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Agenda 2022-12-15 **Section 5**

Landscaping Proposals

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Landscaping Services Request For Proposals





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Scope of Services

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1. SCOPE

The Contractor shall provide landscape and general grounds maintenance for the Harmony Community Development District (hereinafter "CDD" or "District") within the designated Service Area. Note that the CDD boundary, adjacent to the golf course, is marked with vertical white PVC pipe approximately every 300 feet.

1.1 General Overview

Harmony, located in the Osceola County off U.S. Hwy. 192, is a planned residential community.

1.2 Community Development District (CDD)

The Harmony Community Development District ("District" or "CDD") is a local unit of special-purpose government that was created pursuant to Chapter 190, Florida Statutes and established on the property via an ordinance enacted, ordered, and approved by Osceola County.

The CDD areas to be included in this landscape and ground maintenance Scope of Services are generally defined as all the District systems, works, or facilities within Harmony ("Service Area"). These areas and elements include public parks, roadway shoulder areas (landscape and sidewalks), stormwater management ponds, roadway bridges, culverts, and headwalls. These areas are highlighted on the attached map.

The District shall furnish access to all areas of the jobsite where the Contractor is required to perform this Scope of Services.

1.3 Service Area Map

A Service Area Map is attached and incorporated to the underlying Landscape Maintenance Service Provision Agreement ("Agreement") as Exhibit C. The Service Area Map is a general map of the community that highlights the Service Area covered under this Scope of Services.

2. GENERAL CONTRACTOR REQUIREMENTS AND PROCEDURES

The Contractor shall meet the requirements and follow the procedures associated with all items in this Agreement and its Scope of Services. These general requirements and procedures are as follows:

2.1 **Operation Procedures**

The Contractor shall perform the basic services outlined within the Scope of Services between the hours of 7:00 a.m. and 5:00 p.m., Monday through Friday unless specified otherwise or directed by the District through its District Manager or the District Manager's Designated Personnel. The Contractor may submit a request for additional operation time, in response to poor weather conditions, to be reviewed for approval by the District Manager or the District Manager's Designated Personnel. The District Manager will establish where Contractor's crew will take breaks, lunches, and





use restroom facilities. Contractor personnel vehicles will be parked only in areas designated by the District.

2.2 Key Personnel

- 2.2.1 All Work shall be managed and/or directed by key personnel identified in the proposal. Any changes in the assigned key personnel shall be subject to approval by the District Manager. Where applicable, the Contractor shall require certifications, training, etc. be secured and updated for all employees for the maintenance and technical services performed under this contract.
- 2.2.2 Contractor shall provide one (1) Project Manager who is knowledgeable of the Contractor's daily activities when performed at the site and is experienced in landscape maintenance. The Project Manager will be responsible for overall supervision of the Contractor's work force for the District Service Area and shall serve as the single point of contact between the District and Contractor. The Project Manager shall maintain at all times a means of being contacted by the District Manager and/or the District Manager's Designated Personnel and shall respond to such a call within a reasonable amount of time. The Project Manager shall be responsible for coordinating all scheduled services and activities and shall notify the District Manager and or the District Manager's Designated Personnel of the daily schedule, for quality control of the Contractor's services, and for arranging and supervising unscheduled maintenance services requested by the District or the District Manager.
- 2.2.3 Contractor shall provide at least one (1) full-time onsite Field Supervisor to observe and monitor the daily activities including landscape and general grounds maintenance operations. The Field Supervisor shall be Green Industries Best Management Practices Certified and must have experience in central Florida ornamental horticulture and Florida-friendly landscape practices.
- 2.2.4 Contractor shall provide adequate staffing levels in order to complete the duties outlined in the Agreement and its Scope of Services so that the duties of the Contractor are performed in a timely, skillful and competent manner.

2.3 Personnel Dress Code

The Contractor shall ensure that employees working pursuant to the Agreement shall wear uniforms or professional attire at all times. Clothing that expresses or implies obscene language or graphics, degrading or demeaning connotations, or in the opinion of the District Manager and/or the District Manager's Designated Personnel is unsightly for any reason, shall be strictly prohibited. Contractor personnel shall wear shirts at all times and shall wear footwear that conforms to safe work practices.

2.4 **Personnel Conduct**





The Contractor shall enforce strict discipline and good order among its employees. The Contractor shall ensure that its employees that communicate and interact with the Harmony community are knowledgeable of the Scope of Services and other duties of the Contractor.

2.5 **Safety Program**

The Contractor shall develop, implement, and maintain a safety program for its operations performed under this Scope of Services. That safety program shall include, at a minimum, a safety policy, safety rules and procedures, safety training, procedures for reinforcing and monitoring safety programs, procedures for accident investigations, providing and maintaining equipment safety features, and safety record keeping.

The Contractor shall comply with all State of Florida and federal and local regulations, rules and orders, as they pertain to occupational safety and health, the safe operation and security of the facilities.

The Contractor shall provide, at the Contractor's expense, all safety equipment and materials necessary for and related to the work performed by its employees. Such equipment will include but is not limited to items necessary to protect its employees and the general public, if applicable.

2.6 Facility Location

The District shall not provide a storage building within the boundaries of the District for the Contractor as part of this Scope of Services. The Contractor shall, upon receipt of written approval from the District Manager, be allowed to temporarily store, if necessary, its materials and equipment onsite at a District-selected location. The Contractor shall be responsible for security of its stored materials and equipment, as well as any connections for utilities to the storage site. The Contractor may be allowed to temporarily have placed a debris dumpster specifically intended for the disposal of debris generated as part of the Contractor's daily activities as outlined throughout this agreement so long as the location of the debris dumpster is approved by the District Manager. Contractor shall be solely responsible for the costs associated with said debris dumpster.

2.7 <u>Subcontractors</u>

If the Contractor, as a part of the performance of its Services, elects to employ Subcontractors, the following shall apply:

- 1. The Contractor shall reserve the right to hire qualified Subcontractors to perform specialized functions or work including specialized equipment as may be required, at Contractor's expense.
- 2. The Contractor shall be responsible for, and coordinate with, the services of any of its Subcontractors.
- 3. The Contractor shall require all its Subcontractors, as a condition of employment, to agree to the applicable terms and conditions identified in the Contract Documents.





2.8 Consultants

If the Contractor, as a part of the performance of its Services, elects to employ Consultants, the following shall apply:

- 1. The Contractor shall reserve the right to hire qualified consultants to perform specialized functions or work including specialized equipment as may be required, at Contractor's expense
- 2. The Contractor shall be responsible for, and coordinate with, the services of any of its Consultants.
- 3. The Contractor shall require all Consultants, as a condition of employment, to agree to the applicable terms and conditions identified in the Contract Documents.

2.9 **Data Maintenance**

It is to be understood that all data transmitted, and material/equipment purchased under this contract by the Contractor or provided to the Contractor, either by the District or third parties, are the sole properties of the District. The Contractor shall have temporary charge of the data while performing contracted services for the Service Area. All data shall be returned to the District through the District Manager at the conclusion of the term of the Agreement, after which no copies of the data may be kept by the Contractor without the express written permission of the District.

The District shall retain the right to require that the Contractor transfer all landscape maintenance service data to the District immediately upon fourteen days' written notice, for any reason. The same procedures shall apply should it become necessary for the Contractor to voluntarily return all of said data to the District.

2.10 Quality Control

The District will have the right, at any stage of the operation, to reject any or all of the Contractor's Services and materials, which in the District Manager's or the District Manager's Designated Personnel's opinion does not meet the requirements of these specifications. Throughout the entire Service Area, the Contractor shall maintain the installed number of shrubs, ground cover, and trees in addition to the installed amount of turf grasses. The Contractor shall replace or reimburse the District for the cost of replacement or repairs, at the Contractor's own expense, those turf areas, shrubs, ground cover, and trees that are damaged or lost due to insects, disease, and/or fungus as directed by the District Manager. All replacements shall meet the original design, specification, and quality of surrounding related material. Any other CDD systems or facilities damaged due to Contractor's negligence shall be repaired or replaced as directed by the District Manager and/or the District Manager's Designated Personnel at the Contractor's own expense. All repairs and replacements shall also occur within two (2) weeks of notice from the District Manager.





If requested by the District Manager and/or the District Manager's Designated Personnel, the Contractor will make weekly walk-through reviews of the entire site related to visual observations and the Contractor's performance. The Contractor will make repairs and adjustments, as directed by the District Manager and or the District Manager's personnel, during these site visits. A monthly Maintenance Report shall be generated by the Contractor and submitted to the District Manager and/or the District Manager's Designated Personnel outlining potential problem areas and the Contractor's proposed corrective action, upcoming work approval request, coordination, scheduling, etc. The Contractor shall provide the District Manager with a weekly updated maintenance log addressing all activities occurring in that week.

2.11 Materials

All materials shall conform to bid specifications. Contractor will meet all licensing and reporting requirements.

2.12 Licensing and Permits

Contractor shall maintain any applicable license and permit requirements of Osceola County, the State of Florida, the Federal Government as well as all other requirements of the law.

2.13 Liability and Adherence to Scope of Services

Contractor shall be liable for any damage of any kind whatsoever that is caused by the negligence of the Contractor, its agents or employees.

Throughout the entire Service Area, Contractor shall maintain the installed number of shrubs, groundcover, trees, and turf. At the direction of the District Manager, Contractor shall replace or repair (or reimburse District for the cost of any replacement or repairs made by the District), at Contractor's own expense, those turf areas, shrubs, groundcovers, trees, or other District systems or facilities, that are damaged or lost due to the negligence of the Contractor and/or the failure of the Contractor to adequately control insect, disease, and/or fungus. All replacements shall meet the current size, specification, and quality of surrounding related material. All repairs and replacements shall occur within two (2) weeks of noticed date of discovery. However, Contractor shall not be responsible for any damage resulting from a natural disaster (e.g., freezing temperatures, hurricanes, tornadoes, storms, or floods).

3. COORDINATION

The Contractor shall provide coordination with the District Manager and/or the District Manager's Designated Personnel for all items associated with the requirements of this Agreement.

The Contractor shall meet with the District Manager and/or the District Manager's Designated Personnel, as appropriate, on at least a monthly basis. Those meetings shall serve as a forum for the exchange of information, identification of pertinent and critical issues, determination of an action plan and schedule for resolving those issues, review of schedule and budget status, and discussion of other landscape, irrigation





and maintenance related issues deemed appropriate by the District Manager, and/or the District Manager's Designated Personnel, or the Contractor. The Contractor shall record and distribute notes of each meeting to all attendees within five (5) business days, as well as other parties with a need-to-know. The District Manager and/or the District Manager's Designated Personnel shall set the meeting time and location.

In addition, Contractor shall provide a representative to attend the monthly meeting of the Harmony Community Development District Board of Supervisors if requested to do so by the District Manager. This representative shall be knowledgeable of this Scope of Services and shall be able to respond to any questions the District Board of Supervisors may have as to the day-to-day activities of the Contractor pursuant to this Agreement.

Coordination with appropriate entities in carrying out the performance of the Agreement is considered one of the many critical activities of the Contractor. Those entities that Contractor shall coordinate with include, but are not limited to, the following:

- 1. CDD Manager
- 2. District Manager's Designated Personnel
- 3. CDD Engineer
- 4. CDD Field Manager/Dockmaster
- 5. Orlando Utility Commission (OUC)
- 6. Toho Water Authority
- 7. Osceola County and its various departments
- 8. Florida Department of Transportation
- 9. Adjacent property Owners, as directed by the District Manager and/or the District Manager's Designated Personnel

4. SCHEDULED OPERATIONS AND MAINTENANCE

Harmony is a Florida Green Building Coalition "Certified Green Development" which requires the practice of Florida-friendly and environmentally sound landscaping practices. "Green" alternatives shall be considered and utilized whenever feasible.

The Contractor shall meet all requirements associated with turf care, shrubs/ground cover care, tree care, and litter removal, as required in this Agreement. The Contractor shall thoroughly make routine site inspections of the District Service Area as set forth in attached Exhibit C to the underlying Agreement. All landscaping, hardscape, and structures (fences, entry features, benches, etc.) within the Service Area shall be maintained by this Contractor in accordance with the following requirements:

4.1 Turf Care

4.1.1 Mowing

a. All St. Augustine and Zoysia turf areas located within the service area shall be mowed once per week from April through October and once every other week from November through March. Mowing shall be performed at a frequency of 41 times a year. Excluded ROW Mowing will exclude the turf areas in front of homes along Five Oaks Drive, Cat Brier Trail, Schoolhouse Road and Oak Glen Trail.





- i. Bahia turf areas located within the service area shall be mowed once per week from May through October, every other week November and March and one time per month December through February. Mowing of Bahia turf areas shall be performed at a frequency of 34 times.
- ii. Dog parks need to be inspected weekly for mowing for a frequency of 52.
- b. Turf areas along U.S. Hwy 192 are to be maintained as specified above in section 4.1.1 a. The Contractor will pay particular attention to this area since it is the first impression for residents, visitors, and guests.
- c. Turf areas around ponds shall be maintained up to two (2) feet from the water's edge unless otherwise noted with onsite "No Mow" signage. The two-foot buffer zone shall be maintained as needed, not allowing the buffer zones to exceed 18 inches in height.
- d. Mowing retention areas and other areas too wet for proper mowing will be mowed when the ground is firm enough to allow for normal mowing procedures.
- e. Mowing height is to be based on reasonability and what is horticulturally correct for the turf variety and conditions. However, in no instance will the mowing height be less than three (3) inches, to foster photosynthesis and healthy root development, nor shall more than one-third of the blade be removed at any cutting. This excludes sport turf and Zoysia turf, which are to be maintained horticulturally correctly for each specific turf variety.
- f. Mower blades shall be kept sharp at all times to prevent tearing of grass blades.
- g. Mulching type-mowing equipment is preferred.
- h. Visible clippings after mowing shall be removed to prevent thatch build up.
- i. Various mowing patterns shall be employed to prevent ruts in the turf caused by mowers.
- j. All clippings shall be kept out of landscape beds and off all sidewalks, roadways, waterways, water features, and swimming pools.
- k. Appropriately sized mowing equipment shall be used around all trees to prevent tree trunk damage.

4.1.2 Edging

a. Hard surface edging is to be defined as outlining and/or removing turf from along all sidewalks and curbs, and soft surface edging is to be defined as outlining and/or removing turf from all tree rings and planting beds, etc. by the use of a mechanical edger. Hard edging will be completed with each mowing cycle.





- b. All hard surface edging shall be performed to maintain straight and sharp edges between curbs/sidewalks and turf areas. Edging shall be completed the same day and at the same frequency that an area is mowed.
- c. All soft surface edging shall be performed neatly to maintain the shape and configuration of all planting areas in a clean manner, free of imperfections. Bed lines and tree wells shall be maintained two times per month, April October and one time per month November through March. All plant bed edges shall be maintained to the curves, as originally designed.

i. THE USE OF NON-SELECTIVE HERBICIDE (ROUND-UP) IN PLACE OF SOFT EDGING IS PROHIBITED.

- d. The edging equipment shall be equipped with manufactures guard to deflect hazardous debris. String or lined trimmers shall not be used.
- e. All sidewalks, streets, and roadways shall be immediately swept, blown, or vacuumed to maintain a clean, well-groomed appearance. Clippings and other debris shall not be disposed of into storm drains.
- f. The proper safety precautions shall be taken when edging (i.e., safety vest, signage, warning light, etc.), along roadways as required by Federal, State or local law, as deemed necessary by the Contractor and/or as directed by the District Manager.

4.1.3 Trimming

All areas inaccessible to mowers, and/or otherwise unmowable due to trees, light poles, chain-link fences, signs, rocks, culverts, miscellaneous hardscape items etc., shall be trimmed at the same height, same day, in the same frequency as mowing. This includes grass runners around all ponds. Trimming shall be performed with the use of a string trimmer or other mechanical means. Chemical use shall be encouraged when working within six (6) inches of any vinyl fence posts. All other chemical use will not be permitted unless approved by District Manager and/or the District Manager's Designated Personnel.

4.1.4 Disease Control

The spraying of turf for control of disease shall be provided as needed, including the following procedure:





- a. The Contractor shall be responsible for developing a Horticulture Plan that will provide HCDD with turf that is generally weed free. The use of pre-emergent herbicides is encouraged to attain the best results.
- b. Re-treatments required between scheduled applications shall be performed at the Contractor's expense.
- c. The Contractor reserves the right to substitute a granular product for a liquid based on prevailing weather conditions.
- d. Turf areas shall be continuously monitored for infestations of disease and/or fungus, and weeds will be treated immediately for proper control. Contractor shall provide a monthly monitoring report of these activities to the District Manager and/or the District Manager's Designated Personnel.
- e. All Florida and federal regulations governing the use and application of chemicals shall be strictly adhered to. Contractor assumes all related liability for adhering to these regulations.
- f. Contractor shall provide MSDS sheets for all chemicals to the District Manager and/or the District Manager's Designated Personnel prior to start of the contract. Contractor shall also provide MSDS sheets for any changes in chemical use to the District Manager, prior to application, throughout the entire contract period.
- g. Additional treatments shall be provided with fungus and disease spray in order to control brown patch and dollar spot.

4.1.5 Fertilization

- a. Contractor shall obtain all permits and licenses needed in order to lawfully spread fertilizer pursuant to Florida law.
- b. St. Augustine/Zoysia turf fertilizer shall be applied at least four (4) times per year (March, July and November). A standard, non-burning commercial turf fertilizer, with 50% or greater slow-release N, shall be used at a rate of one (1) pound of actual nitrogen per 1,000 square feet. Irrigated Bahia turf shall be fertilized two (2) times per year (March and November).
- c. Fertilizer shall be watered as soon as possible following application. The Contractor shall therefore coordinate with the District Manager and/or the District Manager's Designated Personnel concerning application schedules in order to make sure that they align with the watering schedule.





- d. All fertilizers shall be applied (full coverage) according to manufacturer's instructions.
- e. Fertilizers shall be applied when the turf is dry and not over an early morning dew.
- f. Application may be different depending on the season of application and should always meet the specific site condition and the type of turf. Any reapplications required, in the District Manager's opinion, shall be provided at the Contractor's own expense.
- g. The District Manager reserves the right to make reasonable adjustments to the specifications, timing, rate of application and elementary composition according to actual horticultural conditions at the time.
- h. A State inspection of analysis along with an actual certified fertilizer label, legible and otherwise suitable condition for filing, must be submitted for approval.
- i. To maintain uniform turf color, fertilization of the Service Area shall be completed within ten (10) consecutive working days.
- j. All fertilizers shall be kept out of canals and stormwater retention ponds and must be removed immediately from all sidewalks and roadways.
- k. A report containing bag usage and tonnage per area shall be submitted immediately following fertilization.
- All Florida and Federal laws and regulations governing the use/application of chemicals shall be strictly adhered to. Contractor assumes all related liability for adhering to or failing to adhere to these regulations.
- m. Contractor shall provide MSDS sheets for all chemicals to the District Manager and/or the District Manager's Designated Personnel prior to start of contract. Contractor shall also provide MSDS sheets for any changes in chemical use to the District Manager and/or the District Manager's Designated Personnel, prior to application, throughout the entire contract period.

4.1.6 Pest Control

- a. The Contractor shall use BMP practices and standards for scouting and control of insects monthly in St. Augustine/Zoysia turf. Applications are <u>As Needed</u> to control and stop the spread/infestation of turf damaging insects. Any reapplications required, in the Owner's opinion, shall be provided at the Contractor's own expense. Turf that is lost due to negligence will be replaced at the cost of the Contractor.
 - i. Please provide a cost per Acre for Top Choice Fire Ant control.
 - b. St. Augustine/Zoysia turf areas shall be sprayed to effectively control infestations of insects including chinch bugs, sod webworms, army worms, and mole crickets. The selected spray should also help control fire ants and fleas. These areas shall be





continuously monitored for infestations and shall be treated immediately for proper control. Contractor shall provide a monthly monitoring report of these activities to the District Manager. (It is agreed as a part of these specifications that control of mole crickets cannot be guaranteed under this contract.)

- c. Bahia turf areas shall be sprayed to effectively control infestations of insects including leafhoppers, sod webworms, army worms, and mole crickets. The selected spray should also help control fire ants and fleas. These areas shall be continuously monitored for infestations and shall be treated immediately for proper control. Contractor shall provide a monthly monitoring report of these activities to the District Manager. (It is agreed as a part of these specifications that control of mole crickets cannot be guaranteed under this contract.)
- d. Contractor shall routinely control fire ant colonies within the dog parks, sports turf, playgrounds, Harmony Square, and other high use areas, as guided by section 4.2.2
- e. Contractor shall routinely control the establishment of cogongrass, torpedo grass, and other invasive exotic plants.
- f. Contractor shall be responsible for the replacement of all damaged turf as a result of ineffective insect control methods.
- g. All Florida and Federal laws and regulations governing the use/application chemicals shall be strictly adhered to. Contractor assumes all related liability for adhering to or failing to adhere to these regulations.
- h. Contractor shall provide MSDS sheets for all chemicals to the District Manager and/or the District Manager's Designated Personnel prior to start of Agreement. Contractor shall also provide MSDS sheets for any changes in chemical use to the District Manager and/or to the District Manager's Designated Personnel, prior to application, throughout the entire term of the Agreement.

4.1.7 pH Adjustment

It is anticipated that the soil pH level may require adjustment in various areas throughout the Service Area. The Contractor shall perform, as directed by the District Manager, soil tests for any and all areas where the landscape is not responding adequately to the landscape care program. Based on the pH test results, the Contractor shall provide a pH adjustment program, if required, as approved by the District Manager and/or the District Manager's Designated Personnel. These areas will be monitored and, as directed by the District Manager and/or the District Manager's Designated Personnel, follow-up tests will be required. The soil tests and the pH adjustments shall be considered part of the base Scope of Services.





4.2 Shrubs/Groundcover Care

4.2.1 **Pruning**

- a. Detailing of planted areas shall be performed in a sectional method as needed to keep them from spreading over walks, curbs, or up walls. Pruning to maintain a natural shape shall be a continuous operation, with the entire community being completed one time per month.
- b. Detailing includes trimming, pruning and shaping of all shrubbery, ornamentals and ground cover, removal of under story tree suckers, removal of unwanted vegetation, and the fluffing of bark or chips.
- c. New shrubs shall be hand clipped to remove only the top excess growth. Hedge sheering shall not be performed until shrub rows are completely full and have obtained at least three (3) feet full height. Pruning sides of shrubs shall be avoided to allow the mass to naturally fill.
- d. No pruning shall be performed on live wood that alters the shape and fullness with respect to the intended character of the plantings. Any shrub damage from equipment, other negligent activities, or improper pruning shall be replaced by the Contractor at no cost to the District.
- e. Shrubs shall be pruned according to District Manager's specific instructions.
- f. Summer flowering shrubs shall be pruned yearly during late winter/early spring (late February through April). Rejuvenation pruning may be needed to reset height of Summer flowering shrubs such as Golden Thryallis and Fire Bush
- g. Spring flowering shrubs shall be pruned yearly after blooming.
- h. Broad leaf evergreen shrubs shall be hand-pruned monthly to maintain their natural appearance after the new growth has hardened off.





- i. Conifers shall be pruned monthly after the foliage of the new growth has changed color.
- j. All Florida native ornamental grasses shall be pruned during the winter months or as dictated by each plant type as typically accepted as a horticultural standard.
- k. Ground covers shall be edged and pruned to contain them within the planting beds.
 - i. Native Grasses will be pruned two (2) times per year in April and October. Any grasses abutting sidewalks will be trimmed as needed to keep plant material off the walkway.
- I. The main stem of shrubs or vine-like plants planted near fences shall be secured to the fence with plastic tie material to allow new growth to be guided as directed by the District Manager.
- m. All clippings shall be removed from all sidewalks, roadways, and waterways, and disposed off-site.
- n. A schedule for pruning shall be submitted within 30 calendar days of the notice-to-proceed with the Services for District Manager's approval.
- o. Selective pruning, balling and shaping shall be performed as needed to expose landscape lights and remove all dead wood.

4.2.2 Weeding

- a. The Contractor shall be required to maintain all mulched areas (including shrubs and landscape beds) reasonably free of weeds, to a level that is acceptable to the District Manager and/or the District Manager's Designated Personnel, by hand pulling or chemical means, as environmental, horticultural, and weather conditions permit. An appropriate combination of pre- and post-emergent is strongly recommended. Weeding shall be performed weekly (52 times) to keep bed generally free of weeds.
- All weeds collected, including flowers, leaves, clippings and other landscape debris, shall be removed and disposed off-site every other week unless heavier accumulation requires weekly removal and disposal off-site.
- c. Weeds around impervious surfaces shall be sprayed as soon as observed.
- d. All Florida and Federal laws and regulations governing the use/application chemicals shall be strictly adhered to. Contractor assumes all related liability for adhering to or failing to adhere to these regulations.
- e. Contractor shall provide MSDS sheets for all chemicals to the District Manager and/or the District Manager's Designated Personnel prior to start of the services under the Agreement. Contractor shall also provide MSDS sheets for any changes in chemical use to





the District Manager and/or District Manager's Designated Personnel, prior to application, throughout the entire Agreement period.

4.2.3 Fertilization

- a. A custom blend fertilizer shall be applied to shrubs and other landscape plants as needed with a minimum of at least three (3) times per year (February, May, and October).
- b. Analysis shall include a trace element of iron, magnesium, zinc, and calcium. Analysis and program should be structured to meet the specific site conditions. Reapplications, if required in the District Manager's and/or District Manager's Designated Personnel's opinion, shall be provided at the Contractor's own expense.
- c. Fertilizers shall be applied at a rate of 1 (one) pound of nitrogen per 1,000 square feet of bed area.
- d. Granular fertilizers must be 50% or greater slow-release nitrogen.
- e. Alternative fertilizer analysis may be approved by the District Manager, if the Contractor substantiates reasons for healthier plant growth.
- f. Granular fertilizer shall be applied by hand or hand operated broadcast spreader insuring uniform coverage. Fertilization shall be completed within ten (10) consecutive working days.
- g. A State inspection of analysis along with an actual label in legible and otherwise suitable condition for filing shall be submitted for approval.
- h. All fertilizer shall be kept out of canals and lakes and be removed immediately from all sidewalks, pedestrian areas, and roadways.
- A report containing name of product applied, mix ratio, rate of application, amount of product applied, and location of application shall be submitted to the District Manager immediately following fertilization.
- j. All Florida and Federal laws and regulations governing the use/application chemicals shall be strictly adhered to. Contractor assumes all related liability for adhering to or failing to adhere to these regulations.
- k. Contractor shall provide MSDS sheets for all chemicals to the District Manager prior to start of the provision of services under the Agreement. Contractor shall also provide MSDS sheets for any changes in chemical use to the District Manager and/or to the District Manager's Designated Personnel, prior to application, throughout the entire Agreement period.





4.2.4 Pest and Disease Control

- a. The District Manager and/or District Manager's Designated Personnel shall be notified one week prior to any chemical application. All overspray shall be prevented and contact with any pedestrians, their property or pets shall be strictly avoided.
- b. All landscape areas shall be continuously monitored for infestations of insects and disease/fungus and treated immediately for proper control. Contractor shall provide a monthly monitoring report of these activities to the District Manager and/or District Manager's Designated Personnel.
- c. Contractor shall use BMP practices and standards for scouting and control of insects in all landscape beds. Treatments will be required as needed to control pests and disease. The Contractor is responsible for diagnosing and controlling pest and disease, any plant material lost due to negligence will be replaced at the Contractor's expense.
- d. Use manufacturers' instructions for proper applications. Operating personnel shall be knowledgeable for monitoring and identification and licensed for application. All chemicals shall be used in strict accordance with Federal, State, and County directives on environmental control and carry an EPA approval number.
- e. All State and Federal regulations governing the use/application chemicals shall be strictly adhered to. Contractor assumes all related liability for adhering to or failing to adhere to these regulations.
- f. Contractor shall provide MSDS sheets for all chemicals to the District Manager prior to start of the Agreement. Contractor shall also provide MSDS sheets for any changes in chemical use to the District Manager, prior to application, throughout the entire term of the Agreement.

4.2.5 pH Adjustment

A soil analysis and pH adjustment shall be provided for shrubs/ground covers as per section 4.1.7.

4.3 Tree Care

4.3.1 Pruning

a. In the event the District or District Manager has contracted with a certified arborist, the Contractor shall consult with said certified arborist before undertaking any and all pruning activities.





- b. Unless otherwise directed by the District Manager or the District Manager's Designated Personnel, the Contractor shall be responsible for pruning trees within the service area from the ground level up to 15 feet high on the trees.
- c. Trees shall be maintained in their natural shape. Trees shall be pruned in a manner to select and develop permanent scaffold branches that are smaller in diameter than the trunk to which they are attached, to provide radial orientation so as not to overlay on one another, to eliminate narrow V-shaped branch forks that lack strength, to reduce topping and wind damage by thinning out crowns, to maintain growth within space limitations, and to balance the crown with the root structure.
- d. Canopy tree pruning shall be limited to the pruning of trees 15 feet or less in height and shall occur as required to maintain safe pedestrian height clearance.
- e. No pruning should be performed on live wood that would affect the fullness with respect to the intended character of the plantings. Any tree damaged from equipment, other negligent activities, or improper pruning shall be replaced by the Contractor at no additional cost to the District.
- f. Contractor shall remove all sucker growth from the base of trees on a regular basis. Contractor shall remove any limbs, which in the District Manager's and/or the District Manager's Designated Personnel's opinion, pose a threat to public safety. Contractor shall provide specific pruning practices, unless otherwise directed by the District Manager and/or the District Manager's Designated Personnel, for the following items:
 - Canopy Trees 15 feet or lower in height Generally prune trees to maintain the desired uniform appearance by thinning or tipping. No topping shall be performed. Branches are encouraged to hang over walks with adequate pedestrian and bicycle clearance.
 - 2. Crepe Myrtle Crepe Myrtles shall be hand pruned in late February through March to remove suckers, seed pods, and crossed or damaged limbs. Severe topping and mechanical shearing will not be accepted and is considered out of character.
 - 3. Ligustrum shall be maintained in their natural form and sucker growth shall be removed to achieve a clear trunk.
 - 4. Magnolias Prune only sucker growth to maintain an attractive, clear trunk appearance.
 - 5. All Ornamental Palms **Up to 15 feet, OA.** Condition and appearance of booted trunks shall be monitored monthly and cleanup/boot removal shall be provided as directed by the District Manager and/or District Manager's Designated Personnel. Once the fronds have drooped to an 8:00 to 4:00 angle, the Contractor shall remove the fronds to a maximum 9:00 to 3:00 angle.





- g. Other ornamental trees shall be pruned yearly during late winter/early spring (late February April).
- h. All other trees shall be pruned yearly to enhance their natural character as directed by the District Manager and/or the District Manager's Designated Personnel and at the recommendation of a certified arborist.
- i. Trees shall be canopied in a manner that will prevent interference with pedestrian walkways, as well as assist in the general appearance of the Service Area. This service will be performed as necessary during a three-week period of time to maintain uniformity and property clearances.

4.3.2 Tree Basins

- a. A cleared circle shall be maintained at the base of all trees to reduce the competition for nutrients by lawns, shrubs, and groundcovers and to prevent damage from mowing equipment. Mulch shall not be allowed to encroach upon the tree trunk and must maintain a minimum clearance of three (3) inches.
- b. Guide wires shall be completely removed once new trees have become established to prevent trunk girdling.

4.3.3 Fertilizer

- a. Trees other than palms within lawn or groundcover areas do not require supplemental fertilization unless recommended for specific deficiencies. All other trees shall receive fertilization on an as-needed basis to maintain color and health, with a minimum of two (2) applications per year.
- b. Trees shall be fertilized as per the requirements of 4.3.4. Any alternative fertilizer analysis recommended specifically for individual trees may be approved if the Contractor substantiates reasons for healthier plant growth.

4.3.4 Pest Control

Preventative insect/disease control treatments shall be provided for individual trees, as per the requirements of 4.3.5.

4.3.5 pH Adjustment

Soil testing and pH adjustment shall be provided as per the requirements of 4.1.7.

4.4 <u>Irrigation System</u>

4.4.1 General Requirements





- a. The Contractor shall be responsible for continual, full operation of all system parts. Any plant damage resulting from non-operation of system, over-watering, or insufficient watering due to maintenance neglect shall be the Contractor's responsibility, as per Section 2.13. Contractor shall replace damaged materials or reimburse the Owner for the cost of replacement or repairs as directed by the Owner. The District will not incur costs for irrigation repairs on heads, PVC fittings, drip line, drip fittings and service lines/zone lines. Mainline repairs, valves, electrical work and clocks will be proposed to the District prior to repairs being completed. Invoices need to show line items of material and separate labor costs by hour.
- b. The Maxicom irrigation control system is maintained by the Contractor, and the system is to be adjusted as needed. The Contractor is expected to communicate any problems, questions, concerns, etc., with the District Manager, and/or the District Manager's Designated Personnel.

4.4.2 Monitoring/Adjustments

- a. The Contractor shall inspect the entire operation of the system no less than one time per month. A detailed report shall be furnished to the Owner at the completion of each inspection. During this inspection, the Contractor shall perform the following repairs as part of normal maintenance in this agreement.
 - a. Repairs to broken or clogged heads
 - b. Ensure the operation and coverage is sufficient and properly adjusted
 - c. Repair any service lines less than 2 inches
 - d. Repair any breaks in drip lines, drip fittings and bubbler irrigation
- b. If Contractor notices any problems with the valves, mainlines, clocks, or wires the Contractor shall report the problem to the District Manager and/or the District Manager's Designated Personnel and provide a proposal for repairs with materials and labor costs listed by in separate line items.

4.4.3 Valve/Valve Boxes

- a. The Contractor shall provide any miscellaneous cleaning of valves for proper functioning on an as needed basis, including valve box lids. Valve boxes shall be edged at the same frequency as beds and tree wells.
- b. If Contractor notices any problems with the valves, Contractor shall report the problem to the District Manager and/or the District Manager's Designated Personnel.

Type text here

4.5 <u>Litter Removal</u>

4.5.1 Landscaped Areas





- a. Paper, grass, cans, trash, branches and other debris shall be removed from the turf, landscape beds, stormwater retention ponds, lake banks, recreational facilities, and boat dock facilities prior to each mowing cycle and shall be disposed of properly. Contractor shall monitor the aforementioned between mowing cycles and all rights-of-way, stormwater ponds, and parks.
- b. Seasonal Leaf Drop- from February 1 through April 30 leaf collection will take place in all common turf and bed areas every other week.

4.5.2 Sidewalks

All walkways shall be kept clear of debris, including fertilizer.

4.6 **District/ District Manager Awareness**

Contractor shall be responsible for notifying the District Manager of any plant materials that have died or those in a state of decline and coordinating and communicating with the District Manager as to all of the contractual obligations within the service area on a regular basis.

5. UNSCHEDULED MAINTENANCE AND REPAIRS

The Contractor shall be equipped and organized to provide any unscheduled maintenance and repairs required in the Agreement. The following addresses the general procedures for unscheduled maintenance and repairs, response to damaged facilities and emergencies, and unscheduled maintenance activities.

5.1 General

The Contractor shall be responsible for all repairs unless directed otherwise by the District Manager and/or District Manager's Designated Personnel. Repairs that result from the Contractor's failure to properly perform the services under this Scope of Services shall not be considered an additional service and therefore shall not warrant additional compensation to the Contractor. Repairs that, in the Contractor and District Manager's opinion, are not as a result of Contractor negligence shall be deemed an additional service and shall, at the District Manager and/or District Manager's Designated Personnel's election, be made by the Contractor upon receipt of written direction from the District Manager and/or District Manager's Designated Personnel. When the Contractor determines that a repair is necessary, the Contractor shall submit to the District Manager and/or to the District Manager's Designated Personnel the Contractor's estimate of the cost to perform the repair. Whenever possible, this cost estimate should be sent to the District Manager seven (7) calendar days in advance of the Contractor performing the services. The District Manager and/or District Manager's Designated Personnel shall return one executed copy of the proposal and shall indicate the method of compensation. In the event the services are to be provided on a unit price or time and material basis, within seven (7) calendar days upon completion of the services, the Contractor shall submit to the District Manager and/or the District Manager's Designated Personnel, an itemized listing of the





Contractor's costs to perform the services including all unit quantity items or labor, equipment, materials, and subcontractors accordingly. The itemized listing shall be presented in a format acceptable to the District Manager and if requested by the District Manager and/or the District Manager's Designated Personnel shall include copies of invoices from others providing work or materials on the repair.

5.2 **Damaged Facilities**

5.2.1 Should the Contractor become aware of damage to the facilities within the area maintained by the Contractor, the Contractor shall notify the District Manager and/or the District Manager's Designated Personnel as soon as possible. If the District Manager or the District Manager's Designated Personnel elects to have the Contractor perform the repair, the District Manager shall request a proposal for the repair and shall authorize in writing for the Contractor to proceed with the repair.

5.2.2 Damaged Irrigation System Repairs

- a. All breaks caused by the Contractor shall be reported immediately to the District Manager and/or District Manager's Designated Personnel. If directed by the District Manager and/or the District Manager's Designated Personnel, the Contractor shall repair the damage in a timely fashion at no cost to the District. Lines shall be flushed thoroughly before installing new heads.
- b. All breaks discovered, but not caused by the Contractor, shall be reported immediately to the District Manager and/or the appropriate District Manager Personnel.
- c. Above-ground irrigation components damaged by the Contractor while performing landscape maintenance activities shall be reported immediately to the District Manager and/or District Manager personnel. If requested by the District Manager or the District Manager's Designated Personnel, the Contractor shall repair and replace the damaged component at no cost to the District as soon as possible in order to prevent washouts, poor coverage, etc.
- d. If any repair is required due to Contractor's negligence and the District Manager's Personnel makes an emergency repair, the District shall charge the Contractor for the cost of the repair.
- e. Irrigation components damaged by accident caused by someone other than the Contractor, by wear and tear, or by vandalism, shall be reported to the District Manager immediately. Execution and payment for these repairs is explained in Section 5.1.

5.3 **Emergency Repairs**

5.3.1 If the repair to a damaged facility is deemed an emergency and an immediate repair is judged necessary by the Contractor and the District Manager or District Manager's





Designated Personnel, then the Contractor shall proceed with providing all material, labor, and equipment on a time-and-material basis necessary to make the repair and restore the facilities.

- 5.3.2 When the Contractor is responsible for damaging any irrigation system components, the Contractor shall notify the District Manager and/or the District Manager's Designated Personnel immediately. If directed by the District Manager and/or the District Manager's Designated Personnel, the Contractor shall provide any emergency repairs to the irrigation system within three hours of notification from the District Manager and/or the District Manager's Designated Personnel. If the emergency repairs are due to Contractor negligence, the Contractor shall provide these repairs at its own expense. If the repair is required due to Contractor's negligence and the District Manager's Designated Personnel must make an emergency repair, the District shall charge the Contractor for the cost of the repair.
- 5.3.3 Emergency repairs, as agreed by the District Manager, are the only repairs that will not require a proposal and written direction from the District Manager.

5.4 Unscheduled Maintenance

- a. The Contractor shall provide occasional unscheduled maintenance that is in addition to the base Scope of Services. The Contractor shall provide a proposal for the work, shall receive written direction from the District Manager and/or from the District Manager's Designated Personnel, and shall respond and complete the request within two weeks or a mutually agreeable time with the District Manager and/or the District Manager's Designated Personnel. The Contractor's cost estimate to provide the work shall be approved by the District Manager and/or the District Manager's Designated Personnel prior to commencement.
- b. The following items, if recommended to be performed by Contractor, and if the District Manager and/or the District Manager's Designated Personnel agrees, will be at the District's additional cost as an extra service provided under the contract or services can be performed under a separate contract with the District's prior authorization:
 - 1. Sweeping of parking areas and driveways except for the cleanup of debris generated from landscape maintenance work.
 - 2. Furnishing or planting of additional trees, shrubs, groundcover, or vines.
 - 3. Deep feeding of trees requiring supplemental fertilization for growth and development.
 - 4. Pruning of tree limbs over 15 feet tall.
 - 5. Spraying for tree disease and insect control above 10 feet.
 - 6. Additional services as may be agreed upon in writing by both parties.





c. Mulching

- a. Mulch will be invoiced at time of service and is not included in the Monthly Landscape fee.
- b. Pine nugget bark mulch shall be installed one time a year between October 1 and November 31 at a minimum depth of three (3) inches in all plant beds and tree rings. Landscape beds beneath natural pine stands shall be mulched with pine straw at a minimum depth of three (3) inches.
- c. At no time shall mulch material be allowed to build up against the tree or plant material base. Mulch shall be maintained at a minimum distance of three (3) inches from the plant base.

Mulch quantities will be determined by the Contractor during the proposal process. Any shortages in material will be installed by the Contractor at their cost. Mulch applications will be invoiced at time of service. The District reserves the right to subcontract the mulch applications.

d. Seasonal Color Rotations

- a. Seasonal Color (annuals) will be invoiced at time of service and is not included in the Monthly Landscape fee.
- b. The annual flowers will need to be 4"-6" premium grade plants. Proposals will need to be provided in the months of February, May, August and November. Installations will take place in March, June, September, and December. Annual soils will need to be replaced two (2) times per year and included in the February and August proposals. The Contractor will warranty the Seasonal Color rotations for the 3 months the plants are in the ground, ensuring continual flowering, fertilization, pest/disease control and proper watering. The Contractor is encouraged to communicate flower selections with District Management Staff prior to installation.

e. Palm Trimming

- a. Palm Trimming will be invoiced at time of service and is not included in the Monthly Landscape fee.
- b. All palms over 15 feet OA will be trimmed two times per year, March and September. Condition and appearance of booted trunks shall be monitored monthly and cleanup/boot removal shall be proposed if needed. Once the fronds have dropped below the 8:00 to 4:00 angle, the Contractor shall remove the fronds to a maximum 9:00 to 3:00 angle. Hurricane Cuts will not be accepted.

The District reserves the right to subcontract the palm trimmings.

6. MONTHLY HIGHLIGHT REPORT





The Contractor shall provide to the District Manager and/or to the District Manager's Designated Personnel a detail highlight report, with photos, identifying monthly maintenance and unscheduled maintenance activities for the previous month. The highlight report shall be provided by the 15th of each month and shall contain information helpful to the District and its staff as it relates to all landscape maintenance issues.

7. RESPONSE TIME

The Contractor shall provide services and repairs within the amount of time indicated in this Scope of Services. The following is general response time information and requirements for the Emergency Response Program to be developed, implemented, and maintained by the Contractor.

7.1 **General**

The Contractor shall, on a timely and efficient basis, respond to any and all requests, and perform all repairs, inspections, and observations, etc., as set forth in this Scope of Services. The Contractor shall provide supervisory, operating and maintenance personnel as required who shall be available on call 24 hours per day, seven (7) days per week to respond to and correct any problems with any of the elements covered by this Agreement.

Response time, unless otherwise directed by the District Manager of the District Manager's personnel, required by the Contractor for various maintenance activities is as follows:

- 1. Standard maintenance activity adjustments varies, as directed by District Manager or his designee.
- 2. Standard repairs one week
- 3. Emergency repairs/Irrigation issues three hours
- 4. Unscheduled maintenance request as needed, as soon as four hours
- 5. Plant material replacement two weeks

Should the Contractor fail to respond to a request for any services addressed in this Scope of Services within the required allotted time, the District Manager shall, at the Contractor's sole expense, provide the requested services.

7.2 **Emergency Response Program**

The Contractor shall develop, implement, and maintain an Emergency Response Program ("ERP") for emergency work that must proceed immediately to avoid property damage or result in a public health or safety hazard. The ERP shall address emergency situations including, but not limited to, the following items:





- 1. Equipment failures
- 2. Chemical spills
- 3. Additionally, the ERP shall address the following:
 - a. Responsible parties to be notified
 - b. Personnel, equipment, and emergency repair contractors on call and who will respond to each type of emergency
 - c. Procedures for notifying the District Manager, Property Manager, the Harmony community, and other utility companies affected by the listed emergency
 - d. Hurricane damage
- 4. The Contractor shall prepare, maintain, and distribute an ERP manual detailing the procedures and responsibilities for the situations listed above and any other situation deemed appropriate by the District or its Manager.

END OF SCOPE OF SERVICES

COPY

Benchmark[©] Proposal





Harmony Community Development District

Trusted Since 1975





ABOUT US

Benchmark Landscaping

Founded - 1975 Headquarters - Celebration, FL 150+ Team Members



Licensed Landscape Architects



ISA Certified Arborists



Certified Landscape Designers



FNGLA Certified Horticulture



Certified Pest Control Operators



Licensed Irrigation Designers



We believe in a comprehensive 360-degree approach. Our in-house certified team members provide the highest quality care in all service areas to exceed your expectations.

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Ol Commercial Maintenance

02 Fertilizer & Pest Control

03 Design & Build

04 Enhancements

05 Irrigation & Water Management

Tree Service





Vetted, Insured and Trained Crews

Our staff undergo a thorough background check and E-Verify, complete an extensive training process, and are paid industry-leading wages.

On-Site Management

Relationships make the difference. A manager is always available on-site to keep the lines of communication open and to offer problem solving support.

24/7 Customer Care

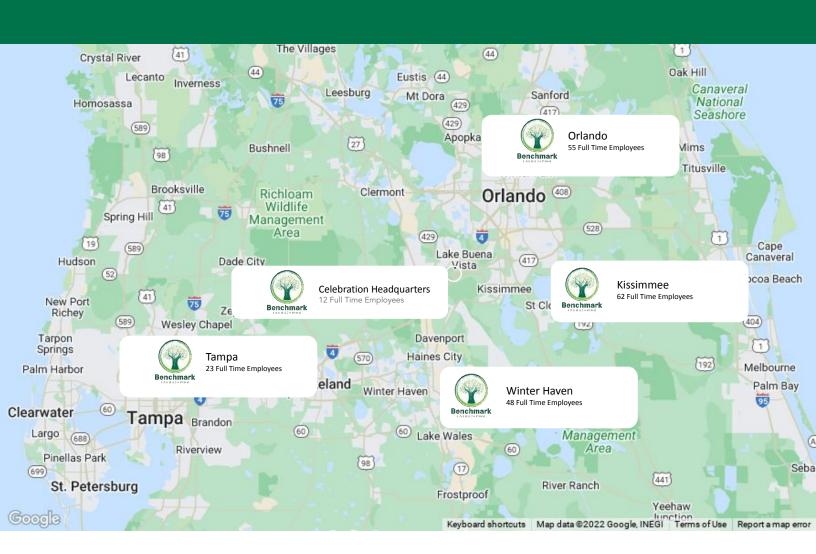
With an in-house customer relations team, we are available 24/7. Call us when you need us.





OUR TEAM

150+ TEAM MEMBERS Celebration - Orlando - Kissimmee - Winter Haven - Tampa





WHO

WE SERVE

- Community Associations
- Commercial Properties
- Public Infrastructure
- National Accounts

CONTACT US

OUR OFFICE

Headquarters - Celebration, FL

Branch - Kissimmee, FL

Branch - Orlando, FL

Branch - Winter Haven, FL

Branch - Tampa, FL



www.benchmarklandscapingfl.com info@benchmarklandscapingfl.com



407-929-7610

Call/Text

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WHAT WE DO

LANDSCAPE MAINTENANCE



Our Landscape Maintenance teams train in industry best practices. Landscape Maintenance is all about the details. We're committed to getting the details right so all can enjoy your landscape. Your dedicated Account Manager will provide regular updates about what we're doing to maintain your property.







WHAT WE DO

FERTILIZER AND PEST CONTROL



Our licensed and certified Fertilizer Technicians offer proactive services essential to maintaining a clean and healthy landscape. Benchmark Landscaping offers the expertise to provide plans tailored to the needs of the property. Proper care plans aid in eliminating weeds and keep pests at bay. These customized plans will ensure your property maintains that award-winning look all year long without adverse environmental impacts. If not used properly, excessive pesticide treatment could harm wildlife. Our certified Pest Control Operators develop effective and personalized fertilized and pest control plans based on the needs of the property.









03

DESIGN AND BUILD

Whether you are building a new development and seeking a landscape design plan, or just want to enhance your existing landscape, our team of certified designers can bring your vision to life.

Benchmark's Landscape Installation Team provides expertise on plants, trees, turf and hardscape materials. Our goal is to provide long-term health and appearance of the project after installation.









ENHANCEMENTS



Seasonal landscape enhancements bring your property to life by creating a "wow" factor. Our knowledgeable design team will advise on incorporating the right mixture of appropriate flowers for each season.







IRRIGATION AND WATER MANAGEMENT



The most important part of your landscape is ensuring the right amount of water is being applied. Our Irrigation and Water Management team is essential in eliminating wasteful usage and consumption. Whether it's a new install or a sprinkler head, our technicians are certified and ready.







TREE WORK

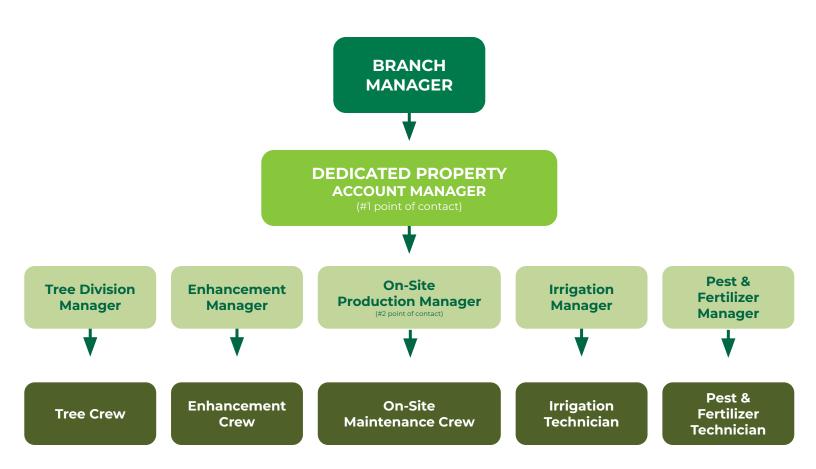


With certified Arborists on-staff, Benchmark Landscaping brings over 25 years of experience in tree installation and maintenance. Our highly trained team of professionals understand the vitality of regular maintenance and are continuously educated on the latest information and newest techniques.

YOUR PROPERTY TEAM

0 0

A dedicated team is assigned to your property, allowing us to be hands-on and proactive.



Assigned to lead Harmony CDD property: Jacob Mootz, VP at Benchmark Landscaping

- Degree in Architectural Design
- Field management and development, infrastructure, design, and oversee maintenance as Civil Engineer for 16 years
- Design and Build Golf Course communities
- Turf and Ornamental applicator license holder for 20 years
- Water Management and department of environmental protection development permitting
- Landscape, Hardscape, Design, Irrigation, Stormwater Management
- 25 years industry experience, 14 with firm

Harmony Community Development District

Official Proposal Form for Solicitation of Proposals for Landscape and Irrigation Maintenance Services

Name of Proposer:	Benchmark Landscaping, LLC

In accordance with the solicitation of proposals issued by the Harmony Community Development District the undersigned proposes to provide all work necessary to perform the scope of services as described in the Project Manual.

Proposer submits that it can perform the work described above summarized as follows and as more specifically described in Proposer's proposal:

1. Turf Maintenance			357,00
1A. **Turf Maintenance (Excluding Home ROW)			339,150
hrub and Groundcover Mainten	ance	\$_	225,750
ree Maintenance		\$_	48,300
4. General Site Maintenance: Trash and Debris Disposal			19,950
5. Irrigation System			59,850
Total Yearly Cost for the first year of the above items			710,850
	Year 2	\$_	746,393
	Year 3	\$_	783,712
	Year 4 (optional)	\$_	822,898
	Year 5 (optional)	\$_	864,043
		Ś	3,927,895
	Five-Year Grand Total	•	

**Please provide a separate price to exclude ROW Mowing and Maintenance in front of homes**

Extra Services Pricing (not included in the Annual Grand Total)

6. Seasonal Color Maintenance/Installation (price per rotation)		4,095
Price Per 4" Plant	\$_	\$3.00
7. Mulch Application (price per occurrence)		83,910
Number of total bales proposed to service the property:		1750
Cost of Pine Straw Per Bale		9.00 installed
Number of total yards proposed to service the property:		1420



\$_	48.00	installe

TopChoice Fire Ant Control (price)	per A	(cre
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425.00	
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Proposer, thoroughly reviewed all components of the Project Manual and has a thorough understanding of the work required, the site and conditions where the work is to be performed, local labor conditions and all laws, regulations and other factors affecting performance of the work, having knowledge of the expense and difficulties attending performance of the work, and having fully inspected the site in all particulars, hereby proposes and agrees, if Proposer's proposal is accepted, to enter into the Proposed Agreement with the District.

Name of Authorized Signatory of Proposer:	Michael Botkin	
Title of Authorized Signatory of Proposer:	CEO	
	DocuSigned by:	
Signature of Authorized Signatory of Proposer:	Michael Botkin	
	73570724380D4F2	



LANDSCAPE AND IRRIGATION MAINTENANCE RATES FOR ADDITIONAL SERVICES

Please provide rates for the following items (including overhead and profit) which will be used for any additional work and/or services:

A.	Mower w/operator	\$ 55.00	Hour
В.	Bush-Hog w/operator	\$ 75.00	Hour
C.	Tractor w/operator	\$ 75.00	Hour
D.	Supervisor with Transportation	\$ 70.00	Hour
E.	Laborer with hand equipment	\$ 45.00	Hour
F.	Truck w/driver	\$ 55.00	Hour
G.	Irrigation Tech	\$ 70.00	Hour
н.	Granular Pesticide Applicator Person with Spreader	\$ 75.00	Hour
	Liquid Pesticide Applicator Person with Spray Truck	\$ 135.00	Hour
l.	Granular Fertilizer Applicator Person with Spreader	\$ 75.00	Hour
ı.	Liquid Fertilizer Applicator Person with Spray Truck	ş 135.00	Hour
К.	Granular Weed Control Applicator Person with Spreader	\$ 75.00	Hour
L.	Liquid Weed Control Applicator Person with Spray Truck	\$ 135.00	Hour
M.	Laborer for Additional Trash Pick-Up	\$ 45.00	Hour
N.	Lump Sum Mowing (1), entire community	\$\$8,760.00	Per Mow

Mowing shall include mowing, edging, weed eating, weeding of beds, weeding of lawns and blowing and/or vacuuming.



EMERGENCY CLEAN-UP SERVICES

In the event of a declared emergency or disaster, the following services shall be provided on a time and materials basis, at the rates (which include all costs including but not limited to overhead and profit) set forth below:

A.	Debris removal personnel unit costs:			
	Supervisor	\$	85.00	per Hour
	Crew Member	\$	75.00	per Hour
	Equipment Operator	\$	85.00	per Hour
В.	Debris removal equipment unit costs:			
	Isuzu Dump Truck	\$	115.00	per Hour
	Skid Steer	\$	155.00	per Hour
	Grapple Truck	\$	285.00	per Hour
C.	Other emergency/disaster related unit co	osts:		
		\$		per Hour
		\$		per Hour
		\$		per Hour

^{**}Costs for equipment and personnel are only payable for when the equipment and personnel are operating. No stand-by time is eligible for payment. Disaster recovery assistance services shall not exceed 70 hours for each declared emergency or disaster. Contractor shall maintain and supply District all necessary and adequate documentation on all emergency/disaster-related services to support reimbursement by other local, state, or federal agencies. The District reserves the right to contract with an outside vendor for any or all emergency clean-up services.**



Public Entity Crimes, Scrutinized Companies, E-Verify, and Non-Collusion

[Solicitation of Proposals for Landscape and Irrigation Maintenance Services]

Harmony Community Development District

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

Name of Proposer: _	Benchmark Landso	aping, LLC	
2.5			

I am authorized to make this affidavit on behalf of my firm and its owner, directors and officers. I state that:

Public Entity Crimes

- I understand that a "person" or "affiliate" who has been placed on the "convicted vendor list" following a "conviction" for a "public entity crime" (as those terms are defined in Section 287.133, Florida Statutes) for a period of 36 months following the date of being placed on the convicted vendor list, would render us ineligible to submit a proposal for this project.
- Neither I, nor any person or affiliates with my firm, nor my firm has been placed on the convicted vendor list following a conviction for a public entity crime that would render us ineligible to submit a proposal for this project.

Scrutinized Companies

- I understand that, pursuant to Section 287.135(2)(a), Florida Statutes, we would be ineligible to submit a proposal for this project if we are company that is on the "Scrutinized Companies that Boycott Israel List" (created pursuant to Section 215.4725, Florida Statutes) or are engaged in a boycott of Israel.
- Neither I nor my firm are on the "Scrutinized Companies that Boycott Israel List" nor are we engaged in a boycott of Israel.

E-Verify

- I understand that, pursuant to Section 448.095(2), Florida Statutes, we must comply with Florida's E-Verify law in order to enter into an agreement with a public employer.
- Our firm is registered with and uses the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all employees hired on or after January 1, 2021.
- No public employer has terminated a contract with our firm under Section 448.095(2)(c), Florida Statutes, within the year immediately preceding the date of our proposal.
- Our firm is currently in compliance and will remain in compliance, for the duration of the agreement, with all requirements of Section 448.095(2), Florida Statutes.
- I understand that, if there is a good faith belief that our firm has knowingly violated Section 448.09(1), Florida Statutes, there is an obligation to terminate the agreement pursuant to Section 448.095(2)(c), Florida Statutes.
- 10. I understand that, if there is a good faith belief that one of our subcontractor(s) has knowingly violated the Section 448.09(1), Florida Statutes, but our firm has otherwise complied with its obligations thereunder, then our firm will be required to immediately terminate its contract with the subcontractor in order to continue providing services to a public employer.

Non-Collusion



- 11. The price(s) and amount(s) of in our proposal have been arrived at independently and without consultation, communication, or agreement with any other proposer, potential proposer, proposal, or potential proposal.
- 12. Neither the price(s) nor the amount(s) in our proposal, have been disclosed to any other firm or person who is a proposer or potential proposer, and they will not be disclosed before opening of all proposals.
- 13. No attempt has been made or will be made to induce any firm or persons to refrain from submitting a proposal, or to submit a price(s) higher that the prices in our proposal, or to submit any intentionally high or noncompetitive price(s) or other form of complementary proposal.
- 14. Our proposal is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive proposal.
- 15. Our firm, its affiliates, subsidiaries, officers, director, and employees are not currently under investigation, by any governmental agency and have not in the last 3 years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to any public contract, except as disclosed.

I state that I and the named firm understand and acknowledge that the above representations are material and important and will be relied on by the Harmony Community Development District for which our proposal is submitted. I understand and my firm understands that any misstatement in this affidavit is, and shall be treated as, fraudulent concealment from the District of the true facts relating to the submission of proposals for this work.

Signature of Authorized Signatory of Proposer

Sworn before me on Dec. 8, 2022

Notary Public Signature

Carolyn A. Lewis NOTARY PUBLIC STATE OF FLORIDA Comm# GG974483

Expires 3/30/2024

Notary Stamp

COMPANY INFORMATION



Name of Company Headquarters

Office Locations
Local Address

Local Number

History of Company

Employees Most Recent Award Benchmark Landscaping LLC

Celebration, FL

(1) Celebration, FL (2) Orlando, FL (3) Winter Haven, FL (4) Kissimmee, FL (5) Tampa, FL

4600 Cecile Dr. Kissimmee, FL 34744

407-929-7610

Benchmark Landscaping (formerly B&B Landscaping) was started in 1975 in Winter Haven, FL. In what started as a nursery quickly transformed into a landscape construction business, installing projects all over Central Florida including parts of Disney, SeaWorld, Reunion, and ChampionsGate, among others. In the late 80s, Benchmark transitioned into commercial lawn maintenance after noticing that the installation projects it had installed were not being cared for properly. Benchmark quickly gained a reputation for high-end detail maintenance and won multiple awards for it's design, build, and maintenance divisions. Today, Benchmark employes over 150 staff members across 5 locations.

150+ across five locations

2021 GOBA Maintenance Contractor of the Year (3rd time winning award)

REFERENCES

Property	Celebration Residential Owners Association	Camden's Apartments (5)	South State Bank (24)	Grenelefe Condominiums Assoc.
Management	Grand Manors	Camden Living	South State Bank	Grenelefe Management
Location	Celebration, FL	Orlando, FL	Winter Haven, FL	Winter Haven, FL
Contact Name	Brayan Senquis	Joanne Belcher	Chris Firdoch	Chris Gourdie
Number	407-922-0945	813-286-5931	407-922-9006	863-422-0077
Email	bryan.senquis@grandmanors.com	JBelcher@camdenliving.com	cfirdoch@southstatebank.com	grenelefecondos@aol.com

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INSURANCE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 09/30/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(les) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

this certificate does not confer rights to the	certificate holder in lieu of su	ch endorsement(s).	M. A. C.				
PRODUCER		CONTACT Tambi Hasanbik					
Brown & Brown of Florida, Inc.		PHONE (407) 660-8282 FAX (A/C, No. Extl: (A/C,	407) 660-2012				
2290 Lucien Way, Suite 400		E-MAIL ADDRESS: Tambi.Hasanbik@bbrown.com					
257271000		INSURER(S) AFFORDING COVERAGE	NAIC #				
Maitland	FL 32751	INSURER A: Southern-Owners Insurance Company	10190				
INSURED		INSURER B : Auto-Owners Insurance Company	18988				
Benchmark Landscaping LLC		INSURER C: Bridgefield Casualty Insurance Company					
PO Box 471057		INSURER D:					
NOA5361 11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		INSURER E :					
Kissimmee	FL 34747	INSURER F :					
COVERAGES	CATE AUGUSED C1 2203046	587 DEMELON NUMBER					

COVERAGES CERTIFICATE NUMBER: CL2293048587 REVISION NUMBER:

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

ISR IR	SR TYPE OF INSURANCE		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	(MM/DD/YYYY)	LIMIT	18
0.5	CLAIMS-MADE COUR					EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence)	s 1,000,000 s 300,000
A		1 1				MED EXP (Any one person)	s 10,000
		1 1	72556623	10/01/2022	10/01/2023	PERSONAL & ADV INJURY	s 1,000,000
	GENL AGGREGATE LIMIT APPLIES PER:	1				GENERAL AGGREGATE	\$ 2,000,000
	POLICY PRO: LOC					PRODUCTS - COMPIOP AGG	\$ 2,000,000
0.0	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident)	s 1,000,000
	X ANY AUTO	1 1	200000000000000000000000000000000000000	1040000000000	Name of the least	BODILY INJURY (Per person)	S
В	OWNED SCHEDULED AUTOS	1 1	53-556623-00	10/01/2022	10/01/2023	BODILY INJURY (Per accident)	\$
	HIRED AUTOS ONLY NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident)	\$
							\$
77	✓ UMBRELLA LIAB ✓ OCCUR				1	EACH OCCURRENCE	\$ 5,000,000
	EXCESS LIAB CLAIMS-MADE		53-556684-00	10/01/2022	10/01/2023	AGGREGATE	\$ 5,000,000
	DED X RETENTION \$					70.1862/0.1862/0.72	\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					➤ PER STATUTE OTH- ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE	N/A	196-53781	10/01/2022	10/01/2023	E.L. EACH ACCIDENT	s 1,000,000
	(Mandatory in NH)	atory in NH)		E.L. DISEASE - EA EMPLOYEE	s 1,000,000		
If yes, describe under DESCRIPTION OF OPERATIONS below				4		E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

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

FOR INFORMATION PURPOSES ONLY

CERTIFICATE HOLDER		CANCELLATION
**Benchmark Landscaping, LLC		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
BPRI ES Holding Company, LLC		AUTHORIZED REPRESENTATIVE
PO Box 471057		
Kissimmee	FL 34747-9057	Kule Weller

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SAMPLE IRRIGATION INSPECTION REPORT



y Name: Ari	rival T	ime: _		_							
ian:											
Zone Number	1	2	3	4	5	6	7	8	9	10	11
Nozzle		0	8	8							
Rotary Nozzle		is .									
4" head					8 - 3						
6" head			2	2): 					
12" head											
4" rotor											
6" rotor											
Valve											
Solenoid		ė.			8 8						
Riser											
½" line											
³/₄" line											
1" line											
+1" line											



SAMPLE FERTILIZER REPORT

Phone: (407) 929-7610

Email: service@benchmarklandscapingfl.com

Address: P.O. Box 471057

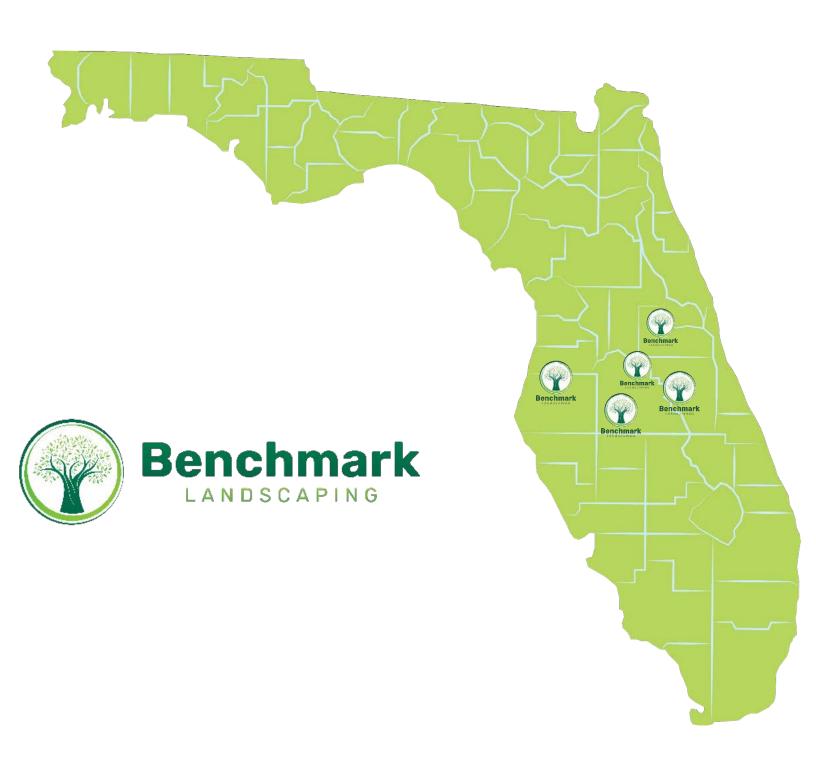
Celebration, FL 34747



Committed To Providing Superior Service

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	Product Name	Spray or Granular	Quantity of Chemical
		TREATMENT HEDGES & T	TREES
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	Product Name	Spray or Granular	
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	Only:		

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Greanleaf[©] Proposal



Managing Personnel and Supervisor List

3

6

References

Equipment List

Additional Company
Information

Licenses and Certificates

Uniform Dress Code, Equipment and Vehicle Pictures

Critical Areas

Proposal Information

1930 Silver Star Rd Orlando, Florida 32804 407-985-2710 Office www.greenleaf-fla.com

Presented To:

Harmony CDD

Maintenance Landscape

& Irrigation Services



1 – Managing Personnel And Supervisor List



Greenleaf Landscape Maintenance

List of Management and Supervisory Personnel

			Years of	Tenure With
Individual's Name	Present Title	Job Responsibilities	Experience	Company
Don Michalik	President	Manage the daily operations of maintenance, irrigation service ICMs, special service crews, annuals crews, and lawn and ornamental spray division. Sales/Estimating/Manager	20	20
Brian Shank	Vice President of Operations	Field operations of landscaping, irrigation, hardscape, and all maintenance divisions	45	22
Jason Ackman	Director of Maintenance Operations	Field operations of landscaping, irrigation, hardscape, and all maintenance divisions	20	1
Kathy Ackman	Bookkeeper	All Accounting Functions	20	1
Kyle Samples	Maintenance Account Manager	Oversee properties on a daily routine.	13	10
Ozzy Rodriguez	Irrigation Manager	New installs of irrigation and irrigation maintenance	30	4
Scott Carlson	Fleet Manager	Manage & Maintain all equipment, trucks, trailers	35	10
Lionel Darisaw	Maintenance Foreman	Head Groundskeeper	14	3
Kisney Raymond	Maintenance Foreman	Head Groundskeeper	8	1.5
Edward Samples	Spray Tech 1	Spraying of pest, diseases, and fertilization of trees, shrubs, and	2	1
Mike Falke	Irrigation Tech 2	ICM, irrigation	5	4
Juan Santos	Irrigation Tech 2	ICM, irrigation	7	3

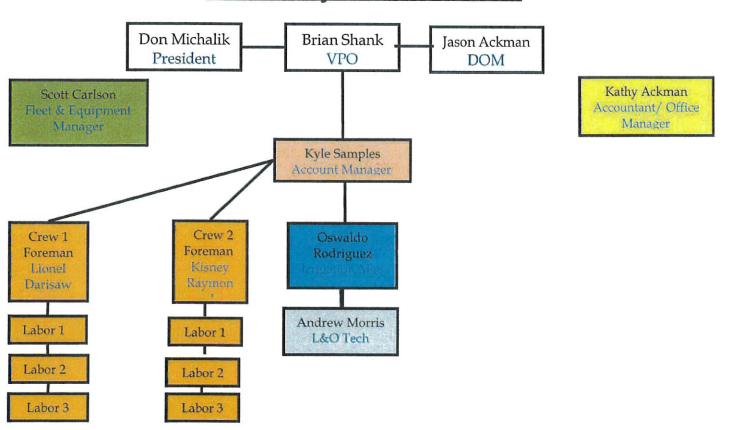
Total Number of Years of Experience

219

Average number of year round employees 72



Harmony CDD's Team



COPY

2 – References



Client Reference:

Derek Lovett HOA Manager Mattamy Homes Central Florida derek.lovett@mattamycorp.com Cell (407) 840-0018

Eric Opron COO of Tishman eopron@tishman.com Cell (407) 497-4165

Cindy Shields – VP of Management and Operations – Cagan Management Group cshields@cagan.com Cell (352) 267-5017

Ron Wenzel – Owner Vesteco Property Management rwenzel@vesteco.com Cell (407) 923-9241



Current Maintenance Clients (Partial Listing)

- Solara HOA & Resort 1575 Carey Palm Cir, Kissimmee, FL 34747 (Direct Report) \$900,000 currently 1.5M when fully built
- Lakeshore Preserve HOA 8818 Lakeshore Pointe Drive, Winter Garden, FL 34787 (Direct Report) \$875,000
- Cagan Crossings Towncenter, Aurora, The Glen 1&2 & Ridgepointe, Orchard
 & Atwater (Cagan Mgmt. Group) 16554 Cagan Crossings Blvd., Clermont, FL
 34714 (Direct Report) \$600,000
- Hilton Grand Vacation Club @ SeaWorld- 6924 Grand Vacations Way, Orlando, FL 32821 (Groundskeeper) \$280,000



3 – Equipment List



GREENLEAF LANDSCAPE MAINTENANCE, INC. EQUIPMENT AND MATERIAL RESOURCES

1.	Mowing Equipment						
	1.	10 - 30" Walk Behind Mowers					
	2.	15 - 36" Walk Behind Mowers					
	3.	8 - 48" ZTR Riding Mowers					
	4.	20 - 52" ZTR Riding Mowers					
	5.	17 - 60" ZTR Riding Mowers					
	6.	6 - 48" Walk Behind Mowers					
	7.	6 - 72" ZTR Riding Mowers					
	8.	33 - STIHL Long Hedge Trimmers					
	9	34 - STIHL Weedeaters					
	10.	15 - STIHL Med Hedge Trimmers					
	11.	15 - STIHL Short Hedge Trimmers					
	12.	22 - STIHL Back Pack Blowers					
	13.	1 - Street Blower					
2.	Lawn &	Ornamental Equipment					
		1 - GT ProMax Boom Sprayer w/ 60 gal. tank					
		4- Z Spray Max 60 Gal					
		Misc. Back pack sprayers and spray tanks w/ pumps					
3.	Expecte	d To Purchase					
	1.	5- 60" ZTR Riding Mowers (2 for Replacement)(3 for Growth					
	2.	2 - 72" ZTR Riding Mowers (1 For Efficiency)(1 For Growth)					
	3.	2 - 52" ZTR Riding Mowers (Growth)					
	4.	48" ZTR Riding Mowers (Growth)					
	5.	2- 3/4 Ton Trucks (Growth)					
	6.	2- John Deere Utility Vehicles (1 Replacement)(1 Growth)					
	7.	1 - GT ProMax Boom Sprayer w/ 60 gal. tank					
	8.	3-4 seater electric golf cart					
	Note: Gr	owth purchases are based on 2022 budgeted growth. Actual purchases will be					

based on actual experience

4. Landscape Equipment

COPY

1.	1 JCB Loader (2014)
2.	1 - John Deere enclosed tractor w/ 7' Bush hog
3.	1 - John Deere tractor w/ 5' foot finish mower
4.	1 - Massey Ferguson tractor w/ box blade and 5' bush hog deck
5.	1 - CT332 2007 Skid Loader
6.	2-Dingo TX-CRT Trencher with all attachments

5. Trucks & Trailers

1.	20-1/2 ton Pick Up trucks
2.	6 - 3/4 Ton Pick Up Trucks (
3.	2 - 1 Ton Stake & Dump Body Trucks
4.	3 - Irrigation Vans
5.	2 - 8x16 enclosed trailers
6.	8 - 8x16 open trailers
7.	1 - Heavy equipment trailers
8.	6 - 6x12 open trailers
9.	8 - 4x2 John Deere utility carts



4 – Additional Company Information



ADDITIONAL COMPANY INFORMATION

Occupational License

Orange County # 3125-1107442

Agricultural Bond (Required by state law if dealing in plants, trees, and sod) Bond # 119892-1

<u>Certificate of Stock Dealer</u> <u>Registration</u>

48014423

Insurance's

United Fire & Casualty Insurance Company General liability 1,000,000 / 2,000,000 / 2,000,000 Umbrella

Berkshire Hathaway Guard Insurance Company Automobile liability 1,000,000 (combined)

> Auto-Owners Insurance Umbrella liability 2,000,000

Service America Indemnity Company Through KEY HR (payroll Company) Workers compensation 500,000 / 500,000 / 500,000

Registered Irrigation Contractor License

Lake County # 9673
Volusia County # 02010705
Polk County # 06338 – IR
Orange County # IS0000285
Marion County # 7174
Osceola County # IRR-052
Ocoee # 50-0660
Citrus County # 2751
All other Counties can be applied for on an as needed basis.

Pest Control License

Greenleaf Landscape Maintenance, Inc #JB202466
Donald Michalik- #JF257177
Spray Card ID Holders
Brian John Shank - #JE139252
Javier Tomas Alejo - # JE139256
Agranciano R Vertiz - #JE210469



FNGA's Landscape Certification

Brian J. Shank

Rain Bird Maxicom Hardware 1 & 2 Certified - Brian J. Shank

<u>FDOT – Maintenance of Traffic</u> Course

Brian J. Shank & Don Michalik

Bank Reference

Synovus Bank
369 N New York Ave
Winter Park, FL 32789
407-622-5000
407-622-1956 (Fax)
Contact: Desiree Caban Arce

Trade References

1) Siteone Landscaping 2968 N. Forsyth Rd Winter Park, FL 32792 (407) 679-9099 Contact: Matt Houston

2) Bloom-Masters 3525 Canal St. Oviedo, Fl 32765 407-323-6188 Office 407-323-9906 Fax Contact: Shelby Griffis 3) Enviro Tree Service 2418 Summerfield Road Winter Park, Fl 32792 407-574-6140 Office 407-574-6437 Fax

Architect References

- 1) Michael Pape & Associates 2351 S.E. 17th Street Ocala, Florida 34471 Contact: Mike Pape 352-351-3500
- 2) Dix Hite + Partners Inc. 150 West Jessup Avenue Longwood, Florida Contact: Jeff Dix 407-667-1777

COPY



605 E ROBINSON STREET SUITE 500 | ORLANDO, FL 32801 | 800.922.4133

May 6th, 2022

To Whom It May Concern,

As the Professional Employer Organization for Greenleaf Landscape Maintenance Inc, we electronically verify the employment related documents for employees who co-employed.

If you have any questions or concerns, please contact us at 800.922.4133 between the hours of 8:30AM EST and 5:30PM EST

Sincerely,

M

Scott A Hanson P: 800.922.4133 F: 888.252.5217





5 - Licenses and Certificates



Department of State / Division of Corporations / Search Records / Search by Entity Name /

Detail by Entity Name

Florida Profit Corporation
GREENLEAF LANDSCAPE MAINTENANCE, INC.

Filing Information

Document Number

P11000085186

FEI/EIN Number

45-3445856

Date Filed

09/27/2011

Effective Date

09/27/2011

State

FL

Status

ACTIVE

Principal Address

1930 Silver Star Rd Orlando, FL 32804

Changed: 02/09/2022

Mailing Address

1930 Silver Star Rd Orlando, FL 32804

Changed: 02/09/2022

Registered Agent Name & Address

Greenleaf Landscape Maint, Inc

1930 Silver Star Rd Orlando, FL 32804

Name Changed: 02/09/2022

Address Changed: 02/09/2022

Officer/Director Detail

Name & Address

Title P

MICHALIK, DONALD M 1224 Overlook Rd Eustis, FL 32726

Title Secretary



Michalik, Donald M 1224 Overlook Rd Eustis, FL 32726

Title VP

Shank, Brian J 1655 Richardson Rd Merritt Island, FL 32952

Title Treasurer

Shank, Brian J 1655 Richardson Rd Merritt Island, FL 32952

Annual Reports

Report Year	Filed Date				
2020	02/14/2020				
2021	01/13/2021				
2022	02/09/2022				

Document Images

02/09/2022 ANNUAL REPORT	View image in PDF format
01/13/2021 - ANNUAL REPORT	View image in PDF format
02/14/2020 ANNUAL REPORT	View image in PDF format
02/21/2019 ANNUAL REPORT	View image in PDF format
01/12/2018 ANNUAL REPORT	View image in PDF format
04/10/2017 ANNUAL REPORT	View image in PDF format
02/24/2016 ANNUAL REPORT	View image in PDF format
02/23/2015 ANNUAL REPORT	View image in PDF format
01/14/2014 ANNUAL REPORT	View image in PDF format
01/28/2013 ANNUAL REPORT	View image in PDF format
04/11/2012 - ANNUAL REPORT	View image in PDF format
09/27/2011 - Domestic Profit	View image in PDF format

Florida Department of State, Division of Corporations



Form W-9

(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

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

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

	The state of the s		ot imorria								
	1 Name (as shown on your income tax return). Name is required on this line; do	not leave this line blank.					esculation Al				
	Greenleaf Landscape Maintenance Inc 2 Business name/disregarded entity name, if different from above										
Print or type, Specific Instructions on page 3.	2 Susmess name/orsegarodo entity name, il different from above										
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Chec following seven boxes.			of the	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):						
	☐ Individual/sole proprietor or ☐ C Corporation ☐ S Corporation ☐ Partnership single-member LLC			☐ Trust/estate			Exempt payee code (if any)				
	Limited liability company. Enter the tax classification (C=C corporation, S=	S corporation, P=Partner	ship) ▶								
	Note: Check the appropriate box in the line above for the tax classification of the single-member LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a si is disregarded from the owner should check the appropriate box for the tax classification of its owner.			LC is	Exemption from FATCA reporting code (if any)						
eci	Other (see instructions) ▶			(Applies to accounts maintained outside the U.S.)							
S _O	1000 March					name and address (optional)					
See	1930 Silver Star Rd										
	6 City, state, and ZIP code										
	Orlando, FI 32804 7 List account number(s) here (optional)										
Pa	Taxpayer Identification Number (TIN)										
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other					ial security number						
					1		7				
entities, it is your employer identification number (EIN). If you do not have a number, see How to get a											
T/N, later.											
Note:	If the account is in more than one name, see the instructions for line 1. er To Give the Requester for guidelines on whose number to enter.	Also see What Name	and Er	nployer	denti	rication	num	ber			
Manuaci to care the hequester for guidelines of whose fulfiber to effer.					- 3	4 4	5	8	5	6	
Par	Certification								Ш		
STATE OF THE PARTY	penalties of perjury, I certify that:										
2. I ar Ser	number shown on this form is my correct taxpayer identification number not subject to backup withholding because: (a) I am exempt from bac vice (IRS) that I am subject to backup withholding as a result of a failure onger subject to backup withholding; and	kup withholding, or (b)	I have not	been no	otified	by the	e Inte				
	a U.S. citizen or other U.S. person (defined below); and										
	FATCA code(s) entered on this form (if any) indicating that I am exemp										
you ha	cation instructions. You must cross out item 2 above if you have been no ive failed to report all interest and dividends on your tax return. For real est ition or abandonment of secured property, cancellation of debt, contribution han interest and dividends, you are not required to sign the certification, but	ate transactions, item 2 ons to an individual retire	does not a	pply. Fo	r mor (IRA)	tgage li	nteres enera	st pa	id, ayme	ents	
Sign Here	Signature of U.S. person ▶	A .	Date ► L	1/8	10	7					
Gei	neral Instructions	Form 1099-DIV (div funds)	vidends, in	cluding	those	from :	stock	s or	muti	ıal	
Section noted	n references are to the Internal Revenue Code unless otherwise	• Form 1099-MISC (various types of income, prizes, awards, or gross									
	developments. For the latest information about developments to Form W-9 and its instructions, such as legislation enacted	proceeds) • Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)									
	ney were published, go to www.irs.gov/FormW9.	Form 1099-S (proceeds from real estate transactions)									
	pose of Form	 Form 1099-K (merchant card and third party network transactions) 									
nform	ividual or entity (Form W-9 requester) who is required to file an ation return with the IRS must obtain your correct taxpayer cation number (TIN) which may be your social security number	Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)									
	individual taxpayer identification number (ITIN), adoption	Form 1099-C (canceled debt) Form 1099-A (acquisition or abandonment of secured property)									
	er identification number (ATIN), or employer identification number									nt	
amour	o report on an information return the amount paid to you, or other It reportable on an information return. Examples of information	Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.									
	: include, but are not limited to, the following. I 1099-INT (interest earned or paid)	If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.									



Florida

Department of Agriculture and Consumer Services **Bureau of Licensing and Enforcement**

CERTIFIED PEST CONTROL OPERATOR

Number: JF257177

DONALD M MICHALIK

This is to Certify that the individual named above is a Certified Pest Control Operator and is privileged to practice

Lawn and Ornamental

in conformity with an Act of the Legislature of the State of Florida regulating the practice of Pest Control and imposing penalties for violations.

signature at Tallahassee, Florida on March 27, 2017 In Sestimony Whereof, Witness this

Chief, Bureau of Licensing and Inforcement

Commissioner of Agriculture

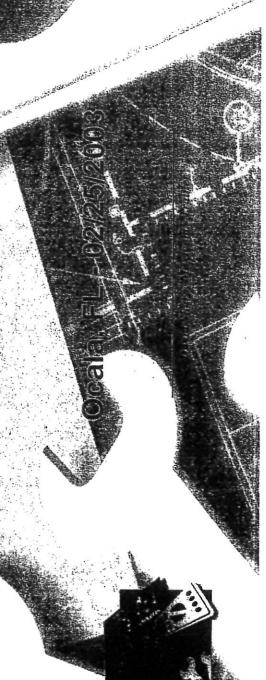
FDACS 13618, 06/01



THIS IS TO CERTIFY THAT

Has successfully completed the requ Maxicom² Central Control Tr

Maxicom Hardwa

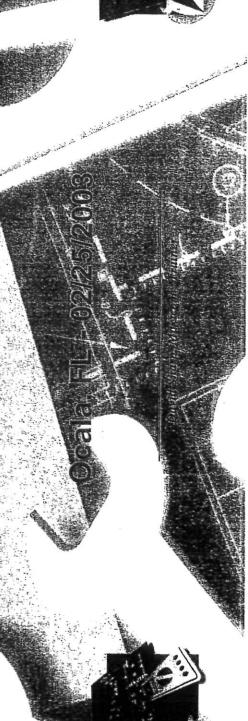




THIS IS TO CERTIFY THAT

Has successfully completed the requirement Maxicom² Central Control Training

Maxicon Hardwa



This Certifies that

Brian Shank

Has successfully completed a Florida DOT approved Maintenance of Traffic Intermediate course on 04/17/2009.

Date Expires: Certificate #: 724
Instructor: Kurt Dansereau FDOT Provider # 110

Safety Links Inc Ph/ Fax (800) 768-7036 P.O. Box 933 Gotha FL 34734 www.safetylinks.net info@safetylinks.net



This Certifies that

Don Michalik

Has successfully completed a Florida DOT approved Maintenance of Traffic Intermediate course on 04/17/2009.

Date Expires: Certificate #: 741
Instructor: Kurt Dansereau FDOT Provider # 110

Safety Links Inc Ph/ Fax (800) 768-7036 P.O. Box 933 Gotha FL 34734 www.safetylinks.net info@safetylinks.net



Safety Links, your essential link to safety preparation

Safety Links, your essential link to safety preparation

OSHA

700613508



U.S. Department of Labor
Occupational Safety and Health Administration
Don Michaik

has successfully completed a 10-hour Occupational Safety and Health Training Course in

General Industry Safety & Health

(Trainer)

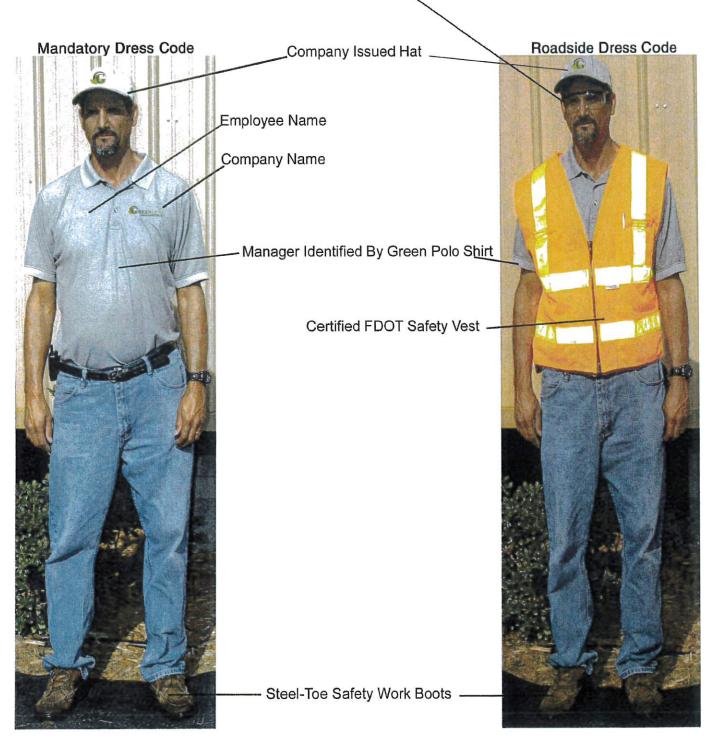
Date



6 – Uniform Dress Code, Equipment and Vehicle Pictures

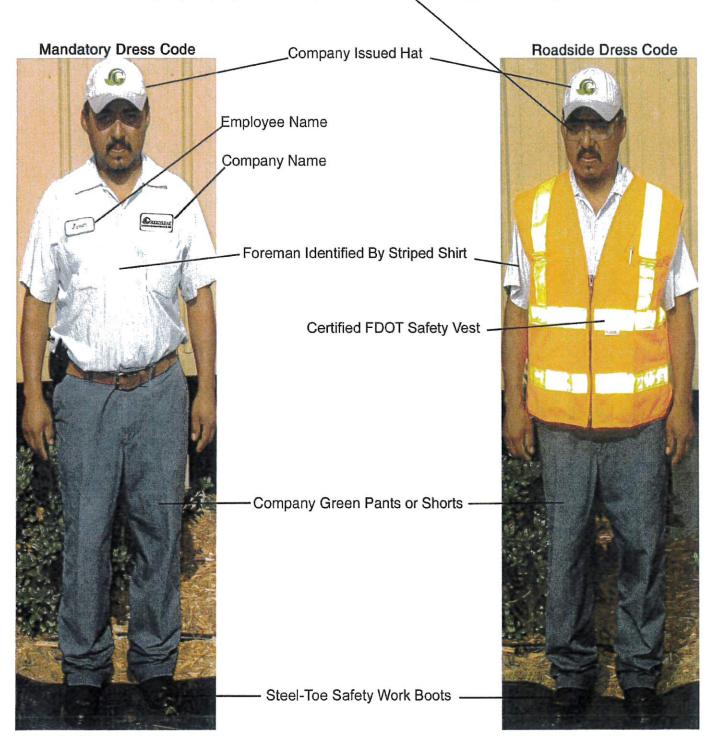
Greenleaf Landscape Manager

All Company Employees Are Required To Wear OSHA Approved Safety Glasses



Greenleaf Landscape Foreman

All Company Employees Are Required To Wear OSHA Approved Safety Glasses



Greenleaf Landscape Laborer

All Company Employees Are Required To Wear OSHA Approved Safety Glasses Mandatory Dress Code Roadside Dress Code Company Issued Hat Employee Name Company Name Laborer Identified By Green Shirt Certified FDOT Safety Vest Company Green Pants or Shorts Steel-Toe Safety Work Boots -



Greenleaf Lanscape Maintenance Equipment



1/2 Ton Pick-up Typical

3/4 Ton Pick-up Typical





3500 Truck Typical

Irrigation Service Van Typical



Greenleaf Landscape Maintenance Equipment



48", 60" & 72" Rider Typical



36" & 48" Walk Behind Hydro Or Belt Drive Typical



Billy Goat Vacuum Typical



Street Blower Typical



Hover Mower (Fly Mower) Typical



Back Pack Blower Typical



Stick Hedger Typical







Mechanical Edger Typical

Greenleaf Landscape Equipment



TCM 820 Loader Typical



John Deere Skid Steer Typical



John Deere A/C Cab Tractor Typical



John Deere Tractor Typical



GT ProMax Boom Sprayer w/ 60 Gallon Tank Typical



Trencher Typical



7 - Critical Areas



Thank you for considering Greenleaf Landscape Maintenance, Inc for your landscape maintenance needs.......

As the President of Greenleaf Landscape Maintenance, Inc., I am writing to introduce you to our company and some of the services we provide. We are a full service company. Full service means that we provide all services relative to landscape maintenance. This includes mowing maintenance, lawn and ornamental spray and fertilization, irrigation maintenance and peripheral services such as annual planting and mulching. All of which are provided in-house by trained and licensed individuals. This is important because it assures that the results are predictable and the level of quality can be controlled.

It is our belief that there are three critical areas to any successful maintenance program.

Critical Area #1: Consistency - We provide full service landscape maintenance with one goal; to exceed the customer's expectations. Even the most unglamorous activities such as mowing and edging are done with the same attention to detail and concern for the finished product, regardless of who the client is. It is the little things that make a big difference in our type of business. Changing mower blades daily, changing mow patterns frequently to prevent rutting, internal written inspections to grade our performance against expectations, published schedules and color coded maps are all examples of little things that make a big difference in the outcome.

Critical Area #2: Customer Service - When dealing with someone's landscape, it often becomes personal. Therefore, an approach that is personal is imperative. We attempt to build relationships with our clients. Listening to understand the needs and then designing a program that meets those needs is the first step to making sure that the relationship is a win-win for everyone. Owner(s) presence is another aspect of Greenleaf's customer service. Owner(s) are always involved in every level of service from inspections to training to filling in on a mower if need be. What ever it takes to get the work done and maintain the best customer service.

Critical Area #3: Communication – Easily the most important aspect of our service is the level to which we communicate with our clients. We have designed and implemented a number of systems to make sure that the schedule for work to be performed and the results of our efforts are communicated in very concise ways. Our clients will receive contact information of all personnel involved in their project including owners. Billing and proposals are itemized so a clear picture of services is presented. On site meetings is always an option with Greenleaf from site visits to property walk throughs. Lastly, we pride ourselves on a 24 hour communication turn around. Responding to a clients questions or needs someone from Greenleaf will respond.



In Closing,

Greenleaf Landscape Maintenance, Inc is very proud of the list of clients that we served for over 20 years in the central Florida area. Our customer base ranges from world class resorts to high end apartment complexes to subdivisions and restaurants. Our approach is simple. We provide the best service available at a competitive price

Don Michalik

President



Fungicide / Insecticide Used: Disease & Insect Ornamental Application Information Plants(s) Treated: Plants(s) Treated: Plants(s) Treated: Report Item #(s): Target Pest: Target Pest: Target Pest: Scheduled Application Service Call 3 (S) Date: Manager's Signature: Lawn & Ornamental Report ₹ ₹ Selected Selected Report Item #(s): Liquid: Granular: 2) Analysis: 1) Analysis: Annuals: Annuals: Palms: Palms: Plants: Plants: Fungicide / Insecticide Used: Disease & Insect Ornamental Application Turf Application Report Item #(s): Area(s) Treated: Area(s) Treated: Target Pest: Target Pest: Property: 7 S Turf Application Information Technician's Signature Herbicide(s) Used: Herbicide Used: Weed Control Report Item #(s): Area(s) Treated: Area(s) Treated: Applicator Information: Granular: Liquid: Greenleaf Landscape 7 5 Comments & Observations: (Ibs. N / 1000 Sq. Ft.) (lbs. N / 1000 Sq. Ft.) Fertilization Name -I.D. Card # -Application Rate: Application Rate: Report Item #(s): Area(s) Treated: Area(s) Treated: Granular: Liquid: 1) Analysis: 2) Analysis:



Irrigation Inspection ReportJob Number:

Date:	Start Times: Program "A" Program "B"
Inspected By:	
Clock:	
	,
Zone Spray of Rotor Run Time Program Strait	Shtered Cleaned Adjusted Comments
Zone SPI QUI Pro Str	Cle Poly Comments
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
12	
13	
14	
15	-
16	
17	
18	
19	
20	
21	
22	
23	
24	
Additional Comments or Approximate An	nount of Repairs Needed:
-	
Manager's Signature:	Repairs Approved (Initial):



Greenleaf Landscaping & Maintenance

7395 Hoffner Avenue Orlando, FL 32822

407-985-2710

407-985-2712

п						
Bell	n	V	0	1	C	0

Invoice #

 ×	

		S.O. No.	Terms	Project
			Net 15	
Quantity	Description		Rate	Amount
1	Aug 2013 General Service Aug 2013 Tree/Shrub Care - Schedule C Aug 2013 Irrigation Maintenance - Schedule E		23,000.00 4,430.00 2,070.00	23,000.00 4,430.00
		,	Total	\$29,500.00



Greenleaf Landscaping & Maintenance

7395 Hoffner Avenue Orlando, FL 32822

407-985-2710

407-985-2712

				100		
н	M	11	0	ı	0	0
п	B B	W	u		L	C

Bill To			

		S.O. No.	. Terms	Project
			Net 15	
Quantity	Description	I	Rate	Amount
14 1 1 2 1 1 8	Irrigation PMI and repair to Front right of Buil new plants. Made all necessary repairs. 1/2 Funny roll of 100' - per ft price Winged 1 piece Jet 180 Maxi Jet 1/2 blue Tee 3/4 sxsxs Reducing Coupling 3/4 x 1/2 slip Reducing Coupling 1 x 3/4 slip Tee 1 sxsxs Male Adapter 1 txs Clamp 1" Foreman hours 10% Discount on parts used	ding on 11/27/13 for	0.36 0.30 0.92 1.06 1.81 1.72 1.16 1.49 45.00 -4.08	16.20 4.20 0.92 1.06 3.62 1.72 1.16 11.92 67.50
	i.	,	Total	\$104.22



8 - Proposal Information

Dear Sir or Madam, Harmony CDD

Re: Introduction to Greenleaf Landscape Maintenance, Inc.

I would like to take a moment to introduce you to our company Greenleaf Landscape Maintenance, Inc. and owners Brian Shank, Jason Ackman and Don Michalik. We as owners take great pride in our company delivering high quality services at highly competitive rates. We've been serving our clients since 2000. Our work history includes HOA/COA, commercial, retail, interiorscape and other upscale resort properties and we believe that we would be a great service partner for your operations. The owners have 70+ years combined experience performing new landscape / irrigation construction, enhancements & maintenance services that can make key differences for your properties by increasing occupancy, value & sales.

An example of some recent and current companies we work with are Hilton Grand Vacation Club, Darden Corporate, Mattamy, Toll Brothers and Marriott/Tishman

The items that distinguish us from other companies include:

- Owner involvement in all aspects of the business
- Proactive and Knowledgeable Team That always strives to be "A Professional Landscape Company!"
- **Depth of Experience** Many of our team members have 20 to 30+ years experience in the green industry; even with Disney project experience too.
- Excellent Communication is standard
- Uniformed Staff and Labeled Vehicles
- Fully Insurance, Employee Background Checks
- Complete Proposals
- All Itemized Billing
- All services are done "In House"
- Convenient locations
- Great relations with vendors
- Modern fleet and equipment

Thank you for the time and consideration today! Please feel free at any time to reach out to us with any needs, questions or quotes.

Sincerely,

Brian Shank Cell 407-731-5997 * Jason Ackman Cell 407-435-9554 * Don Michalik Cell 407-731-2423

Brian@greenleaf-fla.com Jason.Ackman@greenleaf-fla.com @Don@greenleaf-fla.com



To whom it may concern:

At this time a bid bond was not included in our proposal however, Greenleaf will supply a bid bond upon being awarded the Harmony CDD Landscape Maintenance Contract.

Respectfully,

Don Michalik President





Harmony Community Development District

Official Proposal Form for Solicitation of Proposals for Landscape and Irrigation Maintenance Services

Name of Proposer: Greenleaf Landscape Maintenance Inc

In accordance with the solicitation of proposals issued by the Harmony Community Development District the undersigned proposes to provide all work necessary to perform the scope of services as described in the Project Manual.

Proposer submits that it can perform the work described above summarized as follows and as more specifically described in Proposer's proposal:

1. Turf Maintenance	\$ 340,000
1A. **Turf Maintenance (Excluding Home ROW)	\$ 323,000
2. Shrub and Groundcover Maintenance	\$ 215,000
3. Tree Maintenance	\$ 46,000
4. General Site Maintenance: Trash and Debris Disposal	\$ 19,000
5. Irrigation System	\$ 57,000
Total Yearly Cost for the first year of the above items	\$677,000
Year 2	\$ 710,850
Year 3	\$ 746, 392
Year 4 (optional)	\$ 783,712
Year 5 (optional)	\$ 783,712
Five-Year Grand Total	\$3,701,667

**Please provide a separate price to exclude ROW Mowing and Maintenance in front of homes**

Extra Services Pricing (not included in the Annual Grand Total)

6. Seasonal Color Maintenance/Installation (price per rotation) \$ 3,500

Price Per 4" Plant \$ 1.90

7. Mulch Application (price per occurrence) \$\frac{77}{3}4^{\frac{7}{1}}\$

Number of total bales proposed to service the property: 1,800

Cost of Pine Straw Per Bale \$ 7. **

Number of total yards proposed to service the property: $\frac{1}{335}$





Cost of Pine Nugget Mulch per yard

8. TopChoice Fire Ant Control (price per Acre)

\$ 48.50 \$ 465.00

Proposer, thoroughly reviewed all components of the Project Manual and has a thorough understanding of the work required, the site and conditions where the work is to be performed, local labor conditions and all laws, regulations and other factors affecting performance of the work, having knowledge of the expense and difficulties attending performance of the work, and having fully inspected the site in all particulars, hereby proposes and agrees, if Proposer's proposal is accepted, to enter into the Proposed Agreement with the District.

Name of Authorized Signatory of Proposer:	Donald Michalik
Title of Authorized Signatory of Proposer:	President.
Signature of Authorized Signatory of Proposer:	She Mil





LANDSCAPE AND IRRIGATION MAINTENANCE RATES FOR ADDITIONAL SERVICES

Please provide rates for the following items (including overhead and profit) which will be used for any additional work and/or services:

A.	Mower w/operator	\$ 45.	Hour
В.	Bush-Hog w/operator	\$ 65.00	Hour
C.	Tractor w/operator	\$ 65.00	Hour
D.	Supervisor with Transportation	\$ 80.00	Hour
E.	Laborer with hand equipment	\$ 35.00	Hour
F.	Truck w/driver	\$ 45.00	Hour
G.	Irrigation Tech	\$ 65.00	Hour
Н.	Granular Pesticide Applicator Person with Spreader	\$ 60.00	Hour
	Liquid Pesticide Applicator Person with Spray Truck	\$ 125.00	Hour
L	Granular Fertilizer Applicator Person with Spreader	\$ 60.00	Hour
J.	Liquid Fertilizer Applicator Person with Spray Truck	\$ 125.00	Hour
К.	Granular Weed Control Applicator Person with Spreader	\$ 60.00	Hour
L.	Liquid Weed Control Applicator Person with Spray Truck	\$ 125.00	Hour
M.	Laborer for Additional Trash Pick-Up	\$ 45.00	Hour
N.	Lump Sum Mowing (1), entire community	\$ 7930.00	Per Mow

¹ Mowing shall include mowing, edging, weed eating, weeding of beds, weeding of lawns and blowing and/or vacuuming.





EMERGENCY CLEAN-UP SERVICES

In the event of a declared emergency or disaster, the following services shall be provided on a time and materials basis, at the rates (which include all costs including but not limited to overhead and profit) set forth below:

A.	Debris removal personnel unit costs:		0 00	
	Acct Manager	\$	80.00	per Hour
	FOREMAN LEND/LADOR	\$	55.00	per Hour
	Lewy / Driver	\$	45.00	per Hour
В.	Debris removal equipment unit costs:			
	1/2 CY LOADER 2 CY LOADER	\$	85.00	_ per Hour
	2 cy loader	\$	250.00	_ per Hour
	Chippee	\$	225.00	per Hour
C.	Other emergency/disaster related unit costs:			
	Chard SAW Teck 3500 Flat Bed / Chrope	\$	110.00	_ per Hour
	3500 Flat Bed / Chiepe	eş	175.00	_ per Hour
	60 yd Debris Truck	\$	600.00	per Hour LOAD

^{**}Costs for equipment and personnel are only payable for when the equipment and personnel are operating. No stand-by time is eligible for payment. Disaster recovery assistance services shall not exceed 70 hours for each declared emergency or disaster. Contractor shall maintain and supply District all necessary and adequate documentation on all emergency/disaster-related services to support reimbursement by other local, state, or federal agencies. The District reserves the right to contract with an outside vendor for any or all emergency clean-up services.**





Affidavit for Public Entity Crimes, Scrutinized Companies, E-Verify, and Non-Collusion

[Solicitation of Proposals for Landscape and Irrigation Maintenance Services]

Harmony Community Development District

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

Name of Proposer: Green leg f hand scape Maintenance Inc

I am authorized to make this affidavit on behalf of my firm and its owner, directors and officers. I state that:

Public Entity Crimes

- I understand that a "person" or "affiliate" who has been placed on the "convicted vendor list" following a "conviction" for a "public entity crime" (as those terms are defined in Section 287.133, Florida Statutes) for a period of 36 months following the date of being placed on the convicted vendor list, would render us ineligible to submit a proposal for this project.
- 2. Neither I, nor any person or affiliates with my firm, nor my firm has been placed on the convicted vendor list following a conviction for a public entity crime that would render us ineligible to submit a proposal for this project.

Scrutinized Companies

- 3. I understand that, pursuant to Section 287.135(2)(a), Florida Statutes, we would be ineligible to submit a proposal for this project if we are company that is on the "Scrutinized Companies that Boycott Israel List" (created pursuant to Section 215.4725, Florida Statutes) or are engaged in a boycott of Israel.
- 4. Neither I nor my firm are on the "Scrutinized Companies that Boycott Israel List" nor are we engaged in a boycott of Israel.

E-Verify

- 5. I understand that, pursuant to Section 448.095(2), Florida Statutes, we must comply with Florida's E-Verify law in order to enter into an agreement with a public employer.
- 6. Our firm is registered with and uses the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all employees hired on or after January 1, 2021.
- 7. No public employer has terminated a contract with our firm under Section 448.095(2)(c), Florida Statutes, within the year immediately preceding the date of our proposal.
- 8. Our firm is currently in compliance and will remain in compliance, for the duration of the agreement, with all requirements of Section 448.095(2), Florida Statutes.
- 9. I understand that, if there is a good faith belief that our firm has knowingly violated Section 448.09(1), Florida Statutes, there is an obligation to terminate the agreement pursuant to Section 448.095(2)(c), Florida Statutes.
- 10. I understand that, if there is a good faith belief that one of our subcontractor(s) has knowingly violated the Section 448.09(1), Florida Statutes, but our firm has otherwise complied with its obligations thereunder, then our firm will be required to immediately terminate its contract with the subcontractor in order to continue providing services to a public employer.





- 11. The price(s) and amount(s) of in our proposal have been arrived at independently and without consultation, communication, or agreement with any other proposer, potential proposer, proposal, or potential proposal.
- 12. Neither the price(s) nor the amount(s) in our proposal, have been disclosed to any other firm or person who is a proposer or potential proposer, and they will not be disclosed before opening of all proposals.
- 13. No attempt has been made or will be made to induce any firm or persons to refrain from submitting a proposal, or to submit a price(s) higher that the prices in our proposal, or to submit any intentionally high or noncompetitive price(s) or other form of complementary proposal.
- 14. Our proposal is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive proposal.
- 15. Our firm, its affiliates, subsidiaries, officers, director, and employees are not currently under investigation, by any governmental agency and have not in the last 3 years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to any public contract, except as disclosed.

I state that I and the named firm understand and acknowledge that the above representations are material and important and will be relied on by the Celebration Community Development District for which our proposal is submitted. I understand and my firm understands that any misstatement in this affidavit is, and shall be treated as, fraudulent concealment from the District of the true facts relating to the submission of proposals for this work.

Signature of Authorized Signatory of Proposer

Sworn before me on $\frac{12}{7}$, 2022

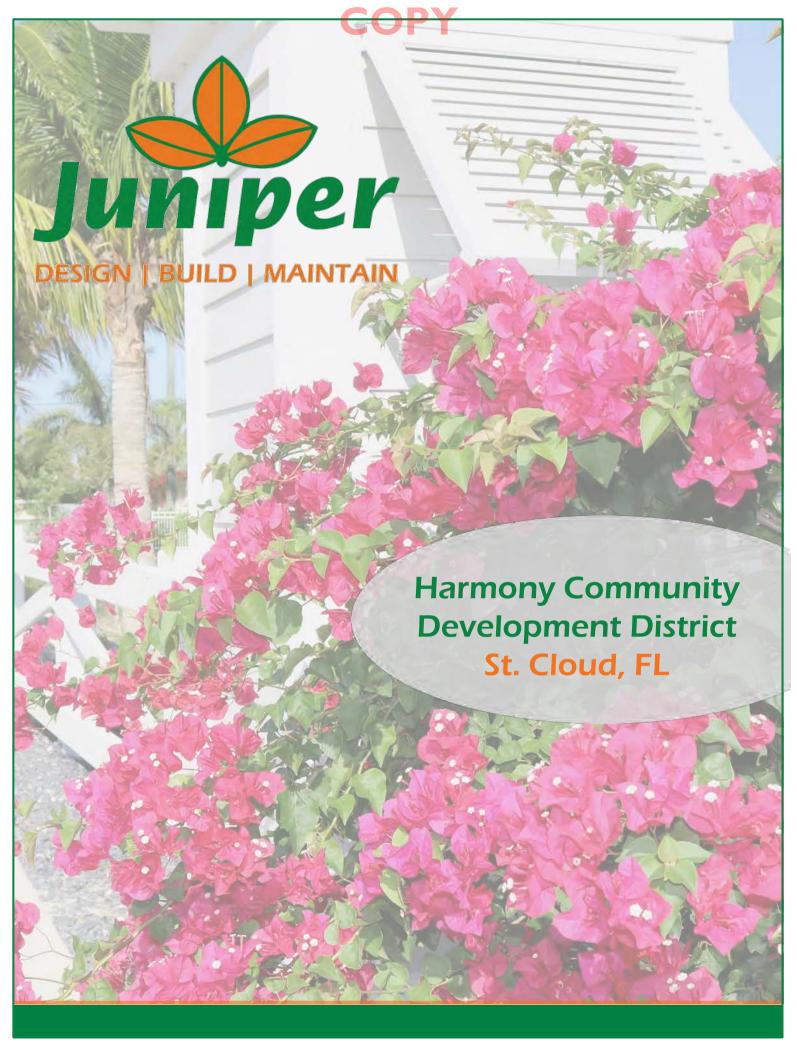
Notary Public Signature

URSULA PALMER
MY COMMISSION # GG 316629
EXPIRES: March 27, 2023
Bonded Thru Notary Public Underwillers

Notary Stamp

COPY

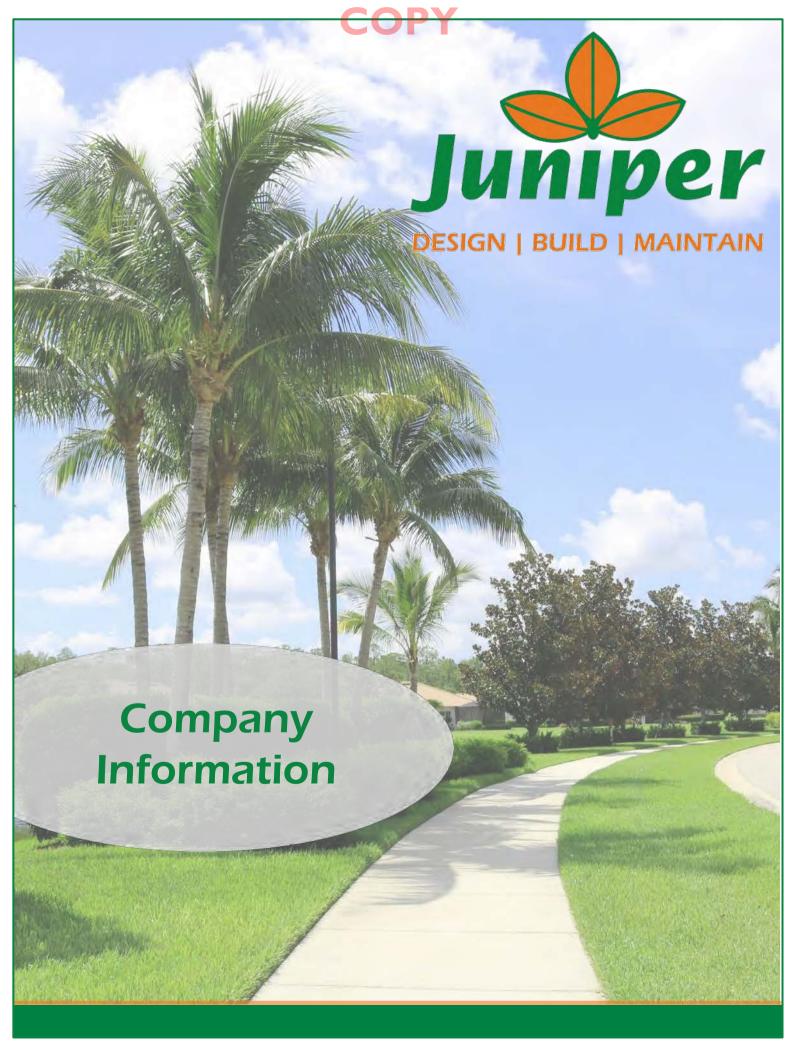
Juniper[©] Proposal





Juniper Cares

Juniper Communities



COPY

Juniper Landscaping of Florida, LLC

HOW IT ALL STARTED

Juniper was founded in 2001 on a small farmhouse in Fort Myers, Florida. This location now serves as our corporate headquarters, though we have had to add a few more buildings. Over 20 years ago we started with the commitment to provide the best value and an on-time project. This commitment has helped Juniper grow from a small custom landscape operation with just a few employees to multiple locations throughout Florida. A lot has changed over the last 20 years, and we pride ourselves on the technology, service, and quality we continue to provide.

Juniper was founded in Florida and all our leadership team lives in-state.



5880 Staley Road Fort Myers FL 33905

(239)-561-5980



2001 Juniper Office

(# Of Full-Time Employees)

CENTRAL

ORLANDO-135

OCALA-20

BELLEVIEW-35

WESLEY CHAPEL-

60

LAKELAND-55

LITHIA-35

WEST COAST

NAPLES-140

BONITA SPRINGS-

80

FORT MYERS-260

VENICE-185

SARASOTA-40

BRADENTON-85

TAMPA-60

EAST COAST

FORT

LAUDERDALE-100

WEST PALM-55

VERO BEACH-90

PORT ST LUCIF-90

MELBORNE-35

VIERA-30



COPY COMPANY OVERVIEW SERVICES & QUALIFICATIONS



DESIGN



BUILD



MAINTAIN



Resources & Qualifications

- 1,800+ Team Members
- Licensed Landscape Architects
- Certified Landscape Designers
- Certified Irrigation Designers
- Certified Pest Control Operators
- FNGLA Certified Horticultural
 Professionals
- FNGLA Certified Landscape
 Contractors
- ISA Certified Arborists
- In-house Agronomist
- State of Florida Irrigation License
- Certified Hunter IMMS Installer
- Certified Rain Bird IQ Installer

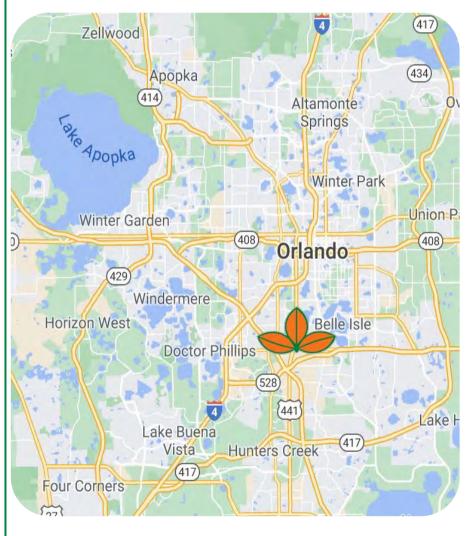


HARMONY CDD-YOUR LOCAL BRANCH

YOUR LOCAL LANDSCAPE EXPERTS

ORLANDO – SOUTH

285 E Oak Ridge Rd. Orlando, FL 32809 (407)-438-7442 Our Juniper team members live in your area and are familiar with the local landscape palette.



We provide you with complete landscape services, No Sub Contractors will be used for the scope of this work.



LOCAL BRANCHES YOUR LOCAL LANDSCAPE EXPERTS



ORLANDO – EAST

7032 Old Cheney Hwy. Orlando, FL 32807

ORLANDO – SOUTH – YOUR BRANCH

285 E Oak Ridge Rd. Orlando, FL 32809

ORLANDO – WEST

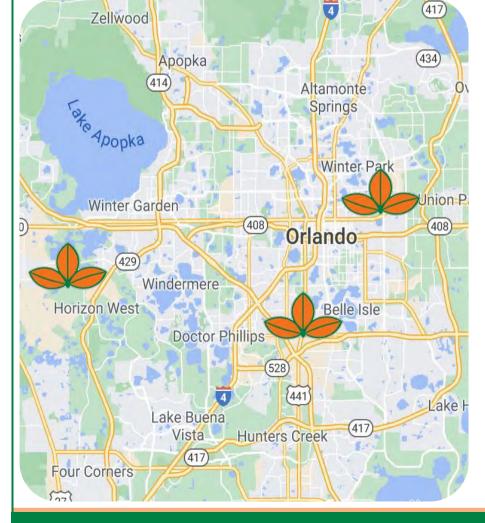
4000 Avalon Rd.

Winter Garden, FL 34787

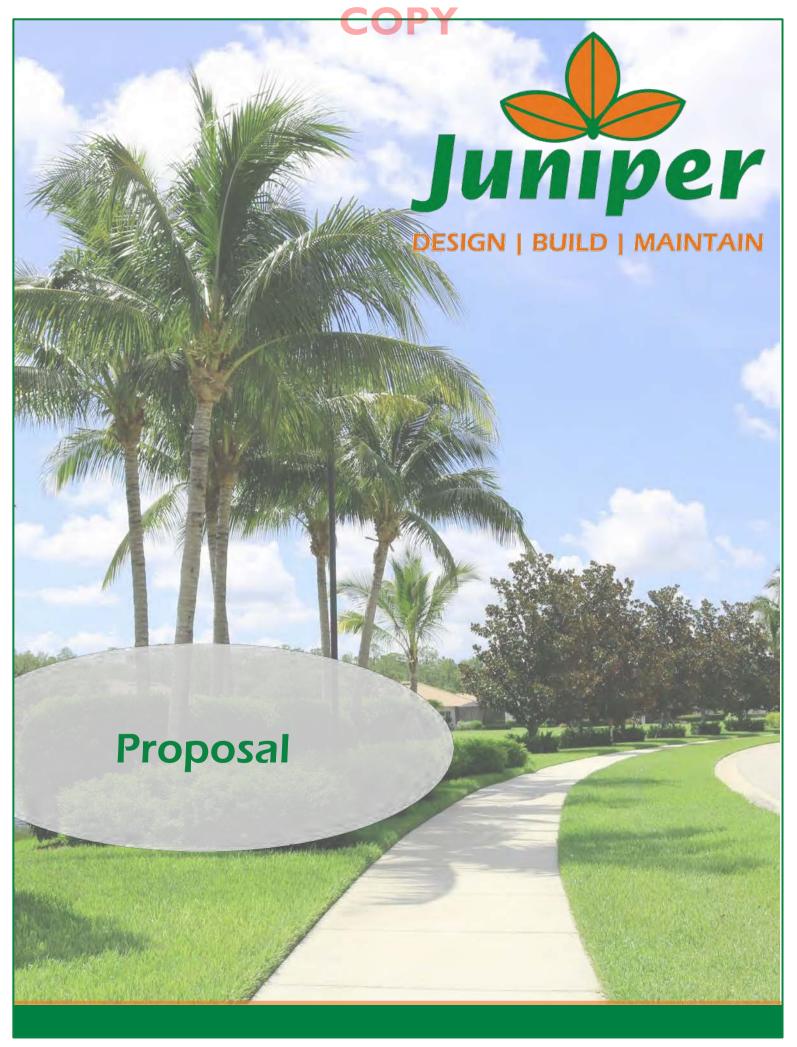
A dedicated team will be assigned to your community with the additional support of other local branches if the need arises.

> We provide you with complete landscape services:

- **Maintenance**
- **Irrigation**
- **Fertilization**
- Pest Control
- **Arbor Care**
- Seasonal Color
- Storm Prep/Recovery
- Landscape Design
- Installation









Dear Harmony CDD Board of Directors:

Thank you for the opportunity to be a part of your landscape maintenance contract bidding process for Harmony Community Development District. At Juniper, we understand that each project is unique because no two clients are the same. We bring a straightforward, focused analysis to each property's individual needs. Our commitment to quality, dependability, and industry best practices drives us forward. This commitment empowers us to meet our clients' requirements and to serve their expanding needs as our relationship continues to grow.

Juniper has been servicing communities throughout Florida for over 20 years and our skilled teams are dedicated to your landscape initiatives.

We look forward to having the opportunity to work with you and to discuss the enclosed information. If you have any questions, please contact me at (407)-592-7882.

Thank you,

Kenny O'Dell

Client Relations Manager

(407) - 592 - 7882

Kenny.O'Dell@juniperlandscaping.com

Junipercares.com







"We shall have no better conditions in the future if we are satisfied with all those which we have at present"

-Thomas Edison





LANDSCAPE AND IRRIGATION MAINTENANCE **RATES FOR ADDITIONAL SERVICES**

Please provide rates for the following items (including overhead and profit) which will be used for any additional work and/or services:

Α.	Mower w/operator	\$	65.00	Hour
	•		85.00	
В.	Bush-Hog w/operator	\$	03.00	Hour
C.	Tractor w/operator	\$\$	85.00	Hour
D.	Supervisor with Transportation	\$	70.00	Hour
E.	Laborer with hand equipment	ş\$	60.00	Hour
F.	Truck w/driver	\$	65.00	Hour
G.	Irrigation Tech	\$	65.00	Hour
Н.	Granular Pesticide Applicator			
	Person with Spreader	\$924	based on ar	ena GHour
	Liquid Pesticide Applicator			
	Person with Spray Truck	\$316	based on Ar	ena S⊞our
1.	Granular Fertilizer Applicator			
	Person with Spreader	\$ 320)	Hour
J.	Liquid Fertilizer Applicator			
	Person with Spray Truck	\$288	Micros and I	Vitrogehour
K.	Granular Weed Control Applicator			
	Person with Spreader	\$869	Broadstar Pr	e Emergent
Lį	Liquid Weed Control Applicator			
	Person with Spray Truck	\$	167	Hour
M.	Laborer for Additional Trash Pick-Up	\$	55	Hour
N.	Lump Sum Mowing (1), entire community	\$		Per Mow
		\$9,575.	00/\$14,285.0	00 ROW includ

ded

¹ Mowing shall include mowing, edging, weed eating, weeding of beds, weeding of lawns and blowing and/or vacuuming.





EMERGENCY CLEAN-UP SERVICES

In the event of a declared emergency or disaster, the following services shall be provided on a time and materials basis, at the rates (which include all costs including but not limited to overhead and profit) set forth below:

A.	Debris removal personnel unit costs:		
	Supervisor \$	85	per Hour
	Crew Member \$	80	per Hour
	Equipment Operator\$	90	per Hour
В.	Debris removal equipment unit costs:		
	Isuzu Dump Truck\$	125	per Hour
	Loader/ Skid Steer\$	165	per Hour
	Grapple Truck\$	300	per Hour
C.	Other emergency/disaster related unit costs:		
	\$		per Hour
	\$		per Hour
	\$		per Hour

Costs for equipment and personnel are only payable for when the equipment and personnel are operating. No stand-by time is eligible for payment. Disaster recovery assistance services shall not exceed 70 hours for each declared emergency or disaster. Contractor shall maintain and supply District all necessary and adequate documentation on all emergency/disaster-related services to support reimbursement by other local, state, or federal agencies. The District reserves the right to contract with an outside vendor for any or all emergency cleanup services.





Harmony Community Development District

Official Proposal Form for Solicitation of Proposals for Landscape and Irrigation Maintenance Services

Name of Prop	ocar. lur	niper Landsca	ning of Flo	rida IIC	
Maine of Flop	usei. Jui	IIPEI Lanusua	aping on a lo	ilua, LLC	

In accordance with the solicitation of proposals issued by the Harmony Community Development District the undersigned proposes to provide all work necessary to perform the scope of services as described in the Project Manual.

Proposer submits that it can perform the work described above summarized as follows and as more specifically described in Proposer's proposal:

Pricing includes Fertilization and Pest Control

1. Turf Maintenance	\$ <u>441,111.00</u>

1A. **Turf Maintenance (Excluding Home ROW) \$ <u>310,302.00</u>

2. Shrub and Groundcover Maintenance \$\frac{235,535.00}{}

3. Tree Maintenance \$ <u>54,500.00</u>

4. General Site Maintenance: Trash and Debris Disposal \$ 95,000

5. Irrigation System \$ 120,000.00

Total Yearly Cost for the first year of the above items \$\frac{729,837.00}{\$860,646.00}\$

Year 2 \$\frac{729,837.00/\\$860,646.00}

Year 3 \$\frac{751,732.00/\\$886,465.00}

Year 4 (optional) \$774,284.00/\$913,059.00

Year 5 (optional) \$797,512.00/\$940,450.00

Five-Year Grand Total \$3,783,202/\$4,461,266.00

**Please provide a separate price to exclude ROW Mowing and Maintenance in front of homes**

Extra Services Pricing (not included in the Annual Grand Total)

6. Seasonal Color Maintenance/Installation (price per rotation) \$2,700.00

Price Per 4" Plant \$2.00

7. Mulch Application (price per occurrence) \$114,850.00

Number of total bales proposed to service the property: as needed to suppement pine beds

Cost of Pine Straw Per Bale \$9.60

Number of total yards proposed to service the property: 2,297.00





Cost of Pine Nugget Mulch per yard

8. TopChoice Fire Ant Control (price per Acre)

\$ 375.00

Proposer, thoroughly reviewed all components of the Project Manual and has a thorough understanding of the work required, the site and conditions where the work is to be performed, local labor conditions and all laws, regulations and other factors affecting performance of the work, having knowledge of the expense and difficulties attending performance of the work, and having fully inspected the site in all particulars, hereby proposes and agrees, if Proposer's proposal is accepted, to enter into the Proposed Agreement with the District.

Name of Authorized Signatory of Proposer:	Kenneth O'Dell
Title of Authorized Signatory of Proposer:	Client Relations Manager
Signature of Authorized Signatory of Proposer:	Kenny O'Dell
, ,	





EMERGENCY CLEAN-UP SERVICES

In the event of a declared emergency or disaster, the following services shall be provided on a time and materials basis, at the rates (which include all costs including but not limited to overhead and profit) set forth below:

A.	Debris removal personnel unit costs:		
	Supervisor \$	85	per Hour
	Crew Member\$	80	per Hour
	Equipment Operator \$	90	per Hour
В.	Debris removal equipment unit costs:		
	Isuzu Dump Truck \$	125	per Hour
	Loader/Skid Steer \$	165	per Hour
	Grapple Truck \$	300	per Hour
C.	Other emergency/disaster related unit costs:		
	\$		per Hour
	\$		per Hour
	\$		per Hour

^{**}Costs for equipment and personnel are only payable for when the equipment and personnel are operating. No stand-by time is eligible for payment. Disaster recovery assistance services shall not exceed 70 hours for each declared emergency or disaster. Contractor shall maintain and supply District all necessary and adequate documentation on all emergency/disaster-related services to support reimbursement by other local, state, or federal agencies. The District reserves the right to contract with an outside vendor for any or all emergency clean-up services.**





Affidavit for Public Entity Crimes, Scrutinized Companies, E-Verify, and Non-Collusion

[Solicitation of Proposals for Landscape and Irrigation Maintenance Services]

Harmony Community Development District

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

Name of Proposer:	Juniper Landscaping of Florida, LLC

I am authorized to make this affidavit on behalf of my firm and its owner, directors and officers. I state that:

Public Entity Crimes

- 1. I understand that a "person" or "affiliate" who has been placed on the "convicted vendor list" following a "conviction" for a "public entity crime" (as those terms are defined in Section 287.133, Florida Statutes) for a period of 36 months following the date of being placed on the convicted vendor list, would render us ineligible to submit a proposal for this project.
- 2. Neither I, nor any person or affiliates with my firm, nor my firm has been placed on the convicted vendor list following a conviction for a public entity crime that would render us ineligible to submit a proposal for this project.

Scrutinized Companies

- 3. I understand that, pursuant to Section 287.135(2)(a), Florida Statutes, we would be ineligible to submit a proposal for this project if we are company that is on the "Scrutinized Companies that Boycott Israel List" (created pursuant to Section 215.4725, Florida Statutes) or are engaged in a boycott of Israel.
- 4. Neither I nor my firm are on the "Scrutinized Companies that Boycott Israel List" nor are we engaged in a boycott of Israel.

E-Verify

- 5. I understand that, pursuant to Section 448.095(2), Florida Statutes, we must comply with Florida's E-Verify law in order to enter into an agreement with a public employer.
- 6. Our firm is registered with and uses the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all employees hired on or after January 1, 2021.
- 7. No public employer has terminated a contract with our firm under Section 448.095(2)(c), Florida Statutes, within the year immediately preceding the date of our proposal.
- 8. Our firm is currently in compliance and will remain in compliance, for the duration of the agreement, with all requirements of Section 448.095(2), Florida Statutes.
- 9. I understand that, if there is a good faith belief that our firm has knowingly violated Section 448.09(1), Florida Statutes, there is an obligation to terminate the agreement pursuant to Section 448.095(2)(c), Florida Statutes.
- 10. I understand that, if there is a good faith belief that one of our subcontractor(s) has knowingly violated the Section 448.09(1), Florida Statutes, but our firm has otherwise complied with its obligations thereunder, then our firm will be required to immediately terminate its contract with the subcontractor in order to continue providing services to a public employer.





Non-Collusion

- 11. The price(s) and amount(s) of in our proposal have been arrived at independently and without consultation, communication, or agreement with any other proposer, potential proposer, proposal, or potential proposal.
- 12. Neither the price(s) nor the amount(s) in our proposal, have been disclosed to any other firm or person who is a proposer or potential proposer, and they will not be disclosed before opening of all proposals.
- 13. No attempt has been made or will be made to induce any firm or persons to refrain from submitting a proposal, or to submit a price(s) higher that the prices in our proposal, or to submit any intentionally high or noncompetitive price(s) or other form of complementary proposal.
- 14. Our proposal is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive proposal.
- 15. Our firm, its affiliates, subsidiaries, officers, director, and employees are not currently under investigation, by any governmental agency and have not in the last 3 years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to any public contract, except as disclosed.

I state that I and the named firm understand and acknowledge that the above representations are material and important and will be relied on by the Harmony Community Development District for which our proposal is submitted. I understand and my firm understands that any misstatement in this affidavit is, and shall be treated as, fraudulent concealment from the District of the true facts relating to the submission of proposals for this work.

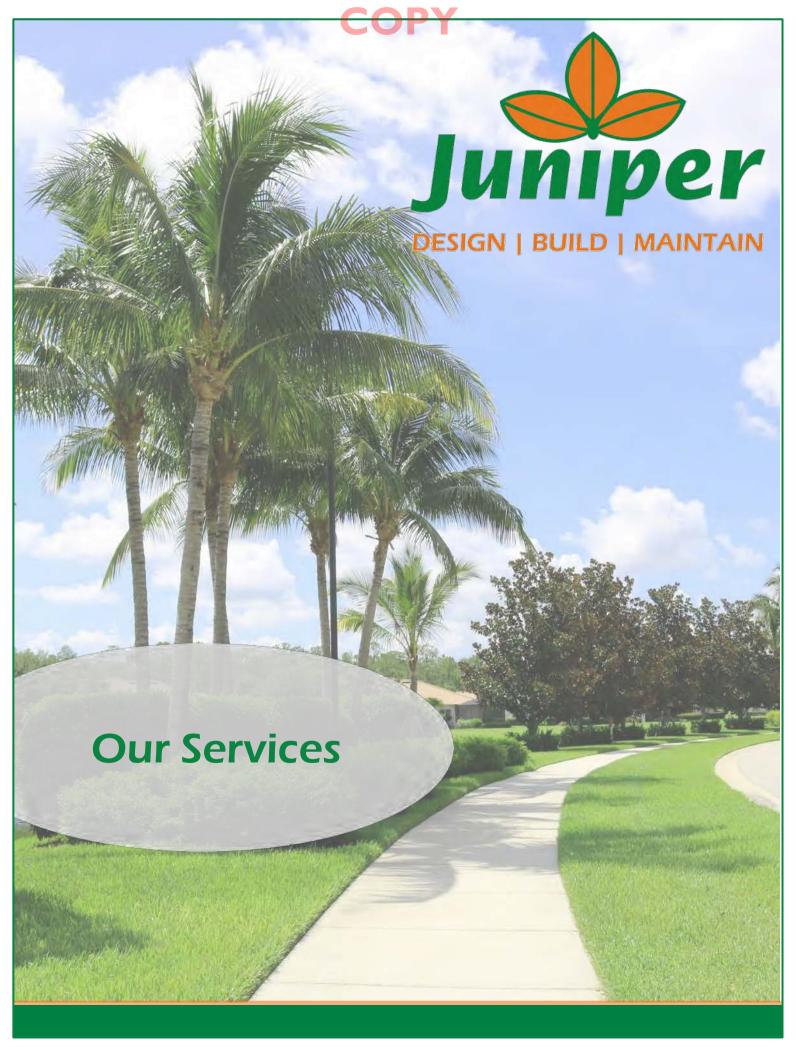
Signature of Authorized Signatory of Proposer

Sworn before me on 12/18, 2022

Notary Public Signature

Notary Public State of Florida Kavon Wright My Commission HH 184142 Exp.10/10/2025

Notary Stamp



LANDSCAPE MAINTENANCE

JUNIPER HAS BEEN EXCEEDING INDUSTRY STANDARDS IN THE AREA OF QUALITY AND DEPENDABILITY IN FLORIDA SINCE 2001

Our landscape maintenance teams work closely with the irrigation and horticultural teams. This, combined with regular inspections from our dedicated account managers, helps ensure the job quality our clients have come to expect.







COPY

LANDSCAPE INSTALLATION

OUR DESIGN & INSTALLATION TEAMS MAKE AN AWARD-WINNING COMBINATION!

Our teams work hard to deliver a quality project on time and on budget.

- Landscape Design Firm of the Year
- Best Landscape Design Custom Home
- Merit Award Design Residential
- Award Best Landscape Design









LANDSCAPE IRRIGATION





STATE LICENSED IRRIGATION CONTRACTOR

What is a certified irrigation specialty contractor's license?

An irrigation specialty contractor's license is a certified (state-wide) specialty license developed by the Construction Industry Licensing Board to permit contractors to install, maintain, repair, alter, extend, manage, monitor, audit, or, if not prohibited by law, design irrigation systems.

WATER MANAGEMENT

Our industry experts can help guide you on the most effective way to use your water resources.

- Central control management
- Converting beds to drip irrigation
- E/T weather-based controllers
- Soil moisture sensors
- Pressure regulated components
- High efficiency sprinklers



LANDSCAPE IRRIGATION



Juniper's certified technicians perform monthly inspections of irrigation systems to ensure optimum operation and coverage for plant material and turf areas. Concerns are promptly documented on a service form and turned in to the property manager for authorization.



- Water Management
- Repairs
- Water Monitoring
- Reporting
- Wet Checks

- Infrastructure
- Pump Stations
- Central Control
- Residential
- Commercial

LANDSCAPE HORTICULTURE









LANDSCAPE ARCHITECTURE

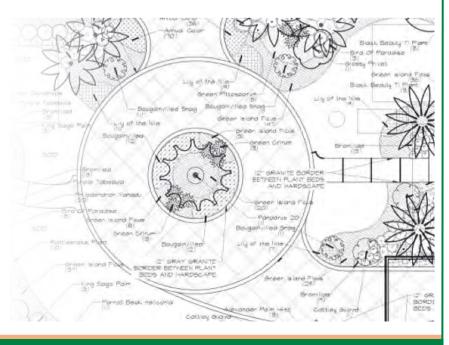
COMPLETE LANDSCAPE ARCHITECTURE & DESIGN SERVICES

Our design team can help boards with master plans for communities. Providing design hardscape features, 3D renderings of landscape plans, and complete landscape plans.



JUNIPER DESIGN TEAM

- Licensed Landscape Architects
- Certified Landscape Designers
- Certified Irrigation Designers
- ISA Certified Arborists
- In-house Agronomist
- State of Florida Irrigation License
- Certified Hunter IMMS Installer
- Certified Rain Bird IQ Installer



NURSERY & TREE FARM

We know it because we grow it!





With our over 200 acres of nursery & tree farms we can deliver custom. quality plant material to fit the individual needs of our clients. Additionally, our dedicated plant buyer travels throughout the state in search of the best plant material.

By keeping our finger on the pulse of the plant market, we can maximize value for each client.





SEASONAL COLOR

We create custom schedules for our communities on the annual color program. Our annual flower beds are designed and installed to emphasize color, profusion, and display in high profile areas.

SEASONAL FLOWER PROGRAM

- Contract grown flowers
- Custom designed displays
- Scheduled installation
- Fresh look all year
- Best in quality annuals
- Enhanced landscape areas
- Additional fertilization keeps flowers looking great





COPY

ARBORICULTURE



JUNIPER has multiple ISA certified Arborists that are available for everything you may need for your tree health care. Preventive maintenance helps keep trees in good health while reducing any insect, disease, or site problems.

WHY HIRE AN ARBORIST?

Arborists specialize in the care of individual trees. They are knowledgeable about the needs of trees and are trained and equipped to provide proper care. Hiring an arborist is a decision that should not be taken lightly. Proper tree care is an investment that can lead to substantial returns. Well caredfor trees are attractive and can add considerable value to your property.



STORM RESPONSE



RESOURCES WHEN YOU NEED THEM MOST!

In preparation for and after a storm, Juniper has additional team members that are critical resources during storm events. They provide not only added manpower but bring with them the trucks and heavy equipment needed to handle storm clean up.



COMPANY RESOURCES

- 1,800+ team members statewide
- 17 locations throughout Florida
- 10,000+ gallons of onsite fuel
- 300+ trucks in our fleet
- ISA Certified Arborists
- Landscape Designers & Architects
- Teams throughout Florida
- Extensive supply of heavy equipment



COPY

SPORTS TURF



COMPLETE SPORTS TURF MAINTENANCE

Gone are the days of playing ball in a dirt lot. Today, residents in communities expect playing fields and parks to be safe for their families. You want to work with a company who has industry experience & advanced knowledge in sports turf.

SERVICES

- Agronomic Services
- Agronomic Consulting
- Topdressing
- Fertilization Programs
- Pest & Disease Management
- Weed Management
- Cultivation Services
- Aerification
- Slicing
- Fraze Mowing
- Deep-Tine Soil Reliever
- Verticutting & Vacuum





EDUCATIONAL CLASSES



At Juniper Landscaping we offer CEU courses that cover a variety of subjects that include irrigation, palm tree care, turf care, and tree selection

CURRENT COURSES

- **IRRIGATION 101**
- **HORTICULTURE 101**
- TREE SELECTION
- PEST ID LAWN & ORNAMENTAL
- PLANTING PRINCIPLES & PLANT ID
- DIAGNOSING LANDSCAPE ISSUES

Our Green Industry experts' courses are designed to assist managers to make the best decisions to maximize their property's beauty and ease of maintenance.









TECHNOLOGY THAT MAKES A DIFFERENCE!

Juniper Mapping uses drone imaging software to create an Orthomosaic image from hundreds and sometimes thousands of high-resolution images. This gives us the ability to evaluate the property at a deeper level, which allows us to provide our clients the following:

- Proactively identify potential issues
- Property specific reporting
 - Plant Health
 - Elevation
 - Annotation
 - Issues
- Documentation of improvement



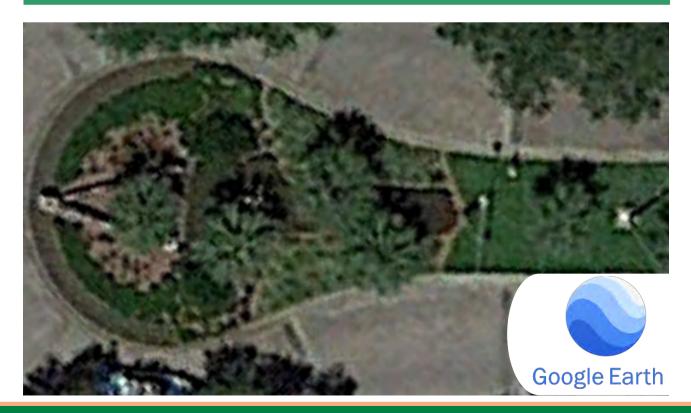




IMAGE QUALITY COMPARISON



Juniper Mapping provides the community with high resolution photos that provide more detail than Google Earth.





TRACK IMPROVEMENTS SIDE-BY-SIDE



With Juniper Mapping, you can see the quality improvements to the community landscape side-by-side.



REPORTING



COMMUNITY ANNOTATION REPORT

Juniper Landscaping

Stonecrest - Summerfield Annotation Report



Created on August 24, 2021

Captured on August 13, 2021



With the tools in Juniper Mapping, we can create community specific annotation reports. These reports provide documentation and improved accuracy on palm counts, valve locations, square footage on sod projects & much more!

REPORTING



ANNOTATION REPORT SUMMARY PAGE



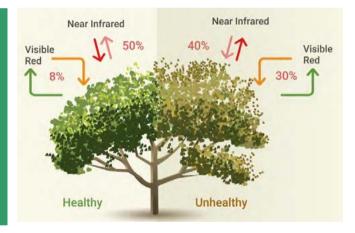
The tools within Juniper Mapping provide on-demand information like GPS coordinates, slopes/vertical heights, accurate area measurements plus the ability to catalog /inventory trees or other community assets.





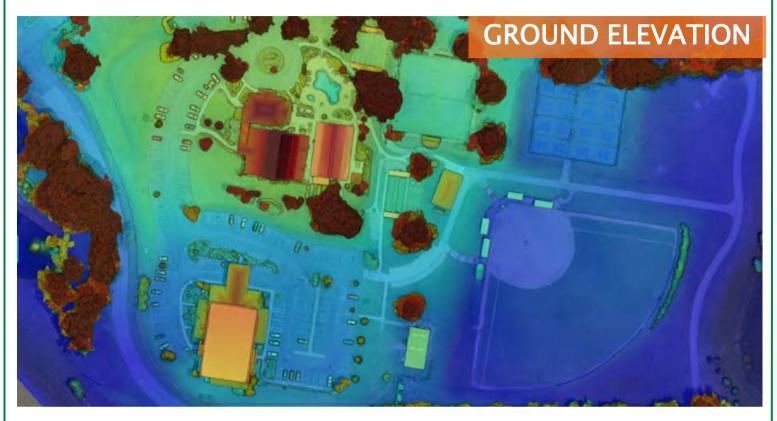
Healthy vegetation reflects more of certain types of light than unhealthy vegetation. Juniper Mapping creates a map that highlights differences within your area of interest.

This tool allows us to quickly identify areas of concern at start-up to begin treatments and track progress.

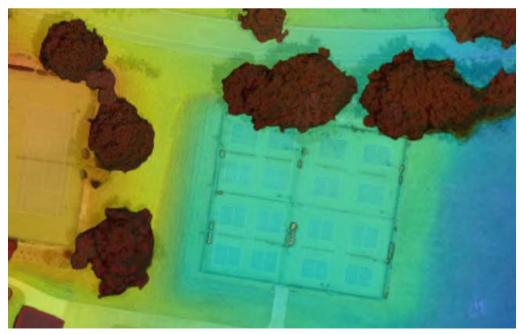








Juniper Mapping provides a complete elevation map, allowing us to make better decisions when it comes to the draining and movement of water.

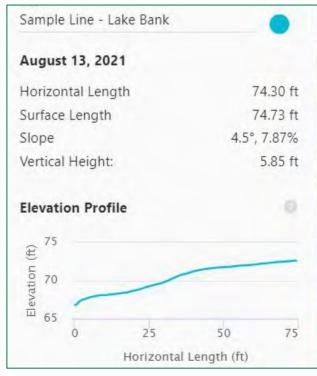


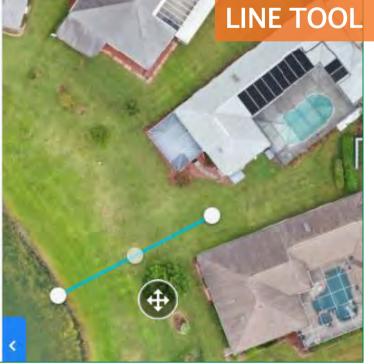






The Area & Line Tools provide the community with accurate information on demand. Line Tool provides the elevation profile of any area flown.

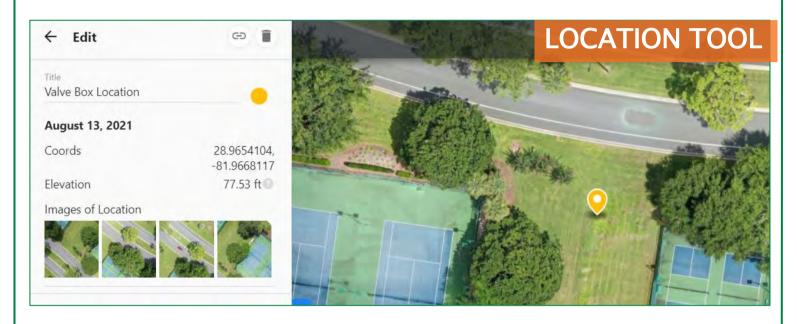




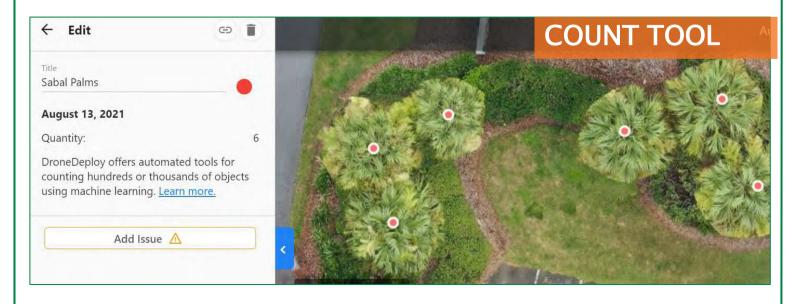


The Location Tool allows us to GPS locate/document anything in the community.

This is great for irrigation controllers, flush points, filters, valves, & shut offs.

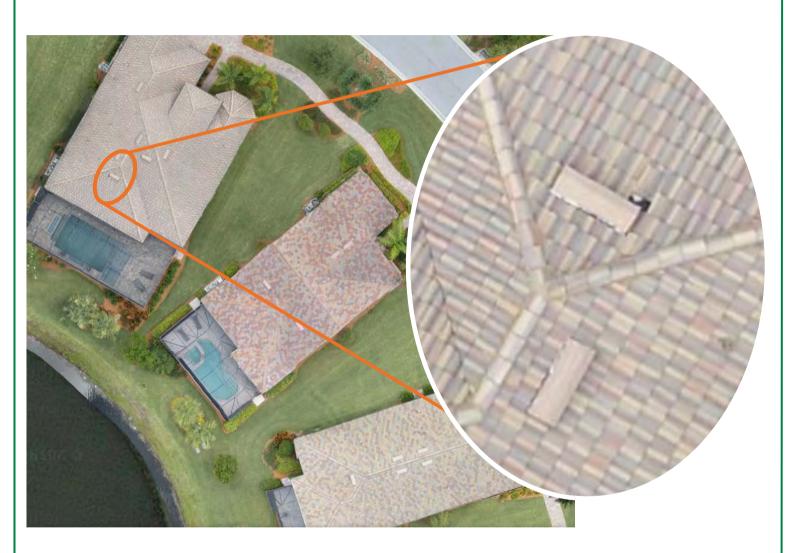


The Count Tool makes creating an inventory of anything easy.

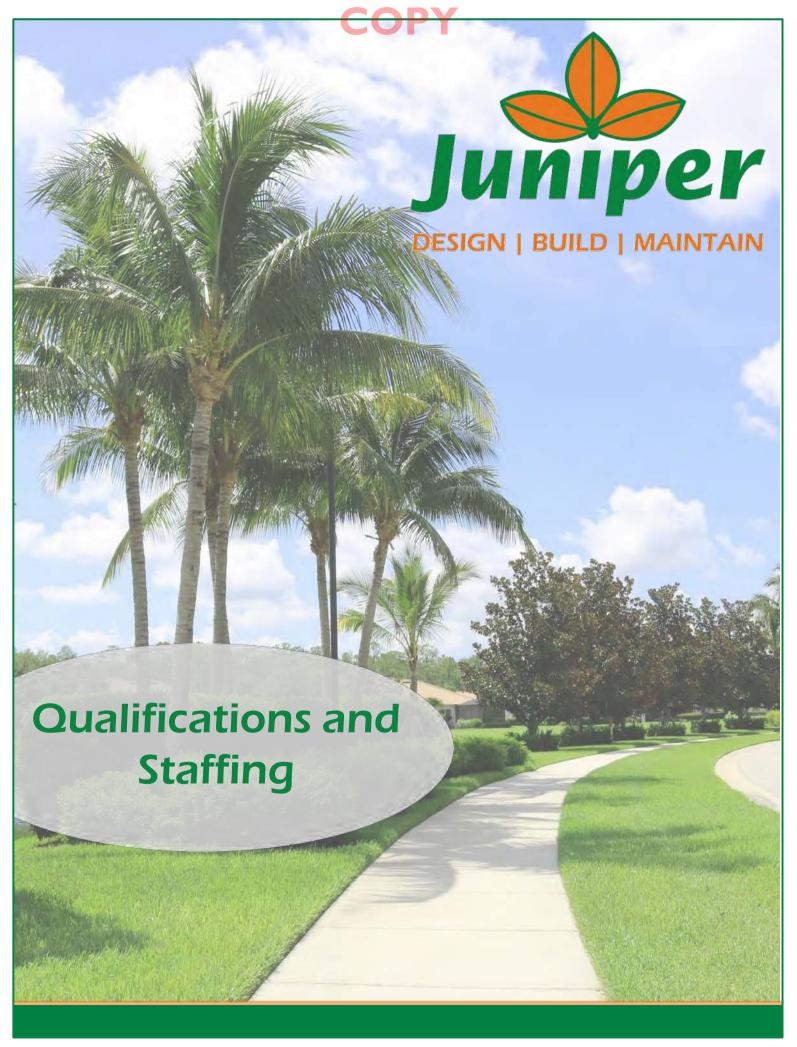




ADDED BENEFIT-ROOF CONDITIONS



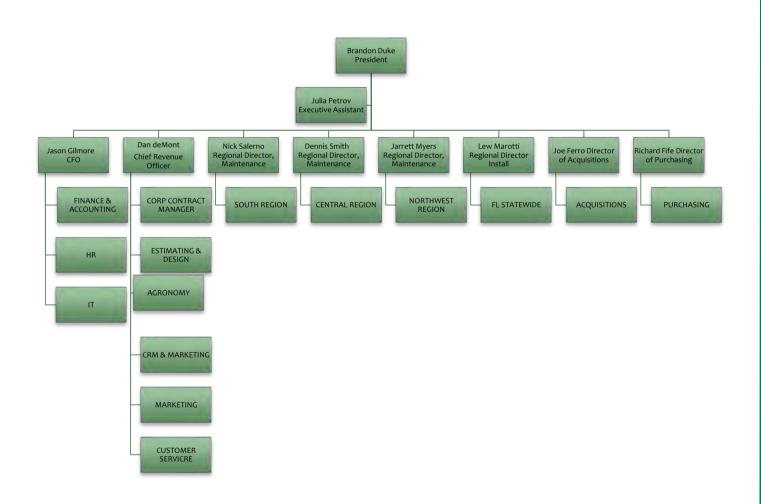
With Juniper Mapping, the photos not only capture landscape conditions, but they also show detailed images of roofs in the community. These images may be used by the association, if desired.







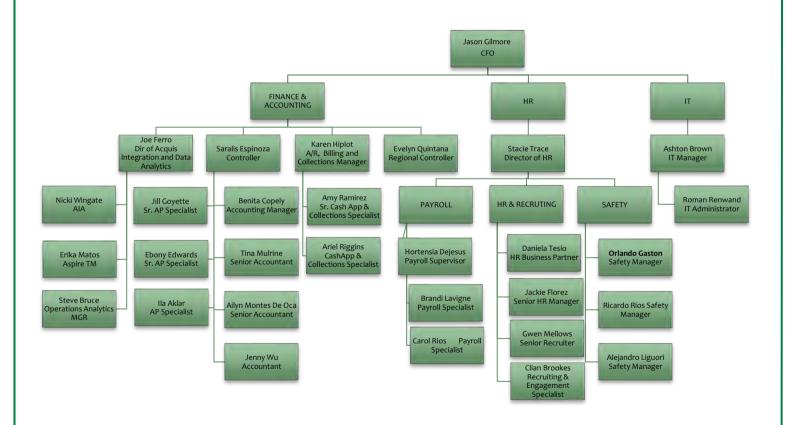
Juniper Landscaping of Florida, LLC Corporate Structure







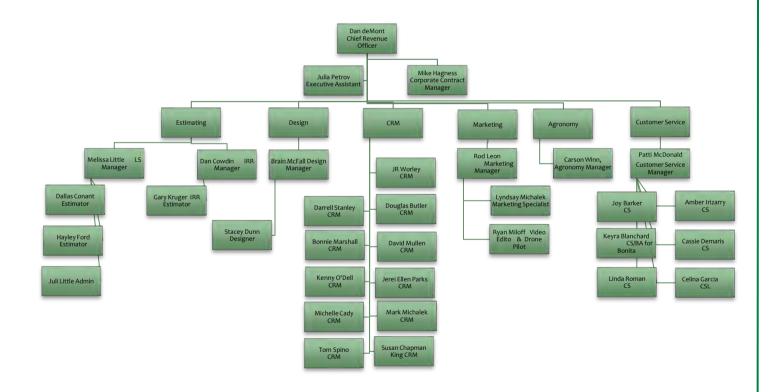
Juniper Landscaping of Florida, LLC Finance, Accounting, HR and IT







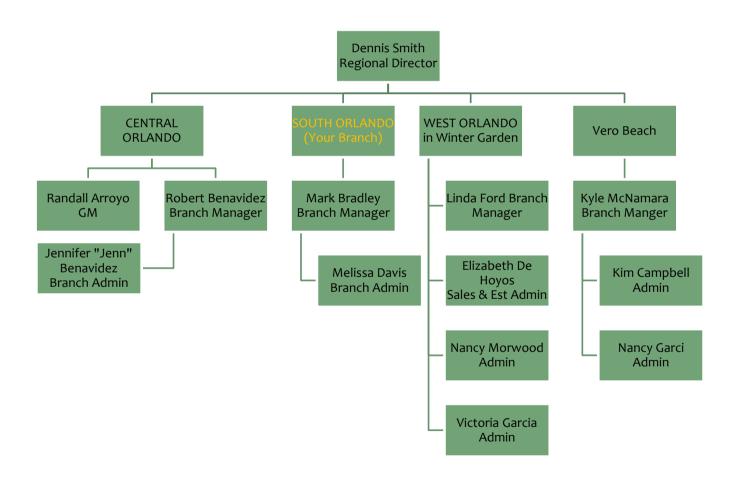
Juniper Landscaping of Florida, LLC Estimating & Design, CRM, Marketing, Agronomy, Customer Service







Juniper Landscaping of Florida, LLC Central Region



HARMONY ORG. CHART



Our team Members will be present in the community each week, a minimum of 52 visits per year Regional Manager

Dennis Smith

Branch Manager

Mark Bradley

Carson Winn Agronomic Manager **Operations Manager**

Angel Lopez

Account Manager

Oscar Murillo

Jason Nelson

Regional Irrigation Manager

Justin Watkins

Lead Spray Technician Nemorio Neblina Irrigation Manager

Mow Team 1

Detail Team 1

Mow Team 2

Detail Team 2 (Bed Spraying)

Litter and Leaf removal

Enhancement and Arbor

Why Choose Juniper

RESOURCES



DESIGN - SUPPORT TEAM

- IA Certified Irrigation Designers
- Landscape Designers
- Landscape Architects

BUILD - SUPPORT TEAM

- State Licensed Irrigation Designers
- Licensed Hunter & Rain Bird Installer
- Certified Landscape Contractors

MAINTAIN - SUPPORT TEAM

- Certified Horticultural Professional
- State Licensed Certified Pest Control Operator
- State Licensed Irrigation Contractor
- ISA Certified Arborists
- In-House Agronomist

- A Sense of Urgency
- A Constant Communicator
- Mission Over Ego
- We Do What We Say
- Relentless
- Grow and Adapt

All Services in RFP will be done in house

START UP: COMMUNICATION

At Juniper, we know an effective communication plan is essential for a smooth start up and the key to delivering superior customer service.

COMMUNICATION PLAN

Juniper schedules and hosts recurring 30-minute ZOOM meetings (prior to actual startup and ongoing afterward).

SCHEDULE

- —30 days prior to start date Every other week ZOOM (20-30 Minutes)
- First 90 days after start date Every Other Week ZOOM (20-30 minutes)
- —4^{th-} month thru 6th month Monthly ZOOM (20-30 minutes)

ATTENDEES

Who is typically included in these meetings?

Juniper

- —Account Manager
- Branch Manager
- Other Juniper staff depending on current issues

Your Association (You Choose)

- Property Management
- —Interested Key Landscape Committee Members
- Interested Board Members

PURPOSE

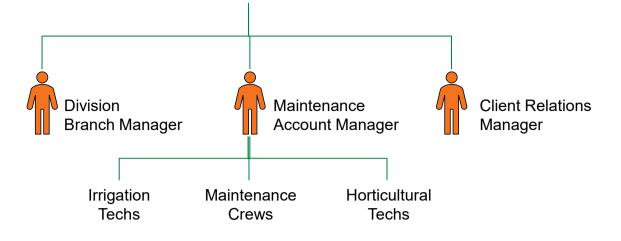
- The intent of the ZOOM meeting is to create and maintain a convenient way for Juniper to provide quick updates, get quality feedback, identify issues, generate ideas, create strong communication and set us all up for success.
- These meetings are in addition to any regularly scheduled walk-thrus or onsite meetings between Manager/BOD and Juniper.

AGENDA

- Juniper Account Manager & Branch Manager Operations update
- Manager/BOD Feedback, requests, suggestions, immediate issues/concerns
- Identify clear next steps



JUNIPER CLIENT TEAM



BRANCH MANAGER

Mark Bradley has been in the landscaping industry for 8 years and has been with Juniper for 2 years. His education includes a Horticulture/ Landscaping Trade from Tulsa Technology Center. Mark Bradley has vast experience with larger HOA Communities such as the Villages, and has found success through communication, professionalism, and organization.

OPERATIONS MANAGER

Angel Lopez has been in the Central Florida Landscaping Industry for over 20 years. This experience gives him a great understanding of the Florida Landscape from both a client's and employee's perspective. Angel is familiar with every aspect of landscaping, from regular maintenance to installing drains and irrigation.

ACCOUNT MANAGER

Since moving from Costa Rica in 2010, Oscar has been a valuable asset for any landscaping company he works for. Oscar has been with Juniper for 2 years and already has proven himself both on and off the field. Oscar excels at communication and handles our hiring walk ins for our South Orlando Office.



TURF MANAGEMENT

Our account managers perform regular inspections for lawn damaging insects such as chinch bugs, sod webworms, and grubs. This, combined with our comprehensive irrigation and fertilization program, will keep turf areas thick and healthy.

SHRUB MANAGEMENT

Detailing includes trimming and pruning of all shrubbery, ornamental trees, and groundcover, removal of tree suckers, as well as the defining of bed lines and tree saucers. Our "weed first" approach ensures the spraying of pre and post emergent herbicides and pulling existing weeds is the project foreman's priority.

FERTILIZATION & PEST CONTROL

Our training program equips technicians and foreman to apply fertilizer as well as identify and correct plant material problems. Our management team and technicians have specialized training and GI-BMP Certifications from the University of Florida Extension Office, enabling us to be more proactive.

WATER MANAGEMENT

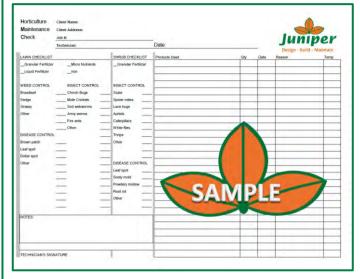
Juniper's certified technicians perform monthly inspections of irrigation systems to ensure optimum operation and coverage for plant material and turf areas. Concerns are promptly documented on a service form and turned into the property manager for authorization.

SERVICE REPORTS & MAPS

SAMPLES



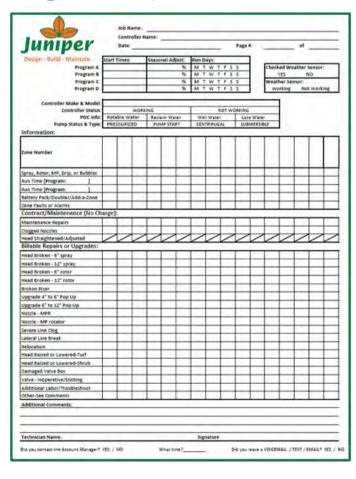
Fertilization & Pest Reports

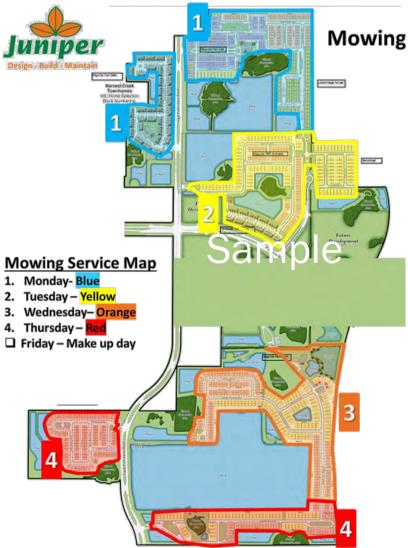


A custom service map will be created for Harmony based on home ROW portion award.

Service Rotation Map

Irrigation Reports





CERTIFICATIONS & LICENSES

OUR QUALIFIED TEAM

At Juniper, many of our team members hold valuable certifications and licenses.

Their years of experience, along with additional training, enables them to provide our customers with answers they can trust.

CERTIFICATIONS & LICENSES

- Licensed Landscape Architects
- Certified Landscape Designers
- Certified Irrigation Designers
- Certified Pest Control Operators
- FNGLA Certified Horticultural
 Professional

- FNGLA Certified Landscape Contractor
- ISA Certified Arborist
- State of Florida Irrigation License
- Certified Hunter IMMS Installer
- Certified Rain Bird IQ Installer
- Best Management Practices (BMPs)



CERTIFICATIONS & LICENSES







Department of Agriculture and Consumer Services Bureau of Licensing and Enforcement

CERTIFIED PEST CONTROL OPERATOR

Number: JF319574

CHRISTOPHER CARL RICHARDS

This is to Carlefy that the individual accord above is a Carlefort Past Cartrel Operator and is privileged to granteen Luna and Operators



in conformity with an Act of the Logislature of the State of Florida regulating the practice of Past Control and expensing possallies for relations.



30 Interney Marcel, Witness this signature at Bellahasser, Hyrida or December 15, 2021 Shirf Eurona of Licensing and Enformment

process (Selfs 064)



On the recommendation of the Faculty and by virtue of the authority vested in them, the Trustees of the University have conferred upon

Kule James Leverette

the degree of

Associate of Applied Science in Turfgrass Management

In testimony whereof, the seal of the University and the signatures of its officers are hereunto affixed this the lifteenth day of May, two thousand four.



Marey arme 707

Johnney C. Wyster -

Kennth L Eslandade Assoriate Bras and Biestor of Andrewic Programs

John C. Conselle 2074 in Processor of Araberia: Bengrama and Birretor of the Agricultural Austrica's







INSURANCE





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

RODUCER CONTACT Lorie From Manuer Lorie PRODUCER Lorie Frost Brown & Brown of FL, Inc. - Fort Myers PHONE (A/C, No, Ext): 239-278-0278 E-MAIL ADDRESS: Ifrost@bbftmyers.com FAX (A/C, No): 239-278-5306 6611 Orion Drive #201 Fort Myers FL 33912 INSURER(S) AFFORDING COVERAGE INSURER A: Hamilton Specialty Ins Co* 29424 JUNIP-1 INSURER B: FCCI Insurance Company* 10178 INSURED Juniper Landscaping of Florida, LLC and each of its subsidiaries INSURER C: FCCI Commercial Insurance Co* 33472 INSURER D: FCCI Commercial Ins Co 33472 5880 Staley Road Ft. Myers FL 33905 INSURER E : AGCS Marine Ins Company

COVERAGES

CERTIFICATE NUMBER: 576705792

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

ISR TR	TYPE OF INSURANCE	ADDL SUBR INSD WVD		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
D	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR		GL0019848	7/11/2017	7/11/2018	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence)	s1,000,000 s100,000
						MED EXP (Any one person)	\$5,000
						PERSONAL & ADV INJURY	\$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE	\$2,000,000
	POLICY X PRO-					PRODUCTS - COMPIOP AGG	\$2,000,000
	OTHER:						S
С	AUTOMOBILE LIABILITY		CA100015500	7/11/2017	7/11/2018	COMBINED SINGLE LIMIT (Ea accident)	S1,000,000
	X ANY AUTO					BODILY INJURY (Per person)	\$
	OWNED AUTOS ONLY SCHEDULED AUTOS X HIRED NON-OWNED AUTOS ONLY					BODILY INJURY (Per accident)	s
						PROPERTY DAMAGE (Per accident)	\$1,000,000
							S
С	X UMBRELLA LIAB X OCCUR		UMB100015501	7/11/2017	7/11/2018	EACH OCCURRENCE	\$10,000,000
	EXCESS LIAB CLAIMS-MADE					AGGREGATE	s10,000,000
	DED X RETENTION S NIL						s
В	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N/A	76333	7/1/2017	7/1/2018	X PER OTH-	
	ANY PROPRIETOR/PARTNER/EXECUTIVE					E.L. EACH ACCIDENT	\$1,000,000
	(Mandatory in NH)					E.L. DISEASE - EA EMPLOYEE	\$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - POLICY LIMIT	\$1,000,000
E A	Leased & Rented Equipment Pollution Liability		MZ193077814 AHSECC1129000	7/11/2017 12/21/2016	7/11/2018 12/21/2017	Lease/ Rented Pollution Liability Aggregate	200,000 1,000,000 2,000,000

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

It is agreed that the certificate holder, the contractor and the owner is included as additional insured as respects to general liability and auto liability. It is further agreed that such insurance as is afforded shall be primary and non-contributory with any other insurance in force for or which may be purchased by additional insured. Waiver of subrogation applies on the general liability, auto liability and workers compensation policies.

CERTIFICATE HOLDER



SAMPLE

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

CLIENT REFERENCES



Twin Lakes HOA and Live Oak CDD Michael Gray— Executive Director Artemis Lifestyle Management 2453 Model Lane, Saint Cloud, FL 34772 executivedirector@mytwinlakes.com

World Equestrian Center Alexis Anthony – Lead Horticulturist Equestrian Operations, LLC 1390 NW 80th Ave, Ocala, FL 34482 alexis.anthony@wec.net

Stoneybrook West HOA **Elisha Gray**- Property Manager Leland
Management
Stoneybrook West Pkwy, Winter Garden,
FL, 34787
kbishop@Lelandmanagement.com

Lakeview Pointe at Horizon West HOA George Mitchell – Board President HOA Board President 7164 Spring Park Dr, Winter Garden, FL gmitchvp@gmail.com

CURRENT CDD'S SERVICED IN YOUR AREA

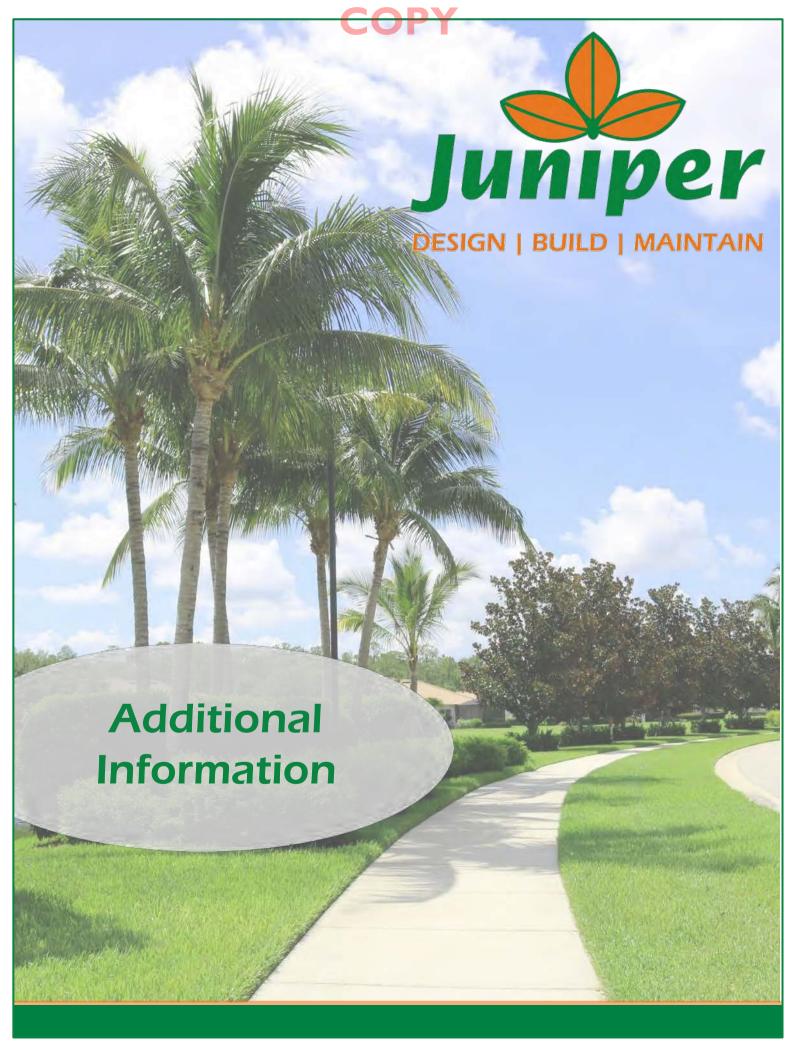


Live Oak CDD

Gramercy CDD

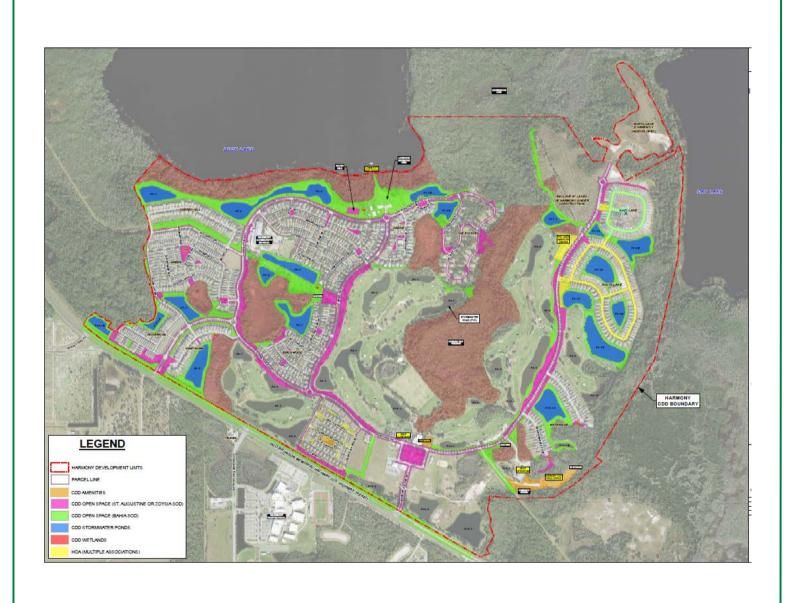
Concorde Estates CDD

Celebration CDD



SERVICE AREA MAP





CUSTOMER SERVICE



ON-SITE MANAGEMENT

People make the difference. We understand that for many residents, speaking in person with a manager is preferable. For this reason, a manager always accompanies Juniper crews & is available on-site for communication & problem-solving.

24/7 EMERGENCY SERVICES

When the unforeseen happens, we will be there when you need us. Call our dedicated number for 24/7 support.

IN-HOUSE CUSTOMER CARE TEAM

We believe that providing great customer service is key providing the best in landscape services. To that end we create department dedicated to supporting residents, account managers & field teams.

To assist owners with maintenance and irrigation concerns, Juniper offers homeowners multiple options:

Option 1:

Visit <u>www.junipercares.com</u> and click on "Community Service Request." Create a ticket by following the simple prompts.

Option 2:

Email

<u>customerservice@juniperlandscaping.com</u>, noting the concern.

Option 3:

Call Customer Service at (239) 561-5980 to speak with a representative.



JUNIPER SYNC WORK ORDER SYSTEM

Utilize our online work order system to create & track work orders for your property. Managers & residents can easily create an account to use immediately.

Highlights

- Live Dashboard/ Ticket Summary
- Ticket Aging
- Custom Filters
- Detailed Reporting
- Community Maps
- Knowledge Base
- Give a Gold Star



COPY CUSTOMER SERVICE

JUNIPER SYNC

SERVICE BUILT FOR ASSOCIATIONS

We take great pride in Juniper Sync, our proprietary customer service software. We created this system with the goal to make it easy for residents to communicate with our team. It was designed with large, full-service communities in mind. Our web-based portal allows for residents to inform Juniper of issues that need to be addressed.



HIGHLIGHTS

- Live Dashboard
- Ticket Summary
- Ticket Aging
- Custom Filters
- Detailed Reporting
- Knowledge Base
- Give a Gold Star
- & Much More





Scan QR Code: Juniper Sync Full Tour

CUSTOMER SERVICE

JUNIPER SYNC





WORK ORDERS SIMPLIFIED

- Residents can view the status and act on all their tickets.
- Designed to provide the information needed to handle requests quickly.
- We provide in person training along with videos that can be easily shared with residents.

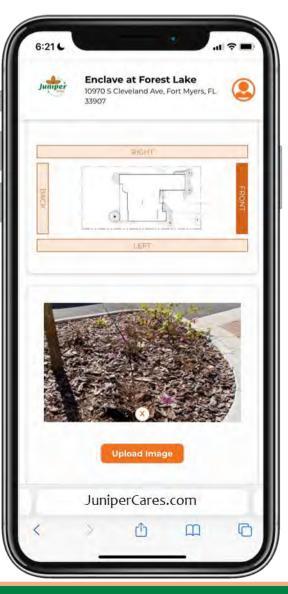
Submit a ticket in 60 seconds! Scan QR Code Below



Notifications

Status updates from our team are sent to directly residents via:

- Text Message
- Email



CUSTOMER SERVICE

JUNIPER SYNC





INFORMATION AT YOUR FINGERTIPS

- Community managers can see work order statuses on one page.
- Customer filters make it easy to organize
- Ticket ageing on tickets allows for managers to quickly see real time aging on all work orders.

See How it
Works!
Scan QR
Code Below





Ticket Information

- Issue category
- Ticket age
- Location of request
- Images of request
- Description, contact info, replies and related tickets

AWARD WINNING LANDSCAPES

EXCEEDING INDUSTRY STANDARDS!



PINNACLE AWARDS

- Best Landscape Design Custom Home
- Award Best Landscape Design
- Merit Award Design Residential
- Landscape Design Firm of the Year

AURORA AWARDS

- Landscape Design/Pool Design
- Best Custom home for "La Castille"

SAND DOLLAR AWARDS

- Best Community Feature of the Year
- Best Landscape Design 30-50k
- Best Landscape Design under 30k
- Best Landscape Design over 50k

SUMMIT AWARDS

- Best Contracting Landscape 5-8 million+
- Merit Award for Infrastructure & Landscape

SAFETY & TRAINING





We hold the safety of our clients & our team members in the highest regard. We have implemented a company wide safety program that is administered through our safety coordinator & local branch managers.

Initial Hire Program

- Safety rules
- New hire safety orientation
- Required & use of PPE

Safety Training Program

- Equipment certifications
- Weekly safety meetings
- Daily jobsite reviews
- Traffic control systems
- Best practices training
- Safety rewards/swag based on safety performance
- Online training tools

SCAN QR CODE TO WATCH VIDEO HIGHLIGHTS OF OUR IN-HOUSE TRAINING PROGRAM









JUNIPER CARES

Making our communities better places to live and work is important, not only for our clients and employees, but for all our neighbors in the area. With that in mind, we support many local charitable organizations across the state and use environmentally sound practices.









JUNIPER CARES







The Industry COLLECTIVE is a movement of landscapers, lawn care companies, and suppliers who are unified in their efforts to impact their local communities.



Imagine an entire industry coming together, to serve and to give, for the sole purpose of creating a positive impact locally and around the world. This is Industry Collective.

Industry Collective has designed practical, on-site community service events to minimize headache and maximize IMPACT. This makes it easier than ever to build team morale while serving the needs of communities everywhere.



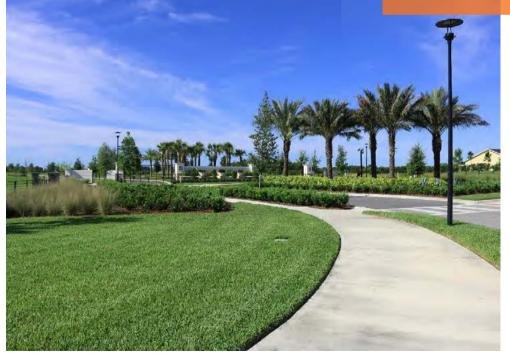


PORTFOLIO: ST. CLOUD





TWIN LAKES

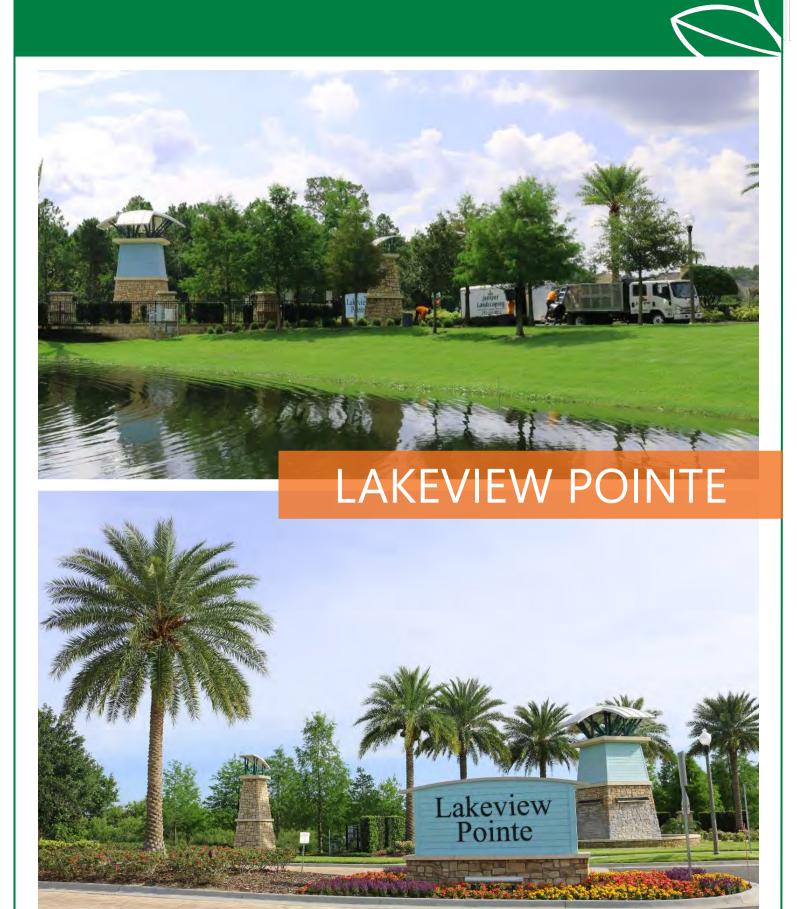




PORTFOLIO: CELEBRATION



PORTFOLIO: WINTER GARDEN



PORTFOLIO: OCALA





WORLD EQUESTRIAN CENTER





DESIGN SAMPLES





