discipline and good order among CONTRACTOR'S employees/independent contractors and shall not employ on the work site an unfit person or anyone not skilled in the work assigned to him. Subcontractors, employees or independent contractors of CONTRACTOR whose work is unsatisfactory to CITY or who are considered by CITY'S representatives as careless, incompetent, unskilled or disorderly or who use threatening or abusive language to any person shall be dismissed from work upon notice from CITY and shall not be employed to perform the work under this Agreement thereafter. No liquor, alcoholic beverages, smoking or drugs shall be allowed on the site of the work.

CONTRACTOR'S shall provide certified payroll to the City on a monthly basis, along with CONTRACTOR'S invoice.

5.2 Background Checks

Prior to working in the CITY, all managers and employees of CONTRACTOR, independent contractors, and subcontractors shall be required to undergo background checks. A thorough State and national background check that identifies an individual's entire criminal history shall be conducted. The analysis of the background check shall focus only on those offenses that most directly impact both children and adults, which include but are not limited to the following:

- A. Any illegal activity of a sexual nature;
- B. Acts of violence;
- C. Acts of lewd or lascivious behavior;
- D. Drug possession and/or drug distribution; and,
- E. Repeated public intoxication.

A background check shall be conducted on new employees prior to employment and on each employee at least once every three years. All background check related costs shall be the sole responsibility of the CONTRACTOR. Prior to the beginning of the contract term and at the beginning of each City fiscal year (beginning October 1st) the CONTRACTOR shall submit written certification to the CITY that CONTRACTOR has complied with the City's requirement regarding background checks on all employees. The certifying document shall be signed by the authorized officer of the corporation. Should an employee begin service with the CONTRACTOR after the commencement of the Agreement, during a City fiscal year, the CONTRACTOR shall, as soon as reasonably possible, submit a supplemental certifying document regarding a background check on the new employee. Maintenance, ownership, and control of all background check records and information generated, received, possessed and stored shall be the sole responsibility of the CONTRACTOR, and shall be retained for a period of not less than three years. Failure to perform a state and national criminal

background check in accordance with the rules above shall be cause for termination of the agreement

5.3 Staffing Requirements

CONTRACTOR shall provide a sufficient number of supervised staff to complete the duties stated within the Agreement. At Regional Park a minimum of four staff shall be on duty at all times that the park is open to the public. At Tequesta Trace Park and Vista Park a minimum of three staff shall be on duty at each park at all times that each park is open to the public. For the remaining parks, there is no minimum on site staffing level; however, a sufficient number of supervised staff to complete the maintenance duties at all parks seven days per week as outlined in the Scope of Services is still required.

- A. Supervisor: At Regional Park, Tequesta Trace Park, and Vista Park, the CONTRACTOR shall maintain at least one supervisor and or lead worker on site at all times. The Supervisor shall be fluent in both English and Spanish and shall have excellent communication skills and be capable of directing all work requested by the CITY. The Supervisor shall constantly use his experience and training to prevent, detect and control adverse conditions by physically inspecting the CITY'S properties.
- B. Employee/Independent CONTRACTOR or Subcontractor Performance: CONTRACTOR shall employ (or contract with) personnel competent to perform the work specified herein. CITY reserves the right to request the removal of a CONTRACTOR'S employee/independent contractor or subcontractor from performing maintenance on the CITY'S property where such employee's/independent contractor's or subcontractor's performance or actions, are obviously detrimental to CITY.
- C. Uniforms: CONTRACTOR shall provide all employees with color coordinated uniforms that shall meet CITY'S public image requirements and be maintained by CONTRACTOR so that all personnel are neat, clean and professional in appearance at all times. Non-uniform clothing shall not be permitted.

5.4 Equipment

CONTRACTORS shall provide a comprehensive list of all equipment (or heavy machinery) currently owned or leased utilizing Form 2A provided in the RFP document.

- A. Vehicles: CONTRACTOR shall keep all vehicles in good repair, free from leaking fluids, properly registered, of uniform color and shall bear the company name on each side in not less than 1 ½" letters.
- B. Equipment Safety: CONTRACTOR shall keep all equipment in an efficient and safe operating condition while performing work under this Agreement. Equipment shall have proper safety devices maintained at all times while in use. If equipment does not contain proper safety devices and/or is being operated in an unsafe manner, the CITY may direct CONTRACTOR to remove such equipment and/or the operator until the deficiency is corrected to the satisfaction of the CITY. CONTRACTOR shall be responsible and liable for injury to persons and property caused by the operation of the equipment.

- C. Storage: CITY shall not provide facilities at which CONTRACTOR may store equipment. CONTRACTOR shall be responsible for mobilization and setup, and demobilization and breakdown, each day.
- 5.5 Disaster Preparedness and Response: The CONTRACTOR shall assist the CITY in responding to disaster events within the CITY. There are no office and storage facilities available at the respective parks, however the CONTRACTOR may stage their equipment inside of Regional Park, Tequesta Trace Park or Vista Park, with the CITY's prior authorization, up to 48 hours prior to a storm event.
- 5.6 Irrigation Parts, Chemical and Fertilizers
- A. The CONTRACTOR shall base all costs for irrigation, chemicals, fertilizers and other supplies on the current supplier wholesale price list as provided to the CITY by SiteOne Landscape Supply Catalog: "Wholesale."
 - B. The CITY reserves the right to request an updated wholesale price list every three (3) months.
 - C. The CITY also reserves the right to add or delete items from the wholesale price list.
 - D. The CONTRACTOR shall submit the markup or discount percentage in Exhibit B, Fee Schedule. The markup or discount shall be calculated on the wholesale price (See 5.3(A)) of supplies or materials only. Markup shall include the cost of taxes and delivery.
 - E. Labor costs contained within Exhibit B shall provide for excavation and planting costs.
 - F. The CITY, in its sole discretion, reserves the right to purchase materials for Supplemental Work directly from the CONTRACTOR or another vendor of the CITY's choice.
- 5.7 Trees, Palms and Plants Pricing
- A. All trees and plants must be Florida Grade #1 or better. Prices for trees or plants shall be "unplanted" with a markup calculated on the wholesale price of supplies or materials only and shall cover the cost of taxes and delivery. The CONTRACTOR shall submit the markup or discount percentage in Exhibit B, Fee Schedule. The markup or discount shall be calculated on the wholesale price of materials only.
 - B. Cost for trees and plants shall be based on the then current Betrock Information Systems "PlantFinder" - Wholesale Guide to Foliage and Ornamental Plants.
 - C. Labor costs contained within Exhibit B, Fee Schedule, shall provide for excavation and planting costs. All sod must be priced "as installed."
 - D. The CITY, in its sole discretion, reserves the right to purchase materials for supplemental Work directly from the CONTRACTOR or another vendor of the CITY's choice.

5.8 Plant Specification and Detail

Figure 5.8(A) – LARGE TREE & PALM PLANTING DETAIL

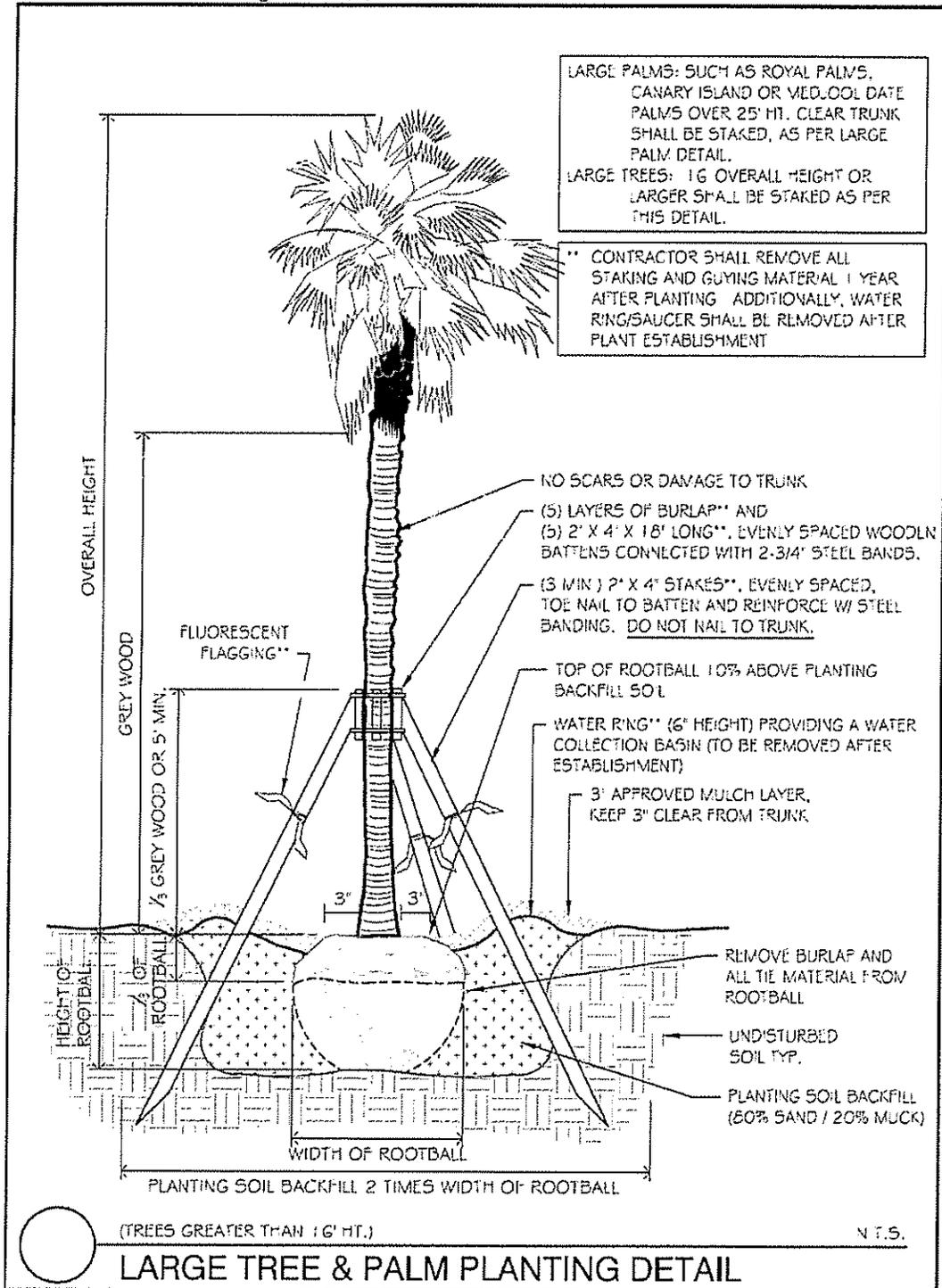
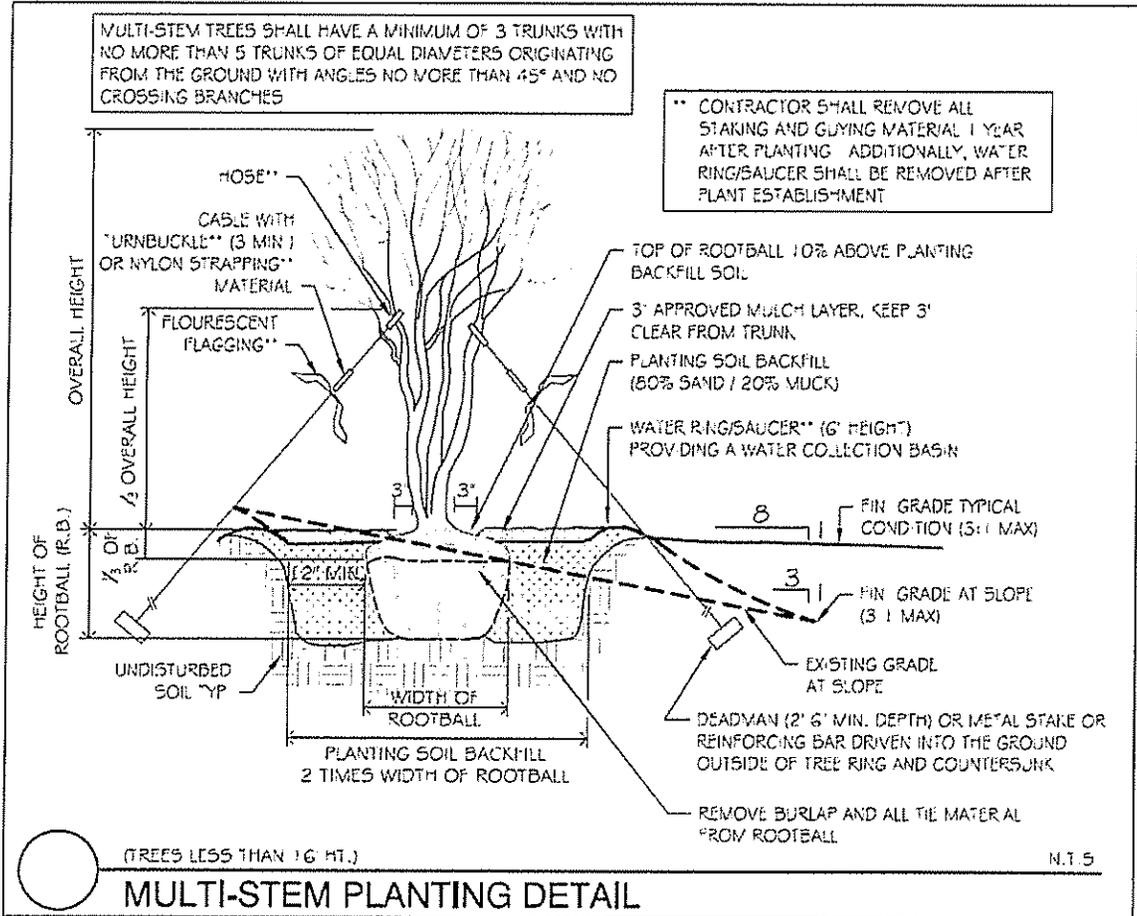


Figure 5.8(B) – MULTI-STEM PLANTING DETAIL



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Figure 5.8(C) – SHRUB PLANTING DETAIL

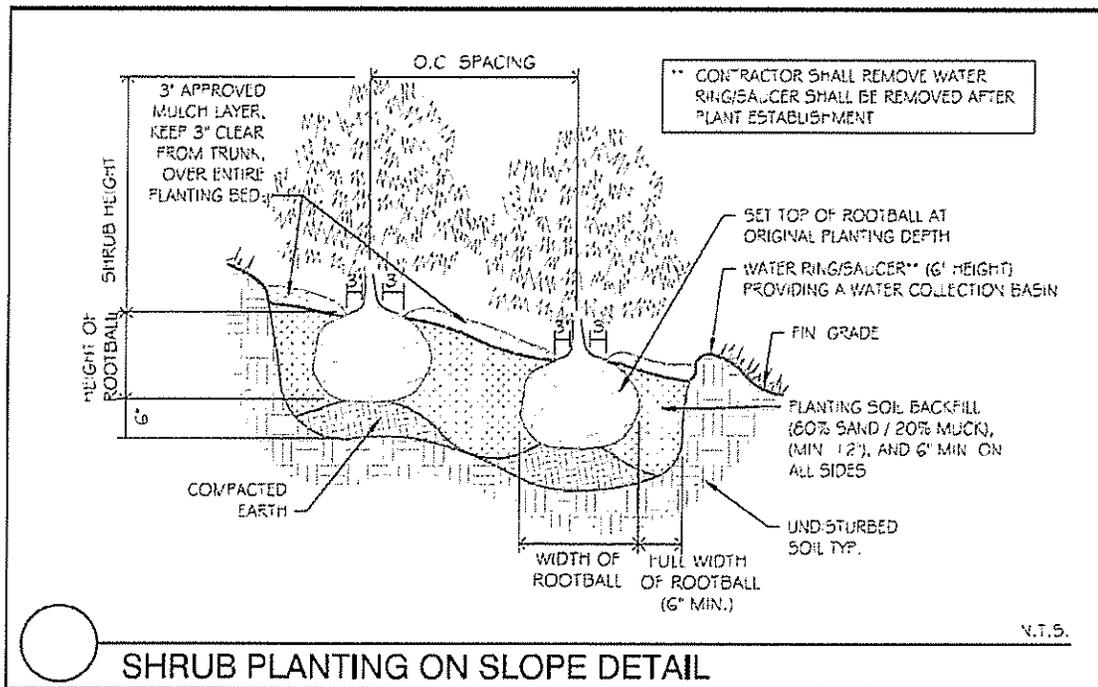
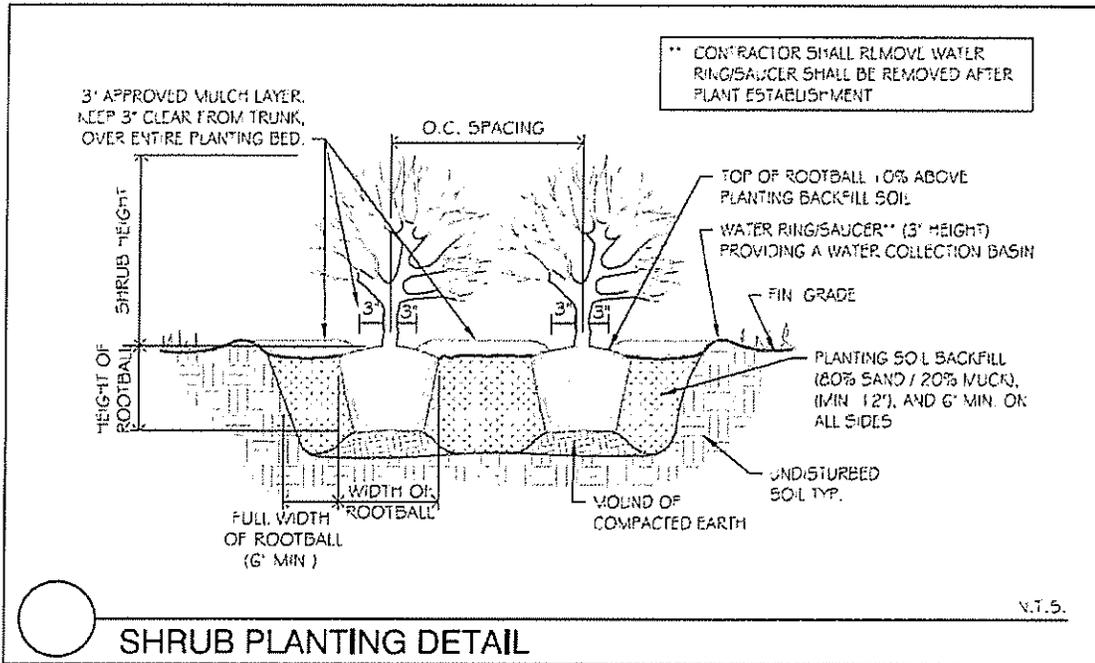
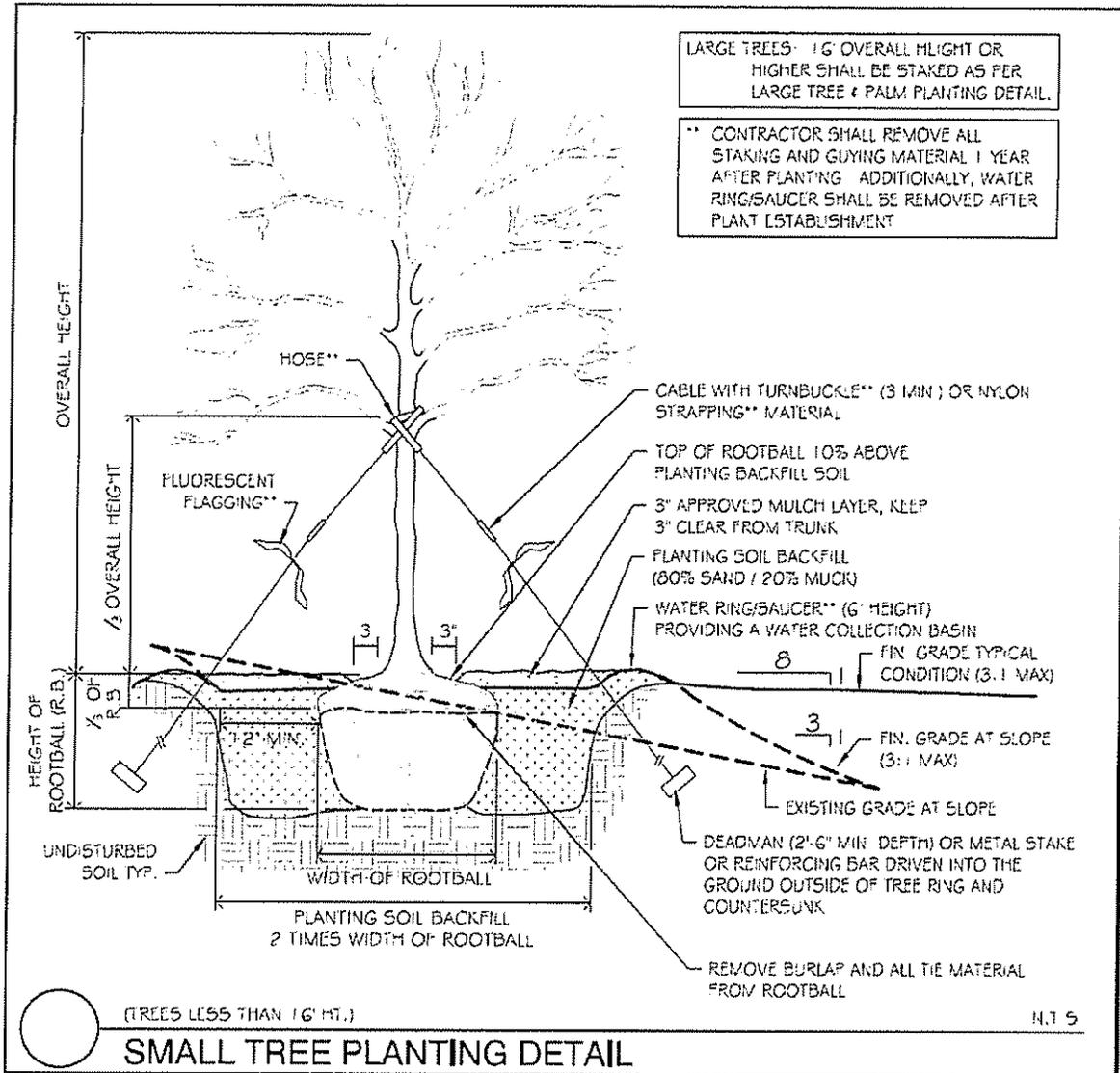


Figure 5.8(D) – SMALL TREE PLANTING DETAIL



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Figure 5.8(E) –SOD AND GROUND COVER PLANTING DETAIL

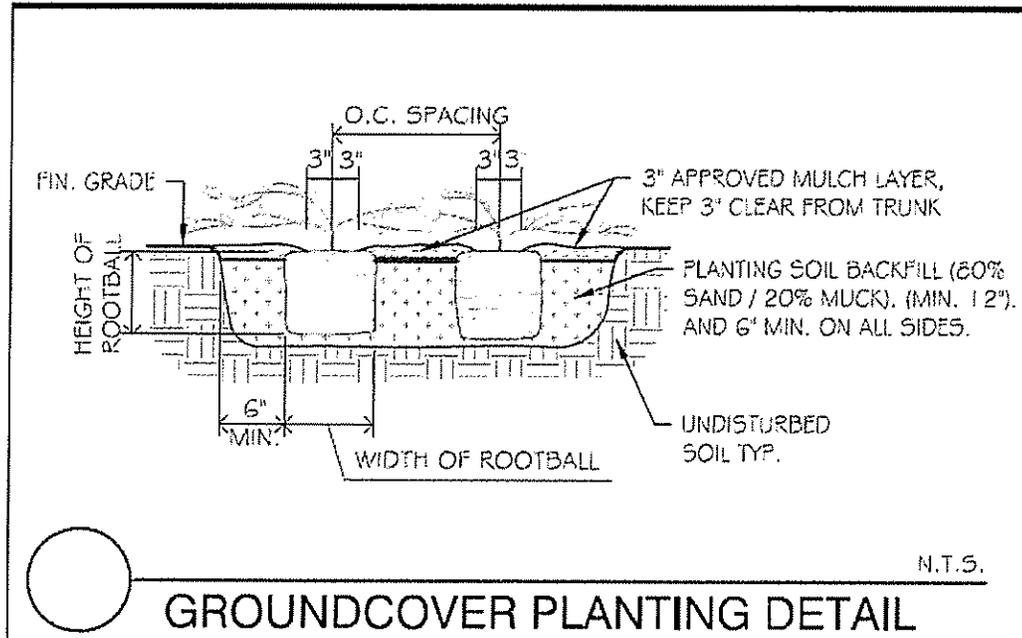
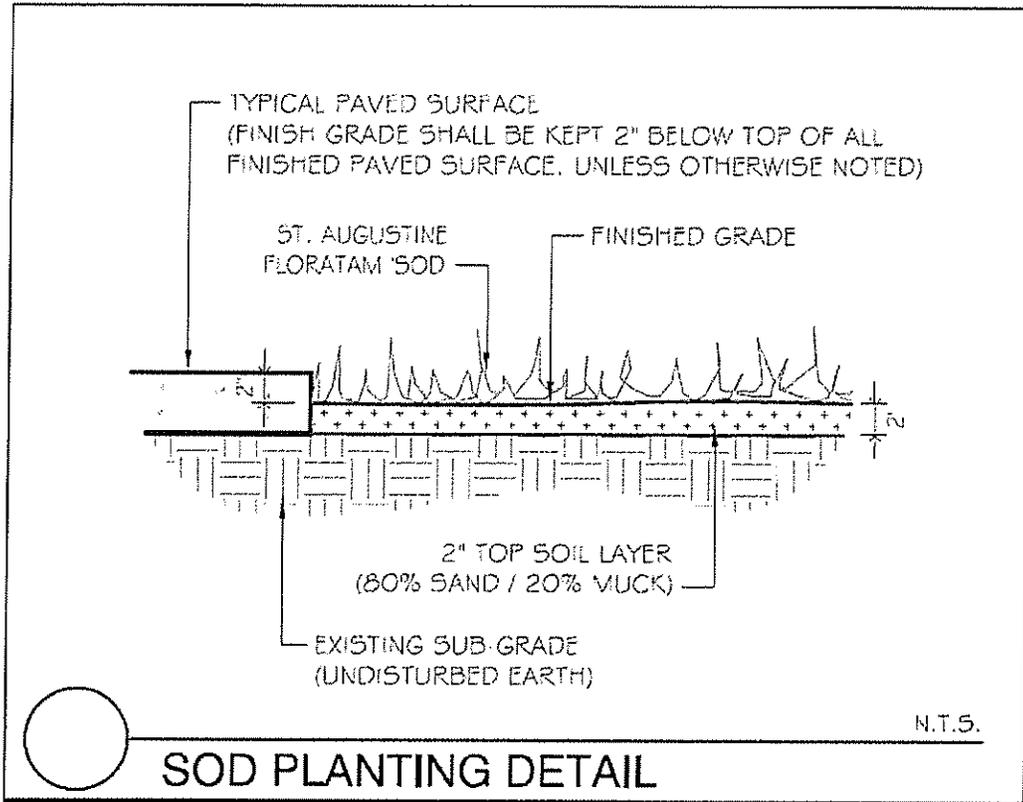
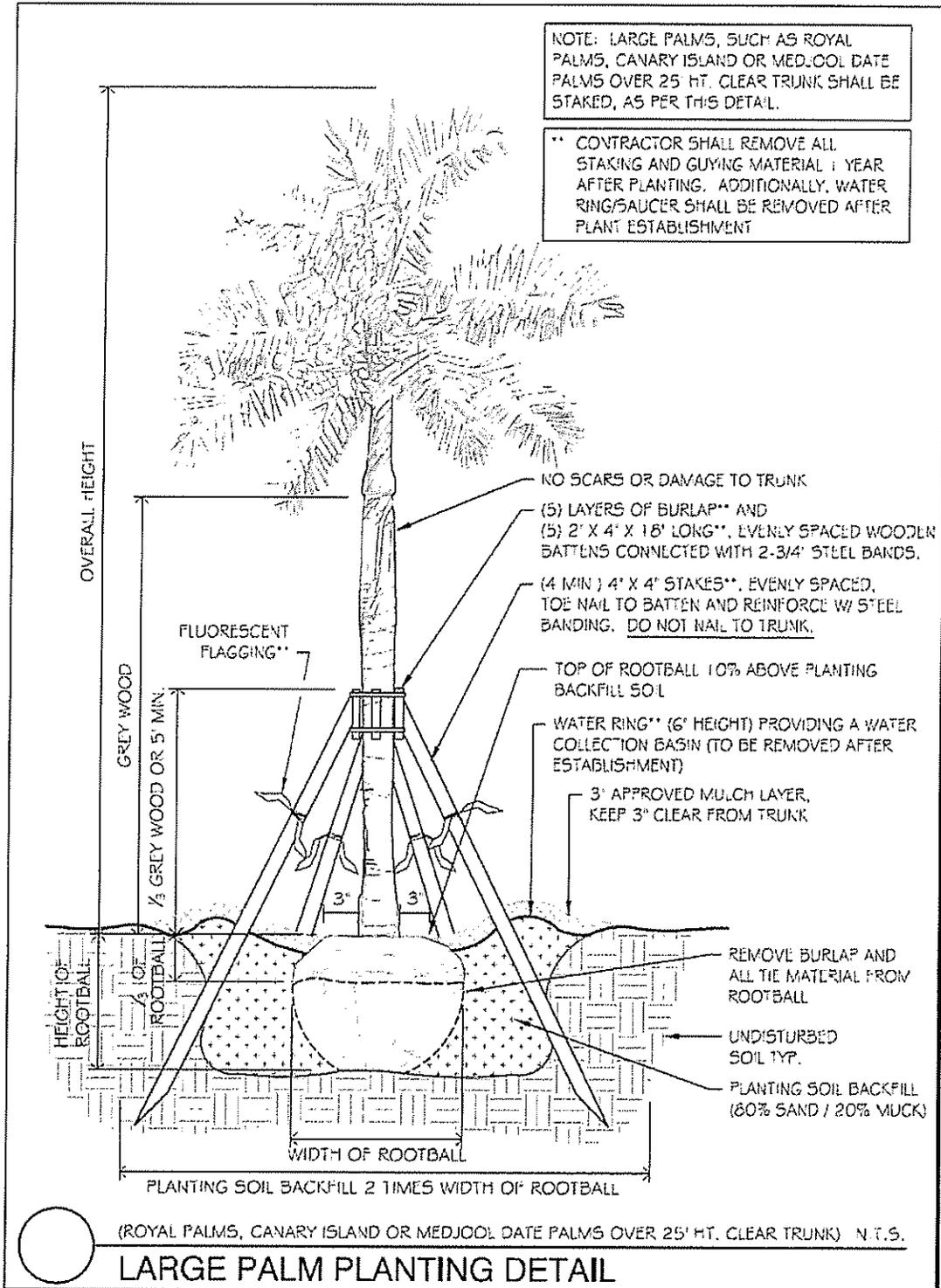


Figure 5.8(F) – LARGE TREE & PALM PLANTING DETAIL II



SECTION 6

STANDARDS OF INSURANCE

6.1 Insurance

- A. The policies of insurance shall be placed with insurance carriers authorized to do business by the Insurance Department of the State of Florida, and meet a minimum financial rating by AM Best Company of no less than "A- Excellent: FSC VII"; and,
- B. CITY shall be named as additional insured on all policies except worker's compensation and professional liability; and,
- C. The additional insured status for CITY for general liability and for completed operations shall be maintained for this Agreement for five years following the completion of all services, pursuant to this Agreement or no more restrictive than the Insurance Services office (ISO) form CG 2037 (07 04).
- D. Any person, organization, vehicle, equipment, or other person or property fulfilling this Agreement is bound by these insurance requirements.
- E. Any changes to these specifications shall be at the sole and exclusive discretion of CITY.
- F. CITY retains the right to review, at any time, policies, coverage, applicable forms/endorsements, and amounts of insurance.
- G. CONTRACTOR is responsible for repairing or replacing any damage to structures unless otherwise addressed within this Agreement.
- H. Insurance shall not be suspended, voided or canceled except after 30 calendar days prior written notice by certified mail, return receipt requested, has been given to CITY, except the cancellation notice period for non-payment of premiums shall be 10 days.
- I. Certificates of Insurance evidencing conditions to this Agreement are to be furnished to City of Weston, 17200 Royal Palm Boulevard, Weston, FL 33326.
- J. Notices of Accidents (occurrences) and Notices of Claims associated with work being performed under this Agreement shall be provided to CONTRACTOR's insurance company and CITY as soon as practicable after notice to the insured.
- K. CONTRACTOR agrees by entering into this written Agreement that the insurance policies provided will include a Waiver of Subrogation in favor of CITY. CONTRACTOR'S insurance shall be Primary and non-contributory.
- L. CONTRACTOR is responsible for any costs or expenses below deductibles, self-insured retentions, coverage exclusions or limitations, or coinsurance penalties.

6.2 Specific Coverage

- A. Workers Compensation: CONTRACTOR shall provide statutory workers' compensation, and employer's liability insurance with limits of not less than \$1,000,000 per employee per accident, \$1,000,000 disease aggregate and \$1,000,000 per employee per disease for all personnel on the worksite. If applicable, coverage for the Jones Act and United States Longshoremen and Harborworkers exposures must also be included. Elective exemptions shall NOT satisfy this requirement. Certificates evidencing an employee leasing company as employer shall not be accepted). In the event CONTRACTOR has "leased" employees, CONTRACTOR must provide a workers' compensation policy for all personnel on the worksite. All documentation must be provided for review and approval by CITY.

CONTRACTOR is responsible for the Workers' Compensation of any and all subcontractors, including leased employees, used by CONTRACTOR. Evidence of workers' compensation insurance coverage for all subcontractors, including leased employees, must be submitted prior to any work being performed.

- B. Commercial General Liability: CONTRACTOR shall provide evidence of commercial general liability on an occurrence Form no more restrictive than ISO form CG 2010, and including but not limited to bodily injury, property damage, contractual liability, products and completed operations (without limitation), and personal and advertising injury liability with limits of not less than \$2,000,000 each occurrence, and \$5,000,000 in aggregate, covering all work performed under this Agreement.
- C. Business Automobile Liability: CONTRACTOR shall provide evidence of business automobile liability on a standard ISO form, and including per occurrence limits of not less than \$1,000,000 covering all work performed under this Agreement. Coverage shall include liability for owned, non-owned & hired automobiles. If private passenger automobiles are used in the business, they shall be commercially insured.
- D. Umbrella or Excess Liability: Umbrella policies are acceptable to provide the total required general liability, automobile liability, and employers' liability limits. Umbrella policies shall also name CITY as additional insured and coverage shall be provided on a "Follow Form" basis.
- E. Pollution Liability: For sudden and gradual occurrences or claims made and in an amount no less than \$1,000,000 per claim and \$3,000,000 in the aggregate arising out of work performed under this Agreement, including but not limited to, all hazardous materials identified under the Agreement.
- F. Sub-Contractors: Insurance requirements itemized in this contract and required of the CONTRACTOR shall be provided on behalf of all sub-contractors to cover their operations performed under this Agreement. The CONTRACTOR shall be held responsible for any modifications, deviations, or omissions in these insurance requirements as they apply to sub-contractors.

SECTION 7

STANDARDS OF PERFORMANCE & PAYMENT SECURITY

7.1 Security Requirements

- A. Within fourteen days of the Notice of Award by City Commission, CONTRACTOR shall furnish to CITY performance & payment security in an amount equal to:

Parks Group A: \$600,000

as security for the faithful performance of Agreement and for the payment of all persons performing labor and/or furnishing materials in connection with the Agreement. Bond shall be submitted on Exhibit E provided in the Agreement. The condition of this obligation is such that, if CONTRACTOR shall promptly and faithfully perform the Agreement, make payments to all claimants for all labor and material used or reasonably required for use in the performance of the Agreement, and shall fully indemnify and save harmless CITY and its agents and/or service provider for all costs and damages that may be suffered by reason of failure to do so, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

- B. The performance & payment security shall be in the form of a cashier's check payable to "City of Weston" and drawn on a bank, authorized to do business in the State of Florida, or a surety bond issued by a surety company meeting the qualifications stated in this Section. A copy of the cashier's check or surety bond shall be attached as Exhibit E.
- C. The surety company issuing the surety bond shall fulfill each of the following provisions, and CONTRACTOR shall provide evidence to document such fulfillment:
1. The surety company is licensed to do business in the State of Florida.
 2. The surety company holds a valid certificate of authority, authorizing it to write surety bonds in the State of Florida.
 3. The surety company has twice the minimum surplus and capital required by the Florida Insurance Code at the time the Agreement is executed.
 4. The surety company is otherwise in compliance with the provisions of the Florida Insurance Code.
 5. The surety company holds a valid certificate of authority issued by the United States Department of the Treasury under 31 U.S.C. § 9304-9308.
 6. The bond shall contain all provisions required by § 255.05, Florida Statutes, as may be amended from time to time.
 7. The bond shall be issued by a Florida resident agent.

SECTION 7

STANDARDS OF PERFORMANCE & PAYMENT SECURITY

CONTINUED

8. A surety bond shall be executed by a surety company of recognized standing having been in business with a record of successful continuous operation for at least five years.
 9. The surety company shall meet a minimum financial rating by AM Best Company of no less than "A- Excellent: FSC VII" and shall have at least a minimum policyholders rating of A- Class VII or higher. In the event that the surety company's rating shall drop, the surety company shall immediately notify CITY.
 10. All surety companies are subject to review and approval by CITY and may be rejected without cause. All bonds signed by an agency shall be accompanied by a certificate of authority to act.
- D. Duration of Security: Performance & payment security shall remain in force until expiration. If the Agreement is terminated, they shall remain in force for one year from the date of termination of this Agreement as protection to CITY against losses resulting from improper performance of work under the Agreement that may appear or be discovered during that period.

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SECTION 8

GENERAL CONDITIONS

8.1 Notice to Commence

No work shall commence until the Notice of Commencement is issued by CITY.

8.2 Exemption Prohibition

CONTRACTOR agrees and acknowledges that CONTRACTOR is prohibited from exempting any provisions of this Agreement.

8.3 Failure to Comply with Provisions

CONTRACTOR agrees and acknowledges that CONTRACTOR'S failure to comply with any provisions in this Agreement, including but not limited to failing to accurately complete any or all attached forms and exhibits, may constitute a breach of this Agreement, and may result in termination of this Agreement.

8.4 Additional Services

If it should become necessary for CITY to request CONTRACTOR to render any additional services to either supplement the services described in the Agreement or to perform additional work, such additional work shall be performed only if set forth in an amendment to this Agreement. Any such additional work shall be by mutual agreement of both parties, negotiated as to price, and approved by action of City Commission.

8.5 Compensation

- A. The amount of compensation payable by CITY to CONTRACTOR shall be based upon the prices as set forth in Exhibit B, attached hereto and made a part hereof, which amount shall be accepted by CONTRACTOR as full compensation for all such work performed under this Agreement. It is acknowledged and agreed by CONTRACTOR that these amounts are the maximum payable and constitute a limitation upon CITY'S obligation to compensate CONTRACTOR for its services related to this Agreement. This maximum amount, however, does not constitute a limitation of any sort, upon CONTRACTOR'S obligation to perform all items of work required by or which can be reasonably inferred from the Agreement.
- B. CONTRACTOR may submit an invoice for compensation, developed and agreed upon by City Manager and CONTRACTOR, no more often than on a monthly basis, but only after the services for which the invoices are submitted have been completed. Invoices shall designate the nature of the services performed and shall also show a summary of fees with accrual of the total and credits for portions paid previously. Each statement shall show the proportion of the guaranteed maximum payment that has been expended through previous billings.

- C. Notwithstanding any provision of this Agreement to the contrary, the City Manager may withhold, in whole or in part, payment to the extent necessary to protect CITY from loss on account of inadequate or defective work which has not been remedied or resolved in a manner satisfactory to the City Manager. The amount withheld shall not be subject to payment of interest by CITY.
- D. Payment shall be made to CONTRACTOR in accordance with the local government prompt payment act as stipulated in part VII of Chapter 218, Florida Statutes, by check, electronic funds transfer (EFT), e-pay or p-card, or other method as determined by CITY in its sole discretion.
- E. Beginning on October 1, 2021 and each October 1st thereafter, CONTRACTOR shall receive an annual adjustment in the rates that are part of the total Collection element of rates established in the Rate Structure provided in Exhibit B. The adjustment to the Collection element of costs in Exhibit B shall be based on the annual change in the February Consumer Price Index - All Urban Consumers, Not Seasonally Adjusted, All Items, Miami-Fort Lauderdale-West Palm Beach Area, 1982-84=100, Series ID: CUURS35BSA0, CUUSS35BSA0 (the "CPI"), except that the annual adjustment to the costs shall not exceed 5% (increase or decrease). The CPI is available from the United States Department of Labor, Bureau of Labor Statistics. The parties acknowledge that fuel costs are reflected in the above referenced CPI, and therefore there shall be no additional fuel costs adjustments.

8.6 Taxes

CONTRACTOR shall not be entitled to CITY'S tax-exempt benefits.

8.7 Verbal Agreements

- A. No verbal agreement or conversation with any officer, agent, or employee of the CITY, either before or after execution of the Agreement, shall affect or modify any of the terms or obligations contained in the Agreement. Any such verbal agreement or conversation shall be considered as unofficial information and in no way binding upon CITY or CONTRACTOR.
- B. The terms, conditions, and pricing of the Agreement can only be altered with an amendment to the Agreement by action of City Commission.

8.8 No Contingency Fees

CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CONTRACTOR, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONTRACTOR, any fee, commission, percentage, gift or other consideration contingent upon or resulting from the award or making of this Agreement.

8.9 Assignment; Non-transferability of Agreement

- A. The Agreement shall not be assigned or transferred. If CONTRACTOR is, or may be, purchased by or merged with any other corporate entity during the Agreement, the Agreement may be terminated as a result of such transaction. The City Manager shall determine whether an Agreement is to be terminated in such instances.
- B. If, at any time during the Agreement, filings, notices or like documents are submitted to any regulatory agency concerning the potential acquisition of CONTRACTOR, or the sale of a controlling interest in CONTRACTOR, or any similar transaction, CONTRACTOR shall immediately disclose such information to CITY. Failure to do so may result in the Agreement being terminated, at CITY'S sole discretion.

8.10 Compliance with Applicable Laws

CONTRACTORS are required to comply with all provisions of federal, state, county and local laws, ordinances, rules and regulations that are applicable to the services being provided in this Agreement. Lack of knowledge of CONTRACTOR shall in no way be a cause for relief from responsibility or constitute a cognizable defense against the legal effects thereof.

8.11 Familiarity with Laws and Ordinances

CONTRACTOR is familiar with all federal, state and local laws, ordinances, rules and regulations which affect those engaged or employed in the provision of such services, or equipment used in the provision of such services, or which in any way affects the conduct of the provision of such services; and no plea of misunderstanding will be considered on account of ignorance thereof. If CONTRACTOR discovers any provisions in the Agreement that are contrary to or inconsistent with any law, ordinance, or regulation, it shall report the issue to CITY in writing without delay.

8.12 Advertising

CONTRACTOR agrees not to use this Agreement as a part of any advertising or CONTRACTOR sponsored publicity without the express written approval of City Manager or designee.

8.13 Indemnification

- A. CONTRACTOR shall indemnify, hold harmless and, at CITY's option, pay for an attorney selected by CITY, to defend CITY and any of its officers, agents, servants and employees from and against any and all liability, suits, actions, damages, costs, losses and expenses, including attorneys' fees, demands and claims for personal injury, bodily injury, sickness, diseases or death or damage or destruction of tangible property, arising out of any errors, omissions, misconduct or negligent acts, errors or omissions of CONTRACTOR, its officials, agents, employees or subcontractors in the performance of the services of CONTRACTOR under this Agreement, whether direct or indirect and from and against any orders, judgments, or decrees which may be entered thereon and from and against all costs, damages of every kind and nature, attorneys' fees, expenses and liabilities incurred in and about the defense of any such claim and investigation thereof.
- B. CONTRACTOR shall indemnify, hold harmless and, at CITY's option, pay for an attorney selected by CITY, to defend CITY and any of its officers, agents, servants and employees from and against any and all liability, suits, actions, damages, costs, losses and expenses,

including attorneys' fees, demands and claims sought by third parties related to any alleged breach of any non-competition of similar provisions.

- C. CONTRACTOR shall indemnify CITY and any of its officers, agents, servants and employees, for all loss, damage, expense or liability including, without limitation, court costs and attorneys' fees that may result by reason of any infringement or claim of infringement by CONTRACTOR of any patent, trademark, copyright, trade secret or other proprietary right relating to services furnished pursuant to this Agreement. CONTRACTOR shall defend and/or settle at its own expense any action brought against CITY, any of its officers, agents, servants and employees, to the extent that it is based on a claim that products or services furnished to CITY by CONTRACTOR pursuant to this Agreement, or if any portion of the services or goods related to the performance of the service become unusable as a result of any such infringement or claim.
- D. CONTRACTOR acknowledges that specific consideration has been paid or shall be paid under this Agreement for this hold harmless and indemnification provision, and further agrees with the foregoing provisions of indemnity and with the collateral obligation of insuring said indemnity.
- E. The provisions of this section shall survive the expiration or earlier termination of this Agreement. To the extent considered necessary by City Manager and City Attorney, any sums due to CONTRACTOR under this Agreement may be retained by CITY until all of CITY's claims for indemnification pursuant to this Agreement have been settled or otherwise resolved; and any amount withheld shall not be subject to payment of interest by CITY.

8.14 Miscellaneous

- A. Ownership of Documents: Unless otherwise provided by law, any and all reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of CITY. Any compensation due to CONTRACTOR shall be withheld until all documents are received as provided herein.
- B. Audit and Inspection Rights, Retention of Records:
 - 1. CITY shall have the right to audit the books, records and accounts of CONTRACTOR that are related to this Agreement. CONTRACTOR shall keep such books, records, and accounts as may be necessary in order to record complete and correct entries related to this Agreement.
 - 2. CONTRACTOR agrees to keep such records and accounts as may be necessary in order to record complete and correct entries as to personnel hours charged for which CONTRACTOR receives reimbursement. Such records and accounts shall be kept after completion of the work provided for in this Agreement, for at a minimum, the retention period required by the Florida Public Records Act (Chapter 119, Florida Statutes) and by item 340, Disbursement Records: Detail, of the State of Florida General Records Schedule GS1-SL for State and Local Government Agencies, as may be promulgated from time to time. Such books and records shall be available at all reasonable times for examination and audit by CITY.

3. Such retention of such records and documents shall be at CONTRACTOR'S expense.
 4. If any audit has been initiated and audit findings have not been resolved at the end of the retention period, the books, records, and accounts shall be retained until resolution of the audit findings. If the Florida Public Records Act is determined by CITY to be applicable to CONTRACTOR'S records, CONTRACTOR shall comply with all requirements thereof; however, no confidentiality or non-disclosure requirement of either federal or state law shall be violated by CONTRACTOR. Any incomplete or incorrect entry in such books, records, and accounts shall be a basis for CITY'S disallowance and recovery of any payment upon such entry.
 5. CONTRACTOR shall respond to the reasonable inquiries of successor CONTRACTORS and allow successor CONTRACTORS to receive working papers relating to matters of continuing significance.
 6. CONTRACTOR shall provide a complete copy of all working papers to CITY, prior to final payment by CITY, in accordance with the Agreement for CONTRACTOR'S services.
- C. Public Records: CONTRACTOR shall comply with The Florida Public Records Act as follows:
1. Keep and maintain public records that ordinarily and necessarily would be required by the CITY in order to perform the service.
 2. Upon request by the City's records custodian, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
 3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term.
 4. Upon completion of the Agreement or in the event of termination of the Agreement by either party, any and all public records relating to the Agreement in the possession of CONTRACTOR shall be delivered by CONTRACTOR to CITY, at no cost to CITY, within seven (7) days. All records stored electronically by CONTRACTOR shall be delivered to the CITY in a format that is compatible with the City's information technology systems. Once the public records have been delivered to the CITY upon completion or termination of this Agreement, CONTRACTOR shall destroy any and all duplicate public records that are exempt or confidential and exempt from public record disclosure requirements.
 5. CONTRACTOR'S failure or refusal to comply with the provisions of this Section shall result in the immediate termination of this Agreement by the CITY.

IF CONTRACTOR HAS QUESTIONS REGARDING THE

APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 954-385-2000, pbates@westonfl.org OR BY MAIL: City of Weston – Office of City Clerk, 17200 Royal Palm Boulevard, Weston, FL 33326.

- D. **Policy of Non-Discrimination:** CONTRACTOR shall not discriminate against any person in its operations, activities or delivery of services under this Agreement. CONTRACTOR shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.
- E. **Public Entity Crime Act:** CONTRACTOR represents that the execution of this Agreement will not violate the Public Entity Crime Act (Section 287.133, Florida Statutes), which essentially provides that a person or affiliate who is a contractor, CONTRACTOR or other provider and who has been placed on the convicted vendor list following a conviction for a Public Entity Crime may not submit a bid on an contract to provide any goods or services to CITY, may not submit a bid on a contract with CITY for the construction or repair of a public building or public work, may not submit bids on leases of real property to CITY, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with CITY, and may not transact any business with CITY in excess of the threshold amount provided in Section 287.017, Florida Statutes, for category two purchases for a period of thirty six (36) months from the date of being placed on the convicted vendor list. Violation of this section shall result in termination of this Agreement and recovery of all monies paid hereto and may result in debarment from CITY'S competitive procurement activities. In addition to the foregoing, CONTRACTOR further represents that there has been no determination, based on an audit, that it committed an act defined by Section 287.133, Florida Statutes, as a "public entity crime" and that it has not been formally charged with committing an act defined as a "public entity crime" regardless of the amount of money involved or whether CONTRACTOR has been placed on the convicted vendor list.
- F. **Third Party Beneficiaries:** Neither CONTRACTOR nor CITY intends to directly or substantially benefit a third party by this Agreement. Therefore, the parties agree that there are no third-party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against either of them. Based upon this Agreement the parties expressly acknowledge that it is not their intent to create any rights or obligations in any third person or entity under this Agreement.
- G. **Notices:** Whenever either party desires to give notice to the other, such notice shall be in writing, sent by certified United States mail postage, prepaid return receipt requested or by hand delivery with a request for a written receipt of acknowledgment of delivery, addressed to the party for whom it is intended at the place last specified. The place for giving notice shall remain the same as set forth herein until changed in writing in the manner provided in this section. For the present, the parties designate the following:

CITY: Donald P. Decker, City Manager/CEO
City of Weston
17200 Royal Palm Boulevard
Weston, FL 33326

With a copy to:

Jamie Alan Cole, Esq.
City Attorney
Weiss Serota Helfman Cole & Bierman, P.L.
200 East Broward Boulevard, Suite 1900
Fort Lauderdale, FL 33301

CONTRACTOR: Susan Wingate, President
Greensource Landscape & Sports Turf, Inc.
4800 SW 201 Terrace
Southwest Ranches, FL 33332

- H. Conflicts: Neither CONTRACTOR nor its employees shall have or hold any continuing or frequently recurring employment or contractual relationship that is substantially antagonistic or incompatible with CONTRACTOR'S loyal and conscientious exercise of judgment related to its performance under this Agreement.
1. CONTRACTOR agrees that none of its officers or employees shall, during the term of this Agreement, serve as an expert witness against CITY in any legal or administrative proceeding in which he or she is not a party, unless compelled by court process. Further, CONTRACTOR agrees that such persons shall not give sworn testimony or issue a report or writing, as an expression of his or her expert opinion, which is adverse or prejudicial to the interests of CITY in connection with any such pending or threatened legal or administrative proceeding. The limitations of this section shall not preclude CONTRACTOR or any other persons from representing themselves in any action or in any administrative or legal proceeding.
 2. In the event CONTRACTOR is permitted to utilize subcontractors to perform any services required by this Agreement, CONTRACTOR agrees to prohibit such subcontractors, by written Agreement, from having any conflicts within the meaning of this section.
- I. Materiality and Waiver of Breach: CITY and CONTRACTOR agree that each requirement, duty, and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. CITY'S failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach of a provision of this Agreement shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this Agreement.

- J. Severance: In the event a portion of this Agreement is found by a court of competent jurisdiction to be invalid, the remaining provisions shall continue to be effective unless CITY or CONTRACTOR elects to terminate this Agreement. An election to terminate this Agreement based upon this provision shall be made within seven days after the finding by the court becomes final.
- K. Joint Preparation: The parties acknowledge that they have sought and received whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to express their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.
- L. Priority of Provisions: If there is a conflict or inconsistency between any term, statement, requirement, or provision of any form and exhibit attached hereto, any document or events referred to herein, or any document incorporated into this Agreement by reference and a term, statement, requirement, or provision of this Agreement, the term, statement, requirement, or provision contained in Sections 1 through 8 of this Agreement shall prevail and be given effect.
- M. Applicable Law and Venue: Attorney's Fees and Costs: This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. The parties submit to the jurisdiction of any Florida state or federal court in any action or proceeding arising out of, or relating to, this Agreement. Venue of any action to enforce this Agreement shall be in Broward County, Florida. The parties expressly waive all rights to trial by jury for any disputes arising from or in any way connected with this Agreement. The parties understand and agree that this waiver is a material Agreement term. This Agreement is not subject to arbitration. If any party is required to enforce the terms of this Agreement by court proceedings or otherwise, whether or not formal legal action is required, each party shall pay its own attorney's fees and costs.
- N. Amendments: No modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement.
- O. Prior Agreements: This Agreement and its attachments constitute the entire agreement between CONTRACTOR and CITY, and this document incorporates and includes all prior negotiations, correspondence, conversations, agreements, and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written. It is further agreed that no modification, amendment or alteration in the terms or conditions contained here shall be effective unless set forth in writing in accordance with Section 7.17 (N.) Amendments above.

- P. Incorporation by Reference: The truth and accuracy of each "Whereas" clause set forth above is acknowledged by the parties. The attached Forms and Exhibits are incorporated hereto and made a part of this Agreement.
- Q. Multiple Originals: This Agreement may be fully executed in five (5) copies by all parties each of which, bearing original signatures, shall have the force and effect of an original document.
- R. Headings: Headings are for convenience of reference only and shall not be considered in any interpretation of this Agreement.
- S. Binding Authority: Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.
- T. Survival of Provisions: Any terms or conditions of this Agreement that require acts beyond the date of its termination shall survive the termination of this Agreement, shall remain in full force and effect unless and until the terms of conditions are completed, and shall be fully enforceable by either party.
- U. Truth-in-Negotiation Certificate: Signature of this Agreement by CONTRACTOR shall act as the execution of a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation of this Agreement are accurate, complete, and current at the time of contracting.
- V. Non-Appropriation of Funds: In the event no funds or insufficient funds are appropriated and budgeted or are otherwise unavailable in any fiscal year for payments due under this Agreement, then CITY, upon written notice to CONTRACTOR of such occurrence, shall have the unqualified right to terminate this Agreement without any penalty or expense to CITY.
- W. Default: In the event of a default by CONTRACTOR, CONTRACTOR shall be liable for all damages resulting from the default. CITY may take advantage of each and every remedy specifically existing at law or in equity. Each and every remedy shall be in addition to every other remedy specifically given or otherwise existing and may be exercised from time to time as often and in such order as may be deemed expedient by CITY. The exercise or the beginning of the exercise of one remedy shall not be deemed to be a waiver of the right to exercise any other remedy. CITY's rights and remedies as set forth in this Agreement are not exclusive and are in addition to any other rights and remedies available to CITY in law or in equity.

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SECTION 9
SPECIAL CONDITIONS

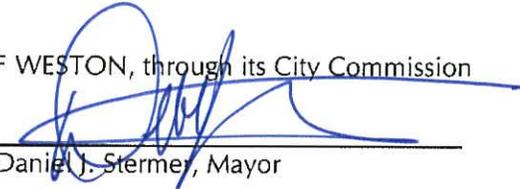
None.

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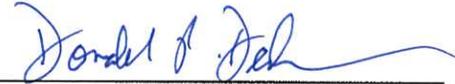
AGREEMENT BETWEEN THE CITY OF WESTON, FLORIDA AND GREENSOURCE LANDSCAPE AND SPORTS TURF, INC. FOR RFP NO. 2019-13 FOR PARKS MAINTENANCE SERVICES – PARKS GROUP A.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature: City of Weston through its City Commission, signing by and through its Mayor, authorized to execute same by Commission action on the 16th day of March, 2020 and _____ authorized to execute same.

CITY OF WESTON, through its City Commission

By: 
Daniel J. Stermer, Mayor

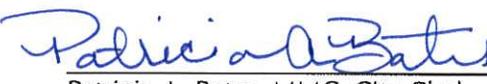
29th day of May, 2020

By: 
Donald P. Decker, City Manager /CEO

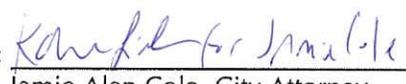
29th day of May, 2020

(CITY SEAL)

ATTEST:


Patricia A. Bates, MMC, City Clerk

Approved as to form and legality
for the use of and reliance by the
City of Weston only:

By: 
Jamie Alan Cole, City Attorney

29th day of May, 2020



AGREEMENT BETWEEN THE CITY OF WESTON, FLORIDA AND GREENSOURCE LANDSCAPE AND SPORTS TURF, INC. FOR RFP NO. 2019-13 FOR PARKS MAINTENANCE SERVICES – PARKS GROUP A.

CONTRACTOR: Greensource Landscape and Sports Turf, Inc.

By: Susan Wingate
Susan Wingate, President

29 day of April, 2020

WITNESSES:

Carmen Saavedra
Signature

Carmen Saavedra
Print Name

Jasun Wingate
Signature

Jasun Wingate
Print Name