



QUALITY WORK WITH A PERSONAL TOUCH

City of North Port
Landscape and Turf Maintenance Services
Request For Proposal No.: 2018-08

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Title Page

City of North Port
Landscape and Turf Maintenance Services
Request for Proposal No.: 2018-08

Rightmire's Land Services, Inc.
3037 Narcissus Terrace
North Port, Florida 34286

Office: (941) 429-7691
Fax: (941) 257-4126

Email Address: rightmire@verizon.net

Contact Information:

Sherry L. Rightmire, CEO
Cell: (941) 815-0453

William A. Rightmire, COO
Cell: (941) 815-0452

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Rightmire's Land Services, Inc.

3037 Narcissus Terrace
North Port, Florida 34286

Office: (941) 429-7691 Fax: (941) 257-4126 Cell: (941) 815-0453/(941) 815-0542

~ Quality work with a personal touch ~

City of North Port
Purchasing Division
4970 City Hall Boulevard
Suite 337
North Port, Florida 34286

January 2, 2018

Re: Landscape and Turf Maintenance Services
Request For Proposal No.: 2018-08

Dear Madam/Sir,

Thank you for the opportunity to submit a response to the City of North for the Landscape and Turf Maintenance Services Request for Proposal No.: 2018-08. Rightmire's Land Services, Inc. is entirely committed to perform the work described in the RFP, if awarded the contract by the city.

Rightmire's Land Services, Inc., a locally owned and operated company, has offered full land services including clearing, grading, mowing, edging, hand and chemical weed control, pruning, mulch installation, tree trimming, and fertilization, as well as complete irrigation maintenance since 2003. We are fully licensed and insured, carry Commercial Pesticide License with ROW, Aquatic, and Ornament and Turf endorsements and are Advanced MOT certified. We strive to set our company apart by ensuring an English speaking supervisor is on site to easily answer all questions regarding the work being performed, having a company owner check in on employees daily to ensure quality of work, making sure our employees are always properly uniformed for ease in recognition, and equipping our company vehicles with all current FDOT lights and flashers for safety of citizens and employees.

We measure our services by the quality of work performed, not the amount of "man hours" set aside for the job. We view a contract as the lowest level of acceptable service we can provide our customer and strive for exceeding expectations beyond scope of services. We choose employees that get excited by a compliment from a resident passing by and have a high attention to detail.

Let me finish by saying, our families live, work, and attend school in the City of North Port, so beautifying this area would be our utmost priority. Thank you for your consideration of our proposal.

Sincerely,


Sherry Rightmire/VP
Rightmire's Land Services, Inc.
3037 Narcissus Terrace
North Port, Florida 34286

Approach to Project/Schedule/Resources 2

Approach to Project

Living and working in the city of North Port we have seen the city grow and transform over the years and realize the City Managers are determined in providing a consistently beautiful appearance for residents and visitors as they travel on the major thoroughfares throughout North Port. With the ease of access to Interstate 75, North Port's economic opportunities, culture and community are flourishing. It has become a certain option for those drawn to or working in larger cities but wanting the appeal of a smaller, family friendly community.

The contract for this service is to go to one or two contractors that are committed to providing for the most aesthetically pleasing appearance of all grasses, trees, and landscape by the mowing and fertilizing of grass, weed control, yearly mulch installation, regular tree maintenance with once a year trimming, pruning and fertilizing of plants in landscape beds, and debris removal from trash receptacles and roadways. We at Rightmire's Land Services, Inc. believe we are that **one** company.

After reviewing this RFP we realize a high level of maintenance is required for this contract. To that end, we believe a constant presence on the roadways (Monday through Friday) is required. We plan to dedicate a staff of eight (8) to this project. Outlined below is our estimated weekly maintenance scheduled along with a calendar of scheduled services outlining yearly plan.

Weekly Maintenance Schedule: 8-Man Crew

<u>Monday:</u>	Toledo Blade Boulevard mowing maintenance Weed control, manual and chemical Liter removal Empty trash receptacles Clear catch basin gates as needed (1 st week of month would include all landscape pruning)
<u>Tuesday:</u>	Toledo Blade mowing maintenance Panacea Boulevard mowing maintenance Plantation mowing maintenance Weed control, manual and chemical Liter removal Empty trash receptacles Clear catch basin gates as needed
<u>Wednesday:</u>	Sumter Boulevard mowing maintenance Weed control, manual and chemical Liter removal

Wednesday: Empty trash receptacles
(continued) Clear catch basin gates needed

(2nd week of month would include all landscape pruning)

Thursday: Sumter Boulevard mowing maintenance
North Port Boulevard mowing maintenance
South Biscayne Drive mowing maintenance
Weed control, manual and chemical
Hand weed perennial peanut
Clear catch basin gates as needed

(3rd week of each month would include all landscape pruning)

Friday: Talon Bay Drive mowing maintenance
U.S. 41 medians mowing maintenance
U.S. 41 Bus stops mowing maintenance
Weed control, manual and chemical
Litter removal
Empty trash receptacles

(4th week of the month would include all landscape pruning)

To keep costs in control, the above weekly schedule would be utilized for the months with four (4) maintenance cycles per month. The months with two (2) maintenance cycles would include scheduled services such as mulch installation, annual tree trimming, pre-emergent application, fertilization, etc.

Our primary focus would be establishing proper landscape beds, controlling chemical weed control in landscape beds to avoid plant damage and frequent, rotational trimming of bushes to provide for a constant manicured appearance that will allow for bushes to sprout from underneath and regain fullness. A comprehensive plan for gaining control of weeds in sod would need to be established to curb spread and avoid largescale brown spots from killing off weeds.

To further define our services we provide for daily sharpening of all mower blades for clean cuts and less site contamination. We blow out all sidewalk and median cracks to avoid crack weed growth. Herbicide spray drift is the number one reason for poor plant growth so we monitor wind speeds and direction when treating weeds in close proximity to desirable foliage. Our men are trained to position mowers so we don't blow clippings into mulched areas, concrete or roadways, thus reducing needed herbicide and providing for pedestrian/vehicle safety. Also, we routinely edge all areas mowed each and every mowing cycle.

City of North Port
Request For Proposal No.: 2018-08
Landscape and Turf Maintenance Services

Service		JAN.	FEB.	MAR	APR.	MAY	JUN.	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.
Mowing Maintenance:													
(to include line trimming, edging, blowing off and weed control, both manual and chemical)													
Sumter Boulevard	36	2	2	2	4	4	4	4	4	4	2	2	2
Toledo Blade Boulevard	36	2	2	2	4	4	4	4	4	4	2	2	2
Paneecea Boulevard	36	2	2	2	4	4	4	4	4	4	2	2	2
Plantation Boulevard	36	2	2	2	4	4	4	4	4	4	2	2	2
U.S. 41 Medians	36	2	2	2	4	4	4	4	4	4	2	2	2
U.S. 41 Bus Stops	36	2	2	2	4	4	4	4	4	4	2	2	2
North Port Boulevard	36	2	2	2	4	4	4	4	4	4	2	2	2
Biscayne Boulevard	36	2	2	2	4	4	4	4	4	4	2	2	2
Talon Bay Drive	36	2	2	2	4	4	4	4	4	4	2	2	2
Empty Trash Receptacles	48	4	4	4	4	4	4	4	4	4	4	4	4
Liter Removal	36	2	2	2	4	4	4	4	4	4	2	2	2
Hedge and Shrub Pruning	12	1	1	1	1	1	1	1	1	1	1	1	1
Perennial Peanut weeding	36	2	2	2	4	4	4	4	4	4	2	2	2
Ground Cover Pruning	12	1	1	1	1	1	1	1	1	1	1	1	1
Tree Pruning/Trimming	1										1		
Tree Pruning for 8' Clearance	12	1	1	1	1	1	1	1	1	1	1	1	1
Clearing Catch Basin Grates	36	2	2	2	4	4	4	4	4	4	2	2	2
Pre-emergent Application	1				1								
Shrub Fertilization	3	1				1					1		
Palm Fertilization	3	1				1					1		
Tree Fertilization	3	1				1					1		
Turf Fertilization	3	1				1					1		
Mulch Installation	1			1									
Rodenticide (as needed)													
Insecticide (as needed)													

In scheduling for the requested areas we have provided for the following details:

Landscape Maintenance, Detailed

- All beds shall be tended to provide a neat and aesthetically pleasing appearance.
- Any tree leaning shall be straightened after each mowing cycle.
- All areas will be inspected regularly to ensure timely removal of trash and debris.
- Trees will be maintained for both health and appearance within all codes and ordinances.
- Trees will be trimmed/pruned annually utilizing acceptable horticultural practices.
- All dead fronds and/or fronds, seeds and fruit initiating below horizontal line shall be removed.
- Weed control, pruning, trimming and mulching will be part of maintenance.
- All trees, shrubs and planting beds will be part of scheduled maintenance.
- All suckers, adventitious growth shall be trimmed from all trees during every cycle.
- Planting beds will be kept free of grass and weeds by hand pulling or herbicide treatment.
- Landscape will be properly treated to remain rodent, pest and disease free.
- Leaves will be removed from all beds.
- Shrub and bush growth impinging upon sidewalks and streets shall be trimmed.
- Trash and debris will be removed from the landscape upon each inspection.
- No debris, leaves, etc. will be blown into roadways or adjacent turf.
- All trees, shrubs and landscape beds will be mulched twice yearly with City approved Mulch.
- Newly planted trees less than 12" will be watered, fertilized, controlled for pests and pruned.
- Trees will be lifted to maintain a minimum clearance of 8 feet for pedestrian and vehicle traffic.
- All hedges, shrubs and ground covers shall be trimmed monthly, for a total of 12 times per year.
- All non-irrigated, non-established plants will be watered.
- Removed landscape material dying as a result of neglect by our firm will be replaced within 10 working days.

Grass Maintenance, Detailed

- Turf will be mowed 36 yearly cycles to ensure consistent pleasing appearance.
- Turf will be cut to appropriate height for type of grass and location.
- Grass will be kept healthy and weed free.
- Grass will be cut uniformly even taking into account different surfaces.
- Mowers will be positioned to avoid throwing cuttings into undesirable areas.
- There will be no grass clumping after cutting.
- Mowing of the right-of-way will include all bridge approaches, bridge slopes, approach slopes, and areas around bridge structures.
- Any damage caused to sidewalks by our firm will be repaired within 30 calendar days of notice from the City.
- Trimming will be performed weekly with all vegetation extending over the road, curbs and sidewalks trimmed back during maintenance.
- Edging will be performed with each mowing cycle around all curbs, sidewalks, etc.
- Edgers will always have a newly changed blade to ensure a clean edge.
- Landscape bed borders will be kept neatly trimmed with no curb overhang.
- The turf edge along the slope of a swale will not be mechanically edged.

Grass Maintenance, Detailed (continued)

- All crack weeds will be removed mechanically and chemically.
- Trimming will include areas and all materials in right-of-way not accessible by mower due standing water or saturated ground.

Clean Up and Debris Removal, Detailed

- Immediately before cutting all debris from turf will be removed.
- Any debris remaining after cutting will be immediately removed and properly disposed.
- Unpermitted signs within right-of-way will be removed.
- Upon completion of grass cutting all trimmings will be properly blown off.
- Any bagged debris or grass clippings will be removed upon completion.
- All trash and debris will be disposed appropriately.
- Bagged garbage from receptacles will be properly disposed and bag liners replaced.
- The grates on all catch basins within work zones will be cleared of debris during maintenance.

Fertilizers, Detailed

- City of North Port Fertilizer Ordinance will be adhered to at all times.
- Fertilizers used will be slow release and used three times a year. They will be complete and furnish the required combinations and percentages to keep lawns, trees, shrubs and other plants healthy and growing vigorously.
- All turf areas will be fertilized 3 times per year as outlined in Calendar of Scheduled Services.
- All tree, palms and shrubs will be fertilized 3 times per year as outlined in Calendar of Scheduled Services.
- A monthly Fertilizer Use Report will be provided to City.

Pesticides, Detailed

- All Insecticides, fungicides, herbicides and rodenticides will be the best quality obtainable, properly labeled and brought to jobsite in original container.
- Suggested FDACS Pesticide Record Keeping Form will be kept for usage.
- A monthly Chemical Use Report will be provided to the City.

General, Detailed

- We will address any complaint of deficiency within 24 hours after notification.
- We will respond to outstanding issues or emergencies brought up by City within 1 hour during normal working hours and a maximum of two hours during all other times.
- We adhere to high maintenance levels for all equipment to provide for longevity and superior quality services.
- All vehicles will be labeled with identifying information no less than 8" tall.
- All vehicles will be equipped with required FDOT lights and flashers.
- All employees will be uniformed in required FDOT apparel for the speed of assigned street.

There are many unforeseen issues and circumstances that arise when taking on a project of this size. Below are several examples and the strategies we have utilized to compensate for those circumstances.

Equipment Failure

- Shop is no more than 10 minutes from any work zone for repairs and service.
- Office delivers needed item instead of pulling crew off site to retrieve replacement.
- Full Stock of essential items and replacement parts at shop.
- Performance of routine maintenance to prevent excessive equipment failures.
- Offer a financial incentive program to employees for care and up keep of assigned equipment.

Rainy Season

- Weed eat areas not accessible to mowers due to standing waters.
- Work longer days.
- Take breaks during rain fall instead of automatically leaving site.
- Work weekends if necessary to make up for lost weather related time.

Snow Bird Season

- Put out a separate utility vehicle for roadside trash pickup.
- Empty trash receptacles weekly to avoid overflow.
- Make sure MOT is up to standards for safety on busy roadways.

Excessive Weeds

- Dedicate a crew member to run spray rig daily on medians and roadsides.

Employee Moral

- Created a bonus program for quality of work and equipment up keep.
- Weekly employee funded lunches.
- Paid time off for workers in slow season.

No-Show Employee

- Increase man hours for existing crew.
- Work longer days with the crew present.

Equipment List

- Vehicles:

- 2005 F-250 Super Duty Ford Truck
 - 2012 F-250 Ford Truck
 - 2015 F350 Ford Dump Bed
 - 2017 F-250 Ford Truck
 - 2012 Kawasaki 600 Mule (2)
 - 2012 Kawasaki Spray Rig

- Mowers:

- Five - 61" Scag Z turn w/ 31 h.p. Kawasaki Motor
 - One – 72" Scag Z turn w/ Kabota Diesel
 - One – Toro 11' wide area mower

- Tractors:

- One - DK45 Kioti tractor w/ 12' mower deck

- Trailers:

- One – 16 ft. Enclosed
 - One – 24 ft. Enclosed
 - One – 30 ft. Open
 - One – 14 ft. Open

- Miscellaneous Equipment:

- Trimmers (Shindawa)
 - Blowers (Shindawa)
 - Edgers (Shindawa)

* For the safety of our employees and to add to the quality of the services we perform, we work with only quality commercial equipment that adheres to all OSHA and Florida Department of Transportation requirements.

Proficiency in Similar Projects, References for Specific Projects and Lead Staff Experience 3

Proficiency and References

Rightmire's Land Services, Inc. has performed work relative to the scope of services needed by the city of North Port Request for Proposal No.: 2018-08 for numerous contracts and accounts since 2003. We are a full service landscape company that bases our success on the satisfaction of our customers. With that being said, we work diligently to make the most of every dollar our clients expend, deliver our services in the timeline given and always strive for 100% customer satisfaction. We have included three examples showing the diversity of projects we handle along with commendable references for the work performed.

Contacts for project # 1:

Spencer L. Anderson, P.E., PMP (reference letter included)
Sarasota County Director, Field Services
1001 Sarasota Center Blvd, Sarasota, FL 34240
Cell: (941) 915-3421 Email: sanderso@scgov.net

Kevin Dragon
Compliance/Maintenance Specialist
Sarasota County Operations & Maintenance
1001 Sarasota Center Blvd, Sarasota, FL 34240
Cell: (941) 650-0894 Email: kdragon@scgov.net

Interim Roadside and Median Maintenance Extension— Urban South
August 2012 through April 2013
IFQ122035TM

Rightmire's Land Services, Inc. was awarded a contract with Sarasota County in August of 2012 for the mowing and maintenance of over 845 acres of roadways including Jacaranda Boulevard, Venice Avenue, Center Road, US 41, Laurel Road, 776 and Blackburn Point Road, just to name a few. There were over 650 total assets that had to be maintained and reported every month with the main routes needing to be maintained two to three times a month depending on weather conditions and community activities.

The previous contractor failed to perform leaving many areas untouched by any maintenance for at least 6 months and some over 8 months. We were contracted in the height of growing season under a Performance Contract so working in a timely manner was paramount. If work was not completed, submitted, and verified by our inspector, we were not paid. We thoroughly completed all tasks in the allotted times as well as improved the overall appearance neglected by previous contractor with each and every cycle.

On this specific project we worked with a crew of six which included two men on mowers, two men with weed eaters, one man edging and another on a mule picking up trash and delivering necessary back up equipment to crew, i.e, edger blades, string line, gasoline and another crew of three on a tractor with a 12' mower deck with two employees in a utility vehicle weed eating and picking up trash.

Our employees were given a daily schedule that included mowing high visibility urban areas twice per month and residential neighborhoods once per month. They would start at 7:00 a.m. and work until their daily schedule was complete. With so much to accomplish in a month, staying on task was of utmost importance. When storms rolled in, they would wait them out in the truck and sometimes wouldn't finish up until 7:00 p.m. If needed, we would work a half day on Saturday and even took the tractor doing residential ditches and utility vehicle out on Sundays, picking up trash and prepping for the next week's schedule.

Our biggest issue was the ditches on the roadways that filled with water during the rainy season and weed control in sidewalks and median bull noses. We bought our men boots and had them weed eat the ditches to top of water level or sub-contracted out to a slop mower when the areas were extensive. We found that manually cutting the weeds during our frequent cycles was as effective as spraying and left a much cleaner appearance.

We turned in daily reports with the assets mowed that would be in turn inspected by the county inspector. Any deficiencies we received would be corrected by us within 24 hours, although we were allowed three days for corrections in our contract. We also provided the county with a Two Week Look Ahead Schedule for advising commissioners, informing residents, and preparing for county events. If there was something special happening, such as a marathon, we would reschedule accordingly to make sure the roadways in use looked exceptional.

We could control our cost because we proposed a realistic budget in our initial bid. We had prepared for overtime, high fuel charges, increased repairs, and maintenance. Our employees are all extremely productive, willing to do any task assigned to them and when a job is completed right the first time, costs stay in check. We also have the advantage of being a smaller company where everyone has a working position, no one profits by just sitting behind a desk and we don't require a set profit margin to be maintained to judge the success of a project.

Contact for project # 2:

Eileen Buckley, President (reference letter included)
The Carriage Homes of Lakeside Plantation
Scarlett Avenue, North Port, Florida
Cell: (269) 377-1504 Email: ebuckley@aol.com

The Carriage Homes of Lakeside Plantation Homeowners, Inc.
October 2015 to present

Rightmire's Land Services, Inc. is going into our second year under contract with the Carriage Homes of Lakeside Plantation in North Port. We handle all the mowing, tree trimming, landscape maintenance, mulching, irrigation repairs and maintenance, weeding, hedge trimming, weed control, fertilizing, mulching and plant replacement for the property of 100 home sites and common areas. It is a beautiful community with oak tree lined streets and lush landscape and foliage. We provide weekly mowing from approximately April through October and bi-weekly service November through March with routine

monitoring for pests, weeds, and nutrient problems. Their budget allows for once yearly oak and palm tree trimming with twice yearly mulching.

We have been working with the community to increase visual appeal of all landscape, improve the health of plants, shrubs and trees, and create a consistently groomed appearance for increased resident satisfaction. We have systematically gone through entire property and planted or replaced plants, shrubs, or hedges to create balance and symmetry. We submit monthly maintenance schedules, attend all landscape and board meetings, walk the property with head of landscape monthly and make ourselves available for communicating ideas or needs 7 days a week. Our response time to issues has been complimented and through this past year we have developed a trust with the community that they did not have in the years before.

There are several challenges at this property. One is the desire for a full, rich landscape. Giving the landscape the nutrients it needs to thrive creates an abundance of weeds and can lead to overgrowth on hedges, bushes, and plants. Weeding every cycle is a necessity and pruning in a sectional method with each visit gives a constant manicured appearance. We have adjusted our hours in the growth season to keep up with exponential growth and the property is on the route (an advantage to having a local vendor) to many of our other sites so we make additional stops during the week for spot weeding and visual inspection. As an added bonus, seeing us in the community often makes the residents feel we truly are committed to their property.

Second, the community has inferior drainage in many areas leading to standing water in some locations and dry areas in others. Creating an irrigation pattern that accommodates both, along with consistent visual monitoring, is a must. When issues such as fungus or excessive water loving weeds are suspected, we sample the soil, resolve issues, and create a treatment plan when and if needed.

Contact for project #3:

David Godson (reference letter included)
Sarasota County, Forestry Division
Forester
6700 Clark Road, Building C, Sarasota, Florida 34241
Cell: (941) 685-3840 Email: dgodson@scgov.net

Street Tree Basal Area Maintenance
April 2014 – Present
IFB 142694JS

We currently maintain 7,537 street trees on every main artery throughout the entire county of Sarasota. We perform basal maintenance services three times per year on some of the most congested roadways (University, Bee Ridge, Tuttle, U.S. 41, etc.). Our employees must vigilantly adhere to all MOT requirements for their personal safety, as well as the safety of Sarasota County residents and visitors. We work with four employees in two crews that apply pre-emergent and county provided herbicide while monitoring wind speeds, temperatures, and rains for proper adherence of herbicides. We prune

and haul off all over growth and keep a clear eight (8) foot radius around tree bases. We must complete daily spray logs along with weekly completion reports. We provide these services in the months of April, June, and August with site specific pruning of trees in the month of November. It is a grueling, repetitive task in the hot summer sun.

The biggest challenges in performing these services are extensive suckling removal and working in the rainy season. We monitor the weather channels consistently to make the most of every work day. Changing locations and routes is a must to give the dry time for herbicide adherence. If treatment has to be redone, it is out of our pocket, not Sarasota County's.

Experience and Personnel

Rightmire's Land Services, Inc., is located at 3037 Narcissus Terrace, North Port, Florida 34286, and has been providing quality work in the areas of land grading, landscape installation and maintenance, irrigation, and mowing services since 2003. Each employee is run through E-Verify to ensure employment eligibility. We also continuously monitor staffing levels to see if additional skills or personnel are needed to give our customer the best service possible.

Our present staff consists of ten (10) employees:

<u>Sherry Rightmire</u>	General Manager CEO of Rightmire's Land Services, Inc. 2003 –Present
<u>William Rightmire</u>	Operations Manager COO of Rightmire's Land Services, Inc. 2003 –Present
<u>Christopher Rightmire</u>	On-Site Manager Landscape Maintenance (all phases) 2007 –Present
<u>Jonathan Ocasio</u>	Shop maintenance, Inventory control 2014 –Present
<u>Andres Garcia</u>	Crew Leader Landscape Maintenance (all phases) 2012 –Present
<u>Joshua Babcock</u>	Crew Leader Landscape Maintenance (all phases) 2013 –Present

<u>Estaban Garcia</u>	Crew Landscape Maintenance/Crew 2012 – Present
<u>Michael Flanary</u>	Crew Landscape Maintenance/Crew 2012 – Present
<u>Tristan Paradis</u>	Crew Landscape Maintenance/Crew 2014 - Present
<u>Joshua Ward</u>	Crew Landscape Maintenance/Crew 2015 - Present

Resumes

1. William Rightmire – Project Manager

15 years experience

3037 Narcissus Terrace
North Port, Florida 34286

Licenses: Advanced MOT (Maintenance of Traffic) Certified
Best Management Practices Certified

Rightmire's Land Services, Inc. –COO

Duties: Manager in the field for all operations, scheduling, direction of employees, quality control for all phases of landscape maintenance, irrigation, pesticide and fertilizer application and tree maintenance.

Girard Environmental – Quality Control Manager for Landscape Beautification

Duties: Field manager for detailed maintenance, irrigation, plantings and trimming landscape and trees for high scale properties and resorts located throughout Marco Island and Sarasota.

2. Sherry Rightmire – General Manager

15 years experience

3037 Narcissus Terrace
North Port, Florida 34286

Licenses: Commercial Pesticide Applicator License w/ ROW, Aquatics and Ornamental & Turf
Best Management Practices Certified
FNGLA Horticultural Professional training

Rightmire's Land Services, Inc. – CEO

Duties: Duties include developing direction of the company, types of clients pursued, bids, pricing, contracts, negotiations, client meetings and walk through. Oversees all office procedures, customer relations, human resources.

- 3. Christopher Rightmire** **8 years experience**
3037 Narcissus Terrace
North Port, Florida 34286

Licenses: FNGLA Horticultural Professional training
Best Management Practices Certified

Rightmire's Land Services, Inc. - On Site Supervisor
Duties: On site supervising, quality control, finish mowing, landscape maintenance, irrigation repair and maintenance, tree trimming.

- 4. Andres Garcia** **12 years experience**
2307 Malibu Lane
North Port, Florida 34286

Rightmire's Land Services, Inc. – Crew Leader
Duties: On site supervising, crew leader, finish mowing, landscape maintenance, irrigation repair and maintenance, tree trimming.

Valley Crest- Crew
Duties: Finish mowing, landscape maintenance, mulching, tree trimming, weed eating, blow off.

- 5. Joshua Babcock** **8 years experience**
248 Washington Avenue
Osprey, Florida 34229

Licenses: Best Management Practices Certified

Rightmire's Land Services, Inc. – Crew Leader
Duties: Finish mowing, landscape maintenance, irrigation repair and maintenance, tree trimming, quality control.

Hazeltine Nurseries- Crew assistant
Duties: Finish mowing, landscape maintenance, mulching, tree trimming, weed eating, blow off.

- 6. Jonathan Ocasio** **2 years experience**
2955 Westberry Terrace
North Port, Florida 34286

Rightmire's Land Services, Inc. - Inventory control, shop maintenance
Duties: Inventory control, shop organizing, equipment repair and maintenance, crew as needed.

7. **Esteban Garcia** **6 years experience**
2307 Malibu Lane
North Port, Florida 34286

Rightmire's Land Services, Inc. - Crew

Duties: Finish mowing, landscape maintenance, irrigation repair and maintenance, tree trimming.

Valley Crest - Crew

Duties: Finish mowing, landscape maintenance, mulching, tree trimming.

8. **Tristan Paradis** **2 years experience**
3087 Point Street
North Port, Florida 34286

Rightmire's Land Services, Inc. - Crew

Duties: Finish mowing, landscape maintenance, irrigation repair and maintenance, tree trimming.

Hazeltine Nurseries - Crew

Duties: Finish mowing, landscape maintenance, tree trimming.

Palm Island Resort – Grounds maintenance

Duties: Mowing, landscape maintenance, weed eating, blow off, tree trimming.

9. **Michael Flanary** **3 years experience**
2504 Beacon Drive
Port Charlotte, Florida 33952

Rightmire's Land Services, Inc. - Crew

Duties: Finish mowing, landscape maintenance, weed eating, edging, blowing

Hazeltine Nurseries- Crew

Duties: Mowing, landscape maintenance, weed eating, blow off, tree trimming.

10. **Joshua Ward** **2 years experience**
2513 Chynn Avenue
North Port, Florida 34286

Rightmire 's Land Services, Inc. - Crew

Duties: Landscape maintenance, weed eating, edging, blowing.

Cost: Schedule “A”

4

Landscape and Turf Maintenance Services RFP 2018-08

Schedule A - Cost Proposal

Code	Schedule A	# of Cuts per year	Price Per Mowing	Extended Mowing Cost	Fertilizer/ pre-emergent herbicide applications	Pruning/ pesticide application and plant bed maintenance	Annual Mulching	Total Cost
L-1	Sumter Boulevard	36	\$6,386.00	\$229,896.00	\$6,050.00	\$6,050.00	\$33,000.00	\$282,680.00
L-2	Talon Bay Drive	36	\$202.00	\$7,272.00	\$214.00	\$214.00	\$800.00	\$8,500.00
L-3	North Port Boulevard	36	\$467.00	\$16,812.00	\$444.00	\$444.00	\$1,200.00	\$18,900.00
L-4	South Biscayne Drive	36	\$960.00	\$34,560.00	\$910.00	\$910.00	\$12,500.00	\$48,880.00
L-5	Tamiami Trail Medians	36	\$1,414.00	\$50,904.00	\$1,340.00	\$1,340.00	\$1,600.00	\$55,184.00
L-6	Tamiami Trail Bus Stops	36	\$158.00	\$5,688.00	\$150.00	\$150.00	\$2,500.00	\$8,488.00
							TOTAL	\$422,632.00
Code	Schedule B							
L-7	Toledo Blade Boulevard	36	\$5,969.00	\$214,884.00	\$5,655.00	\$5,655.00	\$28,000.00	\$254,194.00
L-8	Panacea Boulevard	36	\$2,047.00	\$73,692.00	\$1,940.00	\$1,940.00	\$8,500.00	\$86,072.00
L-9	Plantation Boulevard	36	\$336.00	\$12,096.00	\$318.00	\$318.00	\$4,000.00	\$16,732.00
							TOTAL	\$356,998.00

Option A	Mulch		Price Per Cubic Yard
Mulch	Mulch for additional landscape areas at various sites-including labor		\$65.00

Total Option A

\$65.00

Miscellaneous Extra Work

These rates are not included in the Total Base Proposal, but to establish hourly rates for the contract term, if required.

LIST THE HOURLY RATES FOR THE FOLLOWING PERSONNEL.

#	DESCRIPTION OF PERSONNEL	Hourly Straight	Hourly Overtime Rate
1	Landscape Laborer (includes hand tools)	\$25.00	\$37.50
2	Landscape Plantsman (foreman) (includes pickup truck)	\$30.00	\$45.00
3	Landscape Driver w/o Truck	\$25.00	\$37.50
4	Landscape Operator w/o Equipment	\$35.00	\$52.50
5	Landscape Operator with Watering Equipment	\$70.00	\$105.00

*Materials will be reimbursed at cost plus 10% for handling. The City reserves the right to request a copy of the original material invoice.

The following will be utilized in resolving arithmetic discrepancies found on the face of this schedule as submitted by proposers:

- Obviously misplaced decimal points will be corrected.
- In case of discrepancy between unit price and extended price, the unit price will govern. Apparent errors in extension will be corrected.
- Apparent errors in addition of lump sum and extended prices will be corrected.

For the purpose of evaluation, the City will proceed on the assumption that the proposer intends his/her prices be evaluated on the basis of the unit prices, extensions, and totals arrived at by resolution of arithmetic discrepancies as provided above and the cost will be so reflected in evaluation process.

COMPANY NAME: _____ Rightmire's Land Services, Inc.

DATE: _____ 3-Jan-18

Submission Requirements and Required Submittal Forms

5

CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2018-08
LANDSCAPE AND TURF MAINTENANCE SERVICES

**PART IV – RULES, INSTRUCTIONS AND CITY REQUIRED FORMS
FOR PREPARING PROPOSALS**

1. RULES FOR PROPOSALS

- A.** The proposal must name all persons or entities interested in the proposals as principals of the Project Team. The proposal must declare that it is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.
- B.** Any questions regarding a project or submittal shall be ***directed to Purchasing***. There shall not be any contact between a Proposer and any member of the selection committee or negotiating committee or any member of the City Commission regarding the project or proposal submitted by any Proposer. Any Proposer contacting any committee member or member of the City Commission regarding a submitted proposal is subject to sanctions up to and including having the City disqualify that firm's submittal.
- C.** The Proposal Forms shall be used when submitting a Proposal. Use of any other forms may result in the Proposer's submittal being deemed "Non-Responsive."
- D.** The Proposal will either be typed or completed in legible writing in blue ink. The Proposer's authorized agent will sign the Proposal Forms in blue ink, and all corrections made by the Proposer shall be initialed in ink by the authorized agent. The use of pencil or erasable ink or failure to comply with any of the foregoing may result in the rejection of the Proposal.
- E.** Proposer Registration with either the City or DemandStar is **not** required. The City utilizes www.DemandStar.com for their vendor database system: planholder list, and notification availability (i.e. Addenda, Sign-In Sheets, Notice of Intent, etc.). Registration with DemandStar is **not** required to submit a Proposal. The City does **not** require the Proposer to complete a registration application with DemandStar to be recommended for the award of any Agreement. DemandStar is the City's sole method of notification for formal solicitations including but not limited to, addenda, sign-in, plans, tabsheets, Notice of Intent and any other related documents. Registration with DemandStar is optional, at the sole discretion of the Proposer. Proposers may register on-line at www.DemandStar.com or by requesting a faxed registration form by calling (800) 711-1712. **Note: If you are already registered with DemandStar for either the City of North Port, you do NOT need to register again.**

2. PROPOSAL FORMAT/REQUIREMENTS

Proposers shall include the following information in their written proposal document and should use the following format when compiling their responses. Sections should be tabbed and labeled; pages should be sequentially numbered at the bottom of the page.

TITLE PAGE: Title Page shall show the request for proposal's subject, title and proposal number; the firm's legal name; points of contact information (name, telephone, cell, fax number and E-mail address).

TABLE OF CONTENTS: The Table of Contents shall provide listing of all major topics, their associated section number, and starting page.

TAB 1 - TRANSMITTAL LETTER: Provide a Letter of Interest indicating the project for which the firm is applying, and your firm's commitment to the project. The letter shall be signed in blue ink by a person who is authorized to commit

CITY OF NORTH PORT
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LANDSCAPE AND TURF MAINTENANCE SERVICES

the firm to perform the work included in the proposal, and should identify all materials and enclosures being forwarded in response to the RFP.

Tab 2 – APPROACH TO PROJECT/SCHEDULE/RESOURCES: Provide a short narrative describing the project based on your understanding of the RFP scope of services and how you will approach the project. Describe how the firm anticipates meeting the project schedule. Include any innovative approaches to providing the services. Describe what problems you anticipate and how you propose to solve them. Address each of the requested service items listed; indicate your approach to each item listed.

1. Provide schedule recommendations.
2. Indicate resources available to the Firm. Provide number of staff and list of equipment that will be dedicated to this project. City will verify accuracy and condition of equipment on the list prior to contract award.

Tab 3 – PROFICIENCY IN SIMILAR PROJECTS, REFERENCES FOR THE SPECIFIC PROJECTS and LEAD STAFF EXPERIENCE: List all projects within the last three (3) years, similar in size and scope, specific to landscaping and turf maintenance services. Relative to the scope of services for the project, describe the specific ability of the firm (Project manager and lead staff).

1. Describe schedule control, cost control, typical landscape maintenance problems and means taken to solve them. Provide references for each of the similar projects listed, including when the project was done, the clients name, contact person, title, telephone number and e-mail address.
2. Experience & Personnel: Please state the size of the firm; the size of the firm's staff; the location of the office from which the work on this contract is to be performed; the number of years of the firm's experience, the number of years lead staff has been employed by firm, and qualifications of the lead staff to be assigned to this contract on a full-time basis; and the number of staff to be so employed on a part-time basis. Clearly identify the Project Manager and location from which they will work

TAB 4 – COST: Completed Schedule "A", Cost Proposal Form.

TAB 5 –SUBMISSION REQUIREMENTS AND REQUIRED SUBMITTAL FORMS: Provide completed required forms in this section. The checklist is provided to assist each Proposer in the preparation of their response. Included in this checklist are important requirements, which is the responsibility of each Proposer to submit with their response in order to make their response fully compliant. This checklist is a guideline which is to be executed and submitted with the required forms. It is the responsibility of each Proposer to read and comply with the solicitation in its entirety.

A. SUBMITTAL REQUIREMENTS

☒ **NUMBER OF PAGES:** Proposal shall not exceed (24) pages (one-sided) or (12) pages (two-sided) in length. *(The Title Page, Table of Contents, City Required Forms, resumes, and tabs do not count towards the TOTAL NUMBER OF PAGES).*

- When compiling a response, sections should be tabbed and labeled; pages should be sequentially numbered at the bottom of the page; proposals should be bound to allow flat stacking for easy storage; do not use three ring binders of any kind; and sections should be compiled in the sequence list above. Maximum number of pages shall be 24 pages, not including *the Title Page, Table of Contents, City Required Forms, resumes, and tabs.*

**CITY OF NORTH PORT
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- Place proposal with all the required items in a sealed envelope clearly marked for specification number, project name, name of proposer, and due date and time.
- **PAPER/FONT SIZE:** 8.5"x11"/Font Calibri 11, PDF FORMAT.
- ☒ **NUMBER OF ORIGINAL PROPOSALS:** One (1) original hard-copy **UNBOUND** (marked "**ORIGINAL**") and signed in blue ink. **NUMBER OF COPIES:** three (3) hard-copies **BOUND** (marked "**COPY**"). **(1 original + 3 copies = 4 total submittals).**
- ☒ **USB Flash Drive:** One (1) electronic version in Portable Document Format (PDF) or Flash Drive containing the entire submittal.

PROPOSERS CHECKLIST

This checklist is provided to assist each Proposer in the preparation of their proposal response. Included in this checklist are important requirements, which is the responsibility of each Proposer to submit with their response in order to make their response fully compliant. This checklist is only a guideline it is the responsibility of each Proposer to read and comply with the Request for Proposal in its entirety.

PLEASE INDICATE BY (✓) THAT YOU HAVE INCLUDED THE FOLLOWING DOCUMENTATION WITH YOUR PROPOSAL.

LOCAL BUSINESS STATUS: If Proposer affirms that it is a local business or North Port local business as defined in Ordinance 2009-10, then either the Affidavit Claiming Status as a Local Business, or the Affidavit Claiming Status as a North Port Local Business, which are included as a part of this proposal package, must be completed and returned.

- ☒ Yes, our business qualifies as a "Local Business" and has completed and attached the 'Affidavit Claiming Status as a Local Business' as a part of our submission (Complete Affidavit).
- ☒ Yes, our business qualifies as a North Port Local Business and has completed and attached the 'Affidavit Claiming Status as a North Port Local Business' as a part of our submission (Complete Affidavit).
- ☐ No, our business does not qualify as a Local Business or North Port Local Business.

B. CITY REQUIRED SUBMITTAL FORMS

- ☒ Proposal Submittal Signature Form
- ☒ Statement of Organization
- ☒ Fee Schedule
- ☒ References
- ☒ Drug-Free Workplace (If Applicable)
☒ YES ☐ NO ☐ N/A

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- ☒ Public Entity Crime Information
☐ YES ☐ NO ☐ N/A
- ☒ Non-Collusive Affidavit
- ☒ Lobbying Certification
- ☒ Conflict of Interest Form
- ☒ **Schedule A – Cost Proposal Form via Attachment**
- ☒ Local Business Affidavit *or* North Port Local Business Affidavit (if applicable)
- ☒ State Registration Requirements (<http://www.sunbiz.org/search.html>)
- ☒ Copy of Registration, Attached
- ☒ Applicable State required licenses for Prime Firm Only (Not sub-Contractors)
- ☒ **Sample Insurance Certificate:** Demonstrate your firm's ability to comply with insurance requirements. Provide a previous certificate or other evidence listing the Insurance Companies names for Workers Compensation, Comprehensive Commercial General Liability, and Commercial Auto Liability and the dollar amounts of the coverage.
- ☒ **MBE/WBE/VBE:** If claiming Minority Business Enterprise/Women Business Enterprises/Veteran's Business Enterprise, the Prime Firm (not sub-Contractor) **shall be** certified as a Minority Business Enterprise by the State of Florida, Department of Management Services, Office of Supplier Diversity pursuant to Section 287.0943, Florida Statutes.
- ☒ YES, CLAIMING STATUS AS PRIME ONLY
- ☒ YES, I'VE ATTACHED THE CERTIFICATE OF MBE/WBE STATUS FROM THE STATE OF FLORIDA AS OUTLINED SECTION 12.
- ☐ NOT CLAIMING MBE/WBE/VBE

If claiming Minority Business Enterprise/Women Business Enterprises, the Prime Firm (not sub-Contractor) shall be certified as a Minority Business Enterprise by the State of Florida, Department of Management Services, Office of Supplier Diversity pursuant to Section 287.0943, Florida Statutes and the Certificate from the State of Florida shall be submitted with the required paperwork.

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PROPOSAL SUBMITTAL SIGNATURE FORM

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per Agreement, if the firm is awarded the Agreement by the City.

The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

As addenda are considered binding as if contained in the original specifications, it is critical that the firm acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. 1 Dated 12/19/17 Addendum No. _____ Dated _____
Addendum No. _____ Dated _____ Addendum No. _____ Dated _____
Addendum No. _____ Dated _____ Addendum No. _____ Dated _____

Company Name Rightmire's Land Services, Inc.

(941) 429-7691	rightmire@verizon.net	(941) 257-4126
Telephone #	E-Mail	Fax #
<u>3037 Narcissus Terrace</u>		
Main Office Address		
<u>North Port</u>	<u>Florida</u>	<u>34286</u>
City	State	Zip Code

Address of Office Servicing City of North Port, if different than above: ☒ SAME AS ABOVE

Office Address

City	State	Zip Code
Telephone #		
E-mail		
Fax #		

Sherry L. Rightmire, CEO

Name & Title of Firm Representative

Sherry L. Rightmire
Signature

1/2/2018
Date

Do you accept Visa? ☐ YES ☒ NO

- OFFICE SERVICING CITY OF NORTH PORT (CITY HALL): ☒ LESS THAN 100 MILES ☐ MORE THAN 100 MILES
- LENGTH OF TIME AT THIS LOCATION: ☒ MORE THAN 3 YEARS ☐ 1 TO 3 YEARS
☐ BETWEEN 6 MONTHS TO 1 YEAR ☐ LESS THAN 6 MONTHS

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**CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2018-08
LANDSCAPE AND TURF MAINTENANCE SERVICES**

STATEMENT OF ORGANIZATION

(Information Sheet for Transactions and Conveyances Corporation Identification)

The following information will be provided to the City of North Port for incorporation in legal documents. It is, therefore, vital all information is accurate and complete. Please be certain all spelling, and capitalization is exactly as registered with the state or federal government.

Name of Respondent: Rightmire's Land Services, Inc.

DBA (if any): _____

Type of Entity (Sole Proprietor, Corporation, LLC, LLP, Partnership, etc): Corporation

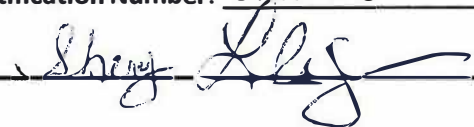
Business Address: 3037 Narcissus Terrace, North Port, Florida 34286

Phone: (941) 429-7691 **Fax:** (941) 257-4126

E-Mail rightmire@verizon.net

Print Name and Title of person authorized to bind: Sherry L. Rightmire, CEO

Federal Identification Number: 54-2150748

Signature: 

Respondent shall submit proof that it is authorized to do business in the State of Florida unless registration is not required by law.

(Please Check One)

Is this a Florida Corporation: ☒ Yes or ☐ No

If not a Florida Corporation,

In what state was it created: _____

Name as spelled in that State: _____

What kind of corporation is it: ☒ "For Profit" or ☐ "Not for Profit"

Is it in good standing: ☒ Yes or ☐ No

Authorized to transact business in Florida: ☒ Yes or ☐ No

State of Florida Department of State Certificate of Authority Document No.: P04000075816

Does it use a registered fictitious name: ☐ Yes or ☒ No

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Names of Officers:

President: Sherry L. Rightmire **Secretary:** _____

Vice President: William A. Rightmire **Treasurer:** _____

Director: Christopher L. Rightmire **Director:** _____

Other: _____ **Other:** _____

Name of Corporation (As used in Florida):

Rightmire's Land Services, Inc.

(Spelled exactly as it is registered with the state or federal government)

Corporate Address:

Post Office Box: _____

City, State Zip: _____

Street Address: _____

City, State, Zip: _____

3037 Narcissus Terrace

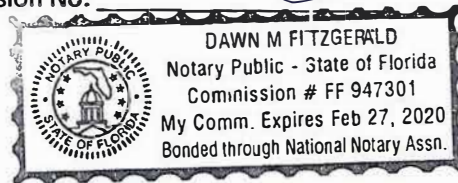
North Port, Florida 34286

STATE OF Florida
COUNTY OF Sarasota

Sworn to and subscribed before me this 3 day of Jan, 2018 by Sherry Rightmire ☐
is personally known to me or ☒ has produced his/her driver's license as identification. FL

D Fitzgerald
Notary Public - State of Florida

Print Name: Dawn Fitzgerald
Commission No: _____



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CITY OF NORTH PORT
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LANDSCAPE AND TURF MAINTENANCE SERVICES

REFERENCES/CLIENT LISTING

(The firm shall provide a minimum of five (5) business related references for which they are currently providing, or have provided within the last three (3) years, services similar to the scope of services required by this RFP.). Attach additional sheets if necessary.

1. Business/Customer Name: Sarasota County

Name of Contact Person/Title: Phil Talley, Administrative Agent, Project Manager for Parks Department

Telephone# 941-549-3382 Fax _____ E-mail jtalley@scgov.net

Address Twin Lakes Maintenance Building C, 6700 Clark Road, Sarasota, Florida 34241

Duration of Contract or business relationship March 2017 to present

Type of Services Provided Mowing and landscape maintenance services for parks, fire stations, utilities, facilities

2. Business/Customer Name: The Carriage Homes of Lakeside Plantation Homeowners Association, Inc.

Name of Contact Person/Title: Eileen Buckley, President (reference letter included)

Telephone# (269) 377-1504 Fax _____ E-mail ebuckley@aol.com

Address 1963 Scarlett Avenue, North Port, Florida 34289

Duration of Contract or business relationship October 2015 to present

Type of Services Provided Complete landscape, mowing, herbicide, fertilization and tree services for community

3. Business/Customer Name: Sarasota County, Forestry Division

Name of Contact Person/Title: David Godson, Forester (reference letter included)

Telephone# (941) 685-3840 Fax _____ E-mail dgodson@scgov.net

Address 6700 Clark Road, Building C, Sarasota, Florida 34241

Duration of Contract or business relationship April 2014 to present

Type of Services Provided Maintenance, pruning and herbicide control of 7,600 street trees 3 times per year

COMPANY NAME:: Rightmire's Land Services, Inc.

SIGNATURE: 

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**CITY OF NORTH PORT
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4. Business/Customer Name: City of North Port, Property Maintenance Division

Name of Contact Person/Title: Jana White, Planner, Scheduler

Telephone# (941) 429-3951 Fax (941) 423-2570 E-mail jwhite@cityofnorthport.com

Address 5455 Pan American Boulevard, North Port, Florida 34287

Duration of Contract or business relationship 2014 to present

Type of Services Provided Landscape, mowing, swale and aquatic weed maintenance for various fire stations and parks

5. Business/Customer Name: Sarasota County Public Works

Name of Contact Person/Title: Spencer Anderson, Senior Manager (reference letter included)

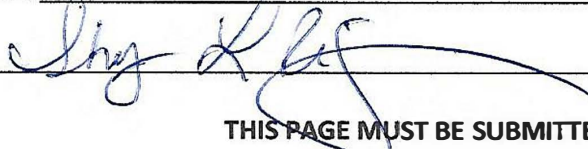
Telephone# (941) 915-3421 Fax _____ E-mail sanderson@scgov.net

Address 1001 Sarasota Center Boulevard, Sarasota, Florida 34240

Duration of Contract or business relationship July 2012 through April 2013

Type of Services Provided Monthly mowing, trimming, edging, MOT for over 800 acres of public ROW, ponds, and medians

COMPANY NAME:: Rightmire's Land Services, Inc.

SIGNATURE: 

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DRUG FREE WORKPLACE FORM

The undersigned Contractor in accordance with Florida Statute 287.087 hereby certifies that
Rightmire's Land Services, Inc. does:

(Company Name)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug free workplace through implementation of this section.

Check one:

- ☒ As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.
- ☐ As the person authorized to sign this statement, this firm **does not** comply fully with the above requirements.



Offeror's Signature

11/27/2018

Date

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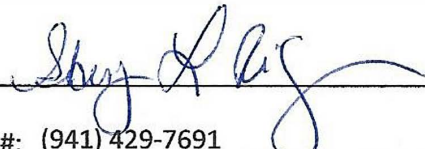
CITY OF NORTH PORT
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PUBLIC ENTITY CRIME INFORMATION

As provided by F.S. §287.133, 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 Section 287, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

I, Sherry L. Rightmire, being an authorized representative of the Respondent,
Rightmire's Land Services, Inc., located at 3037 Narcissus Terrace

City: North Port State: Florida Zip Code: 34286, have read and understand
the contents above. I further certify that Respondent is not disqualified from replying to this solicitation because of F.S.
§287.133.

Signature:  Date: 1/3/2018
Telephone #: (941) 429-7691 Fax #: (941) 257-4126

Federal ID #: 54-2150748

STATE OF Florida
COUNTY OF Sarasota

Sworn to and subscribed before me this 3 day of Jan, 2018, by Sherry Rightmire
who ☐ is personally known to me or ☒ has produced his/her driver's license as identification.


Notary Public - State of Florida

Print Name Dawn Fitzgerald

Commission No. DAWN M FITZGERALD
Notary Public - State of Florida
Commission # FF 947301
My Comm. Expires Feb 27, 2020
Bonded through National Notary Assn.

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CITY OF NORTH PORT
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NON-COLLUSIVE AFFIDAVIT

State of Florida }
County of Sarasota } SS.

Before me, the undersigned authority, personally appeared:

Sherry L. Rightmire who, being first duly sworn, deposes and says that:

1. He/She is the Owner (Owner, Partner, Officer, Representative or Agent) of Rightmire's Land Services, Inc., the Respondent that has submitted the attached reply;
2. He/She is fully informed respecting the preparation and contents of the attached reply and of all pertinent circumstances respecting such reply;
3. Such reply is genuine and is not a collusive or sham reply;
4. Neither the said Respondent nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other respondent, firm, or person to submit a collusive or sham reply in connection with the work for which the attached reply has been submitted; or have in any manner, directly or indirectly sought by agreement or collusion, or communication or conference with any respondent, firm, or person to fix the price or prices in the attached reply or of any other respondent, or to fix any overhead, profit, or cost elements of the reply price or the reply price of any other respondent, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the reply work.

Signed, sealed and delivered this 2nd day of January, 2018.

By: [Signature]
Sherry L. Rightmire
(Printed Name)
CEO
(Title)

STATE OF Florida
COUNTY OF Sarasota

Sworn to and subscribed before me this 3 day of Jan, 2018 by Sherry Rightmire who ☐ is personally known to me or ☒ has produced his/her driver's license as identification.

[Signature]
Notary Public - State of Florida
Print Name: Dawn Fitzgerald
Commission No: _____

THIS PAGE MUST BE SUBMITTED WITH PROPOSAL



CITY OF NORTH PORT
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LOBBYING CERTIFICATION

"The undersigned hereby certifies, to the best of his or her knowledge and belief, that":

STATE OF Florida

COUNTY OF Sarasota

This 3rd day of January of 2017th

Sherry L. Rightmire, being first duly sworn, deposes and says that he or she is the authorized representative of Rightmire's Land Services, Inc. (Name of the contractor, firm or individual), and that the vendor and any of its agents agree to have no contact or communication with, or discuss any matter related in any way to any active City of North Port solicitation, with any City of North Port elected officials, officers, their appointees or their agents or any other staff or outside individuals working with the city in respect to this request other than the designated Procurement Official Contact and to abide by the restrictions outlined in the General Terms and Conditions of the Solicitation. Technical questions directed to the project manager, is prohibited. These persons shall not be lobbied, either individually or collectively, regarding any questions for bid, proposal, qualification and/or any other solicitations released by the city. To do so is grounds for immediate disqualification from the selection process. The selection process is not considered final until such a time as the Commission has made a final and conclusive determination.

(a) No City appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence either directly or indirectly an officer or employee of the City, City Commission in connection with the awarding of any City Contract.

(b) If any funds other than City appropriated funds have been paid or will be paid to any person for influencing or attempting to influence a member of City Commission or an officer or employee of the City in connection with this contract, the undersigned shall complete and submit Standard Form-L "Disclosure Form to Report Lobbying", in accordance with its instructions.

Signed, sealed and delivered this 3rd day of January, 2017th

By: Sherry L. Rightmire

Sherry L. Rightmire
(Printed Name)
CEO

(Title)

STATE OF Florida

COUNTY OF Sarasota

Sworn to and subscribed before me this 3rd day of Jan, 2017th by Sherry L. Rightmire ☐ is personally known to me or ☐ has produced his/her driver's license as identification.

Notary Public - State of FL

Print Name: Dawn Fitzgerald

Commission No. FF 947301

DAWN M FITZGERALD

Notary Public - State of Florida

Commission # FF 947301

My Comm. Expires Feb 27, 2020

Bonded through National Notary Assn.

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**CITY OF NORTH PORT
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LANDSCAPE AND TURF MAINTENANCE SERVICES**

CONFLICT OF INTEREST FORM

F.S. §112.313 places limitations on public officers (including advisory board members) and employees' ability to contract with the City either directly or indirectly. Therefore, please indicate if the following applies:

PART I.

- ☐ I am an employee, public officer or advisory board member of the City
_____ (List Position Or Board)
- ☐ I am the spouse or child of an employee, public officer or advisory board member of the City
Name: _____
- ☐ An employee, public officer or advisory board member of the City, or their spouse or child, is an officer, partner, director, or proprietor of Respondent or has a material interest in Respondent. "Material interest" means direct or indirect ownership of more than 5 percent of the total assets or capital stock of any business entity. For the purposes of [§112.313], indirect ownership does not include ownership by a spouse or minor child.
Name: _____
- ☐ Respondent employs or contracts with an employee, public officer or advisory board member of the City
Name: _____
- ☒ None Of The Above

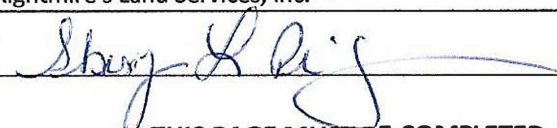
PART II:

Are you going to request an advisory board member waiver?

- ☐ I will request an advisory board member waiver under §112.313(12)
- ☐ I will NOT request an advisory board member waiver under §112.313(12)
- ☒ N/A

The City shall review any relationships which may be prohibited under the Florida Ethics Code and will disqualify any vendors whose conflicts are not waived or exempt.

COMPANY: Rightmire's Land Services, Inc.

SIGNATURE: 

THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL

CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2018-08
LANDSCAPE AND TURF MAINTENANCE SERVICES

AFFIDAVIT

Claiming Status as a Local Business

(In order to claim Local Business you MUST meet all requirements below: 1-4)

State of Florida }
County of Sarasota } SS.

Before me, the undersigned authority, personally appeared:

Sherry L. Rightmire who, being first duly sworn, deposes and says that:

1. I am the Owner _____ (Owner, Partner, Officer, Representative, or Agent) of Rightmire's Land Services, Inc., the Proposer that has submitted the attached proposal;

AND

2. I am fully informed respecting the operation and employees of the Proposer;

AND

3. I affirm that the Proposer has maintained a physical business address located within the limits of Sarasota County, Charlotte County or Desoto County for a period of six (6) months or more before submitting this proposal, from which the Proposer operates or performs business. The qualifying local address is 3037 Narcissus Terrace, North Port, Florida 34286

AND

4. I affirm that at least fifty percent (50%) of the Proposer's employees are residents of the City of North Port.

Signed, sealed and delivered this 3rd day of January, 2018

By: _____

Sherry L. Rightmire

(Printed Name)

CEO

(Title)

State of Florida

County of Sarasota

Sworn to and subscribed before me this 3 day of Jan, 2018 by Sherry Rightmire ☐ is personally known to me or ☐ has produced his driver's license as identification.

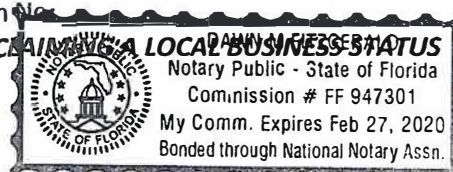
NOTARY SEAL:

Dawn Fitzgerald
Notary Public - State of Florida

Print Name: Dawn Fitzgerald

Commission No. _____

THIS PAGE TO BE RETURNED ONLY IF PROPOSER IS CLAIMING A LOCAL BUSINESS STATUS



CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2018-08
LANDSCAPE AND TURF MAINTENANCE SERVICES

AFFIDAVIT

Claiming Status as a North Port Local Business
(In order to claim North Port Local Business you MUST meet all requirements below: 1-4)

State of Florida }
County of Sarasota } SS.

Before me, the undersigned authority, personally appeared:

Sherry L. Rightmire who, being first duly sworn, deposes and says that:

1. I am the Owner (Owner, Partner, Officer, Representative or Agent) of Rightmire's Land Services, Inc., the Proposer that has submitted the attached proposal;

AND

2. I am fully informed respecting the operation and employees of the Proposer;

AND

3. I affirm that the Proposer has maintained its primary physical business address within the limits of the City of North Port for a period of six (6) months or more before submitting this proposal, from which the Proposer operates or performs business. The qualifying local address is 3037 Narcissus Terrace, North Port, Florida 34286

AND

4. I affirm that at least fifty percent (50%) of the Proposer's employees are residents of the City of North Port.

Signed, sealed and delivered this 3rd day of January, 2018.

By: Sherry L. Rightmire

Sherry L. Rightmire (Printed Name)

CEO (Title)

State of Florida

County of Sarasota

Sworn to and subscribed before me this 3 day of Jan, 2018, by Sherry L. Rightmire who ☐ is personally known to me or ☒ has produced his driver's license as identification.

NOTARY SEAL:

Dawn Fitzgerald
Notary Public - State of Florida

Print Name: Dawn Fitzgerald

Commission No: _____

THIS PAGE TO BE RETURNED ONLY IF PROPOSER IS CLAIMING



CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2018-08
LANDSCAPE AND TURF MAINTENANCE SERVICES

COMMERCIAL PEST CONTROL APPLICATOR

1. The successful Contractor shall be required to hold the mandatory Commercial Pest Control license from the State of Florida, and provide proof of same at the time of proposal submission, along with proof of pesticide applicator liability insurance.
2. The Bureau of Entomology rules that when a subcontractor is employed for this purpose, that subcontractor shall be named and shall be the only person(s) to apply chemicals (the Contractor shall not work on behalf of the subcontractor by applying chemicals). **N/A as the City intends on awarding to a Contractor that can perform all services.**
3. Only a licensed person or those covered by a chemical applicator's license are allowed to apply chemicals.

The contractor shall provide the following with his submittal for his firm:

- Florida Department of Agriculture Consumer Services (FDACS) Right of Way Pest Control certification
- Commercial Lawn & Ornamental pesticide application certification
- City of North Port Fertilizer Ordinance/Florida Department of Environmental Protection (FDEP) Green Industries Best Management Practices (BMP) certification
- Florida Department of Transportation (FDOT) Intermediate Maintenance of Traffic certification

Proposer not demonstrating minimum similar and acceptable experience shall be deemed non-responsible. Documentation demonstrating that proposer meets this minimum requirement shall be supplied in Tab 5 of the proposal along with this form acknowledged by signature below. Reference contact information and additional documentation may be submitted with your Submittal Package (**attach additional sheets if necessary**).

NAME/TITLE OF PERSON AUTHORIZED TO BIND: _____

This page must be completed and submitted

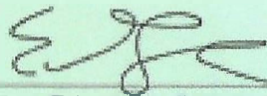
State of Florida

Woman Business Certification

Rightmire's Land Services, Inc

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:

12/22/2017 to 12/22/2019



Erin Rock, Secretary
Florida Department of Management Services



Office of Supplier
DIVERSITY
We strive to ensure all serve Florida



October 11, 2016

Subject: Reference Letter for Rightmire's Land Services

To Whom It May Concern:

Rightmire's Land Services, Inc, provided contracted mowing maintenance service for Sarasota County Government from July 2012 through April 2013.

Rightmire's contracted scope of services included regular mowing, trimming, edging, litter collection and disposal, clean-up and maintenance of traffic on over 800 acres of public rights of way, ponds, vacant lots, medians and other transportation related facilities. Rightmire's services were inspected for 100% compliance and successfully met contract requirements for payment by the County.

Please feel free to contact me if I can be of further assistance with respect to the work performed by Rightmire's Land Services, Inc. for Sarasota County Government.

Sincerely,

Spencer L. Anderson

Senior Manager
Sarasota County Public Works
(941) 915-3421
sanderso@scgov.net

Carriage Homes of Lakeside Plantation HOA
1963 Scarlett Avenue
Northport, FL 34289

October 21, 2016

To Whom It May Concern:

It is my pleasure to share my experience and recommendation to you regarding Rightmire's Land Services, Inc. The Carriage Homes of Lakeside Plantation is a 13-year-old, subdivision of 100 homes, consisting of 12 standalone homes and 44 buildings of two homes sharing one roof. Our Home Owners Association (HOA) is responsible for all of the building maintenance and landscape care.

Seeking a new landscape company in the summer of 2015, we were referred to Rightmire's Land Services, Inc. During the interview process they presented a professional approach to our landscape needs, with an underpinning of a personal gardener's view. They were able to answer all of our questions about the problems we were experiencing with turf, palm trees, and shrubs. They noted that our landscape appeared to be lacking in nutrition. They stated that they would not know which nutrients were lacking until they took multiple soil samples and had them analyzed. We hired them and have extremely happy with their service.

In the year that they have been caring for our lawns and shrubbery, we had seen our turf and palms, and plants fill out and achieve a rich green color. They have been giving the landscape proper nutrients and monitoring their progress with soil sampling. A returning snowbird remarked that she thought new scrubs had been planted in the front of her home. She said, "I have wintered here for ten years and have never seen my bushes looking this good! I thought they had been replaced."

Billy and Sherry Rightmire and their crew provide excellent care of our landscaping. They are prompt, hard-working individuals. They strive for perfection. When met with problems, such as far too much rain allowing fungus to set in, they worked diligently to eradicate the fungus, ending up having to replace some sod. We can count on the Rightmires to care about our landscape and take pride in doing a great job. They live only a few miles away and often pass through our subdivision, just to check on things. I am very impressed with the work habits they all possess. They are friendly, greeting our residents with smiles. They work long days if there is work to be accomplished, such as center cutting our live oak trees and trimming our Washingtonian palms. They are skilled and knowledgeable in planting, fertilizing, supplying nutrients, trimming, and maintaining landscaping of all types.

I highly recommend Rightmire's Land Services, Inc. to anyone who is looking for a company that has the knowledge and skill to keep their landscape in topnotch shape and really cares about the property with which they have been entrusted.

If you have any questions concerning this company, please call me at 269-377-1504.

Sincerely,



Eileen Buckley, President. Carriage Homes of Lakeside Plantation HOA

David Godson, Forester
Sarasota County Forestry Division
6700 Clark Rd Building C
Sarasota FL, 34241
(941) 685-3840

RE: Letter of Reference: Contract Number IFB142694JS

To Whom It May Concern:

I am writing this reference in regard to Rightmire's Land Service Inc. performance for the above reference Contract. Rightmire's has been working for the Forestry Division for the last 2.5 years. During that time period I have made the following observations about the Company:

- They provide excellent communication and scheduling
- Work is completed in a timely manner according to schedule provided
- They provide a high quality of work as specified in the contract
- They have quality equipment which is appropriate for work busy urban roadways
- They have high safety awareness and follow all MOT as required by the contract
- They provide excellent record keep and invoicing

It has been a pleasure to work with this Company. I wish all contractors were as easy to work with as Bill and Sherry are. If I can answer any further questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Godson', with a stylized flourish at the end.

David Godson,
Forester

Rightmire's Land Services, Inc.

3037 Narcissus Terrace
North Port, Florida 34286

Office: (941) 429-7691 **Fax:** (941) 257-4126 **Cell:** (941) 815-0453/(941) 815-0542

~ Quality work with a personal touch ~

DRUG-FREE WORKPLACE

To: All Employees and Subcontractors

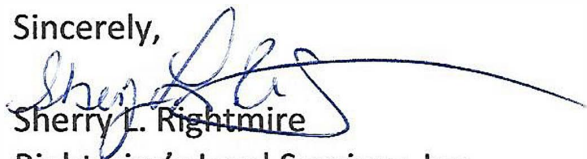
From: Sherry L. Rightmire, CEO

Rightmire's Land Services, Inc. is a drug-free workplace. We are required to make a good-faith effort to maintain a drug-free workplace for the safety of our employees and the public we interact with. Employees are prohibited to participate in the unlawful manufacture, distribution, dispensing or use of a controlled substance in the workplace. Such violations will be met with immediate termination.

It is also a condition of many of the Contracts we work on that our employees abide by the terms of the above statement as well as notify Rightmire's Land Services, Inc. of any conviction or pleas of guilty or nolo contendere and violation of Chapter 893 or any controlled substance law of the United States or any state, or a violation occurring in the workplace, no later than five (5) days after such conviction.

If there are any questions regarding the above-mentioned, please let us know so we may clarify.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Sherry L. Rightmire', with a long horizontal flourish extending to the right.

Sherry L. Rightmire
Rightmire's Land Services, Inc.

State of Florida

Department of State

I certify from the records of this office that RIGHTMIRE'S LAND SERVICES, INC. is a corporation organized under the laws of the State of Florida, filed on May 6, 2004.

The document number of this corporation is P04000075816.

I further certify that said corporation has paid all fees due this office through December 31, 2017, that its most recent annual report/uniform business report was filed on April 6, 2017, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-first day of December,
2017*



Ken Ditzner
Secretary of State

Tracking Number: CU6059172841

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/22/2017

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

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

PRODUCER Gregoire Family Insurance 992 Tamiami Trail E2 Port Charlotte FL 33953		CONTACT NAME: Kristiana Gregoire PHONE (A/C, No, Ext): (941)889-7836 E-MAIL ADDRESS: ana@gregoirefamilyins.com FAX (A/C, No): (800)986-0433	
INSURED RIGHTMIRES LAWN SERVICES INC 3037 NARCISSUS TER NORTH PORT FL 34286		INSURER(S) AFFORDING COVERAGE INSURER A: American States Insurance INSURER B: AIIC INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 19704 23140	

COVERAGES

CERTIFICATE NUMBER: CL1792203018

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y		01C140544580	09/06/2017	09/06/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		AWC1080378	04/07/2017	04/07/2018	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

Certificate holder is listed as additionally insured in regards to the commercial general liability.

Coverage is included for spraying approved pesticide/herbicide application per CG 22 64.

CERTIFICATE HOLDER

CANCELLATION

City of North Port
4970 City Hall Boulevard

North Port

FL 34286

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

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.



VEHICLE OR EQUIPMENT CERTIFICATE OF INSURANCE

DATE (MM/DD/YYYY)

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

This form is used to report coverages provided to a single specific vehicle or equipment. Do not use this form to report liability coverage provided to multiple vehicles under a single policy. Use ACORD 25 for that purpose.

PRODUCER  Bob Fuller State Farm 14904 Tamiami Trail North Port, FL 34287	CONTACT NAME: Bob Fuller PHONE (A/C, No, Ext): 941-426-2990 E-MAIL ADDRESS: Bob.Fuller.bxk4@statefarm.com PRODUCER CUSTOMER ID #:	FAX (A/C, No): 941-423-8329
	INSURER(S) AFFORDING COVERAGE INSURER A: State Farm Mutual Automobile Insurance Company INSURER B: INSURER C: INSURER D: INSURER E:	

DESCRIPTION OF VEHICLE OR EQUIPMENT

YEAR 2015	MAKE / MANUFACTURER Ford	MODEL F350	BODY TYPE Truck	VEHICLE IDENTIFICATION NUMBER 1FD8W3HT3FEB46224
DESCRIPTION			VEHICLE/EQUIPMENT VALUE \$	SERIAL NUMBER

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICY(IES) OF INSURANCE LISTED BELOW HAS/HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD(S) INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICY(IES) DESCRIBED HEREIN IS/ARE SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICY(IES).

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
		☒ VEHICLE LIABILITY	E074642-A21-59	01/21/2018	07/21/2018	COMBINED SINGLE LIMIT	\$
						BODILY INJURY (Per person)	\$ 10000000
						BODILY INJURY (Per accident)	\$ 10000000
						PROPERTY DAMAGE	\$ 10000000
		GENERAL LIABILITY				EACH OCCURENCE	\$
		☐ OCCURRENCE				GENERAL AGGREGATE	\$
		☐ CLAIMS MADE					\$
INSR LTR	LOSS PAYEE	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS / DEDUCTIBLE	
		☒ VEH COLLISION LOSS	E074642-A21-59	01/21/2018	07/21/2018	☒ ACV ☐ AGREED AMT ☐ STATED AMT	\$ LIMIT DED
		☒ VEH COMP ☐ VEH OTC	E074642-A21-59	01/21/2018	07/21/2018	☒ ACV ☐ AGREED AMT ☐ STATED AMT	\$ LIMIT DED
		EQUIPMENT				☐ ACV ☐ AGREED AMT ☐ RC ☐ STATED AMT	\$ LIMIT DED
		☐ BASIC ☐ BROAD ☐ SPECIAL					

REMARKS (INCLUDING SPECIAL CONDITIONS / OTHER COVERAGES) (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

ADDITIONAL INTEREST

CANCELLATION

Select one of the following:

- ☒ The additional interest described below has been added to the policy(ies) listed herein by policy number(s).
☐ A request has been submitted to add the additional interest described below to the policy(ies) listed herein by policy number(s).

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

VEHICLE / EQUIPMENT INTEREST: ☐ LEASED ☐ FINANCED

DESCRIPTION OF THE ADDITIONAL INTEREST

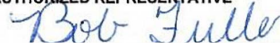
NAME AND ADDRESS OF ADDITIONAL INTEREST

The City of North Port
4970 City Hall Blvd.
North Port, FL 34286

☒ ADDITIONAL INSURED ☐ LOSS PAYEE
☐ LENDER'S LOSS PAYEE

LOAN / LEASE NUMBER

AUTHORIZED REPRESENTATIVE



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Certificate of Completion

William A. Rightmire

**Has Completed a Florida Department of Transportation
Approved Maintenance of Traffic (MOT) Advanced
(Refresher) Course.**

10/21/2020

Expiration Date

134

FDOT Provider #

Al Sevcech

Instructor

22095

Certificate #



A&SW Consultants, Inc.
55 Inlet Harbor Rd. Ste. 121
Port Orange, FL
www.FloridaMOT.com
nicolle@aswconsultants.com



For more information about Maintenance of
Traffic (MOT) or to verify this certificate visit
www.motadmin.com

Licensed Pesticide Applicator Detail

[Print](#)[Close](#)**Applicator's Name****City, State**

RIGHTMIRE, SHERRY LYNN

NORTH PORT, FL

License No.**License Status****License Type:**

CM22080

Normal

Commercial RUP Applicator License

License Categories

Right-Of-Way Pest Control, Aquatic Pest Control, Ornamental and Turf Pest Control

Original Issue Date**Last Issue Date****Expiration Date**

2/11/2013

2/16/2017

2/28/2021

Company Name**Agent Count:** 0

Licensed Pesticide Applicator Detail

Print

Close

Applicator's Name

City, State

RIGHTMIRE, SHERRY

NORTH PORT, FL

License No.

License Status

License Type:

LF209219

Normal

Limited Urban Landscape
Commercial Fertilizer

License Categories

Original Issue Date

Last Issue Date

Expiration Date

10/1/2013

10/9/2017

10/1/2021

Company Name

Agent Count: 0



Certificate #
GV30813

Trainee ID #

UF IFAS
UNIVERSITY of FLORIDA

Certificate of Training Best Management Practices Florida Green Industries

The undersigned hereby acknowledges that

Christopher L. Rightmire

has successfully met all requirements necessary to be fully trained through the Green Industries Best Management Practices Program developed by the Florida Department of Environmental Protection with the University of Florida Institute of Food and Agricultural Sciences.

Issuer

M. Glenn

Instructor

4/25/2014

Date of Class

DEX Program Administrator

Not valid without seal



GV402086-1

Certificate #
GV402086

Trainee ID #

UF IFAS
UNIVERSITY of FLORIDA

Certificate of Training Best Management Practices Florida Green Industries

The undersigned hereby acknowledges that

Andres J. Garcia

has successfully met all requirements necessary to be fully trained through the Green Industries Best Management Practices Program developed by the Florida Department of Environmental Protection with the University of Florida Institute of Food and Agricultural Sciences.

Issuer

R. Mertens

Instructor

3/14/2017

Date of Class

DEX Program Administrator

Not valid without seal



GV3551-1

Certificate #

GV3551

Trainee ID #

Certificate of Training Best Management Practices Florida Green Industries

UNIVERSITY OF
FLORIDA
IFAS EXTENSION

The undersigned hereby acknowledges that

William Rightmire

has successfully met all requirements necessary to be fully trained through the Green Industries Best Management Practices Program developed by the Florida Department of Environmental Protection with the University of Florida Institute of Food and Agricultural Sciences.

Dr. L.E. Trenholm

Issuer

Rainey

Instructor

10/21/2008

Date of Class

John Chundrod
DEP Program Administrator

Not valid without seal



GV21126-1

Certificate #

GV21126

Trainee ID #

Certificate of Training Best Management Practices Florida Green Industries

UF UNIVERSITY of
FLORIDA
IFAS Extension

The undersigned hereby acknowledges that

Sherry L. Rightmire

has successfully met all requirements necessary to be fully trained through the Green Industries Best Management Practices Program developed by the Florida Department of Environmental Protection with the University of Florida Institute of Food and Agricultural Sciences.

David Rainey
Issuer

B. Mertens

Instructor

2/26/2013

Date of Class

Lee Hunsicker
DEP Program Administrator

Not valid without seal

Sarasota County Business Tax Receipt

2017-18

THIS TAX DOES NOT ASSURE QUALITY OF WORK OR CONFIRM THAT REGULATORY OR
ZONING REQUIREMENTS HAVE BEEN MET, IT IS THE OWNER'S RESPONSIBILITY TO
ENSURE COMPLIANCE.

Account No.
990010078529

Business Type: SERVICE

Business Address: RIGHTMIRE LAND SERVICES INC
3037 NARCISSUS TER
NORTH PORT FL 34286

PAID: 6011672.0001 9/19/2017 \$14.43

RIGHTMIRE WILLIAM

3037 NARCISSUS TERR
NORTH PORT FL 34286

All businesses in Sarasota County are responsible for complying with
the Sarasota County mandatory recycling ordinance.

Valid until 9/30/2018

Sarasota County Tax Collector
Barbara Ford-Coates
101 S. Washington Blvd., Sarasota, FL 34236
(941) 861-8300, option 3
www.SarasotaTaxCollector.com
Info@SarasotaTaxCollector.com