



# ROANOKE COUNTY

## Purchasing Division

5204 Bernard Drive, Suite 300-F, P.O. Box 29800  
Roanoke, Virginia 24018-0798  
TEL: (540) 772-2061 FAX: (540) 772-2074

February 2, 2023

### ADDENDUM NO. 1 TO ALL BIDDERS/OFFERRORS:

Reference – IFB 2023-062

Description: Landscape Maintenance & Mowing Services

Issue Date: January 30, 2023

Proposal Due: February 10, 2023

The above Project is hereby changed as addressed below:

1. Responses to Vendor Questions Submitted: please see the following questions submitted by prospective bidders, and the responses provided by the County as we are able.
  - a. Are there any stipulations to mowing on Sundays or holidays, if weather does not permit during normal weekly operations?  
*Contractor may perform services on Sundays and/or holidays only with prior approval from Roanoke County Parks, Recreation & Tourism department. The preferred schedule for mowing is on weekdays, Monday through Friday.*
  - b. Can a bidder select only certain areas to bid?  
*Bidders may submit a partially completed bid form, only bidding on selected locations. Roanoke County reserves the right to award one or more contracts, for all or some of the listed locations, as is in the best interest of the County.*
2. Contract 2018-001: a copy of the previous contract executed for the solicited services is attached as Exhibit 1 to this Addendum.

**Note:** A signed acknowledgment of this addendum must be received at the location indicated on the original solicitation either prior to the proposal due date or attached to your proposal. Signature on this addendum does not substitute for your signature on the original proposal/bid document. The original proposal/bid document must be signed.

Thank you,

Kate Hoyt  
[KHoyt@roanokecountyva.gov](mailto:KHoyt@roanokecountyva.gov)

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Sign Name:

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Print Name:

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Name of Firm:

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Date:



# County of Roanoke

FINANCE DEPARTMENT  
Purchasing Division

## CONTRACTUAL AGREEMENT #2018-001 Landscape Maintenance and Mowing for Roanoke County

ARTICLES OF AGREEMENT made this tenth (10<sup>th</sup>) day of August, 2017, by and between One Earth Landscape Management Company, Inc., 3317 Brandon Avenue, Roanoke VA 24018, also referred to as the Vendor, and Roanoke County, also referred to as the OWNER.

WHEREAS, the Vendor has made a proposal in writing to the OWNER, to provide landscape maintenance and mowing services, as specified in IFB #2018-001, hereby mentioned and identified herein for the OWNER, as the WORK, for the price, on the terms and within the time set forth herein, all pursuant to the Request for Proposals, the specifications, and the vendor's response, as if each of the documents were attached hereto, and are thereby made a part of this Contract. The OWNER has accepted the proposal of the said Vendor, according to law.

NOW, THEREFORE, the said Vendor, for and in consideration of the payment as set forth in Exhibit A, for itself, its heirs, executors, administrator, successors and assigns, as the case may be, hereby covenants and agrees to and with the OWNER to perform the said WORK for the said price, upon the said terms, within the said time, and according to the said specifications, the WORK being more specifically identified as follows:

Provide landscape maintenance and mowing services as specified and at the costs stated in Exhibits A, B, & C.

The Contract will be in effect beginning on August 14, 2017, and run through July 31, 2017. It is understood that if the Vendor does not perform the WORK as specified, then the Contract may be canceled by the OWNER.

Special Provisions: See Exhibit A — Bid Submitted by One Earth Landscape Management Company, Inc.  
See Exhibit B — Final Site List for Landscape & Mowing Services  
See Exhibit C — Invitation for Bid #2018-001

One Earth Landscape Management  
Company, Inc.:

Anthony W. Wirt  
Authorized Signature

Roanoke County:

R. Hayt, Buyer  
Authorized Signature

**SIGNATURE PAGE**  
**INVITATION TO BID #2018-001**

**BIDDERS SIGNING THE BID FORM AGREE THAT THE PRODUCT BEING BID CONFORMS TO ALL SPECIFICATIONS LISTED IN THE BID. BIDDER CERTIFIES THAT BY SUBMISSION OF THIS BID, HE HAS READ AND AGREES TO THE TERMS AND CONDITIONS SET FORTH IN THIS INVITATION TO BID.**

**DATE** July 26, 2017

**PAYMENT TERMS** 2%, 5  
NET 30

**COMPANY NAME** One Earth Landscape Management Company, Inc.

ADDRESS 3317 Brandon Avenue PHONE # 540.344.3901

Roanoke, VA 24018 FAX # 540.344.3901

FAX # 540.344.3901

EMAIL [twirt@OneEarthLandscapes.com](mailto:twirt@OneEarthLandscapes.com)

EMAIL [twirt@OneEarthLandscapes.com](mailto:twirt@OneEarthLandscapes.com)

FEIN 23-3256335 VA BUSINESS LICENSE NO. 0699286-1

VIRGINIA SCC # OR STATEMENT DESCRIBING WHY FIRM IS NOT REQUIRED TO BE SO AUTHORIZED PER VA CODE §2.2-4311.2

**SIGNATURE / TITLE**

NAME / TITLE (please print) Tony W. Wirt, President

To receive consideration for award, this signature sheet must be returned to the Purchasing Division, as it shall be a part of your response.

**PRICE FORM**  
**INVITATION TO BID #2018-001**

By signing the bid form I am hereby submitting a bid to perform the mowing services as detailed in the specifications for Roanoke County. The bid information is true to the best of our knowledge at this time. Having read and understanding the Bid Documents for the above named project and visited all sites involved, the undersigned proposes to furnish all labor and equipment to effectively maintain the following sites for the costs as listed below. Owner or contractor may furnish material, owners' decision.

**1. Mowing and String Trimming Sites**

	<b>Cost per Site/Mowing</b>
Brookside Park	\$ 90 <sup>00</sup>
Camp Roanoke	\$ 90 <sup>00</sup>
Catawba Recreation Center	\$ 155 <sup>00</sup>
CRT Industrial Park	\$ 310 <sup>00</sup>
Glenvar County Library	\$ 125 <sup>00</sup>
Goode Park	\$ 130 <sup>00</sup>
Green Hill Park Equestrian Center	\$ 230 <sup>00</sup>
Hollins Library	\$ 40 <sup>00</sup>
Hollins Trailhead Parking Lot	\$ 30 <sup>00</sup>
Roanoke Wayside Park	\$ 40 <sup>00</sup>
Sadler Park	\$ 90 <sup>00</sup>
South County Library	\$ 105 <sup>00</sup>
Stonebridge Park	\$ 125 <sup>00</sup>
Valley Tech Industrial Park	\$ 40 <sup>00</sup>
Vinyard Cemetery (Edgewood St./Memorial Ave.)	\$ 25 <sup>00</sup>
Vinyard Cemetery (Timberidge Rd./Augusta	\$ 20 <sup>00</sup>
Whispering Pines Park	\$ 130 <sup>00</sup>

TOTAL: \$1735.00

**DATA ON CONVICTIONS FOR CERTAIN CRIMES AND CHILD ABUSE AND NEGLECT  
CERTIFICATION OF CONTRACTOR  
IFB 2018-001**

Full Name of Contractor: One Earth Landscape Management Company, Inc.

Description of Contract: Landscape Maintenance and Mowing

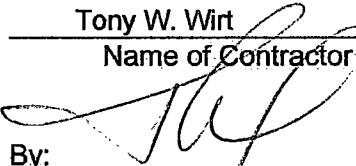
As required by Section 22.1-296.1 of the Code of Virginia, the undersigned hereby certifies that none of the persons who will provide services requiring direct contact with students on school property during school hours or during school-sponsored activities has been convicted of a felony or any offense involving the sexual molestation, physical or sexual abuse or rape of a child.

I further understand and acknowledge (1) that if I make a materially false statement regarding any of the above offenses, I will be guilty of a Class 1 misdemeanor and (2) that before any person is permitted to provide such services subsequent to this certification, I must complete a new certification regarding such person.

Date: July 26, 2017

Tony W. Wirt

Name of Contractor

By: 

President

TITLE

**NOTICE OF PROPRIETARY INFORMATION FORM  
INVITATION TO BID #2018-001**

Confidentiality References Protection in Accordance with the Code of Virginia, Section 2.2-4342

**INSTRUCTIONS:** Identify the data or other materials to be protected and state the reasons by using the codes listed below. Indicate the specific words, figures, or paragraphs that constitute trade secrets or proprietary materials. The classification of an entire bid or proposal document, line item prices, and/or total bid or proposal prices as proprietary or trade secret is not acceptable and will result in rejection of the bid or proposal.

- A) This page contains information relating to "trade secrets", and "proprietary information" including processes, operations, style of work, or apparatus. Identify confidential statistical data. Amount or source of any income...of any person (or) partnership. See Virginia Public Procurement Act. Section 2.2-4342. Unauthorized disclosure of such information would violate the Trade Secrets Act 18 U.S.C. 1905.
- B) This page contains proprietary information including confidential, commercial or financial information, which was provided to the Government on a voluntary basis and is of the type that would not customarily release to the public. See Virginia Public Procurement Act, Section 2.2-4342; 5 U.S.C. 552 (b) (4); 12 C.F.R. 309.5(c) (4).
- C) This page contains proprietary information including confidential, commercial or financial information. The disclosure of such information would cause substantial harm to competitive position and impair the Government's ability to obtain necessary information from contractors in the future. 5 U.S.C. See Virginia Public Procurement Act. Section 2.2-4342; 552 (b) (4)12 C.F.R. 309.5(c) (4).



July 27, 2017

RE: IFB #2018-001 Landscape Maintenance and Mowing: Business Profile

One Earth Landscape Management Company is a full scale maintenance company that provides full grounds maintenance services including but not limited to mowing large acreage, line edging, shrub trimming and mulch services.

The owner, Tony W. Wirt, has been in business for 33 years and has vast experience in managing at the highest level, commercial and residential properties ranging from a 1/4 acre to as much as 33 acres. One Earth's crews have been employed with One Earth for an average of 7 years each and are completely trained to provide services at a high quality level. Their eye for detail is unmatched in this area.

One Earth Landscapes has 3 commercial applicators, 8 Registered Technicians and has business license from the Department of Agriculture to retail pesticides and fertilizers. We have worked closely with the City of Roanoke, property management companies such as Gibson & Associates, Murray Realty, and Hall & Associates among others.

One Earth Landscapes' excellent service and customer service has been recognized through the Roanoke Regional Chamber of Commerce with 3 nominations for their "Small Business of the Year" award in 2012, 2013, 2015 & 2016. Other recognitions and honors also include being named by the Roanoker magazine as one of the "40 stars in 40 years" as one of the Best Businesses in Roanoke over the past 40 years.

One Earth has also won the Roanoke Magazine's Gold award in 2013 as Roanoke's Best Landscape Business, 2013 Gold award for Roanoke's Best Business, 2014 Platinum Award for Best Landscape Company, and the Roanoke Times SWOCO 2014 Gold Award for Best Grounds Management Company.

One Earth Landscape is fully licensed in Roanoke City and insured with Workman's Compensation, 1 million in liability insurance on each truck, and a 2 Million dollar liability policy with a 5 million dollar umbrella policy.



July 27, 2017

RE: IFB #2018-001 Landscape Maintenance & Mowing: References

1. Bob Boeren, Roanoke City: 540-853-5837 (Office)/540-537-8375 (Cell),  
[Bob.Boeren@roanokeva.gov](mailto:Bob.Boeren@roanokeva.gov).
2. Dwayne D'Ardene, Roanoke City: Office (540)853-1756 Fax(540)853-5782  
Cell(540)537-837, [Dwayne.D'Ardenne@roanokeva.gov](mailto:Dwayne.D'Ardenne@roanokeva.gov)
3. Bill Pickle, President, Northwoods, HOA: [billpickle@comcast.net](mailto:billpickle@comcast.net), 540.387.0287
4. Toshia Guthrie, Gibson & Associates: Property Manager: 540.206.3721,  
[tguthrie@gibsonhoawork.com](mailto:tguthrie@gibsonhoawork.com)
5. Chris Brock, City Space: Property Manager: [chrisbrock@yourcityspace.com](mailto:chrisbrock@yourcityspace.com),  
540.339.9783



July 27, 2017

RE: IFB #2018-001 Landscape Maintenance & Mowing: Evaluation Criteria (Touching on some key points)

(C) We have long standing contracts of 5+ and 10+ years that we feel is a result of our quality control, lack of turnover with our staff, especially our managers and supervisors. Our procedures for quality checks allows us to catch any mistakes and fix them quickly. Those that are reported to us are corrected in 24 hours or less and usually the same day.

(D) We have an office staff that can report and transmit any correspondence and information as soon as possible between our customers, our managers and our in-field staff. We have fax, email, & scanning capabilities as well as ability to photograph jobs.

(E) One Earth has an excellent relationship Union Bank & Trust and has a substantial credit line and other forms of credit available to the company in the form of credit cards, loans and on hand cash reserves to ensure equipment and vehicles can be purchased as and when needed to fulfill any contract and job demands. One Earth will have no challenge in completely and fulfilling the obligations of this contract. We are staffed sufficiently to complete all current scheduled contracts within 4 days. We allow ourselves a 1 day buffer for rain and unforeseen events that could delay our efforts.

(F) All facets of the Bid submission and compliance is met

(G) One Earth is substantially equipped and staffed to handle all landscape maintenance needs now and in the future as well as snow removal, seeding, and other related services.

**Mowing Bid #2018-001****Sites to be mowed****Comments****One Earth Landscaping****Cost per occurrence**

Brookside Park		90
Camp Roanoke	Park staff to mow to best coordinate work with activities	n/a
Catawba Recreation Center		115
CRT Industrial Park		310
Glenvar County Library		125
Goode Park		130
Green Hill Equestrian Center	Park staff to mow for OT (Budget issues as paid by GHPEC	n/a
Hollins Library		40
Hollins Trailhead Parking Lot		30
Roanoke Wayside Park		40
Sadler Park		90
South County Library		105
Stonebridge Park		125
Valley Tech Industrial Park		40
Vinyard Cemetery (Edgewood/Memorial)	Mowing to continue by volunteer	n/a
Vinyard Cemetery (Augusta/Timberidge)		20
Whispering Pines Park		130
<b>Total Cost Per Occurrence for One Earth Landscaping</b>		<b>1390</b>



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## CONTRACTUAL AGREEMENT #2018-001 Landscape Maintenance and Mowing for Roanoke County

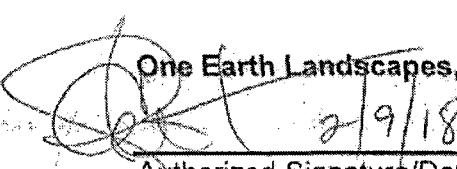
### AMENDMENT # 1

Date: February 8, 2018

This Amendment amends the above Contract as follows:

1. Mowing and string trimming services at the following sites shall be added to the original contract scope at the prices shown below.

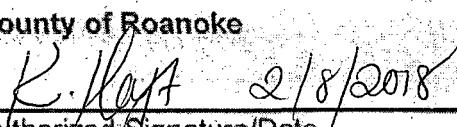
Location Name	Address	Cost per mowing
Back Creek Elementary Ballfields	7130 Bent Mountain Rd., Roanoke VA 24018	\$ 95.00
Bent Mountain Elementary Ballfields	10148 Tinsley Lane, Bent Mountain VA 24059	\$ 95.00
Bonsack Park	5435 Crumpacker Rd., Roanoke VA 24019	\$ 175.00
Brambleton Community Center/ Cave Spring Rescue	3738 Brambleton Ave., Roanoke VA 24018	\$ 150.00
Clearbrook Elementary Ballfields	5205 Franklin Rd., Roanoke VA 24014	\$ 150.00
Clearbrook Park	5381 Franklin Rd., Roanoke VA 24014	\$ 95.00
Craig Community Center	900 Chestnut St., Vinton VA 24179	\$ 95.00
Garst Mill Park	4303 Cordell Dr., Cave Spring VA 24018	\$ 350.00
Happy Hollow Garden Park	6697 Mount Chestnut Rd., Roanoke VA 24019	\$ 65.00
Ingersol Rand	7500 Shadwell Dr., Roanoke VA 24019	\$ 225.00
Oak Grove Elementary & Park	5005 Grandin Road Extension, Roanoke VA 24018	\$ 170.00
M. A. Banks Park	211 Craig Center, Vinton VA 24179	\$ 70.00
Read Mountain Fire & Rescue	45505 Eastpark Dr., Roanoke VA 24012	\$ 80.00
Read Mountain Preserve	6101 Crumpacker Rd., Bonsack VA 24019	\$ 95.00
Vinton Business Park	2111 Cardinal Park Dr., Roanoke VA 24018	\$ 295.00

  
One Earth Landscapes, Inc.

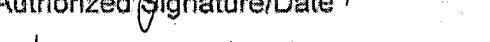
2/9/18  
Authorized Signature/Date

  
Anthony Hoyt, President

Type or Printed name and Title

  
County of Roanoke

2/8/2018  
Authorized Signature/Date

  
Kathryn Hoyt, Buyer

Type or Printed name and Title