ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
2100 CLARENDON BOULEVARD, SUITE 500
ARLINGTON, VIRGINIA 22201

NOTICE OF AWARD OF CONTRACT

TO:  PLM INC.  
PO BOX 2242  
WOODBRIDGE, VA 22195-2242

DATE ISSUED:  MAY 15, 2012

CURRENT REFERENCE NO:  667-12

CONTRACT TITLE:  MOWING AND TRASH REMOVAL ALONG I-66 CUSTIS TRAIL

PRIOR REFERENCE NO:

THIS IS A NOTICE OF AWARD OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

Your firm is awarded the above referenced contract. The contract term covered by this Notice of Award is effective IMMEDIATELY and expires on APRIL 30, 2017.

The contract documents consist of the terms, conditions, and specifications of Invitation to Bid No. 667-12 and the bid of the Contractor, incorporated herein by reference.

CONTRACT PRICING:

1) REFER TO CONTRACTOR'S BID FORM (ATTACHED)

ATTACHMENTS:

1) CONTRACTOR BID FORM
2) SPECIFICATION EXCERPT

EMPLOYEES NOT TO BENEFIT:

NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTACT:  KIRK O. PETERSON, SR.  
VENDOR TEL. NO.:  (703) 897-0727

VENDOR PAYMENT TERMS:  NET 30 DAYS  
VENDOR FAX. NO.:  (703) 897-0584

EMAIL ADDRESS:  kirk@plmlandscaping.com

COUNTY CONTACT:  HELENA GILBERT  
COUNTY TEL. NO.:  (703) 228-7981

______________________________
Contract Authorization

______________________________
KRYSTYNA HEPLER  5/15/2012
Date

Buyer

______________________________
Distribution

Vendor:  1
Bid Folder:  1
ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
INVITATION TO BID NO. 667-12

BID FORM, PAGE 1 OF 10

SUBMIT TWO (2) FULLY-COMPLETED AND SIGNED BID FORMS TO THE OFFICE OF THE BID
CLERK, SUITE 511, 2100 CLARENDON BLVD., ARLINGTON, VIRGINIA, 22201 (ONE FORM
SHALL CONTAIN AN ORIGINAL LONGHAND SIGNATURE; THE OTHER SHALL BE A PHOTOCOPY
OF THE SIGNED ORIGINAL)

BIDS WILL BE OPENED AT 3:00 P.M., ON MARCH 27, 2012

FOR PROVIDING MOWING AND TRASH PICK UP AND REMOVAL SERVICES ALONG I-66 CUSTIS
TRAIL IN ARLINGTON, VA., PER THE TERMS, CONDITIONS AND SPECIFICATIONS OF THIS
SOLICITATION:

TOTAL BID (YEARS 1 through 5) $94,312.00

Written in Words: Ninety-four thousand three hundred twelve and 00/100

PROJECT COST BREAKDOWNS
(The sum of all annual totals must equal the lump sum bid above)

YEAR 1

GRASS MOWING: MAY THROUGH OCTOBER

ANNUAL TRASH PICK UP AND REMOVAL:

TOTAL BID (YEAR 1)

$12,380.00

$4,980.00

$17,360.00

UNIT PRICES - YEAR 1: (FOR USE IN CALL-BACKS, SPECIAL AND UNSCHEDULED
REQUIREMENTS AND INCREASES/DECREASES IN CONTRACT SCOPE)

COST FOR ONE TIME MOWING ENTIRE TRAIL: $1,950.00

COST FOR MOWING ONE ACRE: $85.00

COST FOR TRASH REMOVAL, PER RECEPTACLE: $8.00

COST FOR ONE TIME TRASH REMOVAL FROM
ALL TRASH RECEPTACLES: $208.00

(PER RECEPTACLE PRICE INCLUDES REMOVAL OF ALL TRASH FROM PATH
HALFWAY BETWEEN PRECEDING AND NEXT RECEPTACLE)

BIDDER NAME: PLM Inc.

ITB No. 667-12 36
YEAR 2

GRASS MOWING: MAY THROUGH OCTOBER
ANNUAL TRASH PICK UP AND REMOVAL:
TOTAL BID (YEAR 2)

$ 13,049.00
$ 5,229.00
$ 18,278.00

UNIT PRICES - YEAR 2: (FOR USE IN CALL-BACKS, SPECIAL AND UNSCHEDULED REQUIREMENTS AND INCREASES/DECREASES IN CONTRACT SCOPE)

COST FOR ONE TIME MOWING ENTIRE TRAIL: $ 2,048.00
COST FOR MOWING ONE ACRE: $ 89.00
COST FOR TRASH REMOVAL, PER RECEPTACLE: $ 8.40
COST FOR ONE TIME TRASH REMOVAL FROM ALL TRASH RECEPTACLES: $ 218.40

(PER RECEPTACLE PRICE INCLUDES REMOVAL OF ALL TRASH FROM PATH HALFWAY BETWEEN PRECEDING AND NEXT RECEPTACLE)

YEAR 3

GRASS MOWING: MAY THROUGH OCTOBER
ANNUAL TRASH PICK UP AND REMOVAL:
TOTAL BID (YEAR 3)

$ 13,540.00
$ 5,412.00
$ 18,952.00

UNIT PRICES - YEAR 3: (FOR USE IN CALL-BACKS, SPECIAL AND UNSCHEDULED REQUIREMENTS AND INCREASES/DECREASES IN CONTRACT SCOPE)

COST FOR ONE TIME MOWING ENTIRE TRAIL: $ 2,120.00
COST FOR MOWING ONE ACRE: $ 92.30
COST FOR TRASH REMOVAL, PER RECEPTACLE: $ 8.60
COST FOR ONE TIME TRASH REMOVAL FROM ALL TRASH RECEPTACLES: $ 226.00

(PER RECEPTACLE PRICE INCLUDES REMOVAL OF ALL TRASH FROM PATH HALFWAY BETWEEN PRECEDING AND NEXT RECEPTACLE)

YEAR 4

GRASS MOWING: MAY THROUGH OCTOBER
ANNUAL TRASH PICK UP AND REMOVAL:
TOTAL BID (YEAR 4)

$ 14,048.00
$ 5,601.00
$ 19,649.00

BIDDER NAME: PLM Inc.

ITB No. 667-12
UNIT PRICES - YEAR 4: (FOR USE IN CAL BACKS, SPECIAL AND UNSCHEDULED REQUIREMENTS AND INCREASES/DECREASES IN CONTRACT SCOPE)

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost for one time mowing entire trail</td>
<td>$2,183.00</td>
</tr>
<tr>
<td>Cost for mowing one acre</td>
<td>$95.00</td>
</tr>
<tr>
<td>Cost for trash removal, per receptacle</td>
<td>$8.90</td>
</tr>
<tr>
<td>Cost for one time trash removal from all trash receptacles</td>
<td>$232.00</td>
</tr>
</tbody>
</table>

(PER RECEPTACLE PRICE INCLUDES REMOVAL OF ALL TRASH FROM PATH HALF WAY BETWEEN PRECEDING AND NEXT RECEPTACLE)

YEAR 5

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grass mowing: May through October</td>
<td>$14,499.00</td>
</tr>
<tr>
<td>Annual trash pick up and removal</td>
<td>$5,574.00</td>
</tr>
<tr>
<td>Total bid (Year 5)</td>
<td>$20,073.00</td>
</tr>
</tbody>
</table>

UNIT PRICES - YEAR 5: (FOR USE IN CALL-BACKS, SPECIAL AND UNSCHEDULED REQUIREMENTS AND INCREASES/DECREASES IN CONTRACT SCOPE)

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost for one time mowing entire trail</td>
<td>$2,248.00</td>
</tr>
<tr>
<td>Cost for mowing one acre</td>
<td>$97.00</td>
</tr>
<tr>
<td>Cost for trash removal, per receptacle</td>
<td>$9.20</td>
</tr>
<tr>
<td>Cost for one time trash removal from all trash receptacles</td>
<td>$240.00</td>
</tr>
</tbody>
</table>

(PER RECEPTACLE PRICE INCLUDES REMOVAL OF ALL TRASH FROM PATH HALF WAY BETWEEN PRECEDING AND NEXT RECEPTACLE)

The undersigned understands and acknowledges the following:

The official, true, and complete copy of the solicitation documents, WHICH SHALL INCLUDE ALL AMENDMENTS THERETO, is the hard copy of the documents available from the Office of the Purchasing Agent.

An electronic copy of the solicitation documents provided at the County Purchasing Agent's website (http://www.arlingtonva.us/purchasing) is subject to an important disclaimer which must be acknowledged online before the documents can be downloaded.

Each bidder is responsible for determining the accuracy and completeness of ALL solicitation documents they receive, including documents obtained from the County by either of the methods described above, and documents obtained from all other sources.

BIDDER NAME: PLM Inc.
TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by a bidder in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the bidder must invoke the protection of this section prior to or upon submission of the data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

( ) Yes, the bid I have submitted contains trade secrets and/or proprietary information.

( ) No, the bid I have submitted does not contain any trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the bid containing such data or materials:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

State the specific reason(s) why protection is necessary:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

If you fail to identify the data or other materials to be protected and state the reasons why protection is necessary in the space provided above, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, effective upon the award of contract, the bid will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this bid is not the result of, or affected by, any act of collusion with another person (as defined in the Code of Virginia § 59.1-68.6 et seq.), engaged in the same line of business or commerce, or any act of fraud punishable under the Virginia Governmental Frauds Act (Code of Virginia § 18.2-498.1 et seq.).

BIDDER NAME: PLM Inc.
CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the Bidder to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

Kirk O. Peterson Sr.
PO Box 2242
Woodbridge, VA 22195-2242

THE PROPER LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS BID MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS BID FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE INVITATION TO BID TO BE SUBMITTED WITH THIS BID FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY BIND THE BIDDER, OR THE BID MAY BE REJECTED:

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE Kirk O. Peterson Sr.

INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS BID (I.E. PROJECT MANAGER):

NAME (PRINTED): Larry Peterson Jr. TITLE: Project Manager
E-MAIL ADDRESS: larryjr@pmlscaping.com TEL. NO.: 703-897-0727
<table>
<thead>
<tr>
<th><strong>SUBMITTED BY:</strong></th>
<th>(LEGAL NAME OF ENTITY) PLM Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ADDRESS:</strong></td>
<td>PO Box 2242</td>
</tr>
<tr>
<td><strong>CITY/STATE/ZIP:</strong></td>
<td>Woodbridge, VA 22195-2242</td>
</tr>
<tr>
<td><strong>TELEPHONE NO:</strong></td>
<td>703-897-0727</td>
</tr>
<tr>
<td><strong>FACSIMILE NO:</strong></td>
<td>703-897-0584</td>
</tr>
<tr>
<td><strong>TAX ID NUMBER (EIN/SSN):</strong></td>
<td>54-181-2773</td>
</tr>
<tr>
<td><strong>THIS FIRM IS A:</strong></td>
<td>• INSERT NAME OF STATE VA</td>
</tr>
<tr>
<td></td>
<td>X CORPORATION, ____ GENERAL PARTNERSHIP, ____ LIMITED PARTNERSHIP, ____ UNINCORPORATED ASSOCIATION, ____ LIMITED LIABILITY COMPANY, ____ SOLE PROPRIETORSHIP</td>
</tr>
<tr>
<td><strong>IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC:</strong></td>
<td>649515</td>
</tr>
<tr>
<td><strong>ANY BIDDER EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED</strong></td>
<td></td>
</tr>
<tr>
<td><strong>IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION?</strong></td>
<td>NO</td>
</tr>
<tr>
<td><strong>BIDDER STATUS:</strong></td>
<td>MINORITY OWNED: X WOMAN OWNED: NEITHER:</td>
</tr>
</tbody>
</table>
**INSURANCE CHECKLIST**

**CERTIFICATE OF INSURANCE MUST SHOW ALL COVERAGE AND ENDORSEMENTS MARKED "X".**

<table>
<thead>
<tr>
<th>COVERAGES REQUIRED</th>
<th>COVERAGE MINIMUM(S)</th>
</tr>
</thead>
<tbody>
<tr>
<td>X 1. Workers' Compensation</td>
<td>Statutory limits of Virginia</td>
</tr>
<tr>
<td>X 2. Employer's Liability</td>
<td>$100,000 accident, $100,000 disease, $500,000 disease policy limit</td>
</tr>
<tr>
<td>X 3. Commercial General Liability</td>
<td>$1,000,000 CSL BI/PD each occurrence, $2 Million annual aggregate</td>
</tr>
<tr>
<td>4. Premises/Operations</td>
<td>$500,000 CSL BI/PD each occurrence, $1 Million annual aggregate</td>
</tr>
<tr>
<td>X 5. Automobile Liability</td>
<td>$1 Million BI/PD each accident, Uninsured Motorist</td>
</tr>
<tr>
<td>6. Owned/Hired/Non-Owned Vehicles</td>
<td>$1 Million BI/PD each accident, Uninsured Motorist</td>
</tr>
<tr>
<td>7. Independent Contractors</td>
<td>$500,000 CSL BI/PD each occurrence, $1 Million annual aggregate</td>
</tr>
<tr>
<td>8. Products Liability</td>
<td>$500,000 CSL BI/PD each occurrence, $1 Million annual aggregate</td>
</tr>
<tr>
<td>9. Completed Operations</td>
<td>$500,000 CSL BI/PD each occurrence, $1 Million annual aggregate</td>
</tr>
<tr>
<td>10. Contractual Liability (Must be shown on Certificate)</td>
<td>$500,000 CSL BI/PD each occurrence, $1 Million annual aggregate</td>
</tr>
<tr>
<td>11. Personal and Advertising Injury Liability</td>
<td>$1 Million ea. offense, $1 Million annual aggregate</td>
</tr>
<tr>
<td>12. Umbrella Liability</td>
<td>$1 Million Bodily Injury, Property Damage and Personal Injury</td>
</tr>
<tr>
<td>13. Per Project Aggregate</td>
<td></td>
</tr>
<tr>
<td>14. Professional Liability</td>
<td></td>
</tr>
<tr>
<td></td>
<td>a. Architects and Engineers</td>
</tr>
<tr>
<td></td>
<td>b. Asbestos Removal Liability</td>
</tr>
<tr>
<td></td>
<td>c. Medical Malpractice</td>
</tr>
<tr>
<td></td>
<td>d. Medical Professional Liability.</td>
</tr>
<tr>
<td>X 15. Miscellaneous E&amp;O</td>
<td>$1 Million per occurrence/claim</td>
</tr>
<tr>
<td>16. Motor Carrier Act End. (MCS-90)</td>
<td>$1 Million BI/PD each accident, Uninsured Motorist</td>
</tr>
<tr>
<td>17. Motor Cargo Insurance</td>
<td></td>
</tr>
<tr>
<td>18. Garage Liability</td>
<td>$1 Million Bodily Injury, Property Damage per occurrence</td>
</tr>
<tr>
<td>19. Garagekeepers Liability</td>
<td>$500,000 Comprehensive, $500,000 Collision</td>
</tr>
<tr>
<td>20. Inland Marine-Bailee's Insurance</td>
<td>$</td>
</tr>
<tr>
<td>21. Moving and Rigging Floater</td>
<td>Endorsement to CGL</td>
</tr>
<tr>
<td>22. Crime and Employee Dishonesty Coverage</td>
<td>$</td>
</tr>
<tr>
<td>23. Builder's Risk</td>
<td>Provide Coverage in the full amount of Contract, including any amendments</td>
</tr>
<tr>
<td>24. XCU Coverage</td>
<td>Endorsement to CGL</td>
</tr>
<tr>
<td>25. USL&amp;H</td>
<td>Federal Statutory Limits</td>
</tr>
<tr>
<td>26. Carrier Rating shall be A.M. Best Co.'s Rating of A-VII or better or equivalent</td>
<td></td>
</tr>
<tr>
<td>27. Notice of Cancellation, nonrenewal or material change in coverage shall be provided to County at least 30 days prior to action.</td>
<td></td>
</tr>
<tr>
<td>28. The County shall be an Additional Insured on all policies except Workers Compensation and Auto and Professional Liability.</td>
<td></td>
</tr>
<tr>
<td>29. Certificate of Insurance shall show Bid Number and Bid Title.</td>
<td></td>
</tr>
<tr>
<td>30. OTHER INSURANCE REQUIRED:</td>
<td></td>
</tr>
</tbody>
</table>

*Continued on next page*
INSURANCE AGENT'S STATEMENT:
I have reviewed the above requirements with the bidder named below and have advised the bidder of required coverages not provided through this agency.

AGENCY NAME: The Hartford

AUTH. SIGNATURE: 

BIDDER'S STATEMENT:
If awarded the Contract, I will comply with all Contract insurance requirements.

BIDDER NAME: PLM Inc.

AUTH. SIGNATURE: 

ITR No. 667-12

43
Rider Clause

PERTAINING TO THE USE OF CONTRACT(S) BY MEMBERS OF THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS PURCHASING OFFICERS' COMMITTEE

A. If authorized by the bidder(s), resultant contract(s) will be extended to any or all of the listed members as designated by the bidder to purchase at contract prices in accordance with contract terms.

B. Any member utilizing such contract(s) will place its own order(s) directly with the successful contractor. There shall be no obligation on the part of any participating member to utilize the contract(s).

C. A negative reply will not adversely affect consideration of a bidder's bid/proposal.

D. It is the awarded vendor's responsibility to notify the members shown below of the availability of the Contract(s).

E. Each participating jurisdiction has the option of executing a separate contract with the awardee. Contracts entered into with a participating jurisdiction may contain general terms and conditions unique to that jurisdiction including, by way of illustration and not limitation, clauses covering minority participation, non-discrimination, indemnification, naming the jurisdiction as an additional insured under any required Comprehensive General Liability policies, and venue. If, when preparing such a contract, the general terms and conditions of a jurisdiction are unacceptable to the awardee, the awardee may withdraw its extension of the award to that jurisdiction.

F. The issuing jurisdiction shall not be held liable for any costs or damages incurred by another jurisdiction as a result of any award extended to that jurisdiction by the awardee.

Continued on next page
# BIDDER'S AUTHORIZATION TO EXTEND CONTRACT:

<table>
<thead>
<tr>
<th>YES/NO</th>
<th>JURISDICTION</th>
<th></th>
<th>YES/NO</th>
<th>JURISDICTION</th>
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</thead>
<tbody>
<tr>
<td>☐</td>
<td>Alexandria, Virginia</td>
<td></td>
<td>☐</td>
<td>Metropolitan Washington Airports Authority</td>
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<td>☐</td>
<td>Alexandria Public Schools</td>
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<td>Metropolitan Washington Council of Governments</td>
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<td>☐</td>
<td>Alexandria Sanitation Authority</td>
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<td>☐</td>
<td>Montgomery College</td>
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<td>Arlington County, Virginia</td>
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<td>Arlington County Public Schools</td>
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<td>☐</td>
<td>Bladensburg, Maryland</td>
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<td>OmniRide</td>
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<td>☐</td>
<td>Bowie, Maryland</td>
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<td>Prince George's County, Maryland</td>
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<td>☐</td>
<td>Charles County Public Schools</td>
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<td>Prince George's Public Schools</td>
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<td>☐</td>
<td>College Park, Maryland</td>
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<td>Prince William County, Virginia</td>
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<td>Culpeper County, Virginia</td>
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<td>Prince William County Public Schools</td>
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<td>☐</td>
<td>District of Columbia</td>
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<td>Prince William County Service Authority</td>
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<td>☐</td>
<td>District of Columbia Courts</td>
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<td>Rockville, Maryland</td>
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<td>☐</td>
<td>District of Columbia Public Schools</td>
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<td>Spotsylvania County Schools</td>
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<td>☐</td>
<td>District of Columbia Water &amp; Sewer Authority</td>
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<td>Stafford County, Virginia</td>
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<td>☐</td>
<td>Fairfax, Virginia</td>
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<td>Takoma Park, Maryland</td>
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<td>☐</td>
<td>Fairfax County, Virginia</td>
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<td>Upper Occoquan Sewage Authority</td>
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<td>☐</td>
<td>Fairfax County Water Authority</td>
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<td>Vienna, Virginia</td>
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<td>Falls Church, Virginia</td>
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<td>Virginia Railway Express</td>
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<td>☐</td>
<td>Fauquier County Schools &amp; Government, Virginia</td>
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<td>Washington Metropolitan Area Transit Authority</td>
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<td>☐</td>
<td>Frederick, Maryland</td>
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<td>Washington Suburban</td>
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<td>Frederick County, Maryland</td>
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<td>Sanitary Commission</td>
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<td>☐</td>
<td>Gaithersburg, Maryland</td>
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<td>Winchester, Virginia</td>
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<td>☐</td>
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<td>Winchester Public Schools</td>
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<td>Leesburg, Virginia</td>
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<td>☐</td>
<td>Loudoun County, Virginia</td>
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<td>☐</td>
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<td>☐</td>
<td>Loudoun County Sanitation Authority</td>
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<td>☐</td>
<td>Manassas, Virginia</td>
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<td>☐</td>
<td>City of Manassas Public Schools</td>
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<td>☐</td>
<td>Manassas Park, Virginia</td>
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<td>☐</td>
<td>Maryland-National Capital Park &amp; Planning Comm.</td>
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</tr>
</tbody>
</table>

**BIDDER'S LEGAL NAME:**

PLM Inc.

**DATE OF BID:** 3/27/2012
ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
INVITATION TO BID NO. 667-12

AMENDMENT NUMBER 1

Arlington County Invitation to Bid No. 667-12 (Grass Mowing, Trash Pickup and Removal Service along I-66 Custis Trail in Arlington, Virginia) is amended as follows:

The following are the responses to the questions received:

1. Question: Does Arlington County have any living wage requirements?
   Response: There is no wage requirement for this ITB.

2. Question: Are the only documents that must be submitted for the bid the 10-page bid form?
   Response: The bid form and the acknowledgement of this Amendment.

3. Question: What was the value for mowing and trash removal for the previous 5 year contract?
   Response: Please refer to Arlington County website for information on the current contract.

4. Question: How many acres is the project in total?
   Response: Measurements of the area have not been conducted, the County does not have this information.

5. Question: If the "Wildflower Area" is to be mowed, would this be an add-on to the contract or would this service be included in our price?
   Response: Yes, this would be in addition to the regular mowing services, if requested.

6. Question: Would Arlington County like a document, fulfilling the "Qualification of Bidders" section to accompany the bid package?
   Response: No, this documentation is not required at the time of bid submission.

The balance of the solicitation remains unchanged.

Arlington County, Virginia
Krystyna Hepler
Kryshna Hepler
Buyer
khepler@arlingtonva.us

RETURN THIS PAGE, FULLY COMPLETED AND SIGNED, WITH YOUR BID:

RECIPE OF AMENDMENT NUMBER (1) IS ACKNOWLEDGED.

FIRM NAME: PFM Inc.

AUTHORIZED SIGNATURE: [Signature]

DATE: 3/24/12

ITB No. 667-12
Amendment Number 1
SPECIFICATION EXCERPT
Invitation to Bid No. 667-12

LOCATION AND TYPE OF WORK:

The Contractor shall perform grass mowing and trash pickup with removal services along approximately 6.5 miles of the I-66 Custis Trail, which begins at Lee Highway on the Falls Church boundary and runs East through Arlington County, and terminates at the Theodore Roosevelt Pedestrian Bridge (east of North Lynn Street). Services shall be performed on County bicycle/pedestrian trails, parkland, and public open space.

Services shall include, by way of illustration and not limitation, trash pickup and removal once per week, general cleanup of all areas prior to mowing (trash pickup and disposal), grass mowing nine (9) times per year, trimming, removal or dispersal of heavy or clumped grass clippings after mowing, limited pruning, removal of clippings from bike paths, sidewalks, parking lot areas and public street ways.

GENERAL SPECIFICATIONS

1. **MOWING SEASON:**
Mowing takes place from approximately May 1 to September 30 of each contract year (approximately 5 months).

2. **TRASH AND DEBRIS:**
The Contractor shall remove all trash from twenty-six (26) designated trash receptacles (See “Trash Receptacles Locations” below), once every seven (7) days or fifty-two (52) times per year. Each receptacle service price shall include removal of all trash along the path halfway between the preceding and next receptacle. The Contractor shall adhere to the guidelines provided by the Virginia Department of Transportation notice limiting the size and weight of vehicles using trails & bridges (See “Vehicle Limitations” below).

Prior to the beginning of mowing operations, the Contractor shall perform general cleanup of trash and debris from all areas of mowing/landscaping responsibility, including curb and gutter areas and adjacent border areas.

Examples of trash and debris that the Contractor shall remove include, by way of illustration and not limitation, brush, bottles, paper, plastic items, cans, metal objects, tires, auto parts, rocks and broken glass.

Brush, construction, or other debris dumped on or contiguous (in front of the work site such as in front of an area which might be the curb and gutter area) to sites covered by this Contract, which is less than 10 cubic feet per pile, will be removed by the Contractor. The County will remove brush or construction debris in excess of 10 cubic feet per pile. The Contractor shall contact the Project Officer on the same day that piles of debris are discovered.

The County will remove any debris or trash in excess of 100 pounds for each item. The Contractor shall notify the Project Officer on the same day that such items are discovered. The Contractor shall remove items weighing less than 100 pounds.
3. **GRASS HEIGHT:**
Grass shall be cut to a height of 2-1/2 inches throughout the mowing season. Grass heights may be elevated to 3-1/2 inches during dry spells at specified locations by permission from the Project Officer. Such exceptions shall not affect the contract price. Mowers and string trimmers shall not hit trees at any time during mowing operations.

4. **TRIMMING:**
Trimming of grasses and weeds shall be performed as specified in the above paragraph around all entryways, bridge abutments, walls, fences, poles, signs, trees, posts, park equipment and along the edge of the asphalt bike trail and from the top of all intersecting street curbs either by hand or with a string trimmer when each mowing is performed. Trimming around trees shall be accomplished without damage to tree bark, roots, limbs or mulch. A narrow 6-inch (6") band of grass around standing objects (non-living) may be sprayed with a post emergent herbicide when approved by the Project Officer.

5. **MOWING MAINTENANCE:**
Mowing shall be performed once per month except during the months of May, June and July when the mowing frequency shall be increased to twice per month (approximately every 15 days) and shall be completed prior to the 15th day of the month. At least thirty (30) calendar days should elapse between scheduled grass mowing. Turf mowing shall be completed within a maximum period of ten (10) calendar days, unless the work schedule change is approved by the Project Officer. The "Right of Way" must be yielded to bike riders, pedestrians and all other trail users at all times.

Over the entire length of the bicycle trail (approximately 6.5 miles) grass, within the trail right of way area, shall be maintained including all entryways at streets and adjacent areas. Where the trail passes through larger park areas maintained by others, a minimum of 6 feet shall be mowed on each side of the trail.

Mowing and trimming shall be performed to maintain all ditch lines (concrete or earthen) to clear a minimum of 2 feet past the outside ditch and all areas between ditch and trail. All railings shall be trimmed clear, a minimum of 2 feet on the far side of the rail and all areas between the rail and asphalt trail.

Some areas that require additional work include, but are not limited to:

<table>
<thead>
<tr>
<th>Location</th>
<th>Instructions</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Lynn Street (East)</td>
<td>Mow from fence to old bike trail</td>
</tr>
<tr>
<td>North Scott Street (West side)</td>
<td>Mow 83 ft. x 67 ft.</td>
</tr>
<tr>
<td>Lee Highway (behind Drug Store at Spout Run)</td>
<td>Mow 12 ft. on North side of trail</td>
</tr>
<tr>
<td>North Roosevelt Street</td>
<td>Mow from trash can #5 to the pedestrian foot bridge Approx. 160 ft x 58 ft)</td>
</tr>
</tbody>
</table>
6. **SPECIAL ASSIGNMENTS:**
Mowing assignments for special events will be paid at the unit price bid. Special assignments and assignments based on citizen/staff complaints shall be acted upon by the Contractor within 24 hours after notification by the County.

7. **SAFETY OF PERSONNEL AND EQUIPMENT:**
All equipment used in this contract shall be equipped with and use factory safeguards or safety modifications meeting OSHA requirements. All vehicles used in this contract shall use headlights and flashers and be equipped with roof mounted 360-degree visibility amber warning light system (mini-bar or multi-light) to be used whenever on the trail system. All Contractor employees shall wear Virginia OSHA-approved orange safety vests to alert trail users of their presence. "Mowing Operation" signs shall be used during all grass mowing operations along roadways and trails. The signs shall be approved by the County and shall meet all applicable state and local requirements. Safety to the public is of utmost importance. The County reserves the right to stop the Contractor from performing work for failure to observe applicable safety precautions. Work may not resume until approval is given by the County Project Officer once acceptable safety measures are in place.

8. **PERMITTED HOURS OF PERFORMANCE:**
Mowing under this contract shall be performed Monday through Friday between 9:00 a.m. and 3:00 p.m.; as mandated by the Virginia Department of Transportation. NO weekend work shall be done unless the Project Officer has been notified and approved the work schedule.

9. **REPORTING DANGEROUS CONDITIONS/SITUATIONS:**
Dangerous and unusual situations in mowing areas shall be reported to the Project Officer by telephone as soon as practical or, at the latest, the next morning.

10. **WALKWAYS AND THOROUGHFARES:**
Walkways and thoroughfares shall be left in a clean, safe condition. Parking lots, sidewalks and all bike trails shall be free of grass clippings and mud tracking after each scheduled mowing.

11. **DAMAGES BY CONTRACTOR:**
Damage to turf areas or County facilities (e.g.: flower beds, hedges, demonstration areas, shrubs or specialized landscaping) as a result of mowing operations shall be repaired or replaced by the Contractor within two weeks of date of damage at no cost to the County. Failure to repair damaged areas will result in withholding the amount of the cost of repair by the County from a subsequent payment due to the Contractor.

12. **KEYS:**
Keys for park gates will be provided by the County. The Contractor shall lock all gates after mowing that area. The Contractor shall pay for the cost of replacement of lost keys, locks or lock posts.

13. **CONTRACT TERM:**
The Contract shall be effective for a period of five (5) years after the award.

14. **DEAD ANIMALS:**
The Arlington Animal Welfare League will remove dead animals. The Contractor shall contact the League for removal at (703) 931-9241.
15. **GRASS CLIPPINGS:**
Light deposits of grass clippings may be dispersed in place on grass. All hard surfaces shall be cleared of leaves and clippings. Leaves may be left on grass provided they are completely mulched during the mowing process. Heavy grass clippings left on turf areas shall be removed and legally disposed off-site.

Any heavy or clumped grass clippings and trash collected in mowing areas shall be picked up, removed from the site and disposed of by the Contractor in a legal manner at the Contractor's expense. Grass clippings blown into landscape areas, streets, parking lots or onto sidewalks shall be gathered and disposed of in a legal manner at the Contractor's expense.

16. **SCHEDULES:**
The Contractor shall provide mowing and trash removal maintenance schedules on a location check-off list to the Project Officer on a monthly basis. The schedule and check-off list of areas mowed and/or cleaned up is the official record of locations and frequencies maintained during the monthly billing period. The Contractor crew leader shall check-in prior to 8:00 a.m. each workday with the Project Officer or designee to confirm that day's mowing and/or trash removal service. Variations from the schedule will be allowed only with 24 hours' notice in writing or by telephone to the Project Officer.

The Project Officer will advise the Contractor when wet weather conditions preclude the operation of the Contractor's equipment on grass and will change the mowing schedule for that day to minimize damage to the turf. Changes in the mowing schedules necessitated by wet conditions shall not release the Contractor from performing any services per contract specifications.

No grass mowing equipment shall be used when an Air Quality Forecast from the Metropolitan Washington Council of Governments is "Code Orange" or "Code Red". During this "Code Orange" or "Code Red" forecast, the Contractor shall perform all other services required at Mowing Maintenance Areas as specified. When the "Code Orange" or "Code Red" forecast is lifted, the contractor shall resume grass mowing operations at the point where they stopped on the day prior to the "Code Orange" or "Code Red" forecast. Exemptions to this may be made by the Project Officer to address any safety issues.

17. **HERBICIDES AND PESTICIDES:**
The Contractor shall apply all herbicides and pesticides according to Federal, State and Local laws, regulations and label directions. A complete list of all herbicides and pesticides used shall be made available to the County whenever requested by the Project Officer. Material Safety Data Sheets (MSDS) for such materials shall be provided to the County prior to each application.

18. **INCREASES IN CONTRACT:**
The County may add up to one (1) additional acre to the contract at no additional cost during the contract term. If more than one acre is added, the contract amount will be increased for the additional acreage over one acre based on the "Cost for mowing one acre" provided on the Bid Form. The County may also add up to two (2) additional trash receptacles to the contract at no additional cost. If more than two trash receptacles are added to the existing list, the contract amount
will be increased for each additional receptacle added over two receptacles based on the "Cost for trash removal per receptacle" bid.

19. **DECREASE IN CONTRACT:**
The "Cost for mowing one acre" and "Cost for trash removal per receptacle" rates will be used by the County to determine adjustments for deletions from the Contract.

20. **SPECIAL REQUESTS:**
Special requests for work in addition to the regular mowing and trash pickup will be computed by the County at the "Cost for mowing one acre" and "Cost for trash removal per receptacle" rates bid.

21. **CONDUCT OF CONTRACTOR EMPLOYEES:**
Contractor employees engaged in mowing operations under this contract shall at all times be courteous to the general public and to residents of properties abutting the contract mowing and trash removal areas. They shall exercise caution to assure that their operations do not cause any safety hazard to the public and shall maintain operations in a manner that will cause the least interference with users.

22. **DESIGNATED AREAS:**
The Contractor shall perform the type of work or services as identified on the attached location check-off list and/or from the attached "Self-Guided Tour" memo (See below). The areas are described on the list and the County will assist the Contractor in locating each trash receptacle during the first week of the contract. The County will assist the Contractor in locating all grass mowing areas during the first mowing performed. Additions or deletions from the location list and their costs will be contained in a written notice issued to the Contractor by the County.

23. **PAYMENT:**
Invoices shall be submitted on the last work day of each month to the County for 1/12 of the total annual contract price for trash pickup and removal plus 1/5 the total mowing contract price for the eight months grass mowing is performed. The invoice shall describe the work performed in accordance with the contract requirements. Additional charges approved by the County for unit-price work shall be a part of the invoice. Any deductions incurred during the billing period as specified in the contract will be identified and deducted by the County from the current or subsequent monthly payment due to the Contractor. The County may require correction and re-submission of any invoice deemed inaccurate or deficient.

24. **PRICE:**
Bidders shall submit a lump sum, annual price for all mowing and trash removal at listed locations for each of the five (5) years of the Contract, as well as per unit prices for each service performed under this solicitation for each of the Contract Years.

The lowest bid will be determined by calculating the lowest total price for all five (5) years of the contract based on the annual prices submitted.

The Contract prices for each subsequent Contract Year shall become effective on the anniversary date of the Contract.
25. CONTRACT PERFORMANCE:
Failure of the Contractor to perform the work within the daily and/or monthly service schedules for any reason other than weather, natural disaster or prior approval from the Project Officer, or failure to comply with the specifications of this contract, will result in the assessment of liquidated damages in the amount of $50.00 for each type of service not performed in compliance with the specification OR the deduction of the per acre price for the affected location(s) whichever is greater. The Project Officer will notify the Contractor of such failure, and the Contractor will have 24 hours from such notice to correct the default before liquidated damages are assessed.

Failure of the Contractor to provide the Project Officer or designee with the required monthly maintenance schedule with location check-off list for two consecutive work days, will result in a deduction from any compensation due to the Contractor by the County of $100.00 as liquidated damages and not as a penalty.

The County reserves the right to inspect all operations under this contract and to withhold payments for any work which is not performed in accordance with specifications, as determined by the Project Officer. The County's Project Officer will release payments withheld for this reason upon determination that the work has been corrected to the County's satisfaction. Corrective work shall occur within 24 hours for the location requiring correction at no additional cost to the County or shall be done within 24 hours of notice to the Contractor by the County. The Contractor agrees that telephone notice by the County to the Contractor shall be adequate to enforce this provision. Repeated violations (more than four (4) incomplete work areas identified by County staff within any calendar month or non-performance of work for one month) will result in termination of the Contract.

TRASH RECEPTACLES LOCATIONS
1. N. Pocomoke St. and N. Potomac St.
2. Exit to John Marshall Dr.
5. East Falls Church Park near basketball court
6. Potomac St. overpass
7. Madison Manor Park near stream ford
8. Exit to Four Mile Run Dr. and John Marshall Dr.
9. Intersection with Four Mile Run Trail in Bon Air Park
10. Westover Park interchange
11. Dead-end of N. Frederick St.
12. Fairfax Dr. exit
13. Fairfax Dr. at I-66 West on ramp from N. Glebe Rd.
14. Dead-end of N. Abingdon St.
15. Between dead ends of N. Wakefield and N. Vernon St.
16. Off N. 15th St. and N. Stafford St.
17. Quincy St. interchange
18. Mile marker #2
19. Lincoln St. interchange
20. Johnson St. interchange at 18th St.
21. N. 20th St. & N. Johnson St. interchange
22. Lee Hwy. exit near Lyon Village Shopping Center
23. Veitch St. interchange
24. Dead-end of N. 20th St. off N. Uhle St.
25. Intersection of Lee Hwy. & N. Scott St.
26. 300 ft. west of the T.R. Island bridge connection.

**VEHICLE LIMITATIONS**

THE LIMITATIONS BELOW APPLY TO ALL VEHICLES USING THE BRIDGES ON I-66 BIKE TRAIL:

Where the width between handrails is greater than 6' but not greater than 12', and accessible to small vehicle traffic for maintenance purposes, the longitudinal beams shall be designed for an alternate live load of 10,000 lbs.

The deck shall be designed for two concentrated loads of 3,000 lbs. each, at 5' centers located not less than 1'-0 from the face of rail.

Pedestrian bridges wider than 12' between handrails shall receive special consideration. Twelve pounds per square foot: dead load wearing surface should be considered if it is anticipated that the bridge could be overlaid in the future.

**I-66 SELF-GUIDED WALKING TOUR ROUTE AND COMMENTS**

The following guidelines are for the purpose of understanding the scope of work and to aid Bidders in visiting the sites included in the bid document. References to work are shown, but do not represent all work required. Please use this document to help clarify the work required as specified in the bid document.

**North Spur**

Enter bike trail at end of McKinley Road (off Washington Blvd.); go west on trail.

- Maintain area adjacent to Pocomoke Street.
- Do not cut vines on sound barrier walls.
- Trash receptacles included in contract are labeled with 4" black numbers 1 - 26.

Exit at 18th Street and Quantico.

Drive west on Washington Blvd; turn left on Rte. 29 Washington Blvd.

**East Falls Church Section**

Enter Bike trail on left after crossing I-66.

- Mow full width from curb of exit ramp to street on far side of guardrail.
- Trim and/or use weed control along fence areas.

Exit at 19th Road.

Turn left on 19th Rd.; go south on N. Tuckahoe Street.

Enter bike trail at end of N. Tuckahoe Street at intersection of 18th Street.
• Follow trail across bridge; mow 6' on each side though all of east Benjamin Banneker.
• Go under Sycamore St. to basketball courts - Maintain North Roosevelt Street Area described in section 5 of General Specifications of bid document. Mow from Trash Receptacle #5 to the pedestrian bridge.
• Maintain trail adjacent to I-66 only, not lower park trail.
• Designated "Wildflower" areas shall only be mowed by request from the Project Officer or designee.
• Shrubs adjacent to trail to be trimmed back so no vegetation is overhanging the trail.

**Turn** at covered bench. Continue to I-66 underpass.

**North Jacksonville Street Spur**

Go straight at I-66 underpass and follow trail along south sound/retaining wall.

• Maintain trail along sound/retaining wall to N. Jacksonville Street.
• Maintain loop to pedestrian bridge.

Return to I-66 underpass at trail intersection.

**North I-66 Section**

**Turn** at I-66 underpass and go under I-66, follow signs for Custis Trail.

• Watch for flower bulbs in vicinity of Kennebec Street.
• Maintain to stop posts at all trail entrances.
• Watch for flower bulbs at exit to Kensington Street.
• Mow along and trim out Pipe-rail fence at church parking lot.
• Maintain areas on both sides of George Mason underpass.

**Fairfax Drive Spur**

**Turn** onto Fairfax Drive connector and go over I-66 bridge.

• Maintain open area fence to fence to Fairfax Drive.
• Trim around tree rings.
• Mow 50' up/north on pond trail.
• Empty trash can at end of spur #13.

**North I-66 Section (cont.)**

Go back to North I-66 Section; continue east.

• Mow adjacent to Washington Blvd. underpass on both sides.
• Cross pedestrian bridge over N. Glebe Rd. exit ramp.
• Maintain trail link to N. Glebe Road.
• At parking garage do not cut vines on retaining walls.
• Maintain N. Lincoln St. to N. Quincy St. (including pond areas).
• Trim on far side of log rails.
• Trim all vegetation on "S" turns near Lyon Village Shopping Center and take extra caution to keep trail clear of cuttings and trash.
**South I-66 Section**

Turn behind shopping center on Lee Highway; continue east.

- All lock posts to be replaced and locked after entering trail. Never leave a lock post down on the trail.
- Maintain Lee Highway Area (behind Drug Store) described in section 5 of General Specifications of bid document.
- Expect trash behind shopping center to be heavy at times, schedule for complete clean up.
- Mow behind log rails at McCoy Park surrounding storm water retention pond.
- Maintain trail link to Veitch Street.
- Mow area around Veitch Street overpass.

**Rosslyn Section**

Cross I-66 on pedestrian bridge; follow trail east.

- At Lee Highway bridge mow all the way back to guardrail.
- Maintain N. Scott St. Area at corner of Lee Hwy. and N. Scott St. described in section 5 of General Specifications of bid document.
- Plan for extra clean up time adjacent to Gateway Park, expect broken glass and other trash on trail.
- Cross Key Bridge access streets (area in circle maintained by others), mow 6’ on each side of trail.
- Continue on trail to pedestrian bridge at George Washington Parkway.
- Mow field area. This is the North Lynn Street Area described in section 5 of General Specifications in bid document.

End maintenance at the beginning of Theodore Roosevelt Pedestrian Bridge.