



# CITY OF SUFFOLK

## DEPARTMENT OF FINANCE PURCHASING DIVISION

P.O. BOX 1858, SUFFOLK, VA, 23439-1858, PHONE (757)514-7520 FAX (757)514-7524

### NOTICE OF AWARD

Date April 16, 2012

Name: Seven Cities Lawn Maintenance LLC  
335 Sherwood Forest Road  
Chesapeake, VA 23322

Your Bid/Offer Dated March 20, 2012  
In Response To IFB 2012-00073  
To Furnish **Grounds Maintenance Services – Industrial Parks**

During the Period May 1, 2012 – April 30, 2013

Hereby is accepted at prices, terms, stated, subject to all conditions and requirements of the solicitation, purchase specifications, warranties, performance bond and other stipulation if any.

CITY OF SUFFOLK, VA

Linda Story, CPPB  
Purchasing Agent

Cc: All Vendors that participated in Bid.

SUFFOLK INDUSTRIAL PARK																			
OBICI INDUSTRIAL BLVD	32 CUTTINGS	\$ 36.00	\$ 1,120.00	\$ 48.00	\$ 1,536.00	\$ 155.00	\$ 4,960.00	\$ 400.00	\$ 12,800.00	\$ 60.00	\$ 1,920.00								
ENTRANCE BERM AND AREA SURROUNDING SIGN	32 CUTTINGS	\$ 30.00	\$ 960.00	\$ 48.00	\$ 1,536.00	\$ 40.00	\$ 1,280.00	\$ 30.00	\$ 960.00	\$ 50.00	\$ 1,600.00								
AMEDO COURT	32 CUTTINGS	\$ 5.00	\$ 160.00	\$ 24.00	\$ 768.00	\$ 60.00	\$ 1,920.00	\$ 200.00	\$ 6,400.00	\$ 20.00	\$ 640.00								
ALONG CAROLINA ROAD LOT	32 CUTTINGS	\$ 45.00	\$ 1,440.00	\$ 48.00	\$ 1,536.00	\$ 45.00	\$ 1,440.00	\$ 75.00	\$ 2,400.00	\$ 50.00	\$ 1,600.00								
TOTAL SUFFOLK INDUSTRIAL PARK		\$	\$ 3,680.00	\$	\$ 5,376.00	\$	\$ 9,600.00	\$	\$ 22,560.00	\$	\$ 5,760.00								

WILROY INDUSTRIAL PARK																			
ENTRANCEWAY WILROY & PROGRESS ROADS	32 CUTTINGS	\$ 15.00	\$ 480.00	\$ 24.00	\$ 768.00	\$ 30.00	\$ 960.00	\$ 175.00	\$ 5,600.00	\$ 40.00	\$ 1,280.00								
ENTRANCEWAY NANSEMOND PKWY AND PROGRESS	32 CUTTINGS	\$ 15.00	\$ 480.00	\$ 24.00	\$ 768.00	\$ 30.00	\$ 960.00	\$ 150.00	\$ 4,800.00	\$ 40.00	\$ 1,280.00								
LOT ON BRIGHT LANE	7 CUTTINGS	\$ 30.00	\$ 210.00	\$ 48.00	\$ 336.00	\$ 85.00	\$ 595.00	\$ 175.00	\$ 1,225.00	\$ 35.00	\$ 245.00								
WOODED LOT SCHWANS SALES	7 CUTTINGS	\$ 10.00	\$ 70.00	\$ 48.00	\$ 336.00	\$ 85.00	\$ 595.00	\$ 200.00	\$ 1,400.00	\$ 15.00	\$ 105.00								
TOTAL WILROY INDUSTRIAL PARK		\$	\$ 1,240.00	\$	\$ 2,208.00	\$	\$ 3,110.00	\$	\$ 13,025.00	\$	\$ 2,910.00								

NORTHGATE INDUSTRIAL PARK																			
20 FT STRIP COMMERCE PARKWAY	32 CUTTINGS	\$ 38.00	\$ 1,216.00	\$ 96.00	\$ 3,072.00	\$ 400.00	\$ 12,800.00	\$ -	\$ -	\$ 100.00	\$ 3,200.00								
MEDIAN ALONG COMMERCE PARKWAY	32 CUTTINGS	\$ 40.00	\$ 1,280.00	\$ 24.00	\$ 768.00	\$ 60.00	\$ 1,920.00	\$ -	\$ -	\$ 40.00	\$ 1,280.00								
SIDES OF ENTRANCEWAY	32 CUTTINGS	\$ 30.00	\$ 960.00	\$ 24.00	\$ 768.00	\$ 60.00	\$ 1,920.00	\$ -	\$ -	\$ 40.00	\$ 1,280.00								
STRIP ALONG INDUSTRIAL DRIVE	32 CUTTINGS	\$ 42.00	\$ 1,344.00	\$ 48.00	\$ 1,536.00	\$ 150.00	\$ 4,800.00	\$ -	\$ -	\$ 100.00	\$ 3,200.00								
TOTAL NORTHGATE INDUSTRIAL PARK		\$	\$ 4,800.00	\$	\$ 6,144.00	\$	\$ 21,440.00	\$	\$ -	\$	\$ 8,960.00								
<b>TOTAL FOR ALL PARKS</b>		<b>\$</b>	<b>\$ 9,720.00</b>	<b>\$</b>	<b>\$ 13,728.00</b>	<b>\$</b>	<b>\$ 34,150.00</b>	<b>\$</b>	<b>\$ 35,585.00</b>	<b>\$</b>	<b>\$ 17,630.00</b>								
Mulch per square foot		\$	\$ 15.00	\$	\$ 0.30	\$	\$ 3.27	\$	\$ -	\$	\$ 6.60								
weeding per mean hour		\$	\$ 16.00	\$	\$ 24.00	\$	\$ 32.00	\$	\$ -	\$	\$ 14.50								

3/20/2012

CNE Grounds Maintenance

Crushed N2 Inc

Lawrence Landscaping & Maintenance Services Inc

LW's Lawn Service

Mako Maintenance

**SUFFOLK INDUSTRIAL PARK**

OBICI INDUSTRIAL BLVD	\$ 45.00	\$ 1,440.00	\$ 32.00	\$ 1,024.00	\$ 80.00	\$ 2,560.00	\$ 39.00	\$ 1,248.00	\$ 86.25	\$ 2,760.00
ENTRANCE BERM AND AREA SURROUNDING SIGN	\$ 50.00	\$ 1,600.00	\$ 23.50	\$ 752.00	\$ 135.00	\$ 4,320.00	\$ 39.00	\$ 1,248.00	\$ 86.25	\$ 2,760.00
AMEDO COURT	\$ 10.00	\$ 320.00	\$ 32.00	\$ 1,024.00	\$ 55.00	\$ 1,760.00	\$ 24.00	\$ 768.00	\$ 102.25	\$ 3,272.00
ALONG CAROLINA ROAD LOT	\$ 40.00	\$ 1,280.00	\$ 32.00	\$ 1,024.00	\$ 80.00	\$ 2,560.00	\$ 39.00	\$ 1,248.00	\$ 105.00	\$ 3,360.00
TOTAL SUFFOLK INDUSTRIAL PARK	\$	\$ 4,640.00	\$	\$ 3,824.00	\$	\$ 11,200.00	\$	\$ 4,512.00	\$	\$ 12,152.00

**WILROY INDUSTRIAL PARK**

ENTRANCEWAY WILROY & PROGRESS ROADS	\$ 18.25	\$ 584.00	\$ 33.50	\$ 1,072.00	\$ 65.00	\$ 2,080.00	\$ 19.00	\$ 608.00	\$ 145.00	\$ 4,640.00
ENTRANCEWAY NANSEMOND PKWY AND PROGRESS	\$ 18.25	\$ 584.00	\$ 33.50	\$ 1,072.00	\$ 65.00	\$ 2,080.00	\$ 19.00	\$ 608.00	\$ 145.00	\$ 4,640.00
LOT ON BRIGHT LANE	\$ 40.00	\$ 280.00	\$ 30.00	\$ 210.00	\$ 135.00	\$ 945.00	\$ 53.00	\$ 371.00	\$ 115.00	\$ 805.00
WOODED LOT SCHWANS SALES	\$ 15.00	\$ 105.00	\$ 30.00	\$ 210.00	\$ 60.00	\$ 420.00	\$ 29.00	\$ 203.00	\$ 115.00	\$ 805.00
TOTAL WILROY INDUSTRIAL PARK	\$	\$ 1,553.00	\$	\$ 2,564.00	\$	\$ 5,525.00	\$	\$ 1,790.00	\$	\$ 10,890.00

**NORTHGATE INDUSTRIAL PARK**

20 FT STRIP COMMERCE PARKWAY	\$ 45.00	\$ 1,440.00	\$ 30.18	\$ 965.76	\$ 75.00	\$ 2,400.00	\$ 70.00	\$ 2,240.00	\$ 275.00	\$ 8,600.00
MEDIAN ALONG COMMERCE PARKWAY	\$ 15.00	\$ 480.00	\$ 30.18	\$ 965.76	\$ 45.00	\$ 1,440.00	\$ 35.00	\$ 1,120.00	\$ 50.00	\$ 1,600.00
SIDES OF ENTRANCEWAY	\$ 35.00	\$ 1,120.00	\$ 30.18	\$ 965.76	\$ 65.00	\$ 2,080.00	\$ 35.00	\$ 1,120.00	\$ 220.00	\$ 7,040.00
STRIP ALONG INDUSTRIAL DRIVE	\$ 45.00	\$ 1,440.00	\$ 35.99	\$ 1,151.88	\$ 75.00	\$ 2,400.00	\$ 45.00	\$ 1,440.00	\$ 250.00	\$ 8,000.00
TOTAL NORTHGATE INDUSTRIAL PARK	\$	\$ 4,480.00	\$	\$ 4,048.96	\$	\$ 8,320.00	\$	\$ 5,920.00	\$	\$ 25,440.00
<b>TOTAL FOR ALL PARKS</b>	\$	\$ 10,673.00	\$	\$ 10,436.96	\$	\$ 25,045.00	\$	\$ 12,222.00	\$	\$ 48,482.00
Mulch per square foot	\$	\$ 7.00	\$	\$ 12.00	\$	\$ 5.00	\$	\$ 350.00	\$	\$ 3.50
weeding per man hour	\$	\$ 65.00	\$	\$ 9.00	\$	\$ 21.00	\$	\$ 15.00	\$	\$ 18.50

3/20/2012 Mont's Lawn Service & Mobile Wash

Myers Lawn Care & Landscaping

S and M Enterprise

ZTV Landscaping

Green Expectations Inc

**SUFFOLK INDUSTRIAL PARK**

OBICI INDUSTRIAL BLVD	\$ 34.93	\$ 1,117.76	\$ 75.00	\$ 2,400.00	\$ 210.00	\$ 6,720.00	\$ 47.93	\$ 1,533.76	\$ 112.50	\$ 3,600.00
ENTRANCE BERM AND AREA SURROUNDING SIGN	\$ 19.93	\$ 637.76	\$ 75.00	\$ 2,400.00	\$ 40.00	\$ 1,280.00	\$ 31.95	\$ 1,022.40	\$ 120.00	\$ 3,840.00
AMEDO COURT	\$ 14.93	\$ 477.76	\$ 40.00	\$ 1,280.00	\$ 20.00	\$ 640.00	\$ 28.76	\$ 920.32	\$ 20.00	\$ 640.00
ALONG CAROLINA ROAD LOT	\$ 39.93	\$ 1,277.76	\$ 75.00	\$ 2,400.00	\$ 120.00	\$ 3,840.00	\$ 70.29	\$ 2,249.28	\$ 58.50	\$ 1,872.00
TOTAL SUFFOLK INDUSTRIAL PARK	\$	\$ 3,511.04	\$	\$ 8,480.00	\$	\$ 12,480.00	\$	\$ 5,725.76	\$	\$ 9,952.00

**WILROY INDUSTRIAL PARK**

ENTRANCEWAY WILROY & PROGRESS ROADS	\$ 19.93	\$ 637.76	\$ 50.00	\$ 1,600.00	\$ 40.00	\$ 1,280.00	\$ 63.25	\$ 1,704.00	\$ 37.50	\$ 1,200.00
ENTRANCEWAY NANSEMOND PKWY AND PROGRESS	\$ 19.93	\$ 637.76	\$ 75.00	\$ 2,400.00	\$ 40.00	\$ 1,280.00	\$ 15.98	\$ 511.36	\$ 37.50	\$ 1,200.00
LOT ON BRIGHT LANE	\$ 59.93	\$ 419.51	\$ 100.00	\$ 700.00	\$ 250.00	\$ 1,750.00	\$ 53.25	\$ 372.75	\$ 55.00	\$ 385.00
WOODED LOT SCHWANS SALES	\$ 19.93	\$ 139.51	\$ 100.00	\$ 700.00	\$ 40.00	\$ 280.00	\$ 21.30	\$ 149.10	\$ 20.00	\$ 140.00
TOTAL WILROY INDUSTRIAL PARK	\$	\$ 1,834.54	\$	\$ 5,400.00	\$	\$ 4,590.00	\$	\$ 2,737.21	\$	\$ 2,925.00

**NORTHGATE INDUSTRIAL PARK**

20 FT STRIP COMMERCE PARKWAY	\$ 89.93	\$ 2,877.76	\$ 75.00	\$ 2,400.00	\$ 120.00	\$ 3,840.00	\$ 47.93	\$ 1,533.76	\$ 187.50	\$ 6,000.00
MEDIAN ALONG COMMERCE PARKWAY	\$ 19.93	\$ 637.76	\$ 40.00	\$ 1,280.00	\$ 170.00	\$ 5,440.00	\$ 28.63	\$ 852.16	\$ 37.50	\$ 1,200.00
SIDES OF ENTRANCEWAY	\$ 19.93	\$ 637.76	\$ 75.00	\$ 2,400.00	\$ 65.00	\$ 2,080.00	\$ 47.93	\$ 1,533.76	\$ 150.00	\$ 4,800.00
STRIP ALONG INDUSTRIAL DRIVE	\$ 39.93	\$ 1,277.76	\$ 75.00	\$ 2,400.00	\$ 120.00	\$ 3,840.00	\$ 47.93	\$ 1,533.76	\$ 90.00	\$ 2,880.00
TOTAL NORTHGATE INDUSTRIAL PARK	\$	\$ 5,431.04	\$	\$ 8,480.00	\$	\$ 15,200.00	\$	\$ 5,453.44	\$	\$ 14,880.00
<b>TOTAL FOR ALL PARKS</b>	\$	\$ <b>10,776.62</b>	\$	\$ <b>22,360.00</b>	\$	\$ <b>32,270.00</b>	\$	\$ <b>13,916.41</b>	\$	\$ <b>27,757.00</b>
Mulch per square foot	\$	\$ 0.49	\$	\$ 1.85	\$	\$ 0.70	\$	\$ 0.20	\$	\$ 0.93
weeding per man hour	\$	\$ 25.00	\$	\$ 12.00	\$	\$ 12.00	\$	\$ 25.00	\$	\$ 10.00

# BID FORM

IFB # 2012-00073

TO: City of Suffolk, VA  
Purchasing Division  
441 Market Street  
P.O. Box 1858  
Suffolk, VA 23434

BID: Grounds Maintenance Services

DUE: *March 20, 2012*

TIME: 2:00 p.m., Local

Quote firm price, exclusive of all taxes, to furnish all labor, equipment, permits and fees required grounds maintenance services for the City's industrial parks in accordance with all specifications and conditions herein.

The bidder agrees to provide annual grounds maintenance services on an AS NEEDED BASIS as quoted below:

		<u>Unit Price</u>	<u>Amount</u>
<b>1) <u>SUFFOLK INDUSTRIAL PARK</u></b>			
• Cut 20-foot strips along Obici Industrial Blvd.	32 Cuttings	<u>\$ 35.00</u>	<u>\$ 1,120.00</u>
• Cut entrance, berm, and area Surrounding sign	32 Cuttings	<u>\$ 30.00</u>	<u>\$ 960.00</u>
• Cut 20-foot strip around Amedeo Court	32 Cuttings	<u>\$ 5.00</u>	<u>\$ 160.00</u>
• Cut 20-foot strip along Carolina Road lot (across railroad tracks)	32 Cuttings	<u>\$ 45.00</u>	<u>\$ 1,440.00</u>
<b>GRAND TOTAL (Suffolk Industrial Park)</b>		<u>\$ 3,680.00</u>	
		<u>Unit Price</u>	<u>Amount</u>

## 2) WILROY INDUSTRIAL PARK

• Cut entranceway at corner of Wilroy and Progress Roads	32 Cuttings	<u>\$ 15.00</u>	<u>480.00</u>
• Cut entranceway at corner of Nansemond Pkwy. & Progress Rd.	32 Cuttings	<u>\$ 15.00</u>	<u>480.00</u>

- Cut lot (Bright Lane) located between *Packaging Services* and *Amark* 7 Cuttings \$ 30.00 \$ 210.00
- Cut wooded lot adjacent to *Schwans Sales* 7 Cuttings \$ 10.00 70.00

**GRAND TOTAL (Wilroy Industrial Park)** \$ 1,240.00

**3) NORTHGATE INDUSTRIAL PARK**

- Cut 20-foot strip along Northgate Commerce Parkway 32 Cuttings \$ 38.00 \$ 1,216.00
- Cut median strip along Northgate Commerce Parkway 32 Cuttings \$ 40.00 \$ 1,280.00
- Cut either side of entranceway 32 Cuttings \$ 30.00 \$ 960.00
- Cut 20-foot strip along Industrial Drive 32 Cuttings \$ 42.00 \$ 1,344.00

**GRAND TOTAL (Northgate Industrial Park)** \$ 4,800

**TOTAL FOR ALL PARKS** \$ 9,720.00

***Annual quantities of cuttings listed above are estimated for the purpose of bid evaluation only. Work will be on an AS NEEDED BASIS, and the City does not guarantee any minimum amount of work for the Contractor during the contract period.***

**OPTION: Additional Grounds Maintenance Services**

- 1) **Mulching**  
 Mulch provided (as new mulch or replacement mulch) shall be shredded hardwood blend or better and applied a minimum of 3" deep.

Contractor will provide and install mulch at a cost of \$ 15.00 square foot

- 2) **Weeding**  
 Contractor will weed flower beds, etc. at a cost of \$ 16.00 per man hour.

- 3) **Other Services**  
Tree Services, Sprinkler, Power Washing, Other Services  
Available upon Request.

**EQUIPMENT LISTING**

List below all equipment available to Contractor to perform grounds maintenance services as specified herein. Use back of BID FORM if additional space is needed.

<u>Quantity</u>	<u>Description</u>	<u>Own or Rent</u>
• 2	60" HUSTLER Super Z	OWN
• 1	60" Toro	OWN
• 6	HUPURVARNA Weedeater	OWN
• 7	ST.HL Edge Mech. Blower	OWN
• 2	36" WRIGHT STANDERS	OWN
2	ST.HL BLOWERS	OWN
10	Broom + Rakes	OWN
	Tranches	OWN

**REFERENCES** 3

Indicate below a listing of at least three (3) recent references for whom you have provided similar services. Include the date that services were furnished and the name, address, and phone number of the person we have your permission to contact.

<u>Client/Address</u>	<u>Date</u>	<u>Contact Person</u>	<u>Phone No.</u>
1) 201 Forest Pine RD Forest Pine Apt. FRANKLIN, VA. 23322	3-18-2012	CARLA THOMPSON	(757) 562-2005
2) Norfolk Housing & Redevelopment Norfolk VA. 23462	3-18-2012	Yolanda Demv	(757) 314-2042
3) Bowles Rental LP 28123 HARRIS RD FRANKLIN, VA 23851	3-18-2012	Anthony Bowles	(757) 334-1896

Bidder has included attached  Anticollusion Clause

YES / NO  
(Circle one)

Bidder has included Certificate of Insurance

YES / NO  
(Circle one)

Manpower: The Contractor has 10 (number) of employees available to his/her company to perform grounds maintenance services as needed for this contract.

Payment Terms/Discounts \_\_\_\_\_ (Suffolk's payment schedule: items accepted and invoiced by 10th of month will be paid month end. Cash discounts offered for less than 30 days from receipt of proper invoice will not be considered in award.)

I acknowledge receipt of Addendum #'s \_\_\_\_\_



## ANTICOLLUSION/NONDISCRIMINATION/DRUG FREE WORKPLACE CLAUSES

**ANTICOLLUSION CLAUSE:**

IN THE PREPARATION AND SUBMISSION OF THIS BID, SAID BIDDER DID NOT EITHER DIRECTLY OR INDIRECTLY ENTER INTO ANY COMBINATION OR ARRANGEMENT WITH ANY PERSON, FIRM OR CORPORATION, OR ENTER INTO ANY AGREEMENT, PARTICIPATE IN ANY COLLUSION, OR OTHERWISE TAKE ANY ACTION IN THE RESTRAINT OF FREE, COMPETITIVE BIDDING IN VIOLATION OF THE SHERMAN ACT (15 U.S.C. SECTION 1), SECTIONS 59.1-9.1 THROUGH 59.1-9.17 OR SECTIONS 59.1-68.6 THROUGH 59.1-68.8 OF THE CODE OF VIRGINIA.

THE UNDERSIGNED BIDDER HEREBY CERTIFIES THAT THIS AGREEMENT, OR ANY CLAIMS RESULTING THEREFROM, IS NOT THE RESULT OF, OR AFFECTED BY, ANY ACT OF COLLUSION WITH, OR ANY ACT OF, ANOTHER PERSON OR PERSONS, FIRM OR CORPORATION ENGAGED IN THE SAME LINE OF BUSINESS OR COMMERCE; AND, THAT NO PERSON ACTING FOR, OR EMPLOYED BY, THE CITY OF SUFFOLK HAS AN INTEREST IN, OR IS CONCERNED WITH, THIS BID; AND, THAT NO PERSON OR PERSONS, FIRM OR CORPORATION OTHER THAN THE UNDERSIGNED, HAVE, OR ARE, INTERESTED IN THIS BID.

**DRUG-FREE WORKPLACE:**

DURING THE PERFORMANCE OF THIS CONTRACT, THE CONTRACTOR AGREES TO (i) PROVIDE A DRUG-FREE WORKPLACE FOR THE CONTRACTOR'S EMPLOYEES; (ii) POST IN CONSPICUOUS PLACES, AVAILABLE TO EMPLOYEES AND APPLICANTS FOR EMPLOYMENT, A STATEMENT NOTIFYING EMPLOYEES THAT THE UNLAWFUL MANUFACTURE, SALE, DISTRIBUTION, DISPENSATION, POSSESSION, OR USE OF A CONTROLLED SUBSTANCE OR MARIJUANA IS PROHIBITED IN THE CONTRACTOR'S WORKPLACE AND SPECIFYING THE ACTIONS THAT WILL BE TAKEN AGAINST EMPLOYEES FOR VIOLATIONS OF SUCH PROHIBITION; (iii) STATE IN ALL SOLICITATIONS OR ADVERTISEMENTS FOR EMPLOYEES PLACED BY OR ON BEHALF OF THE CONTRACTOR THAT THE CONTRACTOR MAINTAINS A DRUG-FREE WORKPLACE; AND (iv) INCLUDE THE PROVISIONS OF THE FOREGOING SECTIONS I, II, AND III IN EVERY SUBCONTRACT OR PURCHASE ORDER OF OVER \$10,000, SO THAT THE PROVISIONS WILL BE BINDING UPON EACH SUBCONTRACTOR OR VENDOR.

FOR THE PURPOSE OF THIS SECTION, "DRUG-FREE WORKPLACE" MEANS A SITE FOR THE PERFORMANCE OR WORK DONE IN CONNECTION WITH A SPECIFIC CONTRACT AWARDED TO A CONTRACTOR IN ACCORDANCE WITH THIS CHAPTER, THE EMPLOYEES OF WHOM ARE PROHIBITED FROM ENGAGING IN THE UNLAWFUL MANUFACTURE, SALE, DISTRIBUTION, DISPENSATION, POSSESSION OR USE OF ANY CONTROLLED SUBSTANCE OR MARIJUANA DURING THE PERFORMANCE OF THE CONTRACT.

**NONDISCRIMINATION CLAUSE:**

1. EMPLOYMENT DISCRIMINATION BY BIDDER SHALL BE PROHIBITED.
2. DURING THE PERFORMANCE OF THIS CONTRACT, THE SUCCESSFUL BIDDER SHALL AGREE AS FOLLOWS:
  - A. THE BIDDER, WILL NOT DISCRIMINATE AGAINST ANY EMPLOYEE OR APPLICANT FOR EMPLOYMENT BECAUSE OF RACE, RELIGION, COLOR, SEX, NATIONAL ORIGIN, AGE, DISABILITY, OR ANY OTHER BASIS PROHIBITED BY STATE LAW RELATING TO DISCRIMINATION IN EMPLOYMENT, EXCEPT WHERE THERE IS A BONA FIDE OCCUPATIONAL QUALIFICATION/CONSIDERATION REASONABLY NECESSARY TO THE NORMAL OPERATION OF THE BIDDER. THE BIDDER AGREES TO POST IN CONSPICUOUS PLACES, AVAILABLE TO EMPLOYEES AND APPLICANTS FOR EMPLOYMENT, NOTICES SETTING FORTH THE PROVISIONS OF THIS NONDISCRIMINATION CLAUSE.
  - B. THE BIDDER, IN ALL SOLICITATIONS OR ADVERTISEMENTS FOR EMPLOYEES PLACED ON BEHALF OF THE BIDDER, WILL STATE THAT SUCH BIDDER IS AN EQUAL OPPORTUNITY EMPLOYER.
  - C. NOTICES, ADVERTISEMENTS, AND SOLICITATIONS PLACED IN ACCORDANCE WITH FEDERAL LAW, RULE OR REGULATION SHALL BE DEEMED SUFFICIENT FOR THE PURPOSE OF MEETING THE REQUIREMENTS OF THIS SECTION.
  - D. BIDDER WILL INCLUDE THE PROVISIONS OF THE FOREGOING SECTIONS A, B, AND C IN EVERY SUBCONTRACT OR PURCHASE ORDER OF OVER \$10,000, SO THAT THE PROVISIONS WILL BE BINDING UPON EACH SUBCONTRACTOR OR VENDOR.

Name and Address of Bidder: Seven Cities Lawn Maintenance LLC 335 Sherwood Forest Road Chesapeake, VA 23322	Date: 3/20/12 By: <i>Robin A. James</i> Signature In Ink
Telephone Number: (571) 382-0579 Fax Phone Number: ( )	Printed Name Robin A. James Title
FIN/SSN#: 27-2138237	Owner

Is your firm a "minority" business?  Yes  No  
 If yes, please indicate the "minority" classification below:  
 African American     Hispanic American     American Indian     Eskimo     Asian American     Aleut  
 Other, Please Explain: \_\_\_\_\_

Is your firm Woman Owned?  Yes  No      Is your firm a Small Business?  Yes  No

Company Name Seven Cities Lawn Maintenance LLC  
Address 335 Sherwood Forest Road  
Chesapeake, VA 23322  
Person Quoting Robin A. Jones Title Owner  
Telephone No. 757-382-0579 Fax \_\_\_\_\_  
Email Address: sevencitieslawnmaint@yahoo.com Cell Phone # 757-407-5412  
Soc. Security # or FIN # 27-2138237

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same equipment/materials/ service and is in all respects fair and without collusion or fraud. I understand that collusive bidding is a violation of State and Federal law and can result in fines, prison sentences and civil damage awards. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.

I certify by my signature below that I have received the documents associated with this bid and understand that the review for completeness of these bid documents and the understanding and comprehension of the bid specifications is solely my responsibility; based on this, by my signature below I waive all rights to further claims against the City of Suffolk that the document were incomplete or not understandable.

I certify that the bidder represented herein is eligible to bid with respect to all applicable sections of State and Local Government Conflict of Interest Act, Code of Virginia, Section 2.1-639.1 et. seq.

• Signature Robin A. Jones Date 3/20/12  
Title Owner

\* Person signing bid should show title or authority to bind the firm in a contract.

**PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA**

**THIS FORM MUST BE SUBMITTED WITH YOUR PROPOSAL/BID, FAILURE TO INCLUDE THIS FORM MAY RESULT IN REJECTION OF YOUR PROPOSAL/BID**

Pursuant to Virginia Code §2.2-4311.2 an Offeror/Bidder organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its proposal/bid the identification number issued to it by the State Corporation Commission ("SCC"). Any Offeror/Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its proposal/bid a statement describing why the Offeror/Bidder is not required to be so authorized. Any Offeror/Bidder described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures establish to implement this section is granted by the City Manager, as applicable.

If this quote for goods or services is accepted by the City of Suffolk, Virginia the undersigned agrees that the requirements of the Code of Virginia Section §2.2-4311.2 have been met.

Please complete the following by checking the appropriate line that applies and providing the requested information.

- A.  Offeror/Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is S318173-4.
- B.  Offeror/Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such vendor's identification Number issued to it by the SCC is \_\_\_\_\_.
- C.  Offeror/Bidder does not have an Identification Number issued to it by the SCC such vendor is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

**Please attach additional sheets if you need to explain why such Offeror/Bidder is not required to be authorized to transact business in Virginia.**

Seven Cities Lawn Maintenance LLC  
Legal Name of Company (as listed on W-9)

Robin A. Jones  
Legal Name of Offeror/Bidder

3/20/12  
Date

[Signature]  
Authorized Signature

Robin A. Jones, Owner  
Print or Type Name and Title

**RETURN THIS PAGE WITH COPIES OF DOCUMENTATION**

Virginia (1950), as amended. Unless otherwise specified in the contract, interest shall accrue at the rate of one percent (1%) per month.

**6.23 Responsibility of Contractor**

The Contractor shall, without additional costs or fee to the City, correct or revise any errors or deficiencies in his performance. Neither the City's review, approval or acceptance of, nor payment for any of the services required under this Agreement shall be deemed a waiver of rights by the City, and the Contractor shall remain liable to the City for all costs which are incurred by the City as a result of the Contractor's negligent performance of any of the services furnished under this Agreement.

**6.24 Controlling Law; Venue; Pending/During Litigation**

This Agreement is made, entered into, and shall be performed in the City of Suffolk, Virginia, and shall be governed by the applicable laws of the Commonwealth of Virginia without regard to its conflict of law rules. In the event of litigation concerning this Agreement, the parties agree to the exclusive jurisdiction and venue of the Circuit Court of the City of Suffolk, Virginia; however, in the event that the federal court has jurisdiction over the matter, then the parties agree to the exclusive jurisdiction and venue of the U.S. District Court for the Eastern District of Virginia, Norfolk Division.

The Contractor shall not cause a delay in services because of the pending or during litigation proceedings, except with the express, written consent of the City or written instruction/order from the Court.

**6.25 Compliance with State Law, Foreign and Domestic Business authorized to Transact Business in the Commonwealth (VPPA §2.2 – 4311.2)**

A bidder or offeror organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 is to include in its bid or proposal the identification number issued to it by the State Corporation Commission. Any bidder or offeror that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall include in its bid or proposal a statement describing why the bidder or offeror is not required to be so authorized. A public body may void any contract with a business if the business fails to remain in compliance with the provisions of this section.

**6.26 Applicable Laws**

This contract shall be governed in all respects by the laws of the Commonwealth of Virginia. Any judicial action shall be filed in the Commonwealth of Virginia, City of Suffolk.



SCC eFile

- SCC eFile Home Page
- Business Entity Search
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Business Entities

UCC or Tax Liens

Court Services

Additional Services

Welcome to SCC eFile  
Business Entity Details

**Seven Cities Lawn Maintenance, L.L.C.**

SCC ID: S3181734

Business Entity Type: Limited Liability Company

Jurisdiction of Formation: VA

Date of Formation/Registration: 2/24/2010

Status: Fee delinquent

Quick Links

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- Laws & Regulations
- Bulletin Archive
- External Links



**Principal Office**

335 SHERWOOD FOREST RD  
 CHESAPEAKE VA 23322-0000

**Registered Agent/Registered Office**

RALPH E NICHOLS JR  
 ONE GREENBRIER POINT STE  
 210  
 1403 GREENBRIER PKWY  
 CHESAPEAKE VA 23320-0000  
 CHESAPEAKE CITY 236  
 Status: Active  
 Effective Date: 2/24/2010

Users are encouraged to create an SCC eFile account to:

- Conveniently monitor business entities through the use of a "Favorites" list
- Perform easy step-by-step online transactions for certain types of filings, such as registered agent changes
- Quickly access online filing history

To view our Privacy Policy, click [here](#)

Screen ID: e1000

Need additional information? Contact [scinfo@sc.virginia.gov](mailto:scinfo@sc.virginia.gov) Website questions? Contact: [webmasters@sc.virginia.gov](mailto:webmasters@sc.virginia.gov)

We provide external links throughout our site.

PDF (.pdf) Reader Excel (.xls) Viewer PowerPoint (.ppt) Viewer Word (.doc) Viewer

# Commercial Certificate of Insurance



**FARMERS**

Agency Name: Farmers Insurance  
 1484 Kempsville Rd & Suite A  
 Address: Chesapeake, VA 23320

Issue Date (MM/DD/YY) **04/13/12**

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policies shown below.

St. 68 Dist. 21 Agent 28

Insured Name: 7 Citics Lawn Maintenance LLC  
 335 Sherwood Forest Road & Chesapeake, VA 23322  
 Address:

**Companies Providing Coverage:**

- Company A Letter Truck Insurance Exchange
- Company B Letter Farmers Insurance Exchange
- Company C Letter Mid-Century Insurance Company
- Company D Letter NCCI

**Coverages**

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.

Co. Ltr.	Type of Insurance	Policy Number	Policy Effective Date (MM/DD/YY)	Policy Expiration Date (MM/DD/YY)	Policy Limits			
B	General Liability	604806848	03/26/12	03/26/13	General Aggregate	\$ 2,000,000		
	<input checked="" type="checkbox"/> Commercial General Liability <input checked="" type="checkbox"/> - Occurrence Version				Products-Comp/OPS Aggregate	\$ 2,000,000		
					Contractual - Incidental Only	Personal & Advertising Injury Each Occurrence	\$ 1,000,000	
					Owners & Contractors Prot.		Fire Damage (Any one fire)	\$ 100,000
							Medical Expense (Any one person)	\$ 5,000
	Automobile Liability				Combined Single Limit	\$		
	All Owned Commercial Autos				Bodily Injury (Per person)	\$		
	Scheduled Autos				Bodily Injury (Per accident)	\$		
	Hired Autos				Property Damage	\$		
	Non-Owned Autos				Garage Aggregate	\$		
	Garage Liability				Limit	\$		
D	Workers' Compensation and Employers' Liability	R2WC124174	12/09/11	12/09/12	Statutory			
					Each Accident	\$ 100,000		
					Disease - Each Employee	\$ 100,000		
					Disease - Policy Limit	\$ 500,000		

Description of Operations/Vehicles/Restrictions/Special items:

**Certificate Holder**

Name: CITY OF SUFFOLK  
 441 MARKET STREET & SUFFOLK VA 23439  
 Address: 757-514-7524 Attn: Ivy Crawford

**Cancellation**

Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

*Wanda B. Leary*  
 Authorized Representative

1484 Kempsville Rd, Suite A  
Chesapeake, VA 23320  
Phone: 757-965-4459  
Fax: 757-965-4469

**Farmers Insurance Group**

# Fax

<b>To:</b> City of Suffolk atten: Ivy Crawford	<b>From:</b> Farmers Insurance
<b>Fax:</b> 757-514-7524	<b>Pages:</b> 2
<b>Phone:</b> Unavailable	<b>Date:</b> April 13, 2012
<b>Re:</b> 7 Cities Lawn Maintenance	<b>CC:</b>

**Urgent**     **For Review**     **Please Comment**     **Please Reply**     **Please Recycle**

Please find attached CERTIFICATE OF INSURANCE for client listed above. If you have any questions or concerns, please contact our office at 757-965-4459 or email me at [wlebray@farmersagent.com](mailto:wlebray@farmersagent.com).

Thank you,

Wanda Benson LeBray, Agent