



FLORIDA INLAND NAVIGATION DISTRICT

April 23, 2021

To: Potential Bidders
From: Ian Eyeington, Project Manager
Subject: Indian River, St. Lucie, Martin, and Palm Beach 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.

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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
ieyeington@aicw.org
Office: 561-627-3386



FLORIDA INLAND NAVIGATION DISTRICT

INDIAN RIVER, ST. LUCIE, MARTIN, & PALM BEACH COUNTIES

Site Mowing Project

Bid Package

April 23, 2021

SCOPE OF WORK

FLORIDA INLAND NAVIGATION DISTRICT

INDIAN RIVER, ST. LUCIE, MARTIN, & PALM BEACH COUNTY SITE MOWING PROJECT

Dredge Material Management Areas (DMMA). DMMA IR-2, IR-7A, and IR-14 are located in Indian River County. DMMA SL-2 is located in St. Lucie County. DMMA M-8, M-12, O-23, O-35, O-7, MSA 504, and MSA-524 are located in Martin County. DMMA MSA-617, MSA-640, and MSA-641 are located in Palm Beach County. The Florida Inland Navigation District manages dredged materials from the Atlantic Intracoastal Waterway on these sites. Descriptions of the fourteen (14) sites are referenced in Attachment A.

The contractor will mow the designated grassed areas within the selected fourteen (14) 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 1-14, 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

INDIAN RIVER, ST. LUCIE, MARTIN, & PALM BEACH 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 FOURTEEN (14) District DMMA properties known as IR-2 (Duck Point), IR-7A (Wabasso), and IR-14 (Indian River Blvd) in Indian River County. SL-2 (North Ft. Pierce) in St. Lucie County. M-8 (Indian River Dr.), M-12 (Savannahs), O-23 (Jensen Beach), O-35 (Boat Ramp Rd.), O-7 (St. Lucie Locks), MSA-504 (Gomez), and MSA-524 (Jonathan Dickinson) in Martin County. MSA-617 (Juno Isles), MSA-640 (Delray North), and MSA-641 (Gulfstream).

SECTION 2.0 PROPERTY DESCRIPTION IR-2

IR-2 is an operational DMMA located between Sebastian and Wabasso on US-1 in Indian River County. The location and boundaries of the site are shown in Attachments B, FIG. 1. The site is 179 acres. The area to be mowed is approximately 37 acres and consists of a large berm area around the basin, dike ramps, areas around the weir structures, flat areas outside of the basin, large areas along the shore of the Indian River Lagoon, perimeter ditches, gates, parts of fence line, trails to monitoring wells, and access roads. Indian River County Mosquito Control usually mows some trails on the property, but if they have not been mowed, they shall be groomed under this contract.

SECTION 2.1 PROPERTY DESCRIPTION IR-7A

IR-7A is an unconstructed DMMA located in Wabasso off 81st ST. in Indian River County. The location and boundaries of the site are shown in Attachments B, FIG. 2. The site is 43 acres. The area to be mowed is approximately 16 acres and consists of large open areas of flat land, fence lines, and gates.

SECTION 2.2 PROPERTY DESCRIPTION IR-14

IR-14 is an unconstructed DMMA located in Vero Beach off Indian River Blvd. in Indian River County. The location and boundaries of the site are shown in Attachments B, FIG. 3. The site is 53 acres. The area to be mowed is approximately 19 acres consisting of a large open area, gates, canal banks and parts of the fence line.

SECTION 2.3 PROPERTY DESCRIPTION SL-2

SL-2 is an operational DMMA located east of Lakewood Park off Old Dixie Hwy in St. Lucie County. The location and boundaries of the site are shown in Attachments B, FIG. 4. The site is 56 acres. The area to be mowed is approximately 32 acres and consists of the berms around the basin, dike ramps, areas around the weir structures, ditches, fence lines, gates, and trails to monitoring wells.

SECTION 2.4 PROPERTY DESCRIPTION M-8

M-8 is an operational DMMA located off South Indian River Dr. in St. Lucie County. The location and boundaries of the site are shown in Attachments B, FIG. 5. The site is 19 acres. The area to be mowed is approximately 13 acres and consists of large sandy berms around the basin, flat areas inside the basin, dike ramp, areas around the weir structure, perimeter ditches, flat areas outside of the basin, gates, and access roads. Extra caution and boom mowers will be required to avoid rutting up the berm.

SECTION 2.5 PROPERTY DESCRIPTION M-12

M-12 is an undeveloped DMMA located in Jensen Beach off NE County Line Rd. and Indian River Drive, in St. Lucie County. The location and boundaries of the site are shown in Attachments B, FIG. 6. The site is 53 acres. The area to be mowed is the un-fenced parcel located between Indian River Drive and the railroad tracks and it is approximately 10 acres and consists of a large open space area.

SECTION 2.6 PROPERTY DESCRIPTION O-23

O-23 is an undeveloped DMMA located in Jensen Beach, off NE Savannah Rd. in Martin County. The location and boundaries of the site are shown in Attachments B, FIG. 7. The site is 30 acres. The area to be mowed is approximately 10 acres and consists of large areas of flat open spaces, gates, access roads, parts of fence line. This site will be likely undergo development during the contract period. At that point, the mowing needs and frequencies will change.

SECTION 2.7 PROPERTY DESCRIPTION O-35

O-35 is an undeveloped DMMA located in Palm City off SW Boatramp Ave, in Martin County. The location and boundaries of the site are shown in Attachments B, FIG. 8. The site is 126 acres. The area to be mowed is approximately 109 acres and consists of a large open area with many remnant ditches throughout, areas around gates, and fence lines.

SECTION 2.8 PROPERTY DESCRIPTION O-7

O-7 is an operational DMMA located on the north side of the St. Lucie Locks off SW 96th St. in Martin County. The locations and boundaries of the site are shown in Attachment B, FIG. 9. The site is 79 acres. The area to be mowed is approximately 46 acres and consists of steep berms around the basin, dike ramps, areas around the weir structure, large flat areas around the basin, gates, roads, fence lines, and around monitoring wells.

SECTION 2.9 PROPERTY DESCRIPTION MSA-504

MSA-504 is an undeveloped DMMA located in Hobe Sound, off SE Gomez Ave. in Martin County. The location and boundaries of the site are shown in Attachments B, FIG. 10. The site is 63 acres. The area to be mowed is approximately 11 acres and consists of large open spaces, areas around the gate, and an access road.

SECTION 2.10 PROPERTY DESCRIPTION MSA-524

MSA-524 is an undeveloped DMMA located across from the main entrance to Jonathan Dickinson State Park. The location and boundaries of the site are shown in Attachments B, FIG. 11. The site is 19 acres. The area to be mowed is approximately 8 acres and site consists of a very large open space area, an access road, and gate.

SECTION 2.11 PROPERTY DESCRIPTION MSA-617

MSA-617 is an undeveloped DMMA located in Juno Beach, off Ellison Wilson Rd. in Palm Beach County. The location and boundaries of the site are shown in Attachments B, FIG. 12. The site is 14 acres. The area to be mowed is approximately 10 acres and consists of large open spaces, access roads, area around the gate, and trails to monitoring wells.

SECTION 2.12 PROPERTY DESCRIPTION MSA-640

MSA 640 is an undeveloped DMMA located in Gulf Stream, off US-1 in Palm Beach County. The location and boundaries of the site are shown in Attachments B, FIG. 13. The site is 5 acres. The area to be mowed is approximately 5 acres and consists of a large open space, access roads, gates, fence lines, and trails to monitoring wells.

SECTION 2.13 PROPERTY DESCRIPTION MSA-641

The location and boundaries of the site are shown in Attachments B, FIG. 14. The site is 11 acres. The area to be mowed is approximately 6 acres and consists of a large berm area around the basin, dike ramps, the interior of the basin, access roads, perimeter ditches, flat areas outside of basin, gates, fence lines, 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: Indian River, St. Lucie, Martin, Palm Beach 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.

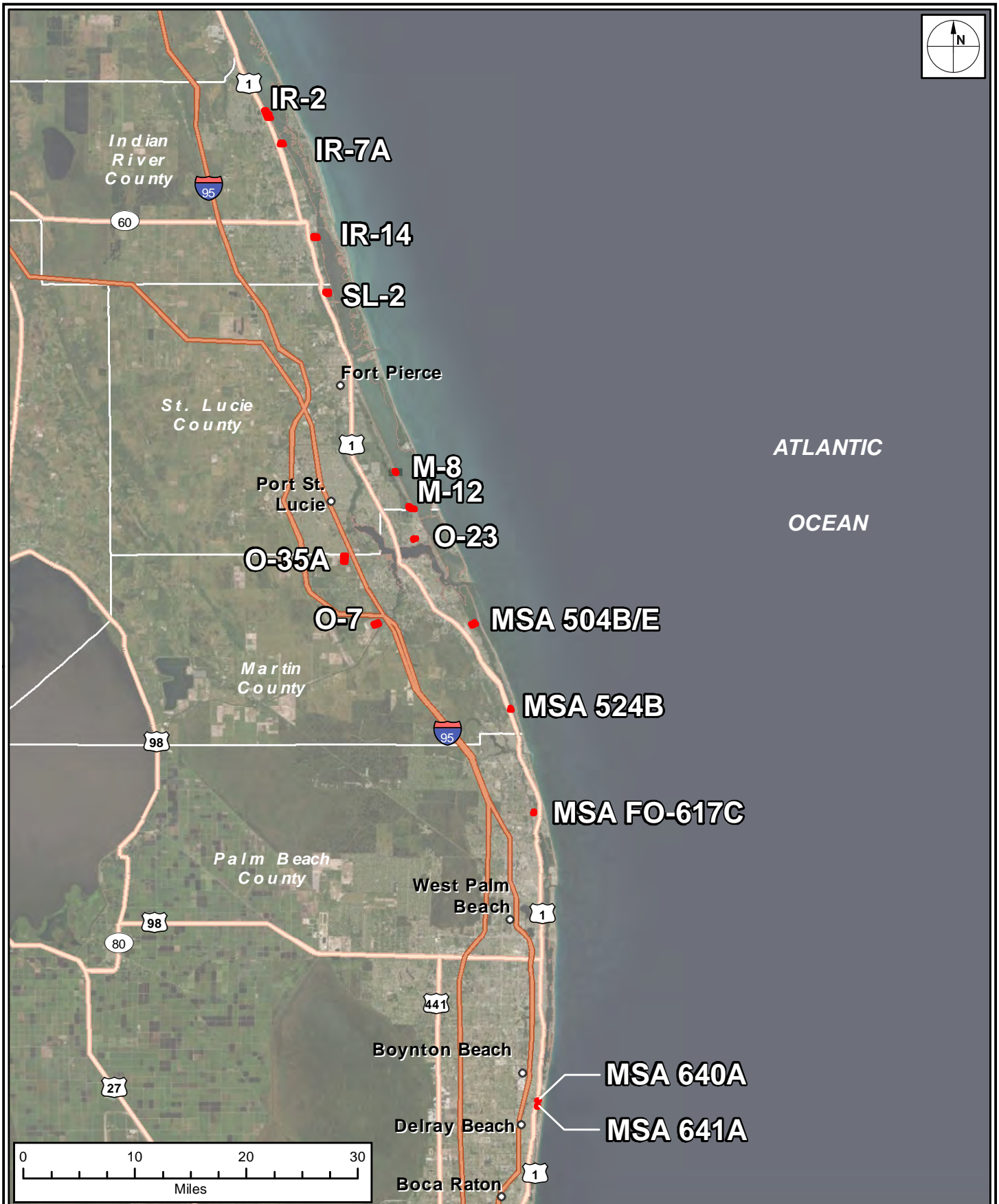
The minimum limits (inclusive of any amounts provided by an umbrella or excess policy) shall be:

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

SECTION 9.0 PAYMENT

The contractor 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.

ATTACHMENT B: SITE MAPS AND LOCATIONS



FLORIDA INLAND NAVIGATION DISTRICT
MOWING SITES IN
INDIAN RIVER, ST. LUCIE, MARTIN AND PALM BEACH COUNTIES



FIG. 1



FIG. 2



FIG. 3



FIG. 4

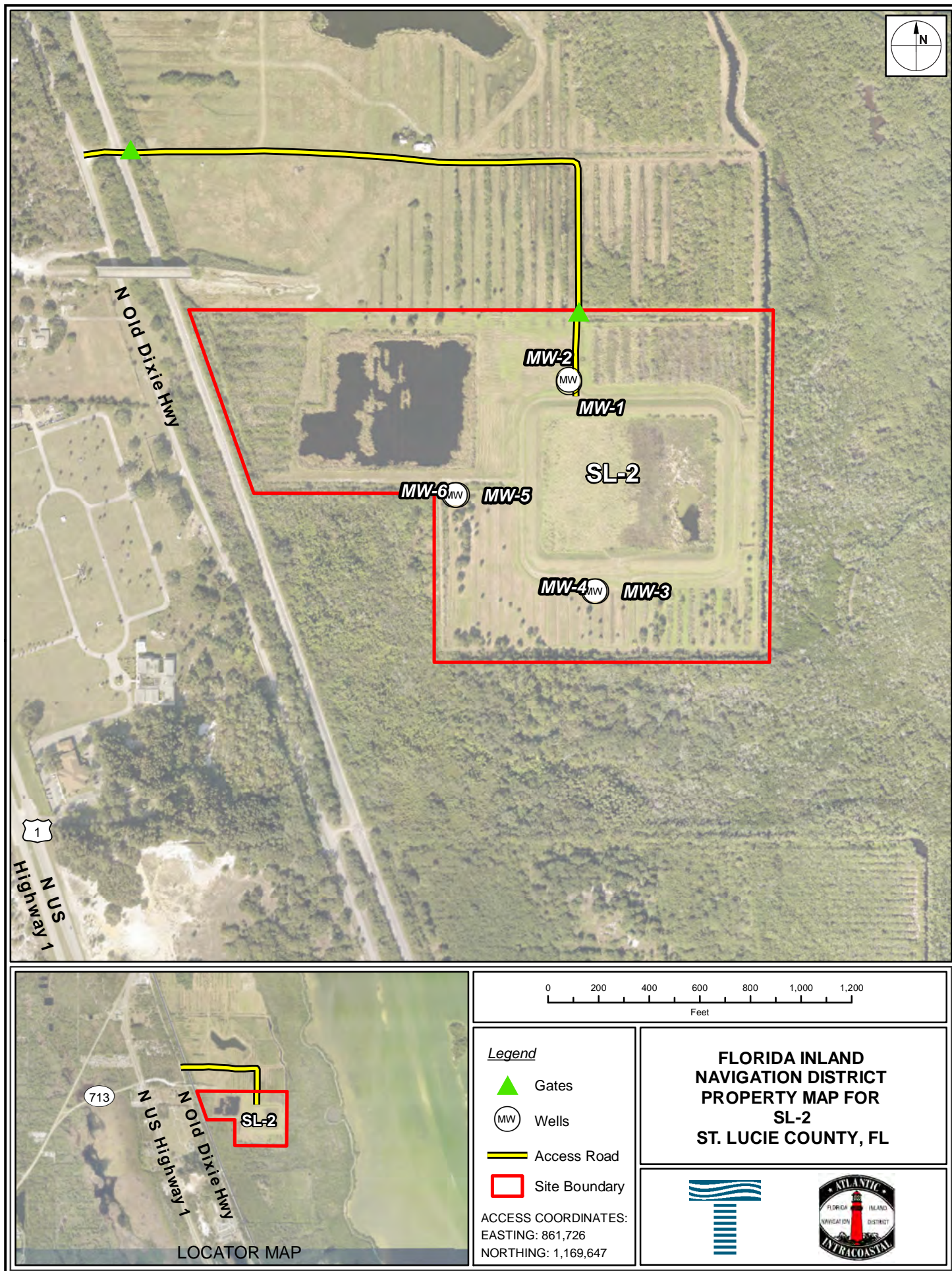


FIG. 5



FIG. 6

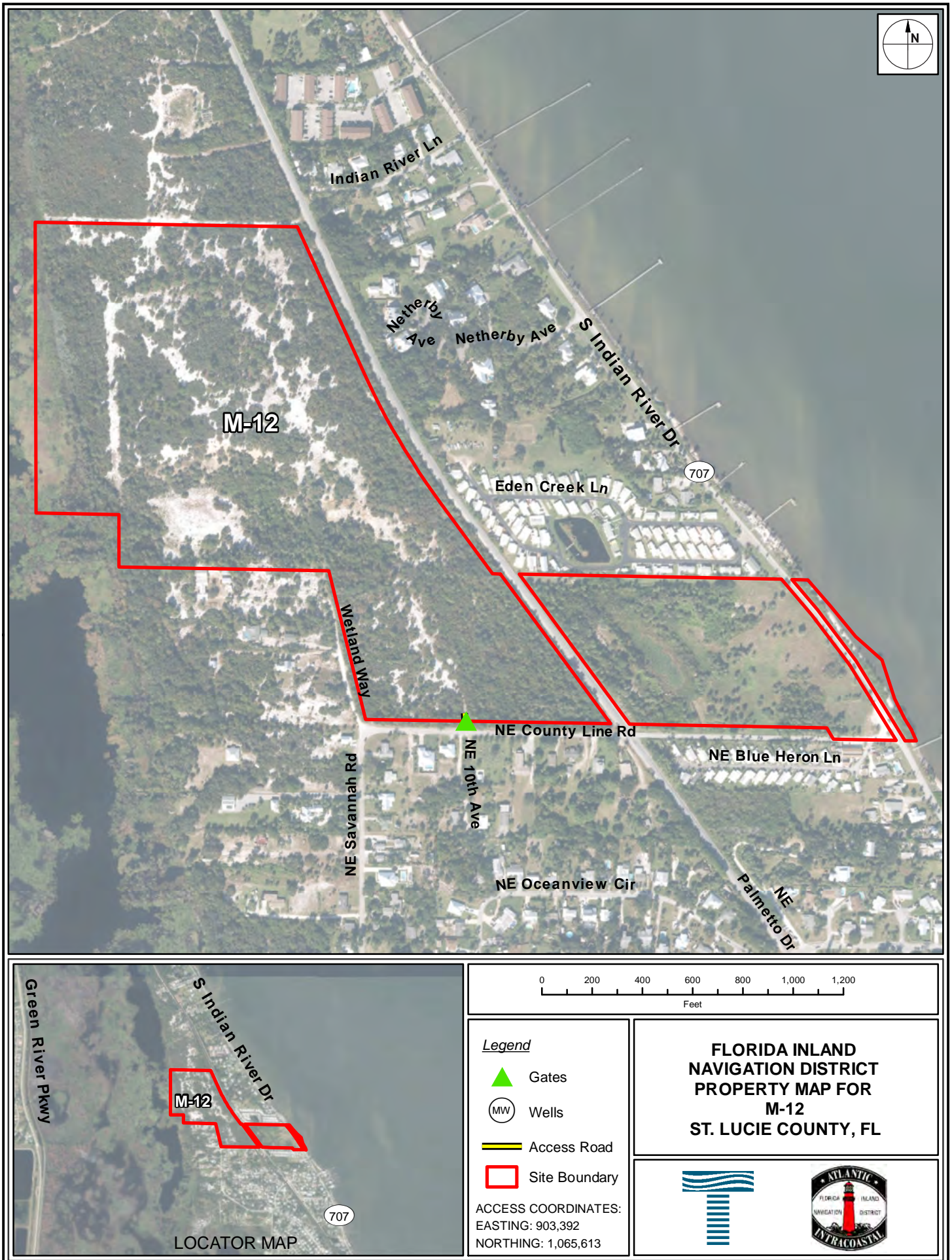


FIG. 7

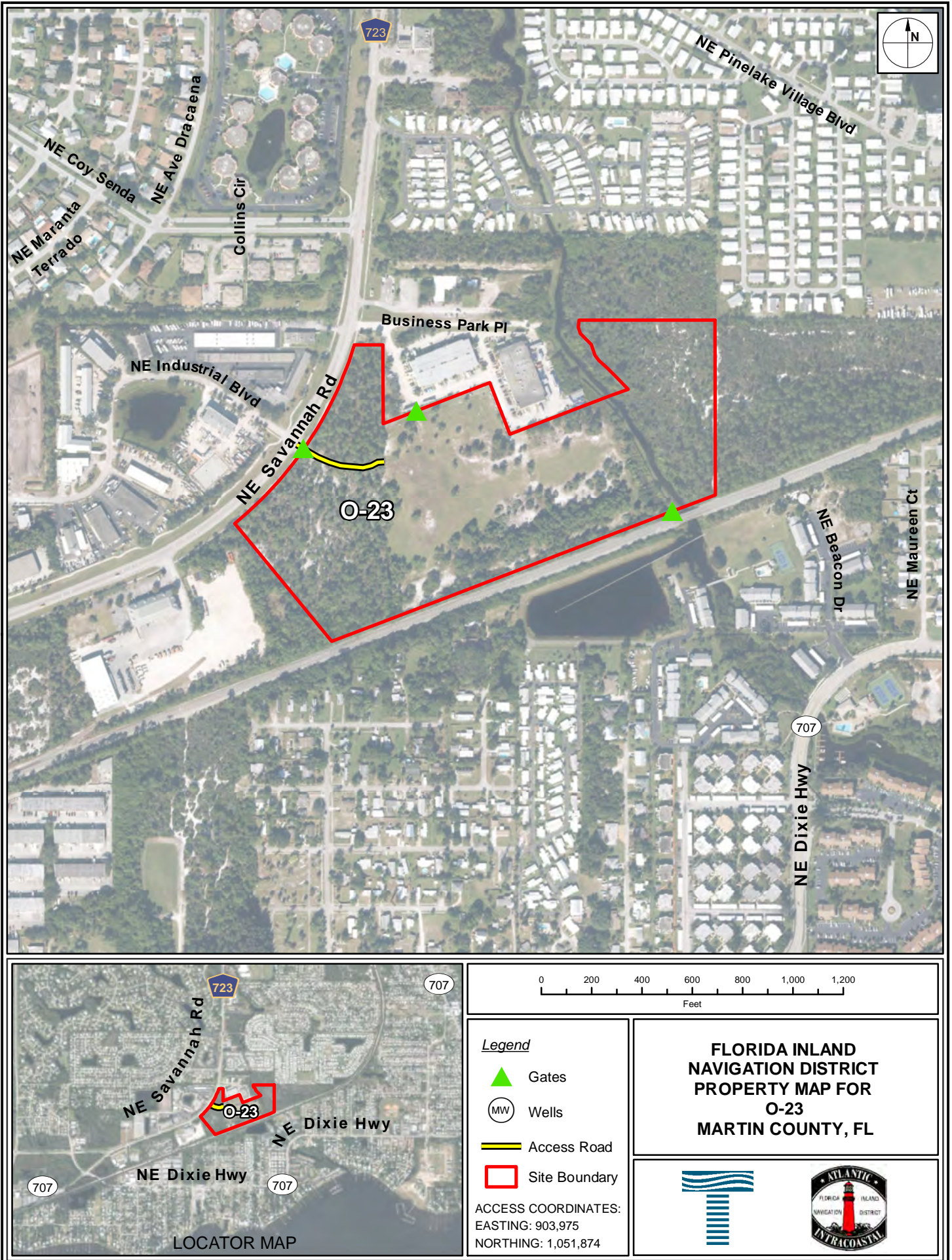


FIG. 8

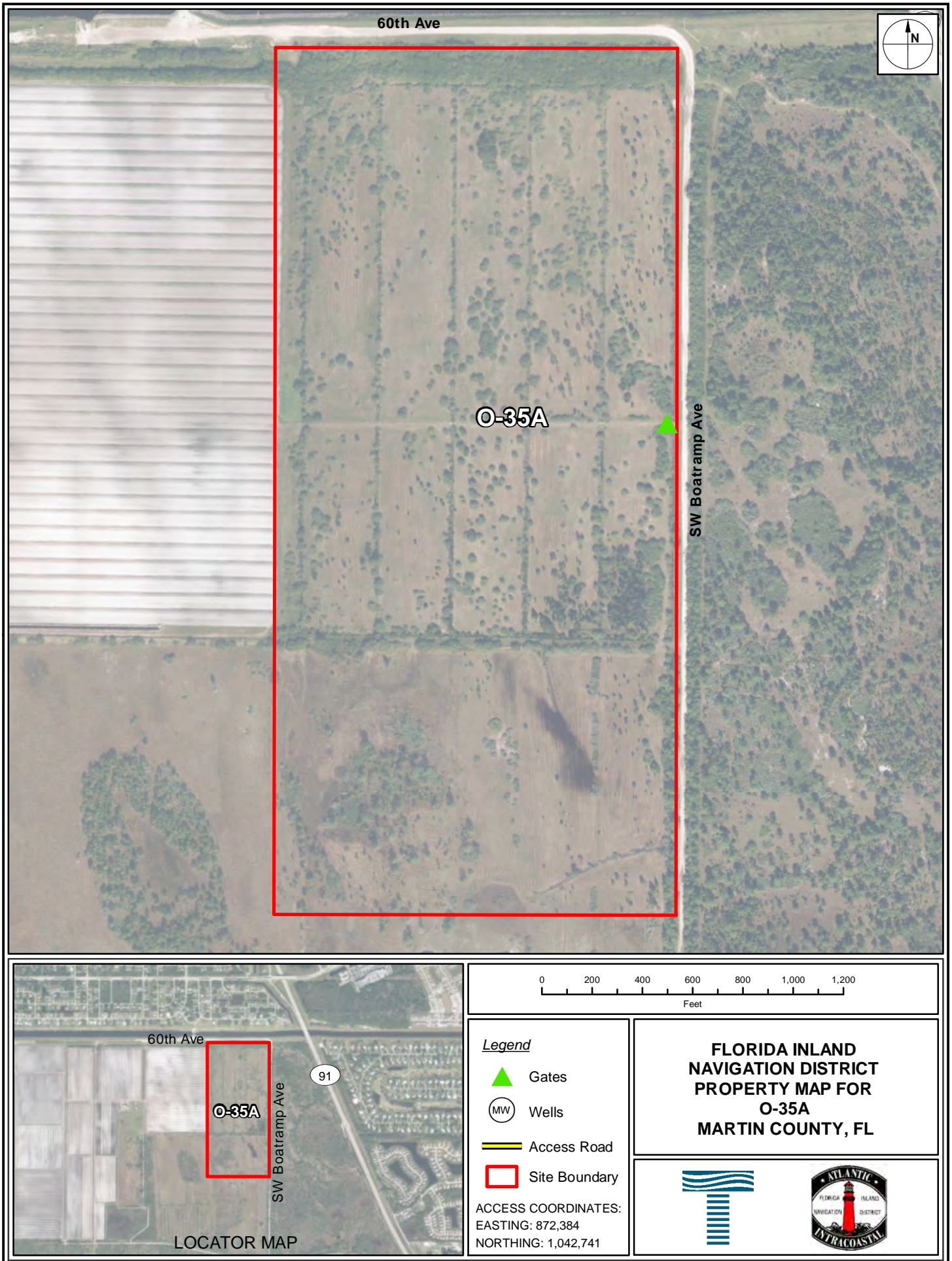


FIG. 9

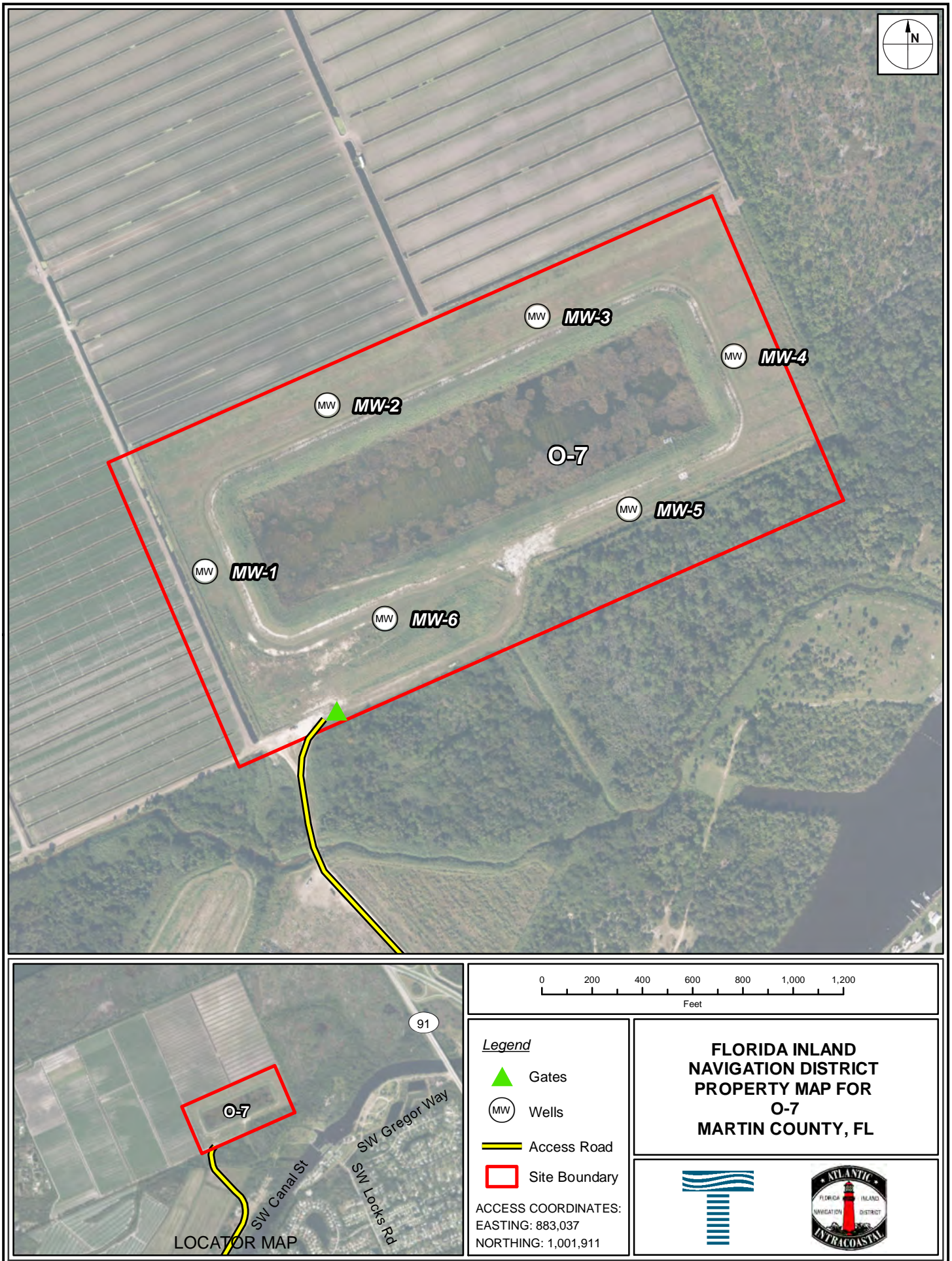


FIG. 10

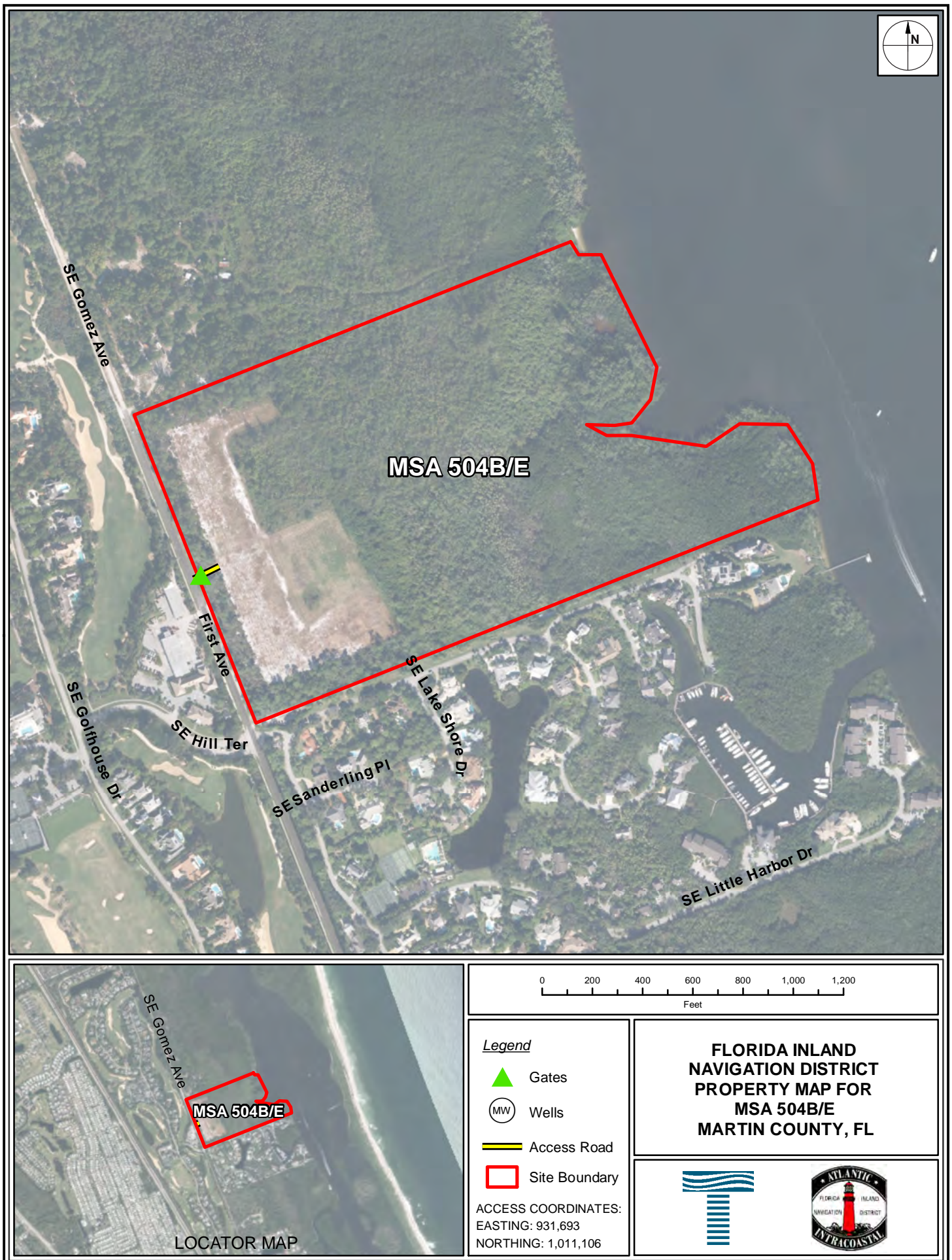


FIG. 11



FIG. 12



FIG. 13



FIG. 14



ATTACHMENT C

BID SUBMITTAL CHECKLIST

FLORIDA INLAND NAVIGATION DISTRICT

INDIAN RIVER, ST. LUCIE, MARTIN, & PALM BEACH 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

INDIAN RIVER, ST. LUCIE, MARTIN, & PALM BEACH 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 FOURTEEN (14) 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

INDIAN RIVER, ST. LUCIE, MARTIN, & PALM BEACH 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

INDIAN RIVER, ST. LUCIE, MARTIN, & PALM BEACH 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

INDIAN RIVER, ST. LUCIE, MARTIN, & PALM BEACH 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.