

Copy of BID



Lexington-Fayette Urban County Government

Lexington, Kentucky
Horse Capital of the World

Division of Central Purchasing

Date of Issue: February 10, 2015

INVITATION TO BID #26-2015 Mowing for Parks

Bid Opening Date: March 3, 2015

Bid Opening Time: 2:00 PM

Address: 200 East Main Street, 3rd Floor, Room 338, Lexington, Kentucky 40507

Type of Bid: Price Contract

Pre Bid Meeting: February 18, 2015

Pre Bid Time: 3:00 pm

Address: 469 Parkway Dr, Lexington, KY

Sealed bids will be received in the office of the Division of Central Purchasing, 200 East Main Street, Lexington, Kentucky, until **2:00 PM**, prevailing local time on **03/03/2015**. Bids must be received by the above-mentioned date and time. Mailed bids should be sent to:

**Division of Central Purchasing
200 East Main Street, Room 338
Lexington, KY 40507, (859) 258-3320**

The Lexington-Fayette Urban County Government assumes no responsibility for bids that are not addressed and delivered as indicated above. **Bids that are not delivered to the Division of Central Purchasing by the stated time and date will be rejected.** All bids must be signed and have the company name and address, bid invitation number, and the name of the bid on the outside of the envelope.

Bids are to include all shipping costs to the point of delivery located at: VARIOUS LOCATIONS, Lexington, KY

Bid Security Required: Yes No *Cashier Check, Certified Check, Bid Bond (Personal checks and company checks will not be acceptable).*

Performance Bond Required: Yes No

<input checked="" type="checkbox"/> Bid Specifications Met <input type="checkbox"/> Exceptions to Bid Specifications. Check One: <i>Exceptions shall be itemized and attached to bid proposal submitted.</i>		Proposed Delivery: <input checked="" type="checkbox"/> 7 days after acceptance of bid.
Procurement Card Usage —The Lexington-Fayette Urban County Government may be using Procurement Cards to purchase goods and services and also to make payments. Will you accept Procurement Cards? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

Submitted by: STEPHEN HILLENMEYER LANDSCAPE SERVICES
Firm Name

2337 SANDERS VINE RD.

Address

LEXINGTON, KY 40511

City, State & Zip

Bid must be signed:
(original signature)

J. Scott Reep
Signature of Authorized Company Representative – Title

S. SCOTT REEP
Representative's Name (Typed or printed)

859-948-3713
Area Code - Phone - Extension Fax #

SREEP@HILLENMEYERS.COM
E-Mail Address

The Affidavit in this bid must be completed before your firm can be considered for award of this contract.

AFFIDAVIT

Comes the Affiant, J. Scott Reed, and after being first duly sworn under penalty of perjury as follows:

1. His/her name is J. Scott Reed and he/she is the individual submitting the bid or is the authorized representative of STEPHEN WILLENMEYER LANDSCAPE SERVICES 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. _____

STATE OF Kentucky

COUNTY OF Fayette

The foregoing instrument was subscribed, sworn to and acknowledged before me by Paula M. Scheraga on this the 9th day of March, 2014.

My Commission expires: 7-26-15

Paula M. Scheraga
NOTARY PUBLIC, STATE AT LARGE

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



Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
Mayor

William O'Mara
Commissioner

ADDENDUM #1

Bid Number: **#26-2015**

Date: February 18, 2015

Subject: Mowing for Parks

Address inquiries to:
Sondra Stone
(859) 258-3320

TO ALL PROSPECTIVE SUBMITTERS:

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

1. The bid package contains separate maps of Kenwick Center and Kenwick Park but they are considered one location.
2. Pre-bid scheduled for February 18, 2015, 3:00 pm, has been rescheduled to February 23, 2015, 2:00 pm, 469 Parkway Dr, Lexington, KY. Please be familiar with the bid package before pre-bid.
3. Q&A has been extended until February 24, 2015, 12:00 pm. Bid opening was erroneous listed on Economic Engine as March 5, 2015, the bid opening is March 3, 2015, 2:00 pm.

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: STEPHEN HILLENMEYER LANDSCAPE SERVICES

ADDRESS: 2337 SANDERSVILLE RD, LEXINGTON, KY 40511

SIGNATURE OF BIDDER: J. Sweetreed



Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
Mayor

William O'Mara
Commissioner

ADDENDUM #2

Bid Number: **#26-2015**

Date: February 24, 2015

Subject: Mowing for Parks

Address inquiries to:
Sondra Stone
(859) 258-3320

TO ALL PROSPECTIVE SUBMITTERS:

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

1. Add to section 1.8, "If mowing contractor selects a second party to replace tree or shrub, a 1 year replacement warranty must be included."
2. Herbicide applicators should have state certification/licensure.
3. Brick walkways and pavers shall be sprayed with herbicide and no string trimmers will be allowed on these surfaces.
4. Bid opening has been moved to March 6, 2015, 2:00 pm.

Q&A

5. Is the pricing based off per occurrence pricing for each park? Or are you factoring a total of 28 or 30 mowing occurrences per season? ANSWER: We are looking for a price per mow / occurrence. Depending on our budget and the new costs, we are looking for 26 to 30 cuts per mowing season from April through October.

6. What is the average number of mows for parks that you usually perform in a growing season? ANSWER: During the 2014 mowing season our average park had 26 cuts.

7. Pre-bid sign-in sheet is attached.



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: STEPHEN HILLENMEYER LANDSCAPE SERVICES
ADDRESS: 2337 SANDERSVILLE RD, LEXINGTON KY 40511
SIGNATURE OF BIDDER: J. Swatke



Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
Mayor

William O'Mara
Commissioner

ADDENDUM #3

Bid Number: **#26-2015**

Date: March 4, 2015

Subject: Mowing for Parks

Address inquiries to:
Sondra Stone
(859) 258-3320

TO ALL PROSPECTIVE SUBMITTERS:

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

Bid opening has been changed from March 6, 2015, 2:00 pm, to March 9, 2015, 2:00 pm.

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: STEPHEN HILLENMEYER LANDSCAPE SERVICES

ADDRESS: 2337 SANDERSVILLE RD, LEXINGTON KY 40511

SIGNATURE OF BIDDER: J. Sanders

I. GREEN PROCUREMENT

A. ENERGY

The Lexington-Fayette Urban County Government is committed to protecting our environment and being fiscally responsible to our citizens.

The Lexington-Fayette Urban County Government mandates the use of Energy Star compliant products if they are available in the marketplace (go to www.Energystar.gov). If these products are available, but not submitted in your pricing, your bid will be rejected as non-compliant.

ENERGY STAR is a government program that offers businesses and consumers energy-efficient solutions, making it easy to save money while protecting the environment for future generations.

Key Benefits

These products use 25 to 50% less energy
Reduced energy costs without compromising quality or performance
Reduced air pollution because fewer fossil fuels are burned
Significant return on investment
Extended product life and decreased maintenance

B. GREEN SEAL CERTIFIED PRODUCTS

The Lexington-Fayette Urban County Government is also committed to using other environmentally friendly products that do not negatively impact our environment. Green Seal is a non-profit organization devoted to environmental standard setting, product certification, and public education.

Go to www.Greenseal.org to find available certified products. These products will have a reduced impact on the environment and on human health. The products to be used must be pre-approved by the LFUCG prior to commencement of any work in any LFUCG facility. If a Green Seal product is not available, the LFUCG must provide a signed waiver to use an alternate product. Please provide information on the Green Seal products being used with your bid response.

C. GREEN COMMUNITY

The Lexington-Fayette Urban County Government (LFUCG) serves as a principal, along with the University of Kentucky and Fayette County Public Schools, in the Bluegrass Partnership for a Green Community. The Purchasing Team component of the Partnership collaborates on economy of scale purchasing that promotes and enhances environmental initiatives. Specifically, when applicable, each principal is interested in obtaining best value products and/or services which promote environment initiatives via solicitations and awards from the other principals.

If your company is the successful bidder on this Invitation For Bid, do you agree to extend the same product/service pricing to the other principals of the Bluegrass Partnership for a Green Community (i.e. University of Kentucky and Fayette County Schools) if requested?

Yes No

EQUAL OPPORTUNITY AGREEMENT

The Law

- Title VII of the Civil Rights Act of 1964 (amended 1972) states that it is unlawful for an employer to discriminate in employment because of race, color, religion, sex, age (40-70 years) or national origin.
- Executive Order No. 11246 on Nondiscrimination under Federal contract prohibits employment discrimination by contractor and sub-contractor doing business with the Federal Government or recipients of Federal funds. This order was later amended by Executive Order No. 11375 to prohibit discrimination on the basis of sex.
- Section 503 of the Rehabilitation Act of 1973 states:

The Contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap.

- Section 2012 of the Vietnam Era Veterans Readjustment Act of 1973 requires Affirmative Action on behalf of disabled veterans and veterans of the Vietnam Era by contractors having Federal contracts.
- Section 206(A) of Executive Order 12086, Consolidation of Contract Compliance Functions for Equal Employment Opportunity, states:

The Secretary of Labor may investigate the employment practices of any Government contractor or sub-contractor to determine whether or not the contractual provisions specified in Section 202 of this order have been violated.

The Lexington-Fayette Urban County Government practices Equal Opportunity in recruiting, hiring and promoting. It is the Government's intent to affirmatively provide employment opportunities for those individuals who have previously not been allowed to enter into the mainstream of society. Because of its importance to the local Government, this policy carries the full endorsement of the Mayor, Commissioners, Directors and all supervisory personnel. In following this commitment to Equal Employment Opportunity and because the Government is the benefactor of the Federal funds, it is both against the Urban County Government policy and illegal for the Government to let contracts to companies which knowingly or unknowingly practice discrimination in their employment practices. Violation of the above mentioned ordinances may cause a contract to be canceled and the contractors may be declared ineligible for future consideration.

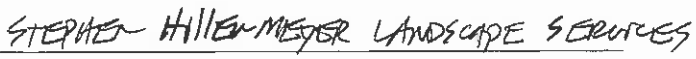
Please sign this statement in the appropriate space acknowledging that you have read and understand the provisions contained herein. Return this document as part of your application packet.

Bidders

I/We agree to comply with the Civil Rights Laws listed above that govern employment rights of minorities, women, Vietnam veterans, handicapped and aged persons.



Signature




Name of Business

LFUCG. Payment for those goods and services shall not be unreasonably withheld.

13. **Assignment of Contract:** The selected bidder(s) shall not assign or subcontract any portion of the bid contract with LFUCG without the express written consent of LFUCG. Any purported assignment or subcontract in violation hereof shall be void. It is expressly acknowledged that LFUCG shall never be required or obligated to consent to any request for assignment or subcontract; and further that such refusal to consent can be for any or no reason, fully within the sole discretion of LFUCG.
14. **No Waiver:** No failure or delay by LFUCG in exercising any right, remedy, power or privilege hereunder, nor any single or partial exercise thereof, nor the exercise of any other right, remedy, power or privilege shall operate as a waiver hereof or thereof. No failure or delay by LFUCG in exercising any right, remedy, power or privilege under or in respect of this bid proposal or bid contract shall affect the rights, remedies, powers or privileges of LFUCG hereunder or shall operate as a waiver thereof.
15. **Authority to do Business:** Each bidder must be authorized to do business under the laws of the Commonwealth of Kentucky and must be in good standing and have full legal capacity to provide the goods or services specified in the bid proposal. Each bidder must have all necessary right and lawful authority to submit the bid response and enter into the bid contract for the full term hereof including any necessary corporate or other action authorizing the bidder to submit the bid response and enter into this bid contract. If requested, the bidder will provide LFUCG with a copy of a corporate resolution authorizing this action and/or a letter from an attorney confirming that the proposer is authorized to do business in the Commonwealth of Kentucky. All bid responses must be signed by a duly authorized officer, agent or employee of the bidder.
16. **Governing Law:** This bid request and bid contract shall be governed by and construed in accordance with the laws of the Commonwealth of Kentucky. In the event of any proceedings regarding this matter, the bidder agrees that the venue shall be the Fayette County Circuit Court or the U.S. District Court for the Eastern District of Kentucky, Lexington Division and that the bidder expressly consents to personal jurisdiction and venue in such Court for the limited and sole purpose of proceedings relating to these matters or any rights or obligations arising thereunder.
17. **Ability to Meet Obligations:** Bidder affirmatively states that there are no actions, suits or proceedings of any kind pending against bidder or, to the knowledge of the bidder, threatened against the bidder before or by any court, governmental body or agency or other tribunal or authority which would, if adversely determined, have a materially adverse effect on the authority or ability of bidder to perform its obligations under this bid response or bid contract, or which question the legality, validity or enforceability hereof or thereof.
18. Bidder understands and agrees that its employees, agents, or subcontractors are not employees of LFUCG for any purpose whatsoever. Bidder is an independent contractor at all times related to the bid response or bid contract.
19. If any term or provision of this bid contract shall be found to be illegal or unenforceable, the remainder of the contract shall remain in full force and such term or provision shall be deemed stricken.



Signature



Date

WORKFORCE ANALYSIS FORM

Name of Organization: STEPHEN HILLENMEYER LANDSCAPE SERVICES

Date: 3 / 8 / 15

Categories	Total	White		Latino		Black		Other		Total	
		M	F	M	F	M	F	M	F	M	F
Administrators											
Professionals		10	4							10	4
Superintendents											
Supervisors		3	1	2		1				6	1
Foremen		7		10						17	
Technicians		12		2						14	
Protective Service											
Para-Professionals											
Office/Clerical			1								1
Skilled Craft		16		80						96	
Service/Maintenance				2						2	
Total:		48	6	96		1				145	6

Prepared by: S. SCOTT REED DIRECTOR of SALES
 Name & Title

March 3, 2015

Minority Business Enterprise Program:

Stephen Hillenmeyer Landscape Services provides all of our services in house through our own employees. We will do this work in house to fulfill RFP 26-2015 Mowing of Parks. We feel this allows us to control the customer experience and to be able to bring a better solution to our customers.

However, in the event we would ever need to subcontract out any work, we would first try to partner with a minority owned business to fulfill a minimum of 10% of services on this contract.

Thanks you,

Scott Reed

Director of Sales



LFUCG MWDBE PARTICIPATION FORM

Bid/RFP/Quote Reference # 26-2015

The MWDBE 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.

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.		SHLS PROVIDES ALL SERVICES IN HOUSE AND DOES NOT SUB CONTRACT OUT OUR SERVICES		
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.

SHLS ~~STEPHEN HAHENMEYER~~
LANDSCAPE SERVICES
Company

SCOTT REED
Company Representative

3-8-15
Date

DIRECTOR OF SALES
Title



LFUCG MWDBE SUBSTITUTION FORM
 Bid/RFP/Quote Reference # 26-2015

The substituted MWDBE 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.

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.					
<p>SALS PROVIDES ALL SERVICES IN HOUSE AND DOES NOT SUB CONTRACT SERVICES.</p>					
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.

STEPHEN HILLENMEYER (SALS)
 LANDSCAPE SERVICES
 Company

SCOTT REED
 Company Representative

3-8-15
 Date

DIRECTOR of SALES
 Title



MWDBE QUOTE SUMMARY FORM

Bid/RFP/Quote Reference # 26-2015

The undersigned acknowledges that the minority subcontractors listed on this form did submit a quote to participate on this project.

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
SHLS PROVIDES ALL SERVICES IN HOUSE AND DOES NOT SUB CONTRACT OUT SERVICES.							

(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.

STEPHEN HILLENMEYER
LANDSCAPE SERVICES (SHLS)
Company

SCOTT REED
Company Representative

3-8-15
Date

DIRECTOR OF SALES
Title



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. In order to measure that goal LFUCG will track spending with MWDBE vendors 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 # 26-2015
 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
	SALES PROVIDES ALL SERVICES IN HOUSE AND DOES NOT CONTRACT OUT SERVICES.						

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.

STEPHEN HATHENMEYER LANDSCAPE SERVICES
 Company (SHLS)

SCOTT REED
 Company Representative

DIRECTOR of SALES
 Title

3-8-15
 Date

LFUCG STATEMENT OF GOOD FAITH EFFORTS

Bid/RFP/Quote # 26-2015 SHLS DOES NOT CONTRACT OUT SERVICES, WE PROVIDE ALL SERVICES IN HOUSE.

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 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 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 of subcontracting opportunities
- _____ Sponsored Economic Inclusion event to provide networking opportunities for prime contractors and MWDBE firms
- _____ Requested a list of MWDBE subcontractors or suppliers from LFUCG Economic Engine and showed evidence of contacting the companies on the list(s).
- _____ Contacted organizations that work with MWDBE companies for assistance in finding certified MWDBE firms 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 to determine their level of interest.
- _____ Provided the interested MWDBE firm 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 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 participation, even when the prime contractor may otherwise perform these work items with its own workforce
- _____ Negotiated in good faith with interested MWDBE firms 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 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 quote. Nothing in this provision shall be construed to require the bidder to accept unreasonable quotes in order to satisfy MWDBE goals.
- _____ Made an effort to offer assistance to or refer interested MWDBE firms 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 MWDBE firms 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 participation.

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. Documentation of Good Faith Efforts are to 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.

STEPHEN HILLENMEYER
LANDSCAPE SERVICES (SHLS)
 Company

SCOTT REED
 Company Representative

3-8-15
 Date

DIRECTOR OF SALES
 Title

**Parks and Recreation
Bid 26-2015 Mowing for Parks
Cost of Services**

Mowing Dist	Park Name	Location	Mowable Acres	Bid Price / park
1	Armstrong Mill	1301 Armstrong Mill Rd	5.709	143.00
1	Belleau Woods Park	3770 Forest Green Dr	13.265	333.00
1	Berry Hill Park	3489 Buckhorn Dr	7.776	195.00
1	Donaldson Park	9790 Tates Creek Rd	0.287	42.00
1	Gainesway Park	3495 Appian Way	13.387	336.00
1	Hartland Park	3701 Kenesaw Dr	15.673	394.00
1	River Hill Park	380 Crosby Drive	10.594	266.00
1	Southpoint Park	4496 Graves Drive	3.101	78.00
TOTAL			69.792	1,787.00

Mowing Dist	Park Name	Location	Mowable Acres	Bid Price / park
2A	Carver Park	522 Patterson St	0.899	59.00
2A	Douglass Park	726 Georgetown St	19.519	490.00
2A	Gratz Park	250 W. Third Street	1.441	44.00
2A	Meadowthorpe Park	333 Larch Ln	4.183	105.00
2A	Phoenix Park	100 East Main St	0.221	63.00
2A	Preston Springs Park	1937 Dunkirk Dr	1.375	45.00
2A	Pyramid Park	201 Driscoll Ave	0.967	35.00
2A	Speigle Heights Park	424 Speigle St	1.040	52.00
2A	Thompson Road Park	319 Thompson Rd	0.095	35.00
2A	Valley Park	2077 Cambridge Dr	13.028	327.00
2A	Whitney Young Park	1003 St. Martins Ave	8.448	212.00
2A	Woodward Heights Park	651 W. High St	0.142	35.00
TOTAL			51.358	1,502.00

2B	Coolavin Park	550 W. Sixth St	10.071	253.00
2B	Constitution Park	1970 Old Paris Rd	19.485	489.00
2B	Elkhorn Park	444 Cane Run Road	5.938	149.00
2B	Green Acres Park	1560 LaSalle Rd	5.450	137.00
TOTAL			40.944	1,028.00

2C	Highlands Park	1991 Mark Ave	9.169	230.00
2C	Marlboro Park	561 Benton Rd	8.240	207.00
2C	Martin Luther King Park	1625 McCullough Dr	17.911	450.00
2C	Mary Todd Park	525 Rogers Road	13.376	336.00
2C	Oakwood Park	1050 Briarwood Dr	6.482	163.00
TOTAL			55.178	1,386.00

**Parks and Recreation
Bid 26-2015 Mowing for Parks
Cost of Services**

Mowing Dist	Park Name	Location	Mowable Acres	Bid Price / park
3A	Brucetown Park	770 Florida Street	0.302	35.00
3A	Castlewood Park	201 Castlewood Dr.	24.837	624.00
3A	Charles Young Park	215 Midland Avenue	2.909	73.00
3A	Dunbar Center	545 N. Upper St.	0.284	44.00
3A	Duncan Park	530 N. Limestone	3.717	93.00
3A	Issac Murphy Memorial Garden	577 E. Third	0.385	41.00
3A	Northeastern Park	140 Northeastern Ave	0.642	45.00
3A	Thoroughbred Park	121 Midland Ave	2.229	60.00
3A	Woodland Park	601 E. High Street	14.433	362.00
TOTAL			49.738	1,378.00

3B	Clinton Road Park	200 Clinton Road	1.077	36.00
3B	Johnson Heights Park	846 Johnsdale Dr.	9.345	235.00
3B	Kenwick Park & Com. Center	312 Owsley Ave	0.182	35.00
3B	Lakeview Park	350 Lakeshore Drive	4.663	117.00
3B	Dixie Park	1850 Eastland Pkwy	7.437	187.00
3B	Ecton Park	956 Turkey Foot Rd	7.614	191.00
3B	Kenawood Park	612 Bryanwood Pkwy	8.811	221.00
TOTAL			39.129	1,022.00

3C	Kirklevington Park	396 Redding Rd	32.625	819.00
3C	Lansdowne-Merrick Park	3190 Monta Vesta Dr.	21.515	540.00
3C	Wildwood Park	3434 Greenlawn Dr	3.890	98.00
3C	Zandale Park	750 Zandale Dr	1.037	39.00
TOTAL			59.067	1,496.00

Mowing Dist	Park Name	Location	Mowable Acres	Bid Price / park
4	Liberty Park	2515 Liberty Rd	8.981	226.00
4	Mapleleaf Forest Park	3161 Mapleleaf Dr	2.855	77.00
4	Mt. Tabor Park	550 Elk Lake Dr	11.641	292.00
4	Pleasant Ridge Park	1350 Pleasant Ridge Drive	10.708	269.00
4	Woodhill Park	457 Larkwood Dr	8.213	206.00
TOTAL			42.398	1,070.00

**Parks and Recreation
Bid 26-2015 Mowing for Parks
Cost of Services**

Mowing Dist	Park Name	Location	Mowable Acres	Bid Price / park
5A	Addison Park	1150 Garrison Ave	7.255	182.00
5A	Beaumont Park	2034 Williamsburg Road	5.018	126.00
5A	Burley Park	301 Burley Ave	0.121	35.00
5A	Cross Keys Park	1240 Cross Keys Rd	6.571	165.00
5A	Elizabeth St. Park	1420 Elizabeth Street	2.510	68.00
5A	Garden Springs Park	2005 Dogwood Dr.	4.645	117.00
5A	Gardenside Park	1835 Yorktown Rd	3.499	94.00
5A	Hill-N-Dale Park	2351 Maplewood Dr.	2.000	54.00
5A	Lou Johnson Park	190 Prall St	1.096	46.00
5A	Pine Meadows Park	1631 Tazwell Dr	2.134	74.00
5A	Southland Park	625 Hill-N-Dale Rd	8.913	224.00
5A	Wolf Run Park	1616 Maywick View Ln	6.716	169.00
TOTAL			50.478	1,353.00

5B	Beaumont Preserve	2020 Allegheny Way	5.018	126.00
5B	Cardinal Run South	2000 Parkers Mill Road	27.204	683.00
5B	Dogwood Trace Park	2393 Dogwood Trace Blvd	8.663	218.00
5B	Harrods Hill Park	3308 Ridge Cane Rd	11.205	287.00
TOTAL			52.090	1,308.00

5C	Higbee Mill Park	1421 Higbee Mill Rd	7.764	195.00
5C	Meadowbrook Park	372 Harvard Ln	4.072	102.00
5C	Stonewall Park	3205 Cornwall Dr	1.374	41.00
5C	Waverly Park	4244 Southmoor Park	9.413	236.00
5C	Wellington Park	565 Wellington Way	24.625	618.00
TOTAL			47.248	1,193.00

Mowing Dist	Park Name	Location	Mowable Acres	Bid Price / park
6	Beaumont Preserve	2020 Allegheny Way	10.339	260.00
6	Liberty Park	2515 & 2789 Liberty Rd	21.964	552.00
6	Meadowbrook Park Ext.	341 East Tiverton Way	2.627	82.00
TOTAL			34.930	893.00

Required

If the following cost are not filled in the pricing sheet is invalid

Unit Price for Turf Mowing	Cost / Acre	26.05
Unit Price for Brush Hogging		25.51
Unit Price for String Trimming	Cost / Linear foot	.0075

7.2 References and Past Experience

James McCarty
LFUCG- Haley Pike Waste Management Facility
859-299-5715
jmccarty@lexingtonky.gov

8 months partnered with customer
Annual Contract of \$34,272 annually

Michael Ball
BCTC

859-509-4556

Michael.ball@kctcs.edu

10 years partnered with customer
5 year contract at \$50,820 annually

Nick Schwendeman
Webb Companies

859-281-5634

nicks@thewebbcompanies.com

15 years partnered with customer
Multiple contracts with customer at \$47,988 annually

Tom Fee

Johnson Control

859-608-4232

Thomas.h.fee@jci.com

16years partnered with customer at \$30,000 annually

John Atchison

Atchison Heller

859-621-9960

john@atchisonheller.com

8 years partnered with customer at \$30,000 annually

Dennis Brawner

Dixiana Farms

859-983-6024

dbrawner@dixianafarms.com

3 years partnered with customer at \$30,000

To Whom It May Concern:

My name is James D. McCarty and I am the LFUCG Public Service Supervisor Sr. at the Haley Pike Waste Management Facility off of Hedger Lane, which is a 655+- acre facility that contains a closed landfill and two composting operations.

Last fall we had the mowing contractor walk away from their contract with the city, so we had to find a contractor quickly that was able to mow our facility before winter and to have certain areas mowed so one city project could start on time. I got contact information from Todd Slain, from purchasing, for the Stephen Hillenmeyer Landscape Services Company and called them. Scott Reed came out to the facility the day I called him and had a quote in my hand within twenty four hours after we had gone over all requirements of the mowing contract. Scott had his crew on site as soon as he was awarded the contract so that the areas that we had to have mowed were mowed before the other contractor was to start their project.

Scott and The Stephen Hillenmeyer Company have done an excellent job for us out here at Haley Pike, which has many challenges from rough ground, mowing around methane vents, poor seeding conditions and numerous drainage berms. Hillenmeyer is the only contractor that we have had in the last six years that has gotten the property mowed in a timely fashion, seeded quickly and they worked very closely with us to ensure that all of our expectations were met. Hillenmeyer has met and exceeded my expectations and I would recommend them to anyone needing a full service landscaping company. I look forward to the mowing season this year, which I cannot say for the past years here at this facility. Feel free to contact me regarding the excellent work that this company has performed at the Haley Pike Facility.

James D. McCarty

Public Service Supervisor Sr.

jmccarty@lexingtonky.gov

859-299-5715

Haley Pike Waste Management Facility

Lexington Fayette Urban County Government

March 3, 2015

7.3 Company Headquarters:

Stephen Hillenmeyer Landscape Services operates on 16 acres on Sandersville Road.

Stephen Hillenmeyer Landscape Services
2337 Sandersville Road
Lexington, KY 40511

Founded 1841

Employees 150 employees which includes 80 seasonal full-time employees

Contact information for employees managing this contract:

1. Jay Witte: General Manager, jwitte@hillenmeyers.com 859-494-9419
2. Curt Hall: Director of Operations: chall@hillenmeyers.com 859-321-0172
3. Chris Mitchell: Relationship Manager cmitchell@hillenmeyers.com 859-494-9405
4. Travis Wills: Relationship Manager twills@hillenmeyers.com 859-576-1334
5. Rob Melton: Team Leader rmelton@hillenmeyers.com 859-327-8882
6. Demetrio Vazquez: Team Leader dvazquez@hillenmeyers.com 859-494-9444

7.3 Qualifications

Hillenmeyer Nurseries, Inc. DBA Stephen Hillenmeyer Landscape Services (SHLS) is a fifth generation family owned company. The company was established in 1841 and now has over 174 years of landscaping business experience. Originally founded as a nursery, we are now one of Central Kentucky's largest landscape companies. In an effort to diversify, SHLS purchased the rights to the Weedman lawn care franchise and The Mosquito Authority franchise for all of Central Kentucky. We are proud to have never filed bankruptcy, defaulted on any loans, and have no pending claims, liens, or lawsuits against Stephen Hillenmeyer Landscape Services.

With over 175 employees, SHLS has multiple employees which hold several distinguished certifications, including Certified Landscape Technicians, Commercial Category O3 Operators Certification, and Commercial Applicator Certifications. Once awarded, SHLS would dedicate as many full time employees needed to enhance, maintain, and manage LFUCG's parks. We have additional employee resources as needed if inclement weather becomes a factor. With over 14 years of experience, Chris Mitchell will be the primary contact as Relationship Manager for the City, if awarded. In addition, Travis Wills has 15+ years of experience and will be an additional Relationship Manager ensuring the day to day operations for the work being done at the Parks.

Safety for the public, your employees, and our employees will be first and foremost. SHLS employees are required to attend weekly safety meetings and wear proper protective equipment required by OSHA. In addition, all manufacture safe guards will be in place and used to prevent any debris being thrown towards the public. Once awarded, we will be using like new equipment of less than two years in age to ensure proper safe guards and minimize downtime to prevent any laps in service.



Kentucky Department of Agriculture
 A Consumer Protection And Service Agency
 Division of Environmental Services



Commercial

<u>Lic. No.</u>	<u>Expires 12/31</u>	<u>Cert. No.</u>	<u>Expires 12/31</u>
39181	2014	1539181	2015

O3

STEPHEN HILLENMEYER
 HILLENMEYER LANDSCAPE SERVICES DBA WEED
 MAN
 2337 SANDERSVILLE RD
 LEXINGTON KY 40511



Kentucky Department of Agriculture
 A Consumer Protection And Service Agency
 Division of Environmental Services



Commercial

<u>Lic. No.</u>	<u>Expires 12/31</u>	<u>Cert. No.</u>	<u>Expires 12/31</u>
40533	2014	1640533	2016

A3

JOSEPH WORRELL
 HILLENMEYER LANDSCAPE SERVICES DBA WEED
 MAN
 2337 SANDERSVILLE RD
 LEXINGTON KY 40511

landscape industry
certified

Travis Wills

Has met all of the requirements necessary to achieve the status of

LANDSCAPE INDUSTRY CERTIFIED TECHNICIAN

Ornamental & Turf Maintenance



EARNED: 9/23/2006

Landscape Industry Certified Manager & Technician
Chairman, International Certification Council

Q U A L I F I E D • C O N F I D E N T • R E C O G N I Z E D



PLANET Certified

Certified Landscape Technician - Exterior

Chris Mitchell

*Has met all of the requirements necessary to achieve the status of
Certified Landscape Technician - Exterior (CLT-E)
as determined by the Professional Landscape Network.*

DESIGNATION EARNED IN TURF MAINTENANCE

9/25/2008

Date Earned



Joel C. Hatcher CLP, CLT
Chair, International Certification Council

In Partnership with
Kentucky Nursery & Landscape Association

E X P E R I E N C E Y O U C A N T R U S T



PLANET Certified

Certified Landscape Technician - Exterior

David Tribble

*Has met all of the requirements necessary to achieve the status of
Certified Landscape Technician - Exterior (CLT-E)
as determined by the Professional Landcare Network.*

DESIGNATION EARNED IN ORNAMENTAL MAINTENANCE

9/25/2008

Date Earned



Joel C. Hatcher CLT, CLT
Chair, International Certification Council

In Partnership with
Kentucky Nursery & Landscape Association

EXPERIENCE YOU CAN TRUST

THE HOUSE OF REPRESENTATIVES

OF THE

COMMONWEALTH OF KENTUCKY

*The House of Representatives of the Commonwealth of Kentucky
hereby recognizes and honors*

Rob Melton

for demonstrating steadfast courage and absolute generosity during the Ice Storm of 2009 that ravaged this Commonwealth with frigid temperatures, freezing rain, and accumulation of snow and ice, crippling Kentucky's communities and roadways and leaving many citizens without power, food, or water. While both state and federal governments stepped in to help with all available resources, it was the members of the city and county's street and road workers who had the most beneficial and immediate effect in assisting those in need. The House of Representatives of the Commonwealth of Kentucky joins with Representative Robert R. Damron as he expresses his deepest appreciation to Rob Melton for demonstrating a laudable willingness to rise above personal hardship to help others in even greater need, thereby confirming his faith, not in government as an institution, but in the ability of individuals, government agencies and private organizations to effectively work together on behalf of the benefit of the community as a whole, and instilling in him the utmost confidence that Kentucky, the communities of Jessamine County itself, is in good hands. Said honoree is commended for his efforts in this most critical and vital endeavor and is extended best wishes for future success and good fortune as he continues to contribute to the common good of the community and this Commonwealth.

*Done in Frankfort, Kentucky, this
twenty-ninth day of May, in the year
two thousand and nine.*



Gregory D. Stumbo
Speaker, House of Representatives

Robert R. Damron
Member, House of Representatives

THE SENATE

OF THE

COMMONWEALTH OF KENTUCKY

To All To Whom These Presents Shall Come, Greetings:

Know ye that

Rob Melton

is recognized and honored for his outstanding service and dedication to the citizens of Jessamine County during the cleanup of The Ice Storm of 2009 that ravaged this Commonwealth with frigid temperatures, freezing rain, and accumulation of snow and ice, crippling Kentucky's communities and roadways and leaving many citizens without power, food, or water. Whereas the strength of our communities, this Commonwealth, and this Nation as a whole depends, in great measure, on citizens who are willing to give of those personal offerings that will make a difference in the lives of others, Rob Melton is offered the highest commendation for demonstrating a laudable willingness to help others in need during this most critical and vital endeavor; is extended sincere expressions of gratitude for his heroic actions; and,

on the motion of

Senator Tom Buford

is hereby deemed by this honorable body worthy of its recognition.

Done in Frankfort, Kentucky, this twenty-ninth day of May, in the year two thousand and nine.



Handwritten signature of Paul J. Williams in cursive script.

President of the Senate

Handwritten signature of Tom Buford in cursive script.

Member of the Senate

STEPHEN HILLENMEYER

720 W Short St, Lexington, KY 40508

Ph: 859 494-9401

stephen@hillenmeyers.com

Professional Summary

Accomplished and energetic President with a solid history of achievement in the Landscape/Maintenance field. Motivated leader with strong organizational and prioritization abilities. Areas of expertise include Team building, Business development and Financial performance.

Skills

- Complex Problem Solving
- Judgment and Decision Making
- Administration and Management
- Critical Thinking
- Speaking
- Management of Personnel Resources
- Time Management
- Management of Financial Resources
- Sales and Marketing
- Operations Analysis
- Building and Construction
- Troubleshooting

Experience

President

May 1980 – Present

Stephen Hillenmeyer Landscape Services – Lexington, KY

I started my career at Hillenmeyer's when I was 10 years old picking onions in our fields. Graduated from University of Kentucky with a degree in Horticulture in 1980 and have been working full time since then.

I've been involved with every part of the business over the years including Nursery production, Retail Garden Center, Landscape Design, Sales, Operations and Business development.

Community involvement has always been important, currently I sit on several Board of Directors including St Joseph Hospital Foundation, Equestrian Events Inc and Blue Grass farms Charities.

Education

Bachelor of Science : Horticulture

May 1980

University of Kentucky – Lexington, KY

Edward H. Lynch, Jr., CPA, CGMA

2396 The Woods Lane
Lexington, KY 40502
Telephone - Cell (859) 361-2047
E-mail – elynch@hillenmeyers.com

Biographical sketch

Ed Lynch has over 30 years experience in business and the accounting industry. He has held positions including Executive VP, Chief Financial Officer and Senior Manager with a number of firms, as well as serving as CEO of two entrepreneurial ventures. He is currently the Chief Financial Officer of Stephen Hillenmeyer Landscape Services.



During his varied career, Ed has gained experience in all facets of running a business, including financial and management reporting and control, budgets and projections, review and maintenance of internal controls, the design and management of computerized accounting and management systems, bank relations, insurance and risk management, human resources issues, tax planning and compliance, auditor and attorney relations, and labor negotiations.

Ed earned his Bachelor of Science in Accounting from the University of Kentucky and is a Certified Public Accountant and Chartered Global Management Accountant.

Stephen Hillenmeyer Landscape Services
Employee Bio

Employee Name: Jay Witte

Position: General Manager

Job Responsibilities: Build, motivate and maintain a team that's primary concern is retaining revenue through 100% customer satisfaction.

Education/Previous Industry Experience: Been in the business for 24 years. I have worked my way up through the ranks from crewman to foreman to field supervisor to account manager to general manager. I am also OSHA certified and have possessed an applicators license for the last 8 years. I have also attended the University of Cincinnati and The Ohio State University to take business, horticulture and turfgrass management classes.

Strengths in the Green Industry: Quality control and internal/external client partnerships.

Personal Business Goals: My goal is to gain as much diverse training from the many tenured employees for the purpose of becoming an integral part of SHLS's success.
I believe that the day I stop making mistakes is the day that I stop learning.

Hobbies outside of work: Love hiking ,NASCAR and hanging out with my wife and kids.

Family: Been married for 24 years to my wonderful wife, Andrea. Have two boys: Kyle (22) Nathan (16)

TRAVIS WILLS

660 BARLEY CIRCLE, CRITTENDEN, KY 41030, (859) 576-1334, TWILLS@HILLENMEYERS.COM

EXPERIENCE

10/1/2014 TO PRESENT Stephen Hillenmeyer Landscape Services *Lexington, KY*
RELATIONSHIP MANAGER

- Developed processes to streamline maintenance operations
- Manage commercial maintenance and equine accounts.

11/1/2006 TO 10/1/2014 The Brickman Group *Hebron, KY*
ACCOUNT MANAGER

- Brickman bought GroundMasters in 2006.
- Spent 2 seasons as Operations Manager in maintenance division.
- Spent 6 seasons as Account Manager, managing over \$1 Million in annual maintenance contracts.
- I was consistently in the top sales group for landscape enhancement projects, selling \$960,000 in 2014.

1/1/2001 TO 11/1/2006 GroundMasters *Hebron, KY*
FIELD SUPERVISOR

- Started as Crew Leader in landscape maintenance division
- Spent one season as full time trainer implementing wage-to-skill program
- Spent two seasons as field supervisor responsible for day to day management of 4-5 crews with annual revenue of over \$1 Million.

5/1/1996 TO 1/1/1999 Vincent Lawn Service *Florence, KY*
CREW LEADER

- Worked after school and weekends running a lawn maintenance crew
- Worked part time during breaks while home from college

EDUCATION

1997 - 2001 University of the Cumberlands *Williamsburg, KY*
BACHELOR OF SCIENCE, BIOLOGY

- Minor in Chemistry

CERTIFICATIONS

2006 - PRESENT Professional Landcare Network *Herndon, VA*
LANDSCAPE INDUSTRY CERTIFIED

- Certified in Turf Maintenance and Ornamental Maintenance

CHRIS MITCHELL

137 CROWE LN, NICHOLASVILLE, KY 40356, 859-494-9405, CMITCHELL@HILLENMEYERS.COM

OBJECTIVE

TO CONTINUE TO GROW WITH STEPHEN HILLENMEYER LANDSCAPE AND BECOME THE INDUSTRY LEADER IN THE CENTRAL KENTUCKY REGION.

EXPERIENCE

7/1/2014 TO 3/31/2015 STEPHEN HILLENMEYER LANDSCAPE LEXINGTON, KY
RELATIONSHIP MANAGER

- Ensure client is 100% satisfied with service being provided
- Offer proactive suggestions or recommendations to clientele to improve their investment
- Build partnership with client and provide unmatched service

2/1/2014 TO 6/30/2014 STEPHEN HILLENMEYER LANDSCAPE LEXINGTON, KY
OPERATIONS MANAGER

- Partner with Relationship Managers to ensure customer is receiving unmatched service.
- Manage daily, monthly yearly department budgets
- Ensure equipment, trucks and supplies are properly maintained and in service
- Report to GM weekly updates on YTD Budget versus actuals performed.

1/1/2005 TO 1/31/2014 STEPHEN HILLENMEYER LANDSCAPE LEXINGTON, KY
RELATIONSHIP MANAGER

- Ensure client is 100% satisfied with service being provided
- Offer proactive suggestions or recommendations to clientele to improve their investment
- Build partnership with client and provide unmatched service

5/1/2000 TO 12/31/2004 WEEDMAN LAWN CARE LEXINGTON, KY
SENIOR TECH/ QUALITY CONTROL MANAGER

- Ensure technicians are performing assigned jobs as scheduled.
- Ensure technicians apply products at correct label rates.
- Set up daily, weekly and monthly routes for technicians
- Follow up within 48 hrs. on all customer requests and concerns.
- Ensure each customer is 100% satisfied with service and offer proactive solutions for potential lawn and/or turf issues.
- Diagnose disease and insect issues in residential and commercial customer lawns.

EDUCATION

8-1-1999 TO 5-1-2003 LEXINGTON COMMUNITY COLLEGE LEXINGTON, KY
ASSOCIATE IN APPLIED SCIENCE

Business Management

Curt E. Hall
8926 49th Ave W
Mukilteo, WA 98275
(206) 255-3941
curt_hall@outlook.com

Northwest Landscape Services, Woodinville, WA

August 2008-Present

-Area Supervisor: Managing operations for landscape maintenance and construction in the Greater Seattle and Eastside areas.

- Work closely with field foreman and production staff of 18-22 crew members to ensure all services are performed according to contract specifications, on budget and according to schedule.
- Serve as single point of contact for property managers, boards of directors and municipalities with landscape related needs. Provide management of large irrigation and drainage systems, long-term management of ecologically sensitive areas and oversight of subcontractors and outside entities to maximize efficiency in all activities while controlling costs to the end user.
- Prepare technical reports and facilitate permitting for applicable projects, supervise implementation and execute punch-list completion. Produce cost reports, revenue and overhead forecasts and budget variances related to current and upcoming projects. Manage purchases and inventories of hard materials.
- Certified Arborist and Certified Hazard Tree Risk Assessor, 2009-2013

Reference: Tom DiMeco, Owner (425) 481-0919

Teufel Nursery, Inc., Woodinville WA, Design/Build Department

January 2003 – August 2008

-Operations Manager

- Responsible for business development, financial forecasting, job costing, estimating and strategic planning, as well as the day-to-day operations for the residential Design/Build department.
- Worked with designers, subcontractors, vendors, and clients to construct accurate estimates and proposals with clear scopes of work, providing site investigation and schematics as necessary.

Reference: Andrea Becker, Senior Designer, (206) 271-9489

United States Marine Corps Reserve

January 1994 – January 1998

Reference: Sgt Jim Bristow, Squad Leader (425) 802-5889

Education:

Skagit Valley College, 1991 – 1993 Associate of Science General Sciences

Washington State University, 1997 – 2000 General Biology and Horticulture

Personal references:

Amy Atchison, Director of Snoqualmie Ridge Resident Owners Association, (425) 396-5430

Kari King, Snohomish County Prosecutor's Office, (425) 319-5288

Tom DiMeco, Owner of Northwest Landscape Services, (425) 481-0919

Dan Marcinco, Director of Parks and Public Works, City of Snoqualmie, (425) 766-2231

ROBIN MELTON

Stephen Hillenmeyer Landscape Services 2015-Present

Planning, scheduling and coordination to drive performance in the Landscape Division of Stephen Hillenmeyer Landscape Services. Attracting talent to proactively build bench strength. Facilitate effective coaching relationships to develop and hold Crew Leaders accountable. Maintaining and exceeding quality of work to meet company standards and client expectations, and productivity standards to reach company goals. Execution of company policies, procedures and systems along with partnering with peers to assist in their goal achievement.

Five Star Lawn and Landscape, 2010-2014

Design, install and maintain all lawn and landscape on residential and commercial properties. Always trying to enhance the customers investment including retainer walls, paver ways and irrigation systems when needed or wanted. As the business owner I was always very sensitive to the customers wants and needs and diligent about meeting deadlines and staying on budget. Conducted weekly safety meetings as well as keep all necessary PPE. Kept all my own books as well as time cards and payroll.

Landscape Foreman, City of Wilmore, 2007-2010

Supervised the landscape crew for the city of Wilmore Public Works Department. Responsible for maintaining all parks and any city owned property such as the water treatment plant, city hall and waste water treatment plant. Conducted weekly safety meetings with my crew members, and planned all daily, weekly and monthly activities. Responsible for inspecting all playground equipment on a daily basis to ensure childrens safety as well as a daily log book of all production for the city to see. Representative for the city in speaking to the public about their ideas and concerns. As a foreman in the public works department we were also responsible for all solid waste collection and all streets and roads projects. Had to inspect, service and maintain equipment on a daily basis. While working at the city I received letters of recognition from the Governor and State Senator for my efforts of going above and beyond the call of duty for the citizens of Wilmore during harsh weather

Supervisor, Fayette Lawn and Landscape, 2000-2007

Supervised landscape crew. Responsible for conducting OSHA meeting regularly, and making sure all OSHA requirements were met. Kept up with employee time cards and payroll. Spent a lot of time on the road traveling to nurseries where we did our own tree and shrub digging, and would then transport them back for jobs or retail sales as well. Interacted with customers on daily basis. Responsible for daily, weekly and monthly activity for my crew and keeping a daily log book of all production.

EDUCATION

Lexington Community College, 1996-1999 and Leslie County High 1996

Graduated with High school diploma from Leslie County High School in 1996. Have 3 years of college work,

SKILLS

Excellent interpersonal skills and work well with others. I feel like teamwork is important, and I work well as part of a team and as a leader of a team. I have a strong work ethic as well as a positive attitude. The experience I have operating all types of equipment, big and small, is just too much to mention (if it has a motor, I've operated it). Certified through Rainbird to design, install, troubleshoot and maintain irrigation systems. Certified through Belgard in hardscape, including retainer walls and pavers. Years of experience in the design and installation of landscaping and property management. I have also fully renovated two homes and have just a broad knowledge of many services. I am a self made man with a lot of wisdom and have learned a lot over the years but I'm always eager to learn something new!

Ryan E. Smith

373 Kelli Rose Way

Lexington, KY 40514

859.559.5405

Ryanesmith5@gmail.com

SUMMARY OF SKILLS

Veteran Green Industry Professional with proven track record in:

- **Operations and Personnel Management**
- **Budgeting and Financial Management**
- **Equipment Fleet Management**
- **Leadership and Long Range Planning**
- **Landscape Design and Maintenance**
- **Turfgrass Management**
- **Sports and Recreational Facilities Management**
- **Customer Service**

EXPERIENCE

Stephen Hillenmeyer Landscape Services, Lexington, KY

Landscape Enhancement Field Supervisor, 2015 – Present

Old Silo Golf Club, Mt. Sterling, KY

Golf Course Superintendent, 2008—2015

Traditions Golf Club, Hebron, KY

Assistant Golf Course Superintendent, 2005 – 2008

Valhalla Golf Club, Louisville, KY

Grounds Management Staff, 2003-2004

Lassing Pointe Golf Course, Union, KY

Boone Links Golf Course, Florence, KY

Golf Course Maintenance Technician, 1999-2002

University of Kentucky Sports Turf, Lexington, KY

Grounds Staff, Spring 2001

EDUCATION

University of Kentucky, Lexington, KY

B.S. in Plant and Soil Science, minor in Business

CERTIFICATIONS/LICENSES

Certificate in Business Administration, University of Kentucky

Certificate in Environmental Planning, Audubon Society

Kentucky Pesticide Applicator License

PROFESSIONAL AFFILIATIONS

Class A Member, Golf Course Superintendent Association of America

Past President, Bluegrass Golf Course Superintendent Association

Kentucky Turfgrass Council

University of Kentucky Alumni Association, Life Member

FarmHouse Fraternity, Kentucky Board of Directors

Strengths

- Operations Manager with 15 years of experience in a range of administrative and office operations, including payroll, accounts payable, purchasing, and day to day operations of a franchise.
- Dependable and honest, willing to see any task or project to completion.
- B.S degree in Business Administration

Operations Manager

Experience

Stephen Hillenmeyer Landscape Services, The Mosquito Authority, Lexington, KY 2006 to Present
Operations Manager

As Operations Manager for The Mosquito Authority responsibilities include the overseeing of all aspects of The Mosquito Authority including daily scheduling of employees, customer service, billing etc. Hold two Certified Landscape Technician designations in both Ornamental Maintenance as well as Turf Maintenance.

North Florida Baptist Church/North Florida Christian School, Tallahassee, FL. 1999 to 2006
Assistant Bus. Manager

As Assistant Business Manager responsibilities included all aspects of Payroll as well as overseeing A/P, and Purchasing associates.

- Implemented new TimeClock Plus time collecting software, reducing possible errors in time collecting, as well as reducing amounts of overtime paid
- On a daily basis approved Purchase Requisitions, prepared Insurance premiums for payment, and record keeping of all benefits for full-time employees
- Through dependability and trustworthiness was promoted to Assistant Business Manager where confidentiality of employee information was top priority

Lowe's Home Improvement, Richmond, KY 1998 to 1999
Assistant Zone Manager

As Assistant Zone Manager responsibilities included overseeing lumber yard, receiving, and delivery department.

- Promoted to Assistant Zone Manager after three months of employment
- Supervised 15-20 people in three zones

Unicomp Inc., Lexington, KY 1997 to 1997
Keyboard Manufacturer - Summer work

As keyboard manufacturer responsibilities included assembly of keyboards and diagnosing problems through testing.

Lexmark Int., Lexington, KY 1996 to 1996
Keyboard Analyst - Summer work

Responsibilities included repair and re-assembly of used keyboards intended for re-sale.

Education

Tennessee Temple University, Chattanooga 1998
B.S., Business Administration

Stephen J. Broyles

481 McCroskey Pike,
Harrodsburg, KY 40330
(859) 605-6064 (Home)
(859) 457-7809 (Cell)
sbroyles@hillenmeyers.com

- Summary** Experienced sales professional with 9 years of experience in field sales and management. Strategic innovative leader who thrives on a challenge and the opportunity to excel and deliver. Highly motivated self-starter with a demonstrated sales record and exceptional leadership and communication skills.
- Education** **West Virginia University, Morgantown, WV.**
- Bachelor of Science, Agribusiness/Rural Development, Graduated December 2005.
 - Courses Studied: Agribusiness, Animal Nutrition, Production Animal Sciences.
- Professional Experience**
- Stephen Hillenmeyers Landscapes, Lexington, KY 40511, 859-255-1091.**
- **Facility Manager**
- Klausing Group, Lexington, KY 40504, (859) 254-0762.**
- **Equipment and Asset Manager**
 - **Crew Leader**
- American Income Life, Lexington, KY 40503, (859)554-4323.**
- **Benefits Sales Agent**
- Southern States Cooperative, Richmond, VA 23230, (804) 281-1000.**
- **Store Manager, Nicholasville, KY.**
 - **Store Manager, Charlottesville, VA.**
 - **Assistant Manager, Louisa, VA.**
 - **Assistant Manager, Nicholasville, KY.**
 - **Associate Manager, Harrodsburg, KY.**
- Work Experience**
- Bruceston Farm Service, Morgantown, WV.**
- Warehouse/Delivery Associate
- Dairy Industry**
- 10 years farm experience – Green Haven Dairy, West Virginia University Dairy, Hunter's Dairy.
- Certifications**
- Pesticide Operator License class 1A and 3, Kentucky Department of Agriculture, 2013.
 - CDL Eligible.
- Skills** Retail Management, Business Development, Sales Development, Inventory Management, Budgeting, Staffing, Training, Supervisory, Field Sales, Territory Management, Customer Service, Microsoft Office, Proficient Verbal and Written Communications.
- Awards**
- Crew Leader of the Month, May 2013.
 - Truck Rodeo, "Best Maintained", "Driving Award 1st Place", 2011.
 - Truck Rodeo, "Best Overall for Best Maintained and Best Spread Pattern", 2010.
 - "Big Dawg" Sales award, 2010.
- References** *References available upon request.

SETH HILLENMEYER

333 S Upper St #103, Lexington, KY 40508
Ph: 85983383814
hillensa@weedmanusa.com

Professional Summary

Top ranked Sales manager with a history of sales success. Recognized nationally for record setting sales figures and new customer account development.

Proven ability to lead sales teams to achieve revenue goals, offer an in depth understanding of the sales cycle process and remain focused on customer satisfaction throughout all stages.

Skills

- Critical Thinking
- Judgment and Decision Making
- Customer and Personal Service
- Complex Problem Solving
- Persuasion
- Administration and Management
- Sales and Marketing

Experience

Weed Man Sales Manager

Jan 2013-Present

Hillenmeyer Landscape Services - Lexington, KY

- Oversee activities directly related to making products or providing services.
- Review financial statements, sales and activity reports, and other performance data to measure productivity and goal achievement and to determine areas needing cost reduction and program improvement.
- Manage staff, preparing work schedules and assigning specific duties.
- Establish and implement departmental policies, goals, objectives, and procedures, conferring with board members, organization officials, and staff members as necessary.
- Determine staffing requirements, and interview, hire and train new employees, or oversee those personnel processes.

Credit Analyst

Mar 2011-Jan 2013

Wetrust - Chicago, IL

- Analyze credit data and financial statements to determine the degree of risk involved in extending credit or lending money.
- Generate financial ratios, using computer programs, to evaluate customers' financial status.
- Prepare reports that include the degree of risk involved in extending credit or lending money.
- Complete loan applications, including credit analyses and summaries of loan requests, and submit to loan committees for approval.

Education

Bachelor of Science : Finance

May 2011

Miami University - Oxford, KY

High School Diploma

May 2007

Lexington Catholic - Lexington, KY

Additional Information

Kentucky Department of Agriculture Operators Pesticide License

Certification

Kentucky Dept. of Agriculture Operators Pesticide License

CHASE HILLENMEYER

CHASE.H@WEEDMANUSA.COM, LEXINGTON, KY, 859-255-1091

EXPERIENCE

1/1/2012 TO CURRENT

Stephen Hillenmeyer Landscape
Services/Weed Man Lawn Care

Lexington, KY

WEED MAN GENERAL MANAGER

- P+L Responsibility including Sales and Net Profit Goals
- Coach Develop and Hold Accountable Sales, Admin and Technical Team
- Grew department from \$850,000 to over \$2M in revenue in 3 years

6/1/07 to 1/1/2012

EQUINE DEPARTMENT MANAGER

- Responsible for P-L Responsibility including Sales and Net Profit Goals
- Maintain Relationships with Key Clients

EDUCATION

2003-2007

Miami University

Oxford, OH

B.S. BUSINESS MANAGEMENT

- Minor in Entrepreneurship

Scott Reed
2480 Astarita Way
Lexington, Kentucky 40509
(859) 576-1289
Scottreed2000@aol.com

Overview of Qualifications:

- 7 Years Sales Experience focused on KY public sector
- Demonstrated ability to manage technology integration with business partners and end user customers
- Extensive knowledge in the channel business in winning/managing contracts/relationships with manufacturers, distributors, and service delivery partners
- Strong knowledge of public sector business in state of Kentucky specializing in K-12
- Experienced team member; able to work independently and cooperatively to achieve goals
- Excellent in building relationships
- Strong knowledge in construction and wiring projects
- Overachiever with positive attitude and excellent work ethic
- Proficient with Microsoft Office

Stephen Hillenmeyer Landscape Services (March 2014-Present)

- Manage all commercial sales in all segments
- Awarded 5 year contract with Kentucky State University
- Awarded 5 year contract with University of Kentucky- Eastern State Hospital
- Over attained first years sales goal by more than double
- Networking and influencing commercial property managers on SHLS value add
- Implemented Salesforce and manage all sales activities through CRM
- Working with LFUCG on Landfill mowing and growing partnership with the city

Ricoh (August 2011-Present)

- Manage accounts in SLED and Healthcare
- Develop Managed Document Solutions presence in accounts
- Consultative sales
- Manage day to day client contracts
- Manage Statewide WSCA contract
- Currently influencing Ricoh's first State of KY education contract
- Manage pipeline using CRM (Salesforce)

Unbridled Information Technology(March 2007- August 2011)

- Won a 6 year, \$5 million contract with the Commonwealth of Kentucky
- Awarded a \$500K annual, Dell sales agent contract for state of Kentucky Workstation contract
- Awarded MSA's for Dell and Enterasys Networks worth \$250K annually

- Managed a team of sales professionals selling to state of Kentucky Public Sector
- Developed and manage partnerships for services fulfillment
- Managed Erate lines of business for Network cabling opportunities
- Closed \$800K cabling project at Breathitt County Schools
- Won multiple EqualLogic and Compellent deals in K-12 space
- Certified sales in EqualLogic and Kace
- Awarded Enterasys partner trip to Puerto Rico
- Certified sales in EMC and VMware
- Closed \$500K cabling project at Owen County Schools
- Closed \$400K cabling project at Owensboro Independent

Rector-Hayden, Realtors (March 2003- 2010) Realtor in Kentucky

- Top producer awards from 2003-2007
- Member of Million Dollar Club for 2004, 05, 06 and 07 with over \$2 M in sales annually
- Sales in 2003 \$1.3 M
- Member of Lexington Board of Realtors
- Member of National Association of Realtors

Reed and Chris LLC (July 2002- Present) Real Estate Investor

- Expertise in buying distressed and foreclosure properties
- Currently own 23 properties in Central Kentucky
- Developed business relationships with banks and mortgage companies to achieve business goals
- Developed procedures to streamline foreclosure proceedings
- Responsible for all bookkeeping, rental collection, customer service, maintenance and future investments

LG&E/KU Energy (August 1995-2007) Line Technician A

- Team member on maintenance crew responsible for safety and performance of line operations
- Daily operations of aerial and ground equipment
- Responsible for training new hires
- Responsible for providing ongoing coaching during line maintenance
- Received line Tech A certification and numerous safety awards

Education: Graduated from A Pass Weikel Real Estate School in 2003
 Attended University of Kentucky

EMILY JACKSON-LAIRD

Phone: 859-227-7164 • Email: emailaddress0909@gmail.com

RELATED CAPABILITIES

- Outstanding organizational skills and attention to detail
- Interview, hiring, training, and supervisory experience
- Skilled with preparation, maintenance and reconciliation of budgets and financial monitoring reports
- Excellent oral and written communication skills
- Highly experienced with customer service and working with people from diverse backgrounds
- Ability to perform multiple tasks and meet deadlines while fielding frequent inquiries and dilemmas in a fast-paced environment
- Ability to maintain a high degree of confidentiality
- Proficiency in many computer applications, including Microsoft Office

EXPERIENCE

Aug. 2014-Present STEPHEN HILLENMEYER LANDSCAPING Lexington, KY
Administrative Manager

- Maintain administrative staff by recruiting, selecting, and training employees
- Establish policies and procedures to improve program and service quality
- Devise new applications, update procedures, and evaluate system results with users
- Complete special projects by coordinating information and requirements, planning, meeting deadlines, and monitoring results
- Provide historical reference by developing and utilizing tracking systems
- Assures excellence in customer service through by identifying needs, evaluating options, and carrying out resolutions
- Monitor the accrual of accounts receivable and accurate recording of remittance
- Maintains communication among departments by documenting and communicating actions, irregularities, and continuing needs

Feb. 2010-Aug. 2014 GENE B. GLICK MANAGEMENT COMPANY Lexington, KY
Property Manager

- Interview, hire, supervise, and evaluate site employees
- Production and reconciliation of monthly government- and company-required reports
- Prepare and maintain accurate and viable monthly, annual, and long-term budgets and financial monitoring reports for 204-unit apartment community
- Determine and verify the eligibility of prospective residents and recertify current residents following government regulations and company procedures
- Market to prospective and current residents via resident relations, publications, and social media
- Pursue and collect outstanding payments and accurately record remittance
- Investigate and resolve resident and employee complaints, disturbances, and violations
- Ensure confidentiality of all data
- Conduct all activities in accordance with federal, state, and local regulations

Jan. 2009-Feb. 2010 CAPSTONE/CORNERSTONE TITLE SERVICES Lexington, KY
Executive Assistant/Escrow Processor

- Prepare and send deeds and other legal documents for buyer- and seller-signature, including properly executed legal descriptions
- Maintain constant detailed records of transaction status
- Field constant inquiries from agents, lenders, clients, and vendors
- Monitor all transactions for required documentation, clear title, inspections, and other requirements
- Prepare and send deeds, funds, and state transfer forms to be recorded by county recording offices
- Maintain timely and informative contact with all persons involved in transactions
- Order funding for completed transactions
- Research taxes, liens, and delinquencies for inclusion on settlement statements

Feb. 2002-Jan. 2009 HOMEWORKS REALTY Lexington, KY
Office Manager/Realtor's Assistant

- Maintain all business, rental and personal bank accounts; including accounts payable/receivable, deposits, quarterly tax payment and records for yearly filing
- Represent Realtor while on leave; including closings, showings, contract prep and presentation
- Design ads, brochures, mailings and presentations
- Execute monthly newsletter and other regular mailings to 600+ contacts
- Create and maintain records including listings, closings, buyers and rental units
- Receive and execute office phone calls, faxes, mail and email
- Follow-up showings, pending sales and closings
- Enter and maintain listings on Lexington Bluegrass Association of Realtors' website
- Create financial statements for tax prep, mortgage application and investment projects

EDUCATION

2005 – Jan. 2009 Asbury College/Lexington Community College Lexington, KY
Associates Degree completed at LCC with High Distinction

- 80 total credit hours completed with a combined cumulative GPA of 3.98

2001 National Seminars Fort Wayne, IN
Certificate in Business Writing and Grammar

- Two-day seminar as preparation to instruct an inter-office writing course

Experience

Dec. 2011-Present: Hillenmeyer Landscape Services Accounting/Payroll Mgr

- Oversaw and implemented overhaul of the previous accounting system to the current system, including both procedural and accounting software changes
- Implemented new digital timekeeping system to better assign direct costs per job while simultaneously reducing payroll errors
- Manage all day to day operations of accounting department including billing, AP, cost accounting, general journal entries, and payroll for 100-200 employees

Aug. 2007-Aug. 2011: Adcolor, Inc. Staff Accountant

- Acted as billing, accounts receivable, accounts payable, credit, finance, collections, financial reporting and analysis, form designer, and account reconciliation
- Worked directly with upper management and executive board members over 12 months to create cost accounting model to analyze departmental profitability and gross margin across 13 revenue centers
- Created and maintained quarterly inventory reporting workbook
- Modernized accounting communications with customers through use of email technologies (direct savings of \$3k-4k annually in postage and mailing supplies, accelerated AR cycles by approximately 10%)
- Acted as customer service representative, inventory manager, and central point of contact for a large client who required highly organized stocking procedures and expedient delivery of goods
- Led Process Improvement Team initiative among selected employees to help create a safer and more effective work environment
- Functioned as administrative support for marketing department, helping assure deadlines are met while quality of work is maintained

Education

University of Kentucky Class of 2008

Majors in Marketing and Management, minor in Spanish

Graduated Cum Laude (3.6 GPA), Departmental Honors in Management

Boyle County High School Class of 2003

Curriculum focus on Business, Spanish, and Information Technology

Relevant Skills

Technologically adept. Exceptional organizational abilities. Extensive knowledge and experience with MS Office programs, Peachtree, and QuickBooks systems. Proficiently reads and writes Spanish language. Able to work under pressure to meet deadlines. Strong desire to learn new skills.

PAULA M. SCHRECKER
929 RIDGEBROOK ROAD * LEXINGTON, KY 40509
(859) 619-4343
pschreck929@hotmail.com

OBJECTIVE

Focus on elevating my professional career into a full-time management position, leveraging my past experiences in administrative, marketing, human resources and financial roles.

EMPLOYMENT HISTORY

Stephen Hillenmeyer Landscape Services
Administrator, Human Resources

2011 - Present

- Manage Human Resource functions: healthcare, workman's compensation, benefit package, paid time off, drive recruiting efforts in order to maintain adequate staffing for all divisions and event planning. Facilitate H2B program acceptance and admittance upon approval, documentation process upon arrival and early terminations and abandonments.
- Troubleshoot and acquisition of phone (cell & office), computer, other equipment, along with managing facility/maintenance concerns and & office issues to include HVAC, plumbing, flooring and rental property maintenance to ensure efficiency of the workplace.
- Provide administrative support to managers, et. al to ensure policies and procedures are meeting guidelines and assist with any individual projects they've been tasked with to enhance performance to include: Travel arrangements, meeting facilitation community involvement, coordinate ordering and distribution of uniforms for managers/crews to maintain company standards.
- Drive safety policies keep in regulatory compliance with OSHA and Dept. of Labor. Create topic agenda, calendar and prepare materials for quarterly safety meetings for crews.
- Manage fleet of trucks and trailers with registrations, updating driver's list for insurance, liability insurance, claims and damage repairs .

Home Helpers/Direct Link
Executive Director

2009 - 2011

- Manage all sales and operational functions of the business including: prospecting clients and referral sources, servicing existing clients and directing all marketing efforts.
- Maintain all human resource functions, oversee financial responsibilities including payroll, monthly invoicing, and administrative tasks.
- Conduct all in-home consultations with client and/or family care manager and develop care plans to accommodate client's needs and expectations.

Commerce Lexington Inc.
Executive Assistant/Office Administration

2004 - 2009

- Provided high-level task management support to the President and Executive Vice President by, preparing statistical reports, performing administrative functions and coordinating special events and monthly meetings for Board of Directors and Trustees. Served as projected coordinator for \$1.5 million renovation project.
- Provided financial support through the oversight of the Chamber's accounts payables, maintaining an accurate record of disbursements and drafting checks.
- Performed human resource tasks including employee benefit information, timely and accurate confidential records of personnel leave and employment contracts. Hired, trained and supervised lower level administrative and clerical staff. Conducted yearly performance reviews.
- Operated in a marketing capacity to facilitate relationships between the Chamber and elected officials, corporate management and the Chamber membership at large.
- Managed all aspects of the property including the building and grounds, vendor facilitation on landscape and maintenance projects, insurance policies, office operations consisting of telephone system, cell phone contracts and equipment including contract and maintenance agreement negotiation.

COMPUTER SKILLS:

Proficient in Microsoft Office Suite 2010

Internal accounting software - Small Business Manager, HomeTrack

EDUCATION:

Lexington Community and Owensboro Community College

College curriculum emphasis on Business Administration with focus on project and facilities management and operations.

March 7, 2015

7.4 Adequate Equipment to meet requirements of contract:

Stephen Hillenmeyer landscape Services agrees to have and maintain an adequate amount of equipment to meet the requirements of the contract. In addition, we agree to keep spares at our office should a need arise to change out equipment of if LFUCG needs to add on additional parks to be serviced. Below is the equipment we will have available for the contract.

SHLS has a fleet of over 75 vehicles, 30 trailers and 750 small engine machines per below. We will have on site the necessary equipment to provide services based on the RFP. This will include the below at a minimum and can provide more equipment based on the number of parks awarded:

Qty. 8- 60" LTZ ExMark mowers at a cutting capacity of 3.5 acres per hour.

Qty. 6- 52" LTZ ExMark mowers at a cutting capacity of 3.15 acres per hour.

Qty. 1- 36" LTZ ExMark mower at a cutting capacity of 1.8 acres per hour.

Qty. 2- 21" ExMark Push Mowers for trim work at .7 acres per hour.

Qty. 2- Stihl FH90 Stick Edgers

Qty. 8- Stihl FS110 Weed Eaters

Qty. 4- Stihl BR500 Blowers

Qty. 1- Kubota model 108 with 15' progressive Bush Hog with a cutting capacity of 11 acres per hour.



MAKING FIRST IMPRESSIONS SINCE 1841



Francis Xavier Hillenmeyer
1814-1893

Hector Francis Hillenmeyer
1849-1923

Louis Hillenmeyer
1885-1965

Walter Hillenmeyer
1890-1945

Louis Hillenmeyer, Jr
1915-1982

Stephen Hillenmeyer
1970-Present

HISTORY

At Stephen Hillenmeyer Landscape Services, we have been making first impressions since 1841. That is twenty years before Lincoln became president. Hillenmeyer's roots in Central Kentucky are deep and strong, and through those many years, we have worked diligently to establish and maintain a name synonymous with trust, excellence, and performance.



Early on, our business was primarily growing fruit trees, shade and ornamental trees, and landscape install. Now, after five generations, we have moved from a primarily a growing operations, to equine and commercial maintenance, plus design-build landscape services. In the future, we expect to steadily increase our expertise and our business in these specialty fields.



Today, the business is under the sole ownership of Stephen Hillenmeyer, who is proud to bear the name and honor its heritage – a considerable responsibility, but one we take very seriously. Our goal is to follow the same core principles upon which our firm was founded, principles that still support our reputation as a company that is reliable and experienced, a company you can trust.

QUALITY SITE INSPECTION REPORT



Property Name		
Branch Name		
Branch Manager		
Operations Manager		
Supervisor or Crew Leader		
Inspection Performed By		
Customer Attending		
Date of Inspection		

CATEGORY RATING CRITERIA	
A	Exceptional
B	Exceeds Requirements
C	Meets Requirements
D	Improve
F	Does not meet requirements

		F	D	C	B	A
1	LAWN					
1.1	Mowing lines/Turf Cut					
1.2	Edging					
1.3	Lawn Fertility					
1.4	Weed Control					
1.5	Insect and Disease					
1.6	Irrigation Management					
LAWN TOTAL :						

N/A	WO Proposal?	Comments

2	SHRUB BEDS					
2.1	Pruning					
2.2	Plant Fertility					
2.3	Bed Weed Control					
2.4	Mulch					
2.5	Insect & Disease					
2.6	Irrigation Management					
SHRUB BED TOTAL						

3	SEASON COLOR					
3.1	Overall Appearance					
3.2	Pruning					
3.3	Plant Fertility					
3.4	Weed Control					
3.5	Insect and Disease					
3.6	Irrigation Management					
SEASONAL COLOR TOTAL						

4	GENERAL SERVICE					
4.1	Parking Lots/Sidewalks					
4.2	Debris Pick Up/ Blowing					
4.3	Ant Mounds/ Crack Weeds					
4.4	Response Time					
4.5	Proactive Suggestions					
4.6	Communication					
GENERAL SERVICE TOTAL						

N/A	Per Customer	
N/A	Per Customer	
N/A	Per Customer	

REPORT SUMMARY		Category Score	Div. By	# of Categories Audited	Avg Quality Rating
1	LAWN		÷		
2	SHRUB		÷		
3	SEASONAL COLOR		÷		
4	GENERAL SERVICE		÷		
TOTAL SCORE			÷		

SITE QUALITY RATING	
	Exceptional (5)
	Exceeds Requirements (4.0-4.9)
	Meets Requirements (3.0-3.9)
	Must Improve (2.0-2.9)
	Does not meet Requirements

INSPECTION COMMENTS	

Request for Taxpayer Identification Number and Certification

Give Form to the
 requester. Do not
 send to the IRS.

Print or type
 See Specific Instructions on page 2.

Name (as shown on your income tax return) Hillenmeyer Nurseries, Inc.	
Business name/disregarded entity name, if different from above Stephen Hillenmeyer Landscape Service, Weed Man, and The Mosquito Authority	
Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see Instructions) ▶ _____	
<input type="checkbox"/> Exempt payee	
Address (number, street, and apt. or suite no.) 2337 Sandersville Road	Requester's name and address (optional)
City, state, and ZIP code Lexington, KY 40511	
List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number								

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number								
6	1	-	0	8	7	9	1	3

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶ _____	Date ▶ _____
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.



CERTIFICATE OF LIABILITY INSURANCE

HILLE-2 OP ID: MC

DATE (MM/DD/YYYY)
04/09/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER GCH Insurance Group 2250 Thunderstick Dr Ste. 1104 Lexington, KY 40505 Bryan Wehrman	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS:		FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE INSURER A : KY AGC SIF		NAIC #
INSURED Hillenmeyer Nurseries, Inc. Hillenmeyer Landscape Services Weedman Lawn Service 2339 Sandersville Road Lexington, KY 40511	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		
	INSURER G :		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO. JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (PER ACCIDENT) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED \$ RETENTION \$ <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	19957	01/01/2014	12/31/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input checked="" type="checkbox"/> OTHER E L EACH ACCIDENT \$ 4,000,000 E L DISEASE - EA EMPLOYEE \$ 4,000,000 E L DISEASE - POLICY LIMIT \$ 4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER FOR INFO FOR INFORMATIONAL PURPOSES ONLY	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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