



City of Bandon

555 Hwy 101, PO Box 67
Bandon, OR 97411
(541) 347-2437

Bandon by the Sea

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Torrey Contreras, City Manager

INITIATED BY: Tim Lakey, Public Works Supervisor

DATE: April 1, 2024

SUBJECT: **ITEM NUMBER 4.2, RESOLUTION 24-03: SELECTING AND AUTHORIZING AN AGREEMENT WITH SEA BREEZE LANDSCAPE CARE & HOME REPAIR TO PERFORM LANDSCAPING SERVICES FOR THE CITY OF BANDON FROM APRIL 15, 2024, THROUGH APRIL 14, 2026, WITH THREE ONE-YEAR EXTENSIONS. ANNUAL RATE OF \$68,000 FOR ALL MATERIALS AND LABOR LISTED IN RFP ANY ADDITIONAL WORK WILL BE BILLED AT \$70.00 PER MAN HOUR FOR WORK OUTSIDE OF RFP SCOPE.**

BACKGROUND:

The City terminated its landscaping agreement with the previous vendor and went out to bid for a Landscape Maintenance Service vendor. The City received two responsive bids on February 21, 2024, from the January 22, 2024, RFP posting.

Bidders: SeaBreeze Landscape Care and Home Repair	\$68,000 per year
Clean Rivers	\$94,200 per year

ANALYSIS OF THE ISSUES:

The City has not had an agreement for landscaping maintenance services since January 2024. Public Works does not have the bandwidth to keep up with landscaping maintenance once the spring weather warms up. This agreement will provide for those services to keep City landscaping in good order and condition.

FISCAL IMPACT:

\$68,000.00 per annum and \$70.00 per man hour for work outside the scope of the RFP.

RECOMMENDATION:

The following is recommended to the City Council:

1. Review and discuss the information provided;
2. Make a motion to approve Resolution 24-03: Selecting and authorizing an agreement with Sea Breeze Landscape Services & Home Repair to perform landscaping services for the City of Bandon.

RESOLUTION 24-03 LANDSCAPE MAINTENANCE SERVICES

April 1, 2024

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3. Authorize the City Manager or his designated representative to enter into an agreement with Sea Breeze Landscape Care and Home Repair.

Attachments:

1. Contract with SeaBreeze Landscape Care and Home Repair
2. Request for Proposal (RFP) Landscape Maintenance Services
3. SeaBreeze Landscape Care and Home Repair RFP
4. Clean Rivers RFP

RESOLUTION 24-03

**RESOLUTION SELECTING AND AUTHORIZING
AN AGREEMENT WITH SEA BREEZE LANDSCAPE
CARE & HOME REPAIR TO PERFORM
LANDSCAPING SERVICES FOR THE CITY OF
BANDON FROM APRIL 15, 2024, THROUGH
APRIL 14, 2026, WITH THREE ONE-YEAR
EXTENSIONS. ANNUAL RATE OF \$68,000 FOR
ALL MATERIALS AND LABOR LISTED IN RFP.
ADDITIONAL WORK WILL BE BILLED AT \$70.00
PER MAN HOUR FOR WORK OUTSIDE OF RFP
SCOPE.**

WHEREAS, the City of Bandon (City) is a public corporation; and

WHEREAS, the City is seeking a service provider to provide landscape maintenance and services in Bandon; and

WHEREAS, services include lawn and landscape maintenance for the following locations: City Hall, Chamber of Commerce, Fire Memorial, Old Town Pedway, Alabama Street and 2nd Street Parking Lots, Bandon Welcome Signs (North at Highway 101 and 42S and 101 and South at Seabird Drive), 11th Street Triangles (East and West ends of City Park), Bandon Public Library, and the Barn and Community Center.

WHEREAS, electronic solicitation notifications went to eight (8) potential service providers and was advertised on the City's website on January 22, 2024; and

WHEREAS, on February 21, 2024, the City received two (2) proposals that were deemed responsive; and

WHEREAS, staff convened a panel consisting of employees Administration, Finance and Public Works who evaluated the two (2) proposals based on criteria listed in the RFP; and

WHEREAS, as a result of the decision analysis, Sea Breeze Landscape Care & Home Repair received the highest total score and was deemed the best value to provide maintenance services; and

WHEREAS, staff recommends that the City select and authorize an agreement with Sea Breeze Landscape Care and Home Repair from April 15, 2024, through April 14, 2026; and

NOW, THEREFORE, BE IT RESOLVED by the City of Bandon Council of Bandon, as follows:

That the City Manager or his designated representative is hereby authorized and directed on behalf of the City of Bandon to enter into an agreement with Sea Breeze Landscape Care and Home Repair from April 15, 2024, through April 14, 2026, with three (3) one-year extensions; and

ADOPTED by the City Council this 1st day of April 2024.

Mary Schamehorn, Mayor

Attest:

June Hinojosa, City Recorder

**CONTRACT FOR
SERVICES
(Landscape Maintenance
Services)**

PARTIES:

City of Bandon
P.O. Box 67
Bandon, OR 97411 (541) 347-2468

Preston Winters
Seabreeze Landscape Care And Home Improvement, LLC
54651 Rosa Road, Bandon, OR 97411
541-347-4939

RECITALS:

This Contract Agreement is between the CITY OF BANDON and PRESTON WINTERS ABN: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC for the period of April 15, 2024, through April 14, 2026, for landscape maintenance services of the following City areas:

City Hall	Bandon Public Library	Old Town Pedway, Alabama Street & 2nd Street Parking lots
Chamber of Commerce	The Barn & Community Center	11th Street Triangles (On the East and West ends of City Park)
Fire Memorial	Bandon Welcome Signs (North at Hwy 42S & 101 and South at Seabird	

This contract shall include the option of three subsequent annual renewals, upon mutual agreement of both parties.

PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC is an independent business which provides lawn maintenance services to various customers in the Bandon area. The purpose for this Agreement is to state the terms and conditions upon which the parties hereto will enter a Contract for the services provided to the CITY OF BANDON by PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC.

AGREEMENT:

1. PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC shall provide the following services:

a. PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC will provide all labor, supplies, materials, and equipment necessary to properly maintain the landscaping at the above-designated areas, and related services; in RFP 1/22/2024, which include the following:

1. Mowing-All lawns are mowed 2-3 times per month from February-June and 1-2 times per month July-January, to a height of 2-3". Lawns under 2,500 sq ft with walk-behind mower. Lawns over 2,500 sq ft with zero- turn ride mowers.
2. Weed-eating and edging-Both will be done every time mowing occurs.
3. Weeding, trimming and deadheading flowers - Monthly/weekly site visits will maintain most areas; however, hedge-trimming, and topiary work will occur on a quarterly basis with all debris removed from site. Crews will routinely hand weed highly visible areas and deadhead flowers weekly in seasonal flower displays and flower containers.
4. Herbicide and fertilizers - All lawn and shrub fertilizer should be organic and applied three (3) times annually. Herbicides will only be used in large, overgrown or less public areas to gain control of invasive weeds and sprayed areas will be posted.
5. Irrigation - Turn on and test all irrigation systems in May and winterize and turn off all systems in October. Perform minor irrigation repair and adjustments as needed.

b. PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC will provide \$1,000,000 in general liability insurance (with the CITY OF BANDON listed as an additionally insured) for all losses and claims arising out of or related to Contractor's performance of its obligations under this Contract (including, without limitation, damages as a result of death or injury to any person or destruction or damage to any property) with limits of not less than

\$1,000,000.00 per occurrence and \$2,000,000.00 in aggregate naming the City of Bandon as an additionally insured and comprehensive automobile liability insurance for all owned, non-owned, and hired vehicles that are or may be used by Contractor in connection with Contractor's performance of the Services with limits of not less than \$500,000 per occurrence; and workers' compensation insurance in form and amount sufficient to satisfy the requirements of applicable Oregon law.

Certificates, documentation, or other proof showing compliance with all State and Federal regulations applicable for the aforementioned services will be kept current and provided to the City upon request;

c. PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC agrees to provide a safe work environment for all employees and the public, and follow all applicable industry safety rules and regulation and will further ensure compliance with all applicable rules, workers' compensation, insurance, unemployment insurance and other employment laws and regulations, including but not limited to, full compliance of the terms of the applicable O.S.H.A.

Regulations as to protect all persons, including the Contractor's employees, agents of the City, vendors, members of the public, or others from foreseeable injury or damage to their property;

d. PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC will contact all affected property owners, if any, and the CITY OF BANDON prior to the commencement of work in a said area; and refer any complaints immediately to the City Manager;

e. PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC shall have the power and authority to hire and fire its own employees, if any, but PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC shall remain solely and exclusively liable under this Contract Agreement for its performance; and

f. PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC hereby warrants that they will abide by the terms under this Contract Agreement.

g. The Scope of Work is further detailed as follows:

CITY HALL: Lawn maintenance including mowing, weed-eating, and edging of lawns and curbs-sidewalks. Labor/materials for minor irrigation repair and adjustments. Lawn and shrub fertilizer applied three (3) times annually and herbicides as needed. Hand weeding, hedge trimming and deadheading of flowers. Skilled trimming of lighthouse topiary and ornamental trees. Irrigation system tested and turned on in May, turned off and winterized in October. The contractor will have access to City utility truck six (6) times annually for topiary hedge trimming and any other storm damage or repair. Plant and maintain six (6) large flower display containers built near existing light poles with irrigation annually from Memorial Day to Cranberry Festival. The site is to be visited weekly, year-round.

CHAMBER OF COMMERCE BUILDING: Lawn maintenance including all mowing, weed eating, and edging of lawns. Labor/materials for minor irrigation repair and adjustments. Lawn and shrub fertilizer three (3) times annually, herbicides as needed. Hand weeding, hedge trimming and deadheading of flowers, litter removal. Irrigation system tested and turned on in May, turned off and winterized in October. The site is to be visited weekly, year-round.

FIRE MEMORIAL: Lawn maintenance including all mowing, weed eating and edging of lawns. Labor/materials for minor irrigation repair and adjustments. Lawn and shrub fertilizer three (3) times annually, herbicides as needed. Hand weeding, hedge trimming and deadheading of flowers, letter removal. Irrigation system tested and turned on in May, turned off and winterized in October. The site is to be visited weekly, year-round.

OLD TOWN PEDWAY, ALABAMA STREET & 2ND STREET PARKING

LOTS: Labor/materials for minor irrigation repair and adjustments. Irrigation system tested and turned on in May, turned off and winterized in October. Shrub fertilizer and herbicides as needed. Hand weeding, hedge trimming, deadheading of flowers, installation of seasonal flower displays and letter removal. These sites are to be visited weekly, year-round, and more frequently in summer months as needed, and prior to major local holidays.

BANDON WELCOME SIGNS: Labor/materials for minor irrigation repair and adjustments. Irrigation system tested and turned on in May, turned off and winterized in October. Shrub fertilizer and herbicides as needed. Hand weeding, hedge trimming, deadheading of flowers, installation of seasonal flower displays and litter removal. These sites are to be visited weekly, year-round, and more frequently in summer months as needed, and prior to major local holidays.

11TH STREET TRIANGLES: Labor/materials for minor irrigation repair and adjustments. Irrigation system tested and turned on in May, turned off and winterized in October. Shrub fertilizer and herbicides as needed. Hand weeding, hedge trimming, deadheading of flowers, installation of seasonal flower displays and litter removal. These sites are to be visited weekly year-round, and more frequently in summer months as needed, and prior to major local holidays.

BANDON PUBLIC LIBRARY: Labor/materials for minor irrigation repair and adjustments. Irrigation system tested and turned on in May, turned off and winterized in October. Shrub fertilizer and herbicides as needed. Hand weeding, hedge trimming, deadheading of flowers, installation of seasonal flower displays and litter removal in all beds by building and in parking areas. These sites are to be visited weekly, year-round. Mowing behind building done by Public Works in February, May, July and September.

2. The CITY OF BANDON shall:
 - a. CITY shall pay for the services within 25 days from the date an Invoice is submitted.
 - b. Provide annually an IRS 1099 form reflecting all payments to PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC.
3. **Term.** The term of this agreement shall be from April 15, 2024, through April 14, 2026, unless terminated by either party upon 30 days' notice. Said term has an option of three subsequent annual renewals, upon mutual agreement of both parties.
4. **Cancellation.** This agreement can be canceled by providing 30 days' advance written notice by either party.

5. **Compensation.** The compensation schedule is set out in Attachment A, incorporated herein.
6. **Non-Assignable.** This Agreement is personal between the parties and is not assignable in whole or in part.
7. **Indemnification.** PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC agrees to indemnify, defend and hold harmless the City and its officers, agents and employees against all liability, loss and costs arising from actions, suits, claims or demands for the acts or omissions of PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC, and its officers, agents and employees, in performance of this contract. In accordance with the Oregon Tort Claims Act and the Oregon Constitution, City agrees to indemnify, defend and hold harmless PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC and its officers, agents and employees against all liability, loss and costs arising from actions, suits, claims or demands for the acts or omissions of City and City's officers, agents and employees, in performance of this contract.
8. This is the entire Agreement of the parties hereto. Any changes or amendments to this Agreement must be in writing and signed by the parties hereto to be effective.
9. It is understood by the parties that this Agreement is intended to create an independent contractor relationship between the parties in accordance with ORS 670.600, and not an employee-employer relationship.
10. **Compliance with Laws.** PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC shall comply with all applicable Federal, State and local laws, rules, ordinances, and regulations at all times in the performance of this contract.

CITY OF BANDON

**PRESTON WINTERS, DBA:
SEABREEZE LANDSCAPE CARE
AND HOME REPAIR, LLC**

By: _____
Torrey Contreras, City Manager

By: _____
Preston Winters

DATE: _____, 2024

DATE: _____, 2024

ATTACHMENT

PRESTON WINTERS, DBA: SEABREEZE LANDSCAPE CARE AND HOME REPAIR, LLC

PRICING:

Please provide your price proposal, preferably quoting an annual or monthly flat rate, along with current prices or rates for additional work.

\$68,000 annually for all materials and Labor listed in the RFP

Additional work outside the scope of work listed in the RFP will be billed at \$70 per man hour plus actual materials cost, dump fees and equipment rental.



City of Bandon

555 Hwy 101, PO Box 67
Bandon, OR 97411
(541) 347-2437

Bandon by the Sea

REQUEST FOR PROPOSAL (RFP) LANDSCAPE MAINTENANCE SERVICES

RELEASE DATE: JANUARY 22, 2024

INTRODUCTION

The City of Bandon (City) is seeking proposals from qualified firms (Contractor) for Landscape Maintenance Services for the following areas:

- CITY HALL
- CHAMBER OF COMMERCE
- FIRE MEMORIAL
- OLD TOWN PEDWAY, ALABAMA STREET & 2ND STREET PARKING LOTS
- BANDON WELCOME SIGNS
(North at Highway 42S & 101 and South at Seabird Drive)
- 11th STREET TIRANGLES
(On the East and West ends of City Park)
- BANDON PUBLIC LIBRARY
- THE BARN & COMMUNITY CENTER

PROPOSALS

Proposals must be received by 5:00pm on Wednesday, February 21, 2024. Late submissions will not be accepted. Proposals may be submitted electronically, by mail, or delivered in person. If mailed or delivered, please write on the envelope: "Attention: City Recorder, Landscape Maintenance Services RFP".

Email: june@cityofbandon.org Please include: "Landscape Maintenance Services RFP" in the subject line.

Mail: PO Box 67, Bandon, Oregon 97411

Delivered: 555 Highway 101, Bandon, Oregon 97411

The City's review of proposals is scheduled to be completed by Tuesday, February 27, 2024. The City will award the contract to the proposer who will best serve the City's interests, taking into account pricing and other considerations, including, without limitation, experience, expertise, and contractor responsibility. The City reserves the right to accept or reject all proposals, and to waive minor informalities and errors in such proposals, each in accordance with Oregon law. The City may also request additional information it deems reasonably necessary to allow the City to evaluate and select the most qualified Proposer to perform the services described in this RFP. Proposers responding to this solicitation do so at their own expense. The City is not responsible for any expenses associated with the preparation of proposals.

The contract period is for two (2) years, April 1, 2024, through March 31, 2026, with the option to extend an additional three (3) years in one (1) year increments.

Proposals will be evaluated by the listed criteria below. Proposals should be organized and include the following information:

- Cover letter (must be signed by an authorized business member);
- Capability and experience to perform all the listed services;
- Key personnel's professional background and qualifications. Define their roles and extent of participation for the proposed services;
- A minimum of two professional/commercial references; and
- A detailed description of services provided and the associated cost. The City would prefer a monthly or annual flat fee for all services. Please provide your current prices and the unit of measurement, whether by hour, area, or other basis, for any additional work that may be needed. You may attach a rate or cost sheet.

The services and responsibilities set forth in the RFP, together with any other documents required herein, shall be included in the contract executed by the successful Proposer. Any open terms in the contract will be completed based upon City negotiation and Awardee's proposal. Submittal of a proposal indicates a Proposer's intent to execute the contract and be bound thereby.

SCOPE OF WORK

The City of Bandon ("City") intends to select qualified contractors to perform Landscape Maintenance Services for the City. The work includes City-owned property and therefore must always be maintained to the highest quality standard. Contractor shall provide the labor, equipment, and supplies necessary to perform the specified landscape maintenance services. The City is seeking contractors who can perform the following tasks:

- Mowing – All lawns are mowed 2-3 times per month from February to June and 1-2 times per month July to January, to a height of 2"-3". Lawns under 2,500 sq ft with walk-behind mowers. Lawns over 2,500 sq ft with zero-turn riding mowers.
- Weed-eating and edging – Both will be done every time mowing occurs.
- Weeding, trimming and deadheading flowers - Monthly/weekly site visits will maintain most areas; however, hedge-trimming and topiary work will occur on a quarterly basis with all debris removed from site. Crews will routinely hand weed highly visible areas and deadhead flowers weekly in seasonal flower displays and flower containers.
- Herbicide and fertilizers – All lawn and shrub fertilizers should be organic and applied 3 times annually. Herbicides will only be used in large, overgrown, or less public areas to gain control of invasive weeds. Sprayed areas will be posted prior to application.
- Irrigation - Turn on and test all irrigation systems in May and winterize and turn off all systems in October. Perform minor irrigation repair and adjustments as needed.

CITY HALL: Lawn maintenance including mowing, weed-eating and edging of lawns, curbs and sidewalks. Labor and materials for minor irrigation repair and adjustments. Lawn and shrub fertilizer applied 3 times annually and herbicides as needed. Hand weeding, hedge trimming and deadheading of flowers. Skilled trimming of lighthouse topiary and ornamental trees. Irrigation system tested and turned on in May, turned off and winterized in October. The contractor will have access to City utility truck six times annually for topiary hedge trimming and any other storm damage or repair. Plant and maintain 6 large flower display

containers built near existing light poles with irrigation from Memorial Day to Cranberry Festival. The site is to be visited weekly, year-round, and more frequently in summer months as needed, and prior to major local holidays.

CHAMBER OF COMMERCE BUILDING: Lawn maintenance including all mowing, weed-eating and edging of lawns. Labor and materials for minor irrigation repair and adjustments. Lawn and shrub fertilizer 3 times annually, herbicides as needed. Hand weeding, hedge trimming and deadheading of flowers, and litter removal. Irrigation system tested and turned on in May, turned off and winterized in October. The site is to be visited weekly, year-round.

FIRE MEMORIAL: Lawn maintenance including all mowing, weed-eating and edging of lawns. Labor and materials for minor irrigation repair and adjustments. Lawn and shrub fertilizer 3 times annually, herbicides as needed. Hand weeding, hedge trimming and deadheading of flowers, and litter removal. Irrigation system tested and turned on in May, turned off and winterized in October. The site is to be visited weekly, year-round.

OLD TOWN PEDWAY, ALABAMA STREET & 2nd STREET PARKING LOTS: Labor and materials for minor irrigation repair and adjustments. Irrigation system tested and turned on in May, turned off and winterized in October. Shrub fertilizer and herbicides as needed. Hand weeding, hedge trimming, deadheading of flowers, installation of seasonal flower displays and litter removal. These sites are to be visited weekly, year-round, and more frequently in summer months as needed, and prior to major local holidays.

BANDON WELCOME SIGNS: Labor and materials for minor irrigation repair and adjustments. Irrigation system tested and turned on in May, turned off and winterized in October. Shrub fertilizer and herbicides as needed. Hand weeding, hedge trimming, deadheading of flowers, installation of seasonal flower displays and litter removal. These sites are to be visited weekly, year-round, and more frequently in summer months as needed, and prior to major local holidays.

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BANDON PUBLIC LIBRARY: Labor and materials for minor irrigation repair and adjustments. Irrigation system tested and turned on in May, turned off and winterized in October. Shrub fertilizer and herbicides as needed. Hand weeding, hedge trimming, deadheading of flowers, installation of seasonal flower displays and litter removal in all beds by building and in parking areas. These sites are to be visited weekly, year-round. Mowing behind building done by Public Works in February, May, July, and September.

THE BARN & COMMUNITY CENTER: Labor and materials for minor irrigation repair and adjustments. Irrigation system tested and turned on in May, turned off and winterized in October. Shrub fertilizer and herbicides as needed. Hand weeding, hedge trimming, deadheading of flowers, installation of seasonal flower displays and litter removal in all beds by building and in parking areas. These sites are to be visited weekly, year-round. Mowing behind building done by Public Works in February, May, July, and September.

SAFETY

The Contractor agrees to perform all work outlined in this agreement in such a manner as to meet all accepted standards for safe practices during maintenance operations, and further agrees to accept sole responsibility for complying with all local, county, state, federal or other legal requirements including, but not limited to, full compliance of the terms of the applicable O.H.S.A. Regulations as to protect all persons, including the Contractor's employees, agents of the City, vendors, members of the public, or others from foreseeable injury or damage to their property.

CONTRACTOR QUALIFICATIONS

- Contractor will be bonded and insured;
- Provide a minimum of two (2) professional/commercial references;
- Ensure all personnel are legally allowed to work within the United States; and
- Be responsible for ensuring that proper Personal Protective Equipment (PPE) is always used – both by themselves and their employees.

INSURANCE REQUIREMENTS

Contractor shall provide and maintain, the following minimum levels of insurance:

- General liability insurance for all losses or claims arising out of or related to Contractor's performance of its obligations under this Agreement (including, without limitation, damages as a result of death or injury to any person or destruction or damage to any property) with limits of not less than \$1,000,000 per occurrence, \$2,000,000 in the aggregate; and
- Comprehensive automobile liability insurance for all owned, non-owned, and hired vehicles that are or may be used by Contractor in connection with Contractor's performance of Services with limits of not less than \$500,000 per occurrence; and
- Workers' compensation insurance in form and amount sufficient to satisfy the requirements of applicable Oregon law.

Contractor shall immediately notify the City if any insurance coverage required by the Contract will be canceled, not renewed, or modified in any way.

Each insurance policy required under this Contract will be in a form and content satisfactory to the City and will list the City of Bandon as additional insured, and will contain a severability of interest clause.

SUBMITTAL REQUIREMENTS

The Proposal shall be submitted on the attached Submittal Forms.

Please submit any questions regarding this RFP to the Public Works Department at: drussell@cityofbandon.org. Questions and responses will be available on the City's website: www.cityofbandon.org/rfps on or by Monday, February 12, 2024.

COMPANY INFORMATION:

Company Name			
Owner/Manager		Number of Employees	
E-mail Address			
Phone Number		Fax Number	
Mailing Address			
Business License No. and Type	Exp. Date	Oregon Department of Agriculture Herbicide License No. and Type	Exp. Date
Oregon DBE/MBE/WBE/ESB/SDVBE Certification and Type:			

REFERENCES:

Provide a minimum of two (2) references for landscape maintenance work that you have completed.

Company Name/Project	Type of Work	Term of Contract/Amount	Contact Person	Phone Number

This proposal will be valid for ninety (90) days.

By completing and signing this proposal, the proposer acknowledges that:

No office, agent, or employee of the City has a pecuniary interest in this proposal or has participated in contract negotiations on behalf of the City: the proposal is made in good faith without fraud, collusion, or connection of any kind with any other Proposer for the same call for proposals; and the Proposer is competing solely in its own behalf without connection with, or obligation to, any undisclosed person or firm.

Submitted on behalf of:

Name of Authorized Representative: _____

Title of Authorized Representative: _____

Signature of Authorized Representative: _____

Date: _____



88445 Bill Creek Lane
Bandon, OR 97411
(541)-551-0731
Info@SeaBreeze.llc
OLCB#100453
CCB #248873
ODA#AG-L1089198CPO

January 25, 2024

Dear City of Bandon,

We are writing to express our enthusiastic interest in the Landscape Maintenance Services position with the City of Bandon, as outlined in your recent Request for Proposal. As a locally owned and operated business run by a Father-Son duo who are 5th and 6th generation Bandonites, we bring a unique local perspective, decades of Agriculture experience and years of landscape maintenance services experience.

Our commitment to the highest quality standards aligns seamlessly with the City's vision for maintaining its public spaces. With a deep understanding of the local environment we are well-positioned to contribute effectively to the upkeep of the City's properties.

As a bonded and insured Landscape contractor, we are dedicated to meeting all safety standards, including O.H.S.A. regulations, and ensuring that our personnel work legally in the United States while using proper Personal Protective Equipment (PPE).

We are excited about the opportunity to contribute to the aesthetic appeal and safety of the City's public spaces, drawing upon our rich local heritage. Thank you for considering our application. We look forward to the possibility of discussing how our unique background aligns with the needs of the City.

Sincerely,

Preston T Winters

A handwritten signature in black ink, appearing to read "Preston T Winters", written over a white background.

Capability and Experience

We at Seabreeze Landscape Care And Home Repair LLC have the necessary equipment to perform the work stated in the RFP including but not limited to 2 zero turn riding lawn mowers, 2 walk behind mowers, 7 weed eaters, 5 leaf blowers, 5 chainsaws, 1 pole pruner, 3 hedge trimmers, 2 extension trimmers, 2 rotary spreaders, 2 drop spreaders, 3 back pack sprayers, 4 hand pump sprayers, and various hand tools such as rakes, shovels, trowels, weed removers ect... We are also currently interviewing for new employees through Atlas Edge Staffing.

As for experience relating to the landscape industry I have 6 years experience of residential and commercial Landscaping and Maintenance work via another local company Hightide Landscape and Maintenance, 5 years experience managing cranberry farms as well as 1 year of experience in Agronomy at Old Mac and 2 years experience as an Agronomy Foreman At Bandon Dunes. My father has decades of Agriculture experience as an owner of a cranberry farm and managing other cranberry farms.

Key Personnel

Preston T Winters: Landscape Professional (OLCP #16802) and Pesticide Applicator (ODA#AG-L1089007CPA) I will oversee the execution of the work defined within the RFP as well as perform a large portion of the work myself.

SKILLS

Technical:

Project Direction and Collaboration
Logistics and Distribution
Social Media Content Creation
Marketing and Advertising
Extensive Knowledge on Coastal Plants and Turf
Precise Trimming and Shaping of Hedges and Trees

Soft:

Resource and Time Management
Community Engagement
Excellent at Communication and Multitasking
Client and Business Relations
Teamwork

2015-2021

6 Years experience in the Landscape and Maintenance industry working on commercial and residential properties for Hightide Landscape and Maintenance. (Mowing with a zero turn, mowing with a walk behind, edging, weedeating, brush removal, spreading rock and bark, planting, fertilizing, tree trimming, hedge trimming, weeding, storm cleanup, minor irrigation repairs, irrigation programming, adjusting sprinklers, blowing, hedge shaping, scheduling, client relations)

2018-2021

1 Year of Agronomy experience at Old Mac Golf Course and 2 years of experience as an Agronomy Foreman and Bandon Dunes Golf Course. (Storm clean up, setting tees, filling divots, renovating surrounds and bunkers, installing sod, shaping bunkers, road repair, aeration, team coordination and communication, lead person on precision weedeating of bunkers, cutting cups, fixing ball marks, mowing fairways and greens, rolling greens)

2013-2017

5 Years agricultural experience managing local Cranberry farms.

(Irrigation maintenance, mowing, chemical application, fertilizing, weedeating, operating heavy equipment, harvesting, leading a crew of employees)

Stacy P Winters: Decades of experience owning, operating and managing Cranberry farms, Licensed Residential general Contractor CCB#248873 Overseeing the execution of the work defined within the RFP as well as performing a large portion of the work.

1st Mate

"Endless Summer II" 68 ft. Charter Sailing Yacht, British Virgin Islands
Maintenance, sailing, cooking, servicing, customer service guide.

1992 - 2014 Cranberry Owner & Manager

Wintercrest Farms, Bandon OR

Maintained and operated all farming equipment from excavators, backhoes, tractors, bulldozers, dump trucks, hydraulic Pickers and entire processing lines, blowers tables shakers diviners Hayden separators wet and dry pick
Farming logistics and management, planning and record keeping
Irrigation design, installation and maintenance
Storage and application of pesticides and fertilizer

1992 - 2014

Rental Maintenance, Home Construction

Winterberry Rental Properties, Bandon OR

Maintained and serviced 8 rental properties and new custom home build construction

Remodeling

Tile & Flooring

Plumbing

Drywall and custom finishing

Roofing

Customer Service

Painting

Handyman 2014-2022

Building decks and fences

Installing flooring, doors, and windows

Siding and roofing repair

Electrical and plumbing repair

References available upon request



City of Bandon

555 Hwy 101, PO Box 67
Bandon, OR 97411
(541) 347-2437

Bandon by the Sea

REQUEST FOR PROPOSAL (RFP) LANDSCAPE MAINTENANCE SERVICES

RELEASE DATE: JANUARY 22, 2024

INTRODUCTION

The City of Bandon (City) is seeking proposals from qualified firms (Contractor) for Landscape Maintenance Services for the following areas:

- CITY HALL
- CHAMBER OF COMMERCE
- FIRE MEMORIAL
- OLD TOWN PEDWAY, ALABAMA STREET & 2ND STREET PARKING LOTS
- BANDON WELCOME SIGNS
(North at Highway 42S & 101 and South at Seabird Drive)
- 11th STREET TIRANGLES
(On the East and West ends of City Park)
- BANDON PUBLIC LIBRARY
- THE BARN & COMMUNITY CENTER

PROPOSALS

Proposals must be received by 5:00pm on Wednesday, February 21, 2024. Late submissions will not be accepted. Proposals may be submitted electronically, by mail, or delivered in person. If mailed or delivered, please write on the envelope: "Attention: City Recorder, Landscape Maintenance Services RFP".

Email: june@cityofbandon.org Please include: "Landscape Maintenance Services RFP" in the subject line.

Mail: PO Box 67, Bandon, Oregon 97411

Delivered: 555 Highway 101, Bandon, Oregon 97411

The City's review of proposals is scheduled to be completed by Tuesday, February 27, 2024. The City will award the contract to the proposer who will best serve the City's interests, taking into account pricing and other considerations, including, without limitation, experience, expertise, and contractor responsibility. The City reserves the right to accept or reject all proposals, and to waive minor informalities and errors in such proposals, each in accordance with Oregon law. The City may also request additional information it deems reasonably necessary to allow the City to evaluate and select the most qualified Proposer to perform the services described in this RFP. Proposers responding to this solicitation do so at their own expense. The City is not responsible for any expenses associated with the preparation of proposals.

The contract period is for two (2) years, April 1, 2024, through March 31, 2026, with the option to extend an additional three (3) years in one (1) year increments.

Proposals will be evaluated by the listed criteria below. Proposals should be organized and include the following information:

- Cover letter (must be signed by an authorized business member);
- Capability and experience to perform all the listed services;
- Key personnel's professional background and qualifications. Define their roles and extent of participation for the proposed services;
- A minimum of two professional/commercial references; and
- A detailed description of services provided and the associated cost. The City would prefer a monthly or annual flat fee for all services. Please provide your current prices and the unit of measurement, whether by hour, area, or other basis, for any additional work that may be needed. You may attach a rate or cost sheet.

The services and responsibilities set forth in the RFP, together with any other documents required herein, shall be included in the contract executed by the successful Proposer. Any open terms in the contract will be completed based upon City negotiation and Awardee's proposal. Submittal of a proposal indicates a Proposer's intent to execute the contract and be bound thereby.

SCOPE OF WORK

The City of Bandon ("City") intends to select qualified contractors to perform Landscape Maintenance Services for the City. The work includes City-owned property and therefore must always be maintained to the highest quality standard. Contractor shall provide the labor, equipment, and supplies necessary to perform the specified landscape maintenance services. The City is seeking contractors who can perform the following tasks:

- Mowing – All lawns are mowed 2-3 times per month from February to June and 1-2 times per month July to January, to a height of 2"-3". Lawns under 2,500 sq ft with walk-behind mowers. Lawns over 2,500 sq ft with zero-turn riding mowers.
- Weed-eating and edging – Both will be done every time mowing occurs.
- Weeding, trimming and deadheading flowers - Monthly/weekly site visits will maintain most areas; however, hedge-trimming and topiary work will occur on a quarterly basis with all debris removed from site. Crews will routinely hand weed highly visible areas and deadhead flowers weekly in seasonal flower displays and flower containers.
- Herbicide and fertilizers – All lawn and shrub fertilizers should be organic and applied 3 times annually. Herbicides will only be used in large, overgrown, or less public areas to gain control of invasive weeds. Sprayed areas will be posted prior to application.
- Irrigation - Turn on and test all irrigation systems in May and winterize and turn off all systems in October. Perform minor irrigation repair and adjustments as needed.

CITY HALL: Lawn maintenance including mowing, weed-eating and edging of lawns, curbs and sidewalks. Labor and materials for minor irrigation repair and adjustments. Lawn and shrub fertilizer applied 3 times annually and herbicides as needed. Hand weeding, hedge trimming and deadheading of flowers. Skilled trimming of lighthouse topiary and ornamental trees. Irrigation system tested and turned on in May, turned off and winterized in October. The contractor will have access to City utility truck six times annually for topiary hedge trimming and any other storm damage or repair. Plant and maintain 6 large flower display

containers built near existing light poles with irrigation from Memorial Day to Cranberry Festival. The site is to be visited weekly, year-round, and more frequently in summer months as needed, and prior to major local holidays.

CHAMBER OF COMMERCE BUILDING: Lawn maintenance including all mowing, weed-eating and edging of lawns. Labor and materials for minor irrigation repair and adjustments. Lawn and shrub fertilizer 3 times annually, herbicides as needed. Hand weeding, hedge trimming and deadheading of flowers, and litter removal. Irrigation system tested and turned on in May, turned off and winterized in October. The site is to be visited weekly, year-round.

FIRE MEMORIAL: Lawn maintenance including all mowing, weed-eating and edging of lawns. Labor and materials for minor irrigation repair and adjustments. Lawn and shrub fertilizer 3 times annually, herbicides as needed. Hand weeding, hedge trimming and deadheading of flowers, and litter removal. Irrigation system tested and turned on in May, turned off and winterized in October. The site is to be visited weekly, year-round.

OLD TOWN PEDWAY, ALABAMA STREET & 2nd STREET PARKING LOTS: Labor and materials for minor irrigation repair and adjustments. Irrigation system tested and turned on in May, turned off and winterized in October. Shrub fertilizer and herbicides as needed. Hand weeding, hedge trimming, deadheading of flowers, installation of seasonal flower displays and litter removal. These sites are to be visited weekly, year-round, and more frequently in summer months as needed, and prior to major local holidays.

BANDON WELCOME SIGNS: Labor and materials for minor irrigation repair and adjustments. Irrigation system tested and turned on in May, turned off and winterized in October. Shrub fertilizer and herbicides as needed. Hand weeding, hedge trimming, deadheading of flowers, installation of seasonal flower displays and litter removal. These sites are to be visited weekly, year-round, and more frequently in summer months as needed, and prior to major local holidays.

11th STREET TRIANGLES: Labor and materials for minor irrigation repair and adjustments. Irrigation system tested and turned on in May, turned off and winterized in October. Shrub fertilizer and herbicides as needed. Hand weeding, hedge trimming, deadheading of flowers, installation of seasonal flower displays and litter removal. These sites are to be visited weekly, year-round, and more frequently in summer months as needed, and prior to major local holidays.

BANDON PUBLIC LIBRARY: Labor and materials for minor irrigation repair and adjustments. Irrigation system tested and turned on in May, turned off and winterized in October. Shrub fertilizer and herbicides as needed. Hand weeding, hedge trimming, deadheading of flowers, installation of seasonal flower displays and litter removal in all beds by building and in parking areas. These sites are to be visited weekly, year-round. Mowing behind building done by Public Works in February, May, July, and September.

THE BARN & COMMUNITY CENTER: Labor and materials for minor irrigation repair and adjustments. Irrigation system tested and turned on in May, turned off and winterized in October. Shrub fertilizer and herbicides as needed. Hand weeding, hedge trimming, deadheading of flowers, installation of seasonal flower displays and litter removal in all beds by building and in parking areas. These sites are to be visited weekly, year-round. Mowing behind building done by Public Works in February, May, July, and September.

SAFETY

The Contractor agrees to perform all work outlined in this agreement in such a manner as to meet all accepted standards for safe practices during maintenance operations, and further agrees to accept sole responsibility for complying with all local, county, state, federal or other legal requirements including, but not limited to, full compliance of the terms of the applicable O.H.S.A. Regulations as to protect all persons, including the Contractor's employees, agents of the City, vendors, members of the public, or others from foreseeable injury or damage to their property.

CONTRACTOR QUALIFICATIONS

- Contractor will be bonded and insured;
- Provide a minimum of two (2) professional/commercial references;
- Ensure all personnel are legally allowed to work within the United States; and
- Be responsible for ensuring that proper Personal Protective Equipment (PPE) is always used – both by themselves and their employees.

INSURANCE REQUIREMENTS

Contractor shall provide and maintain, the following minimum levels of insurance:

- General liability insurance for all losses or claims arising out of or related to Contractor's performance of its obligations under this Agreement (including, without limitation, damages as a result of death or injury to any person or destruction or damage to any property) with limits of not less than \$1,000,000 per occurrence, \$2,000,000 in the aggregate; and
- Comprehensive automobile liability insurance for all owned, non-owned, and hired vehicles that are or may be used by Contractor in connection with Contractor's performance of Services with limits of not less than \$500,000 per occurrence; and
- Workers' compensation insurance in form and amount sufficient to satisfy the requirements of applicable Oregon law.

Contractor shall immediately notify the City if any insurance coverage required by the Contract will be canceled, not renewed, or modified in any way.

Each insurance policy required under this Contract will be in a form and content satisfactory to the City and will list the City of Bandon as additional insured, and will contain a severability of interest clause.

SUBMITTAL REQUIREMENTS

The Proposal shall be submitted on the attached Submittal Forms.

Please submit any questions regarding this RFP to the Public Works Department at: drussell@cityofbandon.org. Questions and responses will be available on the City's website: www.cityofbandon.org/rfps on or by Monday, February 12, 2024.

COMPANY INFORMATION:

Company Name			
Seabreeze Landscape Care And Home Repair LLC			
Owner/Manager		Number of Employees	
Preston Winters		3	
E-mail Address			
Info@SeaBreeze.llc			
Phone Number		Fax Number	
541-551-0731		541-347-4939	
Mailing Address			
54651 Rosa Rode Bandon Or 97411			
Business License No. and Type	Exp. Date	Oregon Department of Agriculture Herbicide License No. and Type	Exp. Date
OLCB #100453 Landscape Contractor	12/31/2024	AG-L1089198CPO Pesticide Operator Ornamentals & Turf	12/31/2024
Oregon DBE/MBE/WBE/ESB/SDVBE Certification and Type:			

REFERENCES:

Provide a minimum of two (2) references for landscape maintenance work that you have completed.

Company Name/Project	Type of Work	Term of Contract/Amount	Contact Person	Phone Number
Hightide Landscape	Maintenance	6 Years	Scott Osborne	541-294-0025
Windward Gardens LLC	Trimming Spreading Bark	\$1,500	Liza Ehle	541-290-1018
Nancy Ball Renovation	Yard renovation and building planters	\$10,000	Nancy Ball	916-203-1868
Bain Insurance	Trimming, watering & general clean up	\$1,000	Joseph Bain	541-297-0070



Windward Gardens, LLC

P.O. Box 114, Bandon, Oregon 97411

(541) 290-1018 lizaehle@yahoo.com

OLCB Lic. #5365 (business) and #11564 (all phases plus backflow)

ODA Pesticide Operator #AG-L1057307CPO and #AG-L0167716CPA

February 8, 2024

To Whom May Concern:

We are excited to introduce Seabreeze, LLC as a solution to public landscaping maintenance for the City of Bandon. My former company, By-the-Sea Gardens, LLC held that contract for almost 30 years before my retirement in 2019. Since then, it has been missing that feeling of local pride, community involvement and responsiveness to working with the public that we felt was a key piece of providing maintenance to your facilities.

Preston and Stacy Winters come from old Bandon stock with a good work ethic and understanding of the town. In helping them organize Seabreeze this past year, I have been really impressed how assertively and competently they went after all the same licensing we had in order to be able to provide comprehensive maintenance services, fix irrigation, and manage landscapes that can be very challenging with traffic, trash and tourism that take their toll in a public setting. Preston has a good hand with pruning, many years of experience with turf, and has worked around the public in commercial maintenance and the golf resort. Stacy is a good guy for troubleshooting and fixing issues that would normally fall to public works staff. I think that they will take pride in being Bandon's public landscapers as we did. Please give them your consideration and appreciation as they worked hard getting all the licensing, insurance, herbicide training with the specific goal of holding this important contract.

Liza Ehle

Windward Gardens, LLC

EXPERIENCE:

Describe company experience.

Landscape renovation, laying pavers, mowing, weedeating, weeding, blowing, hedge trimming, gorse removal, spraying, repairing fences, installing new fences, building planters and installing plants, tree trimming, tree removal, Hedge shaping, dead heading, rototilling, planting grass seed.

PRICING:

Please provide your price proposal, preferably quoting an annual or monthly flat rate, along with current prices or rates for additional work.

\$68,000 annually for all materials and Labor listed in the RFP

Additional work outside the scope of work listed in the RFP will be billed at \$70 per man hour plus actual materials cost, dump fees and equipment rental.

This proposal will be valid for ninety (90) days.

By completing and signing this proposal, the proposer acknowledges that:

No office, agent, or employee of the City has a pecuniary interest in this proposal or has participated in contract negotiations on behalf of the City: the proposal is made in good faith without fraud, collusion, or connection of any kind with any other Proposer for the same call for proposals; and the Proposer is competing solely in its own behalf without connection with, or obligation to, any undisclosed person or firm.

Submitted on behalf of: *Sea Breeze Landscape care and home rep*

Preston Winters

Name of Authorized Representative: _____

Title of Authorized Representative: **Co-Owner/Landscape Professional**

Signature of Authorized Representative: *Preston Winters*

Date: *2/5/2024*



CLEAN RIVERS

PROPOSAL FOR
THE CITY OF BANDON'S
LANDSCAPE MAINTENANCE PLAN

February 20, 2024



541-267-3560
www.cleanriversinc.com
cleanriversoffice@gmail.com
PO Box 429 | North Bend, OR
LCB# 8349 CCB# 174246 WBE DBE# 4770

COMPANY INFORMATION:

- **Name of the Company:** Clean Rivers
- **Owner/ Manager:** Heather Clausen, Owner | Nate Clausen, Vice President of Clean Rivers
- **Number of Employees:** 20
- **Contact Information:**
 - **Mailing Address:** PO Box 429, North Bend, OR 97459
 - **Email:** cleanriversoffice@gmail.com
- **Business License:** 0004-24-CB(number) | Contractor, CCB #174246 (type) | 12.31.2024 (exp)
- **Oregon Dept. of Agriculture Herbicide License:** AG-L1054972ND (number) | Retail-Florist-Landscape (type) | 06.09.2024 (exp)
- **Oregon DBE/MBE/WBE/ESB/SDVBE Certification and Type:** LCB# 8349 | CCB# 174246 WBE DBE# 4770

REFERENCES:

3rd and Central, Green St. Parking Lot - City of Coos Bay | Jake Sweet | 541-404-1511 | Installation of permeable paver parking lot, landscaping, irrigation \$480,350

The Mill Casino | Richard Rudder | 541-756-8800 | monthly landscaping maintenance \$19,875

Baypoint Landing | Elaine Skinner | 312-835-1113 | monthly landscaping maintenance \$6,200



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www.cleanriversinc.com
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PO Box 429 | North Bend, OR
LCB# 8349 CCB# 174246 WBE DBE# 4770

EXPERIENCE

Clean Rivers brings decades of experience and a proven track record of excellence in landscape maintenance. Since our inception in 1978, we have been dedicated to enhancing outdoor spaces with our unparalleled services.

Experience and Expertise: With over four decades in the industry, Clean Rivers has amassed a wealth of experience in landscape maintenance. Our team comprises seasoned professionals who are adept at managing a diverse range of outdoor environments, from residential properties to commercial spaces.

Comprehensive Services: From lawn care and irrigation maintenance to seasonal cleanups and pest management, Clean Rivers offers a comprehensive suite of services tailored to meet the unique needs of each client. We prioritize sustainability and environmental stewardship in all our maintenance practices, ensuring that landscapes not only look beautiful but also thrive for years to come.

Proven Results: Our commitment to excellence is reflected in the stunning landscapes we maintain throughout the Southern Oregon Coast. From pristine parks to vibrant streetscapes, Clean Rivers has consistently delivered exceptional results that exceed our clients' expectations.

Community Engagement: As a locally owned and operated business, Clean Rivers is deeply rooted in the communities we serve. We understand the importance of civic pride and community aesthetics, and we are dedicated to enhancing the beauty and livability of Bandon through our landscape maintenance services.

Innovative Solutions: Clean Rivers leverages the latest technologies and sustainable practices to optimize efficiency and minimize environmental impact. Whether it's implementing smart irrigation systems or utilizing eco-friendly maintenance products, we are committed to staying at the forefront of industry advancements.

Collaborative Approach: We believe in fostering strong partnerships with our clients, listening to their needs, and working collaboratively to achieve their landscape goals. Clean Rivers is committed to providing responsive, reliable, and professional service that consistently exceeds expectations.



541-267-3560
www.cleanriversinc.com
cleanriversoffice@gmail.com
PO Box 429 | North Bend, OR
LCB# 8349 CCB# 174246 WBE DBE# 4770

PRICING

Pricing for all areas outlined in the RFB: **\$7,850 per month**

Includes:

- CITY HALL
- CHAMBER OF COMMERCE
- FIRE MEMORIAL
- OLD TOWN PEDWAY, ALABAMA STREET & 2 ND STREET PARKING LOTS
- BANDON WELCOME SIGNS

(North at Highway 42S & 101 and South at Seabird Drive)

- 11th STREET TRIANGLES
- BANDON PUBLIC LIBRARY
- THE BARN & COMMUNITY CENTER

Monthly quote also includes: Fertilization of all areas 3 times annually and trimming lighthouse hedge 4 times annually.

PLEASE NOTE:

- *These prices are subject to change if prevailing wage is required. Please be advised that we have contacted the City of Bandon in regards to prevailing wage inquiries, but unfortunately, we have not received a response.*
- *Additional work can be requested and will be charged on a Time & Materials basis.*



541-267-3560
www.cleanriversinc.com
cleanriversoffice@gmail.com
PO Box 429 | North Bend, OR
LCB# 8349 CCB# 174246 WBE DBE# 4770

By completing and signing this proposal, the proposer acknowledges that:

No office, agent, or employee of the City has a pecuniary interest in this proposal or has participated in contract negotiations on behalf of the City: the proposal is made in good faith without fraud, collusion, or connection of any kind with any other Proposer for the same call for proposals; and the Proposer is competing solely in its own behalf without connection with, or obligation to, any undisclosed person or firm.

Submitted on behalf of:

Name of Authorized Representative: _____

Title of Authorized Representative: _____

Signature of Authorized Representative: _____

Date: _____



CITY OF BANDON

555 Hwy 101, PO Box 67
Bandon, OR 97411
(541) 347-2437

Bandon by the Sea

March 18, 2024

Preston T. Winters
SeaBreeze Landscape Care & Home Repair
88445 Bill Creek Lane
Bandon, OR 97411

RE: Landscape Maintenance Services

Dear Preston,

Thank you for your proposal in response to the City of Bandon's Request for Proposal (RFP) for Landscape Maintenance Services. Two proposals were received by the February 21, 2024, deadline. Proposals were opened and reviewed on February 26, 2024. The proposals were evaluated in accordance with the evaluation criteria set forth in the RFP.

After careful review of the proposals, we are pleased to advise that your proposal is being accepted. The RFP will be submitted to the City Council for approval at the April 1, 2024, Council Meeting. Upon approval of the Council, we will start the contract on April 15, 2024. We will be in touch to sign a two (2) year contract that is renewable for three (3) one (1) year increments.

Thank you for your time and efforts in participating in the RFP process. If you have any questions, please feel free to contact me at drussell@cityofbandon.org or by telephone at 541-347-2437 x224.

Sincerely,

A handwritten signature in black ink that reads "Denise Russell". The signature is written in a cursive, flowing style.

Denise Russell
Utilities Office Manager



CITY OF BANDON

555 Hwy 101, PO Box 67
Bandon, OR 97411
(541) 347-2437

Bandon by the Sea

March 18, 2024

Nathan Clausen
Clean Rivers
PO Box 429
North Bend, OR 97459

RE: Landscape Maintenance Services

Dear Nathan,

Thank you for your proposal in response to the City of Bandon's Request for Proposal (RFP) for Landscape Maintenance Services. Two proposals were received by the February 21, 2024, deadline. Proposals were opened and reviewed on February 26, 2024. The proposals were evaluated in accordance with the evaluation criteria set forth in the RFP.

After careful review of the proposals, the City of Bandon intends to award the contract to SeaBreeze Landscape Care & Home Repair.

Thank you for your time and efforts in participating in the RFP process. If you have any questions, please feel free to contact me at drussell@cityofbandon.org or by telephone at 541-347-2437 x224.

Sincerely,

A handwritten signature in black ink that reads "Denise Russell". The signature is written in a cursive style with a large, looping "D" and "R".

Denise Russell
Utilities Office Manager



City of Bandon

555 Hwy 101, PO Box 67
Bandon, OR 97411
(541) 347-2437

Bandon by the Sea

SECTION 4: SCORING

Each Proposal that meets the minimum required qualifications will be evaluated to the criteria below by a selection committee consisting of at least two City staff members. If interviews are conducted, an additional 100 points will be available.

1. Project Understanding and Approach

Firm's understanding of the project and City's need and schedule. Evaluate the Firm's understanding and approach to accomplishing the objectives and tasks set forth in the Scope of Work.

Max Points: XX

Score: _____

2. Project Team, Experience, and Quality of Service

Evaluate the knowledge and experience of the Firm and individuals assigned to perform work under the proposed contract. Evaluate the qualifications, experience, skills, and commitment to perform the work. Consider the Firm's Resources and the quality of the individuals' and Firm's completed projects and the quality of service the individuals and Firm provided on similar engagements. Consider the Firm's previous history working with, or in, City and past performance history with City.

Max Points: XX

Score: _____

3. COST

The proposal that accomplishes the stated objectives and services described at the lower cost will receive the highest points for this criterion.

Max Points: XX

Score: _____

4. REFERENCES

References provided by proposer to gauge Firm's experience, quality of services, timeliness, and reputation.

Max Points: XX

Score: _____

Total Score: _____