



FLORIDA INLAND NAVIGATION DISTRICT

April 23, 2021

To: Potential Bidders

From: Ian Eyeington, Project Manager

Subject: Flagler, Volusia, and Brevard Counties Mowing Project

Enclosed are the bid documents and scope of work for the referenced project. The contract duration will be three (3) years with the possibility for an additional three (3) year extension.

Scaled bids are due in the District office no later than 2:00 PM on June 10, 2021. A qualified bid will consist of the completed bid submittal forms and required documents. Scaled bids are required in accordance with Section 5.0 of the Project Specifications and shall be either mailed or hand delivered and received by the District.

The contract will be awarded to the responsible and responsive bidder who submits the lowest qualified bid. However, the District reserves the right to not award a contract based on its sole discretion. The District reserves the right to expand or reduce the scope of work of this contract upon negotiation with contractor. The District reserves the right to terminate this contract if contractor's work is deemed unsatisfactory.

Read through these attached documents carefully and thoroughly to ensure you know what is being asked. Please contact me should you have any questions concerning this matter.

Ian Eyeington
Project Manager
Florida Inland Navigation District
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Office: 561-627-3386

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FLORIDA INLAND NAVIGATION DISTRICT
FLAGLER, VOLUSIA, & BREVARD COUNTIES

Mowing Project

Bid Package

April 23, 2021

SCOPE OF WORK

FLORIDA INLAND NAVIGATION DISTRICT

NASSAU, DUVAL, ST. JOHNS COUNTY SITE MOWING PROJECT

Dredge Material Management Areas (DMMA) FL-3, FL-8, and FL-12 are located in Flagler County. DMMA's V-29 & V-22 are located in Volusia County. DMMAs BV-2C, BV-4B, BV-NASA, BV-11, BV-R, BV-40, and BV-52 are located in Brevard County. The Florida Inland Navigation District manages dredged materials from the Atlantic Intracoastal Waterway on these sites. Descriptions of the twelve (12) sites are referenced in Attachment A.

The contractor will mow the designated grassed areas within the selected twelve (12) District sites up to four (4) times a year as directed by the District. The contractor will use flat-bed mowers for the level surfaces including access roads, open areas, and the tops of berms. Contractor will use boom mowers for both the inner and outer elevated slopes of the berms, perimeter ditches, and to trim back vegetation encroaching into maintained areas. Attachment A, Section 2, lists all sites to be mowed, estimated area to be mowed, and the specific mowing criteria for each site. Attachment B, figures 1-10, show site locations and boundaries. The contractor will also mow access trails to District monitoring wells on the sites, as well as fence lines, if trails are already established. The contractor will also be required to clear vines and brush from any weir on the mowed property. This activity may be required bi-annually.

ATTACHMENT A

PROJECT SPECIFICATIONS

FLORIDA INLAND NAVIGATION DISTRICT

FLAGLER, VOLUSIA, & BREVARD COUNTY SITE MOWING PROJECT

SECTION 1.0 GENERAL

The Florida Inland Navigation District, hereinafter referred to as the "District," desires to enter into an agreement with a qualified and insured mowing contractor, hereinafter referred to as the "Contractor," to mow TWELVE (12) District properties known as FL-3 (N. Palm Coast), FL-8 (Central Palm Coast), FL-12 (S. Palm Coast) in Flagler County. V-29 (Daytona Beach) and V-22 (Oak Hill) are located in Volusia County. BV-2C (Scottsmoor), BV-4B (Mims), BV-NASA (Kennedy Space Center), BV-11 (Merritt Island), BV-R (Rockledge), BV-40 (Holy Trinity), and BV-52 (Palm Bay) are located in Brevard County.

SECTION 2.0 PROPERTY DESCRIPTION FL-3

FL-3 is an operational DMMA located off N. Old Kings Rd. in Flagler County. The location and boundaries of the site are shown in Attachments B, FIG. 1. The site is 103 acres. The area to be mowed is approximately 25 acres and consists of a large berm area around the basin, dike ramps, flat areas outside of the basin, perimeter ditches, gates, and access roads.

SECTION 2.1 PROPERTY DESCRIPTION FL-8

FL-8 is an unconstructed DMMA located off Waterfront Park Rd. in Flagler County. The location and boundaries of the site are shown in Attachments B, FIG. 2. The site is 213 acres. The area to be mowed is approximately 69 acres and consists of large open areas with dry-remnant farm ditches, gates, and access roads.

SECTION 2.2 PROPERTY DESCRIPTION FL-12

FL-12 is an unconstructed DMMA located off Colbert Ln. in Flagler County. The location and boundaries of the site are shown in Attachments B, FIG. 3. The site is 37 acres. The area to be mowed is approximately 25 acres consisting of a large open area, gates, and parts of the fence line.

SECTION 2.3 PROPERTY DESCRIPTION V-29

V-29 is an operational DMMA located off Shady Pl. in Volusia County. The location and boundaries of the site are shown in Attachments B, FIG. 4. The site is 19 acres. The area to be mowed is approximately 7 acres and consists of a steep berm area around the basin, the dike ramps, flat areas outside the basin, perimeter ditches, fence lines, gates, and trails to monitoring wells.

SECTION 2.4 PROPERTY DESCRIPTION V-22

V-22 is an unconstructed DMMA located off Bills Hill Rd. in Volusia County. The location and boundaries of the site are shown in Attachments B, FIG. 5. The site is 91 acres. The area to be mowed is

approximately 43 acres and consists of a large open area, gates, access roads, and trails to monitoring wells.

SECTION 2.5 PROPERTY DESCRIPTION BV-2C

BV-2C is an operational DMMA located in Scottsmoor, off Wheeler Rd. in Brevard County. The location and boundaries of the site are shown in Attachments B, FIG. 6. The site is 311 acres. The area to be mowed is approximately 187 acres and consists of a large berm area around the basin, dike ramps, gates, fence lines, trails to monitoring wells, and large areas of flat land outside of the basin.

SECTION 2.6 PROPERTY DESCRIPTION BV-4B

BV-4B is an unconstructed DMMA located in Mims, off Cuyler St. in Brevard County. The location and boundaries of the site are shown in Attachments B, FIG. 7. The site is 101 acres. The area to be mowed is approximately 77 acres and consists of large areas of flat open spaces, gates, access roads, parts of fence line.

SECTION 2.7 PROPERTY DESCRIPTION BV-NASA

BV-NASA is an operational DMMA located within the Kennedy Space Center in Brevard County. The location and boundaries of the site are shown in Attachments B, FIG. 8. The site is 32 acres. The area to be mowed is approximately 14 acres and consists of a berm area around the basin, open areas outside the basin, perimeter ditches, access roads, fence lines, and gates. This property will require contractor to pass a background check in order to obtain an access badge to enter Space Center property.

SECTION 2.8 PROPERTY DESCRIPTION BV-11

BV-11 is a site that is currently under construction to be developed into an operational DMMA. It will not need to be mowed until approximately April 2022. This site WILL be factored into your “Total Project Cost for ONE Mowing Event” in the Bid Submittal Form in Attachment C. The site is located on Merritt Island, off North Tropical Trail in Brevard County. The location and boundaries of the site are shown in Attachments B, FIG. 9. The constructed site will have a similar mowing criterion to the other operational sites listed in this project. The area to be mowed is approximately 25 acres.

SECTION 2.9 PROPERTY DESCRIPTION BV-R

BV-R is an unconstructed DMMA located in Rockledge, off Pines Industrial Ave. in Brevard County. The location and boundaries of the site are shown in Attachments B, FIG. 10. The site is 79 acres. The area to be mowed is approximately 26 acres and consists of a large open space, flat areas around a lake, gates, and access roads. The property is split by an FPL powerline easement.

SECTION 2.10 PROPERTY DESCRIPTION BV-40

BV-40 is an unconstructed DMMA located in Palm Shores, off Holy Trinity Dr. in Brevard County. The location and boundaries of the site are shown in Attachments B, FIG. 11. The site is 44 acres. The area to be mowed is approximately 26 acres and site consists of a very large open space area, access roads, and gates.

SECTION 2.11 PROPERTY DESCRIPTION BV-52

BV-52 is an operational DMMA located in Palm Bay, off US-1 in Brevard County. The location and boundaries of the site are shown in Attachments B, FIG. 12. The site is 26 acres. The area to be mowed is approximately 12 acres and consists of a large berm area around the basin, dry areas within the basins, dike ramps, flat areas outside of the basin, perimeter ditches, gates, and trails to monitoring wells.

SECTION 3.0 PROJECT DESCRIPTION

Project work will consist of the routine mowing of level grassed areas with conventional high production style mowing equipment and the mowing of sloped areas that will require the use of specialized equipment. Hand labor and small machine mowers may be required to perform the specified work in certain areas or during certain times of the year.

Vegetation to be mowed will consist of all grasses, part grass and part weed growth, or all weed growth within the areas to be mowed. The areas to be mowed consist of a berm which includes the top, back and front slopes; the dike ramps; the grassed areas around the dike; and the perimeter ditching. If the interior of the dike is ponded it will not require mowing. Vehicular access roads within the fences should be maintained to allow free clear travel (branch free) during each mowing interval. A ten (10) foot branch free corridor should be maintained in this space. Access trails to the monitoring wells on District property shall be maintained to the same level with extreme care taken to avoid hitting or destroying the above-ground well casings.

The dike slopes will be mowed with equipment that will not damage the dike or the grasses. These areas will require specially designed mowing equipment. Ditch areas that are saturated with water or too wet for standard mowing equipment will be required to be mowed by hand or specialized mowing equipment. NO RUTTING OR DAMAGE TO THE DIKE OR DITCHES WILL BE ALLOWED. Damage of this nature will be the contractor's responsibility to repair at no cost to the District. All grasses and vegetation will be cut to a height of six inches maximum.

The sites will be mowed four (4) times a year on a quarterly basis, unless otherwise directed by the District.

A bi-annual hand clearing of nuisance vegetation growing directly on and around weir structures may be required on a site-to-site basis.

At the end of the contract term, the District may offer the contractor an option to renew the contract for a subsequent three (3) year period.

SECTION 4.0 EQUIPMENT

The Contractor will be required to use the minimum of one (1) flatbed mower or batwing mower for the level surfaces, and one (1) slope or boom mower to mow the surfaces which are on contoured slopes. The equipment used by the contractor must be in good repair and shall be properly maintained as to produce a clean, sharp cut and uniform distribution of the cuttings at all times. The Contractor will

provide a complete list of owned equipment, which will be utilized on these District sites. This list shall accompany the bid-form upon submittal of bid package.

SECTION 4.1 FUELING

Fueling on site will be conducted with authorized and approved fueling containers and or equipment to avoid spillage. The fueling activities shall be conducted on level ground and on the most appropriate hard, road base surface on site. All spills shall be immediately reported to the District. The spill shall be immediately contained, and the impacted soil shall be excavated and placed into an impervious container to be removed from the District property by the Contractor. No fuel containers shall be left on site.

SECTION 5.0 BIDS

Bids shall be submitted on Attachment D, the Bid Submittal Form. The total bid amount shall include all costs to perform one (1) mowing event of all sites. Unqualified bids or bids with exception will not be considered. To be considered for this project, bidder must include ALL documents listed in the Bid Submittal Checklist in Attachment C. Bids will be made by sealed bid only. The sealed bid shall be marked clearly on the outside envelope "Sealed Bid: Flagler, Volusia, Brevard Counties Mowing Project" and shall be submitted inside another envelope. Bids can be mailed, or hand delivered to the District's office, whose address is listed below in Section 6.0. All bids are due in the District office no later than 2:00 pm on June 10, 2021.

SECTION 6.0 PROJECT MANAGER

The District's Project Manager for this agreement will be Ian Eyeington. He can be contacted at the District's office: 1314 Marcinski Road, Jupiter, Florida 33477. Telephone (561) 627-3386, Fax (561) 624-6480, Email: ieyeington@aicw.org .

SECTION 7.0 PROJECT SUPERVISION

The District's Project Manager shall give notice regarding the approximate date and time of the initial mowing and completion of the mowing. The project manager will make available personnel to assist in the resolution of any questions or problems that may arise. The District sites are securely locked, and the contractor will ensure they remain this way prior to mowing and upon completion of mowing activities. The contractor will monitor the security of the sites and notify the District of damage or vandalism to them at the time of mowing events.

SECTION 8.0 INSURANCE REQUIREMENTS

Contractor shall provide to FIND satisfactory evidence of the insurance required in the Contract within fifteen (15) calendar days after notification of award of the Contract. As evidence of compliance with the insurance required herein, Contractor shall furnish FIND with one of the following forms of acceptable evidence of insurance:

- (a) (1) an appropriate Certificate of Insurance (which identifies the project) and is signed by an authorized representative of the insurer evidencing all coverage required; and
- (2) a copy of the actual additional insured endorsement as issued on the policy(ies), signed by an authorized representative of the insurer(s) verifying inclusion of FIND and FIND's Commissioners, officers, employees and agents as additional insureds.
- (b) the original of the policy(ies); or
- (c) other evidence satisfactory to FIND.

Contractor will be required to maintain insurance policies with the following minimums for the duration of the project:

1. Workers' Compensation/Employer's Liability Insurance

The minimum amount of coverage (inclusive of any amount provided by an umbrella or excess policy) shall be:

Part One:	"Statutory"
Part Two:	\$1,000,000 Each Accident
	\$1,000,000 Disease – Policy Limit
	\$1,000,000 Disease – Each Employee

2. Commercial General Liability Insurance

The minimum limits (inclusive of amounts provided by an umbrella or excess policy) shall be:

\$1,000,000	General Aggregate
\$1,000,000	Products/Completed Operations Aggregate
\$1,000,000	Personal and Advertising Injury
\$1,000,000	Each Occurrence

The District and its Commissioners, officers, employees and agents shall be included as "Additionally Insured" on a form no more restrictive than ISO form CG 20 10 (Additional Insured – Owners, Lessees, or Contractors)

3. Business Automobile Liability Insurance.

Such insurance shall be provided on a form no more restrictive than that provided by Section II (Liability Coverage) of the most recent version of the standard Business Auto Policy (ISO Form CA 00 01) without any restrictive endorsements, including coverage for liability contractually assumed. The policy shall cover all owned, non-owned, and hired autos used in connection with the performance of work under this Contract.

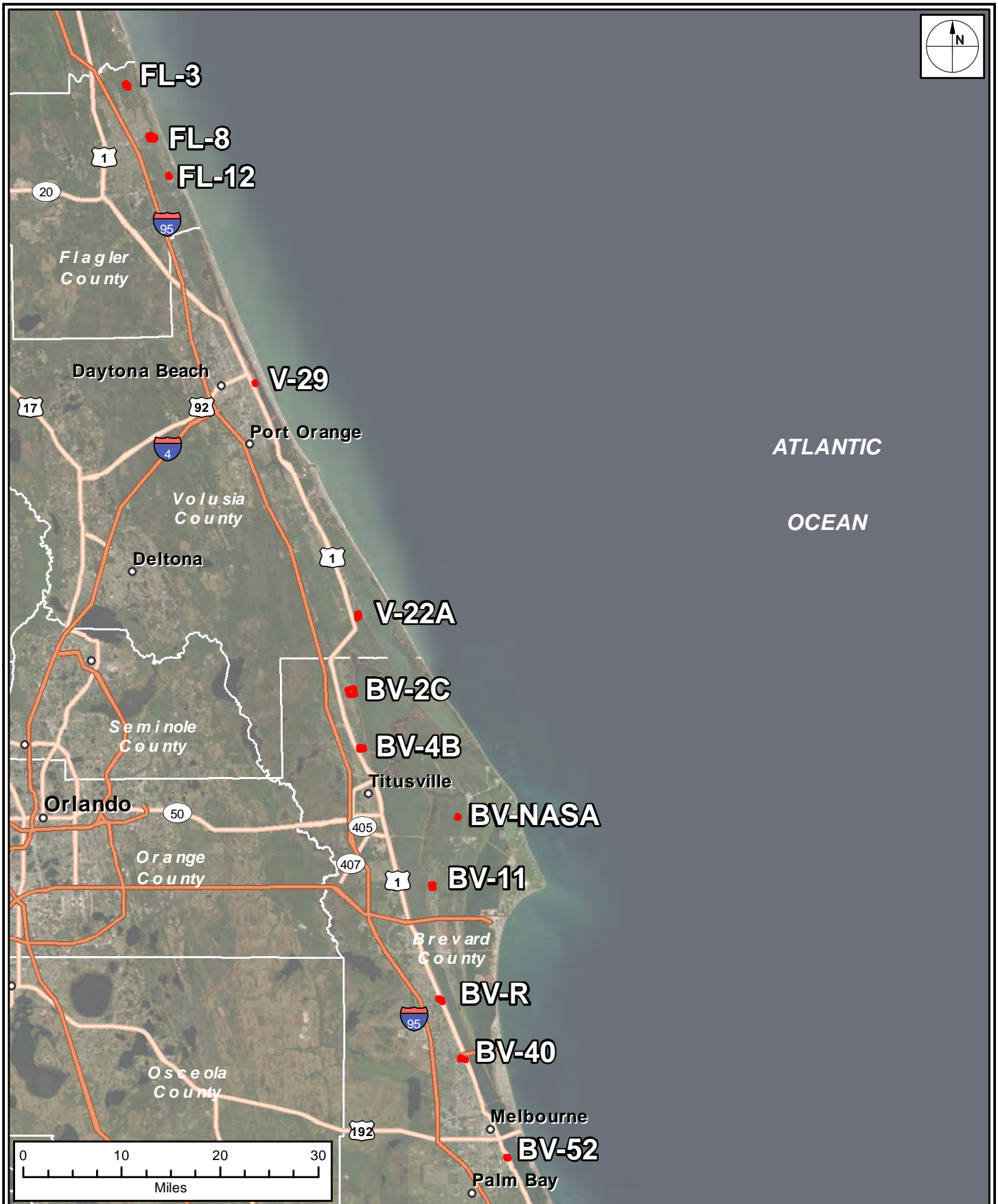
The minimum limits (inclusive of any amounts provided by an umbrella or excess policy) shall be:

\$1,000,000	Each Occurrence – Bodily Injury and Property Damage Combined
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SECTION 9.0 PAYMENT

The Contactor will submit the District certification form along with an invoice at the completion of a mowing event. Upon District inspection and approval, the District will release payment to the contractor.

ATTACHEMENT B: SITE MAPS & LOCATIONS



FLORIDA INLAND NAVIGATION DISTRICT
MOWING SITES IN
FLAGLER, VOLUSIA AND BREVARD COUNTIES



FIG. 1

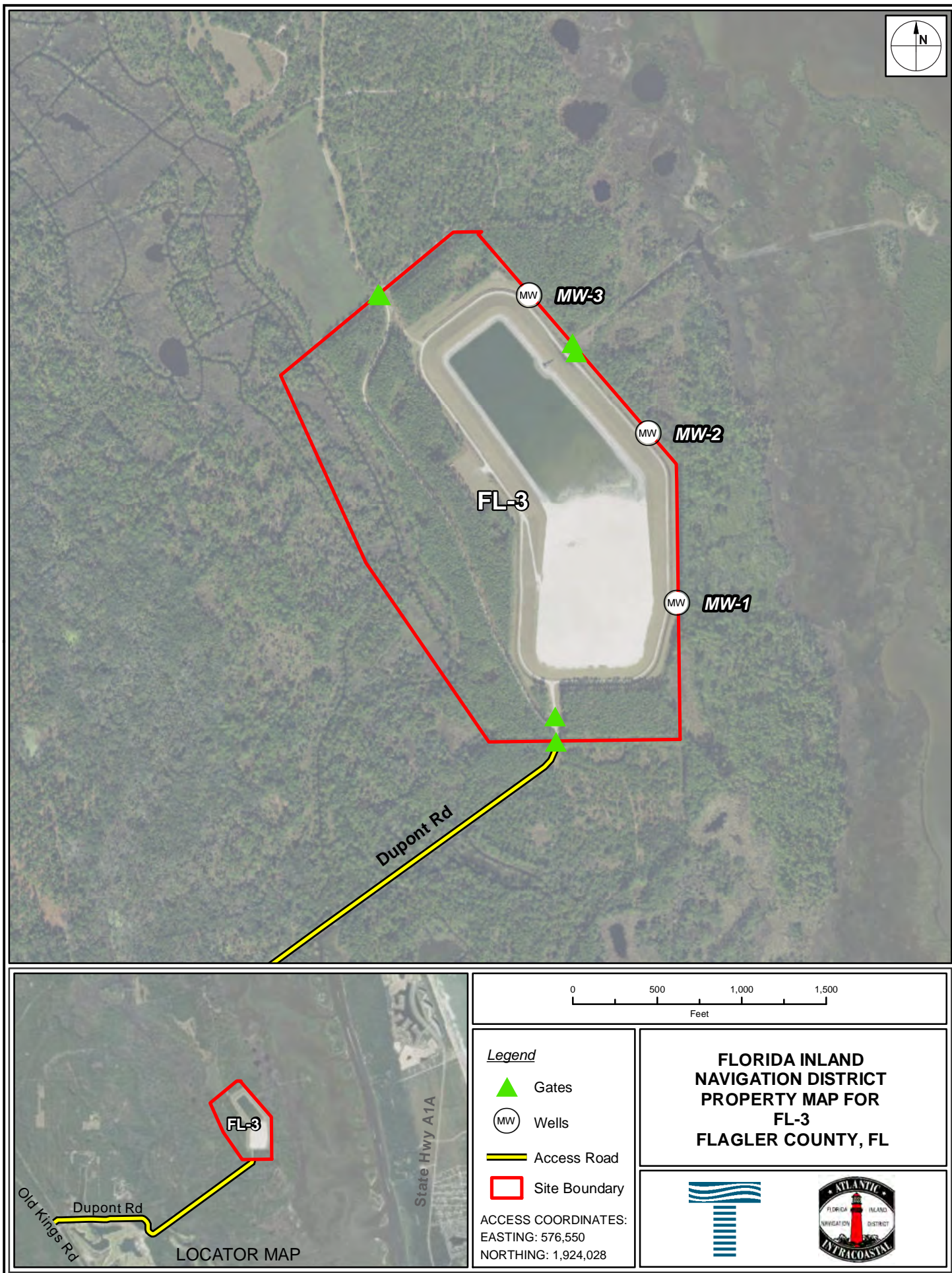


FIG. 2

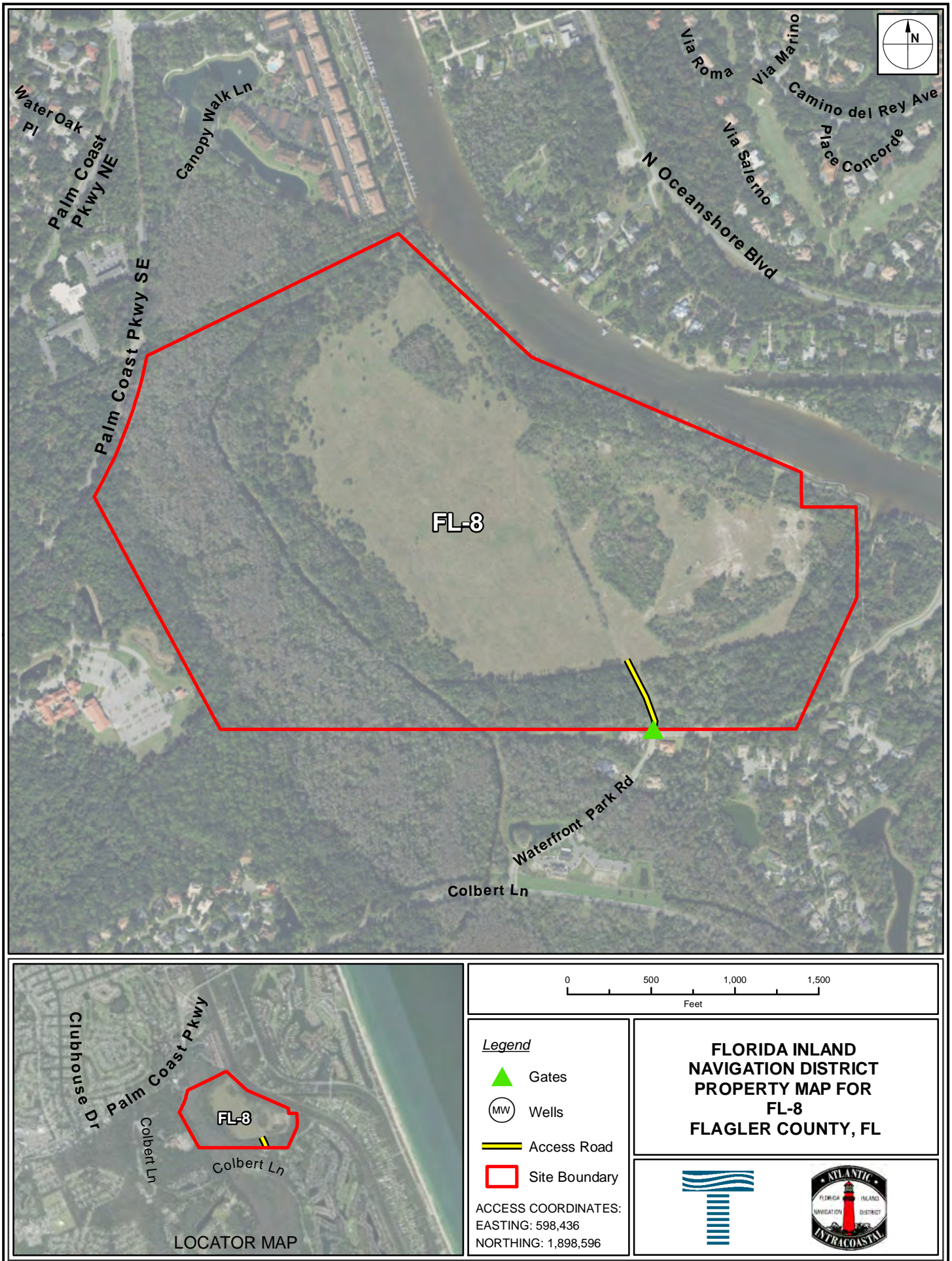


FIG. 3

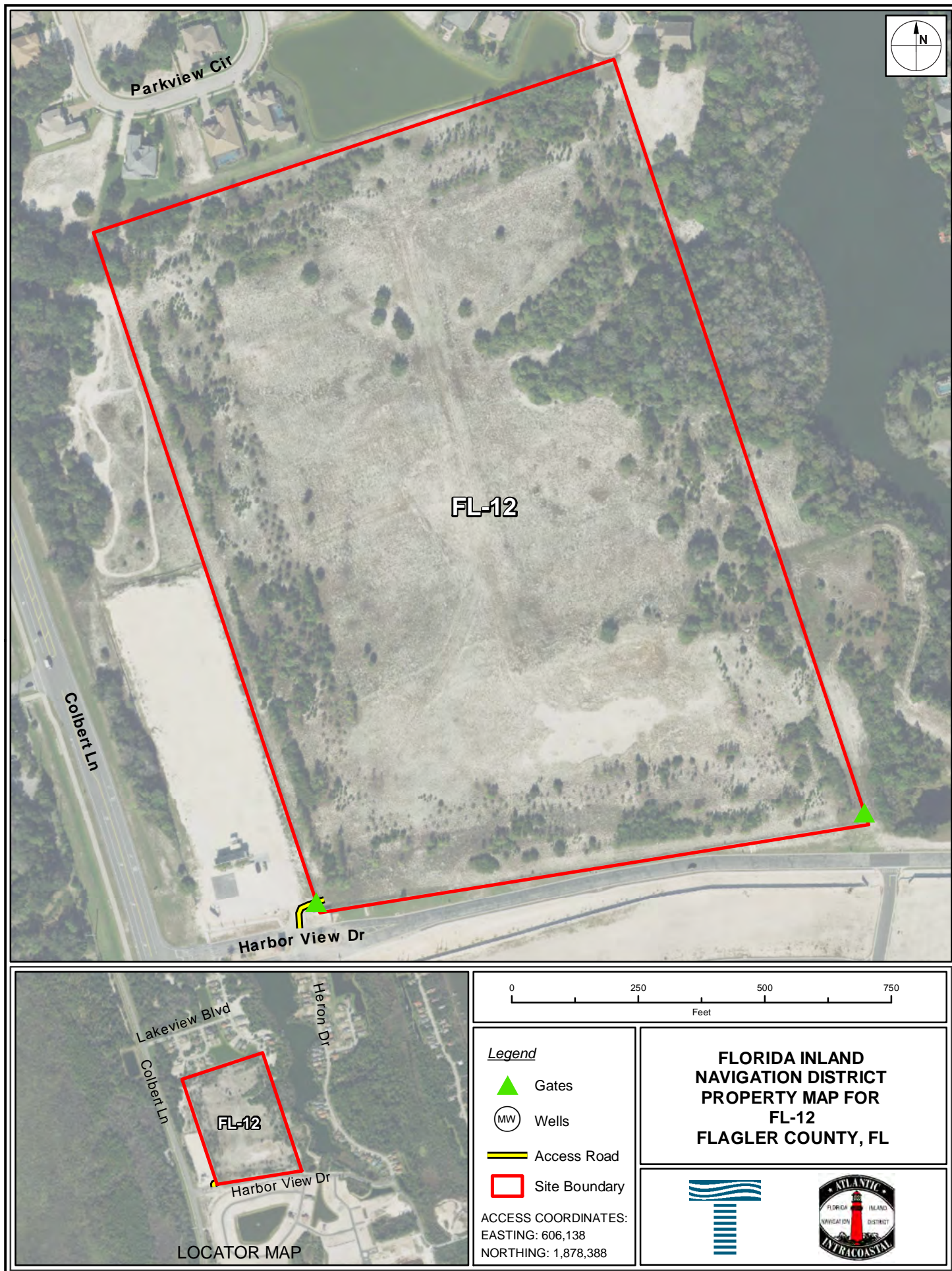
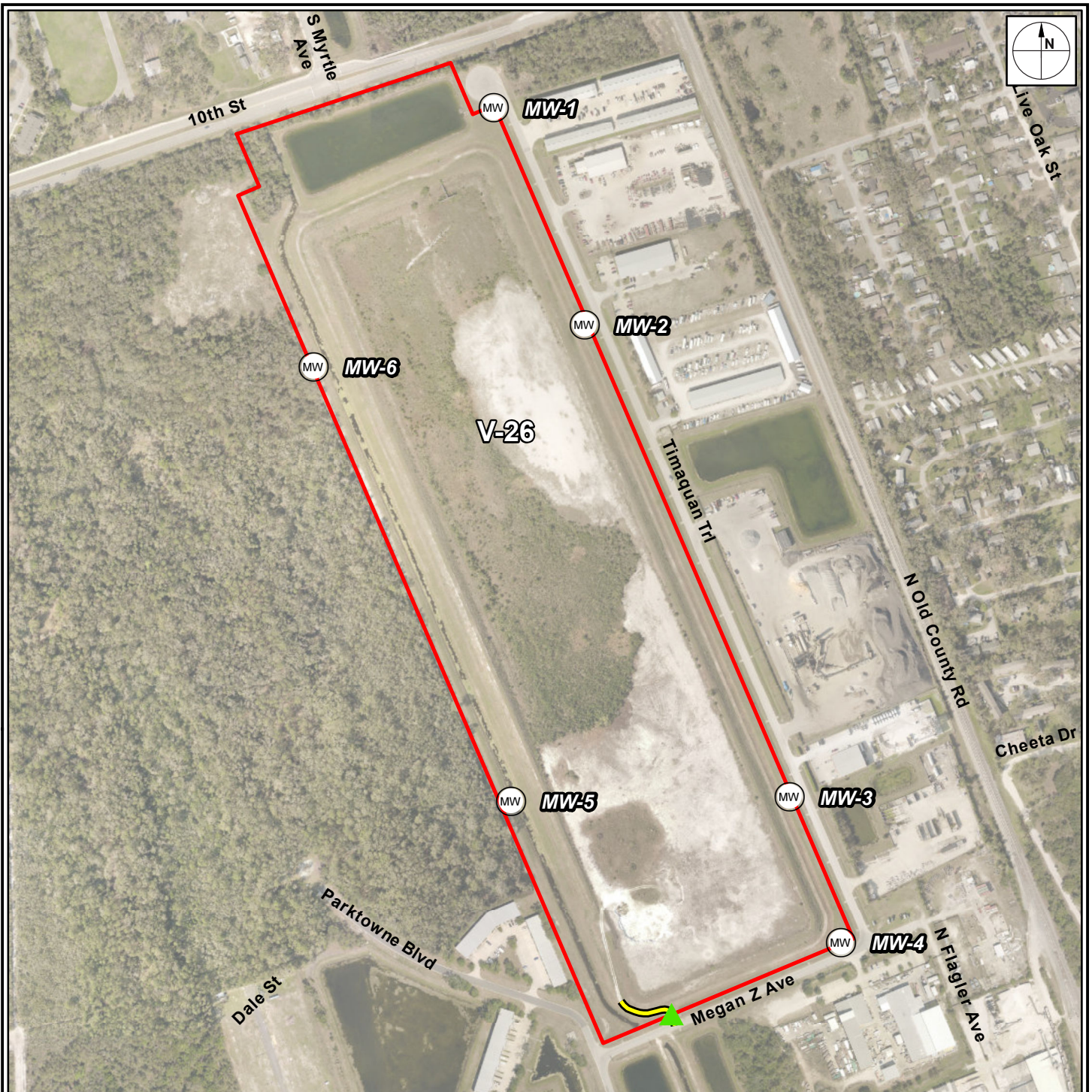


FIG. 4





<p>Legend</p> <ul style="list-style-type: none"> Gates Wells Access Road Site Boundary 	<p>FLORIDA INLAND NAVIGATION DISTRICT PROPERTY MAP FOR V-26 VOLUSIA COUNTY, FL</p>
<p>ACCESS COORDINATES: EASTING: 682,377 NORTHING: 1,694,041</p>	<div style="display: flex; justify-content: space-around; align-items: center;"> </div>

FIG. 5

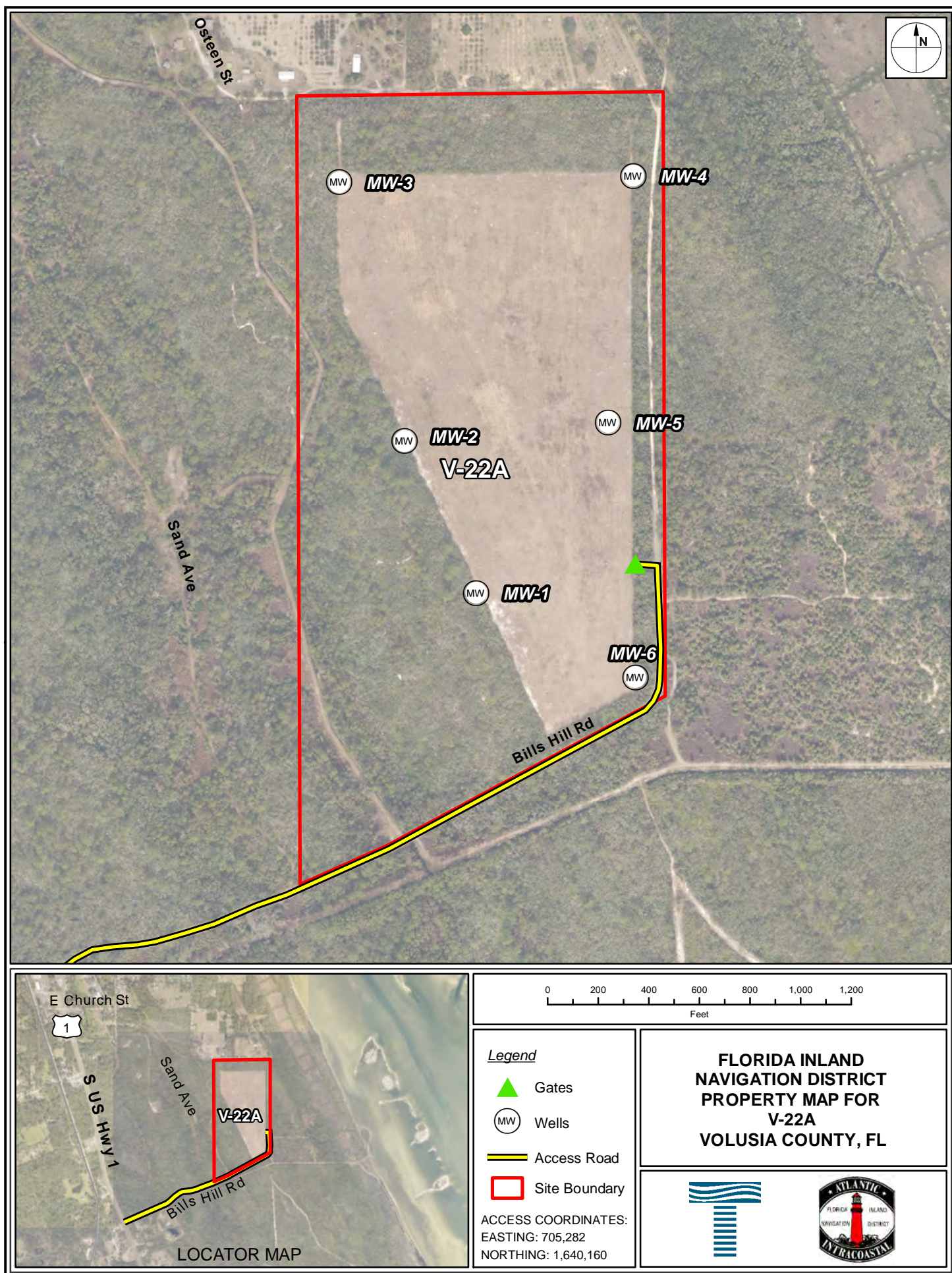


FIG. 6

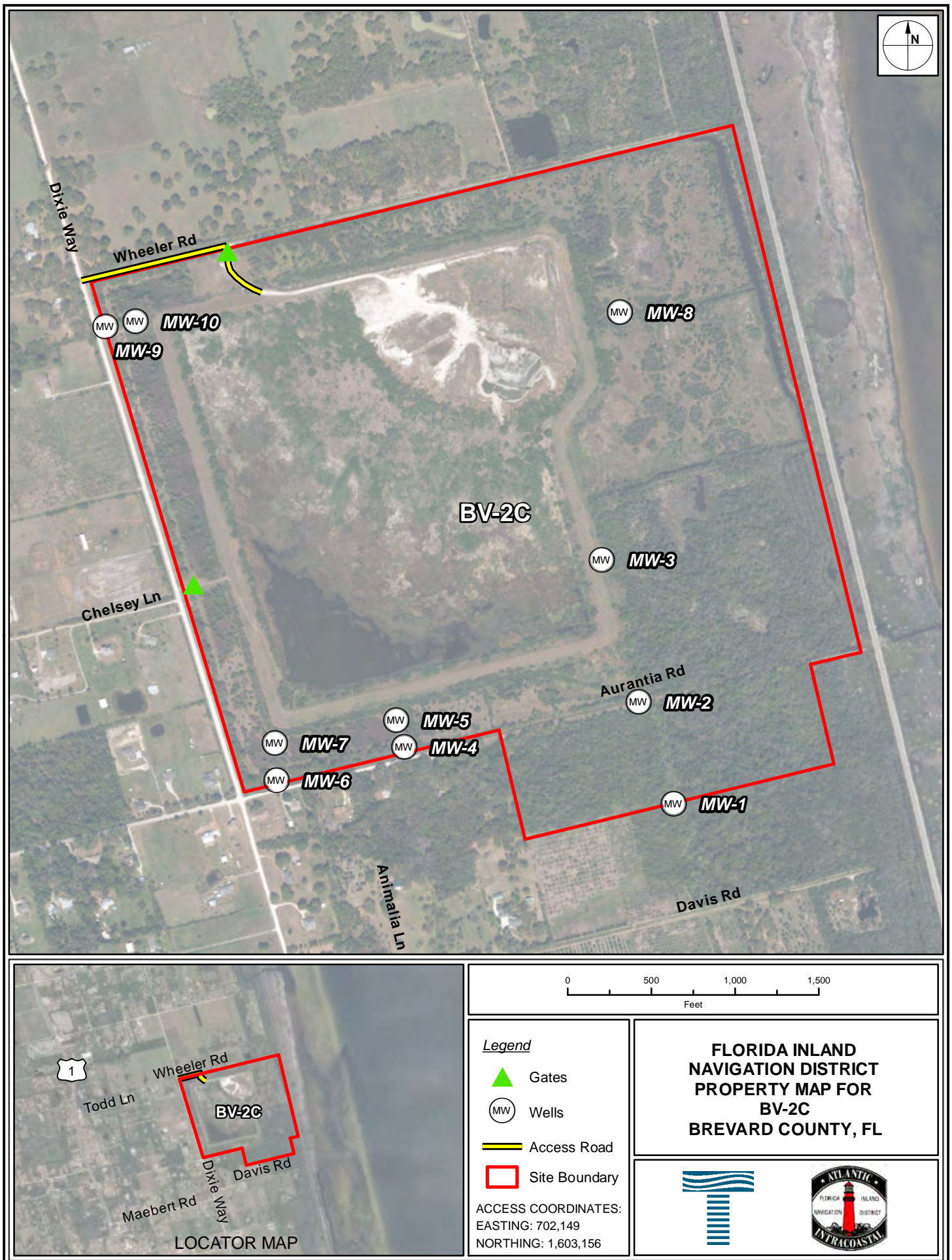


FIG. 7

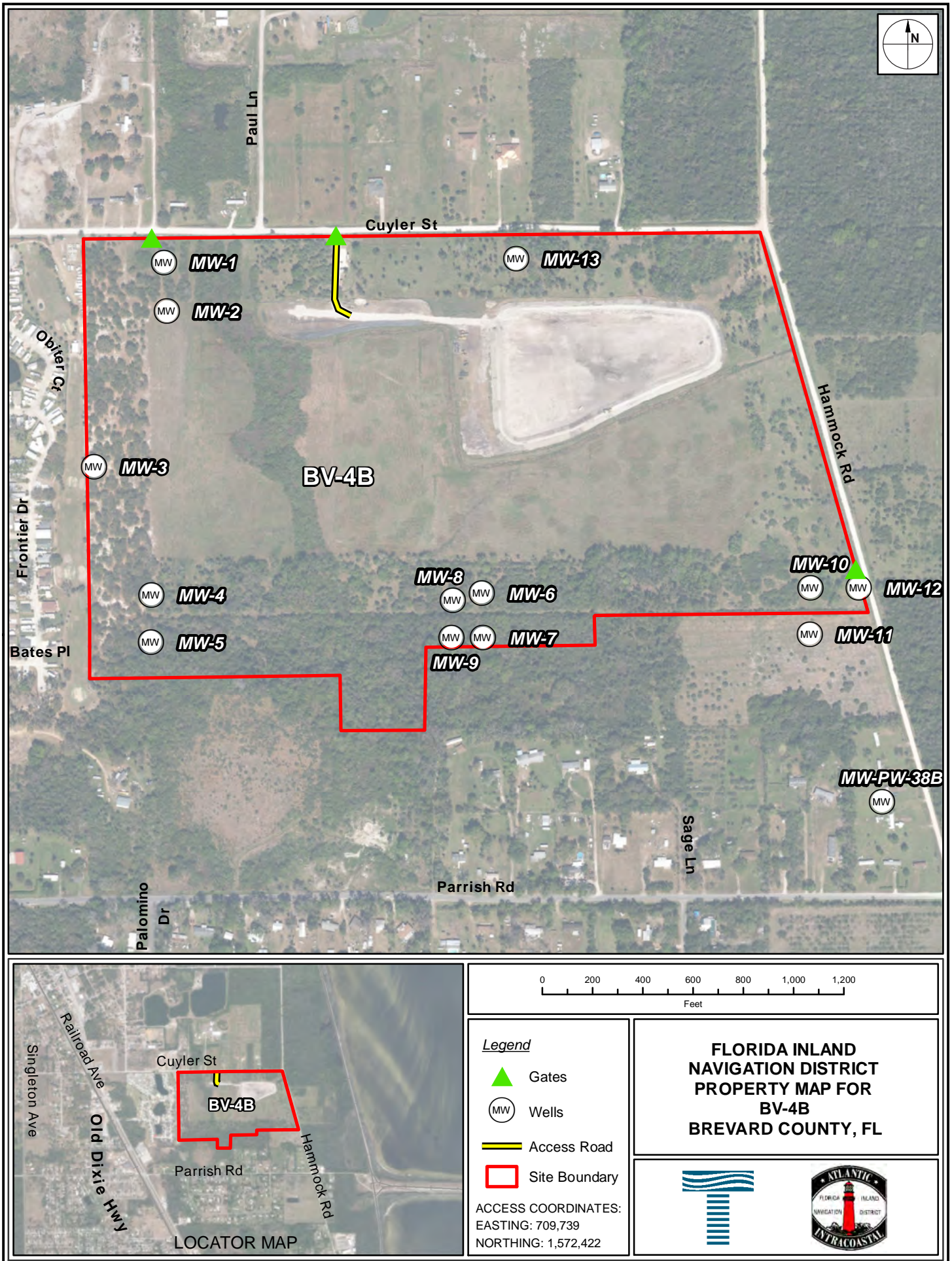


FIG. 8

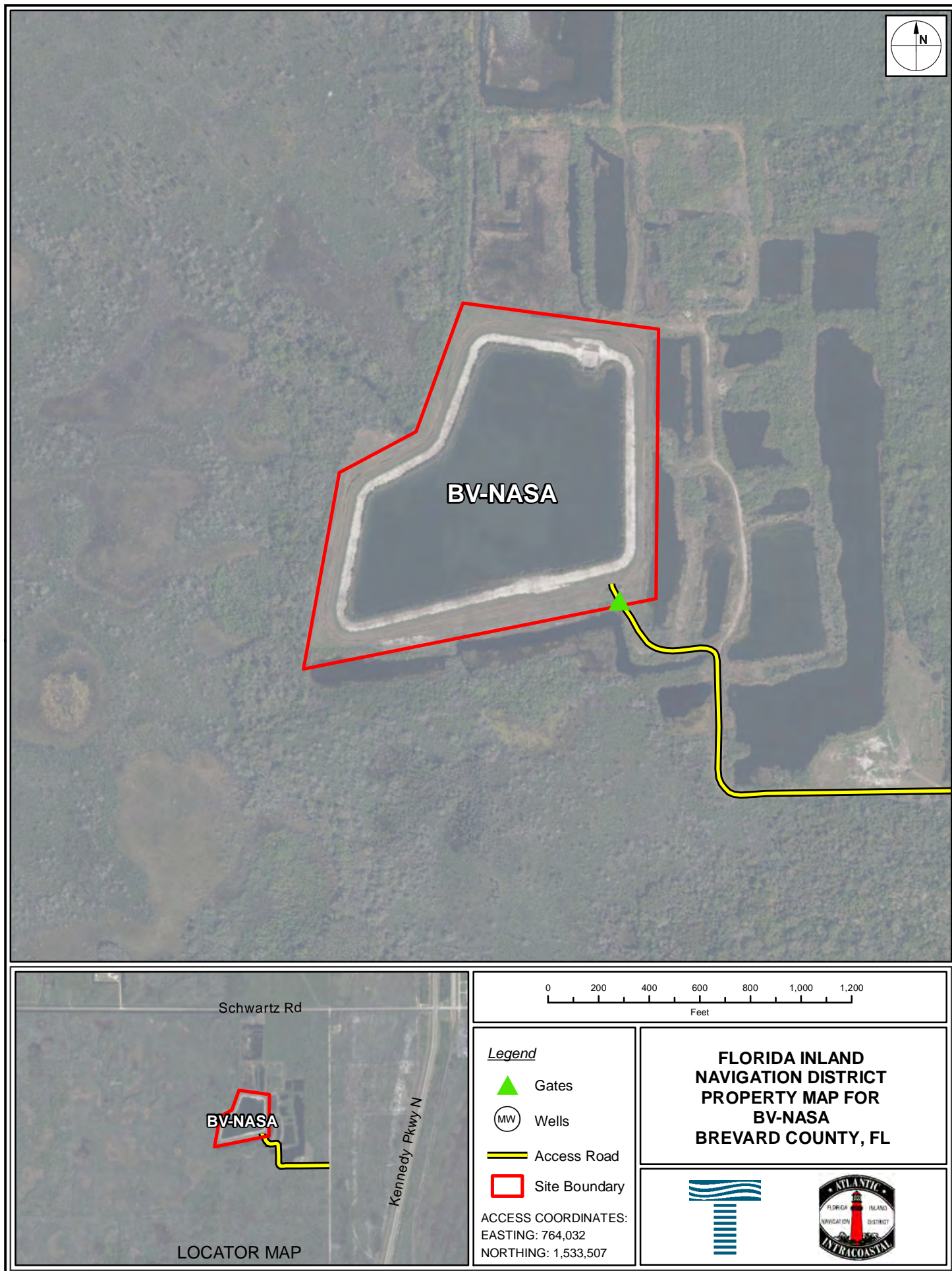


FIG. 9

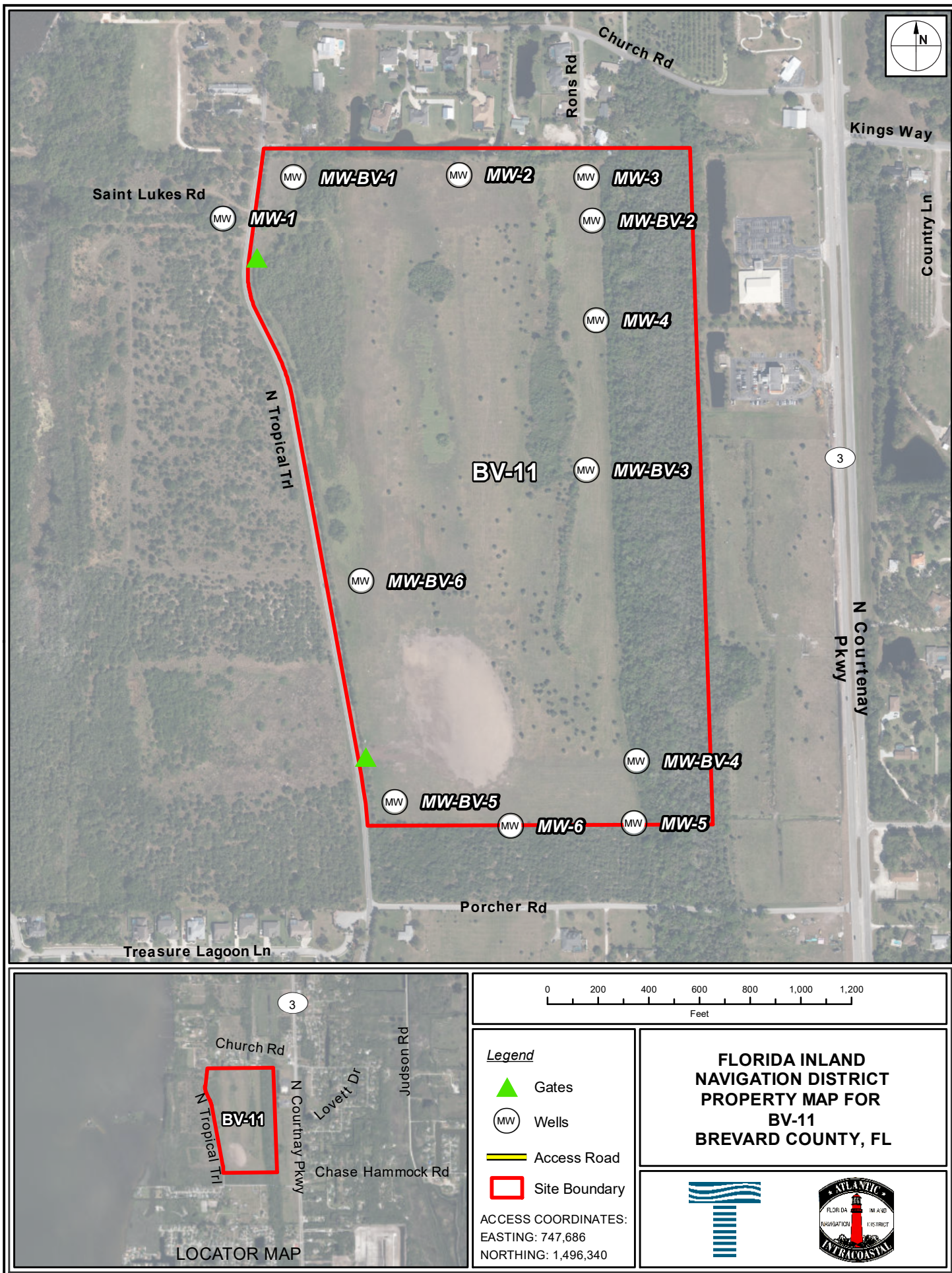


FIG. 10



FIG. 11



FIG. 12



ATTACHMENT C

BID SUBMITTAL CHECKLIST

FLORIDA INLAND NAVIGATION DISTRICT

FLAGLER, VOLUSIA, & BREVARD COUNTY SITE MOWING PROJECT

BEFORE SEALING YOUR BID MAKE SURE THE FOLLOWING ARE INCLUDED

- ☐ 1. Bid Submittal Form
- ☐ 2. Bidder's Qualification Statement
- ☐ 3. References
- ☐ 4. Proof of "E-Verify" Registration

BID SUBMITTAL FORM

FLORIDA INLAND NAVIGATION DISTRICT

FLAGLER, VOLUSIA, & BREVARD COUNTY SITE MOWING PROJECT

Bids are to be made on a total cost basis and shall include all costs necessary to complete ONE mowing event of the TWELVE (12) sites in the specification. There will be one award of this contract to the lowest qualified bidder.

THE UNDERSIGNED BIDDER, having familiarized himself with the specifications in the Invitation to Bid, and all the laws, regulations, and other factors affecting the performance of the work, and having satisfied himself of the expense and difficulties attended in the performance of a contract hereby accepts all terms and conditions as stated herein and, if awarded, shall enter into a contract to perform for the following price.

TOTAL PROJECT COST FOR ONE MOWING EVENT: \$_____

Are all items from the Bid Submittal Checklist included with this package? Yes____ No____

Bidder understands that the District reserves the right to reject all Bids and to waive any informality in bidding. The District also reserves the right to not award a contract based on its discretion. The Bidder agrees that this bid shall be good for a period of sixty (60) calendar days after the scheduled closing time for receiving bids, prior to award.

Bidder (Company)_____ Signature_____

BIDDER'S QUALIFICATIONS STATEMENT

FLORIDA INLAND NAVIGATION DISTRICT

FLAGLER, VOLUSIA, & BREVARD COUNTY SITE MOWING PROJECT

BIDDER shall furnish the following information. All questions to be answered in full, without exception. If copies of other documents will provide the appropriate answer to the question, they must be attached and clearly labeled. Failure to comply with this requirement shall render the Bid as non-responsive and may cause its rejection. Additional sheets shall be attached as required.

1. BIDDER'S Name, Principal Address, Phone Number, Fax Number and Email Address:

2. Number of years as a Contractor in this type of work: _____

3. What is the last project of this nature that you have completed?

4. Have you ever failed to complete work awarded to you? If so, when, where and why?

5. Have you personally inspected the Scope of Work for the PROJECT and understand all that it entails?

6. Will you sublet any part of this PROJECT? If so, give details.

7. What equipment do you own that is available for the PROJECT? List all applicable equipment including tractors, attachments, trucks, trailers, etc. (Attach additional sheets as necessary)

8. What equipment will you purchase for the proposed PROJECT?

9. What equipment will you rent for the PROJECT?

10. Has the Bidder refused to enter into a contract after an award has been made, failed to complete a contract during the past 5 years, or been declared to be in default in any contract for the last five (5) years? If yes, please explain below.

11. Is the Bidder currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, specify in detail the circumstances and prospects for resolution.

The BIDDER acknowledges and understands that the information contained in response to this Qualification's Statement shall be relied upon by the DISTRICT in awarding the contract and such information is warranted by the BIDDER to be true. The discovery of any omission or misstatement that materially affects the BIDDER'S qualifications to perform under the contract shall cause the DISTRICT to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

By: _____

(Signature)

Date: _____

REFERENCES

FLORIDA INLAND NAVIGATION DISTRICT

FLAGLER, VOLUSIA, & BREVARD COUNTY SITE MOWING PROJECT

This information will be used in the evaluation of this bid.

List a minimum of three (3) references to show experience in similar work, to include nature and scope of work , which demonstrates expertise in providing the services as stated herein. Provide scope of work, contact name, addresses, telephone numbers and dates of service. Please Print or Type. Use additional sheets if necessary.

Reference #1

Name of Firm:	Address:
Description of Services Provided:	
Cost of Service: \$	Date of Service:
Contact Person:	Office Phone:
Title:	Cell Phone:
Email:	FAX:

Reference #2

Name of Firm:	Address:
Description of Services Provided:	
Cost of Service: \$	Date of Service:
Contact Person:	Office Phone:
Title:	Cell Phone:
Email:	FAX:

Reference #3

Name of Firm:	Address:
Description of Services Provided:	
Cost of Service: \$	Date of Service:
Contact Person:	Office Phone:
Title:	Cell Phone:
Email:	FAX:

Reference #4

Name of Firm:	Address:
Description of Services Provided:	
Cost of Service: \$	Date of Service:
Contact Person:	Office Phone:
Title:	Cell Phone:
Email:	FAX:

Reference #5

Name of Firm:	Address:
Description of Services Provided:	
Cost of Service: \$	Date of Service:
Contact Person:	Office Phone:
Title:	Cell Phone:
Email:	FAX:

E-VERIFY REGISTRATION

FLORIDA INLAND NAVIGATION DISTRICT

FLAGLER, VOLUSIA, & BREVARD COUNTY SITE MOWING PROJECT

As of January 1, 2021, the Senate Bill 664 (Chapter 2020-150, Laws of Florida) mandates the use of E-Verify by both public and private employers.

This means that the DISTRICT may not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

TO BE ELEGIBLE FOR THIS PROJECT, BIDDER MUST REGISTER WITH E-VERIFY AND PROVIDE PROOF OF REGISTRATION WITH THIS APPLICATION PACKAGE.

To register, please visit: www.e-verify.gov

If BIDDER, plans to use a subcontractor for the PROJECT, the subcontractor will be required to provide the DISTRICT with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien.