



LEXINGTON

**Bid 42-2020 Addendum 2
Klausing Group
Supplier Response**

Event Information

Number: Bid 42-2020 Addendum 2
Title: Greenway Maintenance
Type: Competitive Bid
Issue Date: 3/12/2020
Deadline: 4/16/2020 02:00 PM (ET)

Contact Information

Contact: Kristie Thomas
Address: Central Purchasing
Government Center Building
Room 338
200 East Main Street
Lexington, KY 40507
Phone: (859) 2583320
Fax: (859) 2583322
Email: kthomas@lexingtonky.gov

Klausing Group Information

Address: 1356 Cahill Drive
Lexington, KY 40504
Phone: (859) 254-0762

ONLY ONLINE BIDS WILL BE ACCEPTED FOR THIS SOLICITATION.

Carter Luke Tedder

Signature

Submitted at 4/16/2020 8:54:09 AM

ltedder@klausinggroup.com

Email

Response Attachments

42-2020_Addendum_#1.pdf

Addendum #1

42-2020_Addendum_#2 (1).pdf

Addendum #2

WF Analysis.jpg

Workforce Analysis

Klausing_Proposal_Digital.pdf

Klausing Group Proposal Doc.

Affidavit - SIGNED.pdf

KG Affidavit

LFUCG_MWDBE_PARTICIPATION_FORMSrv - SIGNED.pdf

KG - MWDBE Form

This Affidavit must be completed before your firm can be considered for award of this contract.

AFFIDAVIT

Comes the Affiant, Luke Tedder, and after being first duly sworn under penalty of perjury as follows:

1. His/her name is Luke Tedder and he/she is the individual submitting the bid or is the authorized representative of Klausing Group, the entity submitting the bid (hereinafter referred to as "Bidder")
2. Bidder will pay all taxes and fees, which are owed to the Lexington-Fayette Urban County Government at the time the bid is submitted, prior to award of the contract and will maintain a "current" status in regard to those taxes and fees during the life of the contract.
3. Bidder will obtain a Lexington-Fayette Urban County Government business license, if applicable, prior to award of the contract.
4. Bidder has authorized the Division of Central Purchasing to verify the above-mentioned information with the Division of Revenue and to disclose to the Urban County Council that taxes and/or fees are delinquent or that a business license has not been obtained.
5. Bidder has not knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky within the past five (5) years and the award of a contract to the Bidder will not violate any provision of the campaign finance laws of the Commonwealth.
6. Bidder has not knowingly violated any provision of Chapter 25 of the Lexington-Fayette Urban County Government Code of Ordinances, known as "Ethics Act."
7. Bidder acknowledges that "knowingly" for purposes of this Affidavit means, with respect to conduct or to circumstances described by a statute or ordinance defining an offense, that a person is aware or should have been aware that his conduct is of that nature or that the circumstance exists.

Further, Affiant sayeth naught.

Luke Tedder

STATE OF Kentucky

COUNTY OF Fayette

The foregoing instrument was subscribed, sworn to and acknowledged before me
by Luke Tedder on this the 14 day
of April, 2020.

My Commission expires: October 22, 2023

Christine K. Sovel, Kentucky
NOTARY PUBLIC, STATE AT LARGE

Please refer to Section II, Bid Conditions, Item "U" prior to completing this form.



LEXINGTON

LFUCG MWDBE PARTICIPATION FORM

Bid/RFP/Quote Reference # _____

The MWDBE and/or veteran subcontractors listed have agreed to participate on this Bid/RFP/Quote. If any substitution is made or the total value of the work is changed prior to or after the job is in progress, it is understood that those substitutions must be submitted to Central Purchasing for approval immediately. **Failure to submit a completed form may cause rejection of the bid.**

MWDBE Company, Name, Address, Phone, Email	MBE WBE or DBE	Work to be Performed	Total Dollar Value of the Work	% Value of Total Contract
1.				
2.				
3.				
4.				

The undersigned company representative submits the above list of MWDBE firms to be used in accomplishing the work contained in this Bid/RFP/Quote. Any misrepresentation may result in the termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and false claims.

Company

Company Representative

Date

Title



LEXINGTON

LFUCG MWDBE PARTICIPATION FORM

Bid/RFP/Quote Reference # _____

The MWDBE and/or veteran subcontractors listed have agreed to participate on this Bid/RFP/Quote. If any substitution is made or the total value of the work is changed prior to or after the job is in progress, it is understood that those substitutions must be submitted to Central Purchasing for approval immediately. **Failure to submit a completed form may cause rejection of the bid.**

MWDBE Company, Name, Address, Phone, Email	MBE WBE or DBE	Work to be Performed	Total Dollar Value of the Work	% Value of Total Contract
1.				
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The undersigned company representative submits the above list of MWDBE firms to be used in accomplishing the work contained in this Bid/RFP/Quote. Any misrepresentation may result in the termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and false claims.

Company

Company Representative

Date

Title



LEXINGTON

LFUCG MWDBE SUBSTITUTION FORM

Bid/RFP/Quote Reference # _____

The substituted MWDBE and/or veteran subcontractors listed below have agreed to participate on this Bid/RFP/Quote. These substitutions were made prior to or after the job was in progress. These substitutions were made for reasons stated below and are now being submitted to Central Purchasing for approval. By the authorized signature of a representative of our company, we understand that this information will be entered into our file for this project. **Failure to submit this form may cause rejection of the bid.**

SUBSTITUTED MWDBE Company Name, Address, Phone, Email	MWDBE Formally Contracted/ Name, Address, Phone, Email	Work to Be Performed	Reason for the Substitution	Total Dollar Value of the Work	% Value of Total Contract
1.					
2.					
3.					
4.					

The undersigned acknowledges that any misrepresentation may result in termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and false claims.

Company

Company Representative

Date

Title



LEXINGTON

MWDBE QUOTE SUMMARY FORM

Bid/RFP/Quote Reference # _____

The undersigned acknowledges that the minority and/or veteran subcontractors listed on this form did submit a quote to participate on this project. Failure to submit this form may cause rejection of the bid.

Company Name	Contact Person
Address/Phone/Email	Bid Package / Bid Date

MWDBE Company Address	Contact Person	Contact Information (work phone, Email, cell)	Date Contacted	Services to be performed	Method of Communication (email, phone meeting, ad, event etc)	Total dollars \$\$ Do Not Leave Blank (Attach Documentation)	MBE * AA HA AS NA Female	Veteran

(MBE designation / AA=African American / HA= Hispanic American/AS = Asian American/Pacific Islander/ NA= Native American)

The undersigned acknowledges that all information is accurate. Any misrepresentation may result in termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and claims.

Company

Company Representative

Date

Title



LEXINGTON

LFUCG SUBCONTRACTOR MONTHLY PAYMENT REPORT

The LFUCG has a 10% goal plan adopted by city council to increase the participation of minority and women owned businesses in the procurement process. The LFUCG also has a 3% goal plan adopted by cited council to increase the participation of veteran owned businesses in the procurement process. In order to measure that goal LFUCG will track spending with MWDBE and Veteran contractors on a monthly basis. By the signature below of an authorized company representative, you certify that the information is correct, and that each of the representations set forth below is true. Any misrepresentation may result in termination of the contract and/or prosecution under applicable Federal and State laws concerning false statements and false claims. Please submit this form monthly to the Division of Central Purchasing/ 200 East Main Street / Room 338 / Lexington, KY 40507.

Bid/RFP/Quote # _____

Total Contract Amount Awarded to Prime Contractor for this Project _____

Project Name/ Contract #	Work Period/ From:	To:
Company Name:	Address:	
Federal Tax ID:	Contact Person:	

Subcontractor Vendor ID (name, address, phone, email)	Description of Work	Total Subcontract Amount	% of Total Contract Awarded to Prime for this Project	Total Amount Paid for this Period	Purchase Order number for subcontractor work (please attach PO)	Scheduled Project Start Date	Scheduled Project End Date

By the signature below of an authorized company representative, you certify that the information is correct, and that each of the representations set forth below is true. Any misrepresentations may result in the termination of the contract and/or prosecution under applicable Federal and State laws concerning false statements and false claims.

Company

Company Representative

Date

Title

LFUCG STATEMENT OF GOOD FAITH EFFORTS

Bid/RFP/Quote # _____

By the signature below of an authorized company representative, we certify that we have utilized the following Good Faith Efforts to obtain the maximum participation by MWDBE and Veteran-Owned business enterprises on the project and can supply the appropriate documentation.

_____ Advertised opportunities to participate in the contract in at least two (2) publications of general circulation media; trade and professional association publications; small and minority business or trade publications; and publications or trades targeting minority, women and disadvantaged businesses not less than fifteen (15) days prior to the deadline for submission of bids to allow MWDBE firms and Veteran-Owned businesses to participate.

_____ Included documentation of advertising in the above publications with the bidders good faith efforts package

_____ Attended LFUCG Central Purchasing Economic Inclusion Outreach event

_____ Attended pre-bid meetings that were scheduled by LFUCG to inform MWDBEs and/or Veteran-Owned Businesses of subcontracting opportunities

_____ Sponsored Economic Inclusion event to provide networking opportunities for prime contractors and MWDBE firms and Veteran-Owned businesses

_____ Requested a list of MWDBE and/or Veteran subcontractors or suppliers from LFUCG and showed evidence of contacting the companies on the list(s).

_____ Contacted organizations that work with MWDBE companies for assistance in finding certified MWBDE firms and Veteran-Owned businesses to work on this project. Those contacted and their responses should be a part of the bidder's good faith efforts documentation.

_____ Sent written notices, by certified mail, email or facsimile, to qualified, certified MWDBEs soliciting their participation in the contract not less than seven (7) days prior to the deadline for submission of bids to allow them to participate effectively.

_____ Followed up initial solicitations by contacting MWDBEs and Veteran-Owned businesses to determine their level of interest.

_____ Provided the interested MWBDE firm and/or Veteran-Owned business with adequate and timely information about the plans, specifications, and requirements of the contract.

_____ Selected portions of the work to be performed by MWDBE firms and/or Veteran-Owned businesses in order to increase the likelihood of meeting the contract goals. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate MWDBE and Veteran participation, even when the prime contractor may otherwise perform these work items with its own workforce

_____ Negotiated in good faith with interested MWDBE firms and Veteran-Owned businesses not rejecting them as unqualified without sound reasons based on a thorough investigation of their capabilities. Any rejection should be so noted in writing with a description as to why an agreement could not be reached.

_____ Included documentation of quotations received from interested MWDBE firms and Veteran-Owned businesses which were not used due to uncompetitive pricing or were rejected as unacceptable and/or copies of responses from firms indicating that they would not be submitting a bid.

_____ Bidder has to submit sound reasons why the quotations were considered unacceptable. The fact that the bidder has the ability and/or desire to perform the contract work with its own forces will not be considered a sound reason for rejecting a MWDBE and/or Veteran-Owned business's quote. Nothing in this provision shall be construed to require the bidder to accept unreasonable quotes in order to satisfy MWDBE and Veteran goals.

_____ Made an effort to offer assistance to or refer interested MWDBE firms and Veteran-Owned businesses to obtain the necessary equipment, supplies, materials, insurance and/or bonding to satisfy the work requirements of the bid proposal

_____ Made efforts to expand the search for MWBE firms and Veteran-Owned businesses beyond the usual geographic boundaries.

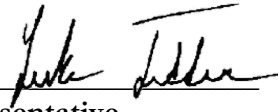
_____ Other--any other evidence that the bidder submits which may show that the bidder has made reasonable good faith efforts to include MWDBE and Veteran participation.

NOTE: Failure to submit any of the documentation requested in this section may be cause for rejection of bid. Bidders may include any other documentation deemed relevant to this requirement which is subject to approval by the MBE Liaison. Documentation of Good Faith Efforts must be submitted with the Bid, if the participation Goal is not met.

The undersigned acknowledges that all information is accurate. Any misrepresentations may result in termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and claims.

Klausing Group
Company

4/16/2020
Date

Luke Tedder 
Company Representative

Business Developer
Title

*If Klausing Group is awarded any contracts through the LFUCG Greenway Maintenance solicitation we will make every effort to include MWDBE subcontractors/vendors based on the nature of the work.



ADDENDUM #1

Bid Number: **#42-2020**

Date: April 9, 2020

Subject: **Greenway Maintenance**

Address inquiries to:
Kristie Thomas
(859) 258-3320

TO ALL PROSPECTIVE SUBMITTERS:

Please be advised of the following clarifications to the above referenced Bid:

1. The bid has been changed to an online only submission. Required submission forms have been uploaded to Ionwave replacing original bid document file.
2. Complete and sign (where appropriate) the bid documents and upload them to the Ion Wave system on the Response Attachments tab of the bid page.
3. Enter your name and email address which indicates your acceptance of the bid terms and conditions on the Response Submission tab.

Todd Slatin, Director
Division of Central Purchasing

All other terms and conditions of the Bid and specifications are unchanged.
This letter should be signed, attached to and become a part of your Bid.

COMPANY NAME: Klausing Group

ADDRESS: 1356 Cahill Drive, Lexington KY 40504

SIGNATURE OF BIDDER:





ADDENDUM #2

Bid Number: **#42-2020**

Date: April 9, 2020

Subject: **Greenway Maintenance**

Address inquiries to:
Kristie Thomas
(859) 258-3320

TO ALL PROSPECTIVE SUBMITTERS:

Please be advised of the following clarifications to the above referenced Bid:

1. LFUCG Risk Management Provisions have been uploaded to Ionwave.

Todd Slatin, Director
Division of Central Purchasing

All other terms and conditions of the Bid and specifications are unchanged.
This letter should be signed, attached to and become a part of your Bid.

COMPANY NAME: Klausing Group

ADDRESS: 1356 Cahill Drive, Lexington KY 40504

SIGNATURE OF BIDDER:



Landscaping and Grounds Maintenance



Presented by:
Luke Tedder, LIC

ltedder@klausinggroup.com
(859) 983-3947

Contents

Introduction

Overview

Our Team

Quality & Accountability

Safety

Our Customers



We are setting a higher standard for landscaping. Smart landscaping is better for your bottom line, the environment, and the people you work with.

We are KlausingGroup.



Who We Are

Our Story

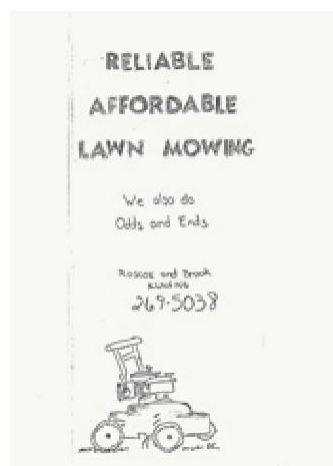
The idea for the Klausung Group was formed in 1992 by two teenage brothers on a mission to buy a car. They started with a lawnmower and fliers promising that "we'll cut class to cut your grass." Eventually, they cut enough grass to buy the car. And they kept going. The company mission has since evolved, and Klausung Group has become an industry leader redefining what your landscaping should do for your business, your neighbors, and the environment.

Our Point-of-View

We believe landscaping should go beyond curb appeal. It has the potential to make a difference to your bottomline, your community, and the environment. Smart landscaping considers all of these aspects to be stakeholders in order to create a plan for your landscape that is better for everyone.

What We Do

- Landscape maintenance
- Landscape enhancements
- Snow and ice management





What is SmartLandscaping?

We offer environmentally-minded landscaping services, including planting native trees, pollinator plants, and rain gardens and providing water quality and stormwater management. But smart landscaping goes beyond specific offerings. It is foundational to our entire business model.

We consider the environment, our community, and the financial upside to sustainable investments in our operations. We use battery-operated equipment and drive hybrid and fuel-efficient vehicles. We choose organic products, recycle what we can, repurpose our green waste, and use harvested non-potable water. Our headquarters is Green Check Certified, has a green roof, rainwater harvesting systems, rain gardens, and permeable parking lots.

We also recognize our employees as important stakeholders, paying them at or above the locally defined livable wage and providing training and certification opportunities for their professional development. Through our 5% for the community program, we donate 5% of all profits to making our communities in Lexington and Louisville greener. None of these things require customer opt-in. They are simply built in to the way we do business.

We pay all team members at or above the locally defined livable wage.

Our Team

We hold every person on our team to a higher standard. In addition to our rigorous internal hiring process, we use E-Verify to confirm employment eligibility. We see this to be fundamental to safety and quality, reduced turnover, and consistency. Once hired, we invest in our team with professional growth opportunities.

Screen and Select

We hold every person on our team to a higher standard. In addition to our rigorous The safety of your staff, guests, and vendors is paramount. Our employee screening includes:

- Employment eligibility verification
- Criminal/sex offender background checks
- Drug screening
- Personal and professional reference checks
- Motor vehicle record requests





Growth and Development

Our team is an important asset. Investing in their growth and development encourages internal promotions, employee satisfaction, and commitment. We provide weekly safety trainings, bi-monthly trainings, training and certification opportunities, and apprenticeships registered through the Department of Labor.

With well-managed people in the right jobs, you benefit from:

- High-quality service
- Increased productivity and reliability
- Reduced turnover, resulting in familiar faces and consistent service
- Lower costs as a result of a safer workplace

Our team includes the highest number of industry-certified employees and licensed applicators in Kentucky.

Quality and Accountability

Service Audits

We independently evaluate work at every managed property in our portfolio to ensure that we deliver excellent service – every time. Routine audits drive consistency, standardization, and quality.

Service Audit Process:

- 1 Audit is performed and recorded using our mobile technology platform.
- 2 Each service is evaluated against pre-determined quality standards.
- 3 Observations and photos (good and bad) are recorded and saved in the service audit's electronic record.
- 4 If an issue is identified, we use our Issue Resolution System to create a trackable issue log and determine its severity and immediacy to resolve the issue in an appropriate time frame.

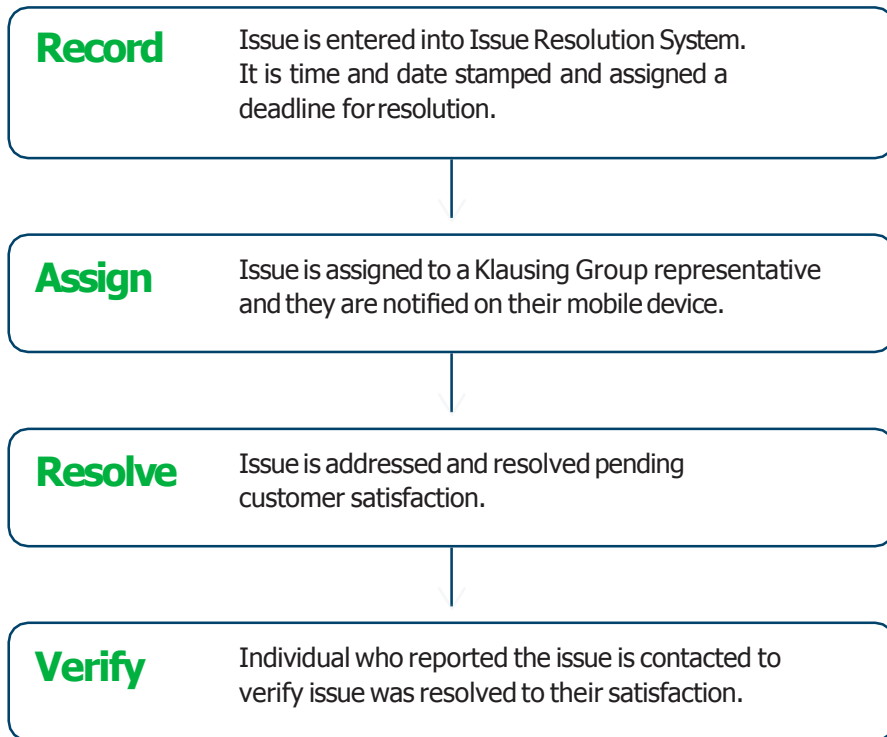
Corrective Action Response Plan

AUDIT SCORE	PRIORITY	RESPONSE
90%+	Low	Corrective action will be taken during the next service visit .
80-89%	Medium	Corrective action will be taken within 72 hours .
70-79%	High	Corrective action will be taken within 24 hours .

Issue Resolution

We strive for perfect service, but when an error occurs, we provide prompt corrective action. We create a trackable, time-stamped issue record so that every issue stays top-of-mind until it is resolved.

More than 80% of issues are identified by our managers during our audit process and resolved without the customer's awareness or involvement.



Safety

We take safety seriously. We provide every employee with the training and resources to maintain work productivity and quality, without compromising our standard of safety.

Here's how our fundamental safety mentality impacts you:

- Our equipment and vehicles are easily identifiable, marked, and late model.
- Our employees are easily identified by uniform and high visibility gear.
- All employees have verified employment eligibility and records.
- Our workplaces are drug-free.
- Vehicle parking and work zone is demarcated.
- All equipment safety features in use at all times.
- Employees trained to shut down equipment when others are present.

Our approach has resulted in record-low workers compensation e-mods, OSHA Total Recordable Incidents Rates, and days worked without lost time accidents.

We hold a record of over 3 years without a lost-time accident.



Our Customers

We work with people who challenge the notion that you have to choose between your bottom line and the environment. Our smart landscaping services considers every aspect of your needs to create a plan that is good for business, good for your neighbors, and good for the environment.

Here are a few customers we serve:

- Municipalities
- Industrial and Manufacturing
- Hospitality
- Utilities
- Retail
- Office
- Health Care
- Education
- Commercial Real Estate Managers



Leadership



Luke Tedder

Business Developer

Luke has been involved in the Green Industry since 2005 and was an owner/operator of his own landscape business. After joining Klausung Group, Luke led the launch of our Louisville branch office in 2014. He became landscape industry certified in 2015.



Roscoe Klausung

President & CEO

Roscoe is the co-founder and owner of Klausung Group. He is an advocate for smart landscaping and serves on numerous industry association committee and advisory boards. He became Central Kentucky's first landscape industry certified professional in 2000.



Trenton Noel

Branch Manager

Trenton graduated from Eastern Kentucky University with a bachelor's degree in Ornamental Horticulture. He's been involved in the Green Industry since 2000 and was landscape industry certified in 2016.



Tabby Garvin

Human Resources Manager

Tabby is responsible for all facets of Human Resources. Prior to joining Klausung Group, her HR experience and focus was dedicated to the hospitality and service - related industries. She is a member of the Society for Human Resource Management.

References

Wild Turkey Distillery

Contact Name Jane Purcell
Contact Title Facilities Specialist
Scope Grounds Maintenance, Snow Removal, Landscape Enhancements, Pollinator prairie & maintenance. *\$125,000 Annually.*
Location Lawrenceburg KY
Telephone 502-839-2160
Email jane.purcell@campari.com

University of Kentucky

Contact Name Jerry Hart
Contact Title Grounds Supervisor
Scope Grounds Maintenance, Irrigation, Landscape Enhancements.
\$100,000 Annually
Location Lexington KY
Telephone 859-948-3053
Email jphart@uky.edu

References

UK Kentucky Proud Park – Congelton Hacker

Contact Name Seth Burnett
Contact Title Project Manager
Scope Landscape & Irrigation Installation. *\$306,000.*

Location Lexington KY
Telephone 859-254-6481
Email sburnett@congleton-hacker.com



References

UK Gatton Student Center – Messer Construction

Contact Name Reggie Smith
Contact Title Project Manager
Scope Landscape & Irrigation Installation *\$374,000*

Location Lexington KY
Telephone 859-231-8199
Email



Contact

Klausing Group

Luke Tedder, LIC

ltedder@klausinggroup.com

(859) 983-3947

