

## TERM CONTRACTS

**27. Award IFB-600046-06/GMG – Term Contract for Purchase of Various Sod Material and Installation, to Hillside Sod Farms, Inc., Geneva (Term Contract).**

IFB-600046-06/GMG will provide for labor, materials, equipment, coordination and incidentals necessary for the furnishing and installation of various sod material throughout the County.

The project was publicly advertised and the County received one (1) submittal in response to the solicitation. The Review Committee which consisted of Owen Reagan, Public Works-Roads Division, Jimmie Beach, Public Works-Roads Division; and Jeff Thurman, Public Works-Roads Division reviewed the response. The Review Committee recommends award of the contract to Hillside Sod Farms, Inc., Geneva. Consideration was given to past performance, approach to work and price proposal.

This project was advertised for fifty-six (56) days. The Purchasing and Contracts Division contacted some of the prospective Suppliers to research the limited number of responses. Some of the companies stated that their commitment to offer the County fixed prices was not possible due to current fluctuations in the market conditions. A market research indicates that the proposed price schedule is competitive and reasonable.

The agreement shall take effect on the date of its execution by the County and shall run for an initial period of three (3) years with three (3) one (1) year renewal options. The estimated annual usage of this contract is \$441,000.00. Authorization for performance of services by the Contractor under this agreement shall be in the form of written Release Orders issued and executed by the County on an as-needed basis as long as the cumulative amount of the Release Orders does not exceed budgetary constraints.

Public Works/Roads-Stormwater Division and Fiscal Services/Purchasing and Contracts Division recommend the Board to award the project and authorize the County Manager to execute the contract as approved and prepared by the County Attorney's Office.



DEPARTMENT OF FISCAL SERVICES  
 PURCHASING AND CONTRACTS DIVISION  
 1101 EAST FIRST STREET • ROOM 3208  
 SANFORD, FL 32771-1468  
 TEL: (407) 665-7116 • FAX: (407) 665-7956

## B.C.C. - SEMINOLE COUNTY, FL TABULATION SHEET

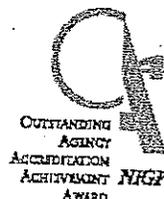
**Project:** RFP-600046-06/GMG – Term Contract for the Purchase of Various Sod Material and Installation

**Date:** August 25, 2006  
**Time:** 2:00 P.M.

ALL SUBMITTALS ACCEPTED BY SEMINOLE COUNTY ARE SUBJECT TO THE COUNTY'S TERMS AND CONDITIONS AND ANY AND ALL ADDITIONAL TERMS AND CONDITIONS SUBMITTED BY THE PROPOSERS ARE REJECTED AND SHALL HAVE NO FORCE AND EFFECT. RFP DOCUMENTS FROM THE PROPOSERS LISTED HEREIN ARE THE ONLY SUBMITTALS RECEIVED TIMELY AS OF THE ABOVE OPENING DATE AND TIME. ALL OTHER DOCUMENTS SUBMITTED IN RESPONSE TO THIS SOLICITATION, IF ANY, ARE HEREBY REJECTED AS LATE

ITEM DESCRIPTION	<i>Response 1</i>
	Hillside Sod Farms, Inc. 1620 E SR 46 Geneva, FL 32732  (407) 349-5678 – Phone (407) 349-5259– Fax William T. Jacobs
<b>Estimated Annual Amount of Bid</b>	<b>\$440,037.50</b>
Past Performance	Included
Conflict of Interest Statement	Included
Compliance with Public Records Law	Included
Bidder's Certification	Included

Tabulated by: Gloria M. García, Senior Procurement Analyst Posted: 8/25/2006 at 4:00 PM  
 Recommendation of Award: TBD



IFB-600046-06/GMG – Term Contract for the Purchase of Various Sod Material and Installation  
Consensus Form

APPLICANTS NAME (Alphabetical Order):

Hillside Sod Farms, Inc.

REVIEW COMMITTEE MEMBERS:

Michael O. Reagan  
Jim [unclear]  
[unclear]

RECOMMENDATION FOR AWARD:

Hillside

DATE:

8/28/06

Describe strengths, weaknesses and deficiencies to support your assessment.

Criteria: Required Submittals/Past Performance/Price Proposal

These terms are acceptable to our committee  
and we recommend award to Hillside.

**TERM CONTRACT FOR PURCHASE AND INSTALLATION OF SOD MATERIAL  
(IFB-600046-06/GMG)**

**THIS AGREEMENT** is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between **HILLSIDE SOD FARMS, INC.**, duly authorized to conduct business in the State of Florida, whose address is 1620 E. State Road 46, Geneva, Florida 32732, hereinafter called the "CONTRACTOR" and **SEMINOLE COUNTY**, a political subdivision of the State of Florida, whose address is Seminole County Services Building, 1101 East First Street, Sanford, Florida 32771, hereinafter called the "COUNTY".

**W I T N E S S E T H:**

**WHEREAS**, the COUNTY desires to retain the services of a competent and qualified contractor to provide and install sod material for Seminole County; and

**WHEREAS**, the COUNTY has requested and received expressions of interest for the retention of services of contractors; and

**WHEREAS**, the CONTRACTOR is competent and qualified to provide and install sod materials to the COUNTY and desires to provide services according to the terms and conditions stated herein,

**NOW, THEREFORE**, in consideration of the mutual understandings and covenants set forth herein, the COUNTY and the CONTRACTOR agree as follows:

**SECTION 1. SERVICES.** The COUNTY does hereby retain the CONTRACTOR to furnish services/materials as further described in the Scope of Services attached hereto as Exhibit "A" and made a part hereof. Required services/materials shall be specifically enumerated, described and depicted in the Purchase Orders authorizing performance of the specific task. This Agreement standing alone does not authorize the performance of any work or require the COUNTY to place any orders for work.

**SECTION 2. TERM.** This Agreement shall take effect on the date of its execution by the COUNTY and shall run for a period of three (3) years and, at the sole option of COUNTY, may be renewed for two (2) successive periods not to exceed one (1) year each. Expiration of the term of this Agreement shall have no effect upon Purchase Orders issued pursuant to this Agreement and prior to the expiration date. Obligations entered therein by both parties shall remain in effect until delivery and acceptance of the services/materials authorized by the Purchase Order. The first three (3) months of the initial terms shall be considered probationary; during that period the COUNTY may terminate this Agreement at any time, with or without cause, immediately upon written notice to the CONTRACTOR.

**SECTION 3. AUTHORIZATION FOR SERVICES.** Authorization for performance of services by the CONTRACTOR under this Agreement shall be in the form of written Purchase Orders issued and executed by the COUNTY and signed by the CONTRACTOR. A sample Purchase Order is attached hereto as Exhibit "B". Each Purchase Order shall describe the services and/or materials required and shall state the dates for commencement and completion of work and establish the amount and method of payment. The Purchase Orders will be issued under and shall incorporate the terms of this Agreement. The COUNTY makes no covenant or promise as to the number of available Purchase Orders, nor that, the CONTRACTOR will perform any Purchase Order for the COUNTY during the life of this Agreement. The COUNTY reserves the right to contract with other parties for the services contemplated by this Agreement when it is determined by the COUNTY to be in the best interest of the COUNTY to do so.

**SECTION 4. TIME FOR COMPLETION.** The services to be rendered by the CONTRACTOR shall commence, as specified in such Purchase Orders as may be issued hereunder, and shall be completed within the time speci-

fied therein.

**SECTION 5. COMPENSATION.** The COUNTY agrees to compensate the CONTRACTOR for the professional services called for under this Agreement on a "Fixed Fee" basis. When a Purchase Order is issued for a "Fixed Fee" basis, then the applicable Purchase Order Fixed Fee amount shall include any and all reimbursable expenses. The total annual compensation paid to the CONTRACTOR pursuant to this Agreement, including reimbursable expenses, shall not exceed the amount budgeted annually by the COUNTY for purchase and installation of sod material.

**SECTION 6. PAYMENT AND BILLING.**

(a) The CONTRACTOR shall perform all work and supply all materials required by the Purchase Order but, in no event, shall the CONTRACTOR be paid more than the negotiated Fixed Fee amount stated within each Purchase Order.

(b) For Purchase Orders issued on a "Fixed Fee" basis, the CONTRACTOR may invoice the amount due based on the percentage of total Purchase Order services actually performed and completed; but, in no event, shall the invoice amount exceed a percentage of the Fixed Fee amount equal to a percentage of the total services actually completed.

(c) Payments shall be made by the COUNTY to the CONTRACTOR when requested as work progresses for services furnished, but not more than once monthly. Each Purchase Order shall be invoiced separately. CONTRACTOR shall render to COUNTY, at the close of each calendar month, an itemized invoice properly dated, describing any services rendered, the cost of the services therein, the name and address of the CONTRACTOR, Purchase Order Number, Contract Number and all other information required by this Agreement.

The original invoice and one (1) copy shall be sent to:

Director of County Finance  
Seminole County Board of County Commissioners  
Post Office Box 8080  
Sanford, Florida 32772

Two (2) duplicate copies of the invoice shall be sent to:

Roads/Stormwater Division  
177 Bush Loop  
Sanford, Florida 32773

(d) Payment shall be made after review and approval by COUNTY within thirty (30) days of receipt of a proper invoice from the CONTRACTOR.

**SECTION 7. GENERAL TERMS OF PAYMENT AND BILLING.**

(a) Upon satisfactory completion of work required hereunder and, upon acceptance of the work by the COUNTY, the CONTRACTOR may invoice the COUNTY for the full amount of compensation provided for under the terms of this Agreement herein less any amount already paid by the COUNTY. The COUNTY shall pay the CONTRACTOR within thirty (30) days of receipt of proper invoice.

(b) The COUNTY may perform or have performed an audit of the records of the CONTRACTOR after final payment to support final payment hereunder. This audit would be performed at a time mutually agreeable to the CONTRACTOR and the COUNTY subsequent to the close of the final fiscal period in which the last work is performed. Total compensation to the CONTRACTOR may be determined subsequent to an audit as provided for in subsection (b) of this Section, and the total compensation so determined shall be used to calculate final payment to the CONTRACTOR. Conduct of this audit shall not delay final payment as provided by subsection (a) of this Section.

(c) The CONTRACTOR agrees to maintain all books, documents, papers, accounting records and other evidences pertaining to work performed under this Agreement in such a manner as will readily conform to the terms of this Agreement and to make such materials available at

the CONTRACTOR's office at all reasonable times during the Agreement period and for five (5) years from the date of final payment under the contract for audit or inspection as provided for in subsection (b) of this Section.

(d) In the event any audit or inspection conducted after final payment, but within the period provided in paragraph (c) of this Section reveals any overpayment by the COUNTY under the terms of the Agreement, the CONTRACTOR shall refund such overpayment to the COUNTY within thirty (30) days of notice by the COUNTY.

**SECTION 8. RESPONSIBILITIES OF THE CONTRACTOR.** Neither the COUNTY'S review, approval or acceptance of, nor payment for, any of the services or materials required shall be construed to operate as a waiver of any rights under this Agreement nor of any cause of action arising out of the performance of this Agreement and the CONTRACTOR shall be and always remain liable to the COUNTY in accordance with applicable law for any and all damages to the COUNTY caused by the CONTRACTOR's negligent or wrongful performance of any of the services furnished under this Agreement.

**SECTION 9. TERMINATION.**

(a) The COUNTY may, by written notice to the CONTRACTOR terminate this Agreement or any Purchase Order issued hereunder, in whole or in part, at any time, either for the COUNTY'S convenience or because of the failure of the CONTRACTOR to fulfill its Agreement obligations. Upon receipt of such notice, the CONTRACTOR shall immediately discontinue all services affected unless the notice directs otherwise, and deliver to the COUNTY all data, drawings, specifications, reports, estimates, summaries, and any and all such other information and materials of whatever type or nature as may have been accumulated by the CONTRACTOR in performing this Agreement, whether completed or in process.

(b) If the termination is for the convenience of the COUNTY, the CONTRACTOR shall be paid compensation for services performed to the date of termination.

(c) If the termination is due to the failure of the CONTRACTOR to fulfill its Agreement obligations, the COUNTY may take over the work and prosecute the same to completion by other Agreements or otherwise. In such case, the CONTRACTOR shall be liable to the COUNTY for all reasonable additional costs occasioned to the COUNTY thereby. The CONTRACTOR shall not be liable for such additional costs if the failure to perform the Agreement arises without any fault or negligence of the CONTRACTOR; provided, however, that the CONTRACTOR shall be responsible and liable for the actions of its subcontractors, agents, employees and persons and entities of a similar type or nature. Such causes may include acts of God or of the public enemy, acts of the COUNTY in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but, in every case, the failure to perform must be beyond the control and without any fault or negligence of the CONTRACTOR.

(d) If, after notice of termination for failure to fulfill its Agreement obligations, it is determined that the CONTRACTOR had not so failed, the termination shall be conclusively deemed to have been effected for the convenience of the COUNTY. In such event, adjustment in the Agreement price shall be made as provided in subsection (b) of this Section.

(e) The rights and remedies of the COUNTY provided for in this Section are in addition and supplemental to any and all other rights and remedies provided by law or under this Agreement.

**SECTION 10. AGREEMENT AND PURCHASE ORDER IN CONFLICT.** Whenever the terms of this Agreement conflict with any Purchase Order issued

pursuant to it, the Agreement shall prevail.

**SECTION 11. EQUAL OPPORTUNITY EMPLOYMENT.** The CONTRACTOR agrees that it will not discriminate against any employee or applicant for employment for work under this Agreement because of race, color, religion, sex, age, disability, or national origin and will take steps to ensure that applicants are employed, and employees are treated during employment, without regard to race, color, religion, sex, age, disability, or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

**SECTION 12. NO CONTINGENT FEES.** The CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONTRACTOR to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for the CONTRACTOR, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from award or making of this Agreement. For the breach or violation of this provision, the COUNTY shall have the right to terminate the Agreement at its sole discretion, without liability and to deduct from the Agreement price, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration.

**SECTION 13. CONFLICT OF INTEREST.**

(a) The CONTRACTOR agrees that it will not contract for or accept employment for the performance of any work or service with any individual, business, corporation or government unit that would create a conflict of interest in the performance of its obligations pursuant to

this Agreement with the COUNTY.

(b) The CONTRACTOR agrees that it will neither take any action nor engage in any conduct that would cause any COUNTY employee to violate the provisions of Chapter 112, Florida Statutes, relating to ethics in government.

(c) In the event that CONTRACTOR causes or in any way promotes or encourages a COUNTY officer, employee, or agent to violate Chapter 112, Florida Statutes, the COUNTY shall have the right to terminate this Agreement.

**SECTION 14. ASSIGNMENT.** This Agreement, or any interest herein, shall not be assigned, transferred, or otherwise encumbered, under any circumstances, by the parties hereto without prior written consent of the other party and in such cases only by a document of equal dignity herewith.

**SECTION 15. SUBCONTRACTORS.** In the event that the CONTRACTOR, during the course of the work under this Agreement, requires the services of any subcontractors or other professional associates in connection with services covered by this Agreement, the CONTRACTOR must first secure the prior express written approval of the COUNTY. If subcontractors or other professional associates are required in connection with the services covered by this Agreement, CONTRACTOR shall remain fully responsible for the services of subcontractors or other professional associates.

**SECTION 16. INDEMNIFICATION OF COUNTY.** The CONTRACTOR agrees to hold harmless, indemnify the COUNTY, its commissioners, officers, employees, and agents against any and all claims, losses, damages or lawsuits for damages, arising from, allegedly arising from or related to the provision of services hereunder by the CONTRACTOR.

**SECTION 17. INSURANCE.**

(a) GENERAL. The CONTRACTOR shall at the CONTRACTOR's own cost, procure the insurance required under this Section.

(1) Prior to commencement of work pursuant to this Agreement, the CONTRACTOR shall furnish the COUNTY with a Certificate of Insurance signed by an authorized representative of the insurer evidencing the insurance required by this Section (Workers' Compensation/Employer's Liability, Commercial General Liability, and Business Auto). The COUNTY, its officials, officers, and employees shall be named additional insured under the Commercial General Liability policy. The Certificate of Insurance shall provide that the COUNTY shall be given not less than thirty (30) days written notice prior to the cancellation or restriction of coverage. Until such time as the insurance is no longer required to be maintained by the CONTRACTOR, the CONTRACTOR shall provide the COUNTY with a renewal or replacement Certificate of Insurance not less than thirty (30) days before expiration or replacement of the insurance for which a previous certificate has been provided.

(2) The Certificate shall contain a statement that it is being provided in accordance with the Agreement and that the insurance is in full compliance with the requirements of the Agreement. In lieu of the statement on the Certificate, the CONTRACTOR shall, at the option of the COUNTY submit a sworn, notarized statement from an authorized representative of the insurer that the Certificate is being provided in accordance with the Agreement and that the insurance is in full compliance with the requirements of the Agreement.

(3) In addition to providing the Certificate of Insurance, if required by the COUNTY, the CONTRACTOR shall, within thirty (30) days after receipt of the request, provide the COUNTY with a certified copy

of each of the policies of insurance providing the coverage required by this Section.

(4) Neither approval by the COUNTY nor failure to disapprove the insurance furnished by a CONTRACTOR shall relieve the CONTRACTOR of the CONTRACTOR's full responsibility for performance of any obligation including CONTRACTOR indemnification of COUNTY under this Agreement.

(b) INSURANCE COMPANY REQUIREMENTS. Insurance companies providing the insurance under this Agreement must meet the following requirements:

(1) Companies issuing policies other than Workers' Compensation must be authorized to conduct business in the State of Florida and prove same by maintaining Certificates of Authority issued to the companies by the Department of Insurance of the State of Florida. Policies for Workers' Compensation may be issued by companies authorized as a group self-insurer by Section 440.57, Florida Statutes.

(2) In addition, such companies other than those authorized by Section 440.57, Florida Statutes, shall have and maintain a Best's Rating of "A" or better and a Financial Size Category of "VII" or better according to A.M. Best Company.

(3) If, during the period which an insurance company is providing the insurance coverage required by this Agreement, an insurance company shall: 1) lose its Certificate of Authority, 2) no longer comply with Section 440.57, Florida Statutes, or 3) fail to maintain the requisite Best's Rating and Financial Size Category, the CONTRACTOR shall, as soon as the CONTRACTOR has knowledge of any such circumstance, immediately notify the COUNTY and immediately replace the insurance coverage provided by the insurance company with a different insurance company meeting the requirements of this Agreement. Until such time as

the CONTRACTOR has replaced the unacceptable insurer with an insurer acceptable to the COUNTY the CONTRACTOR shall be deemed to be in default of this Agreement.

(c) SPECIFICATIONS. Without limiting any of the other obligations or liability of the CONTRACTOR, the CONTRACTOR shall, at the CONTRACTOR's sole expense, procure, maintain and keep in force amounts and types of insurance conforming to the minimum requirements set forth in this subsection. Except as otherwise specified in the Agreement, the insurance shall become effective prior to the commencement of work by the CONTRACTOR and shall be maintained in force until the Agreement completion date. The amounts and types of insurance shall conform to the following minimum requirements.

(1) Workers' Compensation/Employer's Liability.

(A) The CONTRACTOR's insurance shall cover the CONTRACTOR for liability which would be covered by the latest edition of the standard Workers' Compensation Policy, as filed for use in Florida by the National Council on Compensation Insurance, without restrictive endorsements. The CONTRACTOR will also be responsible for procuring proper proof of coverage from its subcontractors of every tier for liability which is a result of a Workers' Compensation injury to the subcontractor's employees. The minimum required limits to be provided by both the CONTRACTOR and its subcontractors are outlined in subsection (c) below. In addition to coverage for the Florida Workers' Compensation Act, where appropriate, coverage is to be included for the United States Longshoremen and Harbor Workers' Compensation Act, Federal Employers' Liability Act and any other applicable federal or state law.

(B) Subject to the restrictions of coverage found in the standard Workers' Compensation Policy, there shall be no maximum limit on the amount of coverage for liability imposed by the Florida

Workers' Compensation Act, the United States Longshoremen's and Harbor Workers' Compensation Act, or any other coverage customarily insured under Part One of the standard Workers' Compensation Policy.

(C) The minimum amount of coverage under Part Two of the standard Workers' Compensation Policy shall be:

\$100,000.00	(Each Accident)
\$100,000.00	(Disease-Policy Limit)
\$100,000.00	(Disease-Each Employee)

(2) Commercial General Liability.

(A) The CONTRACTOR'S insurance shall cover the CONTRACTOR for those sources of liability which would be covered by the latest edition of the standard Commercial General Liability Coverage Form (ISO Form CG 00 01), as filed for use in the State of Florida by the Insurance Services Office, without the attachment of restrictive endorsements other than the elimination of Coverage C, Medical Payment and the elimination of coverage for Fire Damage Legal Liability.

(B) The minimum limits to be maintained by the CONTRACTOR (inclusive of any amounts provided by an Umbrella or Excess policy) shall be as follows:

	<u>LIMITS</u>
General Aggregate	\$Three (3) Times the Each Occurrence Limit
Personal & Advertising Injury Limit	\$300,000.00
Each Occurrence Limit	\$300,000.00

(3) Business Auto Policy.

(A) The CONTRACTOR'S insurance shall cover the CONTRACTOR for those sources of liability which would be covered by Part IV of the latest edition of the standard Business Auto Policy (ISO Form CA 00 01), as filed for use in the State of Florida by the Insurance Services Office, without the attachment of restrictive endorsements.

Coverage shall include owned, non-owned and hired autos.

(B) The minimum limits to be maintained by the CONTRACTOR (inclusive of any amounts provided by an Umbrella or Excess policy) shall be per accident combined single limit for bodily injury liability and property damage liability. If the coverage is subject to an aggregate, the CONTRACTOR shall maintain separate aggregate limits of coverage applicable to claims arising out of or in connection with the work under this Agreement. The separate aggregate limits to be maintained by the CONTRACTOR shall be a minimum of three (3) times the per accident limit required and shall apply separately to each policy year or part thereof.

(C) The minimum amount of coverage under the Business Auto Policy shall be:

	<u>LIMITS</u>
Each Occurrence Bodily Injury and Property Damage Liability Combined	\$300,000.00

(d) COVERAGE. The insurance provided by CONTRACTOR pursuant to this Agreement shall apply on a primary basis and any other insurance or self-insurance maintained by the COUNTY or the COUNTY'S officials, officers, or employees shall be excess of and not contributing with the insurance provided by or on behalf of the CONTRACTOR.

(e) OCCURRENCE BASIS. The Workers' Compensation Policy and the Commercial General Liability required by this Agreement shall be provided on an occurrence rather than a claims-made basis.

(f) OBLIGATIONS. Compliance with the foregoing insurance requirements shall not relieve the CONTRACTOR, its employees or agents of liability from any obligation under a Section or any other portions of this Agreement. It shall also be the responsibility of the CONTRACTOR to ensure that all of its subcontractors performing services

under this Agreement are in compliance with the insurance requirements of this Agreement as defined above.

**SECTION 18. ALTERNATIVE DISPUTE RESOLUTION.**

(a) In the event of a dispute related to any performance or payment obligation arising under this Agreement, the parties agree to exhaust COUNTY protest procedures prior to filing suit or otherwise pursuing legal remedies. COUNTY procedures for proper invoice and payment disputes are set forth in Section 22.15, "Prompt Payment Procedures," Seminole County Administrative Code.

(b) CONTRACTOR agrees that it will file no suit or otherwise pursue legal remedies based on facts or evidentiary materials that were not presented for consideration in the COUNTY protest procedures set forth in subsection (a) above of which the CONTRACTOR had knowledge and failed to present during the COUNTY protest procedures.

(c) In the event that COUNTY protest procedures are exhausted and a suit is filed or legal remedies are otherwise pursued, the parties shall exercise best efforts to resolve disputes through voluntary mediation. Mediator selection and the procedures to be employed in voluntary mediation shall be mutually acceptable to the parties. Costs of voluntary mediation shall be shared equally among the parties participating in the mediation.

**SECTION 19. REPRESENTATIVES OF THE COUNTY AND THE CONTRACTOR.**

(a) It is recognized that questions in the day-to-day conduct of performance pursuant to this Agreement will arise. The COUNTY, upon request by the CONTRACTOR, shall designate in writing and shall advise the CONTRACTOR in writing of one (1) or more of its employees to whom all communications pertaining to the day-to-day conduct of this Agreement shall be addressed. The designated representative shall have the authority to transmit instructions, receive information and interpret

and define the COUNTY'S policy and decisions pertinent to the work covered by this Agreement.

(b) The CONTRACTOR shall, at all times during the normal work week, designate or appoint one or more representatives of the CONTRACTOR who are authorized to act in behalf of and bind the CONTRACTOR regarding all matters involving the conduct of the performance pursuant to this Agreement and shall keep the COUNTY continually and effectively advised of such designation.

**SECTION 20. ALL PRIOR AGREEMENTS SUPERSEDED.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements or understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained or referred to in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

**SECTION 21. MODIFICATIONS, AMENDMENTS OR ALTERATIONS.** No modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

**SECTION 22. INDEPENDENT CONTRACTOR.** It is agreed that nothing herein contained is intended or should be construed as in any manner creating or establishing a relationship of co-partners between the parties, or as constituting the CONTRACTOR (including its officers, employees, and agents) the agent, representative, or employee of the COUNTY for any purpose, or in any manner, whatsoever. The CONTRACTOR is to be and shall remain forever an independent contractor with respect to all services performed under this Agreement.

**SECTION 23. EMPLOYEE STATUS.** Persons employed by the CONTRACTOR in the performance of services and functions pursuant to this Agreement shall have no claim to pension, workers' compensation, unemployment compensation, civil service or other employee rights or privileges granted to the COUNTY'S officers and employees either by operation of law or by the COUNTY.

**SECTION 24. SERVICES NOT PROVIDED FOR.** No claim for services furnished by the CONTRACTOR not specifically provided for herein shall be honored by the COUNTY.

**SECTION 25. PUBLIC RECORDS LAW.** CONTRACTOR acknowledges COUNTY'S obligations under Article I, Section 24, Florida Constitution and Chapter 119, Florida Statutes, to release public records to members of the public upon request. CONTRACTOR acknowledges that COUNTY is required to comply with Article I, Section 24, Florida Constitution and Chapter 119, Florida Statutes, in the handling of the materials created under this Agreement and that said statute controls over the terms of this Agreement.

**SECTION 26. COMPLIANCE WITH LAWS AND REGULATIONS.** In providing all services pursuant to this Agreement, the CONTRACTOR shall abide by all statutes, ordinances, rules, and regulations pertaining to, or regulating the provisions of, such services, including those now in effect and hereafter adopted. Any violation of said statutes, ordinances, rules, or regulations shall constitute a material breach of this Agreement, and shall entitle the COUNTY to terminate this Agreement immediately upon delivery of written notice of termination to the CONTRACTOR.

**SECTION 27. NOTICES.** Whenever either party desires to give notice unto the other, it must be given by written notice, sent by registered or certified United States mail, with return receipt request-

ed, addressed to the party for whom it is intended at the place last specified and the place for giving of notice shall remain such until it shall have been changed by written notice in compliance with the provisions of this Section. For the present, the parties designate the following as the respective places for giving of notice, to-wit:

**For COUNTY:**

Roads/Stormwater Division  
177 Bush Loop  
Sanford, Florida 32773

**For CONTRACTOR:**

Hillside Sod Farms, Inc.  
1620 E. State Road 46  
Geneva, Florida 32732

**SECTION 28. RIGHTS AT LAW RETAINED.** The rights and remedies of the COUNTY, provided for under this Agreement, are in addition and supplemental to any other rights and remedies provided by law.

**IN WITNESS WHEREOF,** the parties hereto have made and executed this Agreement on the date below written for execution by the COUNTY.

ATTEST:

HILLSIDE SOD FARMS, INC.

\_\_\_\_\_  
Secretary  
(CORPORATE SEAL)

By: \_\_\_\_\_  
EDWARD JAMES CHAUDOIN, President  
Date: \_\_\_\_\_

SEMINOLE COUNTY, FLORIDA

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Print Name

By: \_\_\_\_\_  
CYNTHIA A. COTO, County Manager

Date: \_\_\_\_\_

Within authority of Resolution  
No. 93-R-71 adopted February 23,  
1993.

For the use and reliance  
of Seminole County only.

Approved as to form and  
legal sufficiency.

\_\_\_\_\_  
County Attorney  
AC/lpk  
8/31/06  
ifb-600046

- Attachments:  
Exhibit "A"- Scope of Services  
Exhibit "B"- Sample Purchase Order

## Section 1 – General Description of Services and Requirements

The Contractor will be responsible for furnishing and installing Argentine, St. Augustine Floratam and Bermuda Sod material as specified in the Bid Specifications and as ordered on an as needed basis by the County in accordance to the terms and conditions of the Contract Documents. Authorization for delivery and installation of sod material by the successful Contractor(s) under this Agreement shall be in the form of written Release Orders issued and executed by the County. Each Release Order shall describe the materials required and shall state the delivery information.

### A. General Requirements:

1. Sod Material delivery time is of the essence in the award of this Invitation to Bid. Sod Material delivery shall be no later than five (5) work days from receipt of purchase order or release order.
2. In-Place Delivery utilizing labor, equipment, and sod materials shall be an important consideration and the awarded bidder must insure prompt, expedient delivery and placement of materials at the specified time. Bidder's stated delivery times may be a factor in award.
3. Delivery shall be within two (2) hours of the scheduled delivery time(s) as previously agreed to between the County and the vendor.
4. Deliveries shall be F.O.B. Destination as designated by the requesting County Division.
5. All sods shall be cut within 24 hours of delivery time.
6. All materials and services of this contract shall comply with the latest revision of the Florida Department of Transportation (FDOT) Standard Specifications for Road and Bridge Construction.

### B. Technical Requirements:

1. Sod Grade: Certification as to type and grade of sod delivered is required at time of delivery.
2. Sod Condition: The sod shall be well malted with roots and sufficiently thick to withstand all necessary handling for placement without breaking apart. All sod shall be cut within 24 hours of delivery. The sod shall be live, fresh and uninjured at time of delivery without obvious signs of yellowing and extreme dryness. All sod shall be free of weeds, other grasses, and recently mowed prior to harvesting to remove excessive top growth. Reference FDOT Section 981-2. These items must meet the approval of the County Project Manager or designee.

3. Sod Types: The types of sod to be provided shall be:
  - a. Argentine Bahia Sod
  - b. St. Augustine Floratam Sod
  - c. Bermuda Sod
  - d. Bitter Blue
  
4. Sod Installation Methods: The areas over which the sod is to be placed shall be as prepared in advance by the County. No sod pieces which show an appearance of extreme dryness shall be placed. The sod shall be placed with edges in close contact, and shall be firmly and smoothly embedded by light tamping. Where sodding is used on slopes and/or drainage ditches, in order to avoid continuous seams so as to minimize rain and/or water erosion the following installation methods are necessary:
  - a. The setting of pieces shall be staggered by approximately 6 inches.
  - b. The outer vertical edges of the sodded areas shall be firmly tamped so as to produce a feather/smooth edge effect. Reference FDOT Section 575.

Section 4 -  
Price Schedule

PROJECT: Term Contract for Purchase of Various Sod Material and Installation

COUNTY CONTRACT NO. IFB-600046-06/GMG

Name of Bidder: H. H. Side Sod Farms, Inc

Mailing Address: \_\_\_\_\_

Street Address: 1620 E. SR 46

City/State/Zip: Geneva, FL 32732

Phone Number: (407) 349-5678

FAX Number: (407) 349-5259

Pursuant to and in compliance with the Invitation for Bid, Instructions to Bidders, and the other documents relating thereto, the undersigned Bidder, having familiarized himself with the terms of the Contract Documents, local conditions affecting the performance of the Work, and the cost of the Work at the places where the Work is to be done, hereby proposes and agrees to deliver materials/services in a workmanlike manner and in strict conformity with Contract Documents, including Addenda Nos. (1) One through (4) Four, on file at the Purchasing and Contracts Division for the amount hereinafter set forth.

ESTIMATED ANNUAL AMOUNT OF BID \$ 440,037.50

In the event that the County orders the wrong size of materials, the Contractor will pick up the shipment and give Seminole county a credit for the items returned. The Contractor will charge the County the indicated amount for each occurrence.

IN WITNESS WHEREOF, BIDDER has hereunto executed this FORM this 25 day of August, 2006.

Hillside Sod Farms, Inc  
(Name of BIDDER)

William T. Jacobs  
(Signature of person signing FORM)

William T. Jacobs  
(Printed name of person signing FORM)

Manager  
(Title of person signing FORM)

Revised Price Schedule  
Per Addendum #3  
IFB-600046-06/GMG

GROUP I – SOD DELIVERED TO ANY LOCATION WITHIN SEMINOLE COUNTY :

ITEM	DESCRIPTION	APPROX. QUANTITY	UNITS	ESTIMATED ANNUAL EXPENDITURE
	<b>Argentine Bahia Sod:</b>			
1.	Unloaded by Vendor	200,000	\$ .12 /SF	\$ 24,000
2.	Unloaded by County	200,000	\$ .115 /SF	\$ 23,000
	<b>St. Augustine Floratam Sod:</b>			
3.	Unloaded by Vendor	25,000	\$ .265 /SF	\$ 6,625
4.	Unloaded by County	25,000	\$ .24 /SF	\$ 6,500
	<b>Common Bermuda Sod:</b>			
5.	Unloaded by Vendor	10,000	\$ .125 /SF	\$ 1,250
6.	Unloaded by County	10,000	\$ .12 /SF	\$ 1,200
	<b>419 Bermuda Sod:</b>			
7.	Unloaded by Vendor	5,000	\$ .165 /SF	\$ 825
8.	Unloaded by County	5,000	\$ .16 /SF	\$ 800
	<b>Certified 419 Bermuda Sod:</b>			
9.	Unloaded by Vendor	5,000	\$ .23 /SF	\$ 1,150
10.	Unloaded by County	5,000	\$ .235 /SF	\$ 1,125
	<b>Celebration Bermuda Sod:</b>			
11.	Unloaded by Vendor	5,000	\$ .20 /SF	\$ 1,000
12.	Unloaded by County	5,000	\$ .195 /SF	\$ 925
	<b>Bitter Blue</b>			
13.	Unloaded by Vendor	10,000	\$ .265 /SF	\$ 2,650
14.	Unloaded by County	10,000	\$ .24 /SF	\$ 2,600
15.	Pallet Deposit 1300 @ \$6.00 = \$7,800			TOTAL GROUP I \$ 81,500

GROUP II – SOD MATERIAL AVAILABLE FOR PICK-UP AT VENDOR'S FIELD OR OFFICE LOCATION:

ITEM	DESCRIPTION	APPROX. QUANTITY	UNITS	ESTIMATED ANNUAL EXPENDITURE
	<b>Argentine Bahia Sod:</b>			
1.	Unloaded by Vendor	250@ 400-sf	\$ 40 /PALLET	\$ 10,000.00
	<b>St. Augustine Floratam Sod:</b>			
2.	Unloaded by Vendor	250@ 400-sf	\$ 106 /PALLET	\$ 26,500.00
	<b>Common Bermuda Sod:</b>			
3.	Unloaded by Vendor	50@ 400-sf	\$ 46 /PALLET	\$ 2,300.00
	<b>419 Bermuda Sod:</b>			
4.	Unloaded by Vendor	25@ 400-sf	\$ 62 /PALLET	\$ 1,550.00
	<b>Certified 419 Bermuda Sod:</b>			
5.	Unloaded by Vendor	25@ 400-sf	\$ 88 /PALLET	\$ 2,200.00

	<b>Celebration Bermuda Sod:</b>			
6.	Unloaded by Vendor	25@ 400-sf	\$ 76 /PALLET	\$ 1,900.00
	<b>Bitter Blue</b>			
7.	Unloaded by Vendor	25@ 400-sf	\$ 106 /PALLET	\$ 2,650.00
<i>&amp; Pallet Deposit 650 @ \$6.00 = \$3900.00</i>				TOTAL GROUP II \$ 51,000.00

**GROUP III – FURNISH LABOR, MATERIALS AND EQUIPMENT FOR THE INSTALLATION OF SOD AT ANY LOCATION WITHIN SEMINOLE COUNTY ON PREPARED SURFACES: (EXCLUDES LANDFILL):**

ITEM	DESCRIPTION	APPROX. QUANTITY	UNITS	ESTIMATED ANNUAL EXPENDITURE
	<b>Argentine Bahia Sod:</b>			
1.	Projects of 0-8,000 SF/Job	32,000	\$ .21 /SF	\$ 6,720.00
2.	Projects of 8,001-16,000 SF/Job	164,000	\$ .20 /SF	\$ 32,800.00
3.	Projects of 16,001-Over SF/Job	900,000	\$ .19 /SF	\$ 171,000.00
	<b>St. Augustine Floratam Sod:</b>			
4.	Projects of 0-8,000 SF/Job	16,000	\$ .32 /SF	\$ 5,120.00
5.	Projects of 8,001-16,000 SF/Job	32,000	\$ .315 /SF	\$ 10,080.00
6.	Projects of 16,001-Over SF/Job	100,000	\$ .31 /SF	\$ 31,000.00
	<b>Common Bermuda Sod:</b>			
7.	Projects of 0-8,000 SF/Job	5,000	\$ .18 /SF	\$ 900.00
8.	Projects of 8,001-16,000 SF/Job	5,000	\$ .175 /SF	\$ 875.00
9.	Projects of 16,001-Over SF/Job	5,000	\$ .17 /SF	\$ 850.00
	<b>419 Bermuda Sod:</b>			
10.	Projects of 0-8,000 SF/Job	2,500	\$ .22 /SF	\$ 550.00
11.	Projects of 8,001-16,000 SF/Job	2,500	\$ .215 /SF	\$ 537.50
12.	Projects of 16,001-Over SF/Job	2,500	\$ .21 /SF	\$ 525.00
	<b>Certified 419 Bermuda Sod:</b>			
13.	Projects of 0-8,000 SF/Job	2,500	\$ .285 /SF	\$ 712.50
14.	Projects of 8,001-16,000 SF/Job	2,500	\$ .28 /SF	\$ 700.00
15.	Projects of 16,001-Over SF/Job	2,500	\$ .275 /SF	\$ 687.50
	<b>Celebration Bermuda Sod:</b>			
16.	Projects of 0-8,000 SF/Job	2,500	\$ .255 /SF	\$ 637.50
17.	Projects of 8,001-16,000 SF/Job	2,500	\$ .25 /SF	\$ 625.00
18.	Projects of 16,001-Over SF/Job	2,500	\$ .245 /SF	\$ 612.50
	<b>Bitter Blue</b>			
19.	Projects of 0-8,000 SF/Job	5,000	\$ .32 /SF	\$ 1,600.00
20.	Projects of 8,001-16,000 SF/Job	5,000	\$ .315 /SF	\$ 1,575.00
21.	Projects of 16,001-Over SF/Job	5,000	\$ .31 /SF	\$ 1,550.00
22.	<i>Pallet Deposit \$ .00</i>		TOTAL GROUP III	\$ 269,657.50

Company Name: *Hillside Sod Farms, Inc.*

GROUP IV – FURNISH SOD & INSTALLATION ON PREPARED SURFACES AT OSCEOLA LANDFILL,  
GENEVA

ITEM	DESCRIPTION	APPROX. QUANTITY	UNITS	EXTENDED PRICE
	Argentine Bahia Sod:			
1.	Projects of 0-8,000 SF/Job	32,000	\$ .20 /SF	\$ 6,400.00
2.	Projects to 8,001 - 16,000 SF/Job	64,000	\$ .195 /SF	\$ 12,480.00
3.	Projects of 16,001 - Over SF/Job	100,000	\$ .19 /SF	\$ 19,000.00
4.	Pallet Deposit	\$ .00		
TOTAL GROUP IV			\$ .37,880.00	

Company Name: Hillsdale Sod Farms, Inc

- End of Addendum #3-

Exhibit "B"

PURCHASE ORDER  
PURCHASING AND CONTRACTS DIVISION  
SEMINOLE COUNTY GOVERNMENT  
1101 EAST 1ST STREET, ROOM 3208  
SANFORD, FL 32771-1468  
OFFICE (407) 665-7116  
FAX (407) 665-7956

03/22/05  
Page - 1  
Order Number 12501 000 OP

Shipped From:

Branch/Plant:  
Requestor:

Ship To:

# SAMPLE PURCHASE ORDER

Delivery: On an as needed basis

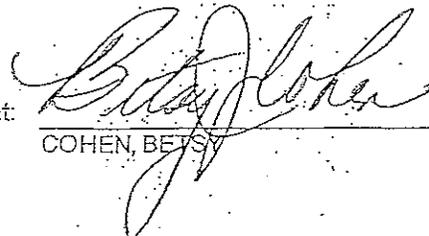
Ship prepaid add freight to invoice  
Division contact for the order is Déana Brown at 407.665.1003

Line	Rev	Description	Ordered	UOM	Unit Price	Extended Price	Order No	Ty
1.000	0	Release Order A/B-3006-00/JVP		EA	.0000	3,900.00	00006714	OR
						140200,530520		

Release Order for uniform shirts and pants in accordance with terms and conditions of A/B-3006-00/JVP.  
Term Contract for Athletic Wear for a period ending 11/2005. Order to be placed on an as needed basis.

3,900.00 \*\*\* Total Order

Purchasing Agent:



COHEN, BETSY