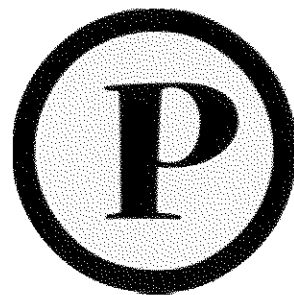


**CITY OF
CHULA VISTA**

PROPOSAL FOR

LANDSCAPE MANAGEMENT

The City of
CHULA VISTA





1400 N. Kellogg Dr. Suite G
Anaheim, CA 92807

May 8, 2014

To Whom It May Concern:

Enterprise FM Trust has had an ongoing business relationship with Pinnacle since 2005. Since that time we have provided new leased vehicles for them as needed. We adjust their credit line each year based on the anticipated needs they have for that year.

This years' credit line has an additional 7 vehicles available for lease with a \$264K credit line remaining to use as needed. If more than the 7 vehicle needs arise, we can adjust the credit line to expand as needed.

Sincerely,

A handwritten signature in black ink, appearing to read "Danielle Tsang". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Danielle Tsang

Sr. Account Manager
Fleet Management

(714) 463-7600 office

(714) 463-7622 direct

(858) 353-3894 cell

(714) 917-3624 fax

Danielle.K.Tsang@efleets.com

Orange County/Inland Empire
1400 North Kellogg Dr, Suite G
Anaheim, CA 92807

www.efleets.com



May 5, 2014

The City of Chula Vista
Attn: Mr. Chevis Fennell
1800 Maxwell Road
Chula Vista, CA 91911

Re: ***Landscape Maintenance Bid Proposal, Bid B04-13/14***

Dear Mr. Fennell:

I would like to thank you for the opportunity to present this landscape management proposal to The City of Chula Vista. Pinnacle Landscape is committed to providing our clients with exceptional service- the kind that exceeds expectations. We pride ourselves on the customer service that Pinnacle Landscape Company delivers to our clientele. Above everything- we will always have the customer's best interests in mind.

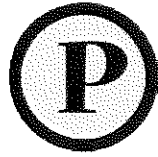
Deciding which company handles the management of your landscape is an important one. If you choose Pinnacle, you are hiring more than just a lawn service company. We will staff your property with an entire team of qualified personnel, each one dedicated to making sure your landscape is always in peak condition.

Pinnacle Landscape is a family owned company with multiple locations throughout Southern California. Having been in business for over 40 years, we have the resources and relationships to quickly obtain the necessary personnel and equipment needed for any size job or project. We welcome the opportunity to work with The City of Chula Vista to establish a long-term working relationship. Should you have any questions or need any further information, please do not hesitate to call me at **(714) 721-1243**.

Sincerely,

CEO

Pinnacle Landscape Management



BACKGROUND AND APPROACH

Background and Approach

Pinnacle is well aware of the high bar set by The City of Chula Vista and will incorporate these standards into our everyday operations. Our team has decades of experience with every type of landscape maintenance job, including municipal contracts and will leverage this know-how upon award of the contract through the use of our in-house quality control initiatives our aim will be to surpass expectations.

Methodology

Under the direction of Jason Stewart, the Co-Owner and CEO, our Account Managers will have the necessary autonomy to carry out the specifications of the work plan through the site specific Supervisor. Maintenance crews and irrigation technicians will be on a strict rotation designed to maximize efficiency with an emphasis on time-management.

Work Plan

The work plan implemented by Pinnacle will be dictated by the contract requirements and specifications provided by The City of Chula Vista as will the rotation schedules for mowing, detailing, pruning and policing. Upon award of the contract these schedules will be generated and shared with The City of Chula Vista and the various inspectors for review and approval.

Contract Organization and Staffing

Jason Stewart will support our San Diego Team led by Tracy Chinnery and provide recommendations based on experience with our clients in all matters operational, financial and otherwise. Jason Stewart, Co-Owner and CEO, operates in a manner which supports the Account Manager regarding contract-compliance and the oversight of operations and is intimately familiar with the specifications of the contract.

Emergency Response

Pinnacle Landscape shall provide emergency service and respond to calls outside of normal business hours, at a rate of \$75.00 per hour, port to port. Calls are received by an answering service and then routed to the appropriate Account Manager. If it is deemed that an after-hours service is required, the Account Manager contacts the qualified employee who is then dispatched to the job site. Equipment and materials will be billed separately to "Owner" and/or "Owner's Agent/Representative". (Normal business hours are Monday-Friday, 7:00 a.m. to 4:00 p.m.). Our after Hours Emergency Response number is (714) 434-7472.



Customer Service

Pinnacle employees will return all phone calls within 24 hours. The Account Managers typically start and finish their day in the main office. At this time, phone calls and emails are returned as well as any pertinent paperwork associated with the properties they maintain. The City of Chula Vista will have access to the cell phone number of all the key personnel overseeing their property (their Account Manager, Tracy Chinnery – Area Manager , and Jason Stewart – CEO)

Pest Control

The requirements regarding the schedule, reporting, limitations, recommendations and documentation of all matters having to do with pesticides have been noted and shall be implemented as a matter of routine. Our pest control professionals routinely keep our private and municipal clients free of worry from pests and Pinnacle is here to help our partners avoid these inconveniences. Our experience with the means, methods, and control of pesticide application is another way we provide stability for our clients. A Pest Control Advisor will make all required recommendations and submit all necessary reports as required. The schedule of pest control will occur as required by the RFP. All necessary communication regarding the potential presence of disease, rodent and insect infestation will be carried out promptly, alerting the Property Manager and beginning the process of remediation. Pinnacle will seek approval before using pest control materials as required. All factors including but not limited to public safety, proximity to The City of Chula Vista. assets, weather, seasonal schedule, etc are taken into account when considering the use of any pest control material.

A State Licensed Pest Control Operator under our employ will design the schedule and supervise the pest control program for this contract and will do so in compliance with all Local, State, and Federal requirements. Our inspection schedule regarding pests will be in strict accordance with contract specification.



EMERGENCY CONTACTS AND BIOS

Pinnacle Landscape's management staff has over 140 years of combined experience in the landscape industry. They have established long-standing relationships of over twenty years with customers including G & K properties and the prestigious Bel Air Crest H.O.A in Los Angeles. Pinnacle has implemented successful numerous management programs for arbor care, habitat restoration, fuel modification, irrigation and planting renovations while paying careful attention to each individual customer's budget requirements. Our customer service and communication is the foundation of Pinnacle's management approach. Below is a brief career breakdown of the key personnel that will be associated with The City of Chula Vista.

24 HOUR EMERGENCY PHONE NUMBER: 714-434-7472

JASON STEWART: 714-721-1243

jestew@pinnaclelandscape.co

- Ⓟ CEO & CO-OWNER
- Ⓟ OVER 20 YEARS OF LANDSCAPE EXPERIENCE
- Ⓟ QAL PESTICIDE LICENSE
- Ⓟ ISA CERTIFIED ARBORIST
- Ⓟ VERY ACTIVE IN COMMUNITY INVOLVEMENT IN NORTH SAN DIEGO. PTA, CUB SCOUT DEN LEADER, COACH, AND VOLUNTEER.

TRACY CHINNERY: 760-887-1173

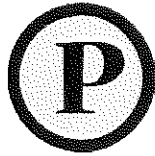
tracy@pinnaclelandscape.co

- Ⓟ AREA MANAGER
- Ⓟ LANDSCAPE DESIGNER, OWNER, OPERATOR, INSTALLER 21 YEARS
- Ⓟ CALIFORNIA CERTIFIED NURSURMAN
- Ⓟ CALIFORNIA NURSURYPERSON OF THE YEAR 1998
- Ⓟ MANAGER, DISTRICT MANAGER, BUYER ARMSTRONGS GARDEN CENTERS 11 YEARS

OCTAVIO AVALOS: 714-438-9650

oavalos@pinnaclelandscape.co

- Ⓟ ASST. ACCOUNT MANAGER, SAN DIEGO 1.5 YEARS
- Ⓟ FORMAN PINNACLE LANDSCAPE 5 YEARS
- Ⓟ CAL. TREE SERVICE 3 YEARS
- Ⓟ CERTIFIED CHEMICAL APPLICATOR



Brush Management and Weed Abatement



Brush, Weeds and Vegetation

Remove brush and weeds within 60 feet of structures, re-landscape with low fire resistive plants, such as ground covers that do not transmit fire rapidly. "Specimen native shrubs" may be retained if they are trimmed and maintained free of all dead wood, duff, dry leaves and debris. For more information on fire resistant landscaping techniques and requirements refer to the City of Carlsbad's Landscape Manual available in the City of Carlsbad library's reference section.

Note: Prior to removing brush or weeds, contact the Planning Department to ensure that environmentally sensitive areas regulated by State and Federal laws, are not being removed.

Hillside Clearing and Fire Protection Planting

- Ⓟ Trees and shrubs should be trimmed away from buildings and chimneys.
- Ⓟ Remove dead leaves and pine needles from roofs and rain gutters.
- Ⓟ Keep property free of accumulated combustibles such as dried vegetation, cuttings and wood piles.
- Ⓟ Roads and driveways should be well cleared of trees and brush to permit access for fire equipment.
- Ⓟ Make sure house address is clearly marked and visible with a contrasting background.
- Ⓟ If concerned about fire-prone brush near the home, please call the City of Carlsbad Fire Department. Brush removal or other mitigation measures may be necessary.

No Burning of Trimmings and Cuttings

- Ⓟ No open burning of yard waste, trimmings or cuttings is allowed in Carlsbad except for agricultural purposes. An agricultural burn permit can be obtained by contacting the Carlsbad Fire Department.
- Ⓟ Each year the Carlsbad Fire Department inspects over 400 parcels for abatement of fire prone brush and grasses.
- Ⓟ Property owners are notified in April of each year to clear their parcels, with most complying by a May 15th, deadline. After May 15th, the Fire Department identifies any non-complying parcels and causes them to be brought into compliance by a city contractor within the next two months.



SUSTAINABILITY

Sustainability is the key to the future of the landscape maintenance industry. As the world around us changes, we too must change to ensure Pinnacle Landscape Company provides an increasingly cost effective service as well as leaving a cleaner environment for the future. Pinnacle Landscape has implemented the following procedures to show our dedication to being the industry leader in "Being Green" and reducing our carbon footprint.

- Ⓟ **Our IPM (Integrated Pest Management) program involves the use of many strategies for managing, but not eliminating, pests. Minimizing the use of pesticides reduces water pollution and helps support soil life, which cycles nutrients and promotes resistance to plant disease. As a last resort we use the only the least toxic pesticides.**
- Ⓟ Pinnacle Landscape Company uses vehicles powered by diesel fuel.
- Ⓟ We encourage the use of organic, non-petroleum based fertilizers. As this alternative is more costly and not always an option for some customers, we do use slow release fertilizers. This practice along with monitoring the water usage helps prevent rampant plant growth that can weaken plants and generate excessive green waste. Slow release fertilizers make nutrients available to the plants when they are needed, therefore reducing the number of applications required.
- Ⓟ Pinnacle Landscape proudly offers the option of installation of an "In-Line" irrigation fertilizer pump. This product applies a liquid, organic based fertilizer to the entire landscape during selected watering periods. This application reduces the need to clean hand spread traditional fertilizer pellets from hardscape areas. It also makes the fertilizer readily available to all plant material.
- Ⓟ We reuse plant trimmings, recommend **grasscycling**, and stress the use of mulch in planter beds to insure healthy landscapes while still being eco-friendly.
 - Mulching is not only beneficial for the plants and soil, but it also assists in the control of weeds, which in turn reduces the need for chemicals.
 - **Grasscycling** means leaving the clippings after mowing so the nutrients may be recycled into the soil. Grass clippings contain approximately 4% actual nitrogen. When they are left on the turf, they can meet some of the turf's nitrogen needs, as well as supply an array of other nutrients. Our mowers are equipped with mulching blades as not to leave unsightly clumps of grass after mowing.
- Ⓟ When applicable we hand prune shrubs versus shearing so they may grow to their natural shape and size. This encourages healthier plants and reduces our green waste created from excessive hedging. Labor, fuel and waste are reduced. Plant health and resistance to disease is fostered.
- Ⓟ By pruning trees selectively and properly, trees are stronger, more likely to resist pests, and waste is minimized. All tree pruning is done to meet ISA standard practices. We never recommend topping trees.
- Ⓟ We allocate recycling bins for all green waste.
- Ⓟ We include mechanical aeration of soil under turf at least once a year. Turf on heavy soils become compacted which can increase their susceptibility to weeds, drought, disease, and insect damage.



- Ⓟ Seasonal and proper adjustment of the mower height and leaving turf areas a little longer during the summer months will lower the ET rate in the turf areas and help reduce water usage.

30-60-90 Day Startup Plan

Our aggressive strategy will jump-start landscape maintenance to attain significant improvements during the first 90 days of our contract

1 - 30 Days

- Ⓟ Schedule official turnover-walk and submit Pinnacle contact information
- Ⓟ Apply fertilizer as needed for immediate impact
- Ⓟ Identify site-specific priorities and goals
- Ⓟ Identify any "ACTION ITEMS" that require immediate attention
- Ⓟ Submit proposals based on "Action Items"
- Ⓟ Identify irrigation deficiencies and repair as needed and approved
- Ⓟ Submit proposal for re-seeding of bare areas
- Ⓟ Establish clean wells around tree bases and mulch if desired
- Ⓟ Skirt any low hanging trees, Adjust and remedy tree stake issues
- Ⓟ Present tree pruning schedule if applicable
- Ⓟ AGGRESSIVE weed control in turf, planters and hardscape as needed and approved

31 - 60 Days

- Ⓟ Submit irrigation audit for review and approval as needed
- Ⓟ Apply pre-emergent weed control to all planter beds as needed
- Ⓟ Continue weed control and fertilizer as needed

61 - 90 Days


- Ⓟ Submit custom maintenance binder to Property Management to include:
 - ✓ Irrigation maps and controller schedules
 - ✓ Photos of problem areas
 - ✓ Crew 30-day rotation schedule
 - ✓ Current punch-lists and proposals
- Ⓟ Continue weed control and fertilizer. Agronomic program submitted to Management.



BID FORM

The undersigned hereby offers, subject to all specifications, terms and conditions, Performance Standards, General Conditions, and General Provisions herein, to furnish the City of Chula Vista the following:

Please see the Community Facility District and Landscape Standards documents for scope of work and performance requirements.

Company Name Pinnacle Landscape Management
Address 2200 South Fairview Street
City Santa Ana **State** CA **Zip** 92704
Telephone 714-434-7492 **Fax** 714-434-7492
Email: jstew@pinnaclelandscape.co
Print Name Jason Stewart **Title** CEO
Signature  **Date** 5-1-2014

**Award**

This RFP does not commit the City to award a contract, to pay any costs incurred in the preparation of the bid to this request, or to procure or contract for services or supplies. The City reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with any qualified source, or to cancel in part or entirely this RFB, if it is in the best interest of the City to do so. The City further reserves the right to waive any technicalities or minor irregularities in bids received. The City may require the selected bidder to participate in negotiations and to submit such price, technical or other revisions of their proposals as may result from negotiations. The City shall be the sole judge in determining award of contract.

Award of contract may be made by category, or as a lot, as may be in the City's best overall interest. Award will be made to the lowest, responsive and responsible bidder who, in the City's sole judgement, has the necessary experience, skill, business standing, equipment, staffing, and financial stability to properly maintain the City's bid. The extent to which the bidder proposes to subcontract work will also be a consideration in award.

Public Disclosure

All proposals submitted in response to this RFP become the property of the City and are public records, and as such may be subject to public review. Under the California Public Records Act (California Government Code Section 6250 et seq.) records in the custody of a public entity generally have to be disclosed unless the information being sought falls into one or more of the exemptions to disclosure set out in Government Code Sections 6254 through 6255. The cover letter of the proposal should contain a paragraph that states whether or not Respondent believes that its proposal does or does not contain information that falls into one of the exemptions of Government Code Sections 6254 through 6255 and whether or not Respondent considers such information to be confidential.

City may be obligated to disclose proposal to any party that requests it. Regardless of assertions of confidentiality, proposal contents may still be disclosed if City, or a court with jurisdiction, determines that such proposal is a public record requiring disclosure.

Local Business Consideration

According to the Chula Vista Municipal Code, Chapter 2.56.090, letter G, In accordance with Section 1011 of the Charter, in the event two or more bids are received which are for the same total amount or unit price and in all other respects are equal, the contract shall be awarded to a local bidder. In the event, however, that such tie bids are all from vendors either wholly inside or all outside of the city, then the contract shall be awarded by drawing lots in public. In evaluating bids for award, the City of Chula Vista considers the 1% sales tax allocated back to the City from vendors located in Chula Vista.



Business License

A business license is required in the City of Chula Vista by any person who transacts, engages in or carries on any business within the corporate limits of the city (Chula Vista Municipal Code 5.02.020).

Payment Terms **Terms:** 0 % 0 **Days**

Prompt payment discounts offered for less than fifteen (15) days will *not* be considered in evaluating bids for award. However, discounts offered of less than fifteen (15) days will be taken if payment is made by the City within the discount period. In the absence of terms, payment shall be Net Thirty (30) Days.

Public Agency Participation

Other public agencies (e.g. city, county, public corporation, political subdivision, school district, or water authority) may want to participate in any award as a result of this bid. The City of Chula Vista shall incur no financial responsibility in connection with any purchase by another public agency. The public agency shall accept sole responsibility for placing orders and making payments to the successful bidder. This option will *not* be considered in bid evaluation. Please indicate whether this will be granted.

Yes _____ No _____

California State Contractor's License

License No. 990766; License Expiration Date 2/29/16; Classification C27

**GROUNDS MAINTENANCE
 BID Number B04-13/14**

DISTRICT MAINTENANCE PRICING

Bid Group 1

CFD	LANDSCAPE CODE ACREAGE	PERIOD	PRICE PER MONTH	TOTAL PRICE 12 MONTHS
Sunbow II 178.77 acres Detailed Code Descriptions in Landscape Standards	Code 1- 20.33 acres	12 MONTHS	NO BID	
	Code 2- 6.79 acres	12 MONTHS		
	Code 3- 32.97 acres	12 MONTHS		
	Code 4- 30.15 acres	12 MONTHS		
	Code 5- 88.63 acres	12 MONTHS		
	• Tree Trims 167	ONE TIME		

- Trees to be trimmed to current ANSI 300 and ISA standards, to include crown cleaning, shaping, and dead wood removal, no more than 25% live crown removal.
- Tree trimming to be directed by ISA Certified Arborist, unsupervised trimming will not be paid for.

GROUNDS MAINTENANCE
BID Number B04-13/14

Bid Group 2

CFD	LANDSCAPE CODE ACREAGE	PERIOD	PRICE PER MONTH	TOTAL PRICE 12 MONTHS
Otay Ranch Sta B 94.81 acres Detailed Code Descriptions in Landscape Standards	Code 1- 0.72 acres	12 MONTHS	\$265.00	\$3,180.00
	Code 2- 0.36 acres	12 MONTHS	\$204.00	\$2,448.00
	Code 3- 90.21 acres	12 MONTHS	\$26,000.00	\$312,000.00
	Code 4- 3.52 acres	12 MONTHS	\$840.00	\$10,080
	Code 5- 0 acres	12 MONTHS	---	---
	• Tree Trims 100	ONE TIME	\$684.00	\$8,208.00

- Trees to be trimmed to current ANSI 300 and ISA standards, to include crown cleaning, shaping, and dead wood removal, no more than 25% live crown removal.
- Tree trimming to be directed by ISA Certified Arborist, unsupervised trimming will not be paid for.

GROUNDS MAINTENANCE

BID Number B04-13/14

Bid Group 3

CFD	LANDSCAPE CODE ACREAGE	PERIOD	PRICE PER MONTH	TOTAL PRICE 12 MONTHS
Otay Ranch AB 25.93 acres Detailed Code Descriptions in Landscape Standards	Code 1- 17.63 acres	12 MONTHS		
	Code 2- 6.93 acres	12 MONTHS	NO BID	
	Code 3- 0.00 acres	12 MONTHS		
	Code 4- 1.37 acres	12 MONTHS		
	Code 5- 0.00 acres	12 MONTHS		
	• Tree Trims 75	ONE TIME		

CFD	LANDSCAPE CODE ACREAGE	PERIOD	PRICE PER MONTH	TOTAL PRICE 12 MONTHS
Otay Ranch Sta Village 1 West 37.19 acres Detailed Code Descriptions in Landscape Standards	Code 1- 4.79 acres	12 MONTHS		
	Code 2- 2.00 acres	12 MONTHS	NO BID	
	Code 3- 30.40 acres	12 MONTHS		
	Code 4- 0.00 acres	12 MONTHS		
	Code 5- 0.00 acres	12 MONTHS		
	• Tree Trims 85	ONE TIME		

- Trees to be trimmed to current ANSI 300 and ISA standards, to include crown cleaning, shaping, and dead wood removal, no more than 25% live crown removal.
- Tree trimming to be directed by ISA Certified Arborist, unsupervised trimming will not be paid for.

**GROUNDS MAINTENANCE
 BID Number B04-13/14**

Bid Group 4

CFD	LANDSCAPE CODE ACREAGE	PERIOD	PRICE PER MONTH	TOTAL PRICE 12 MONTHS
Village 11 Phase 3 23.31 acres Detailed Code Descriptions in Landscape Standards	Code 1- 3.35 acres	12 MONTHS		
	Code 2- 0.03 acres	12 MONTHS	NO	
	Code 3- 11.69 acres	12 MONTHS		
	Code 4- 8.24 acres	12 MONTHS	BID	
	Code 5- 0.00 acres	12 MONTHS		
	• Tree Trims 45	ONE TIME		

- Trees to be trimmed to current ANSI 300 and ISA standards, to include crown cleaning, shaping, and dead wood removal, no more than 25% live crown removal.
- Tree trimming to be directed by ISA Certified Arborist, unsupervised trimming will not be paid for.

**GROUNDS MAINTENANCE
 BID Number B04-13/14**

OTAY RANCH Sta B

	<u>City's Minimum Requirements</u>	<u>Contractor's Proposed Staffing</u>
1. Supervisor	8hrs/wk	<u>8 hours minimum</u>
2. Irrigation Specialist	1 Full Time Position	<u>40 hours wk.</u>
3. Crew Leader (working)	1 Full Time Position	<u>40 hours wk.</u>
4. Landscape laborers, irrigation helper	6 Full Time Positions	<u>240 hours wk</u>
		320 labor hours weekly
5. Total Full Time Positions	8.2	<u>8 Supervisor hours weekly</u>

***Full Time Positions are 8hrs/day 40 hours/week.**

Review of Labor

Contractor shall provide at a facility's walk-through a list of personnel satisfying minimum requirements to include a brief background including years of experience and licenses held (if applicable). Refer to labor summary for list of job titles.

Rating: _____

Comments: _____

**GROUNDS MAINTENANCE
 BID Number B04-13/14**

MINIMUM STAFFING REQUIREMENTS

Supervision

The Contractor shall assign a supervisor as indicated within the city limits of the City of Chula Vista, working regular working hours for the duration of this Contract. He shall have a minimum of five (5) years experience in landscape maintenance supervision. The Contractor, or his staff, should have expertise and experience in turf management, entomology, pest control, soils, fertilizers, plant identification and irrigation system maintenance. Supervisor shall be capable of communicating effectively both in written and spoken English and background must include experience in Public Works projects of the type found in the City of Chula Vista. The Contractor shall outfit all supervisors and acting supervisors with a portable personal communication device capable of transmitting and receiving phone calls from anywhere (not a calling card). All supervisors must be able to communicate via email on a daily basis.

Please show number of personnel you will have on the job 40 hours per week or hours you expect for each category below. **Bid proposals that do not meet the City's Minimum Staffing Requirements will not be considered. Bidders may be asked to justify the accuracy of their bid.**

VILLAGE 11 Phase 3

	<u>City's Minimum Requirements</u>	<u>Contractor's Proposed Staffing</u>
1. Supervisor	4 hrs/wk	NO
2. Irrigation Specialist	20 hrs/wk	NO
3. Crew Leader (working)	1 Full Time Position	BID
4. Landscape laborers, irrigation helper	3 Full Time Positions	BID
5. Total Full Time Positions	4.6	

***Full Time Positions are 8hrs/day 40 hours/week.**

Review of Labor

Contractor shall provide at a facility's walk-through a list of personnel satisfying minimum requirements to include a brief summary including years of experience and licenses held (if applicable). Refer to labor summary for list of job titles.

**GROUNDS MAINTENANCE
 BID Number B04-13/14**

Rating: _____

Comments: _____

SUNBOW II

	<u>City's Minimum Requirements</u>	<u>Contractor's Proposed Staffing</u>
1. Supervisor	8hrs/wk	_____
2. Irrigation Specialist	1 Full Time Position	NO BID
3. Crew Leader (working)	1 Full Time Position	_____
4. Landscape laborers, irrigation helper	6 Full Time Positions	_____
5. Total Full Time Positions	8.2	_____

***Full Time Positions are 8hrs/day 40 hours/week.**

Review of Labor

Contractor shall provide at a facility's walk-through a list of personnel satisfying minimum requirements to include a brief background including years of experience and licenses held (if applicable). Refer to labor summary for list of job titles.

Rating: _____

Comments: _____

**GROUNDS MAINTENANCE
 BID Number B04-13/14**

OTAY RANCH VILLAGE 1 WEST

	<u>City's Minimum Requirements</u>	<u>Contractor's Proposed Manpower</u>
1. Supervisor	4 hrs/wk	_____
2. Irrigation Specialist	1 Full Time Position	_____
3. Crew Leader (working)	1 Full Time Position	NO BID
4. Landscape laborers, irrigation helper	3 Full Time Positions	_____

5. Total Full Time Positions	5.1	_____

***Full Time Positions are 8hrs/day 40 hours/week.**

Review of Labor

Contractor shall provide at a facility's walk-through a list of personnel satisfying minimum requirements to include a brief background including years of experience and licenses held (if applicable). Refer to labor summary for list of job titles.

Rating: _____

Comments: _____

**GROUNDS MAINTENANCE
 BID Number B04-13/14**

OTAY RANCH AB

	<u>City's Minimum Requirements</u>	<u>Contractor's Proposed Manpower</u>
1. Supervisor	4 hrs/wk	<hr/>
2. Irrigation Specialist	1 Full Time Position	NO BID
3. Crew Leader (working)	1 Full Time Position	<hr/>
4. Landscape laborers, irrigation helper	3 Full Time Positions	<hr/>
5. Total Full Time Positions	5.1	<hr/>

***Full Time Positions are 8hrs/day 40 hours/week.**

Review of Labor

Contractor shall provide at a facility's walk-through a list of personnel satisfying minimum requirements to include a brief background including years of experience and licenses held (if applicable). Refer to labor summary for list of job titles.

Rating: _____

Comments: _____

GROUNDS MAINTENANCE
BID Number B04-13/14

To insure a high level of performance, more staffing may be required at any time depending on the Contractor's ability to perform all work efficiently and according to all specifications. Any adjustments to staffing must occur immediately when requested by the City's Representative.

All costs should reflect all other bid sheets for this contract. All costs are for the addition or deletion of individual services as described at the City's discretion.

EQUIPMENT INVENTORY

Contractor shall provide a list of equipment (i.e. Toro Groundsmaster 4000D, Hustler Z XR7...) showing manufacturer, quantity, whether rented or owned, and age of equipment used for each District.

Pinnacle Landscape Management has sufficient mowers, weed whips, hedge trimmers, blowers, etc. should we be awarded any jobs. Depending on the group(s) that we are awarded, new equipment would be purchased for the appropriate crew size. We do have 3 spray trucks available, and in excess of 100 pieces of each type of landscape power equipment (mower, blower, etc) available should we be asked to start immediately

Rating: _____

Comments: _____

GROUNDS MAINTENANCE
BID Number B04-13/14

TRUCK FLEET

Contractor shall provide a list of trucks to be utilized in the District. Include vehicle type (i.e.; 3/4 ton pick-up, 9 yd dump truck...).

Crew Trucks- F250 crew cab or similar (6 passenger)

Irrigation truck- Ford Transit van

Spray Truck- F150 with towed 100gallon Lesco spray tank

Supervisor Vehicle- Ford Focus

TRAFFIC CONTROL EQUIPMENT

Contractor shall provide a list of traffic control equipment to be utilized in the District. (i.e.; tow able electronic sign board, directional signs, barricades delineators...). Contractor should also specify if the equipment is rented or owned.

Pinnacle Landscape has sufficient signage and cones for the scope of this work. When needed, tow behind sign boards and any additional signage would be rented

GROUNDS MAINTENANCE
BID Number B04-13/14

REFERENCES

Contractor shall provide the City with a brief description and at least three references to contact that substantiate comparable landscape maintenance duties within a municipality, county or state.

1. City of Newport Beach- Contact Dan Sereno 949-644-3069. At present, Pinnacle maintains all sports fields and parks

2. City of Dana Point- Contact Brian McClure 949-248-3530. At present, Pinnacle maintains all roadsides and medians

3. Irvine Ranch Water District- Contact Dave Asman 949-439-7327. At present, Pinnacle maintains 42 well and pumping sites

Rating: _____

Comments: _____

SUMMARY EVALUATION

It is recommended that, _____, Contractor, proposal be accepted or rejected after evaluation of the foregoing criteria for satisfactory compliance.

Comments: _____

GROUNDS MAINTENANCE
BID Number B04-13/14

Evaluator/Title: _____

Date: _____

REPORTS AND SCHEDULES

The Contractor, as part of this agreement, will submit reports and schedules, along with monthly invoices for maintenance and parts and supplies according to terms covered in the Landscape Standards document. Failure to submit reports and schedules will result in a delay of monthly payments and/or a performance deficiency deduction. Such reports must be detailed and thorough and may include but not be limited to the following:

Monthly Maintenance Schedule(s)

1. Contractor shall provide a weekly maintenance schedule to the City in calendar format before the first day of the month. Schedule shall show all:
 - Mowing locations
 - Pruning locations
 - Trash detail/sidewalk detail
 - Pesticide use and locations
 - Other items as requested by City representative
2. Notification of change in scheduled work must be received by the City at least 12 hours prior to the scheduled time for the work.

Monthly Irrigation Reports

The following should be completed and submitted by the 5th of each month.

GROUNDS MAINTENANCE
BID Number B04-13/14

1. Monthly Irrigation Tracking Form
2. All irrigation invoices for parts and handling for the prior month, separated by District.

Pesticide Use Reports - shall be submitted monthly with any invoicing.

Accident Reports - shall be submitted **immediately**.

Incident Reports - shall be submitted monthly with any invoicing.

Hazard Reports shall be reported **immediately** and form submitted monthly with any invoicing.

Contractor shall adjust his work schedule to compensate for all City-observed holidays and inclement weather.

Fertilizer Group 2

PLANTER	Acres	Feet
Code 1 total	0.72	31,363.20
Code 3 total	90.21	3,929,547.60
TOTAL		3,960,910.80
	Bags per App	660

TURF	Acres	Feet
Code 2 total	0.36	15,681.60
TOTAL		15,681.60
		Bag Count
	Bags, Sept	2
	Bags, Nov	1
	Bags, March	1
	Bags, June	1



Disclosure Statement***

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- 5. Has any person* identified in 1., 2., 3., or 4., above, or otherwise associated with this contract, project or application, had any financial dealings with an official** of the City of Chula Vista as it relates to this contract, project or application within the past 12 months? Yes ___ No x

If Yes, briefly describe the nature of the financial interest the official** may have in this contract.

- 6. Has any person* anyone identified in 1., 2., 3., or 4., above, or otherwise associated with this contract, project or application, made a campaign contribution of more than \$250 within the past twelve (12) months to an official of the City of Chula Vista? No x Yes ___ If yes, which official?

- 7. Has any person* identified in 1., 2., 3., or 4., above, or otherwise associated with this contract, project or application, provided more than \$440 (or an item of equivalent value) to an official** of the City of Chula Vista in the past twelve (12) months? (This includes any payment that confers a personal benefit on the recipient, a rebate or discount in the price of anything of value, money to retire a legal debt, gift, loan, etc.) Yes ___ No x

If Yes, which official** and what was the nature of item provided?

- 7. Has any person* identified in 1., 2., 3., or 4., above, or otherwise associated with this contract, project or application, been a source of income of \$500 or more to an official** of the City of Chula Vista in the past twelve (12) months? Yes ___ No x



Disclosure Statement***

If Yes, identify the official** and the nature of the income provided?

Date: 5-1-2014

A handwritten signature in black ink that reads "Jason Stewart".

Signature of Contractor/Applicant

Jason Stewart

Print or type name of Contractor/Applicant

- * Person is defined as: any individual, firm, co-partnership, joint venture, association, social club, fraternal organization, corporation, estate, trust, receiver, syndicate, any other county, city, municipality, district, or other political subdivision, or any other group or combination acting as a unit.
- ** Official includes, but is not limited to: Mayor, Council member, Planning Commissioner, Member of a board, commission, or committee of the City, and City employees or staff members.
- *** This Disclosure Statement must be completed at the time the project application, or contract, is submitted to City staff for processing, and updated within one week prior to consideration by the legislative body.