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Please Note:

From time to time, addenda may be issued to this bid/proposal. Any such addenda will be posted at www.demandstar.com

Following School Board action we will provide all respondents with the tabulation and award documents via email.

NOTICE TO BIDDERS

DELIVERY OF OVERNIGHT PACKAGES DOES NOT ALWAYS OCCUR TO:

**THE SCHOOL BOARD OF SARASOTA COUNTY
OSPREY, FLORIDA, 34229**

Your bid will not be considered if not received prior to stated bid opening date and time.

Please cut along the borderline and attach this "Sealed Bid" label to the outside of your bid response envelope

SEALED BID - D O N O T O P E N ----- SEALED BID - D O N O T O P E N

From: _____

Address: _____

**Deliver To: Purchasing Office
The School Board of Sarasota County, Florida
101 Old Venice Road
Osprey, Florida 34229**

**BID TITLE: LANDSCAPE PLANTS, MATERIALS, AND RELATED
SERVICES - BID #11-0006**

BID TO BE OPENED ON: January 6, 2011 AT: 2:00 P.M.

SEALED BID - D O N O T O P E N ----- SEALED BID - D O N O T O P E N



THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
MATERIALS MANAGEMENT DEPARTMENT
101 OLD VENICE ROAD OSPREY, FLORIDA 34229
(941) 486-2183 • FAX (941) 486-2188

INVITATION TO BID

ISSUE DATE: December 2, 2010

BID TITLE: Landscape Plants, Materials, and Related Services - Bid #11-0006

BIDS MUST BE RECEIVED AND TIMESTAMPED PRIOR TO: January 6, 2011 at 2:00 p.m.

SEALED BIDS: Sealed bids will be received in the Purchasing Office until the date and time as indicated above. Bids will be opened and recorded. All bidders and the general public are invited and encouraged to attend. All bids shall be submitted in sealed envelopes and mailed or delivered to the School Board of Sarasota County, Purchasing Office, 101 Old Venice Road, Osprey, Florida 34229. The outside of the envelope shall plainly identify the bid by: TITLE, TIME AND DATE OF BID OPENING. It is the sole responsibility of the bidder to ensure that his or her bid reaches the Purchasing Office before the closing date and hour as shown above. Any failure on the part of the supplier to comply with the ensuing conditions and specifications shall be reason for termination of the contract.

Bids received after the scheduled time for opening will not be considered. Any bid envelopes received late will be returned to the bidder unopened.

POSTING: Recommended awards will be posted at the Purchasing Office and on the School District website: www.sarasota.k12.fl.us/purchasing on or about: February 8, 2011.

BOARD DATE: Results will be presented for Board action at 1980 Landings Boulevard, Sarasota, Florida, at 3:00 p.m. on: February 15, 2011.

CERTIFICATION

The below-signed bidder certifies that he/she has read and thoroughly understands the terms, conditions and specifications as contained in this invitation, and, further, the items of material, or services offered in this invitation meet the required minimum specifications. It is understood that any item offered as an alternate not meeting specifications will be rejected.

DELIVERY OR COMPLETION _____ calendar days after receipt of purchase order.

Prices are firm for re-orders for 12 months after award of bid.

The prospective bidder certifies, by submission and signature of this bid, that the bidder complies fully with the drug-free workplace certification on page 3. Please indicate in the space provided whether or not your company meets the drug-free workplace certification. _____ **Does** meet drug-free workplace certification.
_____ **Does not** meet the drug-free workplace certification.

Company	Address
Printed Name	City
Signature	State Zip
Title	Telephone
Date	Fax
Federal ID Number	E-Mail

INVITATION TO BID

This Invitation to Bid, General Conditions, Instructions to Bidders, Special Conditions, Specifications, Addenda and/or any other pertinent documents form a part of this proposal and by reference are made a part thereof.

PURPOSE: It is the purpose and intent of this invitation to secure bids for item(s) and/or services as listed herein for the School Board of Sarasota County, Florida, hereinafter called the School Board. Items(s) and/or services shall be provided by the approved bidder, hereinafter called the Contractor.

CONTRACT TERMS:

- a. A contract resulting from this document shall be governed in all respects as to validity, construction, capacity, performance or otherwise by the laws of the State of Florida.
- b. Contractors providing service under this contract assure the School Board that they are conforming to and otherwise complying with the following:
 1. The Civil Rights Act of 1964, as amended.
 2. Section 306 of the Clean Air Act, 41 U.S.C. 1857-H.
 3. Section 508 of the Clean Water Act, 33 U.S.C. 1368.
 4. Executive Order 11738.
 5. EPA Regulation, 40 CFR Part 15, which prohibits the use under non-exempt federal contracts, grants or loans of facilities included on the EPA list of violating facilities.
 6. Federal, state and local laws and regulations, including the Davis-Bacon Act, pertaining to wages, hours and conditions of employment.
- c. State sales and use tax certificates of exemption forms will be issued upon request. No tax fee shall be included in prices.
- d. The Contractor shall retain all books, records and other documents relative to this contract for three years after final payment. The School Board, its authorized agent and/or state/federal representative shall have full access to and right to examine any of said materials at any time. If an investigation or audit is in progress, records shall be maintained until all matters regarding said records are closed.

By signing this contract, the Contractor certifies that it is in compliance with, and/or will comply with, the aforementioned terms specifically mentioned, as well as all other municipal, county, state and federal requirements and regulations.

CONTRACT DURATION: The duration of a contract resulting from this bid shall be for a period of one year beginning with the date of award with the option to renew for two additional one-year periods based on mutual agreement of both parties, unless otherwise specified.

CONTRACT FAILURE: Should any Contractor fail to enter into a contract with the School Board on the basis of the submitted bid by said Contractor, Contractor acknowledges that Contractor shall be liable to the School Board for the difference between such bid price and the price the School Board pays to secure the merchandise from another source. Failure to pay said amount to the School Board upon demand will result in the company being removed from the bid list for a period of not less than two (2) years from date of infraction.

EXTENSION OF CONTRACT: Prior to the expiration of any contract resulting from a successful bid, the School Board, at its discretion, may require an extension of said contract for a period, which shall not exceed the original termination date by more than 90 days. The price in effect on the last day of the contract shall remain in effect for the contract extension period. Additional extensions shall be subject to agreement of both parties.

TERMINATION OF CONTRACT: This contract may be terminated without liability to the School Board in whole or in part when it is deemed to be in the best interest of the School Board to so act. Notification of termination must be in writing and issued by the Director of Materials Management or designee. This contract may be terminated upon 30 days written notice. Further, at the discretion of the School Board, the contract may be terminated in a period of less than 30 days in the event of poor performance or violation of these terms.

The School Board, upon termination, shall exercise its discretion to complete the balance of the contract consistent with the best interest of the School Board.

PUBLIC ENTITY CRIMES: Per the provisions of Florida Statute 287.133(2)(A), "A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with

any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Florida Statute 287.017 for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.”

The Contractor certifies, by submission and signature of this bid, that neither the Contractor, nor its principal, its agent or its representative is presently debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded from participation in this transaction or otherwise precluded by Florida Statute 287.133 from participating in this contract.

FEDERAL DEBARMENT CERTIFICATION: Certification regarding debarment, suspension, ineligibility and voluntary exclusion as required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR, Part 85, as defined at 34 CFR Part 85, Sections 85.105 and 85.110-(ED80-0013).

- a. The prospective lower tier participant certifies, by submission and signature of this bid, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- b. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this bid.

BACKGROUND SCREENING: As required by The Jessica Lunsford Act [s.21 of Ch.2005-28, L.O.F.], if any Contractors’ employees/independent Contractors or Subcontractors’ employees/independent Contractors will have access to school grounds when students are present, have direct contact with students, or have access to control of school funds, such personnel are required to be screened at Level 2, to include fingerprints, statewide criminal and juvenile justice records checks through the Florida Department of Law Enforcement and federal criminal records checks through the Federal Bureau of Investigation. [s. 1012.465, Florida Statutes]

The requirements of this law must be met in order for the School Board to contract with your company. By responding to this Invitation to Bid, you agree to abide by all Sarasota County School Board policies and procedures in regard to The Jessica Lunsford Act. There is a fingerprinting fee associated with these procedures. Refer to The School Board website www.sarasota.k12.fl.us, Jessica Lunsford Act. This website is updated as policies and procedures are put in place.

POSSESSION/USE/UNDER THE INFLUENCE OF MIND ALTERING SUBSTANCES: Possession/use and/or being under the influence of any illegal mind altering substances, such as, but not limited to alcohol and/or substances delineated in Chapter 893, Florida Statutes, by Contractors’ employees/independent Contractors or its Subcontractors’ employees/independent Contractors will not be tolerated on School Board property. If any employee/independent Contractor is found to have brought and/or used or is under the influence of any illegal mind altering substances as described above on School Board property, said employee/independent contractor shall be removed and terminated from the project by the Contractor. If a Subcontractor fails to terminate said employee/independent Contractor, the Contractor shall terminate its agreement with the Subcontractor for the project. If the Contractor fails to terminate said employee/independent Contractor or fails to terminate the agreement with the Subcontractor who fails to terminate said employee/independent Contractor, this Contract may be terminated by the School Board.

DISCRIMINATION: Any entity or affiliate who has been placed on the Florida State’s discriminatory vendor list may not submit a bid on a contract to provide goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity.

DRUG-FREE WORKPLACE CERTIFICATION: Tie bid preference shall be given to businesses with drug-free workplace programs whenever two or more bids are equal with respect to price, quality, and service and are received by the state or by any political subdivision for the procurement of commodities or contractual services. Established procedures for processing tie bids, as more fully set forth herein, will be followed if none of the tied bidders have a drug-free workplace program.

MATERIAL SAFETY DATA SHEET: The manufacturer, importer, or distributor of a toxic substance will provide a material safety data sheet with his/her bid.

SAFETY PRECAUTIONS: The Contractor shall be responsible for the provision of adequate and proper safety precautions for the workmen and all persons in or around the work area.

OCCUPATIONAL SAFETY HAZARDS ACT REQUIREMENTS: The bidder certifies that all material, equipment, etc., contained in this bid meets all Occupational Safety Hazards Act (OSHA) requirements. The bidder further certifies that, if he/she is the successful Contractor, and the material, equipment, etc., delivered is subsequently found to be in non-compliance with any OSHA requirements in effect on date of delivery, all costs necessary to bring the material, equipment, etc., into compliance with aforementioned requirements shall be borne by the Contractor. Failure of the Contractor to bring any and all material, equipment, etc., contained in a particular bid, in conformity with all OSHA requirements, shall constitute default under this agreement.

PERSONAL INJURY AND PROPERTY DAMAGE: The Contractor assumes any and all risk of personal injury and property damage attributable to the willful or negligent acts or omissions of the Contractor and the officers, employees, and agents thereof. The Contractor also assumes such risk with respect to the willful or negligent acts or omissions of persons subcontracting with the Contractor or otherwise acting or engaged to act at the instance of the Contractor in furtherance of this Contractor fulfilling the Contractor's obligations under this contract.

DEFAULT: In the event the Contractor fails to enter into a contract with the School Board on the basis of the submitted bid, such action shall constitute a default of this agreement. The School Board may declare further default if the Contractor violates the terms of the bid document in any manner. If the Contractor defaults after the School Board awards a bid and bid performance security was not required, the Contractor shall pay to the district, as liquidated damages, an amount equal to 5% of the unit prices bid times the quantity for each item in question, or \$25, whichever amount is larger. If the bid pricing was expressed as a lump sum amount, then the amount due will be 5% of the remaining value of the contract. A Contractor who fails to pay said liquidated damages within fifteen (15) days after notification that liquidated damages are due, shall lose eligibility to transact business with the district for a period of not less than one (1) year. Thereafter, the Contractor may request to be reinstated to the active bidders' list.

In the event any litigation occurs between the parties as a result of the contract, the prevailing party shall be entitled to recover reasonable attorney's fees and court costs for any such action.

BID AND PURCHASE ORDER AGREEMENT: This bid and the purchase orders issued hereunder constitute the entire agreement between the School Board and the Contractor awarded the bid. No modification of this bid shall be binding on the School Board or the bidders unless mutually agreed upon in writing by the parties.

A minimum of 30 days must be allowed after School Board approval to receive a purchase order if awarded the bid.

PURCHASE BY OTHER PUBLIC AGENCIES: With the consent and agreement of the Contractor(s), purchases may be made under this bid by other governmental agencies within the State of Florida. Such purchases shall be governed by the same terms and conditions as stated herein.

GENERAL CONDITIONS, INSTRUCTIONS AND INFORMATION FOR BIDDERS

SUBMISSION AND RECEIPT OF BIDS:

- a. Unless otherwise specified, bidders must use the form(s) furnished by the School Board. Failure to do so may cause the bid to be rejected.
- b. Original bids shall include all required attachments and requested documentation.
- c. Bids shall be typewritten or completed in ink.
- d. Proposals having erasures or corrections **MUST** be initialed by the bidder in ink.
- e. Bids must be signed in ink by an officer or employee having the authority to bind the company or firm.
- f. The School Board will receive sealed bids until the date and time indicated on the bid cover. Bids must be delivered to the Purchasing Office at the stated address and will be opened at the stated time. The outside of all bids must be clearly marked with the bid name and opening date. Bids received in unidentifiable envelopes are sent at the bidder's risk. Bids received after the date and time of the bid opening will be date stamped and returned to the bidder. **It will be the bidders' responsibility to get the bid to the correct location on time.**
- g. For purposes of evaluation, the bidder must indicate any variances from specifications, terms and/or conditions regardless of how slight. If variations are not stated in the proposal, it will be assumed that the product or service fully complies with the specifications, terms and conditions herein.
- h. Conflict of interest: The award hereunder is subject to the provisions of Chapter 112, Florida Statutes. All bidders must disclose with their bid the name of any officer, director or agent who is also an employee of the School Board. Further, all bidders must disclose the name of any School Board employee who owns directly or indirectly an interest in the bidder's firm and/or any affiliates thereof, in excess of 5%. Bids not complying with the requirements of this section shall not be evaluated and shall be returned to the respective bidder.

SUBMITTAL OF A BID: The submittal of a bid shall constitute an irrevocable offer to contract with the School Board in accordance with the terms of said bid. The offer may not be withdrawn or altered until or unless rejected or not accepted by the School Board except as provided below. Accuracy of all prices and statements contained in the bids is the responsibility of the bidder, and no change or cancellation thereof may be made. The Director of Materials Management or designee reserves the right to ask the bidder for clarification. In addition, purchasing staff will review the line-by-line prices. Accuracy of additions and extensions, brands and compliance with all instructions will be reviewed in order to ascertain that the offer is made in accordance with the terms of the request for bid. School officials who find any errors in calculations will make adjustments and corrections.

Bidders shall normally be held to their bid but in the event of an error or if an obvious omission is discovered in a bid document, bidders may request in writing the opportunity to withdraw their bid. Bidders shall include in their written request sufficient evidence to document that the error or omission was unintentional. Actual original copies of working papers, calculations, etc., may be required at the Director of Materials Management's discretion to support such a request.

QUANTITIES SPECIFIED: The School Board reserves the right to increase or decrease the quantity of any and all bid items, as it deems appropriate. The unit price shall remain as accepted at bid award.

PRICES:

- a. The bid prices shall be for the period stated in the "General Specifications" or as otherwise stated in the "Certification."
- b. Prices should be stated in units of quantity specified in the bid specifications.
- c. In case of discrepancy in computing the amount of the bid, the unit price quoted will prevail. Any requirement by the bidder that certain "all or none" groups, quantities, weights, or other criteria must be met in order to qualify for bid prices, may result in disqualification of the bid. Likewise, expiration dates or other constraints, which are in conflict with bid requirements, will result in disqualification.

TRADE-NAMED ITEMS: When an item appearing in the bid document is listed by a registered trade name and the wording "no substitute", "bid only" or "only" is indicated, only that trade-named item will be considered. The district reserves the right to reject products that are listed as approved and waive formalities. Should a vendor wish to have products evaluated for future bid consideration, please contact in writing, the Director of Materials Management. If the wording "no substitute", "bid only" or "only" does not appear with the trade name, bidders may submit prices on their trade-named item, providing they attach a descriptive label of their product to this bid. Sample merchandise bid hereunder as "offered equal" may be required to be submitted to the purchaser in advance of the bid award. Substitutions for items bid, awarded and ordered are prohibited except as may be approved by the Director of Materials Management.

BID REJECTION: The School Board reserves the right to reject any and all bids or parts thereof, and to request re-submission. The School Board further reserves the right to accept a bid other than the lowest bid, which in all other respects complies with the invitation to bid and the bid document, provided that, in the sole judgment and discretion of the School Board, the item offered at the higher bid price has additional value or function, including, but not limited to: life cycle costing, product performance, quality of workmanship, or suitability for a particular purpose. Delivery dates, availability of item, or other such values or functions, may justify a difference in the price paid. All bids shall be evaluated on all factors involved, including the foregoing price, quality, delivery schedules and the like. Purchase orders or contracts shall be awarded to the responsive and responsible bidder whose proposal is determined to be advantageous to the School Board, taking into consideration the factors set forth above and all other factors set forth in the request for bid as "lowest or lowest and best bid".

BID CHANGES AFTER CLOSING TIME: Bids may not be changed after the bid closing time. The exception would be if there was a misinterpretation of the unit for which the bid was requested. In which case, no dollar amount change would be allowed, and only a clarification as to the unit the bid represents will be considered. This must be done in writing 24 hours after notification to the bidder from the Director of Materials Management.

CORRECTIONS ON BIDS: Erasures are not acceptable on bids. If changes are necessary, strike out or draw a line through the incorrect price and write the correct price above. The bidder must initial all changes.

ACCEPTANCE OF BIDS: The School Board shall be the sole judge as to the acceptability of any and all bids and the terms and conditions thereof, without qualifications or explanation to bidders. In case of any doubt or difference of opinion as to the items to be furnished hereunder, the decision of the School Board shall be final and binding on both parties.

INDEMNITY: By submitting a bid, the Contractor agrees to indemnify and hold harmless the School Board, its officers and employees from liabilities, damages, losses and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Contractor and persons employed or utilized by the vendor in the performance of its responsibilities pursuant to this bid.

It is expressly acknowledged that the Contractor is an independent Contractor and, as such, has no authority to act for or on behalf of the Board, or to bind the Board to any contract or in any other manner.

COMPLIANCE WITH REGULATIONS: Federal, state, county, and local laws, ordinances, rules, and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the Contractor will in no way be a cause for relief from responsibility. The Contractor shall have in their possession all applicable insurance, permits, licenses, etc., that may be required by federal, state, or county law to furnish services under the scope of this contract. The Contractor must not be in violation of any zoning or other ordinances in the performance of this contract.

TIE ON UNIT PRICE OR BID: Should there be a tie on either the unit price (if awarded on a per item basis), sections of the bid (i.e.: building contracts, or bids awarded by section) or the whole bid ("all or none" bids or service bids), the deadlock will be decided upon using the following order:

- a. Companies who certify they are a drug-free workplace.
- b. Companies located in Sarasota County, Florida.
- c. Companies located in Florida.
- d. The company receiving the larger dollar award on other items within the bid.
- e. All else being equal, a coin toss will be made to decide the award.

This does not preclude the possibility of splitting an order if it is in the best interest of the School Board.

ACCURACY OF BID DOCUMENTS: Each bidder shall examine all requests for bid documents and shall judge all matters relating to the adequacy and accuracy of such documents. Any inquiries, suggestions, disputes, or requests concerning interpretation, clarification or additional information pertaining to the invitation for bid or award shall be made, in writing, to the School Board of Sarasota County Purchasing Office. The School Board of Sarasota County shall not be responsible for oral interpretations given by a School Board employee, representative, or others. The issuance of a written addendum is the only official method whereby interpretation, clarification or additional information can be given. If any addenda are issued to this bid, a good faith attempt will be made to deliver a copy of each to all prospective bidders who picked up forms or were sent an invitation for bid. However, prior to submitting the bid, it shall be the sole responsibility of each bidder to contact the Purchasing Office at (941) 486-2183 to determine if addenda were issued and, if so, to obtain such addenda for attachment to the bid.

TERMS AND CONDITIONS: No additional terms and conditions included with the bid response shall be evaluated or considered. All such additional terms and conditions shall have no force and effect and are inapplicable to this bid. If submitted either purposely through intent, design or inadvertently appearing separately in transmitted letters, specifications, literature, price estimates or warranties, it is understood and agreed that the general and special conditions in this bid solicitation are the only conditions applicable to this bid and the bidder's authorized signature affixed to the bidder certification page attests to this.

REFERENCES: Should the School Board elect to check the bidder's references, the bidder agrees to provide the name(s) and address(s) of its current and previous customers.

EVALUATION OF BID(S) FOR AWARD: The evaluation committee may use the following criteria in making a recommendation for award to the School Board:

cost	past experience	equality
quality/workmanship	meets specifications	bidder's past performance
compatibility/matching	delivery	service capability
standardization	installation	

AWARD: The School Board reserves the right to waive minor variations to specifications, informalities, irregularities and technicalities in any bids, to reject any and all bids in whole or in part with or without cause, and/or to accept bids that in its judgment will be the best low bid meeting specifications and school needs and be in the best interest of the School Board. The School Board further reserves the right to make awards on a multiple, lump sum, or individual item basis or in any manner the School Board deems appropriate.

If bidding other than brand bid, EACH BID MUST BE ACCOMPANIED BY A BROCHURE GIVING A COMPLETE DESCRIPTION OF THE ITEM ON WHICH YOU ARE BIDDING TO CLEARLY REPRESENT THE QUALITY, STYLE, AND CONSTRUCTION. EACH BROCHURE SHOULD BE IDENTIFIED BY THE NAME OF THE BIDDER.

The School Board further reserves the right to be the final judge of what is considered equal and hold the bid open for a 90-day period if award is not made on the date specified.

CHAPTER 120, FLORIDA STATUTES: Bid tabulations with recommended awards will be posted for review by interested parties at the location where bids were opened, and remain posted for a period of 72 hours. Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. If a bidder wishes to protest a bid, they must do so in strict accordance with the procedures outlined in School Board Rule 7.701. Copies of this procedure are available from the Materials Management Department.

VENUE: The laws of the State of Florida shall govern this contract. Venue shall be in Sarasota County, Florida and the sole and exclusive jurisdiction to resolve any disputes arising under the contract shall be in the county or circuit court for the Twelfth Judicial Circuit in and for Sarasota County, Florida.

PURCHASES DURING TERM OF BID: The School Board reserves the right to also make purchases of items on this bid from a Florida State bid contract/agreement or other public entity purchasing bids/agreements during the term of this bid.

DELIVERY:

- a. All deliveries will be F.O.B. Destination freight prepaid (freight fully paid by Contractor) to indicated destinations (schools or departments) within Sarasota County, Florida.
- b. Time of delivery is an important consideration in making the award and must be adhered to.
- c. The School Board reserves the right to cancel any orders, or any part thereof without obligation if delivery is not made within the time specified. Any deliveries made after a cancellation of order(s) may be returned at the Contractor's expense.

QUALITY: All bid items must be new. Further, all bid items must be equal to or exceed specifications required herein. The manufacturer's standard guarantee shall apply. During the guarantee period, the Contractor must repair and/or replace the unit without cost to the School Board with the understanding that all replacements shall carry the same guarantee as the original equipment. The Contractor shall make any such repairs and/or replacements immediately upon receiving notice from the School Board. The Contractor further warrants that the item(s) and or services provided are fit, and otherwise conforming, for the purpose(s) intended by the School Board.

INSPECTION, IDENTIFICATION AND ACCEPTANCE:

- a. Inspection and acceptance will be at FOB destination unless otherwise provided. Title to/or risk of loss or damage to all items shall be the responsibility of the Contractor until acceptance by the buyer.
- b. The Contractor shall file with the carrier all claims for breakage, imperfections and other losses.
- c. All material being delivered shall be marked legibly, in a conspicuous location, with the following information: Purchase Order Number, Model Number, Quantity, Vendor's Name and/or Trademark.
- d. If the material and/or services supplied to the School Board is found to be defective or does not conform to specifications, the School Board reserves the right to cancel the order upon written notice to the seller and return the product to the seller at the seller's expense.

LIABILITY INSURANCE: Where Contractors are required to enter or go on to School Board property to deliver materials or perform work or services as a result of a bid award, the Contractor assumes full duty, obligation and expense of obtaining all necessary licenses, permits and insurance. All Contractors must comply with the insurance requirements as provided in the bid documents.

PROPOSAL/PURCHASE ORDER DENIAL: The Contractor certifies that it, nor any affiliate obligated to perform under this agreement, is not in arrears for any obligations to the district, county, state or federal government or that otherwise may be deemed irresponsible or unreliable by the Director of Materials Management.

WAREHOUSE DELIVERY HOURS: Delivery is called for only between the hours of 7:00 A.M. and completed by 3:30 P.M. Monday through Friday, excluding Sarasota County School Board holidays.

CONDITION OF PRODUCTS: Unless otherwise specified in the special terms and conditions, all items requested must be new and the latest model manufactured. Bids on “used”, “remanufactured” or “reconditioned” equipment or “blem” or “seconds” will not be considered unless specifically requested. Products delivered shall be in the manufacturer’s original carton.

REJECTED ITEMS: Delivered items that do not fulfill all requirements will be rejected. Rejected items shall be removed and replaced promptly by the Contractor at no cost to the School Board.

SITE INSPECTION: The School Board reserves the right, prior to award of any contract or bid, to inspect the prospective Contractor’s facility and place of business.

AUDIT PROCEDURES: Invoices submitted by the Contractor shall be in sufficient detail for a proper pre-audit and post-audit thereof. The School Board reserves the right to audit prices of items and/or services provided.

SAMPLES:

- a. Samples of items, when required, must be furnished free of expense and if not destroyed, will, upon request, be returned at the bidder’s expense. All samples will be disposed of after 30 days and bidders shall be responsible for the removal of all such samples furnished within 30 days after the opening of the bid. Each individual sample must be labeled with the bidder’s name and item number. Failure of the bidder to either deliver required samples or to clearly identify samples may be reason for rejection of the bid.
- b. Unless otherwise indicated, samples should be delivered to the Purchasing Office.
- c. When required, the School Board may request full demonstration of any unit(s) bid prior to the award of any contract.

TAXES: The School Board of Sarasota County, Florida, does not pay Federal Excise and Sales taxes on direct purchases of tangible personal property. See exemption numbers on the face of the Purchase Order. This exemption does not apply to purchases of tangible personal property made by Contractors who use the tangible property in the performance of contracts for the improvement of state-owned real property as defined in Chapter 192, Florida Statutes.

FISCAL NON-FUNDING CLAUSE: In the event sufficient budgeted funds are not available, the Purchasing Office shall notify the Contractor of such occurrence and the contract shall terminate without penalty or expense to the School Board.

LINE ITEM INFORMATION: The information called for on the item must be on the line with the item. When omitting a quotation on an item, please insert the words: **No Quotation, No Bid or N/B** to eliminate any confusion about the item(s) being bid.

NON-COLLUSION: By submission of the bid, the bidder certifies that the bid has been arrived at independently and submitted without collusion with any other bidder, and that the contents of the bid have not been communicated by the bidder, nor by any one of its employees or agents, to any person not an employee or agent of the bidder or its surety on any bond furnished herewith, and will not be communicated to any person prior to the official opening of the bid.

CONFLICTS OF INTEREST AND KICKBACKS: Any bidder giving or offering to any employee and/or official of the School Board, either directly or indirectly, any rebate, percentage of contract, money or other things of value as an inducement or intended inducement, in the procurement of this or any other bid, shall be deemed in violation of this agreement, in addition to being in violation of any other municipal, county, state and federal laws and/or ordinances.

VARIANCE IN CONDITION: Any and all special conditions and specifications, mutually agreed upon and attached hereto that vary from the general conditions shall have precedence.

OPEN RECORDS: All information submitted in response to this request shall be subject to and otherwise governed by Florida Statute Chapter 119 and its subparts. Trade secrets are governed by Florida Statute Chapters 688 and 812.

DISCLAIMER: Employees or representatives of the School Board act exclusively as agents for the administration of this agreement and are not personally or collectively liable for any performance or non-performance under this agreement and/or any agreement resulting from this agreement.


Pat Black, Director
Materials Management

Contractor's Liability Insurance

1. "In consideration of \$10.00 and other good and valuable considerations, the Contractor agrees to indemnify and save harmless the owner from all suits and actions and all costs and damage to the person or property of another resulting from the performance of the work, or by any Subcontractor to anyone directly or indirectly employed by either of them. The limit of the liability shall be the limits of liability as stated in the liability insurance policies covering this contract.
2. Certificates of Insurance for each policy shall be transmitted to the Contractor for forwarding to the owner, and any document found to be incomplete or not according to the proper form will be returned as being unsatisfactory. Coverage cannot be canceled without thirty (30) days prior Notice to Owner.
3. The Contractor shall purchase and maintain the following minimum insurance from a company or companies properly licensed in the State of Florida and rated A-IX or better by A.M. Best Company and against which the owner will entertain no reasonable objection.
4. Workers' Compensation Insurance: The Contractor shall provide and maintain, during the life of this contract, adequate Workers' Compensation Insurance in accordance with the laws of the State of Florida for all his employees at the site of the project, and if any part of the work is sublet, the contract shall require each of the Subcontractors to maintain such insurance for all of their employees who will be so engaged, unless the Subcontractors' employees are protected by the principal Contractors' Workers' Compensation insurance. All persons employed directly and indirectly on the project site by the Contractor and his/her Subcontractors shall be adequately protected by Workers' Compensation Insurance. The Contractor shall provide employer's liability coverage as part of the Workers' Compensation Insurance with minimum limit of \$100,000. Coverage shall be in compliance with Chapter 440, **Florida Statutes**.
5. Comprehensive Automobile Liability: per person/per occurrence. Coverage shall apply (to ALL VEHICLES owned, rented, or used by the Contractor) for the following limits:
 - a. Bodily Injury Liability - per person \$250,000
 - per occurrence \$500,000
 - b. Property Damage Liability - per occurrence \$250,000
 - c. Special Insurance - as required by railroads or others.
6. Comprehensive General Liability:
 - a. Bodily injury, personal injury, and property damage at \$500,000 per incident or occurrence and \$500,000 per claimant.
 - b. Blanket Contractual to include comprehensive general liability, products and completed operations liability, and contractual liability.
7. Contingent Liability:
 - a. The Contractor shall produce, pay for, and maintain such insurance as will protect the owner from his contingent liability for damages, for injury to the person or property of another which may arise from the operations of all Subcontractors under this Contract. Contractor shall provide Owner's and Contractor's protective liability. The limits of coverage shall be the same as the Contractor's Comprehensive General Liability. The Contractor shall furnish to the owner a letter from Contractor's insurance agent, certifying that the Contractor does carry valid Contractor's Contingent Liability Insurance.
8. Insurance certificates regarding liability coverages, as required by the Contract Documents, shall name Owner as additional insured.
9. Contractor and Subcontractors will be responsible for insurance on their tools and equipment.

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
MINORITY BUSINESS ENTERPRISES
PROJECT PLAN

1) Project Name

2) Total Bid Price

3) Type of Subcontract Work

4) Subcontractor or Vendor Name

5) Dollar Amount

TOTAL DOLLAR AMOUNT

I certify, for the project shown above, that for the subcontracts and vendor contracts listed above, Minority Business Enterprises will complete the subcontracts as shown. I further certify that any proposed changes will be submitted in writing, for approval of the owner.

Company Name

Address

City

State

Telephone ()

Signature of Company Officer

Title

Date

Notary Signature

Notary Seal

Date

GENERAL INFORMATION:

Within seven (7) days following the date of the School Board's action awarding the contract, the awardee will deliver to the Materials Management Department this completed and signed MBE Project Plan showing award to certified Minority Business Enterprises, as described herein.

Sarasota County or State of Florida certification of MBE firms listed in a Contractor's MBE Project Plan must be accomplished prior to submittal of the Contractor's plan. Subcontractors listed in the MBE Project Plan are subject to the Subcontractor terms and requirements listed in the bid specifications and project contract.

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
LANDSCAPE PLANTS, MATERIALS, AND RELATED SERVICES – BID #11-0006
BID SPECIFICATIONS

INTENT

The School Board of Sarasota County, Florida, intends to establish an agreement for a period of one (1) year during which time the successful bidder shall guarantee a firm percentage discount from wholesale price for the landscape plant, tree, shrub, vine, and sod items outlined within this bid.

DEFINITION

In this document “Contractor” refers to the successful bidder and “School Board of Sarasota County” or “SBSC” refers to the owner.

TERM OF CONTRACT

This bid is for a one-year period beginning from date of SBSC approval. The bid may be renewed, by mutual consent of both parties, for two (2) additional one-year periods adhering to the original bid terms and conditions.

TERMINATION OF AGREEMENT

This agreement may be terminated by the SBSC by giving written notice to the other party thirty (30) days in advance of intention to cancel. The SBSC reserves the right to cancel on a shorter notice if it is determined that any part of the work is not being performed properly, or if the problem is not satisfactorily resolved within three (3) days of notification. The SBSC shall only be liable for payment of services rendered prior to the effective date of termination.

SECURITY

Effective September 1, 2005, the Florida Legislature amended FS 1012.465 with House Bill 1877, known as the Jessica Lunsford Act. This bill places a priority on security and safe schools for students and staff. The SBSC has developed procedures for background checks in compliance with this bill. The Contractors’ employees/independent Contractors or Subcontractors’ employees/independent Contractors will be responsible to comply with these procedures. There is a fingerprinting fee associated with these procedures. Updated information can be found on the SBSC website, www.sarasota.k.12.fl.us. Contractors will not be allowed on SBSC property until receiving clearance and badges by SBSC Safety and Security Department.

IDENTIFICATION

The Contractor, Subcontractors, and their employees are required to have visible, personal identification and the vendor’s company name displayed on their shirts. They will also be required to wear attire appropriate for a school environment: i.e., shirt, pants, & shoes. Clothing displaying nudity, obscene symbols, or pro-drug slogans is prohibited. **The Contractor, Subcontractors, and all employees of same must check in and out at the main office before starting work during normal school hours.** Before or after normal school hours, contact the on-site custodial staff.

DISCIPLINE

The Contractor acknowledges and understands that the job is being performed on public property owned by the SBSC, which may at various times during the completion of the job be occupied by students, teachers, parents and school administrators. Accordingly, in order to secure the property, and otherwise comply with applicable law, the Contractor agrees to the following provisions and also agrees that the failure to comply with any of these provisions may result in the termination of this Contract.

The Contractor shall immediately remove from the job site, for the duration of the job, any person making an inappropriate religious, racial, sexual or ethnic comment, statement or gesture toward any other individual.

The Contractor, Subcontractors, and their employees will refrain from using foul, abusive, or profane language on school district property. Smoking, firearms/weapons and illegal drugs are prohibited on school district property, including all buildings and grounds.

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The Contractor shall enforce strict discipline and good order among their employees at all times. Contractor's personnel shall have absolutely no contact with students or staff, other than administrative personnel or designated representatives, with the exception of emergency situations.

No radios are allowed on the job site.

SCOPE OF WORK

The Contractor shall furnish landscape plant, tree, shrub, vine, or sod items to the SBSC on an as needed basis pursuant to the unit prices set forth in this bid. Service may also include the installation of purchased materials in new areas or in established beds, maintenance of established beds, mulching, or the preparation of new areas to receive materials.

DISPATCH OF WORK

Service calls will be dispatched to the Contractor through the managers or designee from the Facilities Services Department.

The Contractor shall respond to the facility requiring emergency service no later than (2) hours from the time of notification. Also, response to request for quotations for projects must be no later than forty-eight (48) hours and on the job no later than twelve (12) hours after notification of acceptance of quotes. If the Contractor cannot meet these requirements, the SBSC has the right to go to the next low bidder to meet the work schedule.

For each project covered by this agreement, the Contractor shall submit an itemized 'Not to Exceed' price **giving a full description of the project** prior to issuance of a purchase order. The Contractor will receive a purchase order from the SBSC for each project before commencing work.

The Contractor shall note on the work order form the manager's or designee's name authorizing the work. See Execution of Work for further procedures.

Copies of each of the above will be attached to and accompany the invoices.

Standard hours/non-standard hours: All services provided Monday through Friday (7:00 a.m. through 5:00 p.m.) will be paid at the standard specified hourly rate. All other work performed will be paid at the non-standard specified rate. Non-standard working hours are those before 7:00 a.m. or after 5:00 p.m. and at any time on Saturday or Sunday.

Note: Payment for overtime work at the hourly rate for non-standard working hours will be approved only with prior written authorization from the representative of the Facilities Services Department. The Contractor may elect to perform work after standard working hours and incur any additional expense. The Contractor may perform work when authorized by the designated representative of the SBSC.

EXECUTION OF WORK

Upon receipt of the bid acceptance and notice to proceed with the work, the Contractor shall continuously and expediently complete work as directed.

The Contractor will notify all proper personnel before turning off any power.

The Contractor shall take all necessary precautions to protect the building's adjoining surfaces and equipment from damage incurred during operations. All existing structures, utilities, services, roads, trees, shrubbery, etc., shall be protected against damage or interrupted service at all times by the Contractor and the Contractor shall be held responsible for any damage to property caused by his operations on the property.

For each emergency visit to the job site, the Contractor shall fax a copy of the work order with an update on the disposition of job, i.e., description of work completed, items on order (include time frame for delivery of items), date of

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return to job site, and estimated date for completion of work. This fax update should be returned to the originator of the work order. This fax should be received the same day as the job site visit.

As the Contractor will be performing work at locations that will affect a great number of people, communication on the disposition of work orders is critical to the Facilities Services Department.

All furnishings and equipment shall be placed back in the original locations. All spaces must be cleaned and left in an acceptable condition.

All work shall conform to all existing governing authorities Codes and Regulations. The work must be accomplished with professional methods and standards of the trade.

The Contractor shall be responsible for the provision of adequate and proper safety precautions for both the workmen and all persons in or around the work area.

The Contractor assumes full responsibility for completion of the services stipulated for landscape plants, materials, and related services.

The SBSC reserves the right to question any job when the hours performed by the Contractor seem excessive for the work completed.

COMMERCIAL REFERENCES

The existing bidding company owned or operated by the bidder for a minimum of three (3) years must have performed verifiable work for providing landscape plants, materials, and related services as specified herein, within the most recent thirty-six (36) month period of time. The Contractor's representative shall be experienced in all facets of providing landscape plants, materials, and related services. Three (3) commercial references of comparable scope are required (**use form provided**).

PLANT MATERIAL

The names of plants specified under this contract conform to those given in the Standardized Plant names, (most recent edition) prepared by the American joint committee of Horticulture Nomenclature. Names of varieties not included therein conform generally to names accepted in the nursery trade.

All plant materials shall be 'specimen plants'. Plants shall be typical of their species and variety, have normal growth habits, have well-developed branches, and densely foliated with vigorous and fibrous root systems.

Trees shall be grade 1 as identified by the Florida Division of Plant Industry. Trees shall show healthy growth and satisfactory foliage conditions.

All plants shall be nursery grown and free from defects, injuries, plant diseases, and insect infestations. Plant heights in relationship to minimum width of foliage, spread of root system, size of root balls and any other standards shall be in accordance with American Standards for nursery stock (most recent edition) prepared by American Association of Nurseryman, Inc.

PRICING

This bid shall establish a discounted price from which materials may be purchased by the SBSC. All plant materials shall be priced for SBSC pick-up.

In order to produce the lowest total cost for the SBSC, bids submitted on the sample list will be considered on the basis of a percentage off the current wholesale price. **When bidding a percentage off the current wholesale price, provide wholesale price lists with your bid.** Any vendor not adhering to these guidelines may be disqualified. The bid form indicates a sample list of products. The percentage discount must remain firm for the term of the bid. If the wholesale price list is updated during the bid term, a revised copy of the wholesale price list must be submitted to the SBSC.

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A balance of line percentage discount off current wholesale price is requested for other plant and related items not listed.

DISCOUNT ADJUSTMENTS

Unless a change is deemed to be in the best interest of the SBSC, there will be no discount adjustments allowed during the bid period. The discounts submitted on the price sheet must remain firm throughout the bid period. Bidders are to consider this requirement when offering discounts on the price sheet.

DELIVERY

Purchases may be made by employee pick-up at the Contractor's location or ordered for delivery. A separate price for truckload deliveries is requested on the bid form.

All items requested for delivery shall be F.O.B. Destination to SBSC locations owned and operated within Sarasota County.

RENTAL EQUIPMENT

On occasion, the use of special rental equipment may be required. This is for equipment that is used on occasion, not in the regular course of providing landscape plants, materials, and related services. The cost of special rental equipment will be allowed based on the Contractor's cost from the rental facility plus the bid percent mark-up. Indicate this percent mark-up on the bid form. **(A maximum of 15% mark-up will be allowed. A mark-up on sales tax will not be allowed).** Rental is for active use. Payment for inactive use will not be allowed. **Written approval from the Facilities Services representative is required prior to the use of this equipment.** The Contractor's invoices will clearly show the description of rental equipment used, number of hours or days of active use, cost, and percent mark-up cost. A copy of the rental equipment invoice will be submitted with the Contractor's invoice.

Note: All invoices shall be billed on a cost plus basis.

SUBSTITUTES

Unapproved substitutes will not be allowed. If items are not available, the authorized representative of the Facilities Services Department must be contacted prior to shipment to determine if a substitute is acceptable.

HOURS OF SERVICE

Designated standard work hours shall include and be in addition to regular school hours.

USE OF SUBCONTRACTORS

The Contractor shall perform the work with its own employees under its immediate supervision and shall not subcontract any portion of the work unless approved in writing by the authorized representative of the Facilities Services Department.

On occasion, the use of subcontracted services may be required. This is for service that is needed on occasion, not in the regular course of landscape plants, materials, and related services. Subcontracted services for repairs, installations, and emergency services for landscape plants, materials, and related services are to be billed at net cost. **A maximum of 15% mark-up will be allowed. A mark-up on sales tax will not be allowed.** The Contractor's invoices will clearly show the description of the subcontracted service, cost, and percent mark-up cost. A copy of the Subcontractor's invoice will be submitted with the Contractor's invoice.

Note: All invoices shall be billed on a cost plus basis.

RESPONSIBILITY OF THE CONTRACTOR

The Contractor is responsible for any damage due to negligence on his part to buildings and property. The Contractor shall make all necessary corrections as directed by the SBSC and approved by same at no cost to the SBSC.

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The Contractor is responsible for the provision of adequate and proper safety precautions for both the workmen and all persons in or around the work area.

The Contractor is responsible for keeping the area/place secured and safe at all times.

The Contractor shall be responsible to safeguard all of their tools, equipment, etc., while operating on any SBSC properties.

Note: O.S.H.A. rules and regulations shall be carried out at all times by the Contractor.

LIABILITY OF CONTRACTOR

The Contractor agrees to indemnify and hold free and harmless, assume liability for and defend, the SBSC and its officers, employees and agents, and the SBSC Architect/Engineer Consultant from and against any and all actions, claims, liabilities, assertions of liability losses, costs and expenses, including but not limited to attorney's fees, reasonable investigative and discovery cost, court costs, claim or claims for bodily injury or death of persons and for loss of or damage to property, in law or in equity, of every kind and nature whatsoever, or economic damages which in any matter directly or indirectly may arise or be alleged to have arisen, from any act of the Contractor or any of its employees, representatives, agents, or subcontractors while engaged in the performance of the Contractor's duties and responsibilities pursuant to this Agreement. It is expressly acknowledged that the Contractor is an independent contractor and as such, has no authority to act for or on behalf of the SBSC, or to bind the SBSC to any contract or in any other manner.

PERIODIC AND FINAL CLEANUP

Upon completion of the work and before acceptance and final payment is made, the Contractor shall clean and remove from the premises all surplus and discarded materials, rubbish and temporary structures, and shall restore in an acceptable manner all property, both public and private, which has been damaged during the prosecution of the work, and shall have the work in a neat and presentable condition.

The Contractor shall schedule periodic cleaning to keep the worksite and adjacent properties free from accumulations of waste materials, rubbish and debris resulting from providing landscape plants, materials, and related services.

The Contractor shall provide an on-site container for the collection of debris and rubbish and dispose of waste off the SBSC's property. **DO NOT USE SBSC TRASH RECEPTACLES.**

The Contractor shall leave all work sites in a neat and orderly fashion at the end of each work day. At completion of work, the Contractor shall remove all work materials, tools, machinery, and surplus materials from the work site and shall leave project in ready to use condition. The Contractor assumes all liability for accidents that may occur due to any debris, equipment, tools, and worksite hazards.

ANTICIPATED DOLLAR VALUE

The anticipated dollar value of this contract is \$180,000.00.

GUARANTEED QUANTITIES

No guarantee is given or implied as to the total quantity or dollar value of this bid. The SBSC is not obligated to place any order with any vendor participating in this bid. The SBSC shall not be required to purchase any minimum or maximum quantity during the term of any award resulting from this specification.

INVOICES

The Contractor agrees that bills and invoices for fees or other compensation services or expenses shall cite the purchase order number, work order number, date of service, location of job, and name of person requesting the work. The invoice shall be submitted to the Accounts Payable Department within ten (10) working days upon completion of the job. The invoice shall be in detail sufficient for a proper pre-audit and post audit thereof. Each bill or invoice must properly identify the services, portion of services, and expenses for which compensation is sought. **A copy of all**

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applicable materials, rental invoices, or subcontractor invoices must be included with the invoicing to the SBSC. The Contractor's invoice will also reflect a breakdown of all standard hours and non-standard hours worked.

PAYMENT

Payment will be tendered only for services or the portion of services completed, providing the services performed are satisfactory to the SBSC. No later than thirty (30) days after receipt and approval of invoice, the SBSC shall remit payment to the Contractor. Payments will not be authorized for installations that are sub-standard.

INSURANCE

Prior to commencing work, the Contractor/Subcontractor shall acquire and maintain insurance as outlined on page 9 INSURANCE REQUIREMENTS. Insurance certificates regarding liability coverages, as required by the contract documents, shall name the School Board of Sarasota County as additional insured. Failure to provide valid insurance documentation may result in removal from the vendor list and/or removal of Contractor from the bid.

CONDITIONS FOR EMERGENCY / HURRICANE OR DISASTER

Information regarding the ability of the SBSC to secure goods and services on a "first priority" basis before, during, or after an emergency/hurricane or disaster situation is attached. Please execute form provided.

AWARD OF BID

For purposes of the award of bid, vendors will be considered for purchases based on several criteria (i.e., best discount, best price on sample list, ease of accessibility for locations throughout the county, past performance, delivery time, etc.). MULTIPLE VENDOR AWARDS MAY BE RECOMMENDED.

In all cases the SBSC shall be the sole judge of what is considered equal.

EXEMPT FROM THIS BID

Purchases shall not include items available at lower prices on other SBSC bid awards or State of Florida Contracts. The SBSC reserves the right to bid separately any item if deemed to be in the best interest of the SBSC.

**Questions related to this bid should be directed to Carol A. Lichon, Senior Buyer, via
e-mail at Carol_Lichon@sarasota.k12.fl.us or fax at 941-486-2188.**

Bid Submittals

Executed Certification Form

Bid Form

Commercial Reference Form

Executed Conditions for Emergency/Hurricane or Disaster Form

Wholesale Price Sheets

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
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CONDITIONS FOR EMERGENCY / HURRICANE OR DISASTER

It is hereby made a part of this invitation to bid that before, during, and after a public emergency, hurricane, disaster, flood, or acts of God, that the municipal government, through the School Board of Sarasota County, shall require a "first priority" basis for goods and services. It is vital and imperative that the majority of citizens are protected from any emergency situation which threatens public health and safety, as determined by the School Board of Sarasota County.

Vendor/Contractor agrees to rent/sell/lease all goods and services to the School Board of Sarasota County or other government entity as opposed to a private citizen on a first priority basis. The School Board of Sarasota County expects to pay a fair and reasonable price for all products in the event of an emergency, hurricane, or disaster. Vendor/Contractor shall furnish a "24 hour" phone number in the event of such an emergency.

_____ **I hereby understand and agree to the above statement.**

Signature

Print Name

Title

Name of Bidding Company

Emergency Contact: _____

Emergency Telephone Number: _____

Home Telephone Number: _____

Beeper or Cellular Phone Number: _____

_____ **I cannot comply with this request.**

Signature

Print Name

Title

Name of Bidding Company

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LANDSCAPE PLANTS, MATERIALS, AND OTHER RELATED SERVICES - BID #11-0006
BID FORM

The bidder agrees to furnish the materials and services per bid specifications for the following prices.

ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
ACCENT PLANTS						
1	Blue Flag Iris					
	<i>Iris virginica</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
2	Chapman's Senna					
	<i>Senna mexicana</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
3	Prostrate Porterweed					
	<i>Stachytarpheta jamaicensis</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
4	Purple Porterweed					
	<i>Stachytarpheta urticifolia</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
5	Red Pentas					
	<i>Pentas lanceolata</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
LANDSCAPE PLANTS, MATERIALS, AND OTHER RELATED SERVICES - BID #11-0006
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The bidder agrees to furnish the materials and services per bid specifications for the following prices.

ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
AQUATIC PLANTS						
6	Arrowheads					
	<i>Sagittaria latifolia</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
7	Bulrushes					
	<i>Scirpus spp.</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
8	Pickerelweed					
	<i>Pontederia cordata</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
9	Fragrant Water Lily					
	<i>Nymphaea odorata</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
FERNS						
10	Fishtail Fern					
	<i>Nephrolepis iterate</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$

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The bidder agrees to furnish the materials and services per bid specifications for the following prices.

ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
FERNS - Continued						
11	Leather Fern					
	<i>Acrostichum danaeifolium</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
12	Macho Fern					
	<i>Nephrolepis biserrata: Macho</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
GRASSES						
13	Dwarf Fakahatchee Grass					
	<i>Tripsacum floridana</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
14	Eastern Gamagrass					
	<i>Tripsacum dactyloides</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
15	Fountain Grass (White)					
	<i>Pennisetum setaceum</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
16	Muhly Grass					
	<i>Muhlenbergia capillaris</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
LANDSCAPE PLANTS, MATERIALS, AND OTHER RELATED SERVICES - BID #11-0006
BID FORM

The bidder agrees to furnish the materials and services per bid specifications for the following prices.

ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
GRASSES - Continued						
17	Sand Cordgrass					
	<i>Spartina bakeri</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
GROUND COVER						
18	African Iris					
	<i>Moraea iridiodes</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
19	Agapanthus (Lily of the Nile)					
	<i>Agapanthus africanus</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
20	Black-eyed Susan					
	<i>Rudbeckia hirta</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
21	Blue Flax Lily					
	<i>Linum perenne</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
22	Cast Iron Plant					
	<i>Aspidistra elatior</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$

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ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
GROUND COVER - Continued						
23	Duranta (Golden Dewdrop)					
	<i>Duranta repens</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
24	Firecracker					
	<i>Russelia equisetiformis</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
25	Gaillardia (Blanket Flower)					
	<i>Gaillardia pulchella</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
26	Golden Creeper					
	<i>Ernodea littoralis</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
27	Lantana (Dwarf)					
	<i>Lantana camara</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
28	Liriope (Evergreen Giant)					
	<i>Liriope muscari</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$

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ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
GROUND COVER - Continued						
29	Perennial Peanut					
	<i>Arachis glabrata</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
30	Society Garlic					
	<i>Tulbaghia violacea</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
31	Sunshine Mimosa					
	<i>Mimosa strigillosa</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
PALMS						
32	Blue-stem or Dwarf Palmetto					
	<i>Sabal minor</i>					
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	30 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
33	Cabbage Palm					
	<i>Sabal palmetto</i>					
	Size: 8 - 10 ft.	\$	-	%	=	\$
	Size: 12 - 14 ft.	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
34	Queen Palm					
	<i>Arecastrum romanzoffianum</i>					
	Size: 8 - 10 ft.	\$	-	%	=	\$
	Size: 12 - 14 ft.	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$

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ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
PALMS - Continued						
35	Saw Palmetto (Green, Silver)					
	<i>Serenoa repens</i>					
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	30 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
36	Scrub Palmetto					
	<i>Sabal etonia</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
SHRUBS						
37	Beach Buttercup					
	<i>Turnera ulmifolia</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
38	Bird of Paradise					
	<i>Strelitzia regina</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
39	Butterfly Bush					
	<i>Buddleia davidii</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$

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ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
SHRUBS - Continued						
40	Cardboard Plant					
	<i>Zamia furfuracea</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
41	Compact Firebush					
	<i>Hamelia "compacta"</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
42	Coontie					
	<i>Zamia pumila</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
43	Dwarf Indian Hawthorn					
	<i>Raphiolepis indica: Alba</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
44	Dwarf Schefflera (Green, Variegated)					
	<i>Schefflera arboricola</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$

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ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
SHRUBS - Continued						
45	Dwarf Viburnum					
	(cultivars: "Mrs. Schiller's Delight" to 3 ft.)					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
46	Eleagnus					
	<i>Eleagnus pungens</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
47	Holly Schillings					
	<i>Ilex vomitoria</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
48	Jatropha					
	<i>Ilex vomitoria</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
49	Majestic Beauty Hawthorn					
	<i>Raphiolepis "Majestic Beauty"</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$

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ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
SHRUBS - Continued						
50	Pittosporum (Green, Variegated)					
	<i>Pittosporum tobira / variegata</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
51	Plumbago					
	<i>Plumbago auriculata</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
52	Privet Senna					
	<i>Senna ligustrina</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
53	Star Jasmine					
	<i>Jasminum multiflorum</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
54	Thryallis					
	<i>Galphemia gracilis</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$

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ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
SHRUBS - Continued						
55	Viburnum (Sweet, Sandankwa, Walter's)					
	<i>Viburnum odoratissimum, suspensum, viburnum</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
56	Wax Myrtle					
	<i>Myrica cerifera</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
57	Wild Coffee					
	<i>Psychotria undata</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
SOD						
58	Bahia					
	<i>Paspalum notatum</i>					
	Per Square Foot	\$	-	%	=	\$
59	Bermuda					
	<i>Cynodon dactylon</i>					
	Per Square Foot	\$	-	%	=	\$
60	Japanese Lawngrass					
	<i>zoysia japonica</i>					
	Per Square Foot	\$	-	%	=	\$
61	St. Augustine - Bitter Blue					
	<i>stenotaphrum</i>					
	Per Square Foot	\$	-	%	=	\$
62	St. Augustine - Floratam					
	<i>stenotaphrum secundatum</i>					
	Per Square Foot	\$	-	%	=	\$

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ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
TREES						
63	American Elm					
	<i>Ulmus americana</i>					
	Size: 12 - 14 ft., 3-4" Caliper, Grade 1	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
64	Bald Cypress					
	<i>Taxodium distichum</i>					
	Size: 12 - 14 ft., 3-4" Caliper, Grade 1	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
65	Bottle Brush					
	<i>Callistemon viminalis</i>					
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	30 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
66	Cassia Fistula					
	<i>Callistemon viminalis</i>					
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	30 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
67	Crape Myrtle (White, Lavender, Pink)					
	<i>Lagerstroemia indica</i>					
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	30 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
68	DD Blanchard Magnolia					
	<i>Magnolia grandiflora</i>					
	15 Gallon:	\$	-	%	=	\$
	30 Gallon:	\$	-	%	=	\$
	65 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$

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ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
TREES - Continued						
69	East Palatka Holly					
	<i>Ilex x attentuata "East Platka"</i>					
	15 Gallon:	\$	-	%	=	\$
	30 Gallon:	\$	-	%	=	\$
	65 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
70	Laurel Oak					
	<i>Quercus laurifolia</i>					
	Size: 12 - 14 ft., 3-4" Caliper, Grade 1	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
71	Ligustrum					
	<i>Ligustrum japonicum</i>					
	15 Gallon:	\$	-	%	=	\$
	30 Gallon:	\$	-	%	=	\$
	65 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
72	Little Gem Magnolia					
	<i>Magnolia grandiflora</i>					
	15 Gallon:	\$	-	%	=	\$
	30 Gallon:	\$	-	%	=	\$
	65 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
73	Live Oak					
	<i>Quercus virginiana</i>					
	Size: 12 - 14 ft., 3-4" Caliper, Grade 1	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
74	Longleaf Pine					
	<i>Pinus palustris</i>					
	Size: 12 - 14 ft., 3-4" Caliper, Grade 1	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:					

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ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
TREES - Continued						
75	Podocarpus (Weeping)					
	<i>Podocarpus gracilior</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
76	Red Cedar					
	<i>Juniperus virginiana</i>					
	Size: 12 - 14 ft., 3-4" Caliper, Grade 1	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
77	Red Maple					
	<i>Acer rubrum</i>					
	Size: 12 - 14 ft., 3-4" Caliper, Grade 1	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
78	Sand Live Oak					
	<i>Quercus geminata</i>					
	Size: 12 - 14 ft., 3-4" Caliper, Grade 1	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
79	Sea Grape					
	<i>Coccoloba uvifera</i>					
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
80	South Florida Slash Pine					
	<i>Pinus elliottii</i> var. "densa"					
	Size: 12 - 14 ft., 3-4" Caliper, Grade 1	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
81	Southern Magnolia					
	<i>Magnolia grandiflora</i>					
	Size: 12 - 14 ft., 3-4" Caliper, Grade 1	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$

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TREES - Continued						
82	Sugarberry, Hackberry					
	<i>Celtis laevigata</i>					
	Size: 12 - 14 ft., 3-4" Caliper, Grade 1	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
83	Sweetbay Magnolia					
	<i>Magnolia virginiana</i>					
	Size: 12 - 14 ft., 3-4" Caliper, Grade 1	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
84	Sycamore					
	<i>Platanus occidentalis</i>					
	Size: 12 - 14 ft., 3-4" Caliper, Grade 1	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
85	Winged Elm					
	<i>Ulmus alata</i>					
	Size: 12 - 14 ft., 3-4" Caliper, Grade 1	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
TREE/SHRUBS						
86	Simpson's Stopper					
	<i>Myrcianthes fragrans</i>					
	7 Gallon:	\$	-	%	=	\$
	15 Gallon:	\$	-	%	=	\$
	30 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$
VINES						
87	Coral Honeysuckle					
	<i>Lonicera sempervirens</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$

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ITEM	COMMON REFERENCE / GENUS SPECIES REFERENCE	WHOLESALE PRICE	-	LESS % DISCOUNT	=	DISTRICT PRICE
VINES - Continued						
88	Crossvine					
	<i>Bignonia capreolata</i>					
	1 Gallon:	\$	-	%	=	\$
	3 Gallon:	\$	-	%	=	\$
	7 Gallon:	\$	-	%	=	\$
	Alternate Size:					
	Alternate Price:	\$	-	%	=	\$

BALANCE OF LINE - MATERIALS

89	Indicate percentage discount off wholesale price by category for landscape plant materials not listed above:	Percentage (%) discount off wholesale price
a	Aquatic Plants	_____ %
b	Ferns	_____ %
c	Grasses	_____ %
d	Ground Covers	_____ %
e	Palms	_____ %
f	Plants	_____ %
g	Shrubs	_____ %
h	Sods	_____ %
i	Trees	_____ %
j	Tree/Shrubs	_____ %
k	Vines	_____ %
l	All other landscape plants and landscape materials (list if necessary)	_____ %
		_____ %
		_____ %
		_____ %
		_____ %
		_____ %
		_____ %
		_____ %

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
LANDSCAPE PLANTS, MATERIALS, AND RELATED SERVICES - BID #11-0006
BID FORM

The bidder proposes to provide all materials, labor, supervision, fuel, equipment, and tools necessary to perform the work required in accordance with the bid documents for the following prices:

DELIVERY CHARGES

This category is for delivery of plants and/or planting materials to various locations within Sarasota County. Price per truck delivery. Multiple locations on one trip are billed as one delivery.

Rate per truck delivery

90 North County : Delivery to all locations in Sarasota County at any point North of State Road 681 in Nokomis, Florida.

\$ _____

91 South County: Delivery to all locations in Sarasota County at any point South of State Road 681 in Nokomis, Florida.

\$ _____

HOURLY LABOR RATES

This category for labor rates is to be used for various services that may be needed at any SBSC location i.e., maintaining existing beds, planting, mulching, etc.

Rate per hour

92 Hourly rate for standard working hours
(Monday through Friday from 7:00 a.m. to 5:00 p.m.).

\$ _____ /hour

93 Hourly rate for non-standard working hours
(Monday through Friday prior to 7:00 a.m. and after 5:00 p.m., and Saturday and Sunday).

\$ _____ /hour

EQUIPMENT & OPERATOR(S)

94 This category is to be used for various services that may entail the use of heavy equipment, i.e., backhoe for digging, grading, etc. All prices quoted on the bid form should include all charges for operator and all associated charges.

Rate per hour / per day / per week

a Skid steer loader

\$ _____ /hour \$ _____ /day \$ _____ /week

b Rubber tire backhoe

\$ _____ /hour \$ _____ /day \$ _____ /week

c Grade tracker

\$ _____ /hour \$ _____ /day \$ _____ /week

d Spade truck

\$ _____ /hour \$ _____ /day \$ _____ /week

95 List additional equipment available for use and charge
(to include operator and all associated charges):

\$ _____ /hour \$ _____ /day \$ _____ /week

a

\$ _____ /hour \$ _____ /day \$ _____ /week

b

\$ _____ /hour \$ _____ /day \$ _____ /week

c

\$ _____ /hour \$ _____ /day \$ _____ /week

d

\$ _____ /hour \$ _____ /day \$ _____ /week

e

\$ _____ /hour \$ _____ /day \$ _____ /week

RENTAL EQUIPMENT

96 Rental of equipment percentage markup of cost. (This is equipment that is used on occasion, not in the regular course of landscape services). A **MAXIMUM OF 15% MARKUP of cost of rental equipment will be allowed. (No markup of sales tax allowed)**. Copies of rental invoices will be required at time of billing. Rental is for active use of equipment. Payment for inactive use will not be allowed.

_____ %
percentage (%) markup

SUBCONTRACTED SERVICES

97 Subcontracted services are to be billed at net cost. Include a percentage allowed for overhead and profit. A **MAXIMUM OF 15% MARKUP of subcontracted services will be allowed. (Indicate this percentage in the space to the right). (No markup of sales tax allowed)**. Copies of itemized subcontracted services invoices must be included with all billings to the SBSC for subcontracted services.

_____ %
percentage (%) markup

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
LANDSCAPE PLANTS, MATERIALS, AND RELATED SERVICES - BID #11-0006

COMPANY INFORMATION AND COMMERCIAL REFERENCES

Company Name: _____

Experience: _____

Indicate below the number of years (minimum of three years) the existing bidding company owned or operated by bidder has been in business providing landscape plants, materials, and related services operating as the same legal entity prior to submitting bid:

Number of months/years: _____

All bidders must have performed verifiable work providing landscape plants, materials and related services as specified herein, within the most recent thirty-six (36) month period of time. Three (3) commercial references of comparable scope are required (preferably restaurant, school, hospital, or institute).

1. Company Name: _____

Location of Service: _____

Dates services were provided: _____

Type of service provided: _____

Contact Person: _____

Title: _____ Telephone () _____

Email Address: _____ Fax () _____

2. Company Name: _____

Location of Service: _____

Dates services were provided: _____

Type of service provided: _____

Contact Person: _____

Title: _____ Telephone () _____

Email Address: _____ Fax () _____

3. Company Name: _____

Location of Service: _____

Dates services were provided: _____

Type of service provided: _____

Contact Person: _____

Title: _____ Telephone () _____

Email Address: _____ Fax () _____