

**BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA
PROFESSIONAL SERVICES AGREEMENT
For
MOWING SERVICES
NO. 26-RFP01213B**

THIS Agreement made and entered into this _____ day of _____, 2026, by and between HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS, 15470 Flight Path Drive, Brooksville, Florida, 34604, a political subdivision of the State of Florida, hereinafter called the County and Rotolo Consultants, Inc., 38001 Brownsvillage Road, Slidell, LA 70460, duly authorized to conduct business in the State of Florida, hereinafter called the Professional.

RECITALS:

WHEREAS, the Professional has reviewed the consulting services required pursuant to the Agreement and is qualified, willing and able to provide and perform all such services in accordance with its terms.

WHEREAS, the County does hereby retain the Professional to furnish certain services in connection with:

mowing services in Hernando County for Zone B-Royal Highlands and Zone E-Spring Hill DRAs (drainage retention areas)

NOW, THEREFORE, the County and the Professional, in consideration of the mutual covenants contained herein, agree as follows:

SECTION 1. The Professional and the County mutually agree to furnish, each to the other, the respective services, information and terms as described in Exhibit "A", attached hereto and made a part hereof.

Before any additions or deletions to the work described in Exhibit "A", and before undertaking any changes or revisions to such work, the parties shall negotiate any necessary cost changes and shall enter into a supplemental written Agreement covering such modifications and the compensation to be paid therefor.

Reference herein to this Agreement shall be considered to include any supplement thereto and the Request for Proposals that resulted in this Agreement.

Reference herein to County Administrator shall mean the Hernando County Administrator or its designee.

SECTION 2. The services indicated in Exhibit "A" to be rendered by the Professional shall be commenced, subsequent to the execution of this Agreement, upon written notice from the County Administrator and shall be completed within timeframe provided by Project Manager from the Department of Public Works (DPW) from the date of issuance of the Purchase Order and /or Notice to Proceed.

SECTION 3. The Professional agrees to provide Project Schedule progress reports in a format acceptable to the County, either monthly or at intervals established by the County. The County will be entitled at all times to be advised, at its request, as to the status of work being done by the Professional and of the details thereof. Coordination shall be maintained by the Professional with representatives of the County. Either party to the Agreement may request and be granted a conference.

SECTION 4. In the event there are delays on the part of the County as to the approval of any of the materials submitted by the Professional, or if there are delays occasioned by circumstances beyond the control of the

Professional which delay the project schedule completion date, the County shall grant to the Professional, by "Letter of Time Extension," an extension of the contract time equal to the aforementioned delays, provided there are no changes in compensation or scope of work except those changes that may be agreed upon between the parties hereto.

It shall be the responsibility of the Professional to ensure at all times that sufficient contract time remains within which to complete all services on the project. In the event there have been delays that would affect the project completion date, the Professional shall submit a written request to the County that identifies the reason(s) for the delay and the amount of time related to each reason. The County shall timely review the request and determine whether to grant all or part of the requested extension.

In the event Contract time expires and the Professional has not requested, or if the County has denied, an extension of the completion date, partial progress payments will be stopped on the date time expires. No further payment for the project will be made until a time extension is granted or all work has been completed and accepted by the County.

SECTION 5. The Professional shall maintain an adequate and competent professional staff within the State of Florida and may associate with specialists, sub-professionals, and/or other professionals for the purpose of its services hereunder without additional cost to the County. Should the Professional desire to utilize other specialists, sub-professionals, and/or professionals in the performance of the work, the Professional shall be responsible for satisfactory completion of all such specialists', sub-professionals' and/or other professionals' work and may not assign or transfer work under this Agreement to other specialists, sub-professionals, or professionals unless approved in writing by the County. It is agreed that only specialists, sub-professionals, and/or other professionals which have been approved by an authorized representative of the County will be used by the Professional. It is also agreed that the County will not, except for services so designated herein or as may be approved by the County, permit or authorize the Professional to perform less than the total contract work with other than its own organization.

SECTION 6. All final plans, documents, reports, studies, and other data prepared by the Professional will bear the endorsement of a person in the full employ of the Professional and duly registered in the appropriate professional category.

a) After the County's acceptance of final plans and documents, the Professional shall provide to the County a reproducible form of the Professional's drawings, tracings, plans, and maps. Upon completion of construction by the Contractor, the Professional shall furnish acceptable field verified "record drawings" of full-size prints. The Professional shall signify, by affixing an appropriate endorsement on every sheet of the record sets that the work shown on the endorsed sheets was reviewed by the Professional. In addition to the aforementioned documents in this subparagraph, the Professional shall submit three (3) final sets of operation and maintenance manuals.

b) The Professional shall not be liable for the County's use of said plans, documents, studies, or other data for any purpose other than stated in the Scope of Services, Exhibit "A," of this Agreement.

SECTION 7. All tracings, plans, specifications, maps, surveys, field survey notes, and/or reports prepared or obtained under this Agreement shall be considered works made for hire and shall become the property of the County restricted to the terms of (7) above; and reproducible copies shall be made available upon County's request, at Professional's direct printing costs, to the County at any time during the period of this Agreement. The County will have the right to visit the site for inspection of the work and the drawings of the Professional at any time. Unless changed by written Agreement of the parties, said site shall be the address of the firm. Records of cost incurred under the terms of this Agreement shall be maintained and made available upon request of the County at all times during the period of this Agreement and for five (5) years after final payment is made. Copies of these documents and records shall be furnished to the County upon request at direct printing cost.

Records of cost incurred includes the Professional project accounting records, together with supporting documents and records of the Professional and all specialists, sub-professionals and/or other professionals performing work on the project, and all other records of the Professional and specialists, sub-professionals and/or other professionals considered necessary by the County for a proper audit of project costs.

Whenever travel costs are included in Exhibit B, the provisions of Section 112.061, Florida Statutes, shall govern as to reimbursable costs.

The Professional shall furnish to the County at direct printing cost all final work documents, papers, and letters or any other such materials which may be subject to the provisions of Chapter 119, Florida Statutes, made or received by the Professional in conjunction with this project. Failure by the Professional to provide such records shall be grounds for immediate unilateral cancellation of the Agreement by the County.

SECTION 8. The Professional shall comply with all federal, state, and local laws and ordinances applicable to the work or payment thereof, and shall not discriminate on the grounds of race, color, religion, sex, or national origin in the performance of work under this Agreement.

SECTION 9. The County agrees to pay the Professional compensation as detailed in Exhibit B which is attached hereto and made a part hereof. Unless otherwise agreed to, this is a lump sum contract. No additional fees or expenses will be paid by the County.

SECTION 10. The Professional is employed to render a professional service only and payments made to the Professional are compensation solely for such services rendered and recommendations made in carrying out the work. The Professional shall perform and complete all work in a workmanlike manner to the best of its abilities and in accordance with sound engineering and professional consulting practices and principles.

In performing construction phase services, the Professional may be requested to act as agent of County. The Professional's review or supervision of work prepared or performed by other individuals or firms employed by the County shall not relieve those individuals or firms of complete responsibility for the adequacy of their work.

SECTION 11. The County may terminate this Agreement in whole or in part at any time the interest of the County requires such termination.

- a) If the County reasonably determines that the performance of the Professional is not satisfactory, the County shall have the option of:
 - 1) immediately terminating the Agreement and paying the Professional for work reasonably and satisfactorily performed hereunder through the date of termination; or
 - 2) notifying the Professional of the deficiency requiring that the deficiency be corrected within a reasonable specified time, and terminating the Agreement at the end of the specified time if the Professional does not correct the deficiency. If the County terminates the Agreement, it shall pay the Professional for the work satisfactorily completed to such specified date.
- b) If the County requires termination of the Agreement for reasons other than unsatisfactory performance of the Professional, the County shall notify the Professional of such termination and specify the state of work at which time the Agreement is to be terminated, and the Professional shall be entitled to receive payment for all work reasonably, satisfactorily performed hereunder through the date of termination. An allowance for satisfactory work in progress but not yet completed shall be made.
- c) If the Agreement is terminated before performance is completed, the Professional shall be paid for work satisfactorily performed. Payment is to be on the basis of substantiated costs, not to exceed the percentage of the work performed.

SECTION 12. Adjustment of compensation and Contract time because of any major changes in the work that may become necessary or desirable as the work progresses shall be left County's absolute discretion. The parties shall commit such adjustment to a written supplemental agreement.

SECTION 13. All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.

SECTION 14. The Professional shall procure and maintain professional liability insurance as required in the Request for Qualifications that resulted in this Agreement.

The Professional will also cause professional specialists and/or sub-professionals retained by professional for the project to procure and maintain comparable professional liability insurance coverage. Before commencing the work, the Professional shall furnish the County a certificate(s) showing compliance with this paragraph (Exhibit C). *Said certificate(s) shall provide that policy(s) shall not be changed or canceled until thirty (30) days prior written notice has been given to the County; Hernando County is named as additional insured as to Commercial General Liability and Certificate Holder must read: Hernando County Board of County Commissioners.*

SECTION 15. The Professional warrants that he has not employed or retained any company or person other than a bona fide employee working solely for the Professional, to solicit or secure this Agreement, and that he has not paid or agreed to pay any person, company, corporation, individual or firm any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement. It is understood and agreed that the term "fee" shall also include brokerage fee, however denoted.

- a) For the breach of violation of Paragraph (15) the County shall have the right to terminate this Agreement without liability and, at its discretion, to deduct from the Contract price or otherwise recover the full amount of such fee, commission, percentage, gift, or consideration.

SECTION 16. Unless otherwise required by law or judicial order, the Professional agrees that it shall make no statements, press releases or publicity releases concerning the Agreement or its subject matter or otherwise disclose or permit to be disclosed any of the data or other information obtained or furnished in compliance with this Agreement, or any particulars thereof, during the period of the Agreement without first notifying the County and securing its consent in writing. The Professional also agrees that it shall not publish, copyright or patent any of the site-specific data furnished in compliance with this Agreement; it being understood that, under Paragraph 7 hereof, such data or information is the property of the County. This does not include materials previously or concurrently developed by the Professional for "In House" use. Only data generated by Professional for work under this Agreement shall be the property of the County.

SECTION 17. Standards of Conduct - Conflict of Interest - The Professional covenants and agrees that it and its employees shall be bound by the standards of conduct provided in Section 112.313, Florida Statutes as it relates to work performed under this Agreement, which standards are hereby incorporated and made a part of this Agreement as though set forth in full. The Professional agrees to incorporate the provisions of this paragraph in any subcontract into which it might enter with reference to the work performed.

SECTION 18. The County reserves the right to suspend, cancel or terminate the Agreement, without penalty, in the event one or more of the Professional's corporate officers is indicted or has a direct information issued against him for any crime arising out of or in conjunction with any work being performed by the Professional for or on behalf of the County under this Agreement. It is understood and agreed that in the event of such termination, reproducible copies of all tracings, plans, specifications, maps, and data prepared or obtained under this Agreement shall immediately be turned over to the County in conformity with the provisions of Paragraph 7 hereof. The Professional shall be compensated for its services rendered up to the time of any such termination in accordance with Paragraph 11 hereof. The County also reserves the right to terminate or cancel this Agreement in the event the Professional is placed in either voluntary or involuntary bankruptcy or if an assignment is made for the benefit of creditors. The County further reserves the right to suspend the qualifications of the Professional to do business with the County upon any such indictment or direct information. In the event that any such person is found not guilty or if the indictment or direct information is dismissed, the County Administrator shall immediately lift the suspension.

SECTION 19. Professional shall indemnify and hold harmless the County and its officers and employees from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of Professional and other persons employed or utilized by Professional in the performance of the Contract.

SECTION 20. All notices required to be served on the Professional shall be served by registered or certified mail, return receipt requested, to Professional's address and all notices required to be served upon the County shall be served by registered or certified mail, return receipt requested, addressed to the Chief Procurement Officer, Hernando County Board of County Commissioners, 15470 Flight Path Drive, Brooksville, FL 34604.

SECTION 21. Hernando County reserves the right to audit the Professional's records relating to equipment, goods or services and expenditures related to this Agreement, whether express or implied. Such records include, but are not limited to: all books, records, and memoranda of every description pertaining to the work under this Agreement.

Hernando County further reserves the right to reproduce any of the documents mentioned in this section.

SECTION 22. Unless otherwise required by law, this Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any dispute arising from this Agreement shall be litigated in the appropriate court in Hernando County, Florida, or the United States District Court, Middle District of Florida. IN ANY LITIGATION ARISING FROM THIS AGREEMENT, THE PARTIES WAIVE THE RIGHT TO A JURY TRIAL AND EACH SHALL BEAR THEIR OWN COSTS AND ATTORNEYS' FEES.

SECTION 23. FORCE MAJEURE. Neither party shall be considered in default in performance of its obligations hereunder to the extent that performance of such obligations, or any of them, is delayed or prevented by Force Majeure. Force Majeure shall include, but not be limited to, hostility revolution, civil commotion, strike, epidemic, fire, flood, wind, earthquake, explosion, any law, proclamation, regulation or ordinance or other act of government, or any act of God or any cause whether of the same or different nature, existing or future; provided that the cause whether or not enumerated in this Section is beyond the control and without the fault or negligence of the party seeking relief under this Section.

SECTION 24. INDEPENDENT CONTRACTOR. The Professional shall be legally considered an independent contractor and neither the Professional, its employees nor sub-contractors shall, under any circumstances, be considered servants or agents of the County; and the County shall at no time be responsible for any negligence or other wrongdoing by the Professional, its servants, agents, employees or subcontractors.

SECTION 25. SEVERABILITY. If any section, subsection, sentence, clause, phrase, or portion of this Agreement is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion will be deemed stricken, and such holding will not affect the validity of the remaining portion thereof.

SECTION 26. NO WARRANTY BY THE COUNTY. Approval by the County of any of the Professional's work, including but not limited to drawings, design specifications, written reports, or any work products furnished hereunder, shall not relieve the Professional of responsibility for the technical accuracy and adequacy of work under this Agreement. Neither the County's approval or acceptance, or payment for any services furnished under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or any cause of action arising out of the performance of this Agreement.

SECTION 27. MODIFICATIONS. This Agreement may only be amended or modified by mutual consent of duly authorized parties, in writing, through the issuance of a modification to this Agreement or purchase order as appropriate.

SECTION 28. EXTENT OF CONTRACT. This Agreement, together with the RFP No. 26-RFP01213 issued April 15, 2026, the proposal submitted June 1, 2026, and the Exhibits hereinafter identified and listed in this Section, constitute the entire Agreement between the County and the Professional and supersede all prior written or oral understandings in connection therewith. This Agreement may only be amended, supplemented or modified by a formal Amendment or Change Order to this Agreement.

The RFP shall be included and incorporated in the final award. The order of contractual precedence will be the Agreement and the Exhibits supplemental to and made a part of this Agreement are as follows:

- Attachments:
- Exhibit "A" Scope of Services
 - Exhibit "B" Compensation and Method of Payment
 - Exhibit "C" Certificate of Insurance
 - Exhibit "D" Notice to Proceed
 - Exhibit "E" Request for Proposal

SECTION 29. INTERPRETATION. This Agreement shall not be construed for or against any party hereto, without regard to which party is wholly or partly responsible for its drafting.

SECTION 30. TRAVEL. Engineering firms (Professional) requesting travel and subsistence reimbursement shall comply with Section 112.061, Florida Statutes.

IN WITNESS WHEREOF, the parties hereto have caused these present to be executed, the day and year first above written.

(SEAL)

BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA

Attest: _____ Date: _____
Douglas A. Chorvat, Jr., Clerk of Circuit Court

_____ Date: _____
Jerry Campbell, Chairman

Witness Paula C. Uhlir

ROTOLO CONSULTANTS, INC.

By [Signature]
Printed Name and Title of Professional

Exhibit "A" Scope of Services

1. SCOPE AND SPECIFICATIONS

1.1. ZONE B - SCOPE AND SPECIFICATIONS: ROYAL HIGHLANDS

A. **SCOPE OF WORK:** The Vendor/Contractor will supply all materials, labor, and equipment in order to accomplish the mowing services as described in these Contract documents at the locations and within the limits specified. The scope consists of all areas as specified on the Bid form, subject to additions, deletions, or changes in mowing locations, or intervals during the term of the Contract. Vegetation in all areas consists of various types of grasses and weeds. When complete, a mowing area must present a uniform and tidy appearance within the specifications of the Contract.

1. **VENDOR/CONTRACTOR AVAILABILITY:** During normal business hours (Monday – Friday, 7:00 a.m. – 5:00 p.m.), Vendor/Contractor must be available by cellular phone to ensure that messages and/or contact is maintained between the County and the Vendor/Contractor. It is the Vendor/Contractor's responsibility to supply the applicable phone numbers to the County and to promptly notify the County of any changes to these numbers.

B. **GENERAL REQUIREMENTS:**

1. Subsequent to the issuance of the Purchase Order, the Hernando County Department of Public Works shall issue a Notice to Proceed (NTP) letter to the Vendor/Contractor to indicate the start of each mowing cycle. There may be multiple NTPs issued relative to the same Purchase Order as there are multiple locations and cycles.
 - a. **Sub Area A.** Each NTP shall be completed within fifteen (15) calendar days from date of issuance.
 - b. **Sub Area B.** Each NTP shall be completed within thirty (30) calendar days from date of issuance.
2. The Vendor/Contractor shall mow all grass areas within the right of way as shown on the attached maps. All mowing operations shall include litter and debris pick-up within the areas to be mowed prior to mowing to ensure a neat appearance after the work is complete. All structures within the areas to be mowed shall be trimmed, if needed to ensure an even cut throughout, to include but not limited to mailboxes, utility poles, light poles, drainage structures and curbing if present.
3. A well-kept appearance, based on DPW's standards, will be the criteria used to determine an increase or decrease in the frequency. It is estimated that all areas will require mowing at a minimum of once every thirty (30) but shall not be less than once every fifteen (15) calendar days during the mowing season. The

Vendor/Contractor must not rely on these intervals and quantities, such that a substantial reduction therein may cause him/her damage.

4. The Vendor/Contractor shall not mow or scatter grass clippings onto any roadway. If this does occur, the contractor will remove the clippings from the roadway immediately. There will be a maintenance fee deducted from the contractor's invoice in the amount of \$250.00 for each occurrence as documented by the DPW inspector.

C. MOWING REQUIREMENTS:

1. **Mowing Season**: Estimated to begin on April 1st and end on November 30th of a calendar year. These dates are an estimate and may be adjusted by the County due to weather and/or other conditions, to include Contract award.
2. **Sub Area A and B**: All vegetation within the mowing area of the ROWs must be cut to a height of three (3) inches with a maximum tolerance of one-half (1/2) inch plus or minus. All vegetation within the mowing area of the DRAs must be cut to a height of six (6) inches with a maximum tolerance of one-half (1/2) inch. Each mower pass shall overlap the previous pass so that no strips of uncut vegetation remain. When landscaping has been established, or natural landscaping has been preserved, mowing shall conform to the established mowing contours.
3. The areas to be mowed include adjacent ROW areas, swale bottoms, and front and back slopes. The entire grassy area is to be mowed. All loose trash, and debris must be removed from the ROW mowing area prior to mowing. Trimming must be done adjacent to sidewalks, signposts, post office boxes, mail, and newspaper boxes, fire hydrants, power poles, and other obstructions within the ROW. Trimming must be done along road curbing to ensure that grass growth does not extend into a curb or gutter.
4. **TRIMMING REQUIREMENTS**: This work consists of mechanically or manually trimming around all structures, signposts, plantings, concrete curbing, concrete medians, etc., to maintain cut height uniformity. Vegetation growing through or above concrete curbing and concrete medians shall be trimmed so as not to have exposed vegetation above the concrete.
5. **TRASH AND DEBRIS REMOVAL REQUIREMENTS**: The Vendor/Contractor is responsible for picking up and disposing of any obstacles including but not limited to tires, cans, large boxes, papers, beverage cartons, etc. within County rights-of-way. The intent is to eliminate debris and any objectionable appearance.
6. **MANAGEMENT OF TRAFFIC (MOT) REQUIREMENTS**: The Vendor/Contractor is responsible for setting up the appropriate Management of Traffic, while performing the work specified within this document. Management of Traffic shall adhere to the FDOT FY 2025-2026 Standard Plans. Failure to provide the proper MOT will be subject to shutting down the operation, until it meets the requirements. Hernando

County is not held responsible for any delays, or costs, as a direct result of the shut down of operation, due to the failure of proper MOT. Additional days shall not be granted as well.

D. AREAS OF WORK:

1. All County roadways as highlighted on the attached map, which are within the Royal Highlands area. It also includes all Drainage Retention Areas (DRAs) and Drainage Rights-of-Way (DROWS) as marked on the attached map as DRAs and DROWS.
 - a. The entire area is bound to the south by State Road 50, the west by Commercial Wy (Route 19), the north/west by Route 98 and Lagrue Rd, north/east by Citrus Wy and Honeybee Ln and east by Citrus Way. The area also includes:
 - i. The housing area west of 19 bound to the south by Hernando Way, the east by Victoria Wy, north by Long Lake Ave, and west by Allen Dr. It also includes the housing area bound by the south by Long Lake Ave, to the east by Clarita Street, the north by Birmingham Avenue, the west by Allen Drive.
 - ii. The housing area west of 19 bound to the north by Atlanta Avenue, the west by Baltimore St, and Beaver Bank St and the south by Chicago Avenue.
 - iii. The housing area west of 19 bound to the south by Wharton Ave, to the East by Commercial Wy, to the North by the Citrus/Hernando Line, and to the West by Retriever Rd.
 - iv. The housing area south-west of Ponce De Leon Blvd bound to the South by Norris Bishop Loop, to the West by Tatum Rd, to the North by Landfill Rd, and to the East by Ponce De Leon. This also includes Hebron Church Rd.
2. This mowing area is separated into two (2) sub areas for purposes of applying a different mowing frequency.
 - a. Sub Area A: Road layouts of Sunshine Grove Rd from Cortez Blvd to Hexam Rd. This also includes Ken Austin Parkway. Excluding: ROWs within High Point Mobile Home Park and Brookridge Mobile Home Park. This area shall be mowed an estimated ten (10) Times per calendar year.
 - b. Sub Area B: All roadways, DRAs, and DROWS within areas specified in paragraph 7.2.D.1 to 7.2.D.2. Excluding: ROYAL HIGHLANDS AREA "A" and the ROWs within High Point Mobile Home Park and Brookridge Mobile Home Park. This area shall be mowed an estimated eight (8) times during the calendar year.
 - c. The approximate total acreage of DRAs and DROWS that are to be mowed for each cycle is **372 acres**. The approximate total mileage covered for the prosecution of the work described in this solicitation is **324 miles**.

3. The Vendor/Contractor will not mow areas that have been mowed to within specifications by the abutting property owner during a mowing cycle.
4. The Vendor/Contractor shall contact the Department of Public Works (352-754-4060) to notify:
 - a. the work is completed; and
 - b. list of scheduled locations for the following week of mowing.
5. Upon notification by the Vendor/Contractor to the County of work, which was completed the County will inspect the area and issue deficiency notices to the Vendor/Contractor of work not completed or work not completed to the standards of this specification.
 - a. The Vendor/Contractor, at their expense, must remedy the deficiencies prior to the beginning of the next cycle of work. If the Vendor/Contractor fails to correct those deficiencies prior to the start of the next cycle, deductions in the amount of \$150.00 per location where structures are not trimmed, and deductions for right of way not mowed in the amount equal to the prorated share of lineal footage or right of way not mowed to the total right of way required to be mowed in one (1) cycle, will be assessed.

E. EQUIPMENT:

1. Equipment shall be in good repair and be maintained to produce a clean, sharp cut and uniform distribution of cuttings.
2. The Vendor/Contractor must either own or lease all equipment required to perform the services under this Agreement. This includes, at a minimum, the following equipment:
 - a. Tractor(s);
 - b. Batwing Mower(s) (Flex Wing Rotary Cutter(s));
 - c. Zero-Turn Mowers;
 - d. String Trimmer(s) (weed eater(s));
 - e. Edger(s);
 - f. Blower(s) and
 - g. Utility Trailers and/or truck(s) suitable for transporting this equipment
3. The Vendor/Contractor must maintain and utilize all necessary equipment to complete a cycle in accordance with these specifications within thirty (30) calendar days from the start date specified in the Notice to Proceed. The Vendor/Contractor is responsible for leasing equipment as necessary to meet this requirement at no

additional cost to the County. It is the direct responsibility of the Vendor/Contractor to ensure that it has contingency plans to repair or replace equipment that is inoperable so as not to cause an out-of-service or delay of service of this Contract.

4. All tractors and riding mowers shall have a Global Positioning System (GPS) capability installed which communicates locations in real time such that recordings of the locations of equipment are maintained by Vendor/Contractor. The County may request, and the Vendor/Contractor will provide to the County location data for any tractor or riding mower utilized for performance of the awarded Contract. The County may request such information to verify which locations have been completed, for scheduling, or for other purposes.
5. Equipment that damages the pavement or turf in any way shall not be used. The Vendor/Contractor shall, at their expense, replace any damaged turf, pavement, concrete surface, or structure, as a result of their mowing operation, in a timely manner as determined by the County.
6. All tractors, riding mowers, and push mowers of the Vendor/Contractor shall be equipped with a guard or shield to prevent grass, rock or other debris from being propelled into any roadway or pedestrian area.
7. The Vendor/Contractor must include a complete list of equipment and personnel that will be utilized for the prosecution of The Work described above with their proposal.

1.2. ZONE E - SCOPE AND SPECIFICATIONS: SPRING HILL RESIDENTIAL DRAs

- A. **SCOPE OF WORK:** The Vendor/Contractor will supply all materials, labor, equipment and transportation in order to accomplish the mowing services, as described in these Contract documents at the locations and within the limits specified. Scope consists of all areas as specified on the Bid Form, subject to additions, deletions or changes in mowing locations or intervals during the term of the Contract. Vegetation in all areas consists of various types of grasses and weeds. When complete, a mowing area must present a uniform and tidy appearance within the specifications of the Contract.
 1. **VENDOR/CONTRACTOR AVAILABILITY:** During normal business hours (Monday – Friday, 7:00 a.m. – 5:00 p.m.), Vendor/Contractor must be available by cellular phone to ensure that messages and/or contact is maintained between the County and the Vendor/Contractor. It is the Vendor/Contractor's responsibility to supply the applicable phone numbers to the County and to promptly notify the County of any changes to these numbers.
- B. **GENERAL REQUIREMENTS:**

1. Subsequent to the issuance of the Purchase Order, the Hernando County Department of Public Works shall issue a Notice to Proceed (NTP) letter to the Vendor/Contractor to indicate the start of each mowing cycle.
2. The Vendor/Contractor shall mow all grass areas within the DRAs and DROWs as shown on the attached maps. All mowing operations shall include litter and debris pick-up within the areas to be mowed prior to mowing to ensure a neat appearance after the work is complete. All structures within the areas to be mowed shall be brush cut and trimmed, if needed to ensure an even cut throughout. Zero turns will occasionally be necessary for DRAs and DROWs not easily accessible.
3. A well-kept appearance, based on DPW's standards, will be the criteria used to determine an increase or decrease in the frequency. It is estimated that all areas will require mowing at a minimum of once every thirty (30) but shall not be less than once every fifteen (15) calendar days during the mowing season. The Vendor/Contractor must not rely on these intervals and quantities, such that a substantial reduction therein may cause him/her damage.
4. The Vendor/Contractor shall not mow or scatter grass clippings onto any roadway. If this does occur, the contractor will remove the clippings from the roadway immediately. There will be a maintenance fee deducted from the contractor's invoice in the amount of \$250.00 for each occurrence as documented by the DPW inspector.
5. The Vendor/Contractor shall contact the Department of Public Works (352-754-4060) to notify:
 - a. the work is completed; and
 - b. list of scheduled locations for the following week of mowing.
6. Upon notification by the Vendor/Contractor to the County of work, which was completed the County will inspect the area and issue deficiency notices to the Vendor/Contractor of work not completed or work not completed to the standards of this specification.
 - a. The Vendor/Contractor, at their expense, must remedy the deficiencies prior to the beginning of the next cycle of work. If the Vendor/Contractor fails to correct those deficiencies prior to the start of the next cycle, deductions in the amount of \$150.00 per location where structures are not trimmed, and deductions for areas not mowed in the amount equal to the prorated share of square footage, acreage, or area not mowed to the total area required to be mowed in one (1) cycle, will be assessed.

C. MOWING REQUIREMENTS:

1. **Mowing Season:** Estimated to begin on April 1st and end on November 30th of a calendar year. These dates are an estimate and may be adjusted by the County due

to weather and/or other conditions. Off-season mowing cycles may be required for the prices listed on the bid form.

2. All vegetation within the mowing area of the DRAs and DROWs must be cut between a height of height of three (3) inches with a maximum tolerance of one-half (1/2) inch plus or minus and six (6) inches with a maximum tolerance of one-half (1/2) inch. Each mower pass shall overlap the previous pass so that no strips of uncut vegetation remain. When landscaping has been established, or natural landscaping has been preserved, mowing shall conform to the established mowing contours.
3. The areas to be mowed include adjacent ROW areas, swale bottoms, and front and back slopes. Drainage Retention Areas are to be mowed as close to the center as the wetness of the ground will allow. The attached map identifies the drainage retention areas. The entire grassy area is to be mowed. All loose trash, and debris must be removed from the mowing area prior to mowing. Trimming must be done adjacent to signposts, post office boxes, mail, and newspaper boxes, fire hydrants, and power poles. All structures and drainage outfalls within the areas to be mowed shall be brush cut and trimmed, to ensure an even cut throughout. The Vendor/Contractor must run equipment as close to structures as practical. Zero turns will occasionally be necessary for DRAs and DROWs not easily accessible.
4. **TRIMMING REQUIREMENTS:** This work consists of mechanically or manually trimming around all structures, signposts, plantings, concrete curbing, concrete medians, etc., to maintain cut height uniformity. Vegetation growing through or above concrete curbing and concrete medians shall be trimmed so as not to have exposed vegetation above the concrete.
5. **TRASH AND DEBRIS REMOVAL REQUIREMENTS:** The Vendor/Contractor is responsible for picking up and disposing of any obstacles including but not limited to tires, cans, large boxes, papers, beverage cartons, etc. within County rights-of-way. The intent is to eliminate debris and any objectionable appearance.
6. **MANAGEMENT OF TRAFFIC (MOT) REQUIREMENTS:** The Vendor/Contractor is responsible for setting up the appropriate Management of Traffic, while performing the work specified within this document. Management of Traffic shall adhere to the FDOT FY 2025-2026 Standard Plans. Failure to provide the proper MOT will be subject to shutting down the operation, until it meets the requirements. Hernando County is not held responsible for any delays, or costs, as a direct result of the shutdown of operation, due to the failure of proper MOT. Additional days shall not be granted as well.

D. AREAS OF WORK:

1. All County owned residential DRAs and DROWs less DRAs and DROWs on Spring Hill Collector roads and some subdivisions as depicted on the attached maps,

Section VIII, Exhibits. Spring Hill Area, excluding the Timber Pines, Sterling Hills, Preston Hollow, Pristine Place, Sand Ridge, and Silver Ridge subdivisions.

2. The entire area is divided into four zones, North, South, East, and West, bound to the north by State Road 50, the east by US 41, the west by US 19, and South by County Line Blvd. This area also includes the Seven Hills, Rainbow Woods, Rainbow Hills Estates, Berkley Manor, Orchard Park III, The Oaks, Deerfield, Springwood Estates, East Linden Estates, and Barony Woods.
3. The Vendor/Contractor will not mow areas that have been mowed within specifications by the abutting property owner during a mowing cycle.
4. The approximate total acreage of DRAs and DROWs that are to be mowed for each cycle is **526 acres**.

E. EQUIPMENT:

1. Equipment shall be in good repair and be maintained to produce a clean, sharp cut and uniform distribution of cuttings.
2. The Vendor/Contractor must either own or lease all equipment required to perform the services under this Agreement. This includes, at a minimum, the following equipment:
 - a. Tractor(s);
 - b. Batwing Mower(s) (Flex Wing Rotary Cutter(s));
 - c. Rotary Deck Mower(s);
 - d. Zero-Turn Mowers;
 - e. String Trimmer(s) (weed eater(s));
 - f. Edger(s);
 - g. Blower(s) and
 - h. Utility Trailers and/or truck(s) suitable for transporting this equipment
3. The Vendor/Contractor must maintain and utilize all necessary equipment to complete a cycle in accordance with these specifications within thirty (30) calendar days from the start date specified in the Notice to Proceed. The Vendor/Contractor is responsible for leasing equipment as necessary to meet this requirement at no additional cost to the County. It is the direct responsibility of the Vendor/Contractor to ensure that it has contingency plans to repair or replace equipment that is inoperable so as not to cause an out-of-service or delay of service of this Contract.
4. All tractors and riding mowers shall have a Global Positioning System (GPS) capability installed which communicates locations in real time such that recordings of

the locations of equipment are maintained by Vendor/Contractor. The County may request, and the Vendor/Contractor will provide to the County location data for any tractor or riding mower utilized for performance of the awarded Contract. The County may request such information to verify which locations have been completed, for scheduling, or for other purposes.

5. Equipment that damages the pavement or turf in any way shall not be used. The Vendor/Contractor shall, at their expense, replace any damaged turf, pavement, concrete surface, or structure, as a result of their mowing operation, in a timely manner as determined by the County.
6. All tractors, riding mowers, and push mowers of the Vendor/Contractor shall be equipped with a guard or shield to prevent grass, rock or other debris from being propelled into any roadway or pedestrian area.
7. The Vendor/Contractor must include a complete list of equipment and personnel that will be utilized for the prosecution of The Work described above with their proposal.

Exhibit "B" Compensation and Method of Payment

ZONE B - ROYAL HIGHLANDS					
LINE ITEM	SITE/LOCATION	MOWS PER YEAR	UNIT OF MEASURE	PRICE PER MOW	TOTAL
ROYAL HIGHLANDS SUB AREA "A"					
1	Road layouts of Sunshine Grove from Route 50 to Hexam Road and Ken Austin Parkway. (Estimated 10 mows per Calendar Year)	10	EA	\$7,334.38	\$73,343.80
ROYAL HIGHLANDS SUB AREA "B"					
2	All roadways, DRAs, and DROWs within areas specified in paragraph 7.2.D.1 to 7.2.D.2 less Sub Area A. (Estimated 8 mows per Calendar Year)	8	EA	\$36,383.99	\$291,071.92
Total					\$364,415.72
ZONE E - SPRING HILL DRAs					
LINE ITEM	SITE/LOCATION	MOWS PER YEAR	UNIT OF MEASURE	PRICE PER MOW	TOTAL
DRAINAGE RETENTION AREAS AND DRAINAGE RIGHTS-OF-WAY IN-SEASON					
1	North Zone – N1 Exhibit A	8	EA	\$302.21	\$2,417.68
2	North Zone – N2 Exhibit B	8	EA	\$2,878.87	\$23,030.96
3	South Zone – S1 Exhibit A	8	EA	\$1,804.47	\$14,435.76
4	South Zone – S2 Exhibit B	8	EA	\$3,263.38	\$26,107.04
5	East Zone – E1 Exhibit A	8	EA	\$1,706.46	\$13,651.68
6	East Zone – E2 Exhibit B	8	EA	\$3,554.29	\$28,434.32
7	West Zone – W1 Exhibit A	8	EA	\$1,722.80	\$13,782.40
8	West Zone – W2 Exhibit B	8	EA	\$1,975.37	\$15,802.96
9	SEVEN HILLS AREA	8	EA	\$1,675.04	\$13,400.32
DRAINAGE RETENTION AREAS AND DRAINAGE RIGHTS-OF-WAY OFF-SEASON					
10	North Zone – N1 Exhibit A	2	EA	\$302.21	\$604.42
11	North Zone – N2 Exhibit B	2	EA	\$2,878.87	\$5,757.74
12	South Zone – S1 Exhibit A	2	EA	\$1,804.47	\$3,608.94
13	South Zone – S2 Exhibit B	2	EA	\$3,263.38	\$6,526.76
14	East Zone – E1 Exhibit A	2	EA	\$1,706.46	\$3,412.92
15	East Zone – E2 Exhibit B	2	EA	\$3,554.29	\$7,108.58
16	West Zone – W1 Exhibit A	2	EA	\$1,722.80	\$3,445.60
17	West Zone – W2 Exhibit B	2	EA	\$1,975.37	\$3,950.74
18	SEVEN HILLS AREA	2	EA	\$1,675.04	\$3,350.08
Total					\$188,828.90

The total Contract price for all zones awarded, B and E, is \$553,244.62 annually or \$1,659,733.86 for 3 years

PAYMENT

Payment to Proposer/Contractor by Electronic Payment Solution: ACH (Direct Deposit): If the Vendor/Contractor is enrolled in the County's ACH electronic payment solution, all payments will be made using the direct deposit which may or may not include a pre-note transaction. The Vendor/Contractor's bank account information will remain confidential to the extent provided by law and necessary to make direct deposit payments. Once the County has approved payment, an electronic remittance advice will be sent to the Vendor/Contractor via e-mail.

Exhibit "E" Request for Proposal

MOWING SERVICES HERNANDO COUNTY

26-RFP01213/JG

County of Hernando
15470 Flight Path Drive
Brooksville, FL 34604



County of Hernando
Mowing Services Hernando County

I.	SOLICITATION
II.	INTRODUCTION.....
III.	AWARD
IV.	DEFINITIONS
V.	REQUEST FOR PROPOSALS.....
VI.	EVALUATION PHASES.....
VII.	SCOPE AND SPECIFICATIONS.....
VIII.	PRICING PROPOSAL.....
IX.	VENDOR QUESTIONNAIRE

Attachments:

A - RURAL_COLLECTOR_EXHIBIT - ZONE A - Rural Collector Roads

B - Royal_Highlands_24x36 - Zone B - Zone B – Royal Highlands

C - Royal_Highlands_Zone_1 - Zone B – Royal Highlands

D - Royal_Highlands_Zone_2 - Zone B – Royal Highlands

E - Royal_Highlands_Zone_3 - Zone B – Royal Highlands

F - Royal_Highlands_Zone_4 - Zone B – Royal Highlands

G - Royal_Highlands_Zone_5 - Zone B – Royal Highlands

H - Brittle_Parsons_HoneyBee - Zone B – Royal Highlands

I - Ridge_Manor_Contract_Mow_Area - Zone C – Ridge Manor

J - Ridge_Manor_Contract_Mow_Area_Z1 - Zone C – Ridge Manor

K - Ridge_Manor_Contract_Mow_Area_Z2 - Zone C – Ridge Manor

L - Ridge_Manor_Contract_Mow_Area_Z3 - Zone C – Ridge Manor

M - Ridge_Manor_Contract_Mow_Area_Z4 - Zone C – Ridge Manor

N - Area_A_-_Lakewood - Zone C – Ridge Manor

O - Area_A_-_Ridge_Manor_West - Zone C – Ridge Manor
P - Area_A_-_Ridge_Manor_West - Zone C – Ridge Manor
Q - Area_A_-_Riverdale - Zone C – Ridge Manor
R - Area_A_-_Talisman - Zone C – Ridge Manor
S - SH_COLLECTOR_ROAD_Road_Exhibit - Zone D - Spring Hill Collector Roads
T - Spring_Hill_Collector_Roads_01.16.24 - Zone D - Spring Hill Collector Roads,
Revised 5-2-2026
U - Airport_Collector_Roads - Zone D - Spring Hill Collector Roads
V - Collector_2024_Map2 - Zone D - Spring Hill Collector Roads
W - East_Zone_E1.2 - Zone E - Spring Hill Residential DRAs
X - East_Zone_E2.2 - Zone E - Spring Hill Residential DRAs
Y - North_Seven_Hills - Zone E - Spring Hill Residential DRAs Revised 5-2-2026
Z - North_Zone_N1.2 - Zone E - Spring Hill Residential DRAs
CC - South_Seven_Hills - Zone E - Spring Hill Residential DRAs
DD - South_Zone_S1.2 - Zone E - Spring Hill Residential DRAs
EE - South_Zone_S2.2 - Zone E - Spring Hill Residential DRAs
FF - West_Zone_W1.2 - Zone E - Spring Hill Residential DRAs
GG - West_Zone_W2.2 - Zone E - Spring Hill Residential DRAs
HH - 2019_Wall_Map - Zone F - Spring Hill Residential
II - Sample Professional Services Agreement - 26-RFP01213.JG

1. SOLICITATION

ISSUED BY:

BOARD OF COUNTY COMMISSIONERS

HERNANDO COUNTY, FLORIDA

Jerry Campbell, Chairman

Ryan Amsler, Vice Chairman

Steve Champion, Second Vice Chairman

John Allocco

Brian Hawkins

SUBMIT BID OFFER TO:

HERNANDO COUNTY

PROCUREMENT DEPARTMENT

via Hernando County's [eProcurement Portal](#)

Carla Rossiter-Smith

Chief Procurement Officer

SEALED OFFERS, FOR FURNISHING THE SERVICES, SUPPLIES OR EQUIPMENT DESCRIBED HEREIN WILL BE RECEIVED BY THE OFFICE OF PROCUREMENT, VIA THE COUNTY'S [eProcurement Portal](#) UNTIL 10:00 a.m., LOCAL TIME ON Monday, June 1, 2026. NO BID OFFERS WILL BE ACCEPTED AFTER THE ABOVE STIPULATED DATE AND TIME. THIS IS AN ADVERTISED SOLICITATION AND THE RESPONDING BIDDERS WILL BE PUBLICLY READ AT 15470 FLIGHT PATH DRIVE BROOKSVILLE, FL 34604 IN THE ADMINISTRATIVE CONFERENCE ROOM AT 10:00 a.m. ON Monday, June 1, 2026. PURSUANT TO FS 119.071 SEALED BIDS, PROPOSALS, OR REPLIES RECEIVED BY AN AGENCY PURSUANT TO A COMPETITIVE SOLICITATION ARE EXEMPT FROM INSPECTION UNTIL SUCH TIME AS THE AGENCY PROVIDES NOTICE OF AN INTENDED DECISION OR UNTIL THIRTY (30) DAYS AFTER OPENING THE BIDS, PROPOSALS, OR FINAL REPLIES, WHICHEVER IS EARLIER.

Procurement Contact Information:

Joe Goulart, Contracting Agent II

(352) 754-4020

jgoulart@co.hernando.fl.us

2. INTRODUCTION

2.1. ADVERTISEMENT

REQUEST FOR PROPOSAL

NOTICE IS HEREBY GIVEN that the Board of County Commissioners of Hernando County, Florida, is accepting Bids for:

SOLICITATION # 26-RFP01213/JG

FOR

Mowing Services Hernando County

Hernando County Board of County Commissioners is soliciting one or more Vendors/Contractors that are active in mowing large, municipal areas along designated County roadways and rights-of-way including DRAs (drainage retention areas) and DROWs (drainage rights-of-way).

Offers for furnishing the above will be received and accepted up to 10:00 a.m. (local time), Monday, June 1, 2026, via Hernando County's [eProcurement Portal](#). Only electronic submittals through the [eProcurement Portal](#) shall be accepted by the County.

The Board of County Commissioners of Hernando County, Florida reserves the right to accept or reject any or all bids and waive informalities and minor irregularities in offers received in accordance with the bid documents and the Hernando County Procurement Ordinance.

Interested firms may secure the bid documents and plans and drawings and all other pertinent information by visiting the County's eProcurement Portal. For additional project information, please visit the Hernando County Board of County Commissioners Procurement Department at www.hernandocounty.us, or by submitting a question via the Q&A Tab in the County's [eProcurement Portal](#).

Ex Parte Communication: Please note that to ensure proper and fair evaluation of a submittal, the County prohibits ex parte communication (i.e. unsolicited) initiated by the Proposer to the County Official or Employee prior to the time an award decision has been made. Communication between Proposer and the County will be initiated by the appropriate County Official or Employee in order to obtain information or clarification needed to develop a proper and accurate evaluation of the Proposal. Ex Parte communication may be grounds for disqualifying the offending Proposer from consideration or award of the Proposal then in evaluation or any future Proposal.

All firms are hereby placed on formal notice that neither the County Commissioners nor candidates for County Commission, nor any employees from the Hernando County Government, Hernando County staff members, nor any members of the Professional Services Review Committee are to be lobbied, either

individually or collectively, concerning this project. Firms and their agents who intend to submit qualifications, or have submitted qualifications, for this project are hereby placed on formal notice that they are not to contact County personnel for such purposes as holding meetings of introduction, meals, or meetings relating to the selection process outside of those specifically scheduled by the County. Any such lobbying activities may cause immediate disqualification for this project.

The Procurement Department will post addenda on the County's [eProcurement Portal](#) to all questions in accordance with the Solicitation Instructions. It is the responsibility of prospective proposers to visit the [eProcurement Portal](#) to ensure that they are aware of all addenda issued relative to this solicitation.

Pursuant to Florida Statutes 119.071 sealed bids, proposals, or replies received by an agency pursuant to a competitive solicitation are exempt from inspection until such time as the agency provides notice of an intended decision or until thirty (30) days after opening the bids, proposals, or final replies whichever is earlier.

NOTICE TO PROPOSERS

To ensure that your bid is responsive, you are urged to request clarification or guidance on any issues involving this solicitation before submission of your response. Your point-of-contact for this solicitation is Joe Goulart Contracting Agent II, Procurement Department, via the County's [eProcurement Portal](#).

2.2. [NON-MANDATORY PRE-BID CONFERENCE](#)

- A. A Non-Mandatory Pre-Bid Conference will be held Wednesday, April 22, 2026 at 11:00 am at 1525 East Jefferson St Brooksville, FL 34601. Representatives of Owner will be present to discuss the project. Bidders are strongly encouraged to attend and participate in the conference.

3. AWARD

UPON AWARD, PLEASE SUBMIT INVOICES TO:

Hernando County

Public Works

1525 E. Jefferson St.

Brooksville, Florida 34601

4. DEFINITIONS

4.1. DEFINITIONS

- A. **"Addenda"** means a written or graphic instrument issued by the County prior to the execution of the Agreement which modify or interpret the Request for Proposals by additions, deletions, clarifications, corrections or other type of modifications. Addenda will become part of the Contract Documents when the Agreement is executed.
- B. **"Agreement"** means a legal document, executed by the County and the Successful Proposer, which supersedes all prior negotiations, representations, or agreements, either written or oral. The Agreement, as amended from time to time, forms the Contract between County and the Successful Proposer setting forth the roles, responsibilities and obligations of the parties including, but not limited to, the performance of the Services and the basis of payment.
- C. **"Contract Documents"** means the Request for Proposal, including Addenda to such, the Agreement, including Addenda to such, Proposer's Proposal, Scope of Services, Certificate(s) of Insurance, Notice of Intent to Award, Notice of Award, Proposer's Representation and Certification Form, Proposer's Hold Harmless Agreement, and any other documents mailed, e-mailed or otherwise transmitted to the Proposer prior to or after the submittal of their Proposal, and prior to or after Award, all of which are all to be treated as one in the form of the Contract Documents.
- D. **"Contractor"** means the Successful Proposer, in the context of the Request for Proposals. In the context of the Contract Documents, Contractor means any company, firm, partnership, corporation, association, joint venture, or other legal entity permitted by law to perform the Services in the State of Florida. Such legal entity shall be the entity that enters into a written Agreement with the County to perform the Services for the Project described in the Contract Documents. The Contractor will have sole responsibility for the performance of the Services covered under an Agreement that is awarded in conjunction with this Request for Proposals.
- E. **"County"** means Hernando County Board of County Commissioners, its officers, employees, agents and volunteers.
- F. **"F.S."** means the Florida Statutes, the version in effect on the effective date of the Agreement, unless otherwise indicated.
- G. **"Minor Irregularity"** means a variation from the Request for Proposals terms and conditions which does not affect the price or give the Proposer an advantage or benefit not enjoyed by the other Proposers or does not adversely impact the interests of the County.
- H. **"Notice of Award"** means a written notice submitted by the County notifying the Successful Proposer that they have been awarded the project.
- I. **"Notice of Intent to Award"** means a written notice submitted by the County notifying the Successful Proposer that the County intends to award the project to them contingent upon the Successful Proposer executing the Agreement and submitting any outstanding documents.
- J. **"Notice to Proceed"** means a written notice issued by the County to the Successful Proposer fixing the date on which the Successful Proposer shall start the performance of the Services and the length of time for the completion of the Services, in accordance with the Contract Documents.

- K. **"Owner"** means Hernando County Board of County Commissioners, its officers, employees, agents, and volunteers.
- L. **"Payment and Performance Bonds"** means the approved forms of security furnished by the Vendor/Contractor and his surety as a guaranty on the part of the Vendor/Contractor to execute the work in accordance with the terms of the contract and to pay all obligations associated with the project.
- M. **"Pre-Proposal Meeting"** a meeting at which all Proposers gather to obtain additional information as to the scope of Services required under the Request for Proposals.
- N. **"Proposal"** means the response to the Request for Proposals submitted by the Proposer.
- O. **"Proposer"** means the entity that submits a Proposal to the County in response to the Request for Proposals. "Proposer" is used interchangeably with "Bidder" in this Request for Proposals.
- P. **"Public Opening"** means the opening of the Proposals and the announcing of the Proposers who submitted a Proposal in response to the Request for Proposals in the presence of the public.
- Q. **"Recommendation of Award"** means a written notification sent by way of facsimile or electronic e-mail to those who submitted a Proposal in response to this Request for Proposals advising them of the County's decision for its selection of the Successful Proposer and its intent to award to that Proposer.
- R. **"Procurement Selection Committee (PSC)"** is interchangeable with **"Evaluation Team"** and means County employees selected to evaluate and score the Proposals and Oral Presentation (if applicable) and recommend to the Board the Successful Proposer for an award.
- S. **"Request for Qualifications"** or **"Request for Proposal"** means the contents of this solicitation and all supporting documents including Addendum to such, or other related information transmitted to Proposers.
- T. **"Responsible Proposer"** means a Proposer who shows that they have the capability in all respects to perform fully the Services outlined in the Request for Proposals, and the integrity and reliability that will assure good faith performance.
- U. **"Responsive"** means a Proposal that conforms in all material respects to the Request for Proposals requirements.
- V. **"Services"** means all supervision, labor, materials, equipment, supplies, Sub-Contractors, and incidental expenses required by the Proposer to execute and complete the requirements of the Services outlined in the Contract Documents, including those prescribed or implied.
- W. **"Sub-Contractor"** means an entity having a direct Contract with the Successful Proposer or with any other Sub- Contractor of the Successful Proposer who will provide product(s) or Services(s) for the performance of a part of the Services required under the Contract Documents under the sole control and direction of the Contractor.
- X. **"Successful Proposer"** means the Proposer who the County awards an agreement to based on County's evaluation of the Proposers' qualifications and pricing as hereinafter provided.
- Y. **"Surety"** means any person, firm or corporation which is bound by Public Construction Bond and Payment Bond with and for the Vendor/Contractor and which engages to be responsible for his acceptable performance of the work and for payment of all debts pertaining thereto.
- Z. **"Timeline"** means the list of critical dates and actions involved in the Request for Proposals.

5. REQUEST FOR PROPOSALS

5.1. INSTRUCTIONS TO PROPOSERS:

- A. It is the intent and purpose of the Hernando County Board of County Commissioners (County) that this Request for Proposals promotes competitive Proposals. It shall be the Proposer's responsibility to advise the Procurement Department, if any language, requirements, etc., or any combination thereof, inadvertently restricts or limits the requirements stated in this Request for Proposals to a single source. Such notification must be submitted in writing and must be received by the Procurement Department not later than ten (10) days prior to the Proposal due date.
- B. All Proposals will be publicly announced and only the names of all Proposers shall be read aloud.
- C. The Hernando County Board of County Commissioners is not responsible for expenses incurred prior to award. Hernando County officially distributes solicitation documents through the County's eProcurement Portal. Solicitation documents may be downloaded at NO COST using this electronic website. Copies of solicitation documents obtained from other sources are not considered official and must not be relied upon. Hernando County is not responsible for solicitation documents obtained from sources other than the County's eProcurement Portal via the Procurement Department. Only Consultant/Proposers who properly register and follow the project directly from the County's eProcurement Portal will receive addenda and other important information if issued.
- D. The County reserves the right to accept or reject any or all Proposals, with or without cause, to waive technicalities, or to accept the Proposal which, in its sole judgment, best serves the interest of the County, or to award a Contract to the next most qualified Proposer if a successful Proposer does not execute a Contract within thirty (30) days after approval of the selection by the Board of County Commissioners or other competent authority.
- E. Hernando County reserves the right, and the Chief Procurement Officer has absolute and sole discretion, to cancel a solicitation at any time prior to approval of the award by the Board of County Commissioners when such approval is required. The decision to cancel a solicitation cannot be the basis for a protest pursuant to the Hernando County Procurement Ordinance.
- F. Any Proposal may be withdrawn until the date and time set above for the submission of the Proposals. Any Proposals not so withdrawn shall constitute an irrevocable offer, for a period of one hundred eighty (180) days, to provide to the County the services set forth in this Request for Proposals, or until one (1) or more of the Proposals have been awarded.
- G. Costs of preparation of a response to this Request for Proposals are solely those of the Proposer. The County assumes no responsibility for any such costs incurred by the Proposer. The Proposer also agrees that the County bears no responsibility for any costs associated with any administrative or judicial proceedings resulting from the solicitation process.

- H. Bidders/Proposers are hereby notified of the provisions of section 287.05701, Florida Statutes, as amended, that the County or the County's Board will not request documentation of or consider a Bidder's/Proposer's social, political, or ideological interests when determining if the Bidder/Proposer is responsible and may not give preference to a Bidder/Proposer based on the Bidder's/Proposer's social, political, or ideological interests.

5.2. QUESTIONS REGARDING THIS RFP:

- A. Proposers shall not direct any queries or statements concerning their Proposal to the Hernando County Procurement Review Committee or County staff during the selection process, from the time of submission of a Proposal until the execution of a Contract. Any Proposer who initiates any discussions with staff in any manner other than that described below is subject to disqualification from this procurement.
- B. All questions or concerns regarding this Request for Proposals must be submitted in writing, via the County's eProcurement Portal no later than April 27, 2026 @ 5:00pm. When required the Procurement Department will issue an addendum to the Request for Proposals. The addendum will be available on the eProcurement portal for access by potential Proposers. Proposers are instructed not to contact the initiating division directly. No oral interpretation of this Request for Proposals shall be considered binding. The County shall be bound by information and statements only when such statements are written and executed under the authority of the Chief Procurement Officer.
- C. This provision exists solely for the convenience and administrative efficiency of Hernando County. No Proposer or other third party gains any rights by virtue of this provision or the application thereof, nor shall any Proposer or third party have any standing to sue or cause of action arising therefrom.
- D. If any Proposer contemplating submitting a Proposal for this solicitation is in doubt as to the true meaning of the terms, conditions, specifications or other solicitation documents or any part thereof, he may submit a request for clarification via the County's eProcurement Portal. Any interpretation of the terms, conditions and/or specifications, if made, will be only by Addendum duly issued. A copy of such Addendum will be posted to the County's eProcurement Portal. The COUNTY will not be responsible for any other explanation or interpretation of the proposed solicitation made or given prior to the award of the Contract.
- E. Receipt of an Addendum to this solicitation by an Proposer must be acknowledged via the County's eProcurement Portal.

5.3. INSTRUCTIONS FOR PREPARING PROPOSALS, REQUIREMENTS AND RULES FOR PROPOSALS:

- A. The Proposal must name all persons or entities interested in the Proposal as principals. The Proposal must declare that it is made without collusion with any other person or entity submitting a Proposal pursuant to this RFP.
- B. Sub-Contractors/Sub-Consultants: The Hernando County BOCC reserves the right to approve all Sub-Contractors and/or Sub-Consultants for this Contract. If Sub-Contractors are to be utilized, their names and references must be included within this initial Proposal. Responsibility for the performance of the Contract remains with the awarded Contractor exclusively. Sub-Contractors may be added to this Contract during the Contract period only with PRIOR WRITTEN PERMISSION from the Hernando County BOCC.
- C. Proposer shall identify any work for this project that will be performed outside the United States of America. The company to perform the work, the country in which the work will be done, and the entity responsible for Quality Assurance/Quality Control for that work shall be identified.
- D. Pricing shall be firm for a period of one hundred and eighty (180) days or until award is made, whichever occurs first. Pricing shall include such amounts, as Proposer deems proper, for all labor, materials, equipment, Sub-Contractors, suppliers, insurance, overhead, profit and any other costs to provide the Services as noted in this Request for Proposals. Pricing shall include any sales or use taxes, if applicable.
- E. Miscellaneous Requirements:
 - 1. The Proposer/Contractor shall possess all the appropriate licenses, permits and tariffs required by various governmental agencies having jurisdiction over such services. A copy of all the required licenses will be required prior to award of a Contract, including certification of a Florida certified professional engineer.
 - 2. The Hernando County BOCC or its authorized representative reserves the right to obtain all documentation deemed appropriate to verify the Contractor is meeting all regulations and specification requirements.
 - 3. Any damage to facilities, equipment or property, due to purposeful actions, incompetence or negligence of the Contractor's personnel including Sub-Contractors that occurs, shall be responsibility of the Contractor. The Contractor shall reimburse the owner of the damaged facility, equipment or property for any cost to repair damage, beyond reasonable wear, caused by the Contractor.
 - 4. The Provider's and their Sub-Contractor's personnel who perform the work in connection with this Contract shall meet the requirements of the Hernando County BOCC drug policy.

5.4. PROPOSAL FORMAT:

Proposals should be prepared as simply as possible and provide a straightforward, concise description of the proposed products and services to satisfy the requirements of the RFP. Attention should be given to accuracy, completeness, relevance, and clarity of content. Proposals must address the following questions and contain the following sections.

If multiple firms partner to submit a joint proposal, the proposal must identify one firm as the primary contact. This primary contact will be the primary point of contact throughout the procurement process and will be held responsible for the overall implementation of all partners included in the joint proposal.

Proposal Section 1.0 — Introduction (Not to Exceed 2 Pages)

This section will summarize in a brief and concise manner, the Proposer's understanding of the need as described in this RFP and a brief narrative summarizing how the proposer will address the need. The letter must name all of the persons authorized to make representations for the Proposer, including the titles, addresses, and telephone numbers of such persons. An official authorized to negotiate for the Proposer must sign the Letter of Transmittal.

Proposal Section 2.0 — Experience and Qualifications

This section should describe the Vendor's relevant experience with:

- Mowing
- Trimming
- Right-of-way maintenance services of similar size and scope
- Current and projected workload.
- Firm's familiarity with the project area.
- The qualifications and experience of key personnel
- Past performance with public sector clients

Note: Resumes of key personnel and their licenses, as applicable, must be provided.

Proposal Section 3.0 — Equipment and Resources

Various specialized equipment will be required to efficiently perform the work described in the Scopes of Work in this RFP. The Vendor will list:

- Available equipment, its condition, and adequacy to perform the required services efficiently
- Staffing resources, backup equipment availability, and maintenance program to ensure continuity of operations.
- Letters of Reference (minimum of 3 for projects of similar scope and complexity).

Proposal Section 4.0 — Work Plan and Schedule

Proposals will be evaluated on the Vendor's proposed approach to meeting mowing frequency and quality standards as described in the Scopes of Work.

- Scheduling methods
- Supervision
- Responsiveness to County requests
- Procedures for addressing complaints or deficiencies
- The ability to manage and perform work efficiently within assigned zones or categories.

5.5. PROPOSAL EVALUATION PROCESS:

- A. The Procurement Selection Committee (PSC) will review all Proposals received and establish a short list in order of preference of no fewer than three (3) Proposers deemed to be the most qualified to provide the service requested based on the Evaluation Criteria and the Proposal Evaluation Process. The county intends to award six (6) contracts through this RFP process. However, the County may award more or fewer contracts based on the best interest of the County.
- B. The Professional Services Review Committee will evaluate each Proposer's written Proposal and assign a consensus score for each evaluation criteria based upon consensus scoring. The score can be zero to the maximum value, as noted in the Evaluation Criteria Section.
- C. The scores for all evaluation criteria for each Proposer will be summed and averaged by way of consensus scoring. For example, if a Proposer was given a perfect score, that Proposer would receive a total score of 100. Please note, each mowing zone shall be evaluated independently from the other mowing zones contained herein.
- D. The Pricing Proposal, for this RFP, will be scored administratively.
- E. If any Proposer claims "Local Preference", that Proposer will be assigned an additional five (5) percent of the points to their overall evaluation consensus score.
- F. Based on the overall total evaluation consensus score, the Proposers will then be ranked highest (favorable) to lowest (unfavorable).
- G. Alternatively, the Board may direct the Committee or the Committee may decide to establish a "short list" of no fewer than three (3) Proposers without establishing a priority order. The Committee or the Board of County Commissioners may request oral presentations from the Proposers when establishing the priority list. If three (3) or fewer Proposals are received, all Proposers shall be included in the selection process as described below.

- H. If short listed firms are elevated to the oral presentation evaluation phase. Each elevated firm will receive a Request for Clarification (RFC) letter seeking any necessary clarification of the initial proposal and presentation requirements.
- I. The oral presentation score for each Proposer will be added to their Proposal evaluation score to arrive at a total overall consensus score. Proposers will once again be ranked highest (favorable) to lowest (unfavorable).
- J. Once the short list of Proposers has been prepared by the Committee, either the Board or the Committee shall attempt to negotiate a Contract with the most qualified Proposer at compensation, which is fair, competitive and reasonable.
- K. If the Committee or the Board is unable to negotiate a satisfactory Contract with the first Proposer, negotiations with that Proposer shall be terminated and the Committee or the Board shall attempt to negotiate a Contract with the next most qualified Proposer. If these negotiations are not successful, negotiations shall be terminated with the second Proposer and attempted with the third most qualified. If the Board or the Committee is not successful in negotiating a satisfactory Contract with any of the selected Proposers, the Board or the Committee shall select additional Proposers in order of their qualifications and continue negotiations until an agreement is reached or if no agreement can be reached the Board, Committee, or Chief Procurement Officer may reject all Proposals and may re-advertise for new Proposals. All Contracts negotiated by the Committee shall be subject to final approval by the Board unless such approval is waived by the Board.
- L. Hernando County shall be the sole judge of its own best interests, the Proposals, and the resulting agreement. An award may be made to the most responsive and responsible firm whose Proposal is determined to be the most advantageous to the County. The County's decision shall be final and the County at all times reserves the right to:
 - 1. Reject any or all Proposals or parts thereof
 - 2. Issue subsequent Requests for Qualifications
 - 3. Cancel the entire Request for Proposals
 - 4. Remedy technical errors in the Request for Proposals
 - 5. Negotiate with any, all, or none of the Proposers
 - 6. Award a Contract to one or more Proposers or none at all
 - 7. Accept other than the lowest price
 - 8. Waive informalities and irregularities in Proposals

- M. Hernando County reserves the right to consider historic information and fact, whether gained from the Proposer's Proposal, question and answer conferences, references, and/or other sources in the evaluation process.
- N. The County reserves the right to conduct investigations as deemed necessary by the County to assist in the evaluation of any Proposal and to establish the responsibility, qualifications and financial ability of Proposers, Sub-Contractors, suppliers and other persons and organizations to perform and furnish the work in accordance with the Proposal documents.
- O. It is the Proposer's sole responsibility to submit information related to the evaluation categories. Hernando County is under no obligation to solicit such information if the Proposer fails to include it within their Proposal submittal. Failure to provide requested information may result in the rejection of the Proposal, or a deduction in evaluation points at the sole discretion of the evaluation committee.

5.6. DEBRIEFING OF PROPOSERS:

Not later than thirty (30) calendar days after the award of contract, a Proposer may submit a written request to the applicable Contract administrator or procurement agent for a debriefing on the evaluation of their Proposal. The procurement agent will schedule a meeting with the Proposer for the debriefing. However, at the Proposer's request, the debriefing may be conducted via telephone conference or the Proposer may request a copy of the digital recording of the selection on CD for \$15.00 fee. The debriefing shall include the following minimum information:

- A. Key requirements of the solicitation.
- B. The overall ranking of all Proposals.
- C. The significant weaknesses or deficiencies in the Proposal in response to the requirements of the solicitation.
- D. If requested, an explanation of the score received for each evaluation criteria will be provided, including costs, if applicable.
- E. If applicable, a summary of the rationale for award.
- F. Responses to any relevant questions of the Proposer.

5.7. TERMS AND CONDITIONS:

- A. The County reserves the right to accept or reject any or all Proposals, with or without cause, to waive technicalities, or to accept the Proposal which, in its sole judgment, best serves the interest of the County, or to award a Contract to the next most qualified Proposer if a successful

Proposer does not execute a Contract within thirty (30) days after approval of the selection by the Board of County Commissioners or other competent authority.

- B. Hernando County reserves the right, and the Chief Procurement Officer has absolute and sole discretion, to cancel a solicitation at any time prior to approval of the award by the Board of County Commissioners when such approval is required. The decision to cancel a solicitation cannot be the basis for a protest pursuant to the Hernando County Procurement Policy.
- C. The County reserves the right to request clarification of information submitted and to request additional information of one or more applicants.
- D. The Contract that the County intends to use for award is attached for reference.
- E. Information regarding Committee scheduling and Board approvals are available by calling the Procurement Department at (352) 754-4020.
- F. A person or affiliate who has been placed on the convicted Consultant/Firm list following a conviction for a public entity crime may not submit a Proposal on a Contract to provide any goods or services to a public entity, may not submit a Proposal on a Contract with a public entity for the construction or repair of a public building or public work, may not submit Proposals on leases of real property to a public entity, may not be awarded or perform work as a Consultant/Firm, supplier, Sub-Contractor or Consultant/Firm under a Contract with any public entity and may not transact business with any public entity in excess of the threshold amount provided in Florida Statute Section 287.017, for CATEGORY TWO (2) for a period of thirty-six (36) months from the date of being placed on the convicted Consultant/Firm list.
- G. The County's performance and obligation to pay under this Contract is contingent upon an annual appropriation for its purpose by the Board of County Commissioners.
- H. Proposers shall list all proposed Sub-Contractors to be used, regardless of racial or gender grouping. Include names, addresses, phone numbers, type of work Sub-Contracted (discipline, trade or commodity) and proposed percentage of work.

5.8. INDEMNITY, SAFETY AND INSURANCE PROVISIONS:

- A. INDEMNITY, SAFETY AND INSURANCE PROVISIONS:
 - 1. Indemnity: To the fullest extent permitted by Florida law, the Vendor/Contractor covenants, and agrees that it will indemnify and hold harmless the County and all of the County's officers, agents, and employees from any claim, loss, damage, cost, charge, attorney's fees and costs, or any other expense arising out of any act, action, neglect, or omission by Vendor/Contractor during the performance of the contract, whether direct or indirect, and whether to any person or property to which the County or said parties may be subject, except that neither the Vendor/Contractor nor any of its subcontractors, or assignees, will be liable under this section for damages arising out of injury or damage to persons or

property directly caused or resulting from the sole negligence of the County or any of its officers, agents, or employees.

2. Protection of Person and Property:

- a. The Vendor/Contractor will take all reasonable precautions for, and will be responsible for initiating, maintaining and supervising all programs relating to the safety of all persons and property affected by, or involved in, the performance of his operations under this Contract.
- b. The Vendor/Contractor will take all reasonable precautions to prevent damage, injury or loss to: (a) all persons who may be affected by the performance of his operations, including employees; (b) all materials and equipment; and (c) all property at or surrounding the work site. In an emergency affecting the safety of persons or property, the Vendor/Contractor will act, with reasonable care and discretion, to prevent any threatened damage, injury or loss.

- B. MINIMUM INSURANCE REQUIREMENTS: Vendor/Contractor shall procure, pay for and maintain at least the following insurance coverage and limits. Said insurance shall be evidenced by delivery to the County of a certificate(s) of insurance executed by the insurers listing coverage and limits, expiration dates and terms of policies and all endorsements whether or not required by the County, and listing all carriers issuing said policies. The insurance requirements shall remain in effect throughout the term of this Contract.

1. Workers' Compensation: As required by law:

- a. State.....Statutory
- b. APPLICABLE FEDERAL.....Statutory
- c. EMPLOYER'S LIABILITY.....Minimum:
 - i. \$1,000,000.00 each accident
 - ii. \$1,000,000.00 by employee
 - iii. \$1,000,000.00 policy limit
- d. Exemption per Florida Statute 440: If a Vendor/Contractor has less than three (3) employees and states that they are exempt per Florida Statute 440, they must provide an exemption certificate from the State of Florida. Otherwise, they will be required to purchase Workers' Compensation Insurance and provide a copy of Workers Compensation Insurance.
<https://www.myfloridacfo.com/Division/WC/Employer/Exemptions/>

2. General Liability: Comprehensive General Liability including, but not limited to, Independent Contractor, Contractual Premises/Operations, and Personal Injury covering the liability

assumed under indemnification provisions of this Contract, with limits of liability for personal injury and/or bodily injury, including death.

a. Coverage as follows:

- i. EACH OCCURRENCE.....\$1,000,000.00
- ii. GENERAL AGGREGATE\$2,000,000.00
- iii. PERSONAL/ADVERTISING INJURY.....\$1,000,000.00
- iv. PRODUCTS-COMPLETED OPERATIONS AGGREGATE..\$2,000,000.00 Per Project Aggregate (if applicable)

b. ALSO, include in General Liability coverage for the following areas based on limits of policy, with:

- i. FIRE DAMAGE (Any one (1) fire.....\$50,000.00
- ii. MEDICAL EXPENSE (Any one (1) person)..... \$5,000.00

3. Additional Insured: Vendor/Contractor agrees to endorse Hernando County as an additional insured on the Comprehensive General Liability. The Additional Insured shall read "Hernando County Board of County Commissioners." Proof of Endorsement is required.

4. Waiver of Subrogation: Vendor/Contractor agrees by entering into this Contract to a Waiver of Subrogation for each required policy herein. When required by the insurer, or should a policy condition not permit Vendor/Contractor to enter into a pre-loss agreement to waive subrogation without an endorsement, then Vendor/Contractor agrees to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which includes a condition specifically prohibiting such an endorsement, or voids coverage should Vendor/Contractor enter into such an agreement on a pre-loss basis.

5. AUTOMOBILE LIABILITY: Comprehensive automobile and truck liability covering any auto, all owned autos, scheduled autos, hired autos, and non-owned autos. Coverage shall be on an "occurrence" basis. Such insurance to include coverage for loading and unloading hazards. Coverage as follows:

- a. COMBINED SINGLE LIMIT (CSL)..... \$1,000,000.00
- b. BODILY INJURY (Per Person)..... \$1,000,000.00
- c. BODILY INJURY (Per Accident)..... \$1,000,000.00
- d. PROPERTY DAMAGE.....\$1,000,000.00

6. PROFESSIONAL LIABILITY (if applicable it will be noted below separately):

7. BUILDERS RISK INSURANCE (if applicable it will be noted below separately):
 8. CRIME PREVENTION – BOND (if applicable it will be noted below separately):
 9. EXCESS/UMBRELLA LIABILITY (if applicable it will be noted below separately):
 10. POLLUTION LIABILITY (if applicable it will be noted below separately):
 11. SUBCONTRACTORS (if applicable): All subcontractors hired by said Contractor are required to provide Hernando County Board of County Commissioners a Certificate of Insurance with the same limits required by the County as required by the Contract. All subcontractors are required to name Hernando County Board of County Commissioners as additional insured and provide a Waiver of Subrogation in regards to General Liability.
 12. RIGHT TO REVISE OR REJECT: County reserves the right, but not the obligation, to revise any insurance requirement, not limited to limits, coverages and endorsements, or to reject any insurance policies which fail to meet the criteria stated herein. Additionally, County reserves the right, but not the obligation, to review and reject any insurer providing coverage due of its poor financial condition or failure to operating legally.
- C. EACH INSURANCE POLICY SHALL INCLUDE THE FOLLOWING CONDITIONS BY ENDORSEMENT TO THE POLICY:
1. Vendor/Contractor agrees to provide County with a Certificate of Insurance evidencing that all coverages, limits and endorsements required herein are maintained and in full force and effect, and the Certificate of Insurance shall provide a minimum thirty (30) day endeavor to notify, when available by Vendor/Contractor's insurer. If the Vendor/Contractor receives a non-renewal or cancellation notice from an insurance carrier affording coverage required herein, or receives noticed that coverage no longer complies with the insurance requirements herein, Vendor/Contractor agrees to notify the County by email within five (5) business days with a copy of the non-renewal or cancellation notice, or written specifics as to which coverage is no longer in compliance. The Certificate Holder shall read: **Hernando County Board of County Commissioners, Attention: Human Resources/Risk Department, 15470 Flight Path Drive, Brooksville, Florida 34604**
 2. Companies issuing the insurance policy or policies shall have no recourse against the County for payment of premiums or assessments for any deductibles which all are the sole responsibility and risk of Vendor/Contractor.
 3. The term "County" or "Hernando County" shall include all authorities, boards, bureaus, commissions, divisions, departments, and offices of the County and individual members, employees and agents thereof in their official capacities and/or while acting on behalf of Hernando County.

4. The policy clause "Other Insurance" shall not apply to any insurance coverage currently held by County, to any such future coverage, or to County's Self-Insured Retentions of whatever nature.
- D. The Vendor/Contractor shall be required to provide a current Certificate of Insurance to the County prior to commencement of services.
- E. Bidders may, at the County's request, be required to provide proof that their firm meets the preceding insurance requirements, by submission of a Certificate Of Insurance coverage(s), prior to award of the Contract.
- F. Failure of the Owner to demand such certificates or other evidence of full compliance with these insurance requirements or failure of the Owner to identify a deficiency from evidence provided shall not be construed as a waiver of Vendor/Contractor's obligation to maintain such insurance.

5.9. INSURANCE REQUIREMENTS (continued)

EXCESS/UMBRELLA LIABILITY: Vendor/Contractor shall provide proof of Excess/Umbrella Liability coverage with minimum limits of \$1,000,000.00. Limits can be increased, based on Contract.

5.10. MAINTENANCE OF RECORDS:

The Vendor/Contractor will keep adequate records and supporting documents applicable to this contract. Said records and documentation will be retained by the Vendor/Contractor for a minimum of five (5) years from the date of final payment on this contract. The County and its authorized agents shall have the right to audit, inspect and copy records and documentation as often as the County deems necessary during the period of this contract and a period of five (5) years after completion of contract performance; provided however, such activity shall be conducted only during normal business hours. The County during the period of time defined by the preceding sentence, shall also have the right to obtain a copy of and otherwise inspect any audit made at the direction of the Vendor/Contractor as concerns the aforesaid records and documentation. Pursuant to Section 119.0701, Florida Statutes, Vendor/Contractor shall comply with the Florida Public Records' laws and shall:

- A. Keep and maintain records required by the public agency to perform the service.
- B. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of the Contract if the Contractor does not transfer the records to the public agency.
- D. Upon completion of the Contract, transfer, at no cost, to the public agency all public records in possession of the Contractor or keep and maintain public records required by the public agency

to perform the service. If the Contractor transfers all public records to the public agency upon completion of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

- E. Failure to comply with this section shall be deemed a breach of the Contract and enforceable as set forth in Section 119.0701, Florida Statutes.

IF THE VENDOR/CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE VENDOR/CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 352-754-4020, PURCHASING@HERNANDOCOUNTY.US, WITH AN OFFICE LOCATED AT 15470 FLIGHT PATH DRIVE, BROOKSVILLE, FL 34604.

5.11. PROTESTS AND LOBBYING

Any Proposer who protests the Request for Proposals or Award or Intent to Award, must file with the County a notice of protest and formal written protest in compliance with the Hernando County Procurement Manual, Section 22, which can be found at [procurement-manual v-july-2025.pdf](#). Failure to timely file such documents will constitute a waiver of proceedings. Failure to file a protest within the time prescribed by, or failure to post the bond or other security in strict accordance with, the Hernando County Procurement Manual, Section 22, shall constitute a waiver of protest proceedings.

5.12. CONE OF SILENCE

This Solicitation falls under the Hernando County Procurement Ordinance 93-16. All Vendors and Bidders, and representatives of same, are hereby placed on formal notice that a lobbying cone of silence period shall commence upon issuance of this Solicitation until the Board selects the successful Bidder. If Board is not involved in selecting the successful Bidder, the cone of silence period commences upon issuance of Solicitation and concludes upon award of Contract. During the cone of silence period, no Vendor/Bidder, or representative of the Vendor/Bidder, to this Solicitation may seek information or clarification or in any way contact any official or employee of the County concerning this Solicitation with the exception of the Chief Procurement Officer, County Attorney, or an individual specifically designated in this document for dissemination of information. A copy of any written communication concerning this Solicitation shall be filed with the Procurement Department and shall be made available to the public upon request. A violation of the cone of silence renders any award voidable at the discretion of the Chief Procurement Officer with approval from the Board and may subject the Vendor/Bidder who violated it to debarment. Nothing in the Ordinance prevents a Vendor/Bidder or representative from taking part in a public meeting concerning the Solicitation.

Neither the members of the Board nor candidates for County Commission, nor any employees from the Hernando County Government, Hernando County staff members, nor any members of the evaluation

team are to be lobbied, either individually or collectively, before or during the cone of silence concerning this project. Vendors/Bidders, or representatives of same, who intend to submit bids, or have submitted bids, for this project are hereby placed on formal notice that they are not to contact County personnel for such purposes as holding meetings of introduction, meals, or meetings relating to the selection process outside of those specifically scheduled by the County. Any such lobbying activities may cause immediate disqualification of this project.

5.13. E-VERIFY

- A. Consultant/Firm is advised that the County has entered into an agreement with U.S. Immigration and Customs Enforcement (ICE) wherein the County will, in part, seek to promote the principles of ethical business conduct, prevent the knowing hiring of unauthorized workers through self-governance, and encourage voluntary reporting of the discovery of unauthorized workers to ICE (the IMAGE Agreement). Accordingly, by submitting your Bid/Proposal, Consultant/Firm represents and warrants (a) that the Consultant/Firm is in compliance with all applicable federal, state and local laws, including, but not limited to, the laws related to the requirement of an employer to verify an employee's eligibility to work in the United States, (b) that all of the Consultant/Firm employees are legally eligible to work in the United States, and (c) that the Consultant/Firm has actively and affirmatively verified such eligibility utilizing the Federal Government's Employment Verification Eligibility Form (I-9 Form).
- B. A mere allegation of Consultant/Firm's intent to use and/or current use of unauthorized workers may not be a basis to delay the County's award of a Contract to the Consultant/Firm unless such an allegation has been determined to be factual by ICE pursuant to an investigation conducted by ICE prior to the date the Contract is scheduled to be awarded by the County.
- C. Legitimate claims of the Consultant/Firm's use of unauthorized workers must be reported to both of the following agencies:
 - 1. The County's Procurement Department at (352) 754-4020: and
 - 2. ICE (Immigration and Customs Enforcement) at 1-866-DHS-2-ICE
- D. In the event it is discovered that the Consultant/Firm's employees are not legally eligible to work in the United States, then the County may, in its sole discretion, demand that the Consultant/Firm cure this deficiency within a specified time frame, and/or immediately terminate the Contract without any cost or penalty to the County, and/or debar the Consultant/Firm from bidding on all County Contracts for a period up to twenty-four (24) months, and/or take any and all legal action deemed necessary and appropriate.
- E. Consultant/Firm is required to incorporate the following IMAGE Best Practices into its business and, when practicable, incorporate verification requirements into its agreements with Sub-Contractors:

1. Use the Department of Homeland Security employment eligibility verification program (E-Verify) to verify the employment eligibility of all new hires.
2. Use the Social Security Number Verification Service and make good faith effort to correct and verify the names and Social Security numbers of the current workforce.
3. Establish a written hiring and employment eligibility verification policy.
4. Establish an internal compliance and training program related to the hiring and employment verification process, to include, but not limited to, completion of Form I-9, how to detect fraudulent use of documents in the verification process, and how to use E-Verify and the Social Security Number Verification Service.
5. Require the Form I-9 and E-Verify process to be conducted only by individuals who received appropriate training and include secondary review as of each employee's verification to minimize the potential for a single individual to subvert the process.
6. Arrange for annual Form I-9 audits by an external auditing firm or a trained employee not otherwise involved in the Form I-9 process.
7. Establish a procedure to report to ICE credible information of suspected criminal misconduct in the employment eligibility verification process
8. Establish a program to assess Sub-Contractors' compliance with employment eligibility verification requirements. Encourage Consultant/Firms to incorporate the IMAGE Best Practices contained in this Article and, when practicable, incorporate the verification requirements in Sub-Contractor agreements.
9. Establish a protocol for responding to letters received from Federal and State government agencies indicating that there is a discrepancy between the agency's information and the information provided by the employer or employee; for example, "no match" letters received from the Social Security Administration.
10. Establish a tip line mechanism (inbox, e-mail, etc.) for employees to report activity relating to the employment of unauthorized workers, and a protocol for responding to employee tips.
11. Establish and maintain appropriate policies, practices, and safeguards against use of the verification process for unlawful discrimination, and to ensure that U.S. Citizens and authorized workers do not face discrimination with respect to hiring, firing, recruitment or referral for a fee because of citizenship status or national origin.
12. Maintain copies of any documents accepted as proof of identify and/or employment authorization for all new hires.

5.14. LOCAL PREFERENCE:

- A. Purpose and Findings: These provisions apply to purchases using Formal Bid, Request for Proposals or Quotes. The County annually spends significant dollars on purchasing personal property, materials, and services, and in constructing improvements to real property or existing structures. The dollars used in making those purchases are derived, in large part, from taxes, fees and utility revenues paid by businesses located within Hernando County, and the County Commission has determined that funds generated in the community should, to the extent possible, be placed back into the local economy. Therefore, the County Commission has determined that it is in the best interest of the County to give a preference to local businesses in making such purchases whenever the application of such a preference is reasonable in light of the dollar-value of Bids and quotes received in relation to such expenditures.
- B. Application:
1. In bidding for, or letting Contracts for procurement of supplies, materials, equipment, and services, as described in the procurement policies of the County, the Board of County Commissioners may give a preference to local businesses in making purchases or awarding Contracts in an amount not to exceed:
 - a. Five (5%) percent of the local business' total Bid price if the cost differential does not exceed \$10,000.00 for procurement activities in amounts over \$50,000.00.
 2. The total Bid price shall include not only the base Bid price, but also all alterations to the base Bid price resulting from alternates which were both part of the Bid and actually purchased or awarded by the Board of County Commissioners.
 3. In the case of requests for Proposals or qualification, letters of interest, or other solicitations and competitive negotiations and selections in which objective factors are used to evaluate the responses, local businesses shall be assigned five (5%) percent of the total evaluation points.
- C. Definitions:
1. Local Vendor means a person or business entity which has maintained a permanent place of business with full-time employees within Hernando County for a minimum of twelve (12) months prior to the date Bids or Quotes were received for the purchase or Contract at issue, and which generally provides from such permanent place of business the kinds of goods or services solicited, and which at the time of the solicitation fully complies with the local vendor eligibility.
 2. Local Vendor Affidavit of Eligibility shall accompany the Quotation or Bid submittal in order to be considered valid and shall include, but not be limited to, the following current information:

- a. A physical business and location address.
 - b. Proof of payment of real property tax due to Hernando County.
 - c. A copy of the firm's most recent annual corporation report to the Florida Division of Corporations.
 - d. Any additional information necessary to verify local status.
- D. Competitive Bids/Quotes:
1. The County reserves the exclusive right to compare, contrast and otherwise evaluate the qualifications, character, responsibility and financial qualifications of all persons, firms, partnerships, companies or corporations submitting formal Bids or formal quotes in any procurement for goods and services when making an award in the best interests of the County.
- E. Exemptions:
1. Purchases resulting from exigent emergency conditions where any delay in completion or performance would jeopardize public health, safety, or welfare of the citizens of the County, or where in the judgment of the County the operational effectiveness or a significant County function would be seriously threatened if a purchase was not made expeditiously.
 2. Purchases with any sole source supplier for supplies, materials, or other equipment.
 3. Purchases made through cooperative purchasing arrangements utilized by the Procurement Department as identified in the Procurement Policy.
 4. Purchases that are funded in whole or in part by assistance from any federal, state, or local agency where the program guidelines do not permit local preference.
 5. Purchases with an estimated cost of less than \$10,000.00 or less.
- F. Appeal:
1. If an application for a "Local Contractor/Vendor" designation is denied, the applicant may appeal such decision to the County Administrator for review and further consideration.

5.15. CONTRACT AWARD

Award will be made at the earliest possible Hernando County BOCC Board meeting subsequent to the evaluation process. It is incumbent on Proposers to contact the Procurement Department to determine the successful Proposer(s). This Request for Proposals is issued in accordance with and shall be governed by the provisions of the County's Procurement Policy.

5.16. CONTRACT TERM/RENEWAL:

- A. **Renewal Option (Unilateral):** At the sole option of the County, through the Board of County Commissioners or Chief Procurement Officer or Designee, this Contract may be unilaterally

renewed, for two (2) additional one (1) year periods, at the same prices, terms, and conditions. The County alone will determine whether or not this renewal option will be exercised based on its convenience and its best interest. The County will notify the Vendor/Contractor, in writing, no later than thirty (30) days prior to expiration of its decision to exercise this Contract renewal option and/or options. Any request by the Vendor/Contractor for consideration of a price adjustment must be submitted in writing to the County at the time of County notice of its decision to exercise Contract renewal (this provision), and the Vendor/Contractor must provide written evidence based on increased costs to the Vendor/Contractor. Documentation of these increases must be furnished to the County upon request. Any price adjustment (increase or decrease) approved by the County shall impose upon the Vendor/Contractor the requirement to advise and extend to the County price reductions when costs similarly decrease.

5.17. SIGNING OF THE AGREEMENT:

When the County gives a Notice of Intent to Award to the Successful Proposer, it will be accompanied by an unsigned Agreement. Within ten (10) calendar days thereafter the Successful Proposer shall execute and deliver to the County the Agreement, along with a Certificate of Insurance that shows policies, limits and other conditions in compliance with that outlined in the Request for Qualifications. Upon award and execution of the Agreement by the County, one (1) executed copy of the Agreement shall be delivered to the Successful Proposer.

5.18. RESPONSIVENESS OF THE PROPOSAL AND DISQUALIFICATION:

- A. A responsive Proposal is one that complies with and conforms to the requirements of this Request for Proposal. A Proposal requiring changes to any portion of this Request for Proposal may be considered non-responsive. A Proposal that fails to comply with the criteria outlined in this Request for Proposal may be deemed non-responsive.
- B. A Proposal may be rejected if found to be conditional, irregular, incomplete or not in conformance with the requirements and instructions contained herein, such as, but not limited to: (1) failure to strictly comply with and satisfactorily address the prerequisite criteria, (2) failure to provide the required forms or other documentation, (3) incomplete, indefinite or ambiguous language, (4) failure to submit the information needed to evaluate the Proposals based on the Evaluation Criteria, and (5) improper and/or undated signatures.
- C. Other conditions, which shall cause rejection of the Proposal, include, but are not limited to: (1) an individual firm, partnership, corporation or combination thereof, under the same or different names submitting (as the Proposer) more than one Proposal, (2) evidence of collusion among Proposers, (3) obvious lack of experience or expertise to perform the Services, (4) failure to perform or meet financial obligations for previous Contracts, (5) falsification of any form required by the County, (6) evidence that a Proposer has a financial interest in another firm who is submitting a Proposal, (7) not having a valid and appropriate local, state or federal certifications and/or licenses necessary to perform the Services, or (8) an investigation by the

Chief Procurement Officer finds the Proposer delinquent on a previously awarded Contract or in litigation with a Hernando County involving a previously awarded Contract.

- D. County may conduct such investigations as County deems necessary to assist in the evaluation of any Proposal and to establish the responsibility, qualifications and financial ability of the Proposer and their proposed sub-Contractors. County reserves the right to seek clarifications or request any information deemed necessary for proper evaluation of Proposals from all Proposers. Failure to provide requested information may result in rejection of the Proposal.

5.19. LIST OF PROPOSERS

A list of Proposers will be posted on the County's eProcurement Portal within two (2) business days after the Public Opening date. The list of Proposers can also be obtained by contacting the Contact Person. The County will not provide a list of Proposers by telephone.

5.20. EXAMINATION OF PROPOSAL DOCUMENTS:

- A. It is the responsibility of each Proposer before submitting a Proposal, to (1) examine the Solicitation Documents thoroughly, (2) consider Federal, State and Local Laws and Regulations that may affect cost, progress, performance or furnishing of the Work, (3) study and carefully correlate Proposer's observations with the Solicitation Documents, and (4) notify the Contact Person of all conflicts, errors or discrepancies in the Solicitation Documents prior to submitting a formal Proposal.
- B. Before submitting a Proposal, it shall be the Proposer's responsibility to submit to the County a request for any additional information and data which pertains to the Project covered under this Request for Proposal which the Proposer deems necessary to develop their Proposal for performing the Services in accordance with the terms and conditions noted herein.
- C. The submission of a Proposal in response to this Request for Proposal shall be considered as a representation that the Proposer; (1) has carefully investigated all conditions that affect, or may at some future date, affect the performance of the Services covered by this Request for Proposal, (2) is fully informed concerning conditions to be encountered, the character, quality and quantity of the Services to be performed and the work product to be furnished, and (3) is familiar with what is required to perform the Services covered by this Request for Proposal. The contents of the Proposer's Proposal shall become a Contractual obligation if the Proposer is awarded the Contract. Failure to accept these obligations in a Contractual agreement shall result in cancellation of the Award.

5.21. ADDENDA

Any Addenda issued in relation to this Request for Proposal will be posted on the County's eProcurement Portal. It is the Proposer's responsibility to be aware of any addenda that might have bearing on their Proposal before their Proposal is due. The Proposer will acknowledge receipt of any and all such addenda on the Proposal Pricing Form. In the event a Proposer fails to acknowledge receipt of such addenda, their Proposal will be construed as though they have received such addenda, and the

submission of a Proposal will constitute acknowledgement of the receipt of same. All addenda will become a part of the Proposal Documents and Proposer will be bound by such, whether or not received by Proposer.

5.22. MODIFICATION/WITHDRAW OF PROPOSAL:

- A. Proposers have the right to modify or withdraw their Proposal without cause or without liability whatsoever at any time prior to the stipulated submittal date and time. Such requests must be made to County in writing.
- B. Modified or withdrawn Proposals may be resubmitted in accordance with the instructions in this Request for Proposal prior to the stipulated submittal date and time. If applicable, any changes in pricing shall be so worded as not to reveal the pricing that was noted in the original Proposal.
- C. No Proposal shall be modified or withdrawn by the Proposer after the Proposal Due Date.

5.23. LESS THAN TWO (2) PROPOSALS RECEIVED:

If less than two (2) Proposals are received, the County may negotiate the best terms and conditions with that Proposer or reject the Proposal and re-solicit the Services.

5.24. REVIEW OF PROPOSER'S FACILITIES AND QUALIFICATIONS:

After the Request for Proposal due date and prior to award of an Agreement, the County reserves the right to perform or have performed an on-site review of Successful Proposer's facilities and qualifications, as well as documentation provided in their Proposal. This review will serve to verify data and representations submitted by the Proposer and may be used to determine whether the Proposer is qualified and experienced and has the resources to perform the Services outlined in the Request for Proposal. The review may also serve to verify whether the Proposer has adequate financial capability to meet the County's requirements. Should the County determine that the Proposals, or subsequent documentation submitted by the Proposer, has material misrepresentations or that the size or nature of any of Successful Proposer's resources are not adequate to ensure satisfactory performance, or ascertains other bases for concern as to the Successful Proposer's ability to perform the Services, the County has the right to reject their Proposal and not make an award.

5.25. FINANCIAL STRENGTH:

Prior to award of a Contract, the County reserves the right to request financial information from the Successful Proposer to assist the County in further review of that Proposer's capabilities. Financial information provided shall be for the current and previous two years, to include, but not be limited to a financial statement prepared by a Certified Public Accountant (i.e., balance sheet and income and cash flow statements) or a Supplier Qualifier Report prepared by Dun & Bradstreet.

5.26. CLARIFICATIONS

Before Contract award, the County reserves the right to seek clarification from the Proposer with whom County is contemplating award to properly evaluate their Proposal. Failure to provide requested information may result in not making such award to the Proposer.

5.27. PUBLIC RECORDS ACT:

- A. **Proposers should make themselves familiar with Chapter 119 of the Florida Statutes concerning availability of public records. Thirty (30) days after the Proposal Opening date OR Notice of an intended decision, whichever is earlier, Proposals shall be made available for public viewing. Proposals and associated Proposal Documents may be viewed during normal business hours (which is Monday through Friday; 8:00 AM to 5:00 PM) at 15470 Flight Path Drive, Brooksville, Florida. Copies of the Proposals and associated Documents are available for a charge of fifteen cents (\$0.15) per page, plus cost of copying.**
- B. Florida law generously defines what constitutes a public record and, under Chapter 119 of the Florida Statutes, all Proposals are to be made available by County for viewing by the general public. If a Proposer believes that their Proposal contains information that should not be a public record, the Proposer shall clearly segregate and mark that information as "Confidential" and describe in writing the grounds for claiming exemption from the public records law, including the specific statutory citation for such exemption.
- C. Any documents given to the Successful Proposer as part of performing the Services covered under this Request for Proposal shall not be sold or distributed to third parties without the written consent of County. The Successful Proposer will be required to retain a copy of these documents for a minimum of five (5) years from completion of the Agreement. All documents, papers, letters, e-mails or other material made or received by the Successful Proposer in conjunction with the Services, unless exempt from Section 24(a) of Article I of the Florida Constitution and Section 119.071 of the Florida Statutes, shall be made available for public access. Should the Successful Proposer refuse to allow such access, County has the unilateral right to cancel the Award.
- D. Proposers should consult an attorney as to their duties under the records and information laws (Section 257.36 of the Florida Statutes) and public records laws (Chapter 119 of the Florida Statutes) of the State of Florida. Significant judicial sanctions can be imposed for violation of these Statutes.

5.28. JOINT VENTURES:

- A. Two (2) or more firms may submit a Proposal under a joint venture arrangement. Joint ventures shall be considered as a single entity in the evaluation of a Proposal. That is, the traits of individual firms shall be blended in arriving at an overall Proposal evaluation score and oral interview score for the joint venture.
- B. A firm who submits a Proposal under a joint venture arrangement may satisfy the technical certification requirements outlined in this Request for Proposal as the prime Proposer through one or more of the firms comprising the Joint Venture. The Joint Venture shall at a minimum comply with the following additional requirements:

1. The Joint Venture shall, in its own name, be registered with the State of Florida Division of Corporations prior to submittal of a Proposal.
2. Each individual Firm comprising the Joint Venture shall, in its own name, be qualified in their respective areas of expertise prior to submittal of a Proposal.
3. Full compliance with the requirements set forth above is required, as well as properly documented compliance with any other certification and additional requirements set forth in the Request for Proposal.

5.29. PAYMENT

Payment to Proposer/Contractor by Electronic Payment Solution: ACH (Direct Deposit): If the Vendor/Contractor is enrolled in the County's ACH electronic payment solution, all payments will be made using the direct deposit which may or may not include a pre-note transaction. The Vendor/Contractor's bank account information will remain confidential to the extent provided by law and necessary to make direct deposit payments. Once the County has approved payment, an electronic remittance advice will be sent to the Vendor/Contractor via e-mail.

5.30. SCRUTINIZED COMPANIES PURSUANT TO FLORIDA STATUTES, SECTIONS 287.135 AND 215.473

Proposer/Contractor must certify that the company is not participating in a boycott of Israel. Proposer/Contractor must also certify that Vendor/Contractor is not on the Scrutinized Companies that Boycott Israel List, not on the Scrutinized Companies with Activities in Sudan List, and not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or has been engaged in business operations in Cuba or Syria. Subject to limited exceptions provided in State law, the County will not contract for the provision of goods or services with any scrutinized company referred to above. Vendor/Contractor must submit the certification form included as an attachment to this solicitation. Submitting a false certification shall be deemed a material breach of contract. The County shall provide notice, in writing, to the Vendor/Contractor of the County's determination concerning the false certification. The Vendor/Contractor shall have five (5) days from receipt of notice to refute the false certification allegation. If such false certification is discovered during the active contract term, the Vendor/Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Vendor/Contractor does not demonstrate that the County's determination of false certification was made in error, then the County shall have the right to terminate the contract and seek civil remedies pursuant to Section 287.135, Florida Statutes, as amended from time to time.

5.31. FOREIGN COUNTRIES OF CONCERN:

Pursuant to Section 287.138 F.S., effective July 1, 2023, the County may not enter into contracts which grants the Vendor/Contractor access to personal identifiable information if: a) the Contractor is owned by the government of a Foreign Country of Concern (as defined by the statute); (b) the government of a Foreign Country of Concern has a controlling interest in the entity; or (c) the Contractor is organized under the law of or has its principal place of business in a Foreign Country of Concern.

Bidders/Proposers must provide a response to the section titled VENDOR QUESTIONNAIRE; Foreign Countries of Concern included in this solicitation.

Beginning July 1, 2025, a governmental entity is prohibited from extending or renewing a contract with an entity meeting the requirements of (a) (b) or (c) above, if the contract would give such entity access to an individual's personal identifying information.

6. EVALUATION PHASES

Proposals will be evaluated in accordance with the criteria and weighting established below. The County intends to award contracts to multiple responsive and responsible Vendors whose proposals are determined to be most advantageous to the County, taking into consideration price and other evaluation factors set forth herein. Awards may be divided by geographic zones, types of facilities, or other work categories, at the County's discretion.

A firm may be awarded more than one zone when in the best interest of the County.

This Evaluation Criteria will be used for each zone, and each zone will be scored individually.

6.1. Phase I: Written Evaluation

No.	Evaluation Criteria	Scoring Method	Weight (Points)
1.	Experience and Qualifications Describe relevant experience: • Mowing • Trimming • Right-of-way maintenance services of similar size and scope • Current and projected workload. • Firm's familiarity with the project area. • The qualifications and experience of key personnel • Past performance with public sector clients.	Points Based	30 <i>(30% of Total)</i>

2.	Equipment and Resources Various specialized equipment will be required to efficiently perform the work described in the Scopes of Work contained in this RFP. The Vendor will list: • Available equipment, its condition, and adequacy to perform the required services efficiently • Staffing resources, backup equipment availability, and maintenance program to ensure continuity of operations. • Letters of Reference (minimum of 3 for projects of similar scope and complexity). Note: Organization charts and graphs depicting your capacity may be included.	Points Based	25 (25% of Total)
3.	Work Plan and Schedule Proposals will be evaluated on the Vendor's proposed approach to meeting mowing frequency and quality standards as described in the Scopes of Work. • Scheduling methods • Supervision • Responsiveness to County requests • Procedures for addressing complaints or deficiencies • The ability to manage and perform work efficiently within assigned zones or categories.	Points Based	20 (20% of Total)

4.	Local Preference Proposers will be evaluated and assigned points based on verification of local business status as follows: • 5 Points: Proposer is a verified Local Vendor with a physical business location within Hernando County. • 0 Points: Proposer does not maintain a physical business location within the County. To be considered for Local Preference points, the Proposer must submit supporting documentation such as: • Vendor/Individual has been in business in Hernando County for a minimum of twelve (12) months prior to date of bid or quote • Proof of real property tax submitted with affidavit • Copy of Florida Division of Corporations Annual Report submitted with affidavit	Points Based	5 (5% of Total)
5.	Pricing Proposal The maximum points assigned for pricing is twenty (20) points. The lowest cost pricing proposal will receive all twenty (20) points. The next lowest pricing will receive a portion of the twenty (20) points, and so on. For example, each pricing proposal will be evaluated by taking the lowest pricing proposal price and dividing it by the price of the pricing proposal being evaluated. The result is then multiplied by the weight of the price factor for the price score. The formula is: Lowest Price = \$100.00 = \$100.00 = 20 points 2nd Lowest Price = \$120.00 = \$100.00/\$120.00 = 0.833 x 20 points = 16.67 points 3rd Lowest Price = \$145.00 = \$100.00/\$145.00 = 0.689 x 20 points = 13.79 points	Points Based	20 (20% of Total)

6.2. Phase 2: Oral Presentation Evaluation (if required)

No.	Evaluation Criteria	Scoring Method	Weight (Points)
1.	Presentation Addresses the needs and requirements noted in the Request for Oral Presentations Letter	Points Based	10 <i>(50% of Total)</i>
2.	Presentation Team Demonstration of Knowledge, Experience, and Teamwork	Points Based	10 <i>(50% of Total)</i>

7. SCOPE AND SPECIFICATIONS

7.1. ZONE A - SCOPE AND SPECIFICATIONS: RURAL COLLECTOR ROADS

- A. **SCOPE OF WORK:** The Vendor/Contractor will supply all materials, labor, and equipment in order to accomplish the mowing services, as described in these Contract documents at the locations and within the limits specified. Scope consists of all areas as specified on the Bid form, subject to additions, deletions or changes in mowing locations or intervals during the term of the Contract. Vegetation in all areas consists of various types of grasses and weeds. When complete, a mowing area must present a uniform and tidy appearance within the specifications of the Contract.
1. **VENDOR/CONTRACTOR AVAILABILITY:** Vendor/Contractor must be available by cellular phone to ensure that messages and/or contact is maintained between the County and the Vendor/Contractor during normal business hours, Monday through Friday, 7:00 a.m. – 5:00 p.m. It is the Vendor/Contractor's responsibility to supply the applicable phone numbers to the County and to promptly notify the County of any changes to these numbers.
- B. **GENERAL REQUIREMENTS:**
1. Subsequent to the issuance of the Purchase Order, the Hernando County Department of Public Works (DPW) shall issue a Notice to Proceed (NTP) Letter to the Vendor/Contractor to indicate the start of each mowing cycle.
 2. The Vendor/Contractor shall mow all grass along all right-of-way and grassed medians, Drainage Retention Areas (DRAs), and Drainage Rights-of-Way (DROW) adjacent to those rights-of-way as shown on the attached maps as collector roads and collector road DRAs and DROWS. All mowing operations shall include litter pick-up and debris pick-up within the areas to be mowed to ensure a neat appearance after the work is complete. All structures within the areas to be mowed shall be trimmed, to include but not limited to power poles, mailboxes, signs, posts, drainage outfalls, etc. All grass overgrowing concrete curbing will be trimmed and removed. All vegetation growing through the concrete medians will be trimmed so as not to extend beyond the height of the median.
 3. A well-kept appearance, based on DPW's standards, will be the criteria used to determine an increase or decrease in the frequency. It is estimated that all areas will require mowing at a minimum of once every thirty (30) but shall not be less than once every fifteen (15) calendar days during the mowing season. The Vendor/Contractor must not rely on these intervals and quantities, such that a substantial reduction therein may cause him/her damage.
 4. The Vendor/Contractor shall not mow grass clippings onto any roadway. If this does occur, the contractor will remove the clippings from the roadway immediately. There will be a

maintenance fee deducted from the contractor's invoice in the amount of \$250.00 for each occurrence as documented by the DPW inspector.

5. The Vendor/Contractor shall contact the Department of Public Works (352-754-4060) to notify:
 - a. the work is completed; and
 - b. list of scheduled locations for the following week of mowing.
6. Upon notification by the Vendor/Contractor to the County of work, which was completed the County will inspect the area and issue deficiency notices to the Vendor/Contractor of work not completed or work not completed to the standards of this specification.
 - a. The Vendor/Contractor, at their expense, must remedy the deficiencies prior to the beginning of the next cycle of work. If the Vendor/Contractor fails to correct those deficiencies prior to the start of the next cycle, deductions in the amount of \$150.00 per location where structures are not trimmed, and deductions for areas not mowed in the amount equal to the prorate share of lineal footage, acreage, or area not mowed to the total area required to be mowed in one (1) cycle, will be assessed.

C. MOWING REQUIREMENTS:

1. **Mowing Season:** Estimated to begin on April 1st and end on November 30th of a calendar year. These dates are an estimate and may be adjusted by the County due to weather and/or other conditions. Off-season mowing cycles may be required for the prices listed on the bid form.
2. The areas to be mowed and trimmed include median strips, adjacent right-of-way areas, swale bottoms, front and back slopes. The entire grassy sections of each area are to be mowed. The Vendor/Contractor must run equipment as close to structures as practical. All vegetation within the mowing area must be cut to a height of six (6) inches with a maximum tolerance of one-half (1/2") plus or minus for collector roads with sidewalk on either side. Each mower pass must overlap the previous pass so that no strips of uncut vegetation remain. When landscaping has been established or natural landscaping has been preserved, mowing shall conform to the established mowing contours.
3. **DRAs:** Drainage Retention Areas are to be mowed as close to the center as the wetness of the ground will allow. **Several attached maps identify the drainage retention areas.** The entire grassy area of each area is to be mowed. The Vendor/Contractor must run equipment as close to the structures as practical.
 - a. All retention areas are to mowed using a tractor and grass cutting attachment so that a cut of four to six inches in height is achieved after mowing event. These areas are not to be mowed with a "zero turn mower."

- b. All litter must be picked up and disposed of prior to mowing.
 - c. All vegetation within the mowing area must be cut to a maximum height of six (6) inches with a maximum tolerance of one-half inch (1/2") plus or minus. Each mower pass must overlap the previous pass so that no strips of uncut vegetation remain. When landscaping has been established or natural landscaping has been preserved, mowing shall conform to the established mowing contours.
- 4. **TRIMMING AND EDGING REQUIREMENTS:** This work consists of mechanically or manually trimming around all structures, signposts, plantings, etc., to maintain cut height uniformity. Vegetation growing through or above concrete curbing and concrete medians shall be trimmed so as not to have exposed vegetation above the concrete.
 - 5. **TRASH AND DEBRIS REMOVAL REQUIREMENTS:** The Vendor/Contractor is responsible for picking up and disposing of any obstacles including but not limited to tires, cans, large boxes, papers, beverage cartons, etc. within County rights-of-way. The intent is to eliminate debris and any objectionable appearance.
 - 6. **MANAGEMENT OF TRAFFIC (MOT) REQUIREMENTS:** The Vendor/Contractor is responsible for setting up the appropriate Management of Traffic, while performing the work specified within this document. Management of Traffic shall adhere to the FDOT FY 2025-2026 Standard Plans. Failure to provide the proper MOT will be subject to shutting down the operation, until it meets the requirements. Hernando County is not held responsible for any delays, or costs, as a direct result of the shutdown of operation, due to the failure of proper MOT. Additional days shall not be granted as well.

D. AREAS OF WORK:

- 1. All County-Maintained Collector Roadways within Hernando County, Florida, as depicted on the attached map. This is exclusive of all County-maintained residential roadways, Drainage Retention Areas and Drainage Right of Ways not adjacent to collector roads, and roadways within private subdivisions.
- 2. The Entire area is bound to the north by Citrus County line, east by Lockhart Rd, the West by Citrus Wy, and the South by Pasco County line.
- 3. The Vendor/Contractor will not mow areas that have been mowed within specifications by the abutting property owner during a mowing cycle.
- 4. The approximate total mileage of County-Maintained Collector Roads to be mowed for each cycle is **178.11 miles**.

E. EQUIPMENT:

- 1. Equipment shall be in good repair and be maintained to produce a clean, sharp cut and uniform distribution of cuttings.

2. The Vendor/Contractor must either own or lease all equipment required to perform the services under this Agreement. This includes, at a minimum, the following equipment:
 - a. Tractor(s);
 - b. Batwing Mower(s) (Flex Wing Rotary Cutter(s));
 - c. Zero-Turn Mowers;
 - d. String Trimmer(s) (weed eater(s));
 - e. Edger(s);
 - f. Blower(s) and
 - g. Utility Trailers and/or truck(s) suitable for transporting this equipment
3. The Vendor/Contractor must maintain and utilize all necessary equipment to complete a cycle in accordance with these specifications within thirty (30) calendar days from the start date specified in the Notice to Proceed. The Vendor/Contractor is responsible for leasing equipment as necessary to meet this requirement at no additional cost to the County. It is the direct responsibility of the Vendor/Contractor to ensure that it has contingency plans to repair or replace equipment that is inoperable so as not to cause an out-of-service or delay of service of this Contract.
4. All tractors and riding mowers shall have a Global Positioning System (GPS) capability installed which communicates locations in real time such that recordings of the locations of equipment are maintained by Vendor/Contractor. The County may request, and the Vendor/Contractor will provide to the County location data for any tractor or riding mower utilized for performance of the awarded Contract. The County may request such information to verify which locations have been completed, for scheduling, or for other purposes.
5. Equipment that damages the pavement or turf in any way shall not be used. The Vendor/Contractor shall, at their expense, replace any damaged turf, pavement, concrete surface, or structure, as a result of their mowing operation, in a timely manner as determined by the County.
6. All tractors, riding mowers, and push mowers of the Vendor/Contractor shall be equipped with a guard or shield to prevent grass, rock or other debris from being propelled into any roadway or pedestrian area.
7. The Vendor/Contractor must include a complete list of equipment and personnel that will be utilized for the prosecution of The Work described above with their proposal.

7.2. ZONE B - SCOPE AND SPECIFICATIONS: ROYAL HIGHLANDS

- A. **SCOPE OF WORK:** The Vendor/Contractor will supply all materials, labor, and equipment in order to accomplish the mowing services as described in these Contract documents at the

locations and within the limits specified. The scope consists of all areas as specified on the Bid form, subject to additions, deletions, or changes in mowing locations, or intervals during the term of the Contract. Vegetation in all areas consists of various types of grasses and weeds. When complete, a mowing area must present a uniform and tidy appearance within the specifications of the Contract.

1. **VENDOR/CONTRACTOR AVAILABILITY:** During normal business hours (Monday – Friday, 7:00 a.m. – 5:00 p.m.), Vendor/Contractor must be available by cellular phone to ensure that messages and/or contact is maintained between the County and the Vendor/Contractor. It is the Vendor/Contractor’s responsibility to supply the applicable phone numbers to the County and to promptly notify the County of any changes to these numbers.

B. GENERAL REQUIREMENTS:

1. Subsequent to the issuance of the Purchase Order, the Hernando County Department of Public Works shall issue a Notice to Proceed (NTP) letter to the Vendor/Contractor to indicate the start of each mowing cycle. There may be multiple NTPs issued relative to the same Purchase Order as there are multiple locations and cycles.
 - a. **Sub Area A.** Each NTP shall be completed within fifteen (15) calendar days from date of issuance.
 - b. **Sub Area B.** Each NTP shall be completed within thirty (30) calendar days from date of issuance.
2. The Vendor/Contractor shall mow all grass areas within the right of way as shown on the attached maps. All mowing operations shall include litter and debris pick-up within the areas to be mowed prior to mowing to ensure a neat appearance after the work is complete. All structures within the areas to be mowed shall be trimmed, if needed to ensure an even cut throughout, to include but not limited to mailboxes, utility poles, light poles, drainage structures and curbing if present.
3. A well-kept appearance, based on DPW’s standards, will be the criteria used to determine an increase or decrease in the frequency. It is estimated that all areas will require mowing at a minimum of once every thirty (30) but shall not be less than once every fifteen (15) calendar days during the mowing season. The Vendor/Contractor must not rely on these intervals and quantities, such that a substantial reduction therein may cause him/her damage.
4. The Vendor/Contractor shall not mow or scatter grass clippings onto any roadway. If this does occur, the contractor will remove the clippings from the roadway immediately. There will be a maintenance fee deducted from the contractor’s invoice in the amount of \$250.00 for each occurrence as documented by the DPW inspector.

C. MOWING REQUIREMENTS:

1. **Mowing Season:** Estimated to begin on April 1st and end on November 30th of a calendar year. These dates are an estimate and may be adjusted by the County due to weather and/or other conditions, to include Contract award.
2. **Sub Area A and B:** All vegetation within the mowing area of the ROWs must be cut to a height of three (3) inches with a maximum tolerance of one-half (1/2) inch plus or minus. All vegetation within the mowing area of the DRAs must be cut to a height of six (6) inches with a maximum tolerance of one-half (1/2) inch. Each mower pass shall overlap the previous pass so that no strips of uncut vegetation remain. When landscaping has been established, or natural landscaping has been preserved, mowing shall conform to the established mowing contours.
3. The areas to be mowed include adjacent ROW areas, swale bottoms, and front and back slopes. The entire grassy area is to be mowed. All loose trash, and debris must be removed from the ROW mowing area prior to mowing. Trimming must be done adjacent to sidewalks, signposts, post office boxes, mail, and newspaper boxes, fire hydrants, power poles, and other obstructions within the ROW. Trimming must be done along road curbing to ensure that grass growth does not extend into a curb or gutter.
4. **TRIMMING REQUIREMENTS:** This work consists of mechanically or manually trimming around all structures, signposts, plantings, concrete curbing, concrete medians, etc., to maintain cut height uniformity. Vegetation growing through or above concrete curbing and concrete medians shall be trimmed so as not to have exposed vegetation above the concrete.
5. **TRASH AND DEBRIS REMOVAL REQUIREMENTS:** The Vendor/Contractor is responsible for picking up and disposing of any obstacles including but not limited to tires, cans, large boxes, papers, beverage cartons, etc. within County rights-of-way. The intent is to eliminate debris and any objectionable appearance.
6. **MANAGEMENT OF TRAFFIC (MOT) REQUIREMENTS:** The Vendor/Contractor is responsible for setting up the appropriate Management of Traffic, while performing the work specified within this document. Management of Traffic shall adhere to the FDOT FY 2025-2026 Standard Plans. Failure to provide the proper MOT will be subject to shutting down the operation, until it meets the requirements. Hernando County is not held responsible for any delays, or costs, as a direct result of the shut down of operation, due to the failure of proper MOT. Additional days shall not be granted as well.

D. AREAS OF WORK:

1. All County roadways as highlighted on the attached map, which are within the Royal Highlands area. It also includes all Drainage Retention Areas (DRAs) and Drainage Rights-of-Way (DROWs) as marked on the attached map as DRAs and DROWs.
 - a. The entire area is bound to the south by State Road 50, the west by Commercial Wy (Route 19), the north/west by Route 98 and Lagrue Rd, north/east by Citrus Wy and Honeybee Ln and east by Citrus Way. The area also includes:
 - i. The housing area west of 19 bound to the south by Hernando Way, the east by Victoria Wy, north by Long Lake Ave, and west by Allen Dr. It also includes the housing area bound by the south by Long Lake Ave, to the east by Clarita Street, the north by Birmingham Avenue, the west by Allen Drive.
 - ii. The housing area west of 19 bound to the north by Atlanta Avenue, the west by Baltimore St, and Beaver Bank St and the south by Chicago Avenue.
 - iii. The housing area west of 19 bound to the south by Wharton Ave, to the East by Commercial Wy, to the North by the Citrus/Hernando Line, and to the West by Retriever Rd.
 - iv. The housing area south-west of Ponce De Leon Blvd bound to the South by Norris Bishop Loop, to the West by Tatum Rd, to the North by Landfill Rd, and to the East by Ponce De Leon. This also includes Hebron Church Rd.
2. This mowing area is separated into two (2) sub areas for purposes of applying a different mowing frequency.
 - a. Sub Area A: Road layouts of Sunshine Grove Rd from Cortez Blvd to Hexam Rd. This also includes Ken Austin Parkway. Excluding: ROWs within High Point Mobile Home Park and Brookridge Mobile Home Park. This area shall be mowed an estimated ten (10) Times per calendar year.
 - b. Sub Area B: All roadways, DRAs, and DROWs within areas specified in paragraph 7.2.D.1 to 7.2.D.2. Excluding: ROYAL HIGHLANDS AREA "A" and the ROWs within High Point Mobile Home Park and Brookridge Mobile Home Park This area shall be mowed an estimated eight (8) times during the calendar year.
 - c. The approximate total acreage of DRAs and DROWs that are to be mowed for each cycle is **372 acres**. The approximate total mileage covered for the prosecution of the work described in this solicitation is **324 miles**.
3. The Vendor/Contractor will not mow areas that have been mowed to within specifications by the abutting property owner during a mowing cycle.
4. The Vendor/Contractor shall contact the Department of Public Works (352-754-4060) to notify:

- a. the work is completed; and
 - b. list of scheduled locations for the following week of mowing.
5. Upon notification by the Vendor/Contractor to the County of work, which was completed the County will inspect the area and issue deficiency notices to the Vendor/Contractor of work not completed or work not completed to the standards of this specification.
 - a. The Vendor/Contractor, at their expense, must remedy the deficiencies prior to the beginning of the next cycle of work. If the Vendor/Contractor fails to correct those deficiencies prior to the start of the next cycle, deductions in the amount of \$150.00 per location where structures are not trimmed, and deductions for right of way not mowed in the amount equal to the prorated share of lineal footage or right of way not mowed to the total right of way required to be mowed in one (1) cycle, will be assessed.

E. EQUIPMENT:

1. Equipment shall be in good repair and be maintained to produce a clean, sharp cut and uniform distribution of cuttings.
2. The Vendor/Contractor must either own or lease all equipment required to perform the services under this Agreement. This includes, at a minimum, the following equipment:
 - a. Tractor(s);
 - b. Batwing Mower(s) (Flex Wing Rotary Cutter(s));
 - c. Zero-Turn Mowers;
 - d. String Trimmer(s) (weed eater(s));
 - e. Edger(s);
 - f. Blower(s) and
 - g. Utility Trailers and/or truck(s) suitable for transporting this equipment
3. The Vendor/Contractor must maintain and utilize all necessary equipment to complete a cycle in accordance with these specifications within thirty (30) calendar days from the start date specified in the Notice to Proceed. The Vendor/Contractor is responsible for leasing equipment as necessary to meet this requirement at no additional cost to the County. It is the direct responsibility of the Vendor/Contractor to ensure that it has contingency plans to repair or replace equipment that is inoperable so as not to cause an out-of-service or delay of service of this Contract.
4. All tractors and riding mowers shall have a Global Positioning System (GPS) capability installed which communicates locations in real time such that recordings of the locations of equipment are maintained by Vendor/Contractor. The County may request, and the

Vendor/Contractor will provide to the County location data for any tractor or riding mower utilized for performance of the awarded Contract. The County may request such information to verify which locations have been completed, for scheduling, or for other purposes.

5. Equipment that damages the pavement or turf in any way shall not be used. The Vendor/Contractor shall, at their expense, replace any damaged turf, pavement, concrete surface, or structure, as a result of their mowing operation, in a timely manner as determined by the County.
6. All tractors, riding mowers, and push mowers of the Vendor/Contractor shall be equipped with a guard or shield to prevent grass, rock or other debris from being propelled into any roadway or pedestrian area.
7. The Vendor/Contractor must include a complete list of equipment and personnel that will be utilized for the prosecution of The Work described above with their proposal.

7.3. ZONE C - SCOPE AND SPECIFICATIONS: RIDGE MANOR

- A. **SCOPE OF WORK:** The Vendor/Contractor will supply all materials, labor, and equipment in order to accomplish the mowing services as described in these Contract documents at the locations and within the limits specified. The scope consists of all areas as specified on the Bid form, subject to additions, deletions, or changes in mowing locations, or intervals during the term of the Contract. Vegetation in all areas consists of various types of grasses and weeds. When complete, a mowing area must present a uniform and tidy appearance within the specifications of the Contract.

1. **VENDOR/CONTRACTOR AVAILABILITY:** During normal business hours (Monday – Friday, 7:00 a.m. – 5:00 p.m.), Vendor/Contractor must be available by cellular phone to ensure that messages and/or contact is maintained between the County and the Vendor/Contractor. It is the Vendor/Contractor's responsibility to supply the applicable phone numbers to the County and to promptly notify the County of any changes to these numbers.

B. **GENERAL REQUIREMENTS:**

1. Subsequent to the issuance of the Purchase Order, the County shall issue a Notice to Proceed (NTP) letter to the Vendor/Contractor to indicate the start of each mowing cycle.
2. The Vendor/Contractor shall mow all grass areas within the right of way as shown on the attached maps. All mowing operations shall include litter and debris pick-up within the areas to be mowed prior to mowing to ensure a neat appearance after the work is complete. All structures within the areas to be mowed shall be trimmed, if needed to ensure an even cut throughout, to include but not limited to mailboxes, utility poles, light poles, drainage structures and curbing if present.

3. A well-kept appearance, based on DPW's standards, will be the criteria used to determine an increase or decrease in the frequency. It is estimated that all areas will require mowing at a minimum of once every thirty (30) but shall not be more than once every fifteen (15) calendar days during the mowing season. The Vendor/Contractor must not rely on these intervals and quantities, such that a substantial reduction therein may cause him/her damage.
4. The Vendor/Contractor shall not mow or scatter grass clippings onto any roadway. If this does occur, the contractor will remove the clippings from the roadway immediately. There will be a maintenance fee deducted from the contractor's invoice in the amount of \$250.00 for each occurrence as documented by the DPW inspector.

C. MOWING REQUIREMENTS:

1. **Mowing Season:** Estimated to begin on April 1st and end on November 30th of a calendar year. These dates are an estimate and may be adjusted by the County due to weather and/or other conditions, to include Contract award.
2. **Sub Area A and B:** All vegetation within the mowing area within ROWs must be cut to a height of three (3) inches with a maximum tolerance of one-half (1/2) inch plus or minus. All vegetation within the mowing area within DRAs must be cut to a height of six (6) inches with a maximum tolerance of one-half (1/2) inch. Each mower pass shall overlap the previous pass so that no strips of uncut vegetation remain. When landscaping has been established, or natural landscaping has been preserved, mowing shall conform to the established mowing contours.
3. The areas to be mowed include adjacent ROW areas, swale bottoms, and front and back slopes. The entire grassy area is to be mowed. All loose trash, and debris must be removed from the ROW mowing area prior to mowing. Trimming must be done adjacent to sidewalks, signposts, post office boxes, mail, and newspaper boxes, fire hydrants, power poles, and other obstructions within the ROW. Trimming must be done along road curbing to ensure that grass growth does not extend into a curb or gutter.
4. **TRIMMING REQUIREMENTS:** This work consists of mechanically or manually trimming around all structures, signposts, plantings, concrete curbing, concrete medians, etc., to maintain cut height uniformity. Vegetation growing through or above concrete curbing and concrete medians shall be trimmed so as not to have exposed vegetation above the concrete.
5. **TRASH AND DEBRIS REMOVAL REQUIREMENTS:** The Vendor/Contractor is responsible for picking up and disposing of any obstacles including but not limited to tires, cans, large boxes, papers, beverage cartons, etc. within County rights-of-way. The intent is to eliminate debris and any objectionable appearance.

6. **MANAGEMENT OF TRAFFIC (MOT) REQUIREMENTS:** The Vendor/Contractor is responsible for setting up the appropriate Management of Traffic, while performing the work specified within this document. Management of Traffic shall adhere to the FDOT FY 2025-2026 Standard Plans. Failure to provide the proper MOT will be subject to shutting down the operation, until it meets the requirements. Hernando County is not held responsible for any delays, or costs, as a direct result of the shutdown of operation, due to the failure of proper MOT. Additional days shall not be granted as well.
- D. **AREAS OF WORK:** All County roadways as highlighted on the attached map, which are within the Ridge Manor area, and include all Drainage Retention Areas (DRAs) and Drainage Rights-of-Way (DROWS) as marked on the attached map as DRAs.
1. The entire area is bound to the Southwest by Lockhart Rd, Northwest by Croom Rital Rd, North by the Sumter County line, East by the Sumter County Line, and the South by the Pasco County Line. The Rights-of-Way of Burwell Road, Riverland Road, and Richloam Clay Sink Road, must be mowed as well.
 - a. Roads also included within this boundary are Cracker Xing, Bronson Blvd, Parkland Ave, Windmere Rd, Sherman Hills Blvd, and the Cyril bypass road off of Kettering Rd, next to the Walmart Distribution Center.
 - b. Subdivisions included within this boundary include Sherman Hills, bound to the South by State Road 50, West by Interstate 75, and East by Croom Rital Rd. Riverdale, bound to the East by US 98 and the South by the Pasco County Line. Lakewood, bound to the North by State Road 50 and East by US 301. Talisman Estates, bound to the West by US 301, and the South by the Pasco County Line. Ridge Manor estates, bound to the South by Ridge Manor Blvd, the East by US 301, and the North by the Sumter County Line.
 2. This mowing area is separated into two (2) sub-areas with the intent to better describe the mowing boundaries defined in paragraph 1.
 - a. **Sub Area A:** Subdivision County Owned ROWs and DRAs within Sherman Hills, Riverdale, Talisman, Ridge Manor Estates, and Lakewood Subdivisions.
 - b. **Sub Area B:** All roadways and DRAs within the boundaries specified in Paragraph 1, less the areas listed in Sub Area A, Emergency Maintenance, Private roadways and Private DRAs
 3. The Vendor/Contractor will not mow areas that have been mowed to within specifications by the abutting property owner during a mowing cycle.
 4. The approximate mileage is one hundred twenty (120) miles of right of way (ROW) and approximately forty-one (41) acres of Drainage Retention Areas.
- E. **EQUIPMENT:**

1. Equipment shall be in good repair and be maintained to produce a clean, sharp cut and uniform distribution of cuttings.
2. The Vendor/Contractor must either own or lease all equipment required to perform the services under this Agreement. This includes, at a minimum, the following equipment:
 - a. Tractor(s);
 - b. Batwing Mower(s) (Flex Wing Rotary Cutter(s));
 - c. Rotary Deck Mower(s);
 - d. Zero-Turn Mowers;
 - e. String Trimmer(s) (weed eater(s));
 - f. Edger(s);
 - g. Blower(s) and
 - h. Utility Trailers and/or truck(s) suitable for transporting this equipment
3. The Vendor/Contractor must maintain and utilize all necessary equipment to complete a cycle in accordance with these specifications within thirty (30) calendar days from the start date specified in the Notice to Proceed. The Vendor/Contractor is responsible for leasing equipment as necessary to meet this requirement at no additional cost to the County. It is the direct responsibility of the Vendor/Contractor to ensure that it has contingency plans to repair or replace equipment that is inoperable so as not to cause an out-of-service or delay of service of this Contract.
4. All tractors and riding mowers shall have a Global Positioning System (GPS) capability installed which communicates locations in real time such that recordings of the locations of equipment are maintained by Vendor/Contractor. The County may request, and the Vendor/Contractor will provide to the County location data for any tractor or riding mower utilized for performance of the awarded Contract. The County may request such information to verify which locations have been completed, for scheduling, or for other purposes.
5. Equipment that damages the pavement or turf in any way shall not be used. The Vendor/Contractor shall, at their expense, replace any damaged turf, pavement, concrete surface, or structure, as a result of their mowing operation, in a timely manner as determined by the County.
6. All tractors, riding mowers, and push mowers of the Vendor/Contractor shall be equipped with a guard or shield to prevent grass, rock or other debris from being propelled into any roadway or pedestrian area.
7. The Vendor/Contractor must include a complete list of equipment and personnel that will be utilized for the prosecution of The Work described above with their proposal.

7.4. ZONE D - SCOPE AND SPECIFICATIONS: SPRING HILL COLLECTOR ROADS

- A. **SCOPE OF WORK:** The Vendor/Contractor will supply all materials, labor, and equipment in order to accomplish the mowing services, as described in these contract documents, at the locations, and within the limits specified. The scope consists of all areas as specified on the bid form, subject to additions, deletions, or changes in mowing locations or intervals during the term of the Contract. Vegetation in all areas consists of various types of grasses and weeds. When complete, the mowing area must present a uniform, and tidy appearance within the specifications of the Contract.
1. **VENDOR/CONTRACTOR AVAILABILITY:** During normal business hours (Monday – Friday, 7:00 a.m. – 5:00 p.m.), Vendor/Contractor must be available by cellular phone to ensure that messages and/or contact is maintained between the County and the Vendor/Contractor. It is the Vendor/Contractor's responsibility to supply the applicable phone numbers to the County and to promptly notify the County of any changes to these numbers.
- B. **GENERAL REQUIREMENTS:**
1. Subsequent to the issuance of the Purchase Order, the Hernando County Department of Public Works shall issue a Notice to Proceed (NTP) letter to the Vendor/Contractor to indicate the start of each mowing cycle.
 2. The Vendor/Contractor shall mow all grass along all rights-of-way and grassed medians, Drainage Retention Areas (DRAs), and Drainage Rights-of-Way (DROWs) adjacent to those rights-of-way as shown on the attached maps as collector roads, and collector road DRAs and DROWs. All mowing operations shall include litter and debris pick-up within the areas to be mowed, to ensure a neat appearance after the work is complete. All structures within the areas to be mowed shall be trimmed, including, but not limited to, power poles, mailboxes, signs, posts, drainage outfalls, etc. if needed to ensure an even cut throughout. All grass overgrowing concrete curbing will be trimmed and removed. All vegetation growing through the concrete medians will be trimmed so as not to extend beyond the height of the median.
 3. A well-kept appearance, based on DPW's standards, will be the criteria used to determine an increase or decrease in the frequency. It is estimated that all areas will require mowing at a minimum of once every thirty (30) but shall not be less than once every fifteen (15) calendar days during the mowing season. The Vendor/Contractor must not rely on these intervals and quantities, such that a substantial reduction therein may cause him/her damage
 4. The Vendor/Contractor shall not mow grass clippings onto any roadway. If this does occur, the contractor will remove the clippings from the roadway immediately. There will be a maintenance fee deducted from the contractor's invoice in the amount of \$250.00 for each occurrence as documented by the DPW inspector.

5. The Vendor/Contractor shall contact the Department of Public Works (352-754-4060) to notify:
 - a. the work is completed; and
 - b. list of scheduled locations for the following week of mowing.
6. Upon notification by the Vendor/Contractor to the County of work, which was completed the County will inspect the area and issue deficiency notices to the Vendor/Contractor of work not completed or work not completed to the standards of this specification.
 - a. The Vendor/Contractor, at their expense, must remedy the deficiencies prior to the beginning of the next cycle of work. If the Vendor/Contractor fails to correct those deficiencies prior to the start of the next cycle, deductions in the amount of \$150.00 per location where structures are not trimmed, and deductions for areas not mowed in the amount equal to the prorate share of lineal footage, acreage, or area not mowed to the total area required to be mowed in one (1) cycle, will be assessed.

C. MOWING REQUIREMENTS:

1. Mowing Season: Estimated to begin on April 1st and end on November 30th of a calendar year. These dates are an estimate and may be adjusted by the County due to weather and/or other conditions. Off-season mowing cycles may be required for the prices listed on the bid form.
2. The areas to be mowed and trimmed include median strips, adjacent right-of-way areas, swale bottoms, and front and back slopes. The entire grassy sections of each area are to be mowed. The Vendor/Contractor must run the equipment as close to structures as practical. All vegetation within the mowing area must be cut to a height of three (3) inches with a maximum tolerance of one-half (1/2) inch plus or minus for collector roads with sidewalks on either side. Each mower pass must overlap the previous pass so that no strips of uncut vegetation remain. When landscaping has been established or natural landscaping has been preserved, mowing shall conform to the established mowing contours.
3. Drainage Retention Areas are to be mowed as close to the center as the wetness of the ground will allow. **The attached map identifies the drainage retention areas.** The entire grassy area of each area is to be mowed. The Vendor/Contractor must run the equipment as close to the structures as practical.
 - a. All retention areas are to be mowed using a tractor and grass-cutting attachment so that a cut of four (4) to six (6) inches in height is achieved after the mowing event. These areas are not to be mowed with a "zero-turn mower," unless for the DRAs and DROWs not easily accessible.
 - b. All litter must be picked up and disposed of prior to mowing.

- c. All vegetation within the mowing area must be cut to a maximum height of six (6) inches height with a maximum tolerance of one-half (1/2) inch plus or minus. Each mower pass must overlap the previous pass so that no strips of uncut vegetation remain. When landscaping has been established or natural landscaping has been preserved, mowing shall conform to the established mowing contours.
 4. **TRIMMING REQUIREMENTS:** This work consists of mechanically or manually trimming around all structures, signposts, plantings, concrete curbing, concrete medians, etc., to maintain cut height uniformity. Vegetation growing through or above concrete curbing and concrete medians shall be trimmed so as not to have exposed vegetation above the concrete.
 5. **TRASH AND DEBRIS REMOVAL REQUIREMENTS:** The Vendor/Contractor is responsible for picking up and disposing of any obstacles including but not limited to tires, cans, large boxes, papers, beverage cartons, etc. within County rights-of-way. The intent is to eliminate debris and any objectionable appearance.
 6. **MANAGEMENT OF TRAFFIC (MOT) REQUIREMENTS:** The Vendor/Contractor is responsible for setting up the appropriate Management of Traffic, while performing the work specified within this document. Management of Traffic shall adhere to the FDOT FY 2025-2026 Standard Plans. Failure to provide the proper MOT will be subject to shutting down the operation, until it meets the requirements. Hernando County is not held responsible for any delays, or costs, as a direct result of the shutdown of operation, due to the failure of proper MOT. Additional days shall not be granted as well.
- D. AREAS OF WORK:**
1. All County-Maintained Collector Roadways within the Spring Hill area, in Hernando County, Florida, as depicted on the attached map. This is exclusive of all County-maintained residential roadways, Drainage Retention Areas and Drainage Right of Ways not adjacent to collector roads, and roadways within private subdivisions.
 2. The Entire area is bound to the north by State Road 50, east by US 41, the West by US 19, and the South by County Line Blvd.
 3. The Vendor/Contractor will not mow areas that have been mowed within specifications by the abutting property owner during a mowing cycle.
 4. The approximate total mileage of County-Maintained Collector Roads to be mowed for each cycle is **90.8 miles**.
- E. EQUIPMENT:**
1. Equipment shall be in good repair and be maintained to produce a clean, sharp cut and uniform distribution of cuttings.

2. The Vendor/Contractor must either own or lease all equipment required to perform the services under this Agreement. This includes, at a minimum, the following equipment:
 - a. Tractor(s);
 - b. Batwing Mower(s) (Flex Wing Rotary Cutter(s));
 - c. Rotary Deck Mower(s);
 - d. Zero-Turn Mowers;
 - e. String Trimmer(s) (weed eater(s));
 - f. Edger(s);
 - g. Blower(s) and
 - h. Utility Trailers and/or truck(s) suitable for transporting this equipment
3. The Vendor/Contractor must maintain and utilize all necessary equipment to complete a cycle in accordance with these specifications within thirty (30) calendar days from the start date specified in the Notice to Proceed. The Vendor/Contractor is responsible for leasing equipment as necessary to meet this requirement at no additional cost to the County. It is the direct responsibility of the Vendor/Contractor to ensure that it has contingency plans to repair or replace equipment that is inoperable so as not to cause an out-of-service or delay of service of this Contract.
4. All tractors and riding mowers shall have a Global Positioning System (GPS) capability installed which communicates locations in real time such that recordings of the locations of equipment are maintained by Vendor/Contractor. The County may request, and the Vendor/Contractor will provide to the County location data for any tractor or riding mower utilized for performance of the awarded Contract. The County may request such information to verify which locations have been completed, for scheduling, or for other purposes.
5. Equipment that damages the pavement or turf in any way shall not be used. The Vendor/Contractor shall, at their expense, replace any damaged turf, pavement, concrete surface, or structure, as a result of their mowing operation, in a timely manner as determined by the County.
6. All tractors, riding mowers, and push mowers of the Vendor/Contractor shall be equipped with a guard or shield to prevent grass, rock or other debris from being propelled into any roadway or pedestrian area.
7. The Vendor/Contractor must include a complete list of equipment and personnel that will be utilized for the prosecution of The Work described above with their proposal.

7.5. ZONE E - SCOPE AND SPECIFICATIONS: SPRING HILL RESIDENTIAL DRAS

- A. **SCOPE OF WORK:** The Vendor/Contractor will supply all materials, labor, equipment and transportation in order to accomplish the mowing services, as described in these Contract documents at the locations and within the limits specified. Scope consists of all areas as specified on the Bid Form, subject to additions, deletions or changes in mowing locations or intervals during the term of the Contract. Vegetation in all areas consists of various types of grasses and weeds. When complete, a mowing area must present a uniform and tidy appearance within the specifications of the Contract.
1. **VENDOR/CONTRACTOR AVAILABILITY:** During normal business hours (Monday – Friday, 7:00 a.m. – 5:00 p.m.), Vendor/Contractor must be available by cellular phone to ensure that messages and/or contact is maintained between the County and the Vendor/Contractor. It is the Vendor/Contractor's responsibility to supply the applicable phone numbers to the County and to promptly notify the County of any changes to these numbers.
- B. **GENERAL REQUIREMENTS:**
1. Subsequent to the issuance of the Purchase Order, the Hernando County Department of Public Works shall issue a Notice to Proceed (NTP) letter to the Vendor/Contractor to indicate the start of each mowing cycle.
 2. The Vendor/Contractor shall mow all grass areas within the DRAs and DROWs as shown on the attached maps. All mowing operations shall include litter and debris pick-up within the areas to be mowed prior to mowing to ensure a neat appearance after the work is complete. All structures within the areas to be mowed shall be brush cut and trimmed, if needed to ensure an even cut throughout. Zero turns will occasionally be necessary for DRAs and DROWs not easily accessible.
 3. A well-kept appearance, based on DPW's standards, will be the criteria used to determine an increase or decrease in the frequency. It is estimated that all areas will require mowing at a minimum of once every thirty (30) but shall not be less than once every fifteen (15) calendar days during the mowing season. The Vendor/Contractor must not rely on these intervals and quantities, such that a substantial reduction therein may cause him/her damage.
 4. The Vendor/Contractor shall not mow or scatter grass clippings onto any roadway. If this does occur, the contractor will remove the clippings from the roadway immediately. There will be a maintenance fee deducted from the contractor's invoice in the amount of \$250.00 for each occurrence as documented by the DPW inspector.
 5. The Vendor/Contractor shall contact the Department of Public Works (352-754-4060) to notify:

- a. the work is completed; and
 - b. list of scheduled locations for the following week of mowing.
6. Upon notification by the Vendor/Contractor to the County of work, which was completed the County will inspect the area and issue deficiency notices to the Vendor/Contractor of work not completed or work not completed to the standards of this specification.
 - a. The Vendor/Contractor, at their expense, must remedy the deficiencies prior to the beginning of the next cycle of work. If the Vendor/Contractor fails to correct those deficiencies prior to the start of the next cycle, deductions in the amount of \$150.00 per location where structures are not trimmed, and deductions for areas not mowed in the amount equal to the prorated share of square footage, acreage, or area not mowed to the total area required to be mowed in one (1) cycle, will be assessed.

C. MOWING REQUIREMENTS:

1. **Mowing Season:** Estimated to begin on April 1st and end on November 30th of a calendar year. These dates are an estimate and may be adjusted by the County due to weather and/or other conditions. Off-season mowing cycles may be required for the prices listed on the bid form.
2. All vegetation within the mowing area of the DRAs and DROWs must be cut between a height of height of three (3) inches with a maximum tolerance of one-half (1/2) inch plus or minus and six (6) inches with a maximum tolerance of one-half (1/2) inch. Each mower pass shall overlap the previous pass so that no strips of uncut vegetation remain. When landscaping has been established, or natural landscaping has been preserved, mowing shall conform to the established mowing contours.
3. The areas to be mowed include adjacent ROW areas, swale bottoms, and front and back slopes. Drainage Retention Areas are to be mowed as close to the center as the wetness of the ground will allow. The attached map identifies the drainage retention areas. The entire grassy area is to be mowed. All loose trash, and debris must be removed from the mowing area prior to mowing. Trimming must be done adjacent to signposts, post office boxes, mail, and newspaper boxes, fire hydrants, and power poles. All structures and drainage outfalls within the areas to be mowed shall be brush cut and trimmed, to ensure an even cut throughout. The Vendor/Contractor must run equipment as close to structures as practical. Zero turns will occasionally be necessary for DRAs and DROWs not easily accessible.
4. **TRIMMING REQUIREMENTS:** This work consists of mechanically or manually trimming around all structures, signposts, plantings, concrete curbing, concrete medians, etc., to maintain cut height uniformity. Vegetation growing through or above concrete curbing and

concrete medians shall be trimmed so as not to have exposed vegetation above the concrete.

5. **TRASH AND DEBRIS REMOVAL REQUIREMENTS:** The Vendor/Contractor is responsible for picking up and disposing of any obstacles including but not limited to tires, cans, large boxes, papers, beverage cartons, etc. within County rights-of-way. The intent is to eliminate debris and any objectionable appearance.
6. **MANAGEMENT OF TRAFFIC (MOT) REQUIREMENTS:** The Vendor/Contractor is responsible for setting up the appropriate Management of Traffic, while performing the work specified within this document. Management of Traffic shall adhere to the FDOT FY 2025-2026 Standard Plans. Failure to provide the proper MOT will be subject to shutting down the operation, until it meets the requirements. Hernando County is not held responsible for any delays, or costs, as a direct result of the shutdown of operation, due to the failure of proper MOT. Additional days shall not be granted as well.

D. AREAS OF WORK:

1. All County owned residential DRAs and DROWs less DRAs and DROWs on Spring Hill Collector roads and some subdivisions as depicted on the attached maps, Section VIII, Exhibits. Spring Hill Area, excluding the Timber Pines, Sterling Hills, Preston Hollow, Pristine Place, Sand Ridge, and Silver Ridge subdivisions.
2. The entire area is divided into four zones, North, South, East, and West, bound to the north by State Road 50, the east by US 41, the west by US 19, and South by County Line Blvd. This area also includes the Seven Hills, Rainbow Woods, Rainbow Hills Estates, Berkley Manor, Orchard Park III, The Oaks, Deerfield, Springwood Estates, East Linden Estates, and Barony Woods.
3. The Vendor/Contractor will not mow areas that have been mowed within specifications by the abutting property owner during a mowing cycle.
4. The approximate total acreage of DRAs and DROWs that are to be mowed for each cycle is **526 acres**.

E. EQUIPMENT:

1. Equipment shall be in good repair and be maintained to produce a clean, sharp cut and uniform distribution of cuttings.
2. The Vendor/Contractor must either own or lease all equipment required to perform the services under this Agreement. This includes, at a minimum, the following equipment:
 - a. Tractor(s);
 - b. Batwing Mower(s) (Flex Wing Rotary Cutter(s));

- c. Rotary Deck Mower(s);
 - d. Zero-Turn Mowers;
 - e. String Trimmer(s) (weed eater(s));
 - f. Edger(s);
 - g. Blower(s) and
 - h. Utility Trailers and/or truck(s) suitable for transporting this equipment
3. The Vendor/Contractor must maintain and utilize all necessary equipment to complete a cycle in accordance with these specifications within thirty (30) calendar days from the start date specified in the Notice to Proceed. The Vendor/Contractor is responsible for leasing equipment as necessary to meet this requirement at no additional cost to the County. It is the direct responsibility of the Vendor/Contractor to ensure that it has contingency plans to repair or replace equipment that is inoperable so as not to cause an out-of-service or delay of service of this Contract.
4. All tractors and riding mowers shall have a Global Positioning System (GPS) capability installed which communicates locations in real time such that recordings of the locations of equipment are maintained by Vendor/Contractor. The County may request, and the Vendor/Contractor will provide to the County location data for any tractor or riding mower utilized for performance of the awarded Contract. The County may request such information to verify which locations have been completed, for scheduling, or for other purposes.
5. Equipment that damages the pavement or turf in any way shall not be used. The Vendor/Contractor shall, at their expense, replace any damaged turf, pavement, concrete surface, or structure, as a result of their mowing operation, in a timely manner as determined by the County.
6. All tractors, riding mowers, and push mowers of the Vendor/Contractor shall be equipped with a guard or shield to prevent grass, rock or other debris from being propelled into any roadway or pedestrian area.
7. The Vendor/Contractor must include a complete list of equipment and personnel that will be utilized for the prosecution of The Work described above with their proposal.

7.6. ZONE F - SCOPE AND SPECIFICATIONS: SPRING HILL RESIDENTIAL MOWING

- A. **SCOPE OF WORK:** The Vendor/Contractor will supply all materials, labor, equipment and transportation in order to accomplish the mowing services, as described in these Contract documents at the locations and within the limits specified. Scope consists of all areas as specified on the Bid Form, subject to additions, deletions or changes in mowing locations or intervals during the term of the Contract. Vegetation in all areas consists of various types of

grasses and weeds. When complete, a mowing area must present a uniform and tidy appearance within the specifications of the Contract.

1. **VENDOR/CONTRACTOR AVAILABILITY:** During normal business hours (Monday – Friday, 7:00 a.m. – 5:00 p.m.), Vendor/Contractor must be available by cellular phone to ensure that messages and/or contact is maintained between the County and the Vendor/Contractor. It is the Vendor/Contractor's responsibility to supply the applicable phone numbers to the County and to promptly notify the County of any changes to these numbers.

B. GENERAL REQUIREMENTS:

1. Subsequent to the issuance of the Purchase Order, the Hernando County Department of Public Works shall issue a Notice to Proceed (NTP) letter to the Vendor/Contractor to indicate the start of each mowing cycle.
2. The Vendor/Contractor shall mow all grass areas within the right of way as shown on the attached maps. All mowing operations shall include litter and debris pick-up within the areas to be mowed prior to mowing to ensure a neat appearance after the work is complete. All structures within the areas to be mowed shall be trimmed, if needed to ensure an even cut throughout, to include but not limited to mailboxes, utility poles, light poles, drainage structures and curbing if present.
3. A well-kept appearance, based on DPW's standards, will be the criteria used to determine an increase or decrease in the frequency. It is estimated that all areas will require mowing at a minimum of once every thirty (30) but shall not be less than once every fifteen (15) calendar days during the mowing season. The Vendor/Contractor must not rely on these intervals and quantities, such that a substantial reduction therein may cause him/her damage.
4. The Vendor/Contractor shall not mow or scatter grass clippings onto any roadway. If this does occur, the contractor will remove the clippings from the roadway immediately. There will be a maintenance fee deducted from the contractor's invoice in the amount of \$250.00 for each occurrence as documented by the DPW inspector.
5. The Vendor/Contractor shall contact the Department of Public Works (352-754-4060) to notify:
 - a. the work is completed; and
 - b. list of scheduled locations for the following week of mowing.
6. Upon notification by the Vendor/Contractor to the County of work, which was completed the County will inspect the area and issue deficiency notices to the Vendor/Contractor of work not completed or work not completed to the standards of this specification.

- a. The Vendor/Contractor, at their expense, must remedy the deficiencies prior to the beginning of the next cycle of work. If the Vendor/Contractor fails to correct those deficiencies prior to the start of the next cycle, deductions in the amount of \$150.00 per location where structures are not trimmed, and deductions for areas not mowed in the amount equal to the prorate share of square footage, acreage, or area not mowed to the total area required to be mowed in one (1) cycle, will be assessed.

C. MOWING REQUIREMENTS:

1. **Mowing Season:** Estimated to begin on April 1st and end on November 30th of a calendar year. These dates are an estimate and may be adjusted by the County due to weather and/or other conditions. Off-season mowing cycles may be required for the prices listed on the bid form.
2. All vegetation within the mowing area must be cut to a height of three (3) inches with a maximum tolerance of one-half inch (1/2") plus or minus. Each mower pass must overlap the previous pass so that no strips of uncut vegetation remain. When landscaping has been established or natural landscaping has been preserved, mowing shall conform to the established mowing contours. Undeveloped property adjacent to County roads within this area are included as part of the mowing responsibilities of the Vendor/Contractor, to include but limited to roads within the El Pico Unrecorded Subdivision, Berkley Court, and Lori Drive. This Contract does not include any DRAs.
3. The areas to be mowed include adjacent right of way areas, swale bottoms, and front and back slopes. Maps identifying these areas are attached to this bid (Section VIII, Exhibit A). The entire grassy area is to be mowed. All loose trash and debris must be removed from the right of way mowing area prior to mowing. Trimming must be done adjacent to sidewalks, signposts, utility poles, post office boxes, mail and newspaper boxes, fire hydrants, power poles, and other obstructions within the right of way. Trimming must be done along road curbing to ensure that grass growth does not extend into a curb or gutter for all adjacent vacant lots and specifically assigned non-vacant lots. The entire grassy area within the County's right of ways of each zone is to be mowed. The Vendor/Contractor must run equipment as close to structures as practical.
4. **TRIMMING REQUIREMENTS:** This work consists of mechanically or manually trimming around all structures, signposts, plantings, concrete curbing, concrete medians, etc., to maintain cut height uniformity. Vegetation growing through or above concrete curbing and concrete medians shall be trimmed so as not to have exposed vegetation above the concrete.
5. **TRASH AND DEBRIS REMOVAL REQUIREMENTS:** The Vendor/Contractor is responsible for picking up and disposing of any obstacles including but not limited to tires, cans, large

boxes, papers, beverage cartons, etc. within County rights-of-way. The intent is to eliminate debris and any objectionable appearance.

6. **MANAGEMENT OF TRAFFIC (MOT) REQUIREMENTS:** The Vendor/Contractor is responsible for setting up the appropriate Management of Traffic, while performing the work specified within this document. Management of Traffic shall adhere to the FDOT FY 2025-2026 Standard Plans. Failure to provide the proper MOT will be subject to shutting down the operation, until it meets the requirements. Hernando County is not held responsible for any delays, or costs, as a direct result of the shutdown of operation, due to the failure of proper MOT. Additional days shall not be granted as well.

D. AREAS OF WORK:

1. All County roadways as depicted on the attached map less collector roads and some private subdivision areas as shown on the map. Spring Hill Area, exclusive of the Seven Hills Subdivision, the Timber Pines Subdivision, the Preston Hollow Subdivision, and the Pristine Place subdivision.
2. The entire area is divided into four zones, North, South, East, and West, bound to the north by State Road 50, the east by US 41, the west by US 19, and South by County Line Blvd. This area also includes the Rainbow Woods, Rainbow Hills Estates, Berkley Manor, Orchard Park III, The Oaks, Deerfield, Springwood Estates, East Linden Estates, and Barony Woods.
3. The Vendor/Contractor will not mow areas that have been mowed within specifications by the abutting property owner during a mowing cycle.
4. The approximate total mileage of County-Maintained Residential Roads to be mowed for each cycle is **491 miles**.

E. EQUIPMENT:

1. Equipment shall be in good repair and be maintained to produce a clean, sharp cut and uniform distribution of cuttings.
2. The Vendor/Contractor must either own or lease all equipment required to perform the services under this Agreement. This includes, at a minimum, the following equipment:
 - a. Tractor(s);
 - b. Batwing Mower(s) (Flex Wing Rotary Cutter(s));
 - c. Rotary Deck Mower(s);
 - d. Zero-Turn Mowers;
 - e. String Trimmer(s) (weed eater(s));
 - f. Edger(s);

- g. Blower(s) and
 - h. Utility Trailers and/or truck(s) suitable for transporting this equipment
- 3. The Vendor/Contractor must maintain and utilize all necessary equipment to complete a cycle in accordance with these specifications within thirty (30) calendar days from the start date specified in the Notice to Proceed. The Vendor/Contractor is responsible for leasing equipment as necessary to meet this requirement at no additional cost to the County. It is the direct responsibility of the Vendor/Contractor to ensure that it has contingency plans to repair or replace equipment that is inoperable so as not to cause an out-of-service or delay of service of this Contract.
- 4. All tractors and riding mowers shall have a Global Positioning System (GPS) capability installed which communicates locations in real time such that recordings of the locations of equipment are maintained by Vendor/Contractor. The County may request, and the Vendor/Contractor will provide to the County location data for any tractor or riding mower utilized for performance of the awarded Contract. The County may request such information to verify which locations have been completed, for scheduling, or for other purposes.
- 5. Equipment that damages the pavement or turf in any way shall not be used. The Vendor/Contractor shall, at their expense, replace any damaged turf, pavement, concrete surface, or structure, as a result of their mowing operation, in a timely manner as determined by the County.
- 6. All tractors, riding mowers, and push mowers of the Vendor/Contractor shall be equipped with a guard or shield to prevent grass, rock or other debris from being propelled into any roadway or pedestrian area.
- 7. The Vendor/Contractor must include a complete list of equipment and personnel that will be utilized for the prosecution of The Work described above with their proposal.

8. PRICING PROPOSAL

Bids are for each zone in its entirety. Check the NO BID column **OF EACH LINE IN THE TABLE** if you do not wish to enter a bid for that zone.

ZONE A - RURAL COLLECTOR ROADS MOWING BID TABLE

Line Item	SITE/LOCATION	IN/OFF-SEASON MOWS	Unit of Measure	PRICE PER MOW	Total	No Bid
RURAL COLLECTOR ROADS IN-SEASON MOWING						
1	Rural Collector Roads	8	EA			
RURAL COLLECTOR ROADS OFF-SEASON MOWING						
2	Rural Collector Roads	2	EA			
TOTAL						

ZONE B - ROYAL HIGHLANDS BID TABLE

Line Item	Description	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
ROYAL HIGHLANDS SUB AREA "A"						
1	Road layouts of Sunshine Grove from Route 50 to Hexam Road and Ken Austin Parkway. (Estimated 10 mows per Calendar Year)	10	EA			
ROYAL HIGHLANDS SUB AREA "B"						
2	All roadways, DRAs, and DROWs within areas specified in paragraph 7.2.D.1 to 7.2.D.2 less Sub Area A. (Estimated 8 mows per Calendar Year)	8	EA			

Line Item	Description	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
TOTAL						

ZONE C - RIDGE MANOR BID TABLE

Line Item	Description	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
RIDGE MANOR AREA "A"						
1	Subdivision County owned ROWs and DRAs within Ridge Manor West, Riverdale, Talisman, and Lakewood Subdivisions	8	EA			
RIDGE MANOR AREA "B"						
2	All roadways and DRAs within the area bound on the east of and including Lockhart Road, State Road 50 East, and Croom Rital Road (north of State Road 50) and south of the Sumter-Hernando County border, and west of and including Treiman Boulevard (north of State Road 50), State Road 50, Burwell Road, and north of and including Power Line Road. In addition to all the County owned ROWs within that bound area the ROWs of Riverland Road, Cyril Bypass Rd and Richloam Clay Sink Road must be mowed.	8	EA			

Line Item	Description	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
TOTAL						

ZONE D - SPRING HILL COLLECTOR ROADS BID TABLE

Line Item	SITE/LOCATION	IN/OFF-SEASON MOWS	Unit of Measure	PRICE PER MOW	Total	No Bid
SPRING HILL COLLECTOR ROADS IN-SEASON MOWING						
1	Spring Hill Collector Roads	8	EA			
SPRING HILL COLLECTOR ROADS OFF-SEASON MOWING						
2	Spring Hill Collector Roads	2	EA			
TOTAL						

ZONE E - SPRING HILL DRAS BID TABLE

Line Item	SITE/LOCATION	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
DRAINAGE RETENTION AREAS AND DRAINAGE RIGHTS-OF-WAY IN-SEASON						
1	North Zone – N1 Exhibit A	8	EA			
2	North Zone – N2 Exhibit B	8	EA			
3	South Zone – S1 Exhibit A	8	EA			
4	South Zone – S2 Exhibit B	8	EA			
5	East Zone – E1 Exhibit A	8	EA			

Line Item	SITE/LOCATION	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
6	East Zone – E2 Exhibit B	8	EA			
7	West Zone – W1 Exhibit A	8	EA			
8	West Zone – W2 Exhibit B	8	EA			
9	SEVEN HILLS AREA	8	EA			
DRAINAGE RETENTION AREAS AND DRAINAGE RIGHTS-OF-WAY OFF-SEASON						
10	North Zone – N1 Exhibit A	2	EA			
11	North Zone – N2 Exhibit B	2	EA			
12	South Zone – S1 Exhibit A	2	EA			
13	South Zone – S2 Exhibit B	2	EA			
14	East Zone – E1 Exhibit A	2	EA			
15	East Zone – E2 Exhibit B	2	EA			
16	West Zone – W1 Exhibit A	2	EA			
17	West Zone – W2 Exhibit B	2	EA			
18	SEVEN HILLS AREA	2	EA			
TOTAL						

ZONE F - SPRING HILL RESIDENTIAL BID TABLE

Line Item	SITE/LOCATION	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
NORTH ZONE IN SEASON MOWING						
1	North Zone – N1	8	EA			
2	North Zone – N2	8	EA			
NORTH ZONE OFF SEASON MOWING						
3	North Zone – N1	2	EA			
4	North Zone – N2	2	EA			
SOUTH ZONE IN SEASON MOWING						
5	South Zone - S1	8	EA			
6	South Zone - S2	8	EA			
SOUTH ZONE OFF SEASON MOWING						
7	South Zone - S1	2	EA			
8	South Zone - S2	2	EA			
EAST ZONE IN SEASON MOWING						
9	East Zone - E1	8	EA			
10	East Zone - E2	8	EA			
EASO ZONE OFF SEASON MOWING						
11	East Zone - E1	2	EA			
12	East Zone - E2	2	EA			
WEST ZONE IN SEASON MOWING						
13	West Zone - W1	8	EA			
14	West Zone - W2	8	EA			

Line Item	SITE/LOCATION	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
WEST ZONE OFF SEASON MOWING						
15	West Zone - W1	2	EA			
16	West Zone - W2	2	EA			
TOTAL						



9. VENDOR QUESTIONNAIRE

9.1. Rotolo Consultants, Inc. Response

9.1.1. CONTACT INFORMATION

Company:

Rotolo Consultants, Inc.

Email:

estimating@rotoloconsultants.com

Contact:

Estimating Department

Address:

38001 Brownsvillage Rd.
Slidell, LA 70460

Phone:

(985) 643-2427

Website:

<https://www.rotoloconsultants.com/>

Submission Date:

May 29, 2026 2:28 PM (Eastern Time)

9.1.2. ADDENDA CONFIRMATION

Addendum #1

Confirmed May 11, 2026 5:33 PM by Estimating Department

Addendum #2

Confirmed May 11, 2026 5:33 PM by Estimating Department

Addendum #3

Confirmed May 11, 2026 5:33 PM by Estimating Department

9.1.3. QUESTIONNAIRE

Company Information

Vendor Registration*

Pass

Please download the below documents, complete, and upload.

- [Vendor-Registration-Form.pdf](#)

Vendor-Registration-Form_RCI_SIGNED.pdf

W9 Form *

Pass

Please upload your company's W9 information

W-9_Form_RCI_01.2026.pdf

Upload Florida Permit

Pass

Bidders who are non-resident corporations shall furnish to the Owner a duly certified copy of their permit to transact business in the State of Florida along with the bid. Failure to submit this evidence or qualification to do business in the State of Florida may be basis for rejection of the bid.

FL_Sunbiz_-_2026.pdf

FL_Contractor_License_EXP_8_31_2026.pdf

Local Preference.

If you are claiming local preference, please download the below documents, complete, and upload.

- [LOCAL VENDOR AFFIDAVIT OF E...](#)

No response submitted

Authorizations

Authorized Representative*

Pass

Are you fully authorized to bind this company, or corporation.

Yes

Authorized Signatory/Negotiator*

Pass

Please provide the information to support the statement below:

ROTOLO CONSULTANTS, INC. RESPONSE DOCUMENT REPORT

RFP No. 26-RFP01213/JG

Mowing Services Hernando County

The Firm/Contractor represents that the following persons are authorized to sign and/or negotiate contracts and related documents to which the Firm/Contractor will be duly bound:

Name(s)

Title(s)

Email(s)

Phone(s)

Business Address(s)

Keith Rotolo, Chairman of the Board; Brian Rotolo, Chief Financial Officer/Secretary; Michael Rotolo President and Chief Operations Officer; Jodi Corey, Senior Vice President of Construction; Keith Kasey Dorr, Chief Marketing Officer; Brandt Martin, Chief Operating Officer; maintenance@rotoloconsultants.com; (800) 641-2427; 38001 Brownsvillage Road, Slidell, LA 70460

[Corporate Affidavit*](#)

Pass

Please download the below documents, complete, and upload.

- [Corporate Affidavit \(4\).pdf](#)

Corporate_Affidavit_(4)_RCI_SIGNED.pdf

[Confirmations](#)

[Confirm 180 days proposal validity*](#)

Pass

I hereby propose to furnish the goods or services specified in the Request for Proposals at the prices or rates quoted in my Proposal. I agree that my RFP will remain firm for a period of up to one hundred and eighty (180) days in order to allow the County adequate time to evaluate the Proposals. Furthermore, I agree to abide by all conditions of the Proposal.

Confirmed

[Hernando County Does Not Accept Exceptions to the Contract.*](#)

Pass

I have carefully examined the Request for Proposals/Qualifications (RFP/RFQ), Instructions to Proposers, General and/or Special Conditions, Specifications, RFP/RFQ Proposal and any other documents accompanying or made a part of this invitation.

ROTOLO CONSULTANTS, INC. RESPONSE DOCUMENT REPORT

RFP No. 26-RFP01213/JG

Mowing Services Hernando County

I certify that all information contained in this RFP/RFQ is truthful to the best of my knowledge and belief. I further certify that I am a duly authorized to submit this RFP/RFQ on behalf of the Consultant/Firm as its act and deed and that the Consultant/Firm is ready, willing and able to perform if awarded the Contract.

I further certify that this RFP/RFQ is made without prior understanding, agreement, connection, discussion, or collusion with any person, firm or corporation submitting a RFP/RFQ for the same product or service; no officer, employee or agent of the Hernando County BCC or of any other Proposer interested in said RFP/RFQ; and that the undersigned executed this Proposer's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

I further certify that having read and examined the specifications and documents for the designated services and understanding the general conditions for Contract under which services will be performed, does hereby propose to furnish all labor, equipment, and material to provide the services set forth in the RFP/RFQ.

The undersigned further declares that the "work" will be performed in strict accordance with such requirements.

NO EXCEPTIONS ALLOWED:

I understand that Hernando County does not accept any Exceptions to the Sample Contract.

Yes

[Drug Free Workplace Certification *](#)

Pass

I have read and attest to, in accordance with Florida Statute 287.087, hereby certify that Proposer:

Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.

Informs employees about the dangers of drug abuse in the workplace, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.

Gives each employee engaged in providing commodities or contractual services that are under proposal a copy of the statement specified above.

Notifies the employees that as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, pleas of guilty or nolo contendere to, any violation of Chapter 893, or of any

controlled substance law of the State of Florida or the United States, for a violation occurring in the workplace, no later than five (5) days after such conviction, and requires employees to sign copies of such written statement to acknowledge their receipt.

Imposes a sanction on, or requires 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.

Makes a good faith effort to continue to maintain a drug free workplace through the implementation of the Drug Free Workplace Program.

"As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein".

Please Confirm that you have read and attest to this Drug Free Workplace Certificate

Confirmed

VENDOR CERTIFICATION REGARDING SCRUTINIZED COMPANIES*

Pass

Section 287.135, Florida Statutes, prohibits agencies from contracting with companies for goods or services of \$1,000,000.00 or more, that are on either the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector Lists which are created pursuant to s. 215.473 F.S., or the Scrutinized Companies that Boycott Israel List, created pursuant to s. 215.4725 F.S., or companies that are engaged in a boycott of Israel or companies engaged in business operations in Cuba or Syria.

As the person authorized to bind on behalf of respondent, I hereby certify that the company identified above in the section entitled "Respondent Vendor Name" is not listed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List. I further certify that the company is not engaged in a boycott of Israel. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject company to civil penalties, attorney's fees, and/or costs and does not have business operations in Cuba or Syria.

I have read and attest that I confirm the above is acknowledged.

Confirmed

E-Verify Certification *

Pass

Vendor/Contractor acknowledges and agrees to the following:

Vendor/Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of:

All persons employed by the Vendor/Contractor during the term of the Contract to perform employment duties within Florida; and

All persons, including subcontractors, assigned by the Vendor/Contractor to perform work pursuant to the Contract with the department.

Confirmed

[Affidavit of Non Collusion and of Non-Interest of Hernando County Employees*](#)

Pass

Affidavit of Non Collusion and of Non-Interest of Hernando County Employees

Certification that Vendor/Contractor affirms that the bid/proposal presented to the Owner is made freely, and without any secret agreement to commit a fraudulent, deceitful, unlawful or wrongful act of collusion.

I have read and attest that I am the Vendor/Contractor in the above bid/proposal, that the only person or persons interested in said proposal are named therein; that no officer, employee or agent of the Hernando County Board of County Commissioners (BOCC) or of any other Vendor/Contractor is interested in said bid/proposal; and that affiant makes the above bid/proposal with no past or present collusion with any other person, firm or corporation.

Please confirm that you have read and attest to Affidavit of Non Collusion and of Non-Interest of Hernando County Employees.

Confirmed

[FOREIGN COUNTRIES OF CONCERN 287.138*](#)

Pass

287.138 F.S., prohibits agencies from contracting with companies which grant the Vendor/Contractor access to personal identifiable information if: a) the Contractor is owned by the government of a Foreign Country of Concern (as defined by the statute); (b) the government of a Foreign Country of Concern has a controlling interest in the entity; or (c) the Contractor is organized under the law of or has its principal place of business in a Foreign Country of Concern.

As the person authorized to bind on behalf of respondent, I hereby certify that the company identified above in the section entitled "Respondent Vendor Name" is not owned, controlled or organized under the law of a Foreign Country of Concern as identified in Section 287.138,

Florida statutes. I understand that the submission of a false certification may subject company to civil penalties, attorney's fees, and/or costs.

I have read and attest that I confirm the above is acknowledged.

Confirmed

Sworn Statement 287.133 (3) (a)*

Pass

I have read and attest that I understand that a "public entity crime" as defined in Paragraph 287.133 (1)(g), Florida Statutes, means a violation of any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

I have read and attest that I understand that "convicted" or "conviction" as defined in Paragraph 287.133 (1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any Federal or State trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

I have read and attest that I understand that an "affiliate" as defined in Paragraph 287.133 (1)(a), Florida Statutes, means:

- A. A predecessor or successor of a person convicted of a public entity crime; or
- B. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one (1) person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

I have read and attest that I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which proposals or applies to proposal on contracts for the provisions of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors,

executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

I have read and attest that based on information and belief, the statement which I have confirmed below is true in relation to the entity submitting this sworn statement:

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH ONE (1) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31, OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT.

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

If you chose option 3, to the question above, 3.10 Sworn Statement 287.133(3) a, attach a copy of the final order.

No response submitted

Proposal

*Proposal**

Pass

Please upload your proposal. The Proposal Format section of Section 5 of this RFP/RFQ describes the required Proposal Format. Proposer's should also reference Section 6 Evaluation Criteria.

Proposal_-_Mowing_Services_Hernando_County.pdf

Additional Required Forms

*Hernando County Employment Disclosure**

Pass

Please download the below documents, complete, and upload.

- [HC_Employment_Disclosure_Ce...](#)

HC_Employment_Disclosure_Certification_Statement_(6).pdf

*Anti Human Trafficking Affidavit**

Pass

Please download the below documents, complete, and upload.

- [Anti_Human-Trafficking-Affi...](#)

Anti_Human-Trafficking-Affidavit-2024_RCI_SIGNED.pdf

CONFIRM MOWING ZONE*

Pass

Please confirm the Mowing Zone(s), for which, you are bidding. You may select more than one (1) option.

Zone A - Rurla Collector Roads

Zone B - Royal Highlands

Zone C - Ridge Manor

Zone D - Spring Hill Collector Roads

Zone E - Spring Hill DRAs

Zone F - Spring Hill Residential



PROCUREMENT DEPARTMENT

15470 FLIGHT PATH DRIVE ♦ BROOKSVILLE, FLORIDA 34604
P 352.754.4020 ♦ F 352.754.4199 ♦ W www.HernandoCounty.us

ADDENDUM # ONE (1)

TO
THE CONTRACT DOCUMENTS
FOR THE

Mowing Services for Hernando County

IN
HERNANDO COUNTY, FLORIDA
SOLICITATION NO. 26-RFP01213/JG

Bidders are required to acknowledge receipt of this Addendum via OpenGov prior to the time of the Bid Opening.

The following changes, additions are hereby made a part of the Contract Documents for the above-referenced Solicitation as fully and completely as if the same were fully set forth therein:

A. Questions and Answers

1.Q. 1) I noticed, As I was briefing the bid. In the pricing sheet that it was only mentioning the Residential North 1&2 row mowing and not the other three zones. 2) Are the residential rows combined with the residential dra's?

1.A. 1) All four zones are included in Zone F.

2) No, residential rights of way are not combined with the residential DRAs. Please see revised Bid Table for Zone F SPRING HILL RESIDENTIAL BID TABLE in B. CHANGES of this Addendum #1.

B. CHANGES

ZONE F - SPRING HILL RESIDENTIAL BID TABLE

Line Item	Site/Location	Mows Per Year	Unit of Measure
North Zone In Season Mowing			
1	North Zone – N1 Exhibit A	8	EA
2	North Zone – N2 Exhibit B	8	EA
North Zone Off Season Mowing			
3	North Zone – N1 Exhibit A	2	EA
5 4	North Zone – N2 Exhibit B	2	EA
South Zone In Season Mowing			
5	South Zone – S1	8	EA
6	South Zone – S2	8	EA
South Zone Off Season Mowing			
7	South Zone – S1	2	EA



PROCUREMENT DEPARTMENT

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Line Item	Site/Location	Mows Per Year	Unit of Measure
8	South Zone – S2	2	EA
East Zone In Season Mowing			
9	East Zone – E1	8	EA
10	East Zone – E2	8	EA
East Zone Off Season Mowing			
11	East Zone – E1	2	EA
12	East Zone – E2	2	EA
West Zone In Season Mowing			
13	West Zone – W1	8	EA
14	West Zone – W2	8	EA
West Zone Off Season Mowing			
15	West Zone – W1	2	EA
16	West Zone – W2	2	EA

BOARD OF COUNTY COMMISSIONERS OF HERNANDO COUNTY, FLORIDA

Felicia Holmes, CPPO, CPPB, NIGP-CPP

For: Carla Rossiter-Smith MSM, PMP, GPC
Chief Procurement Officer



ADDENDUM # TWO (2)
TO
THE CONTRACT DOCUMENTS
FOR THE
Mowing Services for Hernando County
IN
HERNANDO COUNTY, FLORIDA
SOLICITATION NO. 26-RFP01213/JG

Bidders are required to acknowledge receipt of this Addendum via OpenGov prior to the time of the Bid Opening.

The following changes, additions are hereby made a part of the Contract Documents for the above-referenced Solicitation as fully and completely as if the same were fully set forth therein:

A. Questions and Answers

2.Q. 1) Should we include a written evaluation for each zone we are bidding on or one general? 2) If we are the best on several bids do we have to accept all of the bids?

2.A. 1) A written proposal, illustrating your approach pertaining to each evaluation criteria, must accompany any and all zones that a bid is being entered.

2) No, an evaluation committee will determine which, if any, zone(s) they have determined the vendor is best suited to handle based on the submitted proposals and past performance on mowing contracts of similar size and scope. Contrary to an Invitation to Bid (ITB) the award for an RFP is not solely based on the lowest bid.

3.Q. Can the previous bid tab and current contract please be provided?

3.A. No previous bid tab or current contract exists.

4.Q. If the current contract cannot be provided, can you tell us who the current landscape maintenance service provider is?

4.A. There is no current contract to be provided. Current providers are in-house personnel.

5.Q. Is there an online bid opening meeting attendance option; if so, can a link be provided?

5.A. A link to the ZOOM meeting for the Bid Opening is provided in the OVERVIEW Tab of this RFP.



PROCUREMENT DEPARTMENT

15470 FLIGHT PATH DRIVE ♦ BROOKSVILLE, FLORIDA 34604
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6.Q. What specific licenses will be required to be turned in with bidders' submittals?

6.A. No specialty license is required unless applying herbicides in conjunction with the mowing service.

7.Q. Can you please specify the base contract term for this project?

7.A. The initial term of this contract is to be for three (3) years with two (2) one (1) year renewals.

8.Q. How many feet from the street edge are contractors responsible for on right-of-way (ROW) areas?

8.A. The right of way width varies for each road. Indicators denoting the end of the ROW area are power poles, fences, and/or tree lines.

9.Q. Are all areas in currently maintainable condition and, if not, will all areas be brought up to a maintainable level prior to the awarded contractor beginning services?

9.A. Yes, all areas are in maintainable condition.

10.Q. How many contractors do you anticipate awarding from this bid? One contractor per each Zone?

10.A. Up to six (6) vendors can be awarded unless the County feels it's in its best interest to award multiple zones to a single vendor who has demonstrated the capacity and the ability to execute more than one (1) zone.

11.Q. Please confirm that all bidders are required to fill in "1-_RURAL_COLLECTOR_EXHIBIT_-_ZONE_A_Collector_Roads" with unit and extended pricing, per location.

11.A. Entering in the Price Per Mow (unit price) will produce the yearly total as the Price Per Mow will be multiplied by the In/Off Season mows (quantity)

12.Q. Please provide additional information regarding the "Untitled map" provided. What does this map represent specifically?

12.A. That map shows the location of Brittle Parsons Honeybee, one of the areas of responsibility for Zone B.

13.Q. There is no legend on the following maps: North_Seven_Hills_-_Zone_E_-_Spring_Hill_Residential_DRAs Royal_Palms_DRA_Aerials_-_Zone_E_-_Spring_Hill_Residential_DRAs South_Seven_Hills_-_Zone_E_-_Spring_Hill_Residential_DRAs Spring_Hill_Collector_Roads_01.16.24_-_Zone_D_-_Spring_Hill_Collector_Roads Please provide an explanation/further context for the areas of interest on the above-mentioned maps with no legend info.

13.A. Updated Exhibits will be added the week of May 4 to May 8, 2026. Please see Section B, CHANGES for additional information.



PROCUREMENT DEPARTMENT

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B. CHANGES

a. **OVERVIEW** is revised as follows:

Timeline

Release Project Date: April 15, 2026
Pre-Proposal Meeting (Non-Mandatory): April 22, 2026, 11:00am
Hernando County Department of Public Works
1525 East Jefferson St Brooksville, FL 34601
Question Submission Deadline: April 27, 2026, 5:00pm
Bid Submission Deadline: ~~May 18, 2026~~ **June 1, 2026**, 10:00am
Administrative Conference Room at 15470 Flight Path Drive Brooksville, FL 34604

BOARD OF COUNTY COMMISSIONERS OF HERNANDO COUNTY, FLORIDA

Felicia Holmes

For: Carla Rossiter-Smith MSM, PMP, GPC
Director of Procurement & Strategic Initiatives

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PROCUREMENT DEPARTMENT

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ADDENDUM # THREE (3)

TO
THE CONTRACT DOCUMENTS
FOR THE

Mowing Services for Hernando County

IN
HERNANDO COUNTY, FLORIDA

SOLICITATION NO. 26-RFP01213/JG

Bidders are required to acknowledge receipt of this Addendum via OpenGov prior to the time of the Bid Opening.

The following changes, additions are hereby made a part of the Contract Documents for the above-referenced Solicitation as fully and completely as if the same were fully set forth therein:

A. UPDATED EXHIBITS

1. The following:

- ~~Exhibit T Spring_Hill_Collector_Roads_01.16.24 - Zone D - Spring Hill Collector Roads~~

is hereby removed and replaced with

[Exhibit T - Spring_Hill_Collector_Roads_01.16.24 - Zone D - Spring Hill Collector Roads, Revised 5-2-2026.](#)

2. The following Exhibits:

- ~~Exhibit Y North_Seven_Hills - Zone E - Spring Hill Residential DRAs,~~
- ~~Exhibit AA - North_Zone_N2.2 - Zone E - Spring Hill Residential DRAs, and~~
- ~~Exhibit BB - Royal_Palms_DRA_Aerials - Zone E - Spring Hill Residential DRAs~~

are hereby removed and replaced with

[Exhibit Y - North_Seven_Hills - Zone E - Spring Hill Residential DRAs Revised 5-2-2026.](#)

This single exhibit replaces the three Exhibits listed above in item 2.

**BOARD OF COUNTY COMMISSIONERS
OF HERNANDO COUNTY, FLORIDA**

Felicia Holmes, CPPO, CPPB, NIGP-CPP

For: Carla Rossiter-Smith MSM, PMP, GPC
Director of Procurement & Strategic Initiatives

8. PRICING PROPOSAL

Bids are for each zone in its entirety. Check the NO BID column **OF EACH LINE IN THE TABLE** if you do not wish to enter a bid for that zone.

ZONE A - RURAL COLLECTOR ROADS MOWING BID TABLE

Line Item	SITE/LOCATION	IN/OFF-SEASON MOWS	Unit of Measure	PRICE PER MOW	Total	No Bid
RURAL COLLECTOR ROADS IN-SEASON MOWING						
1	Rural Collector Roads	8	EA	\$35,146.39	\$281,171.12	
RURAL COLLECTOR ROADS OFF-SEASON MOWING						
2	Rural Collector Roads	2	EA	\$35,146.39	\$70,292.78	
TOTAL					\$351,463.90	

ZONE B - ROYAL HIGHLANDS BID TABLE

Line Item	Description	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
ROYAL HIGHLANDS SUB AREA "A"						
1	Road layouts of Sunshine Grove from Route 50 to Hexam Road and Ken Austin Parkway. (Estimated 10 mows per Calendar Year)	10	EA	\$7,334.38	\$73,343.80	

Line Item	Description	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
ROYAL HIGHLANDS SUB AREA "B"						
2	All roadways, DRAs, and DROWs within areas specified in paragraph 7.2.D.1 to 7.2.D.2 less Sub Area A. (Estimated 8 mows per Calendar Year)	8	EA	\$36,383.99	\$291,071.92	
TOTAL					\$364,415.72	

ZONE C - RIDGE MANOR BID TABLE

[illegible]

Line Item	Description	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
2	All roadways and DRAs within the area bound on the east of and including Lockhart Road, State Road 50 East, and Croom Rital Road (north of State Road 50) and south of the Sumter-Hernando County border, and west of and including Treiman Boulevard (north of State Road 50), State Road 50, Burwell Road, and north of and including Power Line Road. In addition to all the County owned ROWs within that bound area the ROWs of Riverland Road, Cyril Bypass Rd and Richloam Clay Sink Road must be mowed.	8	EA	\$9,925.27	\$79,402.16	
TOTAL					\$113,431.68	

ZONE D - SPRING HILL COLLECTOR ROADS BID TABLE

Line Item	SITE/LOCATION	IN/OFF-SEASON MOWS	Unit of Measure	PRICE PER MOW	Total	No Bid
SPRING HILL COLLECTOR ROADS IN-SEASON MOWING						
1	Spring Hill Collector Roads	8	EA	\$19,648.96	\$157,191.68	
SPRING HILL COLLECTOR ROADS OFF-SEASON MOWING						
2	Spring Hill Collector Roads	2	EA	\$19,648.96	\$39,297.92	
TOTAL					\$196,489.60	

ZONE E - SPRING HILL DRAS BID TABLE

Line Item	SITE/LOCATION	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
DRAINAGE RETENTION AREAS AND DRAINAGE RIGHTS-OF-WAY IN-SEASON						
1	North Zone – N1 Exhibit A	8	EA	\$302.21	\$2,417.68	
2	North Zone – N2 Exhibit B	8	EA	\$2,878.87	\$23,030.96	
3	South Zone – S1 Exhibit A	8	EA	\$1,804.47	\$14,435.76	
4	South Zone – S2 Exhibit B	8	EA	\$3,263.38	\$26,107.04	
5	East Zone – E1 Exhibit A	8	EA	\$1,706.46	\$13,651.68	
6	East Zone – E2 Exhibit B	8	EA	\$3,554.29	\$28,434.32	
7	West Zone – W1 Exhibit A	8	EA	\$1,722.80	\$13,782.40	
8	West Zone – W2 Exhibit B	8	EA	\$1,975.37	\$15,802.96	
9	SEVEN HILLS AREA	8	EA	\$1,675.04	\$13,400.32	
DRAINAGE RETENTION AREAS AND DRAINAGE RIGHTS-OF-WAY OFF-SEASON						
10	North Zone – N1 Exhibit A	2	EA	\$302.21	\$604.42	
11	North Zone – N2 Exhibit B	2	EA	\$2,878.87	\$5,757.74	
12	South Zone – S1 Exhibit A	2	EA	\$1,804.47	\$3,608.94	

Line Item	SITE/LOCATION	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
13	South Zone – S2 Exhibit B	2	EA	\$3,263.38	\$6,526.76	
14	East Zone – E1 Exhibit A	2	EA	\$1,706.46	\$3,412.92	
15	East Zone – E2 Exhibit B	2	EA	\$3,554.29	\$7,108.58	
16	West Zone – W1 Exhibit A	2	EA	\$1,722.80	\$3,445.60	
17	West Zone – W2 Exhibit B	2	EA	\$1,975.37	\$3,950.74	
18	SEVEN HILLS AREA	2	EA	\$1,675.04	\$3,350.08	
TOTAL					\$188,828.90	

ZONE F - SPRING HILL RESIDENTIAL BID TABLE

Line Item	SITE/LOCATION	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
NORTH ZONE IN SEASON MOWING						
1	North Zone – N1	8	EA	\$4,792.36	\$38,338.88	
2	North Zone – N2	8	EA	\$3,003.85	\$24,030.80	
NORTH ZONE OFF SEASON MOWING						
3	North Zone – N1	2	EA	\$4,792.36	\$9,584.72	

Line Item	SITE/LOCATION	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
4	North Zone – N2	2	EA	\$3,003.85	\$6,007.70	
SOUTH ZONE IN SEASON MOWING						
5	South Zone - S1	8	EA	\$5,432.46	\$43,459.68	
6	South Zone - S2	8	EA	\$2,840.69	\$22,725.52	
SOUTH ZONE OFF SEASON MOWING						
7	South Zone - S1	2	EA	\$5,432.46	\$10,864.92	
8	South Zone - S2	2	EA	\$2,840.69	\$5,681.38	
EAST ZONE IN SEASON MOWING						
9	East Zone - E1	8	EA	\$3,288.34	\$26,306.72	
10	East Zone - E2	8	EA	\$2,788.40	\$22,307.20	
EASO ZONE OFF SEASON MOWING						
11	East Zone - E1	2	EA	\$3,288.34	\$6,576.68	
12	East Zone - E2	2	EA	\$2,788.40	\$5,576.80	
WEST ZONE IN SEASON MOWING						
13	West Zone - W1	8	EA	\$5,916.71	\$47,333.68	

Line Item	SITE/LOCATION	MOWS PER YEAR	Unit of Measure	PRICE PER MOW	Total	No Bid
14	West Zone - W2	8	EA	\$2,867.88	\$22,943.04	
WEST ZONE OFF SEASON MOWING						
15	West Zone - W1	2	EA	\$5,916.71	\$11,833.42	
16	West Zone - W2	2	EA	\$2,867.88	\$5,735.76	
TOTAL					\$309,306.90	

The total Contract price for all zones awarded, B and E, is \$553,244.62 annually or \$1,659,733.86 for 3 years

Rotolo Consultants, Inc.
www.RotoloConsultants.com



Rooted in Tradition • Growing the Future

Mowing Services Hernando County Proposal

RFP No. 26-RFP01213/JG



Issued: June 1, 2026



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Tab 2	Experience and Qualifications	5
Tab 3	Equipment and Resources	34
Tab 4	Work Plan and Schedule	45



Tab 1- Introduction



June 1, 2026

Hernando County Board of County Commissioners
Procurement Department
15470 Flight Path Drive
Brooksville, FL 34604



RE: Proposal Submission – RFP No. 26-RFP01213/JG
Mowing Services Hernando County

To Whom It May Concern:

Rotolo Consultants, Inc. ("RCI") is pleased to submit this proposal in response to Hernando County's Request for Proposals No. 26-RFP01213/JG for Mowing Services Hernando County. RCI appreciates the opportunity to provide comprehensive roadway, right-of-way, and drainage maintenance services in support of the County's operational and public appearance objectives.

RCI understands that Hernando County is seeking qualified contractors capable of performing large-scale mowing and maintenance services across multiple geographic zones throughout the County. The scope includes roadway and right-of-way mowing, drainage retention area and drainage right-of-way maintenance, trimming, edging, litter and debris removal, and maintenance of a clean and uniform appearance in accordance with County standards. RCI further understands the importance of maintaining strict mowing cycles, implementing proper traffic control measures in accordance with FDOT standards, maintaining operational responsiveness, and providing sufficient staffing and equipment resources to ensure continuity of services throughout the contract term.

RCI recognizes that the successful contractor must demonstrate the ability to efficiently manage multiple service areas while maintaining quality control, public safety, responsiveness to County requests, and adherence to schedule requirements. We understand that the County expects all work to be completed within the specified mowing cycles and that services will be subject to inspection and performance standards established by the Hernando County Department of Public Works.

With more than 45 years of experience providing landscape maintenance, right-of-way maintenance, municipal mowing, athletic field maintenance, and public infrastructure support services throughout the Gulf South, RCI possesses the trained personnel, operational systems, equipment fleet, and management expertise necessary to successfully perform the requested services. Our experience includes maintaining large-scale municipal and public sector properties requiring consistent scheduling, quality assurance, traffic awareness, debris management, and rapid response capabilities.

RCI maintains extensive operational resources throughout Florida and the Gulf South and is fully capable of mobilizing the staffing, supervision, GPS-equipped mowing equipment, and support resources necessary to efficiently manage the assigned zones under this contract. Our team understands the importance of maintaining safe operations, protecting public infrastructure, communicating proactively with County representatives, and delivering consistent results that reflect positively on Hernando County.

June 1, 2026

Hernando County Board of County Commissioners
Procurement Department
15470 Flight Path Drive
Brooksville, FL 34604



RE: Proposal Submission – RFP No. 26-RFP01213/JG
Mowing Services Hernando County

The individual authorized to legally bind Rotolo Consultants, Inc. and make representations on behalf of the company is:

Michael Rotolo

Rotolo Consultants, Inc.
38001 Brownsvillage Road
Slidell, Louisiana 70460
(800) 641-2427

For estimating-related inquiries regarding this proposal, please contact:

Michael McNeill

Director of Maintenance Estimating
Rotolo Consultants, Inc.
38001 Brownsvillage Road
Slidell, LA 70460
w: 985-643-2427 x111
c: 615-574-8844

RCI appreciates your consideration of this proposal and looks forward to the opportunity to partner with Hernando County in providing high-quality mowing and maintenance services. Should you require additional information or clarification regarding this submission, please do not hesitate to contact us.

Sincerely,

A handwritten signature in blue ink, appearing to read "M. Rotolo", is written over the printed name of Michael Rotolo.

Michael Rotolo
President & Chief Operations Officers | Rotolo Consultants, Inc.



Tab 2- Experience and Qualifications





SECTION 2.0 – EXECUTIVE SUMMARY

Rotolo Consultants, Inc. ("RCI") is pleased to submit this proposal to Hernando County for RFP No. 26-RFP01213/JG – Mowing Services Hernando County. RCI understands the County is seeking qualified contractors capable of performing comprehensive mowing and right-of-way maintenance services for Zone A – Rural Collector Roads, Zone B – Royal Highlands, Zone C – Ridge Manor, Zone D – Spring Hill Collector Roads, Zone E – Spring Hill Residential DRAs, and Zone F – Spring Hill Residential Mowing while maintaining consistent quality, safety, responsiveness, and adherence to established mowing schedules and performance standards.

RCI understands this project requires the successful contractor to provide all labor, supervision, equipment, transportation, traffic control, debris removal, and operational management necessary to maintain County rights-of-way, collector roads, drainage retention areas (DRAs), drainage rights-of-way (DROWs), and residential mowing areas across multiple service zones. We recognize the importance of maintaining a clean, uniform appearance throughout all assigned areas while safely operating adjacent to active roadways and public infrastructure.

RCI further understands the County's expectations regarding operational reliability, timely completion of mowing cycles, GPS-equipped equipment, proper MOT implementation, proactive communication, and prompt correction of deficiencies. Our team recognizes that quality control, responsiveness, and continuity of service are critical components of successful contract performance.

With more than 45 years of experience providing municipal landscape maintenance, roadway mowing, right-of-way maintenance, and public infrastructure support services throughout the Gulf South, RCI possesses the personnel, equipment fleet, operational systems, and management expertise necessary to successfully perform the requested services. Our organization has extensive experience managing large-scale municipal maintenance operations requiring strict scheduling, traffic awareness, debris management, and detailed quality assurance procedures.

RCI maintains established operational resources throughout Florida and the Southeast and is fully capable of mobilizing the staffing, supervision, GPS-equipped mowing equipment, and support resources necessary to efficiently manage the assigned zones under this contract. We are committed to providing Hernando County with dependable, professional, and high-quality mowing and maintenance services and look forward to the opportunity to support the County's operational objectives.





From Roots to Results: Transforming Landscapes with Excellence and Innovation Since 1978

Since opening our doors as a local plant nursery in 1978, Rotolo Consultants, Inc. (RCI) has been providing clients across the U.S. with full-suite landscape and construction services. Over the years, RCI has grown from a family nursery into a leader in the green industry, known for our commitment to quality, innovation, and customer satisfaction. Our team of skilled professionals brings a wealth of expertise to every project, ensuring that each client's vision and needs are brought to life with precision and care.

Our success is built on strong relationships with our clients coupled with the use of state-of-the-art equipment and the latest industry techniques delivering results that not only meet but exceed our clients' expectations. We pride ourselves on our responsiveness and our ability to tailor our services to the specific needs of each property. RCI is committed to providing exceptional service that supports the visions of our clients.

Our team possesses the ability to handle a diverse range of projects, from large-scale commercial developments and high-end resorts to school districts and municipalities. We maintain 1,000+ properties across the country— and we do it with creativity, passion and integrity. Our full-suite landscape maintenance services include:

- | | | |
|---------------------------------|------------------------------|--------------------------|
| ✓ Annual Installations | ✓ Athletic Fields Management | ✓ Landscape Assessments |
| ✓ Turf Maintenance | ✓ GIS Mapping | ✓ Mulching |
| ✓ Ornamental & Tree Maintenance | ✓ Debris Removal | ✓ Chemical Application |
| ✓ Irrigation System Maintenance | ✓ ROW Maintenance | ✓ Horticultural Services |





OUR MISSION STATEMENT

RCI is committed to providing quality products and services by incorporating creativity, professionalism, integrity and continuous improvement. In the on-going spirit of partnership, we strive to provide a rewarding atmosphere for our team in order to produce outstanding results for our clients.

OUR CORE VALUES

Our core values are the key to our success and the reason our clients come back to us again and again, often asking for our senior team members and superintendents by name since 1978.



Integrity

We conduct our business with honesty, reliability and consistency in order to produce positive results for both our clients and our team members.

Creativity

We seek innovative solutions for clients via imaginative and unique approaches delivered impeccably by our team of industry professionals.

Passion

We are passionate about what we do, and this passion fuels our team to be the best at what we do each and every day for each and every client.

45

45+ years in business.

20

Recognized as one of the top 20 largest commercial landscape companies in the U.S.



27 operational locations across 8 states.



1,000+ employees



1,000+ landscape maintenance clients



100+ current construction clients



300+ fleet



Over \$20 million in owned equipment



Retention rate of over 95% on existing maintenance clients



Prepared to Deliver Superior Service, **Every Time**

RCI holds professional relationships with industry leaders such as Isuzu, John Deere, and Stihl. Our purchasing power assures government-level pricing structure and “front of the line” ability to secure equipment on short notice. In addition, with **over \$20 million** of owned equipment currently, RCI has the ability to deploy any level of equipment and vehicles required initially to commence operations at any level.

RCI has the ability and proven track record to quickly staff large-scale operations. We hold the philosophy of maintaining “bench strength” management and supervisors at all times in order to absorb the on average **15% year-over-year growth** that we have successfully absorbed over the last decade. Our ongoing internal training system ensures all staff are fully trained on all equipment employed on a job site. With multiple purchasing agents, all necessary stock, supplies, and inventory are identified and in place prior to the start of any project we undertake.

Built within our entire proposal are the staff and equipment to assure a quality project. Historically, we have a **retention rate of over 95%** on existing landscape maintenance clientele. This does not happen by accident but only through proper management and staffing with checks and controls ensuring every team member is held responsible for their area of work.

RCI is also proud of our **300+ fleet** of trucks and numerous large equipment pieces. As proud R&D partners with John Deere and Rain Bird, we serve as strategic account holders for both. RCI remains on the cutting edge of what is happening within the green industry, standing ready to offer our clients superior service.



JOHN DEERE





Tab 2- Experience and Qualifications: Our Scope of Services



As a top contractor, we provide full-suite landscape and construction services, including:

LANDSCAPE MAINTENANCE

- Athletic Fields Management
- Turf Debris Removal
- ROW Maintenance
- Landscape Assessments
- Mulch
- Annuals
- Turf Maintenance
- Ornamental & Tree Maintenance
- Irrigation System Maintenance
- Chemicals/Horticultural Services

CONSTRUCTION

- Hardscape
- Aquatics
- Design & Build
- Lighting
- Erosion Control
- Irrigation
- Athletic Fields & Complexes
- Fencing
- Retaining Walls
- Hydro-Seed
- Drainage
- Signage

DISASTER RELIEF

- Tree Removal
- Debris Removal
- Landscape, Aquatic, Hardscape Renovation & Emergency Repair
- Labor & Equipment Assists
- Hurricane Relief
- Property Assessments
- Demolition
- Pressure Washing
- Mold Remediation
- Roof Repair

DESIGN + ASSIST

- Land Planning
- Landscape Architecture
- GIS Mapping & Presentations
- Irrigation Assessments
- Landscape Master Planning
- Permit Documents
- Aquatic Facility Design
- RV Park Design
- Signage & Hardscape Design
- Landscape, Irrigation & LED Lighting Design



Tab 2- Experience and Qualifications: Our Locations



ALABAMA

- 📍 Alexander City
- 📍 Birmingham
- 📍 Mobile
- 📍 Tuscaloosa



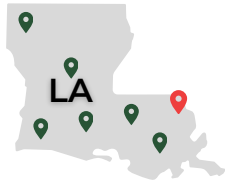
FLORIDA

- 📍 Destin
- 📍 Jacksonville
- 📍 Kissimmee
- 📍 Orlando
- 📍 Panama City Beach
- 📍 Tallahassee



GEORGIA

- 📍 Columbus



LOUISIANA

- 📍 Alexandria
- 📍 Baton Rouge
- 📍 Lake Charles
- 📍 Lafayette
- 📍 New Orleans
- 📍 Shreveport
- 📍 Slidell



MISSISSIPPI

- 📍 Biloxi
- 📍 Hattiesburg
- 📍 Jackson



SOUTH CAROLINA

- 📍 Clemson



TENNESSEE

- 📍 Memphis
- 📍 Nashville



TEXAS

- 📍 Austin
- 📍 Houston
- 📍 Sugarland

27 Operational Locations

CONTACT US:

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www.RotoloConsultants.com



Michael Rotolo | President & Chief Operations Officer

Michael Rotolo has been with RCI since 2005 and serves as the company's President and Chief Operations Officer. He is a graduate of the Georgia Institute of Technology where he earned a degree in Mechanical Engineering. With nearly two decades of experience at RCI, Michael's experience and expertise ensures the highest quality of services are provided to each and every RCI client. Under his leadership, the company has seen significant growth and innovation, continually adapting to meet the evolving needs of its clients. His passion for engineering and leadership is matched only by his dedication to making a positive impact both within and outside of RCI.

Brandt Martin | Chief Operations Officer of Maintenance

As Chief Operations Officer of Maintenance, Brandt Martin oversees all aspects of multiple maintenance divisions throughout a seven-state area with a specific focus on customer relations, contracting, acquisition/integration, resource allocation and field operations. Brandt Martin is an accomplished executive with 15+ years in landscape and construction. In partnership with his executive management team, Brandt creates customer service packages that support the company's mission and goals while providing best-in-class products and services for the company's maintenance clients across the Southeastern U.S.

David Wells | Regional Vice President

David Wells serves as Regional Vice President of Maintenance for RCI. With over two decades of experience and nearly 15 years at RCI, he has held various leadership roles at the company. Since joining in 2010, David Wells has served as Supervisor, Area Manager, Regional Manager, Division Manager, and currently RVP of Maintenance. He brings a wealth of industry knowledge to every role he undertakes. His dedication to excellence, coupled with his extensive experience in all facets of landscaping operations, positions him as a seasoned and accomplished professional in the industry.

University Medical Center

New Orleans, LA

RCI delivered comprehensive landscape construction, aquatic and hardscape installations, and continues to provide expert maintenance to ensure the property's visual and functional excellence.





Tab 2- Experience and Qualifications: Corporate Team Overview

Steven Pugh | Corporate Irrigation Expert

Having over 30 years of industry experience Steven is passionate about helping customers build top-tier landscape irrigation systems. In 1996, Steven obtained his Texas Irrigation License, Certified Irrigation Technician (CIT), Backflow Testers Certification, and Landscape Irrigation Auditor Certification (CLIA) from Texas A&M. Steven was also a former ASP for Rain Bird Pump Station(s), Rain Bird IQ Central, and PPS Pump Station(s) as well as Rain Bird Maxi-Com certified. Steven specializes in water conservation, creating irrigation systems that work in harmony with the natural environment to keep landscapes looking their best. He currently leads RCI's team of irrigation techs that are certified by the Irrigation Association.

Eddy Fernandez | Corporate Safety Officer

As Safety Manager, Eddy Fernandez identifies, develops, and implements risk management programs, policies, and initiatives, including analysis and recognition of trends as well as risk mitigation programs to manage exposure and loss. Eddy leads RCI's weekly toolbox talk giving managers a weekly safety topic to discuss in further detail with crews each day. Eddy is bilingual with the ability to speak and write both English and Spanish. With over 24 years of experience in safety management, Eddy boasts many safety certifications, a few of which being OSHA 10, 30, 500, and 501.

Russell Harris | Corporate Horticulturist, ISA Certified Arborist

Russell Harris, RCI's Corporate Horticulturist and ISA Certified Arborist (#SO-11483A), supports the construction and maintenance divisions at RCI across all markets. Harris has a Bachelor of Science in Horticultural Systems and a Master of Science in Horticulture and Pesticide Chemistry. He has been a licensed Commercial Pesticide Applicator for industrial, right of way, ornamentals & turf, and aquatics since 1997, and has held a horticultural service license since 1997. His work experience includes 25+ years working in the golf course industry, landscape industry, and as a county agent.





Tab 2- Experience and Qualifications: Your Regional Team Overview

Bill Sandritter | Regional Manager

Bill Sandritter serves as Regional Manager for Rotolo Consultants, Inc. (RCI), leading operations throughout the Orlando market. With more than three decades of experience in landscape maintenance and over twenty-five years in operational leadership, Bill brings a proven record of managing large-scale landscape teams while upholding the highest standards of safety, consistency, and client satisfaction.

His qualifications include an OSHA 30 Certification and Best Management Practices (BMP) Certification, along with specialized coursework through the University of Florida Extension Services, Dow Elanco, and Orange County Environmental Programs in plant pathology, invasive pest identification, disease control, and pesticide application safety. Bill holds a Bachelor of Science in Business Management from Rutgers University.

Throughout his career, Bill has managed high-profile and complex projects across Florida and the Southeast. His portfolio includes overseeing vegetation management for Florida Power & Light's solar fields, directing a twelve-state national grounds management program for Walgreens Corporation, and leading the Super Bowl landscape installation at Hard Rock Stadium in Miami. He has also provided operational leadership for numerous public-sector accounts, ensuring strict adherence to performance standards, regulatory compliance, and client satisfaction.

Mary Bradham | Area Manager

Mary Bradham serves as an Area Manager for Rotolo Consultants, Inc. (RCI), bringing more than 15 years of experience in landscape operations and business ownership. She is recognized for her strong leadership, customer service excellence, and ability to maintain operational efficiency across diverse property types.

Prior to joining RCI, Mary founded and successfully operated Divine Landscaping in Orlando for over a decade, where she managed crews, contracts, and client relations for both residential and commercial clients. She later served as an Account Manager with Aero Groundtek, overseeing multiple contracts and ensuring the consistent delivery of high-quality landscape maintenance and installation services.

Mary's expertise includes contract and budget management, crew supervision, and horticultural best practices, with a focus on safety and quality assurance. She holds an OSHA 30 Certification and Best Management Practices (BMP) Certification, and has completed horticultural coursework through the University of Florida Extension. Her proven ability to build effective teams and deliver exceptional service makes her a valuable leader within RCI's operations.

✓ Proactive Management

✓ Workload Capacity

✓ Professional Crews

✓ Dedicated Personnel

✓ Full-Vetted Staff

✓ Insured & Compliant

✓ Exceptional Service

✓ Consistent Safety
Training

✓ Cutting-Edge
Equipment



Tab 2- Experience and Qualifications: Your Regional Team Overview

Josh Turner | Hort

Josh Turner serves as Area Manager and Hort Supervisor for Rotolo Consultants, Inc. (RCI) in Division 95 – Orlando, bringing 18 years of experience in landscape maintenance and turf management operations. Since joining RCI in 2025, Mr. Turner has specialized in fertilization programs, pest and disease control, athletic field maintenance, and landscape installation services, with extensive experience supporting public-sector and school district environments, including Orange County Public Schools. He holds certifications as a Lawn & Ornamental Certified Pest Control Operator, Limited Commercial Fertilizer Applicator, and GI-BMP Certified professional. Mr. Turner has successfully supervised teams of up to 15 technicians and foremen and is a graduate of the Orange County Public Schools Management Leadership Academy. Throughout his career, he has been recognized for exceptional operational performance and leadership, earning multiple honors including TruGreen Employee of the Year, President's Club Award, Southeast Region #1 Technician, Nationwide #13 Technician ranking, and Top Technician Sales Award.

Resumes of key personnel can be found on the following pages, along with the necessary licenses and certifications provided in the Appendix.





Tab 2- Experience and Qualifications: Key Personnel Resumes

David Wells
Regional Vice President
dwells@rotoloconsultants.com

Section	Details
Name	David Wells
Current Title	Regional Vice President of Maintenance, Rotolo Consultants, Inc.
Professional Summary	David Wells is an experienced operations leader with more than two decades in landscape maintenance, division management, and multi-state operational oversight. He leads strategic planning and performance management for RCI's maintenance division, driving efficiencies, safety standards, and client satisfaction. His extensive field-to-executive career provides a deep understanding of operational execution, employee development, and organizational growth.
Professional Experience	Regional VP of Maintenance, RCI (2022–Present): Oversees the maintenance department, capital expenditures, and financial management. Division Manager, RCI (2018–2022): Managed operations across LA, MS, AL, TN, and FL; developed budgets; created cost-reduction initiatives; oversaw performance evaluations, project safety, and client relationships. Regional Manager, RCI (2016–2018): Managed market operations; supervised managerial staff; directed accounting preparation; developed efficiency plans; oversaw materials/equipment needs; led hiring, training, and discipline. Area Manager, RCI (2012–2016): Managed field operations; established operating procedures; led inspections and employee training; directed vegetation maintenance and chemical applications. Supervisor, RCI (2010–2012): Managed a 3-man crew; operated heavy machinery; completed daily work schedules. Laborer, Davis Landscaping (2000–2005): Performed landscaping installation and maintenance.
Education	Pearl River Community College — Associate Degree in Accounting
Licenses / Certifications	Landscape Professional License (CNLP)



Tab 2- Experience and Qualifications: Key Personnel Resumes

Eddy Fernandez
Corporate Safety Director
efernandez@rotoloconsultants.com

Section	Details
Professional Summary	Corporate Safety Director with more than 30 years of experience in industrial safety, risk management, and regulatory compliance. Skilled in developing and implementing safety programs, conducting training, and leading compliance initiatives across construction, industrial, and landscape operations. Recognized for expertise in OSHA standards, HAZWOPER, confined space, and emergency response training. Provides leadership for RCI's corporate safety program, ensuring a culture of safety and compliance company-wide.
Work Experience	Risk Management & Safety Director – Rotolo Consultants, Inc. (2020–Present) Leads corporate safety initiatives, training programs, and compliance for all divisions across RCI. Safety Manager – BOH Bros Construction Co., LLC (2007–2020) Oversaw safety operations, conducted training, and enforced compliance for large-scale infrastructure projects. Instrument Technician – Textron Marine (2004–2007) Supported operations and maintenance in industrial marine manufacturing environments. Maintenance Technician – Kellog Brown & Root Inc. (2002–2004) Performed facility and equipment maintenance with a focus on safety compliance. Crew Foreman – Chalmette Refinery (1990–2002) Supervised crews in refinery operations with responsibility for safety oversight and hazard mitigation.
Safety Certifications	• OSHA 500 General Industry Outreach Train the Trainer (WVU, 2020) • - OSHA 501 General Industry Train the Trainer (WVU, 2020) • - OSHA 10 & OSHA 30 Certified • - HAZWOPER Train the Trainer, WVU (2010) • - Hazardous Waste Operations (29 CFR 1910.120) • - Safety Manager/Trainer Certification – NASP (2008) • - Safety Training Specialist – NASP (2008) • - Confined Space Entry & Train the Trainer (



Tab 2- Experience and Qualifications: Key Personnel Resumes

Russell S. Harris, III
Corporate Horticulturist
rharris@rotoloconsultants.com

Section	Details
Professional Summary	Expert horticulturist with more than 20 years of professional experience spanning academic research, county extension service, corporate landscape operations, and turf management. Specializes in the identification and management of plant disorders, diseases, and pests, with strong credentials in arboriculture and horticultural systems. Experienced educator, public speaker, and program administrator with proven ability to lead teams and coordinate large-scale events and volunteer programs.
Education	• AS in Process Technology – Nunez Community College (2018) • MS in Horticulture – Louisiana State University (2004) • BS in Horticultural Systems – Louisiana State University (1997) • Russian and Ukrainian Languages – National Agricultural University of Ukraine (1996) • Ukrainian Language – Harvard Ukrainian Research Institute (1995)
Work Experience	Corporate Horticulturist – Rotolo Consultants, Inc. (2021–Present) Provides horticultural leadership and expertise across RCI projects. Extension/County Agent (Agriculture & Natural Resources) – LSU AgCenter(2020–2021) Delivered educational programming and horticultural guidance to the community. Industrial Operator – DAK Americas/Alpek Polyester(2020) Refinery Operator – Phillips 66(2019–2020) Operations Manager – Simpson Sod Turf Management (2016–2017) Senior Horticulturist – Rotolo Consultants, Inc.(2012–2016) Extension/County Agent (Horticulture) – LSU AgCenter (2009–2012) Research Associate – Dept. of Entomology, LSU (2004–2005) Research Assistant – Dept. of Horticulture, LSU (2001–2004) Horticulturist – Baton Rouge Country Club (1999–2001) Horticulturist – Eastover Country Club (1998–1999)
Licenses & Certifications	• ISA Certified Arborist (#SO-11483A) • Arborist (No. 1971), International Society of Arboriculture • Landscape Horticulturist (No. 1922) • Commercial Pesticide Applicator (No. 49477 – Aquatics, Industrial & Right of Way, Ornamentals & Turf) • OSHA 10 Hour Construction (No. 13305598)
Affiliations	• Louisiana Children’s Museum, Board of Directors (2010–2012) • Louisiana Nursery & Landscape Association, Board of Directors (2013–2015) • Louisiana Nursery & Landscape Foundation for Scholarship and Research, Board of Directors (2014–2015) • New Orleans Horticultural Society, Board of Directors & Secretary (2010–2012) • National Society of Collegiate Scholars, Lifetime Member



Tab 2- Experience and Qualifications: Key Personnel Resumes

Steven Pugh
Corporate Irrigation Specialist
spugh@rotoloconsultants.com

Section	Details
Professional Summary	Irrigation and water conservation expert with more than 30 years of experience designing, managing, and servicing advanced irrigation systems for commercial, municipal, and high-profile landscapes. Recognized as a subject matter expert and educator with 6+ years teaching credited irrigation courses. Specialized in water efficiency, conservation strategies, and advanced irrigation technology.
Certifications & Credentials	• Licensed Irrigator (Texas) • Licensed Texas Landscape Irrigation Auditor • Rain Bird Maxi-Com Certified • Authorized Service Provider – Rain Bird Pump Stations, IQ Central, PPS Pump Stations • 6+ years as an accredited irrigation educator
Work Experience	Corporate Irrigation Manager – Rotolo Consultants, Inc. (2020–Present) Provides corporate oversight for irrigation operations, training, and conservation programs across RCI’s portfolio. Conservation Engineer – Global Irrigation Solutions (2020) Delivered consulting services focused on water efficiency and irrigation system optimization. Water Conservation Manager – Rain Bird Corporation (2008–2020) Led conservation initiatives and developed water-saving strategies for large-scale clients. Outside Sales – Texas Irrigation Supply (2012–2018) Supported contractors and clients with product knowledge and irrigation solutions. Owner – Summit Irrigation, Inc. (2007–2012) Founded and operated an irrigation services company specializing in installation, repair, and water conservation systems. Outside Sales – Water Zone South JV (2002–2007) Expanded sales of irrigation products and services in the South Texas market. Regional Sales Manager – Weathermatic/Telsco Industries (2001–2002) Managed regional sales operations for irrigation equipment and technology. Irrigation Manager – Gro-Tech Services (1994–2001) Oversaw irrigation services for large-scale commercial and municipal properties.
Education	Sam Houston State University – Business (1990) Houston Community College – Irrigation and Soil Science (1995) San Antonio Community College – Algebra (2002)



Tab 2- Experience and Qualifications: Key Personnel Resumes

Bill Sandritter
Regional Manager
bsandritter@rotoloconsultants.com

Category	Details
Name / Title	William (Bill) Sandritter, Regional Manager
Company / Year Joined	Rotolo Consultants, Inc. (RCI) / 2024
Division & Market Placement	Division 95 – Orlando (ORL); Interim oversight of Division 97 – Jacksonville
Total Industry Experience	30 years
Education	Business Management, Rutgers University
Licenses & Certifications	OSHA 30-Hour; UF/IFAS Best Management Practices; UF/IFAS Crop Management; Native Plant Management; Palm Tree Management; Lawn & Ornamental Pest Management; Developing Strong Horticultural Landscape Teams; IFAS Principles of Substantial Landscaping; Florida Friends of the Lakes – Care & Treatment
Core Competencies	Landscape maintenance operations; Athletic field maintenance; Fertilization & chemical applications; Arbor care; Safety & regulatory compliance; Client relations; Staffing & training; Transition and startup management; Storm response and emergency services
Public / Institutional Experience	Municipalities and cities; School districts; HOAs; Professional and athletic complexes; Retail and commercial portfolios across multiple states
Management & Leadership Experience	Regional Manager for Division 95; Performing dual Regional Manager and Division Manager functions; Interim oversight of Division 97; Supervises 3 Account Managers; Oversees 44 staff during regular season and up to 60 during peak operations
Key Projects / Accounts	Walgreens Drugstore – National Vice President of Accounts; Regions Bank – Vice President, National Accounts; Hard Rock Stadium – Vice President of Operations, major upgrades and irrigation installation for Super Bowl; Formula One Racetrack (Fort Lauderdale, FL) – Vice President of Operations, upgrades and irrigation installation; Regional oversight of multiple Florida public school and municipal maintenance contracts
Professional Summary	Regional landscape operations leader with 30 years of industry experience and a proven progression from account management to senior executive roles. Extensive background in public-sector, institutional, and high-profile commercial portfolios. Recognized for strong client relations, staff leadership, and execution of complex transitions, upgrades, and large-scale maintenance programs across Florida and multi-state markets.



Tab 2- Experience and Qualifications: Key Personnel Resumes

Mary E. Bradham
Area Manager

Section	Details
Professional Summary	Highly organized and detail-oriented landscape operations professional with over 15 years of experience owning and operating a landscaping company and more than 10 years in management and administrative support roles. Brings strong skills in crew leadership, contract management, customer service, and business operations. Recently appointed Area Manager for RCI with responsibility for supervising field crews, maintaining contract compliance, and ensuring high-quality landscape performance.
Work Experience	Account Manager – Aero Groundtek, Ocoee, FL (04/2024 – Present) • Lead and manage crews and field supervisors to ensure projects meet guidelines, budgets, and timelines. • Enforce safety training and monitor job sites for hazards. • Manage multiple accounts/contracts, oversee production schedules, and ensure client satisfaction. • Forecast staffing/material needs and oversee installations including flowerbeds, sod, and tree care. Owner – Divine Landscaping, Orlando, FL (09/2007 – 07/2020) • Owned and operated a landscaping business specializing in maintenance, installations, and property management. • Supervised crews, managed contracts, budgets, and vendor accounts. • Delivered services for foreclosure properties including before/after documentation. • Maintained strong customer satisfaction through quality service and responsiveness. Office Services Assistant – Burr & Forman LLP, Orlando, FL (07/2008 – 05/2014) • Prepared legal documents, scheduled hearings and depositions, and managed case files. • Coordinated logistics for meetings, processed invoices, and provided cross-departmental support. • Screened applicants, managed travel, and served as liaison between finance, IT, and marketing.
Education	GED, Boone High School – Orlando, FL (2002) Valencia Community College – Orlando, FL (2003)
Core Skills	• Crew leadership and supervision • Contract and budget management • Landscape maintenance and installation • Customer service and client relations • Safety training and enforcement • Administrative and operations management



Tab 2- Experience and Qualifications: Key Personnel Resumes

Josh Turner
Area Manager
jturner@rotoloconsultants.com

Category	Details
Name / Title	Josh Turner – Area Manager
Company / Year Joined	Rotolo Consultants, Inc. (RCI) / 2025
Division & Market Placement	Division 95 – Orlando (ORL)
Total Industry Experience	18 years
Education	N/A
Licenses & Certifications	Lawn & Ornamental Certified Pest Control Operator; Limited Commercial Fertilizer Certification; GI-BMP Certification
Core Competencies	Landscape maintenance operations; fertilization and chemical applications; athletic field maintenance; landscape design and installation; fertility and insect/disease control
Public / Institutional	School districts; Orange County Public Schools
Management & Leadership Experience	Direct supervision of 15 staff including technicians and foremen; 5 years of green-industry management experience; Orange County Public Schools Management Leadership Academy graduate (2-year program)
Key Projects / Accounts	Orange County Public Schools
Awards & Recognitions	TruGreen Employee of the Year (2x); TruGreen President’s Club Award; #1 Technician – Southeast Region; #13 Technician Nationwide; TruGreen Top Technician Sales Award
Professional Summary	Area Manager with 18 years of experience in landscape maintenance and turf management, specializing in fertilization, pest control, and athletic field care. Proven leader in public-sector environments with extensive school district experience. Recognized for operational excellence, team leadership, and top-tier performance across large service portfolios.



Experience That Spans States, Sectors, and Scales

RCI maintains one of the most diverse and extensive landscaping portfolios in the industry, with more than 3,400 maintenance contracts logged across active and completed projects. This depth reflects not only our scale, but also the trust placed in RCI to care for properties of every size, type, and complexity.

Property Type	Contracts	Notes
Commercial & Institutional	700+	Offices, retail, and corporate campuses
Municipal Projects	395	Cities, counties, redevelopment districts
Educational Institutions	390	Universities, colleges, and K-12 campuses
Multifamily & Residential Communities	573 (combined)	Apartment complexes, residential developments
HOAs & Master-Planned Communities	206	Large-scale, luxury, and award-winning communities
Medical Facilities	170	Hospitals, medical centers, specialty care campuses
Specialized Facilities	Various	Athletic fields, golf courses, cemeteries, casinos, airports, resorts, hotels, refineries

Scope & Activity

RCI currently services more than 1,800 active contracts, with an additional 1,600 completed projects demonstrating long-standing client relationships. Our contracts range from modest municipal corridors to multi-million-dollar master-planned communities, showcasing our flexibility and reliability.

Contract Scale

Revenues range from smaller-scale local contracts to projects valued at nearly \$2 million annually. The average contract value is \$20,000, underscoring our ability to manage both high-volume portfolios and flagship properties.

A Proven Record of Performance

From Disney and Universal projects in Central Florida, to airports and convention centers across the Southeast, to luxury resort communities and HOAs, RCI has demonstrated the ability to deliver consistent quality across a portfolio that is unmatched in breadth and complexity.

This diversity of experience ensures that no matter the scale, profile, or unique requirements of a property, RCI brings the knowledge, resources, and proven track record to deliver exceptional results.

Municipal Maintenance Expertise

Rotolo Consultants, Inc. maintains an extensive portfolio of municipal partnerships spanning 8 states, representing 231 active municipal contracts with a combined annualized value exceeding \$17.2 million. These long-term partnerships illustrate RCI's consistent reliability, responsiveness, and commitment to excellence in maintaining critical public landscapes and infrastructure across the Southeast.

Our municipal portfolio includes projects for cities, counties, parishes, and regional agencies – from large-scale rights-of-way and medians to athletic fields, parks and recreation centers, civic campuses, and transportation corridors. This diversity reflects RCI's ability to tailor service delivery to the operational, safety, and compliance standards demanded by public-sector clients while maintaining a consistent standard of quality across all markets.

RCI's municipal success is defined by partnership longevity and performance retention. Many of our current municipal clients have renewed with RCI for multiple service terms, reflecting measurable satisfaction with our proactive management, dependable scheduling, and accountability. Whether serving the City of Slidell, MDOT highway corridors, or urban beautification projects in Memphis, RCI brings the same disciplined approach and field-tested infrastructure to every community we serve.

Together, these partnerships demonstrate RCI's ability to deliver scalable, dependable, and high-quality landscape maintenance for municipalities of all sizes – ensuring that public spaces remain safe, attractive, and sustainable year-round.



Pictured: Tom Lee Park, a 30-acre stretch of open park along the Mississippi River, located in Memphis, TN. RCI provided installations & remains involved in this project performing grounds maintenance services.



Tab 2- Experience and Qualifications: Municipal Portfolio



Abita Airport – Abita Springs, Louisiana (2016 - 2024)
Bay County Parks and Rec – Panama City Beach, Florida (2019 - Current, 17 Locations)
Birmingham City Walk Park – Birmingham, Alabama (2022 - Current, 9 Blocks)
Birmingham Gateway – Birmingham, Alabama (2022 - Current, 10 Sections)
Birmingham-Jefferson Civic Center, City Walk, & Protective Stadium – Birmingham, Alabama (2021 - Current)
City of Deer Park – Deer Park, TX (2024 - Current)
City of Hammond – Hammond, Louisiana (2019 - Current, 10 Locations)
City of Katy – Katy, TX (2023 - Current)
City of Mandeville – Mandeville, Louisiana (2014 - Current, 10 Locations)
City of Memphis – Memphis, Tennessee (2014 - Current, 400+ Locations)
City of Panama City Beach – Panama City Beach, Florida (2020 - Current, 11 Locations)
City of Slidell – Slidell, Louisiana (2009 - Current, 3 Locations)
Coast Guard New Orleans – New Orleans, LA (2020 - 2024)
DFA Capital Buildings – Mississippi (2022 - Current, 10 Locations)
East Jefferson Parish Levees – Louisiana (2020 - Current, 3 Sections)
Eglin Airforce Base – Florida (2020 - Current, 2 Locations)
FBI L&B – Louisiana (2015 - Current)
Gretna City Hall – Gretna, Louisiana (2020 - Current)
Jackson Barracks – New Orleans, Louisiana (2022 - Current)
LADOTD St. Charles – Louisiana (2021 - Current, 2 Locations)
LADOTD St. Tammany – Louisiana (2021 - Current)
Lafayette Public Libraries – Lafayette, Louisiana (2021 - Current, 5 Locations)
MDOT – Mississippi (2019 - Current, 9 Locations)
MS Governor's Mansion – Mississippi (2021 - Current)
MS Port Authority – Mississippi (2020 - Current)
New Orleans City Park – New Orleans, Louisiana (2021 - Current, 15 Locations)
New Orleans International Airport – New Orleans, LA (2020 - Current)
Office of State Buildings Campus (State Capitol, Governor's Mansion, etc.) – Baton Rouge, LA (2020 - Current)
Orleans Levee Office – New Orleans, Louisiana (2020 - Current)
Panama City Beach Parks – Panama City Beach, Florida (2020 - Current, 2 Locations)
Poydras St – New Orleans, Louisiana (2019 - 2021)
SE Flood Protection Authority – New Orleans, Louisiana (2020 - Current, 2 Locations)
Shelby County Sheriff's Office – Memphis, Tennessee (2021 - Current, 12 Locations)
Shelby Farms Park – Memphis, Tennessee (2016 - Current, 28 Sections)
Slidell Airport – Slidell, LA (2009 - Current)
St. Tammany Parish Government – St. Tammany, LA
Tom Lee Park – Memphis, Tennessee (2021 - Current, 2 Locations)
Town of Summerdale – Summerdale, Alabama (2022 - Current, 20 Locations)
West Feliciana Fire Stations – Louisiana (2020 - Current, 8 Locations)
Westway Park – Houston, Texas (2022 - Current)



RCI Maintenance Services Across Central Florida

RCI has successfully executed a robust portfolio of landscape maintenance contracts throughout the Central Florida region. Our work spans municipal infrastructure, K-12 school systems, commercial corridors, and residential communities, reflecting deep-rooted knowledge of the area’s operational and environmental needs.

Representative Clients

- Orange County Public Schools (multiple regional zones)
- Seminole County (Government Facilities & Parks)
- Central Florida Tourism Oversight District
- US 192 Community Redevelopment District
- Multiple private commercial and residential partners

Volume of Work

RCI has delivered more than 28 active contracts in the Central Florida region, with contract values ranging from under \$50K to over \$586K per agreement. Collectively, these projects represent over \$3.7 million in awarded landscape maintenance services, illustrating RCI’s flexibility across small, medium, and large-scale contracts.

Local Knowledge, Trusted Results

RCI’s teams in Central Florida work with a strong sense of regional familiarity—adapting schedules to school calendars, coordinating with tourism and traffic-heavy municipalities, and tailoring horticultural services to Florida’s climate. Our local leadership ensures that each contract is delivered with precision, compliance, and strong client communication.

 Geographic Footprint
Orlando
Kissimmee
Sanford
St. Cloud
Winter Park
Maitland
Celebration
Apopka
Oviedo
Lake Buena Vista

	Municipal Government Sites	Reliable groundscape for city facilities, water utilities, and transportation corridors
	Education Campus Facilities	Comprehensive maintenance for public K–12 school districts across multiple regions
	HOAs & Residential Community Spaces	Curb appeal and site enhancement for residential and mixed-use neighborhoods
	Commercial Retail & Business	Routine and specialized grounds care for tourist districts and business centers



Disney – Section 26

Client: Central Florida Tourism Oversight District (CFTOD)

Contract Value: \$1,382,139

Contract Term: 2024 – Present

Rotolo Consultants, Inc. (RCI) currently provides comprehensive landscape and stormwater maintenance services throughout Disney Section 26 for the Central Florida Tourism Oversight District. Services include large-scale turf maintenance, stormwater pond maintenance, irrigation monitoring and repairs, shrub and palm tree maintenance, mulching, litter removal, and seasonal color enhancements. Operations are performed within highly visible public environments requiring strict quality control, proactive scheduling, and continuous coordination with the Owner.

RCI's work under this contract demonstrates the Company's ability to manage complex, high-frequency maintenance operations while maintaining safe and aesthetically consistent conditions across large landscaped and stormwater areas. The contract requires responsive communication, disciplined route management, detailed field supervision, and the ability to maintain operations under demanding public visibility standards. RCI has successfully maintained schedule compliance and quality performance throughout the duration of the contract.





US 192 Community Redevelopment District – Corridor Maintenance

Client: City of St. Cloud / Osceola County (US 192 CRD)

Contract Value: \$80,785.20

Contract Term: April 1, 2025 – Present

RCI provides corridor landscape maintenance services along portions of the US 192 Community Redevelopment District corridor. Services include mowing, litter and debris removal, irrigation inspection, right-of-way maintenance, and median landscape upkeep within high-visibility public corridors.

This project demonstrates RCI's experience maintaining transportation-adjacent landscapes and public corridor environments requiring continuous attention to appearance, safety, and debris management. Operations are coordinated to minimize disruption to the traveling public while maintaining compliance with municipal maintenance expectations and safety standards.

The contract further demonstrates RCI's ability to successfully perform recurring mowing and litter removal operations in urban environments with active traffic conditions, public visibility, and routine quality inspections.

City of Kissimmee – Landscape Maintenance Services

Client: City of Kissimmee

Contract Value: \$599,268.63

Contract Term: 2025 – Present

RCI currently performs comprehensive landscape maintenance services for the City of Kissimmee, including maintenance of parks, civic facilities, public corridors, and right-of-way areas. Services include turf mowing, edging, pruning, litter removal, fertilization, weed and pest control, irrigation inspection, and seasonal landscape enhancements.

This contract demonstrates RCI's capability to perform recurring municipal maintenance services requiring strict schedule adherence, public interface coordination, quality assurance oversight, and safe operations in active urban environments. RCI's operational approach includes dedicated field supervision, routine inspections, detailed reporting, and proactive issue resolution to maintain compliance with municipal performance standards.





Mississippi Department of Transportation (MDOT)



Project Name	Client	Location	Contract Value	Contract Term	Services Provided
Mississippi Department of Transportation (MDOT)	Mississippi Department of Transportation	Statewide – Mississippi	\$1,688,229	January 2021 – Present	Right-of-Way Mowing, Roadside Maintenance, Litter Control

Rotolo Consultants, Inc. (RCI) has provided comprehensive right-of-way mowing and roadside maintenance services for the Mississippi Department of Transportation (MDOT) since 2021 under an active per-service contract valued at approximately \$1.69 million. Services are performed throughout the State of Mississippi and include large-scale right-of-way mowing operations and litter control services designed to maintain safe roadway visibility, enhance corridor aesthetics, and support overall transportation infrastructure maintenance objectives.

Under this contract, RCI performs recurring right-of-way mowing cycles along state-maintained transportation corridors utilizing specialized mowing equipment and trained field personnel capable of operating safely within active roadway environments. Services are coordinated to maintain compliance with MDOT performance standards and scheduling requirements while minimizing disruption to the traveling public. In addition to mowing operations, RCI provides scheduled litter control services to improve roadway appearance and reduce debris accumulation along highway corridors.

The project requires detailed operational coordination, traffic safety awareness, equipment logistics management, and responsiveness to changing seasonal growth conditions across multiple service areas. RCI's management team oversees scheduling, quality assurance inspections, and field operations to ensure all work is completed efficiently and in accordance with contract specifications. The project is managed by Division Manager Kirk Coulton, Area Manager Duvall Flautt, and Regional Manager Matt Holstead.

Through this ongoing contract, RCI has demonstrated its capability to successfully manage high-volume roadway maintenance operations while maintaining safety, reliability, and consistent service delivery for a statewide transportation agency.



City of Memphis ROW and Medians Memphis, Tennessee

Rotolo Consultants, Inc. ("RCI") currently provides comprehensive right-of-way and median maintenance services for the City of Memphis, Tennessee under an ongoing municipal maintenance contract valued at approximately \$2.3 million annually. Services commenced in 2016 and continue to be performed throughout multiple roadway corridors and public areas across the City.

The scope of work includes roadway and median mowing, slope mowing, litter and debris removal, herbicide applications, and ongoing maintenance of highly visible transportation corridors. The project requires consistent scheduling, operational coordination, traffic awareness, and detailed quality control to maintain safe and aesthetically maintained roadway environments throughout the City.

Under this contract, RCI is responsible for managing large geographic service areas with varying terrain conditions, roadway classifications, and maintenance frequencies. Operations are performed adjacent to active traffic corridors and require careful coordination of personnel, equipment, and maintenance activities to ensure public safety and uninterrupted traffic flow.

RCI utilizes trained field personnel, dedicated supervision, specialized mowing equipment, and established quality assurance procedures to successfully manage the City's maintenance requirements. The project also requires responsiveness to City requests, timely correction of deficiencies, debris management, and consistent communication with municipal representatives regarding operational scheduling and field conditions.

Through our ongoing performance for the City of Memphis, RCI has demonstrated the operational capacity, staffing resources, equipment fleet, and management expertise necessary to successfully perform large-scale municipal right-of-way maintenance services similar in scope and complexity to the services being solicited by Hernando County.



Louisiana Department of Transportation and Development (LaDOTD)

Rotolo Consultants, Inc. (RCI) currently provides comprehensive right-of-way mowing, roadside maintenance, and litter control services for multiple Louisiana Department of Transportation and Development (LaDOTD) contracts throughout the State of Louisiana. These projects include interstate corridor maintenance along I-10, I-12, I-20, I-49, and I-55, as well as parish roadway systems, transportation facilities, and statewide roadway infrastructure support services. Combined, these active contracts represent more than \$2.4 million in annual contract value.

RCI's LaDOTD work includes large-scale cyclic right-of-way mowing operations, vegetation management, litter and debris removal, roadside appearance maintenance, and transportation facility grounds maintenance. Services are performed across multiple regions of Louisiana, including Southeast Louisiana, the Capital Region, Southwest Louisiana, and North Louisiana. The contracts require coordination of specialized mowing equipment, traffic safety procedures, mobilization planning, and highly responsive field operations to maintain roadway visibility, support driver safety, and preserve the appearance of state transportation corridors.

Current contracts include interstate mowing operations in St. John the Baptist Parish, Tangipahoa Parish, Caddo Parish, and Bossier Parish, including maintenance along major transportation corridors such as I-12, I-20, I-49, and I-55. RCI also performs litter control and mowing services for LaDOTD in St. Tammany Parish and provides grounds maintenance services at LaDOTD Headquarters and maintenance facilities in Baton Rouge.





Tab 3- Equipment and Resources





ZONE-BY-ZONE EQUIPMENT ALLOCATION

Rotolo Consultants, Inc. ("RCI") has evaluated the acreage, production requirements, travel times, terrain conditions, and anticipated mowing cycles associated with each service zone and has developed the following equipment allocation plan to support efficient contract performance throughout Hernando County.

Zone A – Rural Collector Roads

Zone A consists primarily of rural collector roadway corridors requiring a combination of tractor mowing, slope mowing, trimming, and litter removal operations across approximately 624.86 acres. Due to the roadside conditions and travel requirements associated with this zone, RCI anticipates utilizing four (4) tractors, including two (2) 72-inch diesel mowing units, along with support trimming equipment and litter removal crews. This zone is expected to require approximately 492.47 total labor hours per mowing cycle, including mowing, slope operations, travel time, trimming, and litter removal activities.

Zone B – Royal Highlands

Zone B includes approximately 761.79 acres of residential and right-of-way mowing areas requiring high-volume mowing operations and detailed trimming services. RCI anticipates deploying five (5) mowing tractors and support equipment throughout this zone. Operations are expected to rely heavily on zero-turn mowing equipment due to terrain accessibility and mowing efficiency requirements. Approximately 664.51 total labor hours are anticipated per mowing cycle for this zone.

Zone C – Ridge Manor

Zone C includes approximately 334.20 acres of mowing areas requiring a combination of zero-turn mowing, trimming, and litter removal services. RCI anticipates utilizing four (4) mowing units and supporting handheld equipment to efficiently manage mowing operations and maintain cycle completion requirements. Approximately 286.20 total labor hours are projected for each mowing cycle within this zone.

Zone D – Spring Hill Collector Roads

Zone D consists of collector roadway corridors totaling approximately 365.87 acres and includes roadway mowing, slope mowing, trimming, and debris management activities. Due to roadway conditions and slope maintenance requirements, RCI anticipates utilizing four (4) mowing tractors, including one (1) 72-inch diesel mowing unit, along with trimming and litter support equipment. Approximately 260.21 total labor hours are anticipated for each mowing cycle within this zone.



Tab 3- Equipment and Resources: Equipment Listing per Zones A, B, C, D, E, and F

Zone E – Spring Hill Residential DRAs

Zone E includes approximately 526.00 acres of residential drainage retention area maintenance requiring specialized mowing coordination and efficient routing operations. RCI anticipates utilizing four (4) mowing units and dedicated trimming support equipment to maintain mowing schedules and quality standards throughout the zone. Approximately 360.95 total labor hours are projected per mowing cycle.

Zone F – Spring Hill Residential Mowing

Zone F includes approximately 595.15 acres of residential mowing operations requiring large-scale mowing, trimming, and litter removal services. RCI anticipates deploying five (5) mowing tractors and associated support equipment throughout this zone to maintain required production schedules and service quality expectations. Approximately 608.93 total labor hours are anticipated for each mowing cycle within this zone.

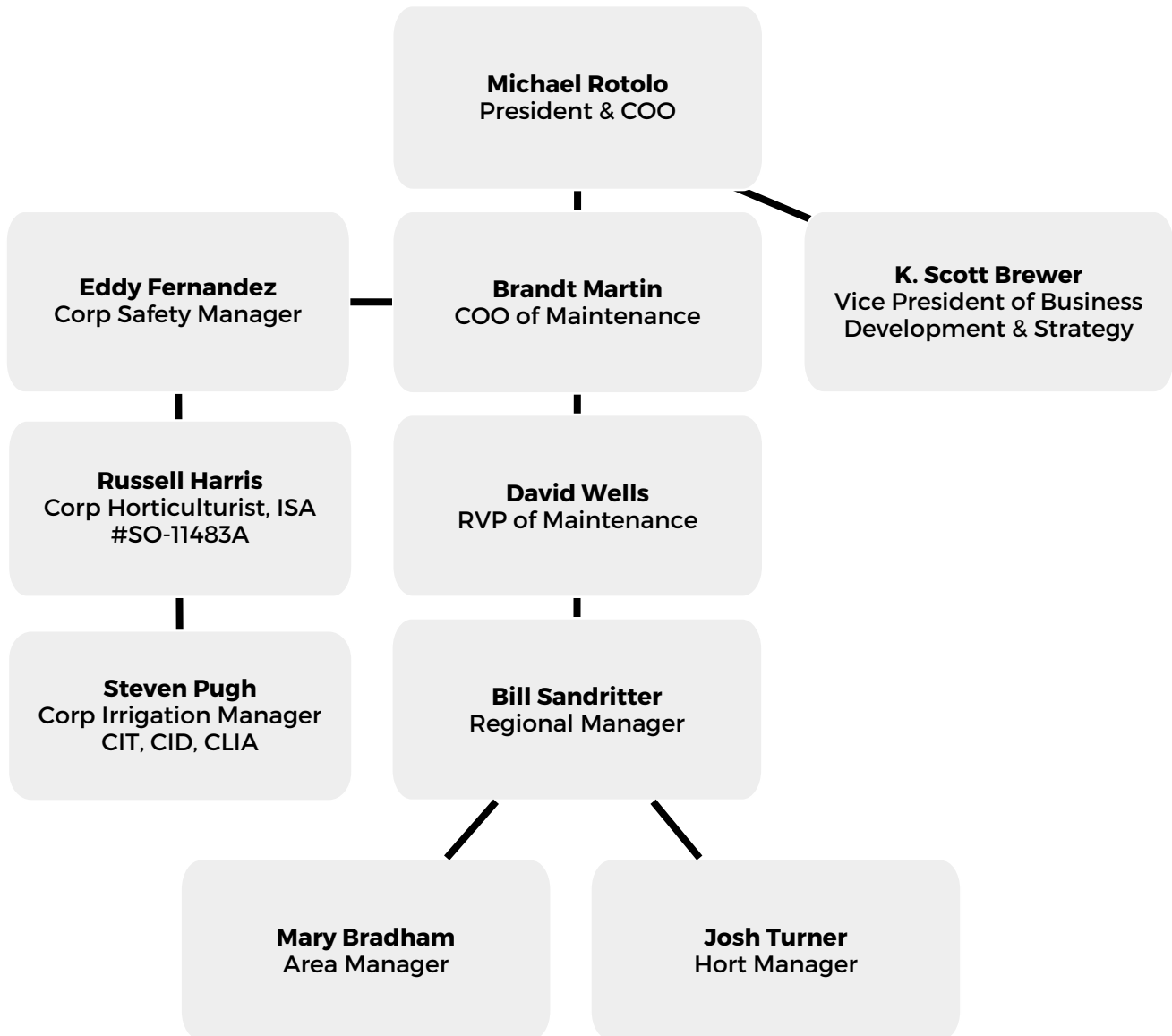
Overall Equipment Resources

Across all six service zones, RCI anticipates utilizing approximately twenty-six (26) mowing units, including sixteen (16) primary mowing tractors and three (3) 72-inch diesel mowing units, supported by trimming equipment, slope mowing equipment, litter removal crews, utility vehicles, trailers, and supervisory vehicles. Equipment allocations may be adjusted as necessary to accommodate weather conditions, operational priorities, emergency response requirements, and County-directed scheduling needs.

All mowing operations will be supported by GPS-equipped equipment, trained field personnel, dedicated supervision, preventative maintenance procedures, and contingency equipment resources to ensure continuity of service and timely completion of all required mowing cycles.



Organizational Chart for Hernando County





RCI Five-Year Safety Performance Overview

Over the past five years, Rotolo Consultants, Inc. (RCI) has demonstrated a consistent commitment to workplace safety, as evidenced by its declining Days Away, Restricted, or Transferred (DART) and Total Case Rate (TCR) metrics. In 2020, RCI reported a DART of 0.53 and a TCR of 0.50, which steadily decreased to 0.41 and 0.40, respectively, in 2021. This downward trend continued into 2022, with DART and TCR improving to 0.23 and 0.20, and reached a five-year low in 2023 at 0.10 for both metrics. Although 2024 reflected a slight increase to a DART of 0.19 and a TCR of 0.20, the organization’s performance remains well below industry averages for landscaping and grounds maintenance operations. This trend reflects the effectiveness of RCI’s safety protocols, incident prevention measures, and continuous workforce training initiatives, highlighting a sustained culture of safety excellence.

Lower EMR, Higher Standards

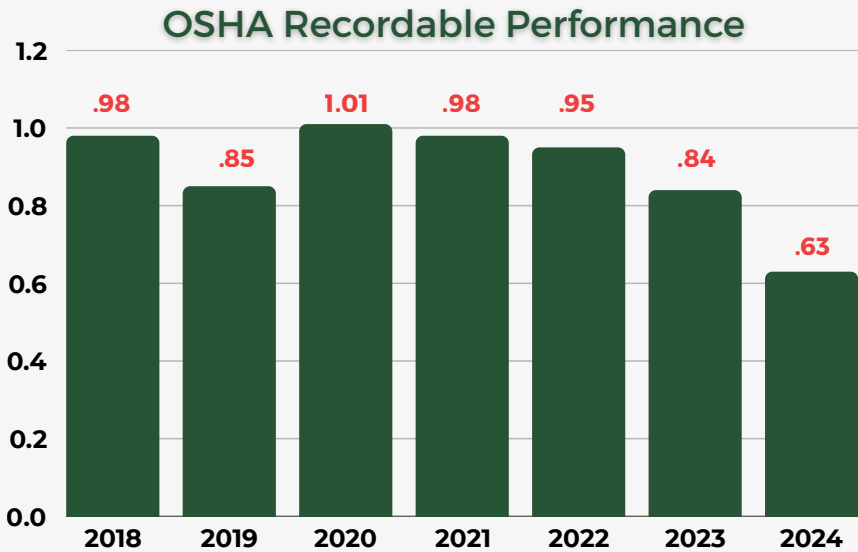
Safety is not just a priority—it’s embedded in every aspect of our operations. We are proud to announce our current **Experience Modification Rate (EMR) of 0.65** (effective 07/01/2024). This industry-leading rating is a testament to our proactive safety culture, rigorous training, and unwavering commitment to protecting our team members and clients alike.

An **EMR of 0.65** signifies a performance well below the industry average of 1.0, directly reflecting our dedication to minimizing workplace injuries and controlling risk. This achievement positions RCI as a trusted partner for clients seeking a safe, efficient, and reliable service provider.

Year	RCI DART	RCI TCR	Industry DART	Industry TCR
2020	0.53	0.5	~2.1*	~3.5*
2021	0.41	0.4		
2022	0.23	0.2		
2023	0.1	0.1		
2024	0.19	0.2		

- DART (Days Away, Restricted, or Transferred rate) measures severe injury cases impacting work.
- TCR (Total Case Rate) accounts for all recordable incidents.

*U.S. Bureau of Labor Statistics. (2023). Incidence rates of nonfatal occupational injuries and illnesses by industry and case types, 2022 (Table 1). U.S. Department of Labor.
https://www.bls.gov/iif/oshwc/osh/os/su/mm1_00_2022.htm





Samsara Fleet Technology Platform

Fleet Visibility, Safety, and Operational Accountability

Rotolo Consultants, Inc. (RCI) utilizes the Samsara Connected Operations Platform across its fleet operations to enhance vehicle visibility, driver accountability, safety performance, and operational efficiency. Samsara is an industry-leading fleet management and telematics solution used by transportation, construction, utility, and service organizations throughout North America. By integrating GPS tracking, vehicle diagnostics, AI-enabled dash cameras, driver behavior monitoring, and mobile fleet management tools, RCI maintains real-time operational oversight of field activities and fleet assets

RCI Operational Use	Client Protection and Benefit
RCI utilizes the Samsara Connected Operations Platform to maintain real-time visibility of fleet vehicles, crews, and field activity.	Real-time fleet visibility improves operational transparency and helps verify contract performance and service activity.
Samsara GPS tracking allows RCI management personnel to monitor routes, verify crew activity, and review operational movement throughout service areas.	GPS documentation helps reduce missed service concerns and provides accountability during operational reviews or disputes.
Samsara vehicle diagnostics and telematics systems help RCI monitor vehicle health, maintenance needs, and operational performance.	Proactive fleet monitoring reduces equipment downtime and helps maintain consistent service reliability for the client.
AI-enabled safety cameras and driver monitoring tools support RCI's fleet safety and driver accountability programs.	Enhanced safety oversight helps reduce operational risk exposure and supports protection of client property, employees, and the public.
Samsara reporting tools provide route history, operational documentation, and mobile access to fleet information for supervisors and managers.	Immediate access to operational data improves responsiveness to client requests, emergencies, weather events, and service-related inquiries.





JDLink: Smarter Fleet Management

Rotolo Consultants, Inc. (RCI) uses JDLink, John Deere's advanced telematics solution, to enhance our fleet's performance and reliability. This cutting-edge technology helps us manage our equipment more effectively, ensuring that we deliver contracted services on time and without interruptions.

What is JDLink?

JDLink is a remote monitoring system that connects us to our equipment, providing real-time insights into machine performance, location, and usage. It empowers us to track and manage our fleet efficiently, whether on-site or remotely.

How JDLink Helps Us:

Keeping Equipment Running

- **Remote Diagnostics and Programming:** JDLink allows for remote diagnostics and troubleshooting. This means we can address issues faster, sometimes before they even become a problem, minimizing downtime.
- **Proactive Maintenance:** Automated maintenance tracking ensures our machines are serviced on schedule, extending their life and maximizing availability.

Getting the Job Done

- **Right Machine, Right Place:** JDLink shows us how our machines are being used so we can make sure they're in the right place and doing the right job.
- **Tracking Locations:** Knowing exactly where our equipment is helps us plan better and respond faster if something comes up.

Cost Savings

- **Fuel Efficiency:** By monitoring fuel consumption and idle time, we identify opportunities to reduce waste and operating costs.
- **Theft Prevention:** Geo-fencing and curfew features help us protect our assets and recover equipment quickly if theft occurs.

Using JDLink means we're better prepared to handle challenges and keep our projects on track. It helps us stay efficient, keep our equipment in good shape, and deliver the quality work our clients expect.





Rapid Response. Proven Recovery. Trusted Experience.

With over 45 years of landscape and infrastructure expertise, RCI operates a dedicated Disaster Relief Division prepared to respond immediately to natural disasters. Our teams are often mobilized before the storm passes, ensuring communities and facilities can recover faster and safer.

- 📍 **Hurricane Ida** - LA & MS
- 📍 **Hurricane Laura** - Lake Charles, LA
- 📍 **Hurricane Sally** - Gulf Shores, AL
- 📍 **Hurricane Delta** - Lake Charles, LA
- 📍 **Hurricane Zeta** - Gulf Shore, AL
- 📍 **Houston Port Fires** - Houston, TX
- 📍 **Hurricane Harvey** - Houston, TX
- 📍 **Hurricane Katrina** - LA & MS
- 📍 **Hurricane Michael** - FL Panhandle
- 📍 **Hurricane Maria** - Puerto Rico
- 📍 **Hurricane Florence** - North & South Carolina
- 📍 **BP Oil Spill** - Gulf Coast
- 📍 **Joplin Tornado** - Joplin, MO
- 📍 **Omaha Floods** - Omaha, NE
- 📍 **ExxonMobil Spill** - Yellowstone River, MT

RCI has the ability to provide immediate assistance and solutions in incredibly overwhelming situations and is typically able to mobilize teams at the same time emergency service vehicles are on the road. We've helped a variety of clients navigate disaster damage, including casinos, large residential complexes, and complete cities. We've also helped various communities recover from hurricanes, tornados, fires, floods, and more. RCI is committed to providing all necessary tools for recovery. We are prepared to handle hazardous materials, monitor debris, and plan pre-events during storm season.

In the wake of disaster, RCI can provide push crews to clear debris, demolition crews, crews to repair or install hardscape features, and landscape repair or redesign. We work with our clients to revert properties to their previous state, providing restorative solutions within clients' budgets.

What Our Clients Say

"We were really impressed with RCI post-hurricane. They were out at Algiers the Thursday right after the hurricane—before we even opened to patients. RCI had outside looking like nothing ever happened before our first patient arrived."

- Manager of Clinic Operations, Ochsner Health System



Tab 3- Equipment and Resources: Reference Letters

John Caldwell
Northern District Commissioner

Earl Glenn, Jr., P.E.
Deputy Executive Director/Chief Engineer

Matt Dunn, P.E.
District 1 Engineer



Brad White
Executive Director

Jeff Ely, P.E.
Chief of Staff

Lisa M. Hancock
Deputy Executive Director/Administration

May 21, 2026

To Whom It May Concern:

I am pleased to provide this letter of recommendation for Rotolo Consultants, Inc. (RCI) regarding their performance as a highway right-of-way mowing and litter removal contractor. In my capacity as District Maintenance Engineer for District 1 at the Mississippi Department of Transportation (MDOT), I have overseen multiple contracts in which Rotolo Consultants, Inc. has served as the primary highway right-of-way mowing and litter removal contractor.

Across multiple counties, RCI has consistently delivered reliable, timely, and high-quality service on a substantial network of state routes, U.S. highways, and interstate corridors. Their contracted responsibilities include routine mowing cycles and litter removal on high-visibility, high-traffic roadways.

The most recent and active contracts that Rotolo Consultants, Inc. is responsible for within District 1 for MDOT include the following annual projects:

- **SR 25 - Oktibbeha/Winston Counties (Contract Amount: \$378,383.04)**
(25.67 miles, 1,918 acres, 3 cycles per year totaling 5,754 acres mowed)
- **US 82 / SR 12 / SR 25 - Oktibbeha County (Contract Amount: \$329,880.32)**
(32.11 miles, 1,232 acres, 4 cycles per year totaling 4,928 acres mowed)
- **US 45 / US 45A - Chickasaw, Lee, Monroe Counties (Contract Amount: \$212,948.76)**
(43.55 miles, 1,451 acres, 3 cycles per year totaling 4,353 acres mowed)
- **I-22 - Itawamba, Lee, Pontotoc, Union Counties (Contract Amount: \$380,795.04)**
(67.65 miles, 1,948 acres, 4 cycles per year totaling 7,792 acres mowed)
- **US 82 - Webster/Choctaw Counties (Contract Amount: \$74,525.52)**
(20.56 miles, 529 acres, 3 cycles per year totaling 1,587 acres mowed)

RCI has adhered to schedule requirements and performed the work in accordance with contract specifications. Their crews have demonstrated strong operational capability, attention to detail, and responsiveness when issues have arisen. The company maintains open communication, provides timely documentation, and coordinates effectively with field personnel and supervisory staff.

Based on their performance across multiple routes and counties, I consider Rotolo Consultants, Inc. to be a dependable contractor capable of managing large-scale right-of-way mowing and litter removal operations. They have consistently met expectations for safety, quality, and professionalism.

Sincerely,

Johnny W. Shields

P. O. Box 2060 • Tupelo, MS 38803-2060
Telephone (662) 842-1122 • FAX (662) 844-5731 • GoMDOT.com



May 27, 2026

To Whom it May Concern,

My name is Jaime Morales and am the Deputy Public Works Director at the City of St. Cloud. Over the course of a year, I've had the pleasure of working with Bill Sandritter and the rest of the Rotolo Consultants Inc (RCI). During this time, our professional relationship has exceeded expectations. This professional relationship has created an environment where we can communicate freely to resolve any issues.

RCI is a great partner to work with. They are responsive, timely, and consistent in the quality of service they deliver. Mr. Sandritter keeps me updated through email and phone calls on regularly scheduled work and any atypical situations they encounter. When I share a concern, he ensures the team addresses the issue at the first opportunity. The team that services our area have had many of the same individuals, which speaks of the culture RCI has created to work for.

Overall, I have been very pleased with their performance, their employees, and communication. I highly recommend their services to anyone who is looking for a reliable company.

Please feel free to reach me with additional questions.

Sincerely,

Jaime Morales
Deputy Public Works Director
3101 Progress Lane
St. Cloud, FL 34769
P:407-957-7125
www.stcloud.gov



**HEIDT
DESIGN**

P: (813) 253 5311 | F: (813) 464 7629
5904-A Hampton Oaks Pkwy.
Tampa, FL 33610
www.heidtdesign.com

To: To Whom It May Concern

Re: Reference Letter

Date: May 9, 2025

This letter serves as a reference for Rotolo Consultants, Inc., who recently provided professional landscaping services for Heidt Design in association with the following project:

Project Name: Latitude Margaritaville Phase 7 Entry and Common Area

Location: Panama City Beach, Florida

Project Description: Scope of work included irrigation, hardscape, landscape, and site furnishings for the main entry, passive and active park areas, buffers, mail kiosk, and lift stations.

Project Role: Subcontractor

Contract Amount: \$1,200,000

Project Start Date: May 2024

Project Completion Date: October 2024

Work Performed: Installation of irrigation, hardscape, landscape, site furnishings, and maintenance

Performance Evaluation:

- Quality of Work: Excellent
- Timeliness: Excellent
- Budget Adherence: Excellent
- Communication and Coordination: Excellent

Rotolo Consultants, Inc. performed their work with professionalism, efficiency, and a commitment to quality. I would not hesitate to work with them again on future projects.

Sincerely,

Patricia Castellano, PLA ASLA
Vice President
HEIDT DESIGN, LLC
850.387.1510



Tab 4- Work Plan and Schedule



HERNANDO COUNTY

Mowing Services · RFP 26-RFP01213/JG

Work Prosecution Plan

Section 4.0 — Work Plan and Schedule

Zone	Acres	Miles	Total hrs	Mows/yr	Men/day	Tractors	72" Z-turns	Equipment
Zone A – Rural Collectors	624.86	178	492.47	8+2	4	2	1	Tractor + Z-turn
Zone B – Royal Highlands	761.79	324	664.51	10/8	5	0	4	Z-turn only
Zone C – Ridge Manor	334.20	120	286.20	8/8	4	0	3	Z-turn only
Zone D – SH Collectors	365.87	90.8	290.41	8+2	4	1	1	Tractor + Z-turn
Zone E – SH Res. DRAs	526.00	—	360.95	8+2	4	0	3	Z-turn only
Zone F – SH Residential	595.15	491	608.93	8+2	5	0	4	Z-turn only
Total	3,207.87	—	2,703.47	—	26	3	16	—

Equipment strategy overview

Diesel 72" zero-turn mowers — designated equipment for all residential zones (B, C, E, F)

RCI has made a deliberate operational decision: for all zones consisting of residential rights-of-way and residential drainage retention areas — Zones B, C, E, and F — diesel-powered 72" zero-turn mowers are the sole primary mowing platform. 15-foot batwing/bush-hog tractor equipment is not deployed in these zones.

The rationale is straightforward: hauling wide tractor equipment through active residential neighborhoods creates unnecessary safety exposure for residents and pedestrians, impedes traffic flow on narrow subdivision streets, risks damage to residential curbing and infrastructure, and is operationally disproportionate to the scale of the work areas being maintained.

The diesel 72" zero-turn provides full commercial cutting capacity with the maneuverability and scale appropriate to residential environments. This is not a compromise in capability — it is the correct tool for the environment.



Tractor/batwing equipment is reserved exclusively for Zones A and D, where open rural collector roads and highway rights-of-way demand the wider cutting swath and power of tractor-mounted implements.

Highway litter loading — Zones A and D
Zones A and D cover rural and commercial collector road corridors including US19, SR50, Cortez Blvd, Spring Hill Dr, Mariner Blvd, and Deltona Blvd. These roads carry significant commercial truck and commuter traffic, resulting in substantially elevated roadside debris volumes compared to residential side streets.

Zone A: 156.22 litter hours (32% of zone labor). Zone D: 91.47 litter hours (32% of zone labor). These allocations are intentional and field-calibrated based on documented experience with these corridor types. Litter collection precedes every mow pass on these zones, in full compliance with the specification requirement. The hours reflect actual conditions, not padding.

Zone A — Rural collector roads

Scope overview

Zone A covers 624.86 acres across approximately 178 miles of rural collector roads, bounded north by the Citrus County line, east by Lockhart Rd, west by Citrus Way, and south by the Pasco County line. This zone is tractor-dominant given the open highway character of its rights-of-way, wide swale profiles, and large drainage retention areas requiring tractor-mounted batwing access.

624.86	~178	492.47	8 + 2
Acres	Approx. miles	Total hrs / cycle	In + off-season mows

Labor hours by type

Labor type	Hours	% of zone
Tractor (batwing)	160.61 h	33%
Diesel 72" Z-turn	92.72 h	19%
String trim (ST)	68.92 h	14%
Litter collection ▲	156.22 h	32%
Travel	14.00 h	3%
Total	492.47 h	100%

Crew composition



Tab 4- Work Plan and Schedule: Work Plan for Hernando County

Hernando County Mowing Services | RFP 26-RFP01213/JG | Work Prosecution Plan

4 men per 9-hour day · 2 tractors (batwing) · 1 diesel 72" Z-turn

2× tractor operators (batwing, 15' swath)

1× diesel 72" zero-turn operator

1× string trim / litter crew lead

Crew total: 4 men @ 9-hour days

Routing and daily cadence

Routing sequence

1. Stage from centrally-located yard on Elgin Blvd; deploy tractors north first
2. Tractor crew sweeps Cortez Blvd (SR50) east-to-west; DRA pockets addressed as encountered
3. 72" Z-turn crew follows tractor on same corridor trimming narrow setbacks and structures
4. ST + litter team leads the column by 1 block for pre-clearance
5. Rotate north: Spring Hill Dr, Mariner Blvd, Barclay Ave corridors
6. Close loop southward on Commercial Way (US19) back to yard

Daily cadence

1. 6:30 am — equipment check, GPS arm, depart yard
2. 7:00 am — litter crew clears 1-mile lead segment ahead of mowing
3. 7:15 am — tractor + Z-turn begin mowing behind litter crew
4. 10:00 am — fuel/water break; supervisor notifies DPW of progress
5. 12:00 pm — lunch; reposition to next segment
6. 3:30 pm — ST crew completes structures, poles, mailboxes, outfalls
7. 4:30 pm — completion report phoned to DPW (352-754-4060)

Zone B — Royal Highlands

No tractor/batwing equipment deployed in Zone B

All 503.34 mowing hours are performed with diesel 72" zero-turn mowers. Royal Highlands is a residential subdivision environment with narrow streets, cul-de-sacs, and adjacent homes. Deploying 15-foot batwing tractor equipment through these areas would create unacceptable residential safety risk, impede neighborhood traffic, and risk damage to residential infrastructure. The diesel 72" Z-turn is the operationally correct and proportionate equipment for this environment.

Scope overview

Zone B is the largest zone by hours at 664.51 hrs/cycle, covering 761.79 acres across approximately 324 miles of roadway plus 372 acres of DRAs/DROWs within the Royal Highlands area. The zone is split into Sub Area A (Sunshine Grove Rd / Ken Austin Pkwy, estimated 10 mows/year) and Sub Area B (all remaining areas, estimated 8 mows/year).

761.79	~324	664.51	10 / 8
Acres	Approx. miles	Total hrs / cycle	Mows/yr Sub-A / Sub-B

Hernando County Mowing Services | RFP 28-RFP01213/JG | Work Prosecution Plan

Labor hours by type

Labor type	Hours	% of zone
Diesel 72" Z-turn (primary)	503.34 h	76%
String trim (ST)	118.17 h	18%
Litter collection	27.00 h	4%
Travel	16.00 h	2%
Total	664.51 h	100%

Crew composition

5 men per 9-hour day · No tractors · 4 diesel 72" Z-turns

4× diesel 72" zero-turn operators	1× string trim / litter crew lead
No tractor equipment — residential Z-turn only	Crew total: 5 men @ 9-hour days

Routing

Sub Area A — Sunshine Grove / Ken Austin - Begin Sunshine Grove Rd at Cortez Blvd intersection; proceed north to Hexam Rd - Ken Austin Pkwy — simultaneous both-side pass 72" Z-turn handles all turns and DRA swale interiors; no tractor required - Complete within 15-calendar-day NTP window per spec	Sub Area B — Royal Highlands balance - Stage from Commercial Way (US19) spine; 2 crews divide N/S territories - West-of-19 housing pockets (Hernando Way, Atlanta Ave areas) — 72" Z-turn throughout - Ponce De Leon / Tatum Rd DRAs — Z-turn mows to center per wetness per spec - Brittle/Parsons/HoneyBee connector roads close the loop back to US19 - Complete within 30-calendar-day NTP window per spec
---	---

Zone C — Ridge Manor

No tractor/batwing equipment deployed in Zone C

All 221.27 mowing hours across Sub Areas A and B are performed with diesel 72" zero-turn mowers. Ridge Manor's subdivision grids — Sherman Hills, Riverdale, Talisman, Lakewood, and Ridge Manor Estates — are active residential communities where the maneuverability and appropriate scale of the 72" Z-turn is the correct choice, both for quality of cut and for community safety.



Tab 4- Work Plan and Schedule: Work Plan for Hernando County

Hernando County Mowing Services | RFP 26-RFP01213/JG | Work Prosecution Plan

Scope overview

Zone C covers **334.20** acres across approximately **120** miles of right-of-way and approximately 41 acres of DRAs. Sub Area A addresses subdivision county-owned ROWs and DRAs within Sherman Hills, Riverdale, Talisman, Lakewood, and Ridge Manor Estates. Sub Area B covers the broader rural corridors including Burwell Road, Riverland Road, Richloam Clay Sink Road, and the Cyril bypass.

334.20	~120	286.20	8 / 8
Acres	Approx. miles	Total hrs / cycle	Mows/yr Sub-A / Sub-B

Labor hours by type

Labor type	Hours	% of zone
Diesel 72" Z-turn (primary)	221.27 h	77%
String trim (ST)	46.93 h	16%
Litter collection	10.00 h	4%
Travel	8.00 h	3%
Total	286.20 h	100%

Crew composition

4 men per 9-hour day · No tractors · 3 diesel 72" Z-turns

3× diesel 72" zero-turn operators	1× string trim / litter crew lead
No tractor equipment — residential Z-turn only	Crew total: 4 men @ 9-hour days

Routing

Sub Area A — Subdivision ROWs and DRAs	Sub Area B — Rural corridors
11. Sherman Hills — grid entry at Sherman Hills Blvd; east-west sweeps south	13. 72" Z-turn stages at Croom Rital Rd; Bronson Blvd first (long straight run)
12. Lakewood — north entry off SR50; work south toward Pasco County line	14. Burwell Rd, Riverland Rd, Richloam Clay Sink Rd — out-and-back passes
13. Riverdale (US98 spine) and Talisman (US301 spine) — spine-in passes	15. Cyril bypass / Kettering Rd (Walmart area) — Z-turn on all narrow sections
14. Ridge Manor Estates last — longest uninterrupted 72" Z-turn runs	16. Cracker Xing / Parkland Ave close loop toward Lockhart Rd

Zone D — Spring Hill collector roads



Tab 4- Work Plan and Schedule: Work Plan for Hernando County

Hernando County Mowing Services | RFP 26-RFP01213/JG | Work Prosecution Plan

String trim hours corrected — Zone D

Zone D string trim (ST) hours have been corrected to **30.20 h/cycle** (previously omitted from the summary). Revised zone total: **290.41 h/cycle**. All structures within the mowing area — power poles, mailboxes, signs, drainage outfalls, and curbing — receive trimming attention each cycle in compliance with the specification.

Scope overview

Zone D covers 365.87 acres across approximately 90.8 miles of Spring Hill collector roads bounded by SR50 (north), US41 (east), US19 (west), and County Line Blvd (south). Like Zone A, this zone is prosecuted with tractor/batwing equipment appropriate to collector-road-scale rights-of-way. DRAs adjacent to collector roads are included; residential DRAs are addressed under Zone E.

365.87	~90.8	290.41	8 + 2
Acres	Approx. miles	Total hrs / cycle	In + off-season mows

Labor hours by type

Labor type	Hours	% of zone
Tractor (batwing)	121.96 h	42%
Diesel 72" Z-turn	37.79 h	13%
String trim (ST) ✓ corrected	30.20 h	10%
Litter collection ▲	91.47 h	32%
Travel	9.00 h	3%
Total	290.41 h	100%

Crew composition

4 men per 9-hour day · 1 tractor (batwing) · 1 diesel 72" Z-turn

1× tractor operator (batwing, 15' swath)	1× diesel 72" zero-turn operator
1× string trim crew (30.2 h/cycle allocation)	1× litter collection / support crew lead
Crew total: 4 men @ 9-hour days	GPS-equipped tractor (data available to DPW)

Routing and compliance

Primary collector routing	MOT and quality compliance
15. Stage near Cortez Blvd / Spring Hill Dr intersection (geographic center of zone)	17. FDOT FY25-26 MOT setup required before every collector road entry



Tab 4- Work Plan and Schedule: Work Plan for Hernando County

Hernando County Mowing Services | RFP 26-RFP01213/JG | Work Prosecution Plan

16. Crew 1: Cortez Blvd full corridor batwing pass	18. Pavement clippings swept immediately — \$250/occurrence penalty clause acknowledged
17. Crew 2: Mariner Blvd / Barclay Ave corridors simultaneously	19. ST crew addresses all poles, signs, mailboxes, and drainage outfalls each cycle
18. Spring Hill Dr, Deltona Blvd, Anderson Snow Rd — secondary pass	20. DRA tractor cut: 4–6 inch target height; Z-turn used only on inaccessible DRAs
19. Airport collector roads (Exhibit U) — dedicated final pass	21. GPS data logged continuously; provided to DPW on request

Zone E — Spring Hill residential DRAs

No tractor/batwing equipment deployed in Zone E

All 260.43 mowing hours across 9 sub-zones (N1, N2, S1, S2, E1, E2, W1, W2, Seven Hills) are performed with diesel 72" zero-turn mowers. Residential DRAs sit directly within active neighborhoods, often adjacent to homes, yards, and pedestrian areas. Deploying wide tractor equipment through these drainage areas is unnecessary given the scale of the work and would create unacceptable safety and community impact concerns.

Scope overview

Zone E covers 526 acres of residential DRAs and DROWs distributed across 9 sub-zones. The zone excludes Timber Pines, Sterling Hills, Preston Hollow, Pristine Place, Sand Ridge, and Silver Ridge private subdivisions. Seven Hills, Rainbow Woods, Berkley Manor, Orchard Park III, The Oaks, Deerfield, Springwood Estates, East Linden Estates, and Barony Woods are confirmed in-scope.

526	9	360.95	8 + 2
Acres	Sub-zones	Total hrs / cycle	In + off-season mows

Labor hours by type

Labor type	Hours	% of zone
Diesel 72" Z-turn (primary)	260.43 h	72%
String trim (ST)	74.52 h	21%
Travel	26.00 h	7%
Total	360.95 h	100%

Crew composition

4 men per 9-hour day · No tractors · 3 diesel 72" Z-turns

Tab 4- Work Plan and Schedule



Hernando County Mowing Services | RFP 26-RFP01213/JG | Work Prosecution Plan

3x diesel 72" zero-turn operators	1x string trim / litter crew lead
No tractor equipment — residential Z-turn only	Crew total: 4 men @ 9-hour days

Sub-zone sequencing and DRA protocol

Sub-zone routing sequence	DRA access protocol
20. Team North: N1 → N2 → Seven Hills (SR50 corridor, working south)	22. Litter removal precedes every DRA entry — \$250/occurrence penalty acknowledged
21. Team South: S1 → S2 (County Line Blvd corridor, working north)	23. 72" Z-turn mows to center as ground wetness allows; no entry into saturated bottoms
22. Team East: E1 → E2 (US41 corridor, working west)	24. Cut height: 3–6 inches; structure trimming completed within same visit
23. Team West: W1 → W2 (US19 corridor, working east)	25. Private subdivision exclusions verified on field manifest before entry each cycle
24. Teams converge at Spring Hill Dr mid-zone; DPW completion notification	26. Each sub-zone receives its own NTP and separate completion report to DPW

Zone F — Spring Hill residential mowing

No tractor/batwing equipment deployed in Zone F All 390.51 mowing hours across 491 miles of residential ROW are performed with diesel 72" zero-turn mowers. Zone F is the highest road-mileage zone in the contract and consists entirely of residential streets. Operating wide tractor equipment on these roads would be operationally disruptive to residents, create pedestrian and traffic safety concerns, and is not warranted by the scale or character of the work. The diesel 72" Z-turn delivers full cutting capacity at the correct residential scale.
--

Scope overview

Zone F covers 595.15 acres across approximately 491 miles of residential rights-of-way — the largest road mileage of any zone in this contract. Divided into 8 sub-zones (N1, N2, S1, S2, E1, E2, W1, W2). This zone explicitly excludes DRAs; it is purely right-of-way mowing covering swales, slopes, and adjacent vacant lots. Seven Hills, Timber Pines, Preston Hollow, and Pristine Place are excluded. Rainbow Woods, Berkley Manor, Deerfield, Barony Woods, and Orchard Park III are included.

595.15	~491	608.93	8 + 2
Acres	Approx. miles	Total hrs / cycle	In + off-season mows

Labor hours by type

Hernando County Mowing Services | RFP 26-RFP01213/JG | Work Prosecution Plan

Labor type	Hours	% of zone
Diesel 72" Z-turn (primary)	390.51 h	64%
String trim (ST)	163.50 h	27%
Litter collection	40.92 h	7%
Travel	14.00 h	2%
Total	608.93 h	100%

Crew composition

5 men per 9-hour day · No tractors · 4 diesel 72" Z-turns

4× diesel 72" zero-turn operators	1× string trim / litter crew lead
No tractor equipment — residential Z-turn only	Crew total: 5 men @ 9-hour days

Routing and ROW specifics

Sub-zone routing sequence	ROW mowing requirements
25. Team A stages at SR50: N1/N2 grid sweep south	27. Cut height: 3 inches ±1/2" — tightest tolerance in this contract
26. Team B stages at County Line Blvd: S1/S2 sweep north	28. Curb edging required on all curb-and-gutter sections each cycle
27. Teams reallocate mid-cycle to E1/E2 and W1/W2 based on progress	29. Adjacent vacant lots within ROW included in full; assigned non-vacant lots trimmed at curb line only
28. El Pico Unrecorded Subdivision, Berkley Court, Lori Dr — confirmed in-scope; on routing manifest	30. No DRA entry in this zone — crews confirmed to ROW only
	31. MOT per FDOT FY25-26 standards on all public road segments

Consolidated summary — all zones

The table below reflects all confirmed labor hour estimates, crew sizes, and equipment counts per mowing cycle across all six zones.

Zone	Tractor hrs	72" Z-turn hrs	ST trim hrs	Litter hrs	Travel hrs	Total hrs	Men/day	Tractors	72" Z-turns
Zone A	160.61	92.72	68.92	156.22	14.00	492.47	4	2	1
Zone B	—	503.34	118.17	27.00	16.00	664.51	5	0	4
Zone C	—	221.27	46.93	10.00	8.00	286.20	4	0	3
Zone D	121.96	37.79	30.20	91.47	9.00	290.41	4	1	1
Zone E	—	260.43	74.52	—	26.00	360.95	4	0	3

Tab 4- Work Plan and Schedule



Tab 4- Work Plan and Schedule: Work Plan for Hernando County

Hernando County Mowing Services | RFP 26-RFP01213/JG | Work Prosecution Plan

Zone F	—	390.51	163.50	40.92	14.00	608.93	5	0	4
Total	282.57	1,506.06	502.24	325.61	87.00	2,703.47	26	3	16



Simple, Informative **Service Updates**

Keeping our clients informed is a cornerstone of RCI's approach to landscaping services. The RCI Service NOW! platform is used to record, organize, and share service activity in a consistent, accessible format. This process ensures property and facility managers receive accurate updates, visual documentation, and a complete service history for their sites.

Key Feature	Description
Breakdown of Services Delivered	Includes tasks such as debris or limb removal, mulch application, mowing, edging, and pruning.
Photo Documentation	Visual record of services performed and conditions observed on-site.
Chemical Application Reports	Stored and accessible for compliance, inspections, and facility manager record-keeping.

How It Works

- **Service Logging:** Site managers enter details of work performed—both routine and specialized—directly into the mobile app during or immediately after service.
- **Photo Capture:** Each visit includes images showing completed work and any areas requiring attention.
- **Automated Reports:** Once data entry is complete, the system generates a PDF service summary and sends it by email to the property or facility manager.
- **Centralized Records:** All reports, including chemical application logs, are stored in a secure database for easy retrieval.



www.RotoloConsultants.com
 Phone: (800) 641-2427

SERVICE REPORT

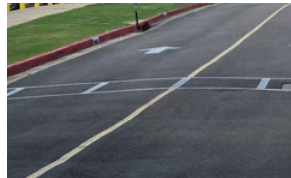
Property Name: GV Montgomery VA Medical Center
 Service Date: 08/03/2025

Completed Services

- Turf Mow
- String Trim/Edging
- Blow/Cleanup
- Litter/Debris Removal

Notes

Will send our crews back out 8/7 for irrigation check.




Powered by RCI Service NOW! — Ensuring every service is recorded, verified, and accessible when you need it.



Tab 4- Work Plan and Schedule: Operating Procedures- Quality Assurance Protocol

Quality Assurance: Our **Commitment** to Consistency & Care

At RCI, we are dedicated to ensuring that every property we service receives top-tier care and attention to detail. Our approach to quality assurance focuses on regular monitoring, proactive solutions, and open communication to keep landscapes healthy, beautiful, and functional year-round.

Regular Site Inspections

- Our supervisors perform **weekly** and **monthly** site inspections, ensuring that all work meets contract standards. During these visits, we assess everything from **mowing** and **pruning** to **irrigation performance** and **overall landscape health**.

Detailed Service Reports

- Using **RCI Service NOW!**, we document every service in real time and provide clients with post-service reports. These reports include **task summaries**, **photos of the serviced landscapes**, and **notes regarding your property**.

Proactive Issue Resolution

- Our team is trained to **promptly address concerns**, ensuring that minor property issues don't escalate into larger problems. Client feedback is integral to this process, and **we welcome open dialogue** to continuously improve our services.

Our **Promise** to Clients

At RCI, client satisfaction is our driving force. We build strong relationships by being available, responsive, and open in our communication. We see ourselves as partners in the care of your property, and we are committed to ensuring your experience with RCI is exceptional at every level. If an issue arises, we respond quickly and transparently—working with our clients to resolve it promptly and prevent it from happening again.

Why It Works

By combining expert oversight, responsive communication, and advanced tracking tools, RCI provides reliable and consistent service that our clients trust. Your satisfaction is at the core of everything we do, and we take pride in delivering landscapes that exceed expectations.

Hiring Approach

Rotolo Consultants, Inc. is a first-tier contractor providing opportunities for industry professionals to learn, grow, and thrive at work. We are positively impacting the commercial landscape industry through dynamic and consistent training and continued education. We focus on having vibrant company to employee relationships. Our recruiting team partners with local colleges and universities to create a pipeline for career placement with industry-relevant graduates. This process includes participation in locally hosted career days, college fairs, and involvement with the National Association of Landscape Professionals (NALP) organization. Following are some specifics relative to our staffing procedures:

RCI's Commitment to Employee Screening, Training, & Development

- **Drug Screening:** Initial testing and random checks throughout employment.
- **Motor Vehicle Record Check:** Ensures authorized drivers and assesses employment suitability.
- **E-Verify Compliance:** Fully compliant with E-Verify for employment eligibility verification.
- **New Employee Orientation:** Covers company policy, safety training, benefits, and management structure.
- **Ongoing Training:** Weekly safety meetings and training on equipment operation, chemical handling, vehicle safety, and job-specific hazards.
- **Equipment Training:** Hands-on training with project managers and safety directors ensures mastery and continuous learning in the field.
- **ExakTime:** RCI utilizes this geolocation-based time tracking app, allowing crews to clock in/out via smartphones (even offline), supervisors to manage check-ins and cost codes on-site, and managers to generate reports on job hours, work hours, and productivity.





Tab 4- Work Plan and Schedule: Operating Procedures- Safety ToolBox Talks

What is a Toolbox Talk?

A toolbox talk, is a short and informal safety discussion held among workers and management. It typically occurs at the worksite, often near the equipment and tools, and lasts 10 to 15 minutes. A toolbox talk aims to address specific safety issues or concerns relevant to the job and reinforce safe work practices. RCI's Corporate Safety Representative distributes weekly Toolbox Talk materials with sign in sheets to verify completion to all members of our organization on a weekly basis.

When Are They Done?

Toolbox talks are typically conducted before the start of a work shift or at the beginning of a specific task. They are often a daily or weekly routine, especially in high-risk industries like construction, manufacturing, and mining. These talks allow employees to prepare for their tasks mentally, highlight potential hazards, and set the tone for a safety-focused workday. Toolbox talks are particularly useful when introducing new equipment or procedures, as they help familiarize workers with any changes and potential risks.

Below is an example of a Toolbox Talk provided to all teams within our organization.

TOOLBOX TALKS

LIGHTNING STRIKES

Toolbox Talks are designed to promote safety discussions and best practices on the jobsite. To see more Toolbox Talks, please visit cat.com/toolboxtalks.

A single stroke of lightning can carry 125,000,000 volts (125,000 kilovolts) of electricity. More than 1000 people are injured by lightning in the United States each year. Here are some safety tips when you see lightning:

SEEK SHELTER

- For every 5 seconds you count, lightning is one mile away
- The safest location during lightning activity is in an enclosed building
- If outside, seek shelter in a ditch, cave or canyon
- If you are in a wooded area seek shelter in an area of shorter trees and crouch down away from the tree trunks
- Stay off and away from anything tall (i.e., rooftops, scaffolding, ladders, utility poles, etc.)
- Never use metal objects outside, such as tools, golf clubs, etc.

STAY IN YOUR VEHICLE

- If you are traveling and no external shelters are present, do not exit your vehicle
- The second safest location to be during lightning activity is in a fully enclosed hard topped car, truck, tractor, etc.
- Make sure all doors are closed and roll up all the windows
- Do not touch any metal parts of your vehicle
- Be sure to stop and park the vehicle (A lightning flash that hits your vehicle may startle you and cause temporary blindness resulting in an accident.)
- Refrain from using the radio and cell phone during a lightning storm

LIGHTNING STRIKES

- If you feel your skin tingling or your hair stands on end, a lightning strike may be about to happen, so take cover immediately
- Get as low to the ground as possible, but DO NOT LAY DOWN
- Crouch down on the balls of your feet with your feet together, hands over your head, and head down
- If someone is struck by lightning start cardiopulmonary resuscitation (CPR) immediately
- There is no danger to anyone helping a person who has been struck; no electrical charge remains

There are a lot of moving parts on the jobsite. To find a safety topic relevant to your operation, please visit cat.com/toolboxtalks.

Discussion Date: _____

Employee Participants: _____

The material in this document is provided for informational purposes only and not as a comprehensive or exhaustive resource on this topic. This material has been compiled from a multitude of sources believed to be accurate; however, Caterpillar Inc. assumes no responsibility for the accuracy or currency of this information and encourages you to consult experts in this area for more information. In no event does the content of this document supersede any applicable local, state or federal statutes or regulations.

TOOLBOX TALKS

LIGHTNING STRIKES

Toolbox Talks are designed to promote safety discussions and best practices on the jobsite. To see more Toolbox Talks, please visit cat.com/toolboxtalks.

Un solo rayo puede transportar 125,000,000 voltios (125,000 kilovolts) de electricidad. Más de 1,000 personas resultan heridas por rayos en Estados Unidos cada año. Aquí tienes algunos consejos de seguridad para cuando veas un rayo:

BUSCAR REFUGIO

- Por cada 5 segundos que cuentes, un rayo estará a una milla de distancia.
- El lugar más seguro durante la actividad eléctrica es un edificio cerrado.
- Si estás al aire libre, busca refugio en una zanja, cueva o cañón.
- Si estás en una zona boscosa, busca refugio en una zona con árboles bajos y agáchate lejos de los troncos.
- Mantente alejado de objetos altos (es decir, tejados, andamios, escaleras, postes de electricidad, etc.).
- Nunca uses objetos metálicos en el exterior, como herramientas, palos de golf, etc.

PERMANEZCA EN SU VEHÍCULO

- Si viaja y no hay refugios externos, no salga de su vehículo.
- El segundo lugar, lugar más seguro durante una tormenta eléctrica es un camión, tractor, etc., completamente cerrado y con techo rígido.
- Asegúrese de que todas las puertas estén cerradas y suba todas las ventanas.
- No toque ninguna parte metálica de su vehículo.
- Asegúrese de detenerse y estacionar el vehículo (un rayo que impacte su vehículo podría sobrecalentarlo y causar oqueros temporal, lo que podría provocar un accidente).
- Evite usar la radio y el teléfono celular durante una tormenta eléctrica.

CAÍDAS DE RAYO

- Si siente un hormigueo en la piel o se le erizan los pelos, es posible que esté a punto de caer un rayo, así que protéjase inmediatamente.
- Agáchese lo más posible, pero NO SE TUEQUE.
- Agáchese sobre las puntas de los pies con los pies juntos, las manos sobre la cabeza y la cabeza agachada.
- Si a alguien le cae un rayo, inicie la reanimación cardiopulmonar (RCP) inmediatamente.
- No hay peligro para nadie que ayude a una persona que ha sido alcanzada por un rayo; no queda carga eléctrica.

There are a lot of moving parts on the jobsite. To find a safety topic relevant to your operation, please visit cat.com/toolboxtalks.

Fecha de discusión: _____

Participantes empleados: _____

El material de este documento es proporcionado únicamente con fines informativos y no constituye un recurso exhaustivo sobre este tema. Este material se ha recopilado a partir de diversas fuentes que se consideran precisas, sin embargo, Caterpillar Inc. no asume ninguna responsabilidad por la exactitud ni la vigencia de esta información y le recomienda consultar con expertos en la materia para obtener más información. En ningún caso el contenido de este documento sustituye a las leyes o normativas locales, estatales o federales aplicables.

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English

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Spanish



Commitment to Safe & Sustainable Practices

RCI prioritizes safe, sustainable pest management strategies that protect people, landscapes, and the environment. Our Integrated Pest Management (IPM) approach minimizes chemical use by combining cultural, biological, physical, and chemical controls to manage pests effectively while reducing economic, health, and environmental risks.

This approach ensures:

- Compliance with USDA guidelines and all federal/state regulations.
- Licensed chemical technicians on every property, ensuring region-specific compliance.
- Transparent, documented application practices available for client review.

IPM Framework at RCI

Method	Purpose
Cultural Practices	Strengthen turf/plant health to reduce vulnerability to pests.
Biological & Genetic Agents	Use natural predators and resistant plant varieties to minimize infestations.
Physical Controls	Utilize barriers, traps, or manual removal where practical.
Selective Chemical Use	Apply pesticides only when necessary, targeting specific threats.

Result: Lower long-term maintenance costs, reduced environmental impact, and healthier landscapes.

Rigorous Compliance & Licensed Expertise

- **Licensed Technicians:** All pesticide applications are conducted by state-licensed commercial chemical applicators.
- **Regional Compliance:** RCI strictly adheres to all local, state, and federal pesticide regulations unique to each region and property under our care.
- **Strict PPE & Label Compliance:** All spray technicians wear protective equipment and follow EPA-approved label instructions.
- **Detailed Recordkeeping:** Clients receive a written record of every pesticide application, including product, rate, location, timing, and justification.
- **Inspection Ready:** Records are maintained for on-demand audits by state and federal agencies.

Building Expertise & Ensuring Safety

RCI invests heavily in staff development to ensure client confidence and regulatory compliance.

Training Component	Details
Initial Training	Classroom instruction + safety certification prior to field assignment.
One-Year Apprenticeship	Field experience under licensed supervision.
Certification	National Pesticide Applicator Certification Core Manual + state licensure.
Continuing Education	Seminars through cooperative extensions and state agriculture agencies.

Why This Matters for Clients

- ✓ **Licensed Professionals** – Every application performed by certified chemical technicians.
- ✓ **Regulatory Confidence** – Compliance with the highest federal, state, and property-specific standards.
- ✓ **Sustainability** – Reducing pesticide use through proactive, environmentally sound strategies.
- ✓ **Transparency** – Every application documented, every step accountable.





Appendix: Required Submittal Materials



Awards

Top Workplaces

RCI has placed in The Times-Picayune Top Workplaces for the last decade. Through a partnership with the Philadelphia-based employee research and consulting firm Energage, employee surveys were conducted to assess the top workplaces. Top companies possess three traits: they celebrate good news, give employees a voice, and make "people-informed" decisions.

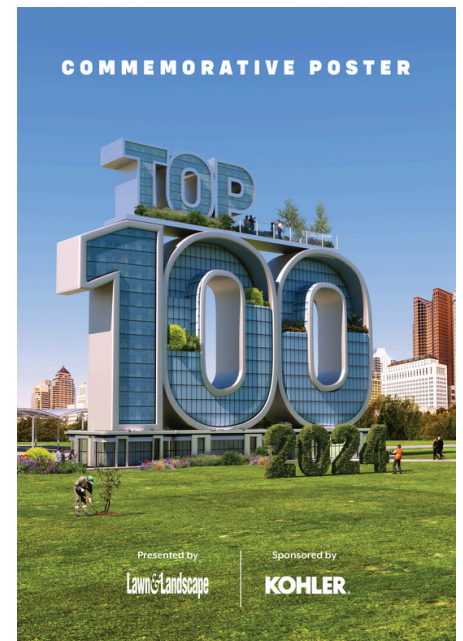


ENR Top 600 Specialty Contractors

Companies that make this list are ranked according to construction revenue in millions from specialty contracting in a prime or subcontracting capacity. RCI is proud to rank 459 in 2024 and ranks consistently each and every year.

Top 100 Commercial Landscape Companies in the U.S. and Canada

This list is comprised of companies from the U.S. as well as Canada. Rankings are based on yearly revenue from the previous year sourced from landscape profit centers. RCI consistently ranks among the top companies listed.



Pictured: A reel-mowed soccer field in **The Woodlands Township**—home of the 2025 TRAPS Texas Gold Medal Award for excellence in parks and recreation.



To explore recent project highlights, company news,
and ongoing developments at RCI, please visit our
website:



Plant Talk with RCI's Horticulturist, Russell Harris

Cultivating Excellence: Meet RCI's Horticulturist, Russell Harris. Spring is a season of vibrant growth—and at RCI, we're proud to have a seasoned horticulturist like Russell Harris guiding our approach to color, texture, and plant health across the landscapes we design and maintain. With years of

[READ MORE](#)



Celebrating Earth Day and Arbor Day

At RCI, we understand the importance of sustainability, both for the environment and for our communities. As we celebrate Earth Day and Arbor Day this April, we reflect on how we integrate eco-friendly practices into our landscaping services and the critical role trees play in enhancing both the

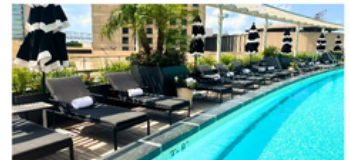
[READ MORE](#)



Transforming LSU's Aquatic Facilities

Our role in this large-scale project was to install key landscaping and hardscaping elements that seamlessly integrate with LSU's existing campus while ensuring functionality, safety, and aesthetic appeal.

[READ MORE](#)



Luxury Meets Landscape: Four Seasons Hotel New Orleans

At the Four Seasons New Orleans, the thoughtfully curated outdoor spaces invite guests to immerse themselves in the city's charm while enjoying a tranquil, luxurious atmosphere.

[READ MORE](#)



Get to Know Your RCI Landscape Designers: Manny Lopez and Allen Worthington

At RCI, our landscape designers bring more than just technical skills to the table—they bring passion, creativity, and a deep respect for the environments they shape. Two of our talented designers, Manny Lopez and Allen Worthington, took time to share their journey into landscape

[READ MORE](#)



Why Hiring a Landscape Architect is Essential for Your Commercial or Public Space

When planning a commercial or public space, the landscape plays a crucial role in setting the tone, enhancing functionality, and ensuring the long-term sustainability of the environment. Whether it's an office park, a public plaza, or a commercial retail development, the expertise of a landscape architect

[READ MORE](#)



Transforming Your Commercial Properties with Beautiful and Functional Hardscapes

Hardscapes, which include elements such as patios, walkways, retaining walls, and seating areas, define the structure of your landscape, enhancing both aesthetics and usability.

[READ MORE](#)



The Benefits of Smart Irrigation in Commercial Landscaping

Investing in a smart irrigation system is a win-win for commercial properties looking to reduce water usage, cut costs, and promote sustainability.

[READ MORE](#)



Behind the Design: Q&A with RCI's Landscape Architects

Celebrating National Landscape Architecture Month. At RCI, our landscape architecture team is the creative force behind some of the most dynamic outdoor environments across the Gulf Coast. In celebration of National Landscape Architecture Month, we caught up with two of our talented

[READ MORE](#)



Celebrating Landscape Architecture Month at RCI: Insights from Gene Peters, Director of Landscape Architecture

As we celebrate National Landscape Architecture Month this April, RCI is proud to highlight our talented team of landscape architects and designers who work tirelessly to create exceptional outdoor spaces. In this post, we sit down with Gene Peters, our Director of Landscape Architecture, to learn

[READ MORE](#)



Complicated in the Big Easy

The transformation of the World Trade Center into a luxury property was a huge undertaking, to say the least—the project cost more than \$500 million and took more than three years to complete.

[Continue reading](#)



Did you know that May is National ALS Awareness Month?

RCI had the exciting opportunity to partner with Ochsner to spread ALS awareness and support through the planting of a special garden at their main campus in New Orleans.

[Continue reading](#)

The Right People. The Right Attitude. The **RCI Difference**.

RCI has always operated under the philosophy that we must expect more from ourselves than any client ever would. We know from the start what a truly extraordinary project should look like, and we work tirelessly with our clients to achieve the highest standards.

The Rotolo family has assembled a team that shares our passion for providing the best possible service. When we hire, we are not just looking for the right experience or the right skill set. We are looking for the right attitude. The result: Our team members are willing to put in the hard work and long hours needed to deliver the highest level of quality on remarkably complex projects under the most demanding schedules. Thanks to this dedication, our clients come back to us again and again.

What we have done for our clients, we can do for you. There is an art to creating a stunning outdoor environment - just as there is an art to building a dedicated, expert team with the skills and drive to deliver a flawless finished product.

We place the highest priority on attracting and hiring the very best people to serve you. While many of our core employees have been with us for years, we actively recruit and hire fresh talent - whether it is the bright new college graduate or someone with 30 years experience. Above all, we look for an enthusiastic, determined outlook. We know that with the right attitude, we can accomplish anything for you!



REFERENCE

Reference For (Firm/Company): Rotolo Consulting, Inc

Company & Person Completing Reference: (Company & First and Last Name of Person Completing this Form):

Company Name: City of St. Cloud

First Name, Last Name: Jaime Morales

PHONE #: 407-957-7125 Email: _____

1. Describe the work contracted to firm/company.

Mowing, edging, blowing for ROWs and dedicated areas throughout the City of St. Cloud. ~12-15 acres

2. Was the work completed on time?

Yes

3. Were you satisfied with the final results?

Yes

4. Did you implement their recommendations?

Yes, spraying for ornamental grasses

5. Did you encounter any problems?

No

6. How would you rate the company on a scale of 1 to 5 (low to high) on the following:

Professionalism	<u>5</u>
Qualifications	<u>5</u>
Final Product	<u>4</u>
Cooperation	<u>5</u>
Reliability	<u>5</u>

7. Would you contract with this company again?

Yes X No _____ Maybe _____

Hernando County Use Only

Reference checked by: Julie Cull

Date: 6/30/2024

REFERENCE

Reference For (Firm/Company): Rotolo Consulting, Inc

Company & Person Completing Reference: (Company & First and Last Name of Person Completing this Form):

Company Name: Heidt Design

First Name, Last Name: Patricia Castellano

PHONE #: 850-387-1510 Email: _____

1. Describe the work contracted to firm/company.

Installation of sod & plants on landscape design projects. Maintained project until turnover of property.

2. Was the work completed on time?

Yes

3. Were you satisfied with the final results?

Yes

4. Did you implement their recommendations?

Suggested alternative plants, sod of designated ones were not available. Went with suggestions most times.

5. Did you encounter any problems?

No

6. How would you rate the company on a scale of 1 to 5 (low to high) on the following:

Professionalism	<u>5</u>
Qualifications	<u>5</u>
Final Product	<u>5</u>
Cooperation	<u>5</u>
Reliability	<u>5</u>

7. Would you contract with this company again?

Yes X No _____ Maybe _____

Hernando County Use Only

Reference checked by: Julia Cull

Date: 12/30/2006

REFERENCE

Reference For (Firm/Company): Rotolo Consultants, Inc.

Company & Person Completing Reference: (Company & First and Last Name of Person Completing this Form):

Company Name: Mississippi DOT

First Name, Last Name: Johnny Shields

PHONE #: 662-842-1122 Email: jwshields@mdot.ms.gov

1. Describe the work contracted to firm/company.

Rotolo Consultants has performed multiple mowing and litter removal services for District 1 of MDOT across multiple counties on a substantial network of state routes, US routes, and Interstate routes, all of which are high-visibility, high-traffic roadways. Rotolo currently mows approximately 25,000 acres per year in District 1.

2. Was the work completed on time?

Yes

3. Were you satisfied with the final results?

Yes

4. Did you implement their recommendations?

N/A

5. Did you encounter any problems?

None

6. How would you rate the company on a scale of 1 to 5 (low to high) on the following:

Professionalism	<u>5</u>
Qualifications	<u>5</u>
Final Product	<u>5</u>
Cooperation	<u>5</u>
Reliability	<u>5</u>

7. Would you contract with this company again?

Yes X No _____ Maybe _____

Hernando County Use Only

Reference checked by: Julie Crull

Date: 06/29/2026

HERNANDO COUNTY EMPLOYMENT DISCLOSURE CERTIFICATION STATEMENT

6/1/2026
(date)

Hernando County
Purchasing and Contracts Department
15470 Flight Path Drive
Brooksville, FL 34604

The undersigned certifies that to the best of his/her knowledge:

Is any officer, partner, director, proprietor, associate or member of the business entity a former employee of Hernando County within the last two (2) years? No ☒ Yes ☐

Is any officer, partner, director, proprietor, associate or member of the business entity a relative or member of the household of a current Hernando County employee that had or will have any involvement with this procurement or contract authorization?

No ☒ Yes ☐

If the answer to either of the above questions is "Yes", complete the "Relatives and Former Hernando County Employees - Roles and Signatures" table (Part A and/or Part B, as applicable).

Bidder:

maintenance@rotoloconsultants.com
(Email address)

 CFO
(Signature required)

Brian Rotolo
(Print name)

Chief Financial Officer
(Print title)

38001 Brownsvillage Road, Slidell, LA 70460
(Address)

(800) 641-2427
(Phone)

(985) 643-2691
(Fax)

72-1285529
(Federal Taxpayer ID Number)

Relatives and Former Hernando County Employees – Roles and Signatures

Part A: Employees that left Hernando County in the last two years.

Employee Name/Signature	Job Performed for Hernando County	Current Role with Business Entity	Date Left Hernando County
Name: _____ Sign: _____ - Involved with this procurement on behalf of Hernando County? No ☐ Yes ☐ - Involved with proposal development for this procurement? No ☐ Yes ☐			
Name: _____ Sign: _____ - Involved with this procurement on behalf of Hernando County? No ☐ Yes ☐ - Involved with proposal development for this procurement? No ☐ Yes ☐			
Name: _____ Sign: _____ - Involved with this procurement on behalf of Hernando County? No ☐ Yes ☐ - Involved with proposal development for this procurement? No ☐ Yes ☐			

Part B: Identify officers, partners, directors, proprietors, associates or members of the business entity that are relatives or members of the household of Hernando County employees currently working for Hernando County, if Hernando County employee had or will have any involvement with this procurement of contract.

Firm Officer, Partner, Director, Proprietor, Associate or Member Name	Name and Relationship of Relative or Member of Household Employed at Hernando County	Role at Hernando County	Hernando County employee's Role with this Procurement

(Make copies of this form as needed to list additional employees.)

This document should be completed and returned with your submittal.

Anti-Human Trafficking Affidavit

In compliance with Fla. Stat. § 787.06(13), this affidavit must be completed by an officer or representative of a nongovernmental entity that is executing, renewing, or extending a contract with Hernando County or any of its subordinate units (the "Governmental Entity").

1. My name is Brian Rotolo and I am over eighteen years of age. The following information is given from my own personal knowledge.
2. I am an officer or representative with Rotolo Consultants, Inc., a non-governmental entity (the "Nongovernmental Entity"). I am authorized to provide this affidavit on behalf of Nongovernmental Entity.
3. Neither Nongovernmental Entity, nor any of its subsidiaries or affiliates, uses *coercion* for *labor* or *services*, as such italicized terms are defined in Fla. Stat. § 787.06, as it may be amended from time to time.
4. If, at any time in the future, Nongovernmental Entity does use coercion for labor or services, Nongovernmental Entity will immediately notify Governmental Entity and no contracts may be executed, renewed, or extended between the parties.
5. This declaration is made pursuant to Fla. Stat. § 92.525. I understand that making a false statement in this declaration may subject me to criminal penalties.

Under penalties of perjury, I Brian Rotolo, declare that I have read the foregoing Anti-Human Trafficking Affidavit and that the facts stated in it are true.

FURTHER AFFIANT SAYETH NAUGHT.

Rotolo Consultants, Inc.
Name of Nongovernmental Entity

Brian Rotolo
Printed Name of Affiant

Chief Financial Officer
Title of Affiant


Signature of Affiant

6/1/2026
Date