

**RESOLUTION No. 23-05**

**A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AWARDED INVITATION TO BID #2022-25 “FLOATING DEBRIS REMOVAL SERVICES” TO SFM LANDSCAPE SERVICES LLC, THE LOWEST, MOST RESPONSIVE AND RESPONSIBLE BIDDER; APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH SFM LANDSCAPE SERVICES LLC IN AN AMOUNT NOT TO EXCEED \$157,926.00; AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO AN AGREEMENT WITH THE NEXT LOWEST BIDDER IF AN AGREEMENT CAN NOT BE NEGOTIATED WITH SFM LANDSCAPE SERVICES LLC; AND AUTHORIZING THE CITY MANAGER TO EXPEND BUDGETED FUNDS ON BEHALF OF THE CITY IN FURTHERANCE HEREOF; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, to comply with the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System Permit (MS4 Permit) and the National Flood Insurance Program Community Rating System (CRS), municipalities are required to implement numerous best management practices (BMPs) to prevent water pollution resulting from stormwater runoff; and

**WHEREAS**, one of the required practices is the cleaning of the canal system within the City’s jurisdiction; and

**WHEREAS**, ITB #2022-25 was issued on August 29, 2022, to solicit bids from interested parties for the provision of floating debris removal services for the secondary canal systems within city limits; and

**WHEREAS**, upon completion of Procurement staff’s review, SFM Landscape Services LLC. (the “Contractor”) was deemed the lowest responsive, responsible bidder; and

**WHEREAS**, a copy of Contractor’s Bid Submittal, which includes the “Professional Service Agreement”, the ITB Inventory, and Bid Tabulation are all attached as Exhibit “A”, which is incorporated herein and made a part hereof by this reference; and

**WHEREAS**, staff has recommended that the Mayor and the City Councilmembers award the ITB to the Contractor, approve the Professional Service Agreement (“Agreement”) with the Contractor in a not to exceed amount of \$157,926.00, and authorize the City Manager to execute the Agreement and expend budgeted funds in furtherance hereof; and

**WHEREAS**, funding for this Agreement is budgeted in the current Fiscal Year and will be budgeted in subsequent Fiscal Years in the Public Works Stormwater Fund – “Contractual Services”, Account No. 401.80005.500340.

**NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL AS FOLLOWS:**

**Section 1. Recitals.** The above recitals are true and correct and incorporated herein.

**Section 2. Approval.** The Agreement between the City and Contractor for the Project, in substantially the form provided in Exhibit “A”, in the amount of \$157,926.00, is hereby approved.

**Section 3. Authorization.** The City Manager is authorized to execute the Agreement and expend budgeted funds on behalf of the City in furtherance hereof. The City Manager is further authorized to negotiate and enter into an agreement with the next highest ranked firm, if an agreement cannot be entered into with Contractor, provided the next bidder accepts the contract amount approved above.

**Section 4. Implementation.** The City Manager and the City Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and the provisions of this Resolution.

**Section 5. Effective Date.** This Resolution shall take effect immediately upon adoption.

The foregoing Resolution was offered by Vice Mayor Pineyro who moved its adoption. The motion was seconded by Councilmember Puig-Corve and upon being put to a vote, the vote was as follows:

Mayor Christi Fraga	Yes
Vice Mayor Rafael Pineyro	Yes
Councilwoman Digna Cabral	Yes
Councilwoman Maureen Porras	Yes
Councilman Oscar Puig-Corve	Yes

PASSED AND ADOPTED this 11 day of January, 2023.



CHRISTI FRAGA, MAYOR

ATTEST:



CONNIE DIAZ, MMC  
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY  
FOR THE USE AND RELIANCE OF THE CITY OF DORAL ONLY:



LUIS FIGUEREDO, ESQ.  
CITY ATTORNEY

# EXHIBITS

**PROFESSIONAL SERVICES AGREEMENT BETWEEN  
THE CITY OF DORAL  
AND  
SFM Landscape Services LLC  
FOR  
ITB 2022-25 Floating Debris Removal Services**

**THIS AGREEMENT** is made between **SFM Landscape Services LLC**, an active, for-profit Florida corporation, (hereinafter the “Provider”), and the **CITY OF DORAL, FLORIDA**, a Florida municipal corporation, (hereinafter the “City”).

**WHEREAS**, the Provider and City, through mutual negotiation, have agreed upon a scope of services, schedule, and fee to PROVIDE DLOATING DEBRIS REMOVAL SERVICES FOR THE CITY OF DORAL ALONG THE SECONDARY CANAL SYSTEM (the “Project”); and

**WHEREAS**, the Project would commence upon approval of the agreement at the **January 11, 2023** City Council Meeting and the Project would be completed within the contract period of two initial two (2) year periods with the option to renew for an additional two (2) one-year periods; and

**WHEREAS**, the City Council approved staff’s recommendation during its **January 11, 2023** Regular Council Meeting via Resolution No. ~~XX-XX~~ and authorized the City Manager to enter into an agreement on behalf of the City with SFM Landscape Services LLC.

**WHEREAS**, the Provider and City, through mutual negotiation, have agreed on the terms and conditions in this Agreement for the provision of services.

**WHEREAS**, the City desires to engage the Contractor to perform the services specified below.

1. **Scope of Services/Deliverables.**

1.1 The Provider shall furnish professional services to the City as set forth in the Scope of Services, attached hereto as **Exhibit “A”**, which is incorporated herein and made a part hereof by this reference.

1.2 The “Scope of Services” includes a Schedule for the Service which includes a breakdown of tasks, timeline and deliverables to the City.

2. **Term/Commencement Date.**

2.1 This Agreement shall become effective upon execution by both parties and shall remain in effect through the initial two (2) year contract time, unless earlier terminated in accordance with Paragraph 8. Continuation of the Agreement beyond the initial term, for two one-year options may be exercised by the City, and not a right of the Provider. The City Manager may extend the term of this Agreement by written notice to the Consultant.

2.2 Provider agrees that time is of the essence and Provider shall complete each deliverable for the Service within the timeframes set forth in the Schedule, unless extended by the City Manager.

3. **Compensation and Payment.**

3.1 The Provider shall be compensated in the following manner:

3.1.1 The Public Works Director or his designated representative must approve the work and related costs prior to the commencement of work by the issuance of a Work Order. The City will determine if the completed work is acceptable.

3.1.2 If the work does not meet the City requirements, SFM Landscape Services LLC must take whatever remedial action is necessary to meet the requirements. Work determined to be defective will be remedied by the contractor at no additional cost to the City within a period of 24 hours.

3.1.3 Upon satisfactory completion of specified and authorized work as determined by the sole discretion of the City, SFM Landscape Services LLC shall invoice the City the fees associated with the work in accordance with the fees specified in Exhibit "A". Any services or equipment not specified in Exhibit "A" shall be treated as a change order and must be approved in writing by the City prior to commencement of the work.

3.1.4 SFM Landscape Services LLC shall invoice the City by the first Friday of each month the completed Application for Payment for the previous period. If the City Manager in his/her sole discretion determines that the work has been performed according to the job specifications, the City shall pay such invoice within thirty (30) days.

3.1.5 SFM Landscape Services LLC invoice shall include a complete breakdown of the work order components, the quantities of material used and installed, and the amount due and other supporting documentation as may be required by the Contract documents or the City for approval.

3.1.6 SFM Landscape Services LLC agrees to charge the City a monthly fee reflected under Exhibit "A" for the Floating Debris Removal Services.

3.2 The City shall pay Provider in accordance with the Florida Prompt Payment Act.

3.3 If a dispute should occur regarding an invoice submitted, the City Manager may withhold payment of the disputed amount and may pay the Provider the

undisputed portion of the invoice. Upon written request of the Finance Director, the Provider shall provide written documentation to justify the invoice. Any compensation disputes shall be decided by the City Manager whose decision shall be final.

4. **Sub-providers.**

4.1 The Provider shall be responsible for all payments to any sub-providers and shall maintain responsibility for all work related to the Service.

4.2 Any sub-providers used on the Service must have the prior written approval of the City Manager or his designee.

5. **Provider's Responsibilities.**

5.1 The Provider shall exercise the same degree of care, skill and diligence in the performance of the Service as is ordinarily provided by the provider under similar circumstances. The City in no way assumes or shares any responsibility or liability of the Provider or Sub Provider under this agreement.

6. **Conflict of Interest.**

6.1 To avoid any conflict of interest or any appearance thereof, Provider shall not, for the term of this Agreement, represent any private sector entities (developers, corporations, real estate investors, etc.), with regard to any City related matter.

7. **Termination.**

7.1 The City Manager for any reason may terminate this Agreement upon thirty (30) days written notice to the Provider, or immediately with cause, with cause. Cause for purposes of this Agreement shall be defined as: a material breach of this Agreement which Provider fails to cure within five (5) days of receiving notice from the City of such breach; a failure on the part of Provider to adhere to the City's reasonable requests regarding the objectives of this Agreement; and/or any act or omission of Provider that constitutes a violation of Federal, State, County, or City Law.

7.2 Upon receipt of the City's written notice of termination, Provider shall stop work on the project.

7.3 In the event of termination by the City, the Provider shall be paid for all work accepted by the City Manager up to the date of termination, provided that the Provider has first complied with the provisions of Paragraph 7.4.

7.4 The Provider shall transfer all books, records, reports, working drafts, documents, and data pertaining to the Project to the City, in a hard copy and electronic format

specified by the City within 14 days from the date of the written notice of termination or the date of expiration of this Agreement.

- 7.5 If the Provider wishes to terminate this Agreement, it must provide the City with sixty (60) days written notice. Failure to provide the City with such days written notice may result in the Provider being unable to do business with the City in the future.

8. **Insurance.**

8.1 The Provider shall secure and maintain throughout the duration of this Agreement professional liability, medical and/or commercial insurance of such type and in such amounts as required by Exhibit "B". The insurance carrier shall be qualified to do business in the State of Florida and have agents upon whom service of process may be made in the State of Florida.

8.2 Certificates of Insurance shall be provided to the City at the time of execution of this Agreement and certified copies provided if requested. The City further reserves the right to solicit additional coverage, or require higher limits of liability as needed, and depending on the nature of scope, or level of exposure.

9. **Nondiscrimination.**

9.1 During the term of this Agreement, Provider shall not discriminate against any of its employees or applicants for employment because of their race, color, religion, sex, or national origin, and to abide by all Federal and State laws regarding nondiscrimination

10. **Attorneys' Fees and Waiver of Jury Trial.**

10.1 In the event of any litigation arising out of this Agreement, each party shall be responsible for their attorneys' fees and costs, including the fees and expenses of any paralegals, law clerks and legal assistants, and including fees and expenses charged for representation at both the trial and appellate levels.

10.2 In the event of any litigation arising out of this Agreement, each party hereby knowingly, irrevocably, voluntarily and intentionally waives its right to trial by jury.

11. **Indemnification.**

11.1 Provider shall indemnify, and hold harmless the City, its officers, agents and employees, from and against any and all demands, claims, losses, suits, liabilities, causes of action, judgment or damages, arising out of, related to, or any way connected with Provider's performance or non-performance of any provision of this Agreement including, but not limited to, liabilities arising from contracts

between the Provider and third parties made pursuant to this Agreement. Provider shall reimburse the City for all its expenses including reasonable attorneys' fees and costs incurred in and about the defense of any such claim or investigation and for any judgment or damages arising out of, related to, or in any way connected with Provider's performance or non-performance of this Agreement.

11.2 The provisions of this section shall survive termination of this Agreement.

11.3 Ten dollars (\$10) of the payments made by the City constitute separate, distinct, and independent consideration for the granting of this indemnification, the receipt and sufficiency of which is voluntary and knowingly acknowledged by the Provider.

12. **Notices/Authorized Representatives.**

12.1 Any notices required by this Agreement shall be in writing and shall be deemed to have been properly given if transmitted by hand-delivery, by registered or certified mail with postage prepaid return receipt requested, or by a private postal service, addressed to the parties (or their successors) at the following addresses:

For the City: Barbara Hernandez  
City Manager  
City of Doral, Florida  
8401 NW 53<sup>rd</sup> Terrace  
Doral, Florida 33166

With a Copy to: Luis Figueredo, ESQ.  
City Attorney  
City of Doral, Florida  
8401 NW 53<sup>rd</sup> Terrace  
Doral, FL 33166

For the Provider: Christian Infante  
President  
SFM Landscape Services LLC  
9700 NW 79 Avenue  
Hialeah Gardens, FL 33016

13. **Governing Law.**

13.1 This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. Exclusive venue for any litigation arising out of this Agreement shall be in Miami-Dade County, Florida.

14. **Entire Agreement/Modification/Amendment.**

14.1 This writing contains the entire Agreement of the parties and supersedes any prior oral or written representations. No representations were made or relied upon by either party, other than those that are expressly set forth herein.

14.2 No agent, employee, or other representative of either party is empowered to modify or amend the terms of this Agreement, unless executed with the same formality as this document.

15. **Ownership and Access to Records and Audits.**

15.1 All records, books, documents, maps, data, deliverables, papers and financial information (the "Records") that result from the Provider providing services to the City under this Agreement shall be the property of the City.

15.2 The City Manager or his designee shall, during the term of this Agreement and for a period of three (3) years from the date of termination of this Agreement, have access to and the right to examine and audit any Records of the Provider involving transactions related to this Agreement.

15.3 The City may cancel this Agreement for refusal by the Provider to allow access by the City Manager or his designee to any Records pertaining to work performed under this Agreement that are subject to the provisions of Chapter 119, Florida Statutes.

16. **Nonassignability.**

16.1 This Agreement shall not be assignable by Provider. The City is relying upon the apparent qualifications and personal expertise of the Provider, and such firm's familiarity with the City's area, circumstances and desires.

17. **Severability.**

17.1 If any term or provision of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each remaining term and provision of this Agreement shall be valid and be enforceable to the fullest extent permitted by law, provided the severance of any term does not result in interest on any Bonds issued to finance the Fields being includable in gross income for federal tax purposes.

18. **Independent Contractor.**

18.1 The Provider and its employees, volunteers and agents shall be and remain independent contractors and not agents or employees of the City with respect to all of the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be construed to create a partnership, association or any other kind of joint undertaking, enterprise or venture between the parties.

18.2 The Provider agrees that it will not take any Federal tax position inconsistent with it being a service provider.

19. **Compliance with Laws.**

19.1 The Provider shall comply with all applicable laws, ordinances, rules, regulations, and lawful orders of public authorities relating to the Service.

20. **Waiver**

20.1 The failure of either party to this Agreement to object to or to take affirmative action with respect to any conduct of the other which is in violation of the terms of this Agreement shall not be construed as a waiver of the violation or breach, or of any future violation, breach or wrongful conduct.

21. **Survival of Provisions**

21.1 Any terms or conditions of either this Agreement that require acts beyond the date of the term of the Agreement, shall survive termination of the Agreement, shall remain in full force and effect unless and until the terms or conditions are completed and shall be fully enforceable by either party.

22. **Prohibition of Contingency Fees.**

22.1 The Provider warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Provider, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person(s), company, corporation, individual or firm, other than a bona fide employee working solely for the Provider, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

23. **Counterparts**

23.1 This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterpart shall constitute one and the same instrument.

24. **Interpretation.**

24.1 The language of this Agreement has been agreed to by both parties to express their mutual intent and no rule of strict construction shall be applied against either party hereto. The headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement. All personal pronouns used in this Agreement shall include the other gender, and

the singular shall include the plural, and vice versa, unless the context otherwise requires. Terms such as “herein,” “hereof,” “hereunder,” and “hereinafter” refer to this Agreement as a whole and not to any particular sentence, paragraph, or section where they appear, unless the context otherwise requires. Whenever reference is made to a Section or Article of this Agreement, such reference is to the Section or Article as a whole, including all of the subsections of such Section, unless the reference is made to a particular subsection or subparagraph of such Section or Article.

24.2 Preparation of this Agreement has been a joint effort of the City and Provider and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than any other.

25. **Discretion of City Manager.**

25.1 Any matter not expressly provided for herein dealing with the City or decisions of the City shall be within the exercise of the reasonable professional discretion of the City Manager.

26. **Third Party Beneficiary**

26.1 Provider and the City agree that it is not intended that any provision of this Agreement establishes a third-party beneficiary giving or allowing any claim or right of action whatsoever by any third party under this Agreement.

27. **No Estoppel**

27.1 Neither the City’s review, approval and/or acceptance of, or payment for services performed under this Agreement shall be construed to operate as a waiver of any rights under this Agreement of any cause of action arising out of the performance of this Agreement, and Provider shall be and remain liable to the City in accordance with applicable laws for all damages to the City caused by Provider’s negligent performance of any of the services under this Agreement. The rights and remedies provided for under this Agreement are in addition to any other rights and remedies provided by law.

**IN WITNESS WHEREOF**, the parties execute this Agreement on the respective dates under each signature: The City, signing by and through its City Manager, attested to by its City Clerk, duly authorized to execute same and by Provider by and through its Principal, whose representative has been duly authorized to execute same.

Attest:

**CITY OF DORAL**

\_\_\_\_\_  
Connie Diaz  
City Clerk

By: \_\_\_\_\_  
Barbara Hernandez  
City Manager

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

Approved As To Form and Legal Sufficiency for the Use  
And Reliance of the City of Doral Only:

**PROVIDER**

\_\_\_\_\_  
Luis Figueredo, ESQ.

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**EXHIBIT "A"**  
**SOLICITATION**



# **SFM Landscape Services, LLC. Proposal for City of Doral ITB 2022-25 Floating Debris Removal Services**



Submitted by:  
Christian Infante, President  
SFM Landscape Services, LLC.  
9700 N.W. 79<sup>th</sup> Avenue  
Hialeah Gardens, FL 33016  
cinfante@sfmsservices.com  
Ph. 305.818.2424  
Fx. 305.818.3510

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## 2. LETTER OF INTENT



Thursday, September 29, 2022

Kevin Salazar  
City of Doral - Procurement  
8401 NW 53 Terrace  
Doral, FL 33166

Dear Mr. Salazar and Members of the Evaluation Committee:

SFM Landscape Services, LLC., appreciates the opportunity to submit a proposal to the City of Doral in response to ITB 2022-25 Floating Debris Removal Services. SFM is a local, minority, family-owned and operated company headquartered in Miami-Dade County. As you may know, SFM currently provides right-of-way maintenance services and was the contractor for the Floating Debris Removal Services contract from 2012 to 2019. Enclosed, you will find information on our firm that will demonstrate why we are the right choice for the City of Doral.

SFM provides custom maintenance services tailored to the individual needs and goals of our clients. Servicing South Florida since 1972, SFM is recognized for its exceptional landscape maintenance, installation, and arbor care services, and disaster recovery services.

SFM has the experience, personnel, equipment, and resources to not only meet, but exceed target goals. SFM President Christian Infante is an ISA Certified Arborist, holds a Broward County Class A Tree Trimmer License and is a certified Traffic Control Supervisor (MOT). General Manager, Mario Cantero is a FNGLA Certified Horticultural Professional and licensed Commercial Pesticide Applicator. The SFM team uses the best horticultural management practices possible.

SFM understands the Scope of Work and is fully committed to perform floating debris removal services in a professional and timely manner. If you have any questions regarding this proposal, you may contact me directly at (305) 525.9442 or email [cinfante@sfmtservices.com](mailto:cinfante@sfmtservices.com).

Respectfully Submitted,

*Christian Infante*

President

### 3. FIRM QUALIFICATIONS & EXPERIENCE

***Our History...*** For more than 40 years, the eyes of the world were set on Miami's Orange Bowl Stadium. The manicured lawns and impeccably clean venue set the spotlight for some of the cities' most memorable events. Since 1972, the company responsible for keeping the facility looking its best, has been SFM Services, Inc. Although the Orange Bowl closed its doors in 2007, SFM Services continues its mission of making South Florida's most notable locations and memorable events look their best.



**Years Serviced: 1972 to 2007**

#### ***We are proud of our client retention:***

- City of Miami Beach since 2009
- Baptist Health South Florida since 2015
- Town of Miami Lakes since 2003
- City of Coral Gables since 2001

SFM is a “one-stop shop” for municipalities and commercial businesses to outsource the necessary services to maintain a clean and safe environment for its residents, tourists, and business community. SFM is not your typical landscape company. Our company has the experience, talent, and practices of a national firm, but the service and area knowledge of a local company dedicated to its clients and client needs. We offer a unique blend service including but not limited to:

- ✓ Disaster Recovery Services
- ✓ Landscape Design & Installation
- ✓ Tree Trimming, Pruning, Removal
- ✓ Stump Grinding
- ✓ Litter Control
- ✓ Street Sweeping & Canal Maintenance
- ✓ Comprehensive Janitorial Services
- ✓ Comprehensive Landscape Services

SFM's headquarters are located in Miami-Dade County. Our facility has approximately 9,000 square feet of office space, 15,000 square feet of warehouse space, and close to 3 acres of land. That, plus access to the latest equipment and a fleet of over 100 vehicles sets us apart from the rest. SFM has 3 full-time mechanics to service our entire fleet year-round. Additionally, SFM has a Broward Branch centrally located in the City of Margate.

SFM is known for its local employment opportunities throughout Miami-Dade and Broward County. With nearly 1,000 employees currently on payroll in South Florida, we are truly a Miami “Hometown” business that continuously gives back to our local community. Just last year, SFM was named a Sun Sentinel Top Workplace!



#### **The Right Choice**

SFM has proven through our capabilities and wherewithal to be a professional, reliable, and competent contracting partner. SFM has the experience, qualifications and most importantly, the commitment to service The City of Doral. We enforce a drug free policy, and all employees are bonded and go through a criminal background check. **SFM is confident that we are the right choice for The City of Doral.**

**SFM Landscape** is the premier landscaping company in South Florida. Our Team is equipped with a vast knowledge in horticulture. SFM Services is part of FNGLA, ISA, TCIA, and ATSSA for Safer Roads. We are also FDOT pre-qualified.

SFM President Christian Infante is an ISA Certified Arborist, holds a Broward County Class A Tree Trimmer License and is a certified Traffic Control Supervisor. General Manager, Mario Cantero is a FNGLA Certified Horticultural Professional and licensed Commercial Pesticide Applicator.



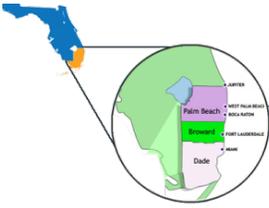
The SFM team uses the best horticultural management practices possible. SFM employees receive continued education through their involvement in the following leading industry associations:

- Florida Nursery, Growers & Landscape Association (FNGLA)
- International Society of Arboriculture (ISA)
- Tree Care Industry Association. (TCIA)
- American Public Works Association (APWA)
- American Traffic Safety Services Association (ATSSA)



SFM has experience providing year-round landscape maintenance services, and tree trimming & removal services to some of South Florida's most prominent medical and educational facilities such as Baptist Health South Florida, Broward Health, Miami-Dade College, and the Miami-Dade County School Board. Some of our most notable clients from the public sector include:

- |                        |                           |
|------------------------|---------------------------|
| • City of Doral        | • Village of Key Biscayne |
| • City of Tamarac      | • City of Margate         |
| • City of Coral Gables | • City of Fort Lauderdale |
| • Town of Miami Lakes  | • City of Miami Beach     |
| • City of Homestead    | • Magic City Casino       |
| • Key Colony           | • The Underline           |
| • Baptist Health       | • Ocean Bank              |
| • Broward Health       | • North Bay Village       |



**South Florida Hometown Experience:**

**SFM is truly a South Florida “Local” business.** Locally headquartered in South Florida since 1972, our team is rooted and has in depth knowledge of the local Tri-County area. Our local presence gives SFM an advantage over other firms. SFM Headquarters are approximately 5 miles away from the City of Doral.



**Direct Ownership Support:**

Unlike large-national impersonal firms, SFM is a local, minority, family-owned company run by its Founding Officers Jose, and Christian Infante. The City of Doral will have direct access to SFM’s proprietors 24/7/365.



**Risk Management:**

SFM has a robust Risk Management & Safety Program that contributes to the business continuity and success of our operations. SFM’s Risk Management Team is composed of thorough quality control, training, and employee engagement. This composition allows SFM to quickly identify, asses, and mediate known risks as well as identifying and securing potential unknown events.



**Training:**

Our Team prides itself in having one of the best combined training programs in South Florida. The quality of service we deliver through extensive training has permitted us to grow exponentially over the last decade. SFM staff receive continuous training in all areas of landscape protocols to ensure our clients get the most out of their SFM experience. Because SFM has its own in-house training program, our team is not limited to monthly or quarterly trainings; We train on an as needed basis to maintain quality services.



**Recruitment:**

We believe that the best way to offer exceptional service to our clients is to recruit the most talented, dedicated people in the industry. SFM’s experienced recruitment team targets local residents for employment opportunities thus fostering community involvement and development. SFM is well known for its local employment opportunities. Currently SFM Services has nearly 1,000 active employees in Miami-Dade and Broward County.



**Technology:**

SFM uses technology that offers The City of Doral transparency and real-time information. Our web-based management software and scanning systems can immediately dispatch services as needed instead of routine schedules. This allows SFM staff to anticipate, prevent and respond more effectively.



FDOT Landscape Installation  
Coral Way Exits of SR 826



City of Coconut Creek



Old Spanish Villa

Granada Golf Course





**City of Coral Gables**

2800 SW 72<sup>nd</sup> Ave. Miami, Fl. 33155

Deena Bell-Llewellyn

Ph: 305.460.5138 Fax: 305.460.5133 Email: [dbell@coralgables.com](mailto:dbell@coralgables.com)

Date of Service: 2002 to Present

Description of Service:

SFM has planted thousands of trees throughout the city. Aside from numerous installations projects, SFM maintains the medians and right of ways for the City of Coral Gables. The contract consists of lawn maintenance, litter control, fertilization, & tree trimming.



**City of Miami Beach (Right of Ways & Buildings)**

1700 Convention Center Drive, Miami Beach, FL 33139

P. Rodney Knowles, Greenspace Division Director Public Works Department

Ph.: 305-673-7080 Email: [rodneyknowles@miamibeachfl.gov](mailto:rodneyknowles@miamibeachfl.gov)

Date of Service: 2011 to 2020

Description of Service:

SFM provided complete landscape maintenance, tree trimming, irrigation, litter control, and lawn care throughout the city's right of ways and municipal buildings.



**City of Doral**

8401 NW 53<sup>rd</sup> Terrace. Doral, FL. 33166

Henry Martinez, Superintendent of Streets

Ph: 305.593.6740 Ext. 6003/6025 Email: [henry.martinez@cityofdoral.com](mailto:henry.martinez@cityofdoral.com)

Date of Service: 2020 to present; 2012 to 2020

Description of Service:

SFM provides right-of-way maintenance throughout the city. The contract consists of lawn maintenance, litter control, fertilization, & tree trimming. City. Other services currently provided are street sweeping services and canal cleaning services.



**Baptist Health South Florida**

8950 North Kendall Drive Miami, FL. 33176

Yanei Perez, Property Manager

Ph: 305.812.9179 Email: [yaneip@baptisthealth.net](mailto:yaneip@baptisthealth.net)

Date of Service: 2015- present

Description of Service:

SFM provides complete landscape maintenance including tree trimming, irrigation maintenance, mulching, and landscape installation to several Baptist Health locations.



**Town of Miami Lakes**

6601 Main Street, Miami Lakes, FL 33014

Jeremy Bajdaun, CPRP Director of Parks and Recreation

Ph: 305.364.6100 Fax: 305.558.8511 Email: [bajdaunj@miamilakes-fl.gov](mailto:bajdaunj@miamilakes-fl.gov)

Date of Service: 2004 to present

Description of Service:

SFM provides landscape maintenance, tree trimming, litter control, handyman, & canal cleaning services throughout the Town. Landscape planting has also been provided.



**Homestead-Miami Speedway**

One Speedway Blvd. Homestead, FL. 33035

Al Garcia, President

Ph: 305.230.5000 Fax: 305.230.5074 Email: [agarcia@homesteadspeedway.com](mailto:agarcia@homesteadspeedway.com)

Date of Service: 2004 to Present

Description of Service:

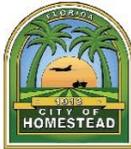
SFM is the onsite landscape & janitorial contractor for this property year-round. The contract entails all facets of landscape and janitorial services.

*Additional References are available upon request.*

# SFM

## Services, Inc.

is proud to work with:



#### 4. PRICING

### EXHIBIT "B"

#### Floating Debris Removal

Item	Description	Frequency	Qty	Unit Price	Total
1	Mobilization Per Work Order	Per Work Order	48	\$ 300.00	\$ 14,400.00

#### C-2 Extension Canal:

Site	Road	From	To	Length	Frequency	Qty	Unit Price	Total
1	NW 117 Ave.	NW 58 St.	NW 50 St.	3,639 FT	Per Occurrence	48	\$ 173.74	\$ 8,339.36
2	NW 117 Ave.	NW 50 St.	NW 41 St.	2,362 FT	Per Occurrence	48	\$ 112.77	\$ 5,412.91
3	NW 117 Ave.	NW 41 St.	NW 34 St.	2,170 FT	Per Occurrence	48	\$ 103.60	\$ 4,972.91
4	NW 117 Ave.	NW 34 St.	NW 25 St.	2,972 FT	Per Occurrence	48	\$ 141.89	\$ 6,810.82

#### Northline Canal:

Site	Road	From	To	Length	Frequency	Qty	Unit Price	Total
5	NW 25 St.	NW 117 Ave.	NW 112 Ave.	2,397 FT	Per Occurrence	48	\$ 152.93	\$ 7,340.62
6	NW 25 St.	NW 112 Ave.	NW 107 Ave.	2,529 FT	Per Occurrence	48	\$ 161.35	\$ 7,744.86
7	NW 25 St.	NW 107 Ave.	NW 102 Ave.	2,473 FT	Per Occurrence	48	\$ 157.78	\$ 7,573.37
8	NW 25 St.	NW 102 Ave.	NW 97 Ave.	2,521 FT	Per Occurrence	48	\$ 160.84	\$ 7,720.36
9	NW 25 St.	NW 97 Ave.	NW 92 Ave.	2,536 FT	Per Occurrence	48	\$ 161.80	\$ 7,766.30
10	NW 25 St.	NW 92 Ave.	NW 87 Ave.	2,517 FT	Per Occurrence	48	\$ 160.59	\$ 7,708.11
11	NW 25 St.	NW 87 Ave.	NW 84 Ave.	1,704 FT	Per Occurrence	48	\$ 108.72	\$ 5,218.37

#### Dressels Canal:

Site	Road	From	To	Length	Frequency	Qty	Unit Price	Total
12	NW 58 St.	NW 117 Ave.	NW 114 Ave.	1,121 FT	Per Occurrence	48	\$ 54.16	\$ 2,599.85
13	NW 58 St.	NW 114 Ave.	NW 112 Ave.	1,185 FT	Per Occurrence	48	\$ 57.26	\$ 2,748.28

14	NW 58 St.	NW 112 Ave.	NW 109 Ave.	1,203 FT	Per Occurrence	48	\$ 58.13	\$ 2,790.03
15	NW 58 St.	NW 109 Ave.	NW 107 Ave.	1,157 FT	Per Occurrence	48	\$ 55.90	\$ 2,683.35
16	NW 107 Ave.	NW 58 St.	NW 52 St.	1,590 FT	Per Occurrence	48	\$ 76.82	\$ 3,687.57
17	NW 107 Ave.	NW 52 St.	NW 50 St.	829 FT	Per Occurrence	48	\$ 40.05	\$ 1,922.64
18	NW 52 St.	NW 107 Ave.	NW 104 Ave.	1,753 FT	Per Occurrence	48	\$ 84.70	\$ 4,065.61
19	NW 52 St.	NW 104 Ave.	NW 102 Ave.	1,291 FT	Per Occurrence	48	\$ 62.38	\$ 2,994.12
20	NW 52 St.	NW 102 Ave.	NW 97 Ave.	2,048 FT	Per Occurrence	48	\$ 98.95	\$ 4,749.78
21	NW 97 Ave.	NW 49 St.	NW 41 St.	1,760 FT	Per Occurrence	48	\$ 85.04	\$ 4,081.84
22	NW 41 St.	NW 97 Ave.	NW 87 Ave.	6,161 FT	Per Occurrence	48	\$ 297.68	\$ 14,288.76
23	NW 41 St.	NW 87 Ave.	NW 79 Ave.	3,828 FT	Per Occurrence	48	\$ 184.96	\$ 8,878.00
24	NW 41 St.	NW 79 Ave.	SR-836	1,241 FT	Per Occurrence	48	\$ 59.96	\$ 2,878.16

**AS NEEDED BASIS:**

**Sub Total:**      \$      **\$ 149,376.00**

Item	Description	Unit	Frequency	Qty	Unit Price	Total
1	Dead animal (Small, Example: Dog, Cat, etc.)	EA	As Needed	5	\$ 50.00	\$ 250.00
2	Dead animal (Large, Example: Cow, Horse, etc.)	EA	As Needed	2	\$ 150.00	\$ 300.00
3	Tree Removal (Trunk >6in <12in)	EA	As Needed	5	\$ 125.00	\$ 625.00
4	Tree Removal (Trunk >12in)	EA	As Needed	4	\$ 350.00	\$ 1,400.00
5	Golf Cart	EA	As Needed	3	\$ 200.00	\$ 600.00
6	Motor Vehicle (Car)	EA	As Needed	3	\$ 500.00	\$ 1,500.00
7	Motor Vehicle (Van, Truck)	EA	As Needed	3	\$ 500.00	\$ 1,500.00
8	Storage/mot Drums	EA	As Needed	5	\$ 125.00	\$ 625.00
9	Construction & Demolition Debris	EA	As Needed	5	\$ 125.00	\$ 625.00
10	White Debris (Fridge, Washer, Dryer, Air Conditioner, etc.)	EA	As Needed	5	\$ 125.00	\$ 625.00

**FOR ANYTHING NOT COVERED ABOVE:**

**Sub Total:**     \$     **\$ 8,050.00**

Item	Description	Unit	Frequency	Qty	Unit Price	Total
1	10 Ton Crane	HR	As Needed	1	\$ 250.00	\$ 250.00
2	20 Ton Crane	HR	As Needed	1	\$ 250.00	\$ 250.00

**Sub Total:**     \$     **\$ 500.00**

**BID TOTAL:**     \$     **\$ 157,926.00**

## 5. KEY PERSONNEL

SFM's team is composed of highly motivated, trained, and experienced personnel. The SFM team has the following certifications and credentials:

- ✓ ISA Certified Arborists
- ✓ M.O.T. (Maintenance of Traffic) Certified
- ✓ Licensed Tree Trimmer
- ✓ Licensed Herbicide Applicators
- ✓ FNGLA Maintenance Technicians
- ✓ TCIA Certified
- ✓ Horticultural Certifications
- ✓ APWA Members



greater  
miami  
chamber  
of commerce



### **Jose M. Infante, Founder.**

Mr. Infante has forty (40) years of experience in the landscape industry. He is also an ISA certified arborist. Mr. Infante is qualified and experienced in all aspects of landscape services. He is also a FNGLA Landscape Maintenance Technician. Mr. Infante was a past chair of the APWA (American Public Works Association). He also holds a pest control applicator license.



### **Christian Infante, President.**

Mr. Infante has over twenty (25) years of experience in landscape management & irrigation. Mr. Infante has a bachelor's degree in Business Marketing & Management from Florida International University (FIU), Mr. Infante has earned a portfolio of certifications. He is an ISA Certified Arborist and holds a certification in Horticulture and M.O.T. traffic control. Mr. Infante is directly involved in all contract negotiations and business development as well as all phases of SFM Service's projects. He is also in charge of all emergency/ disaster recovery operations.



**Mario Cantero, General Manager-Landscape Division.**

Mr. Cantero manages all landscape operations for SFM. He has over twenty-five (25) years of experience in the service industry. Mr. Cantero is a FNGLA Certified Horticultural Professional and licensed Commercial Pesticide Applicator. Mr. Cantero is currently seeking certification as Arborist with the International Society of Arboriculture. Mr. Cantero grew up playing sports at the City of Coral Gables Youth Center.



**Robert Montesino, Operations Manager.**

Mr. Montesino brings over 20 years of landscape expertise to SFM. Mr. Montesino is a certified GCSAA Class A Superintendent and field expert in Golf Course Maintenance. He has vast knowledge in grasses and re-grassing, chemical and fertilizer application, grounds maintenance, and installation. He also holds a license in pesticide application. Mr. Montesino oversees supervision of personnel, purchasing of supplies, budget preparation, payroll, capital improvement projects, and maintenance of equipment.



**Danny Sandoval, Safety and Quality Control Inspector.**

Mr. Sandoval has been with SFM for 6 years. He is SFM's landscape division safety and quality control officer. Mr. Sandoval conducts daily site inspections and measures our performance using our web-based quality control program Orange QC. His reports include photos, timestamps, and GPS ensuring each inspection accurately reflects how each site is maintained. He also conducts safety inspections while onsite enforcing safety regulations on our crews.



**Gerson Nadal, Fleet Manager.**

Mr. Nadal plans, directs, and coordinates the operation of SFM's entire fleet of vehicles and equipment. Some of his duties are preventive maintenance to equipment, vehicles, fuel control & management, & GPS tracking management.



**Jozenia Bello, SR Human Resources Manager.**

Ms. Bello is a Society for Human Resource Management Certified Professional. She oversees the recruitment, payroll, workers compensation, benefits, and HR compliance of the department. She led the implementation of the ACA medical insurance, 401k, parental leave, and supplemental benefits. She works closely with all work-related incidents, ensuring all employees are well informed and attended to. Recently, Ms. Bello led the implementation of SFM's new HR workforce software, UKG.



**Joe Pinon, Director Risk Management.**

Mr. Pinon is SFM's Risk Manager and head of our Safety Committee Organization. Mr. Pinon has (25) years of senior management experience in the public and private sector as an Assistant City Manager for the City of Miami Beach and City of Miami. Mr. Pinon is a certified instructor in OSHA training and administers year-round education and training materials to all SFM employees. Mr. Pinon conducts thorough investigations of all work-related incidents and accidents and tailors subject matter training based on his findings.



**Elizabeth Castillo, Corporate Controller.**

Ms. Castillo's experience encompasses 15 years in hospitality and accounting. She is responsible for the accounting and finance functions of the company, including revenue cycle management, accounting for costs, treasury management, and financial reporting. Recently, Ms. Castillo led the implementation of SFM's new ERP software, NetSuite.



**Vanezza Rivera, Executive Administrative Assistant.**

Ms. Rivera provides corporate assistance to Senior Officers at SFM. She is directly involved in all government contracting opportunities. She prepares formal bid qualifying proposals and submittal materials for purchasing committees. Additionally, she manages subcontract agreements, SFM's insurance portfolio, and GL/Auto liability claims. She is responsible for researching, identifying, and contacting potential resources for disaster recovery services. In 2017 post Hurricane Irma, Ms. Rivera coordinated up to 35 individual subcontractors and had over 250 debris hauling trucks in circulation daily throughout Miami-Dade County. Ms. Rivera is a bonded & insured Notary Public for the State of Florida.



ALAIN BARREIRO  
AREA SUPERVISOR



CARLOS OSINAGA  
AREA SUPERVISOR



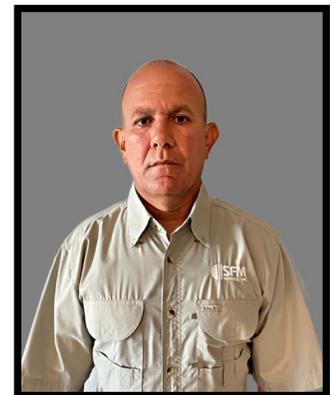
NICOLAS RUBIO  
PROJECT MANAGER



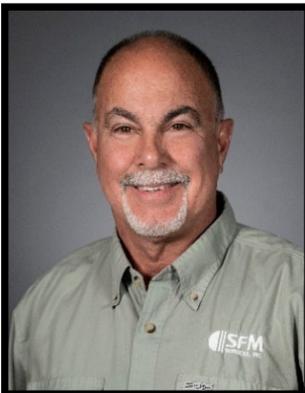
DANYLO SANDOVAL  
PROJECT MANAGER



DANIEL ECHEVERRIA  
PROJECT MANAGER



ARIAM ALVAREZ  
PROJECT MANAGER



FRANK IANNUZZI  
PROJECT MANAGER



LANDSCAPE CREWS



WILLIAM BASTIDA  
ARBOR SUPERVISOR

## 6. OPERATIONAL UNDERSTANDING & APPROACH

### TRANSITION SUMMARY

Client Name	Start Date	Transition Lead
City of Doral	T.B.D.	Robert Montesino, Operations Manager

#### **Purpose:**

In order to achieve a seamless transition, SFM implements a 10-Step Transition Plan customized for each contract. The purpose of this process is to ensure a seamless integration of SFM Services when replacing existing service provider or in-house program. This plan supplies SFM operators with a step-by-step guide for transitioning.

#### **Goals:**

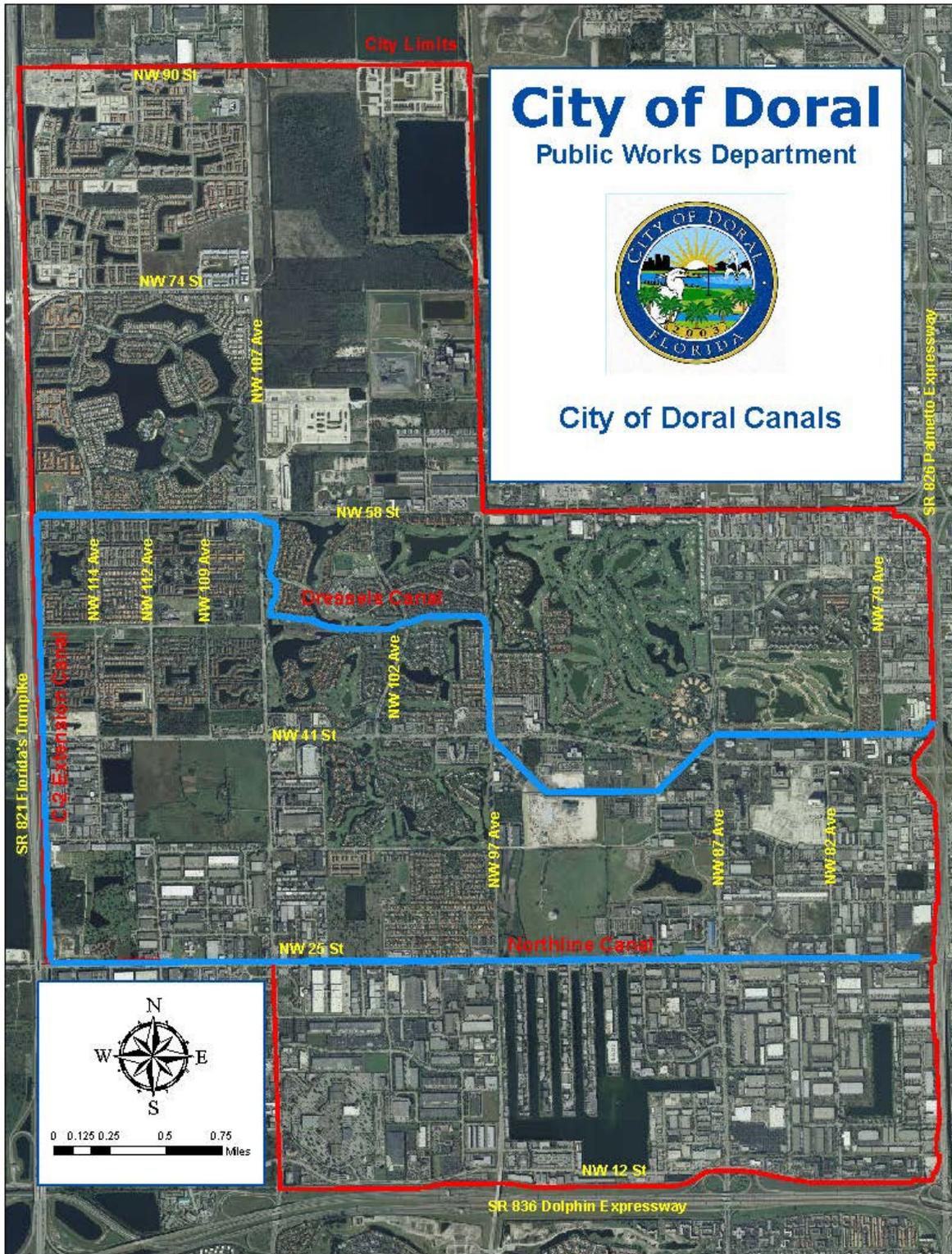
1. Deliver seamless transition that provides step-by-step instruction for SFM operations and assures their client of problem free conversions from current or in-house provider to SFM.
2. Identify key resources for transition tasks.
3. Transition plan creates accountability for transition team members by reporting the completion of tasks to our POC.
4. Create a base of communication between SFM and the City of Doral.
5. On time job start and successful service implementation.

#### **10-Step Process:**

1. Mobilize SFM Transition Task Force
2. Expectations Meeting with the City of Doral POC
3. Employee Screening & Hiring
4. Order Equipment & Supplies
5. Employee Training
6. Invoicing Procedures
7. Onsite Orientation
8. Set up Supplies
9. Service Start Up
10. Follow up Meetings

Service dates and times will be coordinated with the City of Doral's staff to ensure minimal disruption to traffic, residents, and businesses. Service schedules can be adjusted to meet specific needs of the City of Doral.

# Service Area



PROPOSED EQUIPMENT

SFM will have all necessary equipment and personnel to perform the services outlined in the scope of work. For this contract, we will be utilizing battery-operated tools by EGO POWER. Below please find summary of vehicles and equipment as well as a few pictures.

Canal boat for litter & herbicide



(3) Bucket Truck (Altec)



(3) Chippers. Bandit & Vermeer

(3) Stump grinders. Carlton

(4) Water Trucks



2) Self loader grapple trucks. (40CY) MACK



(36) Pickup trucks. Chevy & Nissan



# Additional Equipment used for Tree Trimming/Pruning & Removal





SFM uses a quality control program that will guarantee all services are performed to the highest standard as recognized by custom and usage in the industry. Enclosed we describe some of our methods regarding our inspection program that involve first line employees, supervisors and the management team. All are involved in quality control and all are trained to understand their role in this project. We also have Quality Control Officers that are involved in all SFM's accounts. Our Quality Control Officer is and will continue to be very active in this account. Other than safety, providing the best possible service to our customers is paramount. And that can only be achieved by maintaining excellent quality standards.

How does SFM rely on technology to maintain quality control for every client? SFM uses a quality control software named "Orange QC". **(See enclosed sample Inspection)**

### **Program Objectives:**

- Ensure that all employees have the knowledge and skills needed to perform their job
- Develop new skills in current employees to enable them to absorb changes in technology
- Improve the productivity of both individuals and work teams
- Encourage employee self-development and involvement in programs of lifelong learning

### **This software allows the SFM Quality control officers to:**

- Perform inspection using a smart phone or tablet.
- Monitors account performance & sends real time alerts based on triggers you set.
- Generate reports for customers

### **The SFM Quality Control Program consists of two mutually supporting modules:**

1. **Quality Control Plan** – establish standards, supporting processes, performance objectives and performance indicators to meet all performance requirements.
2. **Quality Control Monitoring Plan** – implement SFM QC to provide a structured approach to performance monitoring, deficiency avoidance, corrective actions and reporting.

### **Our Quality Control Technology**

Every business *promises* quality service. How do you know who actually delivers? We use OrangeQC quality control technology to track and report on our performance for incredible data-backed insight and transparency.

### **We Inspect Regularly**

We continually inspect your facilities and measure our own performance in quantifiable ways. Photos, timestamps, and GPS ensure each inspection accurately reflects how well everything was serviced.

You can always check our performance via the OrangeQC web portal. As soon as you log in, you'll see a dashboard with all our quality control data at a glance: our average inspection scores over time, how many inspections we've performed, our average response time for any issues, and more.

OrangeQC also compiles regular reports that give you greater insight into our performance. We've found this is a great way to communicate with our clients about our quality, what we're doing to improve, and our process.

### **We Use Data for Smarter Service**

We regularly review the analytics of our performance at your site. This helps us ensure you're receiving the same high level of service you signed up for—and lets us nip problems in the bud.

The technology we use helps us track our performance at every level, from the entire site to individual line items in each site. That's how we get the details right while delivering an excellent overall maintenance.

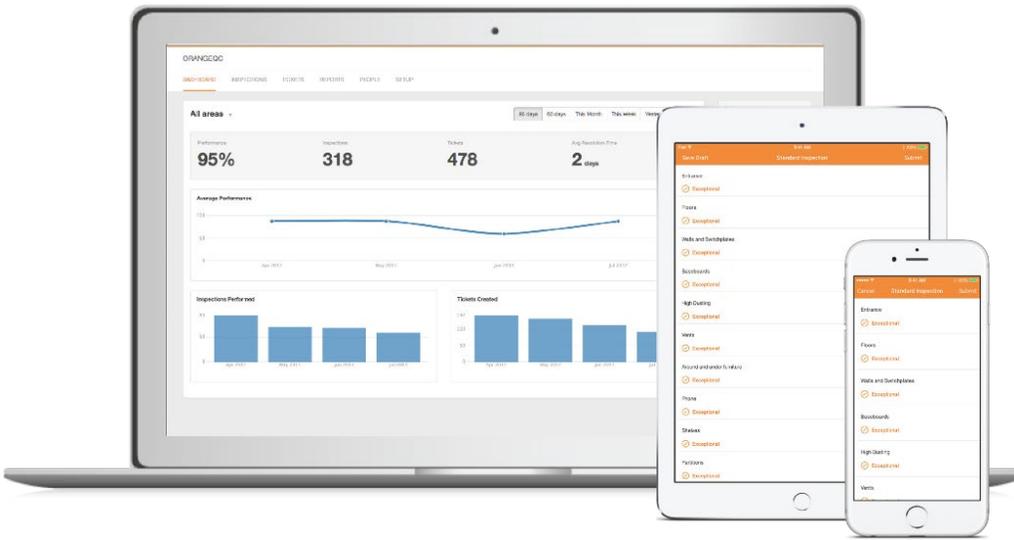
### **We Make Communication Easy**

We also use OrangeQC as a communication hub. It's fast and easy, and you'll always know your requests are going to the right place. The best part: you'll never have to install complicated software programs. All you have to do is send an email, log into a website, or (optionally) download a simple app.

Here's how it works:

- Whenever you need to put in a work order request or report a problem, you send an email to our dedicated address (or fill out a quick form on your computer or phone, whichever you prefer).
- OrangeQC automatically creates a ticket for each request.
- Our team gets the request immediately, assigns it to the right person, and makes sure it's taken care of fast.
- You can check on the status of an issue at any time, just by logging into your account.
- We track how fast it takes us to respond to every issue. This helps us know we are responding to your concerns and requests quickly.

## MEASUREMENT TOOLS



Below is report provided to client that will show the evaluation of progress in 3 forms which include:

Percent Score

Graph showing comparing history

Pie Chart

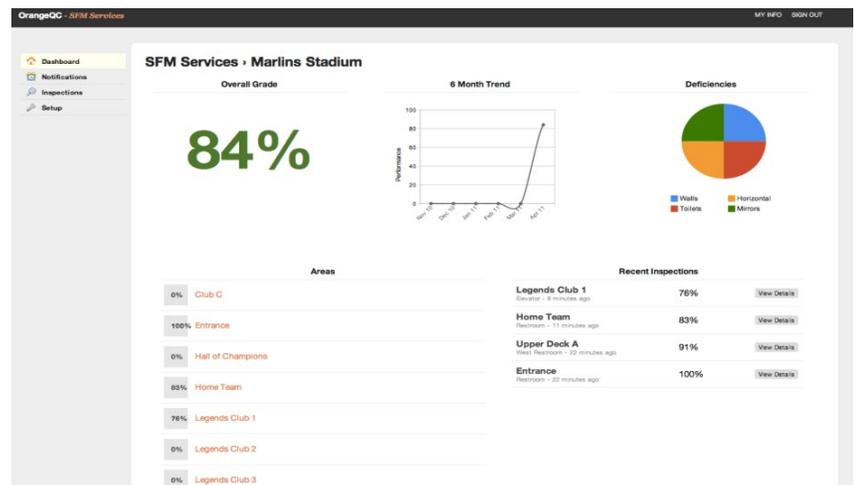
These reports can be emailed to property managers in a pdf format.

Email notifications are configured to notify SFM managers about the QC performance. The QC officer's iPad automatically synchronizes via a wireless network connection, so QC inspections can be tracked in real-time. Corrective action requests are immediately communicated to the relevant person.

All quality control inspections have precise timestamps to ensure frequency of monitoring and a clear indication of the date, time, area and results of the monitoring process

Management reports contain the following:

- Labor budget
- Supplies budget
- Equipment budget
- Sales



**Below is an actual Inspection Report created by SFM's Quality Control Officer.**

#5180229

SFM Services

**Landscape Inspection**

Location: Park Beaches of Miami Lakes ( P - 21 )

Completed: 2020-02-15 8:21am

Inspector: Danny Sandoval

Score: 89%

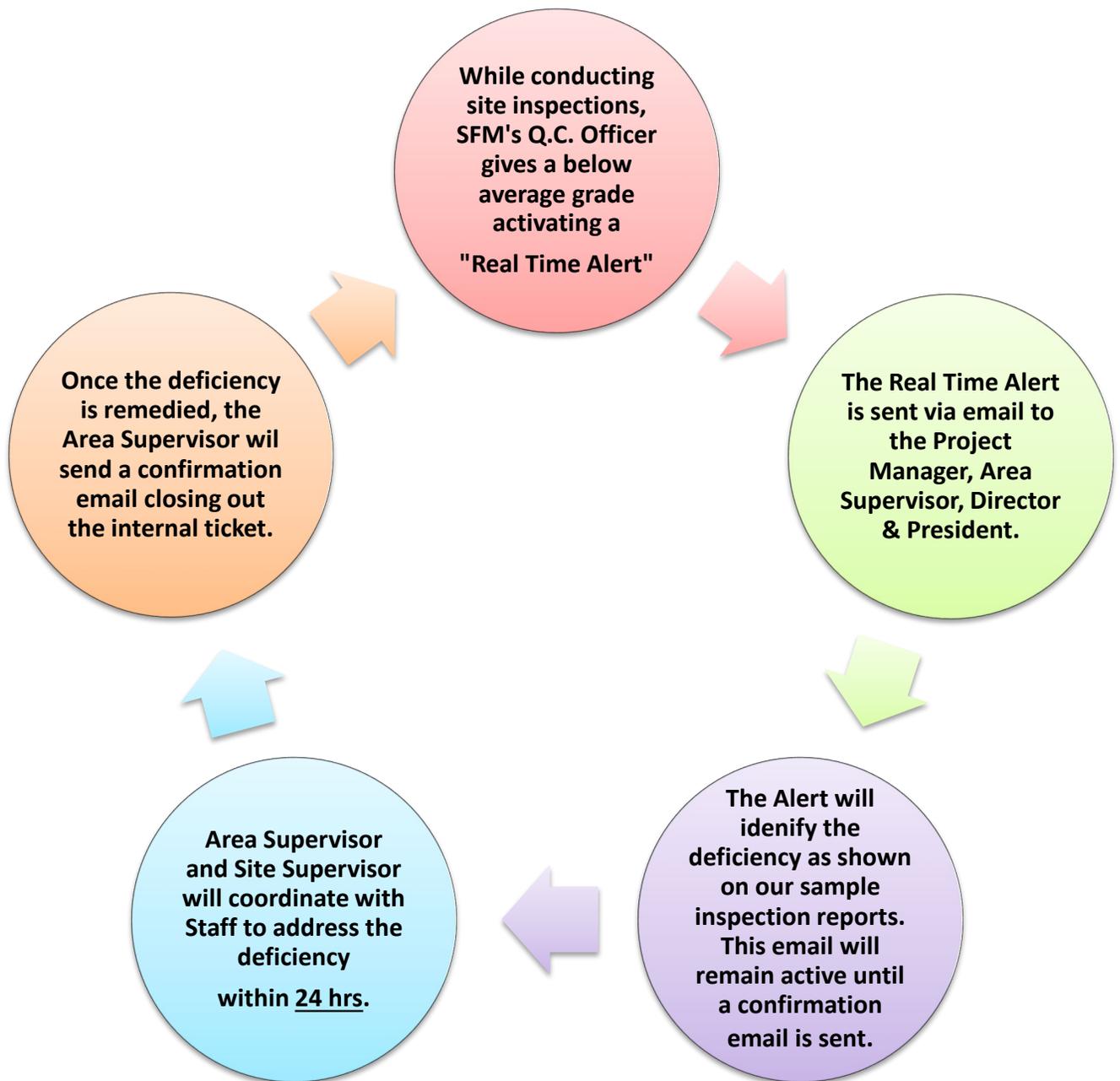
Line Item	Rating	Score
<b>Mowing</b> Ensure mowing is being done properly	Above Average	90%
<p><i>They being cut correctly and corresponding height.</i></p> <p><b>NOTE :</b>  <i>The grass is being treated with weed control.</i></p> <p><i>See the pictures.</i></p>		
<b>Hedges</b> Ensure hedges are well maintained	Above Average	90%
<p><i>They are trimmed correctly and detailed work is being done.</i></p> <p><i>See the pictures.</i></p>		
<b>Trees &amp; Palms</b> Ensure all trees are in good and safe conditions	Above Average	90%
<p><i>Trees and palms are well maintained.</i></p> <p><i>See the pictures.</i></p>		

Line Item	Rating	Score
 <p data-bbox="305 537 1386 562">15                      16                      17                      18                      19                      20</p>  <p data-bbox="305 762 1175 787">21                      22                      23                      24                      25</p>		
<p data-bbox="199 804 492 850"><b>Edging</b> Ensure edging is being done properly</p>	Above Average	90%
<p data-bbox="232 867 805 947">  They are well maintained and detailed work being done. See the pictures. </p>		
 <p data-bbox="305 1146 1386 1171">26                      27                      28                      29                      30                      31</p>  <p data-bbox="305 1371 1175 1396">32                      33                      34                      35                      36</p>		
<p data-bbox="199 1417 594 1463"><b>Weeds</b> Ensure all facets of weed control are being utilized</p>	Above Average	90%
<p data-bbox="232 1480 919 1648">  No weed was found in this place, all areas were checked and it looks good. <b>NOTE :</b> It is seen that the Crew is doing a more detailed job.  See the pictures. </p>		

Line Item	Rating	Score
		
<p>37                      38                      39                      40                      41                      42</p>		
		
<p>43                      44                      45</p>		
<p>Litter control Ensure the landscaped area is clean and tidy</p> <p><i>No litter or debris was found in this park. Looks clean and maintained. See the pictures.</i></p>	Above Average	90%
		
<p>46                      47                      48                      49                      50                      51</p>		
		
<p>52                      53                      54                      55                      56</p>		
<p>Pests Are there damaging pest or signs of disease present?</p> <p>N/A</p>		
<p>Irrigation System Programmed correctly, Breaks?</p> <p>Check irrigation system 1 x Month.</p>		
<p>Overall Condition of Site Is site clean, landscape health and well groomed?</p> <p>Detailed work is being done in this park. Keep the good work.</p>		
<p>Parking Lot</p> <p>N/A</p>	Average	80%
<p>Note</p>		

SFM'S INTERNAL COMMUNICATION SYSTEM

In order to maintain high quality standards, SFM relies on effective internal communication to quickly remedy any account deficiency. Below is a representation of SFM's internal communication process when an area is found deficient by a quality control officer.



## CLIENT TICKET SYSTEM

Through our Quality Control software, we ask our clients to use the “Ticket System”. This feature helps us document and keep track of the quality of our services.

### ***Here's how it works:***

All you have to do is send an email to our Quality Control System at [ticket@sfmtservices.com](mailto:ticket@sfmtservices.com) so we can address it. It's that simple!

This email will trigger a ticket alert from the client to the SFM administration, which consists of:

1. Contract Manager
2. Contract Supervisors
3. SFM's C.O.O.
4. SFM's President

This ticket will remain open sending continuous alerts until addressed by the Area Supervisor and our SFM Operations Manager, who will then respond. Their response will then trigger a “pending” designation. Once the ticket's content is addressed, it will be shown as completed and filed within your folder in our QC program. This will enable us to sporadically open the folder and see if there are any re-occurring situations that will assist us in managing your facility's cleaning specifications better.

## EMPLOYEE TRACKING

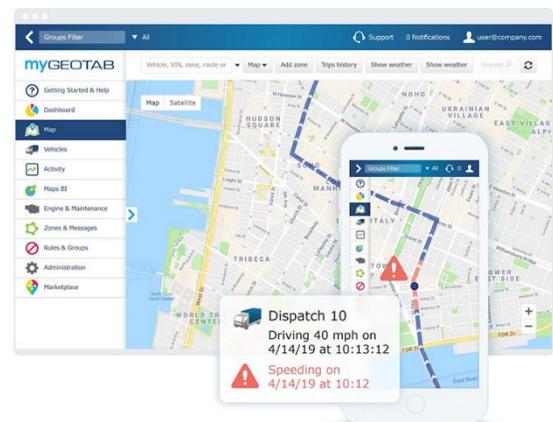
All SFM Vehicles are equipped with the “GeoTab” GPS tracking system. This assures our drivers are servicing all locations and will tell us how much time is spent at each location.

SFM utilizes Whip Around to track and document any incidents or repairs needed. Software is web based and provides all reports in “real time”. Other capabilities are:

- ✓ Daily Activity Reports (accessible via internet)
- ✓ Incident Reports (real time)
- ✓ Scope of Work (instantly available to users)

# GEOTAB®

## whiparound



## SAFETY & TRAINING PROGRAM

SFM is committed to the safety and wellbeing of our employees. Our safety workplace and training program was developed to implement a safe and healthy work environment for both employees and clients. The Human Resources and Risk Management Department is responsible for developing, implementing, administering, monitoring, and assessing the safety program. This program is a top priority for SFM; Its success depends on the alertness and personal commitment of all.



Education and training provide employers, managers, supervisors, and workers with:

- Knowledge and skills needed to do their work safely and avoid creating hazards that could place themselves or others at risk.
- Awareness and understanding of workplace hazards and how to identify, report, and control them.
- Specialized training when their work involves unique hazards.

As new hires onboard, they are provided with both education and training material relevant to their job as well as general safety procedures. All managers, supervisors, and workers are subject to continuing education and training as deemed necessary or requested.

Effective training and education are also provided outside our traditional classroom setting. Peer-to-peer training, on-the-job training, and worksite demonstrations are conducted to convey safety concepts, ensuring understanding of hazards and their controls, and promoting good work practices.

To ensure employees understand the material covered, every employee must complete and sign off on an Employee Orientation and Competency Assessment. Each employee is expected to obey safety rules and exercise caution in all work activities. Employees must immediately report any unsafe condition to the appropriate supervisor. Employees who violate safety standards, who cause hazardous or dangerous situations, or who fail to report, or, where appropriate, remedy such situations, may be subject to disciplinary action up to and including termination of employment. Employee training and education is documented and becomes a part of their employee file.

SFM has a Safety Committee Organization as a management tool to recommend improvements to our workplace safety program and to identify corrective measures needed to eliminate or control recognized safety and health hazards. Management will give top priority to and provide the financial resources for the correction of unsafe conditions.



Committed  
to  
**Safety**  
Excellence



Employee Safety BBQ raffle  
winner!



Safety Training

**242 Days without an employee accident!!!**

## TRAINING OVERVIEW

SFM has a thorough training program specific for Landscape Services. Training is conducted by SFM's C.O.O. Joe Pinon. Mr. Pinon is a certified instructor with the State of Florida. This is a competitive advantage SFM has over other Landscape companies. It gives SFM the ability to train and retrain employees as necessary throughout the year. Trainings in "PPE (Personal Protection Equipment)" and "Work Safety Practices & Procedures" are conducted.

The following methodology is employed by Joe Pinon for his trainings:



1. Classroom teaching based on research and personal experiences.
2. Professional participation by experts in the field of the subject.
3. Practical exercises discussed and acted in role plays in class.
4. Situational Exercises where specific issues are presented and resolved in class by the student and further discussed in a group setting.
5. Testing and Quizzes of materials shared in class.
6. Providing training materials when necessary for further evaluation and study.

### Employee Training Subjects Include but are not limited to:

- ✓ Effective Supervision I
- ✓ Fire Extinguisher & Fire Prevention Training
- ✓ Work Safety Practices & Procedures
- ✓ PPE (Personal Protection Equipment)
- ✓ Sexual Harassment & hostile Work Environment
- ✓ EEO
- ✓ DFWP
- ✓ Accident Investigation for Supervisors
- ✓ Trash Hauling Procedures
- ✓ Customer Service
- ✓ OSHA Training
- ✓ Proper use of chemicals & equipment
- ✓ Effective Supervision II
- ✓ Hazardous Material Handling
- ✓ SDS (Safety Data Sheets)
- ✓ Conflict Resolution
- ✓ Ethics in the Workplace
- ✓ Report writing (Incident v Accident reports)
- ✓ Dealing with Difficult Employees and Customers
- ✓ Accident Reporting
- ✓ CPR & First Aid (2 hrs.)
- ✓ Supervisor training & Vehicle Safety
- ✓ Hazard communication
- ✓ Use of cell phone while on duty

## 8. POLICIES & PROCEDURES

### HIRING FORMAT

Described below is a detailed plan for hiring, retaining, and training that identifies the methods for ensuring SFM's staff, including management personnel, are maintaining industry standards in training and best practices.

SFM Services performs LEVEL 1 & LEVEL 2 investigative background checks for all employees staffing our client's facilities. Our investigative background checks include the following:



- ✓ Social Security Number Verification
- ✓ Criminal History Search (5 years)
- ✓ Employment Verification
- ✓ Violent Sexual Offender Registry Search
- ✓ DMV Records (5 years)
- ✓ Florida HRS Abuse Registry

All drivers for SFM are registered with SambaSafety. SambaSafety gives us the security of knowing that our drivers are continuously being monitored while on and off the job. Their system always encourages our employees to drive safely.



SFM employees have employee history file in duplicates. Files contain health checks and required testing as well as all documented training and development to be in compliance with OSHA.



### METHODOLOGY

**Step 1:** Utilize SFM's network of 1,000+ employees in local market, coordinate interviews with incumbent employees, utilize online digital platforms such as Zip Recruiter and Social Media. SFM also places advertisements in the local paper if necessary.

**Step 2:** Identify project supervisor candidates and perform 2 Panel Interview Process.

- Mario Cantero
- Christian Infante
- Robert Montesino

**Step 3:** Hire supervision

**Step 4:** Employee application review and job orientation

**Step 5:** Criminal background check and Drug screening

**Step 6:** Make offer of employment to all new hires and I-9 verification

**Step 7:** Joe Pinon, Director of Risk Management. Provide the following training task:

- General Operational Procedures
- PPE and proper use
- Onsite safety

**Step 8:** Joe Pinon, Director of Risk Management. Provide training to hourly personnel.

### **Assurance Personnel Availability**

Some positions in this contract will be part time. This will allow us to have pool of back up staff on call that will already possess the necessary qualifications, training, and experience to carry out their work.

#### SHANNON MELENDI ACT/ BACKGROUND CHECKS

As a standard practice, our Team will run level 1 & 2 federal background checks (nationwide check involving all states) on all its new hires as required. Employees requiring access to federally regulated secure areas will undergo individual background screening. We have utilized the same FCRA (Fair Credit Reporting Act) compliant provider for over 5 years and have had no incidents of incorrect or false information. For this contract SFM will not hire any employee who:

- Has been convicted of a violent felony or conspiracy to commit a violent felony within the past (5) yrs.; or
- Has been convicted of a felony involving the trafficking of a controlled substance within the past (5) yrs.; or
- Has two (2) or more convictions for a violent felony, for conspiracy to commit a violent felony, or involving the trafficking of a controlled substance; or
- Is a sexual offender or a sexual predator; or
- Has failed to provide proof of United States citizenship or legal immigration status in the United States.

**SFM IS PROUD TO PARTICIPATE IN THE NATIONAL DRUG FREE WORKPLACE PROGRAM.**

It is our desire to provide a drug free, healthy, and safe workplace. To promote this goal, employees are required to report to work in appropriate mental and physical condition to perform their jobs in a satisfactory manner. While on our account premises and while conducting business-related activities off premises, no employee may use, possess, distribute, transfer, sell, or be under the influence of alcohol or illegal drugs to help ensure a safe and healthy working environment.



Much like seat belts with automobiles, Insurance companies have stringent requirements in the coverage they provide. Job applicants and employees may be asked to provide body substance samples (such as urine and/or blood) to determine the illicit or illegal use of drugs and alcohol at any time during their employment if there is justifiable cause to do so.

All employees are subject to post accident drug testing. An employee involved in a work-related injury is required to take a drug/alcohol test with their post-accident visit at any care provider.

**SFM's Drug-Free Workplace Policy sends a clear message that alcohol and drug use in the workplace is prohibited.**

**Objectives/ Goals**

- To reduce drug use in the workplace
- To increase productivity
- To improve efficiency
- To reduce accidents in the workplace
- To deliver better customer service
- To demonstrate a more professional attitude and standard of conduct
- Encourage employees who have alcohol and or substance abuse problems to voluntarily seek help



**To achieve these goals, SFM Services conducts:**

- Initial and periodic safety training sessions
- Drug Abuse Awareness pamphlets
- Random Drug Screening of existing employees
- Alcohol and Drug screening in the event of work-related accidents
- Complete drug Screening of all job candidates prior to start of assignments
- Formal and informal counseling by trained supervisors

## UNIFORM & ID'S

We realize the importance that a properly identified employee can have working in The City of Doral. For this reason, SFM provides uniforms that are easily identifiable and professional. Shirts are made of a polyester-cotton blend that makes it easy for our landscapers to keep them clean. We issue five sets to each landscaper and mend or replace them as needed.

Should the city wish a different type of uniform, we can provide shirts, slacks, windbreakers, and parkas, all labeled with the SFM logo. By request, we can provide uniforms tailored to represent you, matching colors, and logos.

The identification card is just as important as a clear identifiable uniform. Every SFM employee is provided an employee ID and required to carry it with them during work hours.

SFM understands and enforces the need to have all personnel clearly identified. We want to make sure your patrons feel safe and that they always know who is working around them.



**SFM Full-Service Crew**

## 9. DISTICTIVE SERVICES OFFERED

### HIGH DISINFECTION SERVICES

SFM can help you by providing High Disinfection Cleaning and Electrostatic Disinfection Services. SFM only uses hospital grade and EPA registered products that kill 99.9% of bacteria and viruses including COVID-19. A key advantage to the highly affective electrostatic technology is its ability to cover 100% disinfectant solution to the applied surfaces. SFM is one of the only companies providing “Electrostatic Disinfecting” while most companies are using a less effective method called fogging.



SFM currently offers 2 different methods of disinfection services:

1. Electrostatic Disinfection. Using only EPA registered disinfectants, Electrostatic Disinfection provides 100% coverage.
2. Manual Disinfecting. Complete High-Disinfection wipe down of all high-touch, vertical and horizontal surfaces. (Tables, desktop equipment, light switches, doors, doorknobs etc.)



One of the first COVID-19 cases in Miami-Dade County was in the Town of Bay Harbor Islands. Our firm was contracted to provide high disinfection cleaning. Other clients we have helped with COVID-19 cases include:

- Miami-Dade County Public Schools (The 1<sup>st</sup> school disinfected in the County).
- City of Coral Gables Police Department.
- City of Hialeah City Hall & Fire Stations.
- City of Miami Beach City Hall, City fleet, & facilities.
- Town of Bay Harbor Islands and many more.

After our disinfection services, we provide you with a Certificate of Disinfection



Promotes a safe and clean environment



## DISASTER RECOVERY SERVICES

SFM Services is one of South Florida's top disaster recovery service provider. Post Hurricane Irma, SFM removed over one (1) million cubic yards of debris throughout Miami-Dade County. SFM has the necessary equipment and experience to provide complete Disaster Recovery Services. Therefore, for any emergency, SFM is prepared to deploy and facilitate quickly and efficiently.



SFM has provided disaster recovery service to several municipalities after the following storms:

- ☛ **1992 Hurricane Andrew**
- ☛ **2004 Hurricane Francis**
- ☛ **2004 Hurricane Charley**
- ☛ **2005 Hurricane Katrina (Mississippi & Florida)**
- ☛ **2005 Hurricane Wilma (Mississippi & Florida)**
- ☛ **2005 Hurricane Dennis**
- ☛ **2008 Hurricane Ike (Texas)**
- ☛ **2017 Hurricane Irma**



Some of our clients in disaster recovery services include:

- Miami-Dade County 
- Miami-Dade County School Board
- Florida Dept. of Transportation
- City of Coral Gables
- City of Doral
- Town of Miami Lakes
- Village of Pinecrest
- City of North Miami Beach
- Village of Miami Shores
- City of West Park
- Baptist Health South Florida



EVENT CLEANING

SFM can help with any large outdoor events. SFM has experience in large event venue maintenance. SFM provided the Orange Bowl Stadium with event cleaning from 1972 to 2007. Other event venues currently serviced are:

- Dade County Fair & Expo. Center
- Ultra-Music Festival
- Bayfront Park & Amphitheater
- 2010 Super Bowl & Pro Bowl



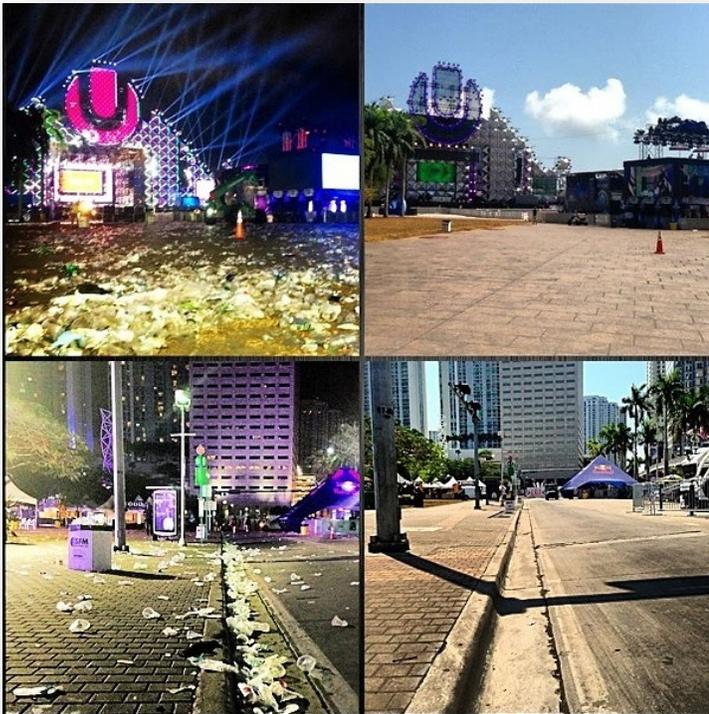
Years Serviced: **1972 to 2007**



Years Serviced: **1978 to Present**

**BEFORE**

**AFTER**



Ultra-Music Festival  
165,000 Attendance in 3-days  
Years Serviced:  
**1998 to Present**

Street Sweeping  
Available



SFM has a fleet of (7) street sweepers used to clean municipal streets, highways, and parking lots.

Pressure Washing  
Available



Trailer mounted pressure washing rigs equipped with water holding tank & steam pressure capability.

Debris Removal  
Available



Self-loader grapple dump trucks (up to 200 CY)  
Echo-friendly vehicle for litter control

SFM strongly believes in giving back to the community. Christian Infante, Owner of SFM is personally involved in several of the charities highlighted below.

Our commitment to the safety and wellbeing of our community is paramount. While COVID-19 continues to impact the world, SFM stands strong in backing our local community.

## SFM Donates Face Buffs to Gables Police Department

SFM donated 300 custom face buffs for the City of Coral Gables Police Department with the CGPD logo printed on them.



## Free Disinfecting of 1st Responder Fleet

### *Thank You for Your Service*

As a thank you to our 1st Responders, SFM sent trained disinfecting crews to clean and disinfect the interior of police fleets at no charge to several local police departments.



Every Wednesday for the past 3 months has been Pizza Day for the foster children and staff at His House Children’s Home courtesy of SFM and their partners at Power Pizza.



We support “Red Nose Day”. Funds raised benefit children in some of the poorest communities in the world.



SFM supports annual back to school drives for many clients.



SFM participates in the annual Susan G Komen #RaceForTheCure



La Liga Contra El Cancer Walk



Miami Dade Schools & Miami Dolphins Butterfly Garden



City of Doral Earth Day Tree Donation

## MBE Certification

### Minority Participation

SFM Services, Inc. is 100 % minority owned. Jose M. Infante and Christian Infante stockholders of SFM Services, Inc. are Hispanic.

SFM strongly encourages the recruitment, selection, and promotion of minorities and women in the firm. Several of SFM’s vendors are minority owned as well.

SFM is a registered minority firm with the Florida State Minority Supplier Development Council. Any question regarding MBE certification, please contact Beatrice Louissaint, President of the Florida State Minority Supplier Development Council. (305.762.6151)



## Florida Corporation Certification

# *State of Florida Department of State*

I certify from the records of this office that SFM LANDSCAPE SERVICES, LLC is a limited liability company organized under the laws of the State of Florida, filed on May 9, 2006.

The document number of this limited liability company is L06000047727.

I further certify that said limited liability company has paid all fees due this office through December 31, 2020, that its most recent annual report was filed on April 28, 2020, and that its status is active.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Twenty-seventh day of  
October, 2020*



*Ronald R. DeBevoise*  
Secretary of State

Tracking Number: 6474533982CU

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

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

# Occupational Licenses

000456

## Local Business Tax Receipt

Miami-Dade County, State of Florida

-THIS IS NOT A BILL - DO NOT PAY



5770822

**BUSINESS NAME/LOCATION**

SFM LANDSCAPE SERVICES LLC  
9700 NW 79TH AVE  
HIALEAH GARDENS FL 33016

**RECEIPT NO.**

RENEWAL  
1743963

**EXPIRES**

**SEPTEMBER 30, 2022**

Must be displayed at place of business  
Pursuant to County Code  
Chapter 8A - Art. 9 & 10



**OWNER**

SFM LANDSCAPE SERVICES LLC

**SEC. TYPE OF BUSINESS**

213 SERVICE BUSINESS  
CM26154

**PAYMENT RECEIVED  
BY TAX COLLECTOR**

\$450.00 09/02/2021  
FPPU08-21-011072

Employee(s) 100

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.

For more information, visit [www.miamidade.gov/taxcollector](http://www.miamidade.gov/taxcollector)

## FDOT Pre-Qualification



### Florida Department of Transportation

RON DESANTIS  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.  
SECRETARY

June 1, 2022

SFM LANDSCAPE SERVICES, LLC  
9700 NW 79 AVE  
HIALEAH GARDENS, FLORIDA 33016

#### RE: CERTIFICATE OF QUALIFICATION

The Department of Transportation has qualified your company for the type of work indicated below.

**FDOT APPROVED WORK CLASSES:**  
DEBRIS REMOVAL (EMERGENCY), LANDSCAPING

Unless notified otherwise, this Certificate of Qualification will expire **6/30/2023**.

In accordance with Section 337.14(4), Florida Statutes, changes to Ability Factor or Maximum Capacity Rating will not take effect until after the expiration of the current certificate of prequalification (if applicable).

In accordance with Section 337.14(1), Florida Statutes, an application for qualification must be filed within (4) months of the ending date of the applicant's audited annual financial statements.

If the company's maximum capacity has been revised, it may be accessed by logging into the Contractor Prequalification Application System via the following link:  
[HTTPS://fdotwp1.dot.state.fl.us/ContractorPreQualification](https://fdotwp1.dot.state.fl.us/ContractorPreQualification)

Once logged in, select "View" for the most recently approved application, and then click the "Manage" and "Application Summary" tabs.

The company may apply for a Revised Certificate of Qualification at any time prior to the expiration date of this certificate according to Section 14-22.0041(3), Florida Administrative Code (F.A.C.), by accessing the most recently approved application as shown above and choosing "Update" instead of "View." If certification in additional classes of work is desired, documentation is needed to show that the company has performed such work.

All prequalified contractors are required by Section 14-22.006(3), F.A.C., to certify their work underway monthly in order to adjust maximum bidding capacity to available bidding capacity. You can find the link to this report at the website shown above.

Sincerely,

for Alan Autry, Manager  
Contracts Administration Office

AA:cg

# Certificate of Completion

**CHRISTIAN INFANTE**

**Has Completed a Florida Department of  
Transportation Approved Temporary Traffic  
Control (TTC) Advanced (Refresher) Course.**

08/30/2025

Date Expires

37

FDOT Provider #

Juan Morales

Instructor

76913

Certificate #



ATSSA  
15 Riverside Parkway Ste.100  
Fredericksburg, VA,  
[www.atssa.com](http://www.atssa.com)  
[jessica.scheyder@atssa.com](mailto:jessica.scheyder@atssa.com)



For more information about Temporary Traffic  
Control (TTC) or to verify this certificate  
[www.motadmin.com](http://www.motadmin.com)

## Arborist Certificates



### The International Society of Arboriculture

Hereby Announces That

*Christian H. Infante*

Has Earned the Credential

**ISA Certified Arborist®**

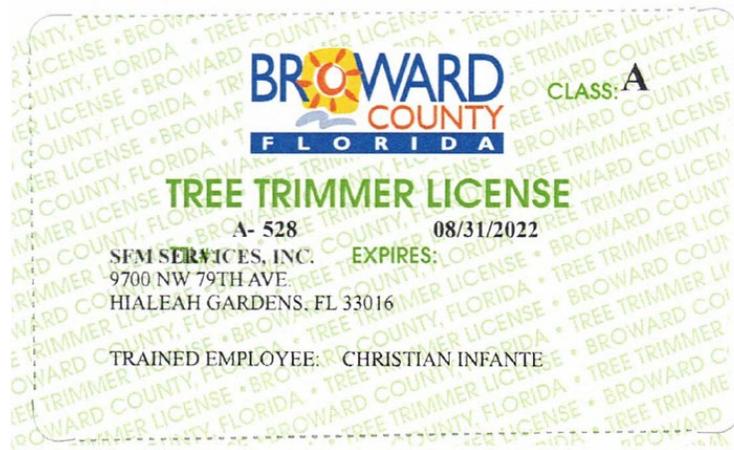
By successfully meeting ISA Certified Arborist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

*Caitlyn Pollihan*  
Caitlyn Pollihan  
CEO & Executive Director

8 June 2008	30 June 2023	FL-5916A
Issue Date	Expiration Date	Certification Number



## Broward County Tree Trimmer License/ Certificates of Completion



**CGSAA Certification**



## TCIA Membership



SFM Landscape Services, LLC  
9700 NW 79th Ave  
Hialeah, FL 33016-2514

May 10, 2022

To Whom it may concern:

This letter is to confirm that the following company's membership in **Tree Care Industry Association**, *the national trade association for tree care companies*, is current and in good standing:

**SFM Landscape Services, LLC**  
**Hialeah, FL**

**Member ID: 146822**

**Join Date: 6/25/2019**

**Good Through: 6/30/2022**

If you need additional information, please feel free to contact TCIA's membership department at 800-733-2622.

Sinceley,  
**Tree Care Industry Association**



Tree Care Industry Association  
670 N. Commercial St., Suite 201, Manchester, NH 03101

# FNGLA Certifications



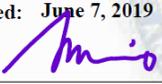
## Pesticide Licenses & Certifications

**Florida Department of Agriculture and Consumer Services  
Pesticide Certification Office  
Commercial Applicator License**

**License # CM26154**

CANTERO, MARIO Categories  
9700 NW 79 AVE 6  
HIALEAH GARDENS, FL 33016

Issued: **June 7, 2019** Expires: **June 30, 2023**

Signature of Licensee NICOLE "NIKKI" FRIED, COMMISSIONER

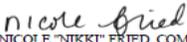
The above individual is licensed under the provisions of Chapter 487, F.S. to purchase and apply restricted use pesticides.

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

Date August 27, 2019 File No. LF289467 Expires August 27, 2023

**THE LTD COMMERCIAL FERTILIZER APPLICATOR HOLDER NAMED BELOW HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 482 FOR THE PERIOD EXPIRING: August 27, 2023**

MARIO CANTERO  
3403 SW 152 PASSAGE  
MIAMI, FL 33185

  
NICOLE "NIKKI" FRIED, COMMISSIONER

**Florida Department of Agriculture and Consumer Services  
Pesticide Certification Office  
Commercial Applicator License**

**License # CM15531**

MONTESINO, ROBERTO Categories  
11862 SW 234 TER 3  
HOMESTEAD, FL 33032

Issued: **May 24, 2022** Expires: **May 31, 2026**



Signature of Licensee NICOLE "NIKKI" FRIED, COMMISSIONER

The above individual is licensed under the provisions of Chapter 487, F.S. to purchase and apply restricted use pesticides.

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

**ROBERT MONTESINO  
LTD COMMERCIAL FERTILIZER APPLICATOR HOLDER**

**LF220081**

**HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD EXPIRING May 21, 2026**

 Signature  
COMMISSIONER

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

**CARLOS OSINAGA  
LTD COMMERCIAL FERTILIZER APPLICATOR HOLDER**

**LF283165**

**HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD EXPIRING March 21, 2023**

 Signature  
COMMISSIONER

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

**ALAN BARREIRO  
LTD COMMERCIAL FERTILIZER APPLICATOR HOLDER**

**LF283959**

**HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD EXPIRING April 10, 2023**

 Signature  
COMMISSIONER

STATE OF FLORIDA  
Department of Agriculture and Consumer Services  
BUREAU OF LICENSING AND ENFORCEMENT

**DANIEL ECHEVERRIA  
LTD COMMERCIAL FERTILIZER APPLICATOR HOLDER**

**LF318708**

**HAS PAID THE FEE REQUIRED BY CHAPTER 482 FOR THE PERIOD EXPIRING November 18, 2025**

 Signature  
COMMISSIONER

# Agriculture Dealers License

Cut Here



State of Florida  
Department of Agriculture and Consumer Services  
Division of Consumer Services  
2005 Apalachee Pkwy  
Tallahassee, Florida 32399-6500

Registration No.: **AD1575**  
Issue Date: February 9, 2022  
Expiration Date: January 28, 2023

POST CERTIFICATE  
CONSPICUOUSLY

## License as Dealer in Agriculture Products

Section 604.15-604.30, Florida Statutes

SFM LANDSCAPE SERVICES, LLC  
9700 NW 79TH AVE  
HIALEAH, FL 33016-2514

Handwritten signature of Nicole 'Nikki' Fried in black ink.

NICOLE "NIKKI" FRIED  
COMMISSIONER OF AGRICULTURE

## Horticulture Certifications



## Management Practices



## Miami-Dade County General Hauler's Permit



January 18, 2022

Solid Waste Management  
2525 NW 62nd Street • Suite 1200  
Miami, Florida 33147

[miamidade.gov](http://miamidade.gov)

Mr. Christian Infante, President  
SFM Services, Incorporated  
9700 NW 79<sup>th</sup> Avenue  
Hialeah Gardens, FL 33016

### RE: 2022-23 General Hauler Permit Approval and Decal

Dear Mr. Infante:

Thank you for your recent General Hauler Permit application. SFM Services, Incorporated (Permit #17121) has been approved through January 31, 2023 to transport solid waste in Miami-Dade County.

Enclosed you will find two (2) decals #GH23-0018 for the **2000 Mack (Tag #N4542P)** & #GH23-0019 for the **2000 Mack (Tag # N4541P)** approved to transport solid waste in Miami-Dade County under this permit account.

Each decal should be permanently affixed on the inside (upper) driver's side windshield of the vehicles. Any vehicle observed transporting without a decal permanently affixed to the windshield is in violation as prescribed in Chapter 15-17 of the Code of Miami-Dade County.

Please note that the Department of Solid Waste Management has the authority at any time, to request an accounting of the following.

- A summary of the number of tons of solid waste collected quarterly based on schedule service, as of the reporting date.
- A summary of the number of tons of recyclable material collected and marketed quarterly, on a schedule and format prescribed by the department.

You are advised to maintain accurate records in the event such a request is made. It is also recommended that you keep this document on file as proof of your General Hauler Permit approval

In addition, General Haulers with solid waste accounts in unincorporated Miami-Dade County must report and pay monthly, a disposal facility fee on all accounts except recycling pickup or non-reoccurring C & D pickups.

Should you require additional information specific to your permit, contact the Permit Section at 305-514-6610. If you need assistance with the requirements of the Disposal Facility Fee, contact **Andrea Hankerson at 305-514-6790 or via e-mail at [Andrea.Hankerson@miamidade.gov](mailto:Andrea.Hankerson@miamidade.gov)**.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michelle J. Jackson Cooper".

Michelle J. Jackson Cooper  
Special Projects Administrator 2  
Code Enforcement Division



Form **W-9**  
(Rev. October 2018)  
Department of the Treasury  
Internal Revenue Service

**Request for Taxpayer  
Identification Number and Certification**

**Give Form to the  
requester. Do not  
send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>SFM LANDSCAPE SERVICES, LLC</b>	
2 Business name/disregarded entity name, if different from above <b>SFM LANDSCAPE SERVICES, LLC</b>	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ <b>S</b> <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ▶	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____  <small>(Apply to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions. <b>9700 NW 79TH AVENUE</b>	Requester's name and address (optional)
6 City, state, and ZIP code <b>HIALEAH GARDENS, FL 33016</b>	
7 List account number(s) here (optional)	

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>	
[ ] [ ] [ ] - [ ] [ ] - [ ] [ ] [ ] [ ]	
<b>OR</b>	
<b>Employer identification number</b>	
2 0 - 4 9 0 8 8 4 9	

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶ <b>1/4/2022</b>
------------------	----------------------------	------------------------

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



## SECTION 1

### GENERAL TERMS AND CONDITIONS

#### 1.1 DEFINITIONS

##### (i) We/Us/Our/City

These terms refer to the City of Doral, Florida, a Florida municipal corporation. They may also be used as pronouns for various subsets of the City organization as content will indicate.

##### Procurement Division

The Division responsible for handling procurement-related issues within the City.

##### Departments

The City Department(s) and offices for which this solicitation is prepared, which will be the end user of the goods and/or services sought, including, without limitation.

##### Authorized Representative

The user Department's contacts for interaction regarding contract administration.

##### (ii) You/Your

The term refers to the person(s) or entity(ies) submitting a proposal in response to this RFP, inclusive of corresponding subsidiaries, affiliates, offices, employees, volunteers, representatives, agents or subcontractors. The term may apply differently to different classes of entities, as the context will indicate. For instance, "you" as a Proposer will have different obligations than "you" as a Successful Proposer will have upon awarding of this contract.

##### Proposer/Contractor/Submitter

Any person(s) and/or business entity(ies) submitting a response to this solicitation

##### Successful Proposer/ Contractor/Submitter

The Proposer whose statement of qualifications to this solicitation is deemed to be the most advantageous to the City. A Proposer will be approved for award by the City Council, and a contract will be executed for the provisions of the goods and/or services specified in this RFP and a Notice of Commencement will be issued.

##### (iii) Proposals/ Submittals

The written, sealed document submitted by the Proposer in response to this RFP. Any verbal interactions with the City apart from submittal of a formal written submittal shall not be considered a part of any submittal.

#### 1.2 CLARIFICATION/ QUESTIONS

The City reserves the right to request clarification on information submitted by any Proposer after the deadline for receipt of submittals. Questions from potential and/or actual respondents regarding this RFP shall be directed in writing by email, to the Procurement Contact email address specified on the title page. Answers, citing the question but not identifying the questioner,

will be publicly noticed and distributed simultaneously to all known prospective Proposers.

##### (i) Written Addenda

If it becomes evident that this RFP must be amended, we will issue a formal written addendum to all registered prospective Proposers via email notification. Addendum will be uploaded to the City's Procurement webpage, if necessary, a new RFP opening date may be established by addendum.

#### 1.3 COST OF PREPARATION

The City will not be responsible for any expenses incurred by Proposers for the preparation of a proposal related to this procurement, or for any negotiations related to potential award of the Contract.

#### 1.4 EXAMINATION OF DOCUMENTS

The Proposer must thoroughly examine each section of this RFP. If there is any doubt or obscurity as to the meaning of any part of these conditions, the Proposer may request clarification by written request to the Procurement Division. Interpretations or clarification in response to such questions will be issued in the form of a written addendum, emailed to all parties recorded by the City's Procurement Division as having received the RFP documents. No person is authorized to give oral interpretations of, or make oral changes to the RFP. The issuance of a written addendum shall be the only official method whereby such an interpretation or clarification is made.

#### 1.5 PUBLIC RECORDS

Upon award recommendation or thirty (30) days after the RFP opening, whichever is earlier, any material submitted in response to this RFP will become a "Public Record" and shall be subject to public disclosure pursuant to Chapter 119, Florida Statutes (Public Records Law). Proposers must claim the applicable statutory exemptions to protect submittals, stating the reasons why exclusion from public disclosure is necessary and legal. The City reserves the right to make any final determination on the applicability of the Public Records Law.

#### 1.6 WITHDRAWAL OF PROPOSAL

A Proposer may, without prejudice, withdraw, modify, or correct the proposal after it has been deposited with the City, provided the request and any subsequent modifications and/or corrections are filed with the City in writing before the time for opening the submittals. No oral modifications will be considered.

#### 1.7 RIGHT TO REJECT ANY AND/OR ALL PROPOSALS

The City reserves the right to reject any and/or all submittals or sections thereof, and/or waive any irregularities, informalities, and/or technical deficiencies. The City shall not be required to accept the minimum specifications stated herein or provided but reserves the right to accept any submittal that, in the judgment of the City, will best serve the needs and interests of the City. The offering of this RFP does not, itself, in any way constitute a contractual agreement between the City of Doral and any Proposer. However, the contents of the offered document, as well as the proposed documents may be used for details of the actual

agreement between the Proposer and the City of Doral. Furthermore, the City reserves the right to award without further discussion.

### 1.8 GOVERNMENTAL RESTRICTIONS

In the event that any governmental restrictions are imposed which would necessitate alteration of the performance to the services offered in this proposal prior to delivery, it shall be the responsibility of the proposer to notify the City at once. The City reserves the right to accept the alteration or cancel the Contract at no expense to the City.

### 1.9 SUBMISSION OF PROPOSAL

#### (i) Incurred Expenses

The City is not responsible for any expenses which Proposers may incur for preparing and submitting statements of qualifications called for in this RFP.

#### (ii) Interviews

The City reserves the right to conduct personal interviews or require presentations prior to selection. The City will not be liable for any costs whatsoever incurred by the Proposer in connection with such interviews/presentations, including, but not limited to travel and accommodations.

#### (iii) Request for Modifications

The City reserves the right to request that the Proposers(s) modify a submittal to more fully meet the needs of the City.

#### (iv) Bid Acknowledgment

By submitting a proposal, the Proposer/Proposer certifies that he/she/it has fully read and understood the solicitation method and has full knowledge of the scope, nature, and quality of work to be performed.

#### (v) Acceptance/Rejection/Modification to Submittals

The City reserves the right to negotiate modifications to this RFP that it deems acceptable, reject any and all proposals for any reason whatsoever, and waive minor irregularities in any submittal.

#### (vi) Submittals Binding

All proposals submitted shall be binding for three hundred sixty-five (365) calendar days following opening.

#### (vii) Alternate Proposals/ Statement/ Proposals

Alternate proposals, statements, and/or statements of qualifications will not be considered or accepted by the City.

#### (viii) Economy of Preparation

Proposals should be prepared simply and economically, providing a straightforward, concise description of the Proposers' ability to fulfill the requirements of the proposal.

#### (ix) Proprietary Information

In accordance with Chapter 119 of the Florida Statutes (Public Records Law) and except as may be provided by other applicable State and Federal Law, all Proposers should be aware that RFP and the corresponding responses are in the public domain and subject to disclosure. However, the Proposers are required to identify with specificity any information

contained in their statement of qualification which are considered confidential and/or proprietary and which are believed to be exempt from disclosure, citing the applicable exempting law.

All statements of qualifications received from Proposers in response to this RFP shall become the property of the City of Doral and shall not be returned to the Proposer. In the event of contract award, all documentation produced as part of the contract will become the exclusive property of the City.

### 1.10 COMPLIANCE WITH ORDERS AND LAWS

Successful Proposers shall comply with all local, state, and federal directives, ordinances, rules, orders, and laws as applicable to this RFP and subsequent contracting including, but not limited to:

**Executive Order 11246 (which prohibits discrimination against any employee, applicant, or client because of race, creed, color, national origin, sex, or age with regard to, but not limited to, employment practices, rate of pay or other compensation methods, and training.)**

**Occupational, Safety and Health Act (OSHA)**

**The State of Florida Statutes Section 287.133(3)(A) on Public Entity Crimes**

**Environment Protection Agency (EPA)**

**Uniform Commercial Code (Florida Statutes, Chapter 672)**

**American with Disabilities Act of 1990, as amended**

**National Institute of Occupational Safety Hazards (NIOSH)**

**National Forest Products Association (NFPA)**

**State of Florida Department of Transportation- Rule 14-90, Florida Admin. Code**

**U.S. Department of Transportation**

**City of Doral, City Ordinance No. 2004-03**

**Cone of Silence, Miami-Dade County Code of Ordinances**

**The State of Florida Statutes Sections 218.73 and 218.74 on Prompt Payment**

Proposer hereby recognizes and certifies that no elected official, board member, or employee of the City shall have a financial interest directly or indirectly in this transaction or any compensation to be paid under or through this transaction, and further, that no City employee, nor any elected or appointed officer, including, but not limited to, City Advisory Board members, of the City, nor any spouse, parent or child of such employee or elected or appointed officer of the City, may be a partner, officer, director or proprietor of Proposer or Proposer, and further, that no such City employee or elected or appointed officer, or the spouse, parent or child of any of them, alone or in combination, may have a material interest in the Vendor or Proposer. Material interest means direct or indirect ownership of more than 5% of the total assets or capital stock of the Proposer. Any exception to these above-described restrictions must be expressly provided by applicable law or ordinance and be confirmed in writing by City. Further, Proposer recognizes that with respect to this transaction, if any Proposer violates or is a

party to a violation of the ethics ordinances or rules of the City, the provisions of Miami- Dade County Code Section 2-11.1, as applicable to City, or the provisions of Chapter 112, part III, Fla. Stat., the Code of Ethics for Public Officers and Employees, such Proposer may be disqualified from furnishing the goods or services for which the proposal is submitted and may be further disqualified from submitting any future proposals or statements for goods or services to City. Proposer must complete and execute the Business Entity Affidavit form. The term "Proposer," as used in this section specifically includes any person or entity making and submitting a statement to the City for the provision of goods and/or services to City.

Lack of knowledge by the Proposer will in no way be a cause for relief from responsibility. Non- compliance with all local, state, and federal directives, orders, and laws may be considered grounds for termination of contract(s).

**1.11 CONE OF SILENCE**

Notwithstanding any other provision in the specifications, the provisions of Section 2-11.1 Conflict of Interest and Code of Ethics Ordinance, as set forth in subsection (t) "Cone of Silence," of the Miami-Dade County Code are applicable to this transaction.

The Cone of Silence shall be imposed on this RFP upon its advertisement. The Cone of Silence prohibits the following activities:

- (1) Any communication regarding this RFP between a potential vendor, service provider, Respondent, lobbyist or consultant and the City's professional staff;
- (2) Any communication regarding this RFP between the Mayor, Council members and any member of the Mayor and Council's professional staff;
- (3) Any communication regarding this RFP between potential vendor, service provider, Respondent, lobbyist or consultant and any member of a selection committee;
- (4) Any communication regarding this RFP between the Mayor, Council members and any member of the selection committee therefore;
- (5) Any communication regarding this RFP between any member of the City's professional staff and any member of the selection committee; and
- (6) Any communication regarding this RFP between a potential vendor, service provider, Respondent, lobbyist or consultant and the Mayor or Council

Pursuant to Section 2-11.1(t)(1)(a)(ii), the Cone of Silence shall terminate at the time the Manager makes his/her written recommendation to the City Council. However, if the City Council refers the Manager's recommendation back to the Manager or staff for further review, the Cone of Silence shall be re-imposed until such time as the Manager makes a subsequent written recommendation.

The Cone of Silence shall not apply to:

- (1) oral communications at pre-proposal conferences;
- (2) oral presentations before selection of evaluation committees;
- (3) public presentations made to the City Council during any duly noticed public meeting;
- (4) written communications regarding a particular RFP, RFQ, or proposal between a potential vendor, service provider, Respondent, proposer, lobbyist or consultant and the City's Purchasing Agent or City employee designated responsible for administering the procurement process of such RFP, RFQ, or proposal, provided the communication is limited strictly to matters of process or procedure already contained in the corresponding solicitation document;
- (5) communications with the City Attorney and his or her staff;
- (6) duly noticed site visits to determine the competency of respondents/Respondents regarding a particular proposal/proposal during the time period between the opening of proposals and the time the City Manager makes his or her written recommendation;
- (7) any emergency procurement of goods or services pursuant to City Code;
- (8) responses to the City's request for clarification or additional information pursuant to section 1.10 of this RFP;
- (9) contract negotiations during any duly noticed public meeting;
- (10) communications to enable City staff to seek and obtain industry comment or perform market research, provided all communications related thereto between a potential vendor, service provider, Respondent, proposer, lobbyist, or consultant and any member of the City's professional staff including, but not limited to, the City Manager and his or her staff are in writing or are made at a duly noticed public meeting.

Violation of the Cone of Silence by a particular proposer or Respondent shall render the RFP award or proposal award to said proposer or Respondent voidable by the City Council and/or City Manager. Please contact the City Attorney for any questions regarding Cone of Silence compliance.

**1.12 FLORIDA GOVERNMENT IN THE SUNSHINE LAW**

As a Florida municipal corporation, the City is subject to the Florida Sunshine Act and Public Records Law. By submitting a Proposal, Proposer acknowledges that the materials submitted with the Proposal and the results of the City of Doral evaluations are open to public inspection upon proper request. Proposer should take special note of this as it relates to proprietary information that might be included in its Proposal.

**1.13 CANCELLATION**

In the event any of the provisions of this RFP are violated by the Awarded Proposer, the City Manager shall give written notice to

the Awarded Proposer stating the deficiencies and, unless deficiencies are corrected within ten (10) days, recommendation will be made to the City Council for immediate cancellation. The City reserves the right to terminate any contract resulting from this invitation at any time and for any reason, upon giving thirty (30) days prior written notice to the other party. No consideration will be given for anticipated loss of revenue on the canceled portion of the Contract

**1.14 ASSIGNMENT**

The Awarded Proposer shall not assign, transfer, convey, sublet or otherwise dispose of this contract, including any or all of its right, title or interest therein, or his or its power to execute such contract to any person, company or corporation without prior written consent of the City of Doral.

**1.15 PROPERTY**

Property owned by the City of Doral is the responsibility of the City of Doral. Such property furnished for repair, modification, study, etc., shall remain the property of the City of Doral. Damages to such property occurring while in the possession of the Awarded Proposer shall be the responsibility of the Awarded Proposer.

**1.16 TERMINATION FOR DEFAULT**

If the Awarded Proposer defaults in its performance under this Contract and does not cure the default within thirty (30) days after written notice of default, the City may terminate this Contract, in whole or in part, upon written notice without penalty to the City. In such event, the Awarded Proposer shall be liable for damages, including, but not limited to, the excess cost of procuring similar supplies or services: provided that if, (1) it is determined for any reason that the Awarded Proposer was not in default or (2) the Awarded Proposer's failure to perform is without his control, fault or negligence, the termination will be deemed to be a termination for the convenience of the City.

**1.17 TERMINATION FOR CONVENIENCE**

The City Manager may terminate the Contract that may result from this RFP, in whole or in part, upon thirty (30) days prior written notice when it is in the best interests of the City. If so terminated, the City shall be liable only for payment in accordance with the payment provisions of the Contract for those services rendered prior to termination.

**1.18 ANTI-TRUST PROVISION**

At such times, as may serve its best interest, the City reserves the right to advertise for, receive, and award additional contracts for these herein items, and to make use of other competitively proposal (government) contracts for the purchase of these goods and/ or services as may be available.

**1.19 PUBLIC RECORDS, AUDIT RIGHTS AND RECORDS RETENTION**

The Upon award recommendation or thirty (30) days after the opening of RFP responses, whichever is earlier, any material submitted in response to this Request for Qualifications will become a "Public Record" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes (Public Record Law). Proposers must claim the applicable exemptions to disclosure provided by law in their response to the Request for Qualifications by identifying materials to be protected and must state the reasons why exclusions from public disclosure is necessary and legal. The City reserves the right to make any final determination on the applicability of the Public Records Law. The Awarded Proposer agrees to provide access to the City, or

any of their duly authorized representatives, to any books, documents, papers, and records of the Awarded Proposer which are directly pertinent to the contract, for the purposes of audit, examination, excerpts, and transcriptions. The Awarded Proposer shall maintain and retain any and all of the aforementioned records after the expiration and/or termination of the agreement, as provided by Chapter 119, Florida Statutes.

**1.20 CAPITAL EXPENDITURES**

Awarded Proposer understands that any capital expenditures that the Awarded Proposer makes, or prepares to make, in order to perform the services required by the City of Doral, is a business risk which the Awarded Proposer must assume. The City of Doral will not be obligated to reimburse amortized or unamortized capital expenditures, any other expenses, or to maintain the approved status of the Awarded Proposer. If Awarded Proposer has been unable to recoup its capital expenditures during the time it is rendering such services, it shall not have any claim upon the City of Doral.

**1.21 GOVERNING LAW AND VENUE**

The validity and effect of the Contract shall be governed by the laws of the State of Florida. The parties agree that any administrative or legal action, mediation, or arbitration arising out of this Contract shall take place in Miami-Dade County, Florida.

**1.22 ATTORNEY FEES**

In connection with any litigation, mediation, or arbitration arising out of this Contract, each party will pay its' attorney's fees.

**1.23 NO PARTNERSHIP OR JOINT VENTURE**

Nothing contained in this Contract will be deemed or construed to create a partnership or joint venture between the City of Doral and Awarded Proposer/Proposer, or to create any other similar relationship between the parties.

**1.24 TERMS AND CONDITIONS OF AGREEMENT**

The Agreement to be entered into with the Awarded Proposer, in substantially the form attached hereto as Exhibit "A", shall include, but not be limited to, the following terms and conditions:

A. The Awarded Proposer agrees to indemnify, defend and hold harmless the City, its officers, elected officials, agents, volunteers and employees, from and against any and all liability, claims, demands, damages, fines, fees, expenses, penalties, suits, proceedings, actions and cost of action, including attorney's fees for trial and on appeal, and of any kind and nature arising or growing out of or in any way connected with the performance of the Agreement whether by act or omission of the Awarded Proposer, its agents, servants, employees or others, or because of or due to the mere existence of the Agreement between the parties; unless said claim for liability is caused solely by the negligence of the City or its agents or employees.

The Awarded Proposer shall further indemnify, defend and hold harmless the City, its elected officials, its Officers, employees, agents and volunteers (collectively referred as "Indemnitees") against all loss, costs, penalties, fines, damages, claims, expenses, including attorney's fees, or liabilities ("collectively referred to as "liabilities") by reason of any injury to, or death of any person, or damage to, or destruction, or loss of any property arising out of, resulting from, or in connection with the performance, or non-performance

of the services contemplated by this agreement which is, or is alleged to be directly, or indirectly caused, in whole, or in part by any act of omission, default, or negligence of the Awarded Proposer, its employees, agents, or sub-contractors.

- B. The Awarded Proposer shall pay all royalties and assume all costs arising from the use of any invention, design, process materials, equipment, product or device which is the subject of patent rights or copyrights. Awarded Proposer shall, at its own expense, hold harmless and defend the City against any claim, suit or proceeding brought against the City which is based upon a claim, whether rightful or otherwise, that the goods or services, or any part thereof, furnished under the contract, constitute an infringement of any patent or copyright of the United States. The Awarded Proposer shall pay all damages and costs awarded against the City.
- C. An understanding and agreement, by and between the Awarded Proposer and the City, that the completion time as specified in Awarded Proposer's submission will be met and that all work shall be executed regularly, diligently, and uninterrupted at such rate of progress as will ensure full completion thereof within the time specified.

**1.25 HIRING PREFERENCE FOR PROCURED PROJECTS**

Awarded Proposer will be required to comply with Ordinance No. 2018-24 – Procedure to Provide Preference for Doral Businesses and Residents in Public Works and Improvements Contracts.

**1.26 LIMITATION ON USE OF OFFICIAL SEAL**

Ordinance No. 2019-09, § 2, 5-8-2019 - It shall be unlawful and a violation of this section for any person, firm, corporation or other legal entity to print for the purpose of sale or distribution or circulate, manufacture, publish, use, display, or offer for sale any letters, papers, documents, or items of merchandise which simulate the official seal of the city or the stationery or a real or fictitious agency, department or instrumentality of the city without the expressed written authority of the city council or its designee. The unauthorized use shall be punishable as provided in F.S. §§ 775.082 and 775.083.

**1.27 RESOLUTION OF PROTESTED SOLICITATIONS AND AWARDS.**

Ordinance No. 2008-04, Sec. 2-338 - Formal

1.27.1 Right to protest on formal solicitations. The following procedures shall be used for resolution of protested formal solicitations and awards:

- A. Protest of solicitations. Any actual or prospective bidder or offeror who perceives itself aggrieved in connection with the solicitation of a contract may file a written protest with the City Clerk within five business days prior to the date set for opening of bids or receipt of proposals.
- B. Protest of award. Any actual bidder or offeror who perceives itself aggrieved in connection with the recommended award of a contract may file a written protest with the city clerk. The protest shall be filed within three business days after such

aggrieved person knows or should have known of the facts giving rise thereto.

1.27.2 Authority to resolve protests. The chief procurement officer, after consultation with the city attorney, shall issue a written decision within ten days after receipt of the protest. Said decision shall be sent to the city manager with a copy to the protesting party. The city manager may then either resolve the protest or reject all proposals. The decision shall be sent to the city council. Any aggrieved person may appeal the decision of the city manager to award a solicitation or bid within five days of issuance of a written decision. Upon appeal of the decision of the city manager, the decision shall be submitted to the city council for approval or disapproval thereof.

1.27.3 Stay of procurements during protests. Upon receipt of a written protest filed pursuant to the requirements of this section, the city shall not proceed further with the solicitation or with the award of the contract until the protest is resolved by the city as provided in subsection (b) of this section, unless the city manager, after consultation with the head of the using department and city attorney, makes a written determination that the solicitation process or the contract award must be continued without delay in order to protect substantial interests of the city.

1.27.4 Filing fee. Within three business days after filing the written protest, the protestor must submit to the city clerk a filing fee in the form of a money order or cashier's check, payable to the city, in an amount equal to one percent of the amount of the bid or proposed contract, or \$1,000.00, whichever is less. The filing fee shall guarantee the payment of all costs which may be adjudged against the protestor in any administrative or court proceeding. If the protest is denied, the filing fee shall be forfeited to the city in lieu of payment of costs for the administrative proceedings. If the protest is upheld by the city, the filing fee shall be refunded to the protestor.

1.27.5 Entitlement to costs. In addition to any other relief, when a protest is sustained and the protesting bidder or offeror should have been awarded the contract under the solicitation but is not, then the protesting bidder or offeror shall be entitled to the reasonable costs other than attorney's fees.

1.27.6 Compliance with filing requirements. Failure of a party to file the protest or submit the filing fee on a timely basis shall constitute a forfeiture of such party's right to file a protest pursuant to this section. The protesting party shall not be entitled to seek judicial relief without first having followed the procedures set forth in this section.

**1.28 BUSINESS ENTITY CODE OF BUSINESS ETHICS AND CONDUCT**

Ordinance No. 2021-34, Secs. 2-384 - Business Entity Code of Business Ethics and Conduct

The City will not contract or transact business with a person, corporation, partnership, firm or other business entity in the event of a conflict of interest -under state or local law if: (1) neither an exemption nor opportunity to waive the conflict of interest exists; or (2) an opportunity to waive the conflict exists, but the City does not waive it. If a conflict of interest is waivable, the City Council shall have the sole Authority for waiving it.

### **Business Entities**

Vendors shall be familiar and comply with all applicable conflict of interest legal requirements including Florida's Code of Ethics for Public Officers, Chapter 112, Part III, Florida Statutes, Sec. 2-11.1. - Conflict of Interest Ordinance, Code of Miami Dade County.

### **Applicability and Reporting Requirements.**

All persons, corporations, partnerships, firms or other business entities transacting business with the City shall be familiar and comply with local and state conflict of interest laws, nepotism, ordinances, policies or directives (hereinafter "conflict of interest law").

### **Compulsory disclosure by firms doing business with the city or in the city.**

In order to ensure that the city and all business entities conduct business with the city do so according to the highest standards of ethics, the city has established reasonable procedures designed to prevent and detect conflicts of interest. The city is committed to avoiding conflicts of interest and maintaining interactions with business entities seeking city council approval in a fully transparent manner. Accordingly, requiring the full disclosure of principals, companies and subcontractors minimizes the potential for conflicts of interest. Any business entity which has business commitments to or from the City through solicitations, contracts, and orders for services or is working on a project in the City that may go before the City Council for approval shall comply with the disclosure requirements of this section.

- a) The Contracting officer shall report annually by October 31, for services performed under this contract during the preceding fiscal year (October 1-September 30).
  1. Subcontract number (including subcontractor name and unique entity identifier); and
  2. The number of subcontractors direct-labor hours expended on the services performed during the previous city fiscal year.
  3. The total dollar amount invoiced for services performed during the previous city fiscal year under the contract.
- b) The Contracting office shall also require that all vendors and subcontractors complete and return the conflict-of-interest disclosure form.
- c) For projects placed on the City Council agenda for approval, the Contracting officer shall file a report with the City Clerk no later than seven days before the item is scheduled to be heard by the city council. The report shall contain shall report the following information:
  1. The names of all subcontractors providing services.
  2. The value of each subcontract.
  3. The number of subcontractors direct-labor hours expended/or anticipated on the services.
  4. A list of names of subcontractors proposed to perform principal portions of the work.

Whenever any person is in doubt as to the applicability of conflict-of-interest law to himself or herself or his or her company, that person may submit to the Office of the City Attorney a full written statement of the facts and questions he or she has. The Office of the City Attorney shall render an opinion to that person.

## **1.29 DEBARMENT AND SUSPENSIONS**

City of Doral

As stewards of taxpayer's resources and to protect the City's interests, the City is required to award contracts to responsible vendors that are determined to be reliable, dependable, and capable of performing the required work. One way to achieve this vital goal is through suspensions and debarments, which are actions taken to exclude organizations or individuals from receiving contracts based on various types of misconduct. Below is an overview of the ordinance that establishes procedures consistent with the city's procurement's policies for suspending or debarment entities that violate the city's procurement rules.

### **Ordinance No. 2-340 – Debarment and Suspensions**

- a. ***Authority and requirement to debar and suspend.*** After reasonable notice to an actual or prospective contractual party, and after reasonable opportunity for such party to be heard, the city manager, after consultation with the chief procurement officer and the city attorney, shall have the authority to suspend or debar a contractual party, for the causes listed below, from consideration for award of city contracts. The suspension shall be for a period of not fewer than two (2) years. The city manager shall also have the authority to suspend a contractual party from consideration for award of city contracts if there is probable cause for debarment, pending the debarment determination. The city manager may consider past acts of the contractual party that occurred prior to the effective date of this ordinance. The authority to debar and suspend contractors shall be exercised in accordance with regulations which shall be issued by the chief procurement officer after approval by the city manager, the city attorney, and the city council.
- b. ***Suspension.*** Causes for suspension include the following:
  - (1) Violation of contract provisions, which is regarded by the chief procurement officer to be indicative of non-responsibility. Such violation may include failure without good cause to perform in accordance with the terms and conditions of a contract or to perform within the time limits provided in a contract, provided that failure to perform caused by acts beyond the control of a party shall not be considered a basis for debarment or suspension.
  - (2) Debarment or suspension of the contractual party by any federal, state or other governmental entity.
  - (3) False certifications including but not limited to certifications under paragraphs (d) and (e) below.
  - (4) Found in violation of a city ordinance or regulation and for which the violation remains noncompliant.
  - (5) Found in violation of a city ordinance or regulation and for which a civil penalty or fine is due and owing to the city.
  - (6) A contractual party who has defaulted under the terms of a contract with the city or any of its boards, agencies, trusts, authorities, or committees and has failed to cure such default.
  - (7) Vendor and the city are engaged in an adversarial proceeding (court proceeding, arbitration or administrative proceeding) arising from or relating to the vendor's performance of a contract with the city.
  - (8) Any other cause judged by the city manager to be so serious and compelling as to affect the responsibility or integrity of the contractual party performing city contracts.
- c. ***Debarment.*** Causes for permanent debarment include the following:

- (1) Conviction for commission of a criminal offense incident to obtaining or attempting to obtain a public or private contract or subcontract, or incident to the performance of such contract or subcontract.
  - (2) Conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification, or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty.
  - (3) Conviction under state or federal antitrust statutes arising out of the submission of bids or proposals.
  - (4) Default or failure to fully comply with the conditions, specifications, drawings or terms of a bid, proposal, or contract with the city twice in any three-year period.
- d. **Certification.** All contracts for goods and services, sales, and leases by the city shall contain a certification that neither the contractual party nor any of its principal owners or personnel have been convicted of any of the violations set forth above or debarred or suspended as set forth in paragraph (b)(2).

- e. **Non-Collusion Affidavit.** All bids for goods and services shall contain a certification that neither the undersigned bidder or agent nor any of its principal owners or personnel entered into any combination, collusion or agreement with any person submitting a bid.
- f. **Debarment and suspension decisions.** Subject to the provisions of paragraph (a), the city manager shall render a written decision stating the reasons for the debarment or suspension. A copy of the decision shall be provided promptly to the contractual party, along with a notice of said party's right to appeal the decision.

**Ordinance No. 2-341. – Appeal of Decision**

The suspension or debarment shall be final and conclusive, unless the suspended or debarred party appeals the decision of the city manager to the city council, in the manner provided for appeals of administrative decisions of this Code of Ordinances. An appeal must be filed within twenty-one (21) days of the rendition of the order.

ACKNOWLEDGED:



09/30/2022

(Signature and Date)

**This document must be completed and returned with your Submittal**

**END OF SECTION 1**

**SECTION 4**  
**BIDDER SUBMITTAL FORM**  
**ITB No. 2022-25**

THIS BID IS SUBMITTED TO:

**City of Doral**  
**8401 NW 53<sup>rd</sup> Terrace**  
**Doral, Florida 33166**

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with The City of Doral to perform and furnish all goods and/or services as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this ITB and in accordance with the other terms and conditions of the Contract Documents.
  
2. Bidder accepts all of the terms and conditions of the Advertisement or Invitation to Bid and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Security. This Bid will remain subject to acceptance for 90 days after the day of Bid opening. Bidder agrees to sign and submit the Agreement with the Bonds and other documents required by the Bidding Requirements within ten days after the date of City's Notice of Award. (If applicable).
  
3. In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:
  - (a) Bidder has examined copies of all the Bid Documents and of the following Addenda (receipt of all which is hereby acknowledged.)

Addendum No. <u>  1  </u>	Dated: <u>09/23/2022</u>
Addendum No. _____	Dated: _____
Addendum No. _____	Dated: _____
Addendum No. _____	Dated: _____
  
  - (b) Bidder has familiarized themselves with the nature and extent of the Contract Documents, required goods and/or services, site, locality, and all local conditions and Law and Regulations that in any manner may affect cost, progress, performance, or furnishing of the Work.
  
  - (c) Bidder has studied carefully all reports and drawings of subsurface conditions and drawings of physical conditions.
  
  - (d) Bidder has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) all such examinations, investigations, explorations, tests and studies (in addition to or to supplement those referred to in (c) above) which pertain to the subsurface or physical conditions at the site or otherwise may affect the cost, progress, performance, or furnishing of the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents, and no additional examinations, investigations, explorations, tests, reports or similar information or data are or will be required by Bidder for such purposes.



# City of Doral

## ITB No. 2022-25

### Floating Debris Removal Services

#### Addendum No. 1

**Below are questions/ clarifications that were received regarding this project as well as the City's responses. This Addendum is and does become a part of the above-mentioned solicitation. This addendum is issued to modify the subject solicitation as follows:**

1. What is the annual budget for this contract?
  - Estimated \$40,000.00
  
2. What are the current bill rates?
  - Please see attached Reso No. 19-19 (current contract)
  - Contract Amount = \$158,435.00
  - Annual Amount (12 services per year) = \$39,608.75
  - Monthly Amount (1 service per month) = \$3,300.73

- (e) Bidder has correlated the results of all such observations, examinations, investigations, explorations, tests, reports, and studies with the terms and conditions of the Contract Documents.
  - (f) Bidder has given the City written notice of all conflicts, errors, discrepancies that it has discovered in the Contract Documents and the written resolution thereof by the City is acceptable to Bidder.
  - (g) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from submitting; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over the City.
4. Bidder understands that the quantities provided are only provided for Bid evaluation only. The actual quantities may be higher or lower than those in the Bid form.
  5. Bidder understands and agrees that the Contract Price is Unit Rate Contract to furnish and deliver all of the Work complete in place as such the Bidder shall furnish all labor, materials, equipment, tools superintendence, and services necessary to provide a complete Project.
  6. Bidder agrees that the work will be completed as scheduled from the date stipulated in the Notice to Proceed.
  7. Communications concerning this Bid shall be addressed to:
 

Bidder:	<u>SFM Landscape Services, LLC.</u>
Address:	<u>9700 NW 79 Avenue</u>
	<u>Hialeah Gardens, FL 33016</u>
Telephone	<u>305.818.2424</u>
Facsimile Number	<u>305.818.3510</u>
Attention:	<u>Christian Infante</u>
  8. The terms used in this Bid which are defined in the General Conditions of the Contract included as part of the Contract documents have the meanings assigned to them in the General Conditions.

# STATEMENT

I understand that a "person" as defined in Para. 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 Bids or applies to Bid on Contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "persons" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of any entity.

SUBMITTED THIS DAY September 29, 2022.

Person Authorized to sign Bid: \_\_\_\_\_ (Signature)  
  
Christian Infante (Print Name)  
President (Title)

Company Name: SFM Landscape Services, LLC.

Company Address: 9700 NW 79 Avenue  
Hialeah Gardens, FL 33016  
\_\_\_\_\_

Phone: 305.818.2424 x.17 & 24

Fax: 305.818.3510

Email: cinfante@sfmservices.com

## **SECTION 5**

### **FORMS / DELIVERABLES**

**THE FOLLOWING MATERIALS ARE CONSIDERED ESSENTIAL AND NON-WAIVABLE FOR ANY RESPONSE TO AN INVITATION TO BID.**

**BIDDERS SHALL SUBMIT THE SUBSEQUENT FORMS IN THE EXACT SEQUENCE PROVIDED, INCLUDING INSERTION OF DOCUMENTS WHERE SPECIFIED.**

#### **LIST OF ATTACHED FORMS:**

- Bidder Submittal Form (**Section 4**)
- Conflict of Interest Disclosure Form
- ITB Reference Survey
- Statement of No Response
- Bidder Information Worksheet
- Bidder Qualification Statement
- E-Verify Program Form
- Business Entity Affidavit
- Non-Collusion Affidavit
- No Contingency Affidavit
- Americans with Disabilities Act (ADA) (Disability Non-Discrimination Statement)
- Public Entity Crimes (Sworn Statement)
- Drug Free Workplace Program
- Copeland Act Anti-Kickback Affidavit
- Equal Employment Opportunity Certification
- Cone of Silence Certification
- Tie Bids Certification
- Bidder/ Proposer Certification
- Certificate of Authority
- Certificate as to Corporate Principal
- Acknowledgement of Conformance with OSHA Standards
- [IRS Form W-9](#) - Request for Taxpayer Identification Number and Certification
- Minimum Insurance Requirements Acknowledgement



## CITY OF DORAL DISCLOSURE FORM

All business entities (“Vendor”) interested in or conducting business with the City of Doral, must complete and return the Conflict-of-Interest Disclosure Form.

Please note that all business entities interested in or conducting business with the City are subject to comply with the City of Doral’s conflict of interest policies as stated within the certification section below.

If a vendor has a relationship with a City of Doral official or employee, an immediate family member of a City of Doral official or employee, the vendor shall disclose the information required below.

1. No City official or employee or City employee’s immediate family member has an ownership interest in vendor’s company or is deriving personal financial gain from this contract.
2. No retired or separated City official or employee who has been retired or separated from the City for less than one (1) year has an ownership interest in vendor’s Company.
3. No City employee is contemporaneously employed or prospectively to be employed with the vendor.
4. Vendor hereby declares it has not and will not provide gifts or hospitality of any dollar value or any other gratuities to any City employee or elected official to obtain or maintain a contract.

<b>Conflict of Interest Disclosure*</b>	
Name of City of Doral employees, elected officials, or immediate family members with whom there may be a potential conflict of interest:  _____  _____	<input type="checkbox"/> Relationship to employee <input type="checkbox"/> Interest in vendor’s company <input type="checkbox"/> Other (please describe below):  _____  <input checked="" type="checkbox"/> No Conflict of Interest

*\*Disclosing a potential conflict of interest does not disqualify vendors. In the event vendors do not disclose potential conflicts of interest and they are detected by the City, vendor will be exempt from doing business with the City.*

<b>I certify that this Conflict-of-Interest Disclosure has been examined by me and that its contents are true and correct to my knowledge and belief and I have the authority to so certify on behalf of the Vendor by my signature below:</b>		
SFM Landscape Services, LLC.	305.818.2424	
<b>Vendor Name</b>	<b>Vendor Phone Number</b>	
	09/29/2022	Christian Infante
<b>Signature of Vendor Authorized Representative</b>	<b>Date</b>	<b>Printed Name of Vendor Authorized Representative</b>



**CITY OF DORAL PROCUREMENT**

ITB Reference Survey

**ITB No. 2022-25**

**Floating Debris Removal Services**

From:		To: Procurement Division Manager
Company:		Due Date: September 30 <sup>th</sup> , 2022
Phone No.:		Total #. Of Pages: 1
Fax No.		Ph. #: 305-593-6725
Email:		Email: <a href="mailto:Procurement@cityofdoral.com">Procurement@cityofdoral.com</a>
Subject:	Reference for work completed regarding floating debris removal services	
Additional Details:		
<p>You as an individual or Your company has been given to us as a point of contact for a reference on a project completed for you (identified above). Description of City of Doral Project:</p> <p><i>The City is soliciting bids from interested parties for the provision of floating debris removal services on City canals, including operations and management, removal of legal disposal of floating debris.</i></p>		
<p><b>Name of company you are providing a reference for:</b> <a href="#">SFM Landscape Services, LLC.</a></p>		
	<b>Indicate:</b>	<b>“YES” or NO”</b>
1.	Was the scope of work performed similar in nature?	
2.	Did this company have the proper resources and personnel by which to get the job done?	
3.	Were any problems encountered with the company’s work performance?	
4.	Were any change orders or contract amendments issued, other than owner initiated?	
5.	Was the job completed on time based on the original established timeline?	
6.	Was the job completed within budget based on the original established budget?	
7.	On a scale of one to ten (1-10), ten being best, how would you rate the overall work performance, considering professionalism, final product, personnel, resources. Rate from 1 to 10 (10 being the highest)	
8.	If the opportunity were to present itself, would you rehire this company?	
9.	Please provide any additional comments pertinent to this company and the work performed for you:	
<p align="center">Please Complete and Return to the Attention of: Tanya Donigan – <a href="mailto:Procurement@cityofdoral.com">Procurement@cityofdoral.com</a> <b>Subject: Reference for ITB No. 2022-25</b> <b>Floating Debris Removal Services</b></p>		

NOT APPLICABLE  
**STATEMENT OF NO RESPONSE**  
**ITB No. 2022-25**

If you are not proposing on this service/commodity, please complete and return this form to City of Doral Procurement at [procurement@cityofdoral.com](mailto:procurement@cityofdoral.com). Failure to respond may result in deletion of your firm's name from the qualified vendor list for the City of Doral.

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

We, the undersigned have declined to submit a Bid on the above because of the following reasons:

- \_\_\_\_\_ Specifications/Scope of Work too "tight", i.e., geared toward brand or manufacturer only  
(explain below)
- \_\_\_\_\_ Insufficient time to respond
- \_\_\_\_\_ We do not offer this product, service or an equivalent
- \_\_\_\_\_ Our schedule would not permit us to perform
- \_\_\_\_\_ Unable to meet bond requirements
- \_\_\_\_\_ Specifications unclear (explain below)
- \_\_\_\_\_ Other (specify below)

REMARKS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**BIDDER INFORMATION WORKSHEET**

**ITB No. 2022-25**

**COMPANY/AGENCY/FIRM NAME:** SFM Landscape Services, LLC.

**ADDRESS:** 9700 NW 79 Avenue Hialeah Gardens, FL 33016

**BUSINESS EMAIL ADDRESS:** cinfante@sfmsservices.com **PHONE No.:** 305.818.2424 x.17

**CONTACT PERSON & TITLE:** Christian Infante, President

**CONTACT EMAIL ADDRESS:** cinfante@sfmsservices.com **PHONE No.:** 305.818.2424 x.17

**BUSINESS HOURS:** Mon. - Fri. 8 a.m. to 5 p.m.

**BUSINESS LEGAL STATUS:** (circle one) CORPORATION / PARTNERSHIP/JOINT VENTURE / LLC

**BUSINESS IS A:** (circle one) PARENT / SUBSIDIARY / OTHER \_\_\_\_\_

**DATE BUSINESS WAS ORGANIZED/INCORPORATED:** 05/09/2006

**ADDRESS OF OFFICE WHERE WORK IS TO BE DONE FOR THIS PROJECT**

*(if different from address provided above):*

same as above

**INDIVIDUALS(S) AUTHORIZED TO MAKE REPRESENTATIONS FOR THE BIDDER:**

<u>Christian Infante</u>	<u>President</u>	<u>305.525.9442</u>
(First, Last Name)	(Title)	(Contact Phone Number)

<u>Jose Infante</u>	<u>Founder</u>	<u>305.525.9441</u>
(First, Last Name)	(Title)	(Contact Phone Number)

_____	_____	_____
(First, Last Name)	(Title)	(Contact Phone Number)

**SIGNATURE:**  \_\_\_\_\_ **DATE:** 09/29/2022

**PRINT NAME:** Christian Infante

# BIDDER QUALIFICATION STATEMENT

**ITB No. 2022-25**

The Bidder's response to this questionnaire will be utilized as part of the City's overall Bid Evaluation to ensure that the Bidder meets, to the satisfaction of the City of Doral, the minimum requirements for participating in this solicitation.

The following minimum experience is required for this project as specified in Section 2.

**ON THE FORM BELOW, BIDDER MUST PROVIDE DETAILS FULFILLING ABOVE MINIMUM EXPERIENCE REQUIREMENTS. IT IS MANDATORY THAT BIDDERS USE THIS FORM IN ORDER TO INDICATE THAT THE MINIMUM EXPERIENCE REQUIREMENT IS MET. NO EXCEPTIONS WILL BE MADE.**

1. Project Name/Location      Floating Debris Removal Services - Doral, FL

Owner Name                      City of Doral

Contact Person                  Carlos Arroyo

Contact Telephone No.        305.593.6740

Email Address:                  carlos.arroyo@cityofdoral.com

Yearly Budget/Cost             Approx. \$50k

Dates of Contract              From: 2012                      To: 2019

Project Description             removal and disposal of floating debris from  
city canals.

\_\_\_\_\_
  
2. Project Name/Location      Canal Maintenance - Miami Lakes, FL

Owner Name                      Town of Miami Lakes

Contact Person                  Jeremy Bajdaun

Contact Telephone No.        305.364.6100

Email Address:                  Bajdaunj@miamilakes-fl.gov

Yearly Budget/Cost             Approx. \$100k

Dates of Contract From: 2020 To: present

Project Description removal and disposal of floating debris from  
town canals as well as mowing of flats and slopes.

3. Project Name/Location Canal Cleaning Services - Coral Gables, FL

Owner Name City of Coral Gables

Contact Person Brook Dannemiller

Contact Telephone No. 305.460.5130

Email Address: bdannemiller@coralgables.com

Yearly Budget/Cost Approx. 25k

Dates of Contract From: 03/2018 To: 06/2018

Project Description removal and disposal of floating debris from  
city canal post Hurricane Irma.

4. Project Name/Location \_\_\_\_\_

Owner Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Contact Telephone No. \_\_\_\_\_

Email Address: \_\_\_\_\_

Yearly Budget/Cost \_\_\_\_\_

Dates of Contract From: \_\_\_\_\_ To: \_\_\_\_\_

Project Description \_\_\_\_\_

5. Project Name/Location

\_\_\_\_\_

Owner Name

\_\_\_\_\_

Contact Person

\_\_\_\_\_

Contact Telephone No.

\_\_\_\_\_

Email Address:

\_\_\_\_\_

Yearly Budget/Cost

\_\_\_\_\_

Dates of Contract

From: \_\_\_\_\_ To: \_\_\_\_\_

Project Description

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**END OF SECTION**

## E-VERIFY PROGRAM

**Employment Eligibility Verification:** (as amended at 74 FR 2731) requires, as applicable, a condition for the award of any Federal contract at \$250,000 or greater, for Vendor to certify they are enrolled in, and is currently participating in, E-Verify or any other equivalent electronic verification of work authorization program operated by the U.S. Department of Homeland Security and does not knowingly employ any person who is an unauthorized alien in conjunction with the contracted services. A breach in compliance with immigration laws and regulations shall be deemed a material breach of the contract and may be subject to penalties up to and including termination of the contract.

### **Declaration**

1. I have reviewed 48 CFR 52.222-54 and have sufficient knowledge of the personnel practices of the Business Entity to execute this Declaration on behalf of the Business Entity.
2. The Business Entity has legal counsel and has had the opportunity to consult that counsel, and accordingly it has not relied on the Governmental Entity's advice or counsel in complying with the legal requirements addressed in this Declaration.
3. The Business Entity is enrolled in and uses the federal E-Verify program to verify the eligibility to work of all newly hired employees of the Business Entity. Information on registration for and use of the E-Verify program can be obtained via the Internet at the Department of Homeland Security Web site: <https://www.e-verify.gov/>.
4. The Business Entity does not knowingly employ applicants or retain in its employ a person whose immigration status makes them ineligible to work for the Business Entity.
5. The Business Entity has verified that any subcontractors utilized to deliver services to the Governmental Entity through the Business Entity's contract with the Governmental Entity use the E-Verify system and do not knowingly employ persons whose immigration status makes them ineligible to work for the subcontractor.
6. As an authorized agent of the Business Entity, I acknowledge notice that 48 CFR 52.222-54 requires that the Business Entity's compliance with the terms of this Declaration be incorporated into the Business Entity's contract for services with the Governmental Entity, and if the Business Entity fails to remedy a violation of this provision of its contract for services with the Governmental Entity within the thirty (30) day period prescribed in 48 CFR 52.222- 54, violation of this term of that contract for services requires termination of that contract and that the Business Entity is liable to the Governmental Entity for actual damages.

48 CFR 52.222-54

I declare under penalty of perjury, a Class D Felony, that the foregoing representations are true.

SFM Landscape Services, LLC.  
Company Name

  
Respondent Signature

Christian Infante  
Respondent Name (Printed)

09/29/2022  
Date Signed

**BUSINESS ENTITY AFFIDAVIT**  
**(VENDOR / BIDDER DISCLOSURE)**  
**ITB No. 2022-25**

I, Christian Infante, being first duly sworn state:

The full legal name and business address of the person(s) or entity contracting or transacting business with the City of Doral ("City") are (Post Office addresses are not acceptable), as follows:

20-4908849  
 FEDERAL EMPLOYER IDENTIFICATION NUMBER (IF NONE, SOCIAL SECURITY NUMBER)

SFM Landscape Services, LLC.  
 Name of Entity, Individual, Partners, or Corporation

Doing business as, if same as above, leave blank

<u>9700 NW 79 Avenue</u>		<u>Hialeah Gardens</u>	<u>FL</u>	<u>33016</u>
STREET ADDRESS	SUITE	CITY	STATE	ZIP CODE

**OWNERSHIP DISCLOSURE AFFIDAVIT**

1. If the contact or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who holds directly or indirectly five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full legal name and address shall be provided for each trustee and each beneficiary. All such names and addresses are (Post Office addresses are not acceptable), as follows:

<u>Full Legal Name</u>	<u>Address</u>	<u>Ownership</u>
<u>Christian Infante</u>	<u>9700 NW 79 Avenue Hialeah Gardens, FL 33016</u>	<u>51 %</u>
<u>Jose Infante</u>	<u>9700 NW 79 Avenue Hialeah Gardens, FL 33016</u>	<u>49 %</u>
		<u>%</u>

2. The full legal names and business address of any other individual (other than subcontractors, material men, suppliers, laborers, or lenders) who have, or will have, any interest (legal, equitable, beneficial or otherwise) in the contract or business transaction with the City are (Post Office addresses are not acceptable), as follows:

Carlos Triay, Esq. 2301 NW 87th Ave #501, Doral, FL 33172

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

  
\_\_\_\_\_  
Signature of Affiant

09/29/2022  
\_\_\_\_\_  
Date

Christian Infante  
\_\_\_\_\_  
Printed Name of Affiant

The foregoing instrument was acknowledged before me, by means of  physical presence or  online notarization, this 29 day of September, 2022 (year), by Christian Infante

who is personally known to me or who has produced a Florida driver's license as identification.

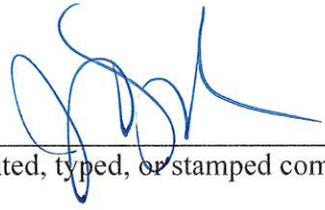
Personally known   x  \_\_\_\_\_

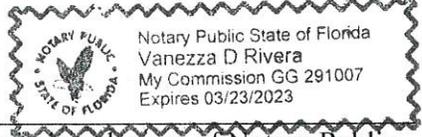
OR

Produced identification \_\_\_\_\_

Notary Public-State of Florida \_\_\_\_\_

\_\_\_\_\_  
Type of Identification My commission expires: 3-23-23

  
\_\_\_\_\_  
Printed, typed, or stamped commissioned name of Notary Public





Personally known  X

OR

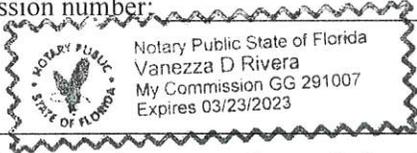
Produced Identification \_\_\_\_\_

Type of Identification \_\_\_\_\_

Notary Public-State of  Florida

My commission number: \_\_\_\_\_

My commission expires:  3-23-23



Printed, typed, or stamped commissioned name of Notary Public

[Notary Seal]

Signature: \_\_\_\_\_

*[Handwritten signature in blue ink]*



**AMERICANS WITH DISABILITIES ACT (ADA)  
DISABILITY NONDISCRIMINATION STATEMENT  
ITB No. 2022-25**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY  
PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to the City of Doral, Florida

by: Christian Infante, President  
(print individual's name and title)

for: SFM Landscape Services, LLC.  
(print name of entity submitting sworn statement)

whose business address is: 9700 NW 79 Avenue Hialeah Gardens, FL 33016

and (if applicable) its Federal Employer Number (FEIN) is: 20-4908849  
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_.)

I, being duly first sworn state:

That the above-named firm, corporation or organization is in compliance with and agreed to continue to comply with, and assure that any subcontractor, or third-party contractor under this project complies with all applicable requirements of the laws listed below including, but not limited to, those provisions pertaining to employment, provision of programs and services, transportation, communications, access to facilities, renovations, and new construction.

The American with Disabilities Act of 1990 (ADA), Pub. L. 101-336, 104 Stat 327, 42 USC 1210112213 and 47 USC Sections 225 and 661 including Title I, Employment; Title II, Public Services; Title III, Public Accommodations and Services Operated by Private entities; Title IV, Telecommunications; and Title V, Miscellaneous Provisions.

The Florida Americans with Disabilities Accessibility Implementation Act of 1993, Section 553.501 553.513, Florida Statutes:

The Rehabilitation Act of 1973, 229 USC Section 794;  
The Federal Transit Act, as amended 49 USC Section 1612;  
The Fair Housing Act as amended 42 USC Section 3601-3631.

  
\_\_\_\_\_  
SIGNATURE

The foregoing Affidavit was acknowledged before me, by means of  physical presence or  online notarization, this 29 day of September, 2022 (year), by Christian Infante who is personally known to me or who has produced a Florida driver's license as identification.

Personally known  X

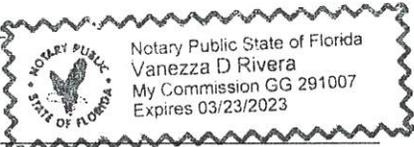
OR

Produced Identification \_\_\_\_\_

Notary Public- State of  Florida

My commission expires: \_\_\_\_\_

*[Handwritten signature in blue ink]*



Printed, typed, or stamped commissioned name of Notary Public

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a)**  
**FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

**ITB No. 2022-25**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to The City of Doral  
by Christian Infante  
for SFM Landscape Services, LLC.  
whose business address is 9700 NW 79 Avenue Hialeah Gardens, FL 33016  
and (if applicable) its Federal Employer Identification number (FEIN) is 20-4908849 (IF the entity had no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_).

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any Bid or Contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Para. 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.

4. I understand that an "affiliate" as defined in Para. 287.133(1)(a), Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime; or
2. Any 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, executors, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one 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 prime facie case that one 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 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Para. 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 Bids or applies to Bid on Contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "persons" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of any entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)

X 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.

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) 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 IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY, CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

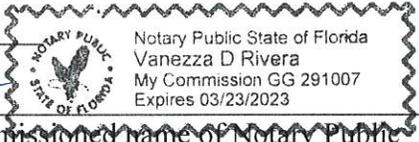
By: \_\_\_\_\_  
(Printed Name) Christian Infante  
(Title) President

The foregoing Affidavit was acknowledged before me, by means of  physical presence or  online notarization, this 29 day of September, 2022 (year), by Christian Infante who is personally known to me or who has produced a Florida driver's license as identification.

Personally known X  
OR  
Produced Identification \_\_\_\_\_

Notary Public- State of Florida

My commission expires: \_\_\_\_\_



Printed, typed, or stamped commissioned name of Notary Public

**DRUG-FREE WORKPLACE PROGRAM**  
**ITB No. 2022-25**

The undersigned firm in accordance with Florida statute 287.087 hereby certifies that

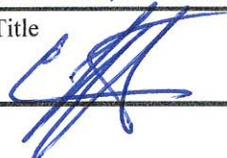
SFM Landscape Services, LLC. does:  
*(Name of Firm)*

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

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Christian Infante, President  
Name and Title

09/29/2022  
Date

  
Signature

SFM Landscape Services, LLC.  
Firm

9700 NW 79 Avenue Hialeah Gardens, FL 33016  
Street address City, State, Zip code



**EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION**

**ITB No. 2022-25**

I, Christian Infante, President  
(Individual's Name) (Title)

of the SFM Landscape Services, LLC., do hereby certify that  
(Name of Company)

I have read and understand the Compliance with Equal Employment Opportunity requirements set forth under sub-section 2.14.3 of this document.

Attachment of this executed form, as such, is required to complete a valid bid.

  
\_\_\_\_\_  
Individual's Signature

09/29/2022  
\_\_\_\_\_  
Date

**CONE OF SILENCE CERTIFICATION**  
**ITB No. 2022-25**

I, Christian Infante, President  
(Individual's Name) (Title)

of the SFM Landscape Services, LLC., do hereby certify that  
(Name of Company)

I have read and understand the terms set forth under section 1.11 of this document titled 'Cone of Silence'.

Attachment of this executed form, as such, is required to complete a valid bid.

  
\_\_\_\_\_  
Individual's Signature

09/29/2022  
\_\_\_\_\_  
Date

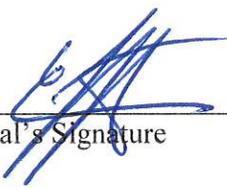
**TIE BIDS CERTIFICATION**  
**ITB No. 2022-25**

I, Christian Infante, President  
(Individual's Name) (Title)

of the SFM Landscape Services, LLC., do hereby certify that  
(Name of Company)

I have read and understand the requirements/procedures for Tie Bids set forth under sub-section 2.14.5 of this document.

Attachment of this executed form, as such, is required to complete a valid bid.

  
\_\_\_\_\_  
Individual's Signature

09/29/2022  
\_\_\_\_\_  
Date

**RESPONDENT'S CERTIFICATION**

**ITB No. 2022-25**

I have carefully examined the Invitation to Bid, Instructions to Respondents, General and/or Special Conditions, Vendor's Notes, Specifications, proposed agreement and any other documents accompanying or made a part of this Invitation to Bids.

I hereby propose to furnish the goods or services specified in the ITB. I agree that my Bid will remain firm for a period of 365 days in order to allow the City adequate time to evaluate the Bids.

I certify that all information contained in this Bid is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this Bid on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

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

A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crimes may not submit a Bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to public entity, may not be awarded or perform work as a contractor, supplier, sub-contractor, or consultant under a contract with a public entity, and may not transact business with any public entity in excess of the threshold amount provided in Sec. 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

SFM Landscape Services, LLC.

Name of Business

The foregoing Affidavit was acknowledged before me, by means of  physical presence or  online notarization, this 29 day of September, 2022 (year), by Christian Infante who is personally known to me or who has produced a Florida driver's license as identification.

Personally known X

OR

Produced Identification \_\_\_\_\_

Type of Identification \_\_\_\_\_

Notary Public-State of Florida

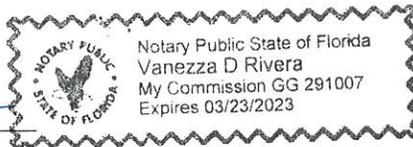
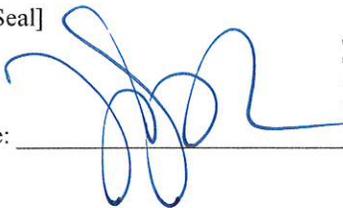
My commission number: \_\_\_\_\_

My commission expires: 3-23-23

Printed, typed, or stamped commissioned name of Notary Public

[Notary Seal]

Signature: \_\_\_\_\_



**CERTIFICATE OF AUTHORITY  
(IF CORPORATION)**

STATE OF Florida            )  
  ) SS:  
COUNTY OF Miami-Dade )

I HEREBY CERTIFY that a meeting of the Board of Directors of the  
SFM Landscape Services, LLC,

a Corporation existing under the laws of the State of Florida, held on September 29th, 2022, the following resolution was duly passed and adopted:

"RESOLVED, that, as President of the Corporation, be and is hereby authorized to execute the Bid dated, September 30th, 2022, to the City of Doral and this Corporation and that their execution thereof, attested by the Secretary of the Corporation, and with the Corporate Seal affixed, shall be the official act and deed of this Corporation."

I further certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Corporation this 29, day of September, 2022.

Secretary:  \_\_\_\_\_

(SEAL)

NOT APPLICABLE  
**CERTIFICATE OF AUTHORITY  
(IF PARTNERSHIP)**

STATE OF                    )  
                                  ) SS:  
COUNTY OF                )

I HEREBY CERTIFY that a meeting of the Partners of the \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ a Corporation existing under the  
laws of the State of \_\_\_\_\_, held on \_\_\_\_\_, 20\_\_\_\_\_, the following resolution was duly passed and  
adopted:

"RESOLVED, that, \_\_\_\_\_, as \_\_\_\_\_ of the Partnership, be and is hereby  
authorized to execute the Bid dated, \_\_\_\_\_ 20\_\_\_\_\_, to the City of Doral and this partnership and that their  
execution thereof, attested by the \_\_\_\_\_ shall be the official act and deed of this  
Partnership."

I further certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_, day of \_\_\_\_\_, 20\_\_\_\_\_.

Secretary: \_\_\_\_\_

(SEAL)



## CERTIFICATE AS TO CORPORATE PRINCIPAL

I, Jose Infante , certify that I am the Secretary of the Corporation named as Principal in the foregoing Payment Bond; that Christian Infante , who signed the Bond on behalf of the Principal, was then President of said corporation; that I know his/her their signature; and his/her their signature thereto is genuine; and that said Bond was duly signed, sealed and attested to on behalf of said Corporation by authority of its governing body.

(CORPORATE SEAL)

SFM Landscape Services, LLC.  
(Name of Corporation)

END OF SECTION

**ACKNOWLEDGMENT OF CONFORMANCE  
WITH OSHA STANDARDS**

To the City of Doral,

We SFM Landscape Services, LLC., hereby acknowledge and  
Prime Contractor

agree that we, as the Prime Contractor for City of Doral, **Floating Debris Removal Services**, as specified, have the sole responsibility for compliance with all the requirements of the Federal Occupational Safety and Health Act of 1970, and all State and local safety and health regulations, and agree to indemnify and hold harmless the City of Doral, against any and all liability, claims, damages losses and expenses they may incur due to the failure of:

N/A  
(Subcontractor's Names)

\_\_\_\_\_ to comply with such act or regulation.

SFM Landscape Services, LLC.  
CONTRACTOR

ATTEST \_\_\_\_\_

BY:  \_\_\_\_\_

END OF SECTION

**EXHIBIT "A"**  
**MINIMUM INSURANCE REQUIREMENTS**

**I. Commercial General Liability**

Limits of Liability

Bodily Injury & Property Damage Liability	
Each Occurrence	\$1,000,000
Policy Aggregate	\$2,000,000
Personal & Advertising Injury	\$1,000,000
Products & Completed Operations	\$1,000,000

Coverage / Endorsements Required

City of Doral included as an additional insured  
Primary Insurance Clause Endorsement

Coverage for X, C, U Included

Waiver of Subrogation in favor of City

No limitation on the scope of protection afforded to the City, its officials, employees, or volunteers.

**II. Business Automobile Liability (if applicable)**

Limits of Liability

Bodily Injury and Property Damage	
Combined Single Limit	\$1,000,000
Any Auto/Owned Autos or Scheduled Autos	
Including Hired and Non-Owned Autos	
Any One Accident	

Coverage / Endorsement Required

Employees are covered as insureds  
City of Doral included as an additional insured

**III. Workers Compensation**

Statutory- State of Florida

Include Employers' Liability Limits:

\$1,000,000 for bodily injury caused by an accident, each accident  
\$1,000,000 for bodily injury caused by disease, each employee  
\$1,000,000 for bodily injury caused by disease, policy limit

**Workers Compensation insurance is required for all persons fulfilling this contract, whether employed, contracted, temporary or subcontracted.**

**Waiver of Subrogation in favor of City.**

**IV. Umbrella/Excess Liability (Excess Follow Form)** can be utilized to provide the required limits. Coverage shall be “following form” and shall not be more restrictive than the underlying insurance policy coverages, including all special endorsements and City as Additional Insured status. Umbrella should include Employer’s Liability.

**Subcontractors’ Compliance:** It is the responsibility of the contractor to ensure that all subcontractors comply with all insurance requirements.

All above coverage must remain in force and Certificate of Insurance on file with City without interruption for the duration of this agreement. Policies shall provide the City of Doral with 30 days’ written notice of cancellation or material change from the insurer. If the insurance policies do not contain such a provision, it is the responsibility of the Contractor to provide such written notice within 10 days of the change or cancellation.

Certificate Holder: City of Doral, Florida  
8401 NW 53<sup>rd</sup> Terrace  
Doral, FL 33166

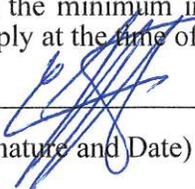
Certificates/Evidence of Property Insurance forms must confirm insurance provisions required herein. Certificates shall include Agreement, Bid/Contract number, dates, and other identifying references as appropriate.

Insurance Companies must be authorized to do business in the State of Florida and must be rated no less than “A-” as to management, and no less than “Class VII” as to financial strength, by the latest edition of AM Best’s Insurance Guide, or its equivalent.

Coverage and Certificates of Insurance are subject to review and verification by City of Doral Risk Management. City reserves the right but not the obligation to reject any insurer providing coverage due to poor or deteriorating financial condition. The City reserves the right to amend insurance requirements in order to sufficiently address the scope of services. These insurance requirements shall not limit the liability of the Contractor/Vendor. The City does not represent these types or amounts of insurance to be sufficient or adequate to protect the Contractor/Vendor’s interests or liabilities but are merely minimums.

**ACKNOWLEDGED:**

I hereby acknowledge and confirm that upon approval of award, will take the necessary action to comply with the minimum insurance requirements as set forth within this solicitation. I accept that failure to comply at the time of contract execution may result in award being defaulted.

  
\_\_\_\_\_  
(Signature and Date)

09/29/2022

\_\_\_\_\_  
Christian Infante

Print Name:

This document must be completed and returned with your Submittal.



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

## Detail by Entity Name

Florida Limited Liability Company  
SFM LANDSCAPE SERVICES, LLC

### Filing Information

<b>Document Number</b>	L06000047727
<b>FEI/EIN Number</b>	20-4908849
<b>Date Filed</b>	05/09/2006
<b>State</b>	FL
<b>Status</b>	ACTIVE
<b>Last Event</b>	CANCEL ADM DISS/REV
<b>Event Date Filed</b>	09/27/2007
<b>Event Effective Date</b>	NONE

### Principal Address

9700 N.W. 79TH AVENUE  
HIALEAH GARDENS, FL 33016

### Mailing Address

9700 N.W. 79TH AVENUE  
HIALEAH GARDENS, FL 33016

### Registered Agent Name & Address

TRIAY, CARLOS A  
2301 NW 87 AVENUE  
SUITE 501  
DORAL, FL 33172

Name Changed: 03/17/2009

Address Changed: 03/17/2009

### Authorized Person(s) Detail

#### **Name & Address**

Title MGR

INFANTE, CHRISTIAN H  
9700 NW 79TH AVE.  
HIALEAH GARDENS, FL 33016

Title MGRM

SFM SERVICES, INC  
9700 NW 79 AVE  
HIALEAH, FL 33016

**Annual Reports**

<b>Report Year</b>	<b>Filed Date</b>
2020	04/28/2020
2021	04/06/2021
2022	04/25/2022

**Document Images**

<a href="#">04/25/2022 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/06/2021 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/28/2020 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/08/2019 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/10/2018 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/21/2017 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/21/2016 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/03/2015 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/17/2014 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/21/2013 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/26/2012 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/31/2011 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/21/2010 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/17/2009 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/29/2008 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">09/27/2007 -- REINSTATEMENT</a>	<a href="#">View image in PDF format</a>
<a href="#">05/09/2006 -- Florida Limited Liability</a>	<a href="#">View image in PDF format</a>



## View Vendor Detail

### General Vendor Information

Vendor Status:	Active /
Vendor 1099 Name:	SFM Landscape Services, LLC (NOT CONTESTED)
Vendor Name:	SFM Landscape Services, LLC
Short Name (Doing business as):	
Dun and Bradstreet Number (DUNS):	079134542
Website:	<a href="http://www.sfmresources.com">http://www.sfmresources.com</a>
W9 Status:	Valid W-9 on file
DFS W9 Last Update Date:	Jun 20, 2018
Business Designation	US Corporation
Primary Place of Business	FL

### Certified Business Enterprise (CBE)

Minority-Business Designation: <b>Non-Minority Owned</b>	Women-Owned Designation: <b>Non-Woman Owned</b>	Veteran-Owned Designation: <b>Non-Veteran Owned</b>
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### Solicitation Selection

Registered to receive electronic solicitations: **Yes**

### Florida Terms of Use

**Accepted:** 06/19/2018 by Christian Infante

### Contacts

Contact Information



Name	Email	Phone	
Vanezza D Rivera	vrivera@sfmservices.com	(305) 818-2424	
Lazaro Diaz	ldiaz@sfmservices.com	(305) 794-6336	
Christian Infante	cinfante@sfmservices.com	(305) 818-2424	<input checked="" type="checkbox"/> Main

### Contact Responsibilities

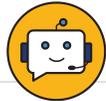
Name	PO	Remit	Billing	Solicitations
Vanezza D Rivera				
Lazaro Diaz			✓	
Christian Infante	✓	✓		✓

### Locations

SFM Landscape Services, LLC - 001 AC	▼
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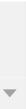
### Commodity Codes

#### Commodity Codes

Code	Description	
70111503	Tree trimming services	
70111502	Pruning services or ornamental plant or bush	
70111507	Removal services or ornamental plant or bush or tree	
70111508	Plants or ornamental tree spraying services	
70111501	Planting services or ornamental plant or bush or tree	

Code	Description
70111707	Highway lawn maintenance services
70111601	Planting services
70131605	Soil chemical treatment services
70141604	Herbicide services
70111703	Garden planting or maintenance services
70111710	Mowing services
70131601	Fertilizer application services
70171700	Irrigation system maintenance and management services
70111708	Mulching services
72102906	Landscape architecture service
70141603	Weed control services
70111706	Lawn care services
70111712	Parks or gardens spraying services
70111506	Arborist services
70131604	Seed bed preparation services
70171701	Canal maintenance or management services
70111704	Horticultural counseling services
70111709	Seeding services
72102905	Exterior grounds maintenance





# EXHIBIT "B"

## Floating Debris Removal

Item	Description	Frequency	Qty.	Unit Price	Total
1	Mobilization Per Work Order	Per Work Order	48	\$ 300.00	\$ 14,400.00

### C-2 Extension Canal:

Site	Road	From	To	Length	Frequency	Qty.	Unit Price	Total
1	NW 117 Ave.	NW 58 St.	NW 50 St.	3,639 FT	Per Occurrence	48	\$ 173.74	\$ 8,339.36
2	NW 117 Ave.	NW 50 St.	NW 41 St.	2,362 FT	Per Occurrence	48	\$ 112.77	\$ 5,412.91
3	NW 117 Ave.	NW 41 St.	NW 34 St.	2,170 FT	Per Occurrence	48	\$ 103.60	\$ 4,972.91
4	NW 117 Ave.	NW 34 St.	NW 25 St.	2,972 FT	Per Occurrence	48	\$ 141.89	\$ 6,810.82

### Northline Canal:

Site	Road	From	To	Length	Frequency	Qty.	Unit Price	Total
5	NW 25 St.	NW 117 Ave.	NW 112 Ave.	2,397 FT	Per Occurrence	48	\$ 152.93	\$ 7,340.62
6	NW 25 St.	NW 112 Ave.	NW 107 Ave.	2,529 FT	Per Occurrence	48	\$ 161.35	\$ 7,744.86
7	NW 25 St.	NW 107 Ave.	NW 102 Ave.	2,473 FT	Per Occurrence	48	\$ 157.78	\$ 7,573.37
8	NW 25 St.	NW 102 Ave.	NW 97 Ave.	2,521 FT	Per Occurrence	48	\$ 160.84	\$ 7,720.36
9	NW 25 St.	NW 97 Ave.	NW 92 Ave.	2,536 FT	Per Occurrence	48	\$ 161.80	\$ 7,766.30
10	NW 25 St.	NW 92 Ave.	NW 87 Ave.	2,517 FT	Per Occurrence	48	\$ 160.59	\$ 7,708.11
11	NW 25 St.	NW 87 Ave.	NW 84 Ave.	1,704 FT	Per Occurrence	48	\$ 108.72	\$ 5,218.37

### Dressels Canal:

Site	Road	From	To	Length	Frequency	Qty.	Unit Price	Total
12	NW 58 St.	NW 117 Ave.	NW 114 Ave.	1,121 FT	Per Occurrence	48	\$ 54.16	\$ 2,599.85
13	NW 58 St.	NW 114 Ave.	NW 112 Ave.	1,185 FT	Per Occurrence	48	\$ 57.26	\$ 2,748.28
14	NW 58 St.	NW 112 Ave.	NW 109 Ave.	1,203 FT	Per Occurrence	48	\$ 58.13	\$ 2,790.03
15	NW 58 St.	NW 109 Ave.	NW 107 Ave.	1,157 FT	Per Occurrence	48	\$ 55.90	\$ 2,683.35
16	NW 107 Ave.	NW 58 St.	NW 52 St.	1,590 FT	Per Occurrence	48	\$ 76.82	\$ 3,687.57
17	NW 107 Ave.	NW 52 St.	NW 50 St.	829 FT	Per Occurrence	48	\$ 40.05	\$ 1,922.64
18	NW 52 St.	NW 107 Ave.	NW 104 Ave.	1,753 FT	Per Occurrence	48	\$ 84.70	\$ 4,065.61
19	NW 52 St.	NW 104 Ave.	NW 102 Ave.	1,291 FT	Per Occurrence	48	\$ 62.38	\$ 2,994.12
20	NW 52 St.	NW 102 Ave.	NW 97 Ave.	2,048 FT	Per Occurrence	48	\$ 98.95	\$ 4,749.78
21	NW 97 Ave.	NW 49 St.	NW 41 St.	1,760 FT	Per Occurrence	48	\$ 85.04	\$ 4,081.84
22	NW 41 St.	NW 97 Ave.	NW 87 Ave.	6,161 FT	Per Occurrence	48	\$ 297.68	\$ 14,288.76
23	NW 41 St.	NW 87 Ave.	NW 79 Ave.	3,828 FT	Per Occurrence	48	\$ 184.96	\$ 8,878.00
24	NW 41 St.	NW 79 Ave.	SR-836	1,241 FT	Per Occurrence	48	\$ 59.96	\$ 2,878.16

### AS NEEDED BASIS:

Sub Total: \$ 149,376.00

Item	Description	Unit	Frequency	Qty.	Unit Price	Total
1	Dead animal (Small, Example: Dog, Cat, etc.)	EA	As Needed	5	\$ 50.00	\$ 250.00
2	Dead animal (Large, Example: Cow, Horse, etc.)	EA	As Needed	2	\$ 150.00	\$ 300.00
3	Tree Removal (Trunk >6in <12in)	EA	As Needed	5	\$ 125.00	\$ 625.00
4	Tree Removal (Trunk >12in)	EA	As Needed	4	\$ 350.00	\$ 1,400.00
5	Golf Cart	EA	As Needed	3	\$ 200.00	\$ 600.00
6	Motor Vehicle (Car)	EA	As Needed	3	\$ 500.00	\$ 1,500.00
7	Motor Vehicle (Van, Truck)	EA	As Needed	3	\$ 500.00	\$ 1,500.00
8	Storage/mot Drums	EA	As Needed	5	\$ 125.00	\$ 625.00
9	Construction & Demolition Debris	EA	As Needed	5	\$ 125.00	\$ 625.00
10	White Debris (Fridge, Washer, Dryer, Air Conditioner, etc.)	EA	As Needed	5	\$ 125.00	\$ 625.00

### FOR ANYTHING NOT COVERED ABOVE:

Sub Total: \$ 8,050.00

Item	Description	Unit	Frequency	Qty.	Unit Price	Total
1	10 Ton Crane	HR	As Needed	1	\$ 250.00	\$ 250.00
2	20 Ton Crane	HR	As Needed	1	\$ 250.00	\$ 250.00

Sub Total: \$ 500.00

**BID TOTAL:** \$ 157,926.00

## **EXHIBIT “B” MINIMUM INSURANCE REQUIREMENTS**

### **I. Commercial General Liability**

Limits of Liability

Bodily Injury & Property Damage Liability	
Each Occurrence	\$1,000,000
Policy Aggregate	\$2,000,000
Personal & Advertising Injury	\$1,000,000
Products & Completed Operations	\$1,000,000

Coverage / Endorsements Required

City of Doral included as an additional insured  
Primary Insurance Clause Endorsement

Coverage for X, C, U Included

Waiver of Subrogation in favor of City

No limitation on the scope of protection afforded to the City, its officials, employees, or volunteers.

### **II. Business Automobile Liability (if applicable)**

Limits of Liability

Bodily Injury and Property Damage	
Combined Single Limit	\$1,000,000
Any Auto/Owned Autos or Scheduled Autos	
Including Hired and Non-Owned Autos	
Any One Accident	

Coverage / Endorsement Required

Employees are covered as insureds  
City of Doral included as an additional insured

### **III. Workers Compensation**

Statutory- State of Florida

Include Employers' Liability Limits:

\$1,000,000 for bodily injury caused by an accident, each accident  
\$1,000,000 for bodily injury caused by disease, each employee  
\$1,000,000 for bodily injury caused by disease, policy limit

**Workers Compensation insurance is required for all persons fulfilling this contract, whether employed, contracted, temporary or subcontracted.**

**Waiver of Subrogation in favor of City.**

- IV. Umbrella/Excess Liability (Excess Follow Form)** can be utilized to provide the required limits. Coverage shall be “following form” and shall not be more restrictive than the underlying insurance policy coverages, including all special endorsements and City as Additional Insured status. Umbrella should include Employer’s Liability.

**Subcontractors’ Compliance:** It is the responsibility of the contractor to ensure that all subcontractors comply with all insurance requirements.

All above coverage must remain in force and Certificate of Insurance on file with City without interruption for the duration of this agreement. Policies shall provide the City of Doral with 30 days’ written notice of cancellation or material change from the insurer. If the insurance policies do not contain such a provision, it is the responsibility of the Contractor to provide such written notice within 10 days of the change or cancellation.

Certificate Holder: City of Doral, Florida  
8401 NW 53<sup>rd</sup> Terrace  
Doral, FL 33166

Certificates/Evidence of Property Insurance forms must confirm insurance provisions required herein. Certificates shall include Agreement, Bid/Contract number, dates, and other identifying references as appropriate.

Insurance Companies must be authorized to do business in the State of Florida and must be rated no less than “A-” as to management, and no less than “Class VII” as to financial strength, by the latest edition of AM Best’s Insurance Guide, or its equivalent.

Coverage and Certificates of Insurance are subject to review and verification by City of Doral Risk Management. City reserves the right but not the obligation to reject any insurer providing coverage due to poor or deteriorating financial condition. The City reserves the right to amend insurance requirements in order to sufficiently address the scope of services. These insurance requirements shall not limit the liability of the Contractor/Vendor. The City does not represent these types or amounts of insurance to be sufficient or adequate to protect the Contractor/Vendor’s interests or liabilities but are merely minimums.



# Bid Tabulation Sheet

<b>Bid Number</b>	ITB No. 2022-25	
<b>Bid Name</b>	Floating Debris Removal Services	
<b>Bid Due Date</b>	9/28/2022	10:00:00 AM
<b>Bid Opening</b>	Closed	

Company	Responded	Address	Bid Amount	Documents	Sent
SFM Landscape Services LLC	9/28/2022	9700 NW 79 Avenue, Hialeah Gardens, FL, 33016	\$ 157,926.00	Supplier Solicitation Response	Y
Aquatic Control Group INC.	9/28/2022	1501 NW 37 Street, Miami, FL, 33142	\$ 158,435.00	Supplier Solicitation Response	Y
Hairsophisticated LLC	9/28/2022	145 NW 32 Terrace, Fort Lauderdale, FL, 33311	Disqualified	Supplier Solicitation Response	Y

Preparer's Name:	Tanya D. Donigan
Preparer's Signature:	<i>Tanya D. Donigan</i>
Date Prepared:	10/3/2022