

## Public Records Request #2999

The following materials have been gathered in response to public records request #2999. These materials include:

- RFP #2019-431 – Roundtree Companies Response
- Roundtree Companies Additional Equipment

This information was provided as a response to a public records request on 12/18/19 and is current to that date. There is a possibility of more current information and/or documents related to the stated subject matter.

### Further Information

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For further information about this request or the Citywide Records Program, please contact:

Cheyenne Flotree  
Citywide Records Program Manager  
City of Charlotte/City Clerk's Office  
600 East 4<sup>th</sup> Street, 7<sup>th</sup> Floor  
Charlotte, NC 28202  
Cheyenne.Flotree@charlottenc.gov

Amelia Knight  
Public Records Specialist  
City of Charlotte/City Clerk's Office  
600 East 4<sup>th</sup> Street, 7<sup>th</sup> Floor  
Charlotte, NC 28202  
Amelia.Knight@charlottenc.gov

# REQUEST FOR PROPOSALS

CHARLOTTE AREA TRANSIT SYSTEM (CATS)  
SOUTH TRYON BUS FACILITY  
GROUNDS MAINTENANCE – FY2020

RFP # 2019-431

ONLY CITY CERTIFIED SMALL BUSINESS  
ENTERPRISES (SBE) MAY RESPOND



CHARLOTTE<sup>SM</sup>

CITY OF CHARLOTTE,  
NORTH CAROLINA

SEPTEMBER 3, 2019

*Copy*

**Section 6**  
**Required Forms**

**REQUIRED FORM 1 - REQUEST FOR PROPOSALS ACKNOWLEDGEMENT**

**RFP # 2019-431**

**Charlotte Area Transit System (CATS)**  
**South Tryon Bus Facility Grounds Maintenance – FY2020**

The Company hereby certifies receipt of the Request for Proposals for the City of Charlotte, North Carolina RFP #2019-431, Charlotte Area Transit System (CATS) South Tryon Bus Facility Grounds Maintenance – FY2020. This form should be completed upon receipt of the City’s Request for Proposals and emailed in time for the City to receive it by or before **September 25, 2019**. Failure to submit this form by the designated date shall not preclude the Company from submitting a proposal. Please email the completed Request for Proposals Acknowledgement Form to the attention of:

Tammy Hamilton, Contracts Specialist  
Department of General Services  
Email: [thamilton@charlottenc.gov](mailto:thamilton@charlottenc.gov)

Date: 11/10/19

Authorized Signature: 

Title: OWNER

Company Name: ROUNDTREE COMPANIES, LLC.

Contact Name: DERRICK ADAMS

Contact E-mail address: [roundtreeco@gmail.com](mailto:roundtreeco@gmail.com)

Please check the appropriate space below and provide the requested information:

**We plan to attend the Pre-Proposal Conference and plan on submitting a Proposal**

Indicate number of attendees: In-Person 1

**We do not plan to attend the Pre-Proposal Conference but plan on submitting a Proposal**

Reason: \_\_\_\_\_

**We do not plan to attend the Pre-Proposal Conference and do not plan on submitting a Proposal**

Reason: \_\_\_\_\_

**Section 6**  
**Required Forms**

**REQUIRED FORM 2 - ADDENDA RECEIPT CONFIRMATION**

**RFP # 2019-431**

**Charlotte Area Transit System (CATS)**  
**South Tryon Bus Facility Grounds Maintenance – FY2020**

Please acknowledge receipt of all addenda by including this form with your Proposal. All addenda will be posted to the NC IPS website at [www.ips.state.nc.us](http://www.ips.state.nc.us) and the City's Contract Opportunities Site at <http://charlottenc.gov/DoingBusiness/Pages/ContractOpportunities.aspx>.

<b>ADDENDUM #:</b>	<b>DATE ADDENDUM DOWNLOADED FROM NC IPS:</b>
1	10/21/19
2	10/30/19
_____	_____
_____	_____

I certify that this proposal complies with the Specifications and conditions issued by the City except as clearly marked in the attached copy.

**DERRICK ADAMS**  
(Please Print Name)

**11/20/19**  
Date

  
\_\_\_\_\_  
Authorized Signature

**OWNER**  
Title

**ROUNDTREE COMPANIES, LLC.**  
Company Name

**REQUIRED FORM 3 - PROPOSAL SUBMISSION FORM**

**RFP # 2019-431**

**Charlotte Area Transit System (CATS)**  
**South Tryon Bus Facility Grounds Maintenance – FY2020**

This Proposal is submitted by:

Company Name:            **ROUNDTREE COMPANIES, LLC.**

Representative (printed): **DERRICK ADAMS**

Address:                    **4420 STATESVILLE RD.**

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City/State/Zip:            **CHARLOTTE, NC 28269**

Email address:            **roundtreeco@gmail.com**

Telephone:                 **704/995-1764**  
                                  **(Area Code) Telephone Number**

Facsimile:                 **704/921-6733**  
                                  **(Area Code) Fax Number**

The representative signing above hereby certifies and agrees that the following information is correct:

1. In preparing its Proposal, the Company has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in or condoned prohibited discrimination.
2. For purposes of this Section, discrimination means discrimination in the solicitation, selection, or treatment of any subcontractor, vendor or supplier on the basis of race, ethnicity, gender, age or disability or any otherwise unlawful form of discrimination. Without limiting the foregoing, discrimination also includes retaliating against any person or other entity for reporting any incident of discrimination.
3. Without limiting any other provision of the solicitation for proposals on this project, it is understood and agreed that, if this certification is false, such false certification will constitute grounds for the City to reject the Proposal submitted by the Company on this Project and to terminate any contract awarded based on such Proposal.
4. As a condition of contracting with the City, the Company agrees to maintain documentation sufficient to demonstrate that it has not discriminated in its solicitation or selection of subcontractors. The Company further agrees to promptly provide to the City all information and documentation that may be requested by the City from time to time regarding the solicitation and selection of subcontractors. Failure to maintain or failure to provide such information constitutes grounds for the City to reject the bid submitted by the Company or terminate any contract awarded on such proposal.

**Section 6**  
**Required Forms**

5. As part of its Proposal, the Company shall provide to the City a list of all instances within the past ten years where a complaint was filed or pending against the Company in a legal or administrative proceeding alleging that the Company discriminated against its subcontractors, vendors or suppliers, and a description of the status or resolution of that complaint, including any remedial action taken.
6. The information contained in this Proposal or any part thereof, including its Exhibits, Schedules, and other documents and instruments delivered or to be delivered to the City, is true, accurate, and complete. This Proposal includes all information necessary to ensure that the statements therein do not in whole or in part mislead the City as to any material facts.
7. None of Company's or its subcontractors' owners, employees, directors, or contractors will be in violation of the City's Conflict of Interest Policy for City, Secondary and Other Employment Relationships (HR 13) if a Contract is awarded to the Company.
8. It is understood by the Company that the City reserves the right to reject any and all Proposals, to make awards on all items or on any items according to the best interest of the City, to waive formalities, technicalities, to recover and resolicit this RFP.
9. This Proposal is valid for one hundred and eighty (180) calendar days from the Proposal due date.

I, the undersigned, hereby acknowledge that my company was given the opportunity to provide exceptions to the Sample Contract as included herein as Exhibit A. As such, I have elected to do the following:

Include exceptions to the Sample Contract in the following section of my Proposal: \_\_\_\_\_

Not include any exceptions to the Sample Contract.

I, the undersigned, hereby acknowledge that my company was given the opportunity to indicate any Trade Secret materials or Personally Identifiable Information ("PII") as detailed in Section 1.6.X. I understand that the City is legally obligated to provide my Proposal documents, excluding any appropriately marked Trade Secret information and PII, upon request by any member of the public. As such, my company has elected as follows:

The following section(s) of the of the Proposal are marked as Trade Secret or PII: \_\_\_\_\_

No portion of the Proposal is marked as Trade Secret or PII.

**Representative (signed):**  \_\_\_\_\_

**Section 6  
Required Forms**

**REQUIRED FORM 4 – ITEMIZED PROPOSAL**

Page 1 of 1

COMPANY NAME: ROUNDTREE COMPANIES, LLC.

RFP NAME: CHARLOTTE AREA TRANSIT SYSTEM (CATS) SOUTH TRYON BUS FACILITY GROUNDS MAINTENANCE – FY2020

RFP NUMBER: 2019-431

PROJECT NAME: SOUTH TRYON BUS FACILITY

ITEM NO.	DESCRIPTION	QTY	UNIT	YEAR 1		YEAR 2		YEAR 3	
				UNIT PRICE	AMOUNT (QTY X UNIT PRICE)	UNIT PRIC	AMOUNT (QTY X UNIT PRICE)	UNIT PRIC	AMOUNT (QTY X UNIT PRICE)
1	CATS Bus Facility 3148 South Tryon Street	52	WK	310.25	16,133.00	310.25	16,133.00	310.25	16,133.00
				SUBTOTAL	16,133.00	SUBTOTAL	16,133.00	SUBTOTAL	16,133.00
				15.0% CONTINGENCY	2419.25	15.0% CONTINGENCY	2419.25	15.0% CONTINGENCY	2419.25
				TOTAL YEAR - 1	18,552.95	TOTAL YEAR – 2	18,552.95	TOTAL YEAR - 3	18,552.95
<b>PROPOSAL TOTAL [3 (THREE) YEARS]</b>							<b>\$55,658.85</b>		



**REQUIRED FORM 5 – M/W/SBE UTILIZATION**

**RFP # 2019-431**

**Charlotte Area Transit System (CATS)  
South Tryon Bus Facility Grounds Maintenance – FY2020**

The City maintains a strong commitment to the inclusion of MWSBEs in the City’s contracting and procurement process when there are viable subcontracting opportunities.

Companies must submit this form with their proposal outlining any supplies and/or services to be provided by each City certified Small Business Enterprise (SBE), and/or City registered Minority Business Enterprise (MBE) and Woman Business Enterprise (WBE) for the Contract. If the Company is a City-registered MWSBE, note that on this form.

The City recommends you exhaust all efforts when identifying potential MWSBEs to participate on this RFP.

<b>Company Name:</b>	ROUNDTREE COMPANIES, LLC.
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Please indicate if **your company** is any of the following:

X MBE      X WBE      X SBE      \_\_\_ None of the above

If your company has been certified with any of the agencies affiliated with the designations above, indicate which agency, the effective and expiration date of that certification below:

Agency Certifying: HUB    Effective Date: 11/15/19    Expiration Date: 11/15/23

Identify outreach efforts that *were employed* by the firm to maximize inclusion of MWSBEs to be submitted with the firm’s proposal (attach additional sheets if needed):

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Identify outreach efforts that *will be employed* by the firm to maximize inclusion during the contract period of the Project (attach additional sheets if needed):

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*[Form continues on next page]*



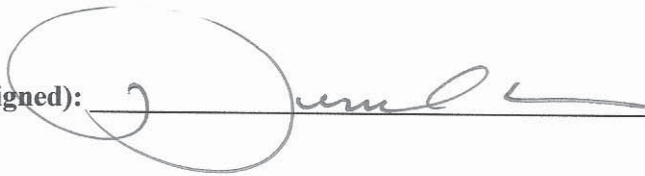
## Section 6 Required Forms

List below all **MWSBEs** that you intend to subcontract to while performing the Services:

Subcontractor Name	Description of work or materials	Indicate either "M", "S", and/or "W"	City Vendor #
NONE			

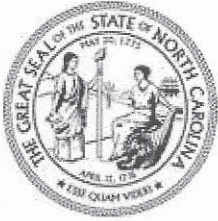
Total MBE Utilization	100%
Total WBE Utilization	100%
Total SBE Utilization	100%
<b>Total MWSBE Utilization</b>	<b>100%</b>

Representative (signed):



11/20/19  
Date

DERRICK ADAMS  
Representative Name



North Carolina  
Department of Administration  
Office for Historically Underutilized Businesses

Machelle Sanders  
*Secretary*

Tammie Hall  
*Director*

November 15, 2019

Derrick Adams  
Roundtree Companies, LLC. (Minority Owned)  
P.O. Box 480325  
Charlotte, NC 28269

Dear Derrick Adams:

The Office for Historically Underutilized Businesses (HUB Office) is pleased to inform you that your company is now certified as a Historically Underutilized Business. Your firm is listed in the Statewide Uniform Certification (SWUC) Program database. This certification will remain in effect for four (4) years from the date of this letter.

You must notify the HUB Office in writing within 30 days of any changes affecting your compliance with SWUC Program eligibility requirements, including changes in ownership, day-to-day management and operational control. Failure to notify the HUB Office of these changes or reapply for certification in a timely manner may cause your HUB Certification to be revoked. In addition, please be advised your status may be changed if there is a 3rd party challenge granted against your firm. The link to the HUB Office 3rd party challenge form can be located at <http://www.doa.nc.gov/hub/documents/ThirdpartyEligibilityChallengeev080811.pdf>. All information submitted to the Office for Historically Underutilized Business is subject to audit and review.

The HUB Office collaborates with local Minority/Women/Small Business (M/W/SBE) Offices who offer assistance to certified HUB firms with identifying contract opportunities with state and local government. Many of these offices also offer assistance with business development. Please visit our website at <http://www.doa.nc.gov/hub/programs.aspx?pid=swuc> to locate the local office near you. Another great resource is the Small Business and Technology Development Center at [www.sbtcd.org](http://www.sbtcd.org) for free personalized business assistance and counseling.

It is important to note that although your status as a certified HUB firm greatly improves your access to state and local government contracts, this certification does not guarantee contract awards. Your ability to research opportunities and bid competitively will be important to your success in this program. We are committed to assisting you through the process with the completion of the Preliminary Business Development and Supportive Services Assessment Survey, located on the HUB Office website under the Certification Tab. The information will provide an overview of your company which will assist us in appropriately aligning contract opportunities that you are ready, willing and able to pursue.

Thank you for your interest and participation in the SWUC Program as a Historically Underutilized Business firm with the State of North Carolina.

Sincerely,

***Tammie Hall***

Tammie Hall  
Director

**REQUIRED FORM 6 – SERVICE PROVIDER QUESTIONNAIRE**

**RFP # 2019-431**

**Charlotte Area Transit System (CATS)**  
**South Tryon Bus Facility Grounds Maintenance – FY2020**

Companies shall complete and submit the form below as part of their response to this RFP. Additional pages may be attached as needed to present the information requested

1. Company's legal name	ROUNDTREE COMPANIES, LLC
2. Company Location (indicate corporate headquarters and location that will be providing the Services).	4420 STATESVILLE RD. CHARLOTTE, NC. 28269
3. How many years has your company been in business? How long has your company been providing the Services as described in Section 3?	<b>20 YRS.</b>
4. List any projects or services terminated by a government entity. Please disclose the government entity that terminated and explain the reason for the termination.	<b>NONE</b>
5. List any litigation that your company has been involved with during the past two (2) years for Services similar to those in this RFP.	<b>NONE</b>
6. Besides the Project Manager and Site Superintendent, how many additional employees are available to provide the Services?	<b>15</b>
7. How many Company employees are available to provide the Services?	15
8. How long have these employees worked for this Company?	How many employees have been with Company 3 years or more? 8 How many employees have been with Company less than 3 years? 3
9. Does your Company have the capability to self-perform all Services?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
10. Have any of the Company Owner/Principals or Employees to be assigned to this project had a felony conviction within the past 15 years?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**Section 6  
Required Forms**

**REQUIRED FORM 7 – KEY PERSONNEL AND OTHER RESOURCES**

**COMPANY NAME:**     ROUNDTREE COMPANIES, LLC.    

**RFP NAME:**     CHARLOTTE AREA TRANSIT SYSTEM (CATS) SOUTH TRYON BUS FACILITY GROUNDS MAINTENANCE - FY2020    

**RFP NUMBER:**     2019-431    

List the **Project Manager** and the **Site Superintendent** who will be assigned to this Project. Provide the information required for each.

	<b>KEY PERSONNEL 1</b>	<b>KEY PERSONNEL 2</b>
Name	RACHELLE ADAMS	DERRICK ADAMS
Professional Certifications/Licenses <i>(include Certification/License #)</i>	NCLC# 0445, NC PEST # 13603	NCLC # 1674
Proposed Role/Function for Projects	Company Project Manager	Site Superintendent
Office Location (City, State)	4420 STATESVILLE RD. CHARLOTTE, NC 28269	4420 STATESVILLE RD. CHARLOTTE, NC 28269
Number of Years with Company	18YRS.	20YRS.
Number of Years of Relevant Experience	18 YRS.	18YRS.
Availability to provide Services for this Project	YES	YES
<b>Describe Relevant Experience, include list of Projects where the Key Personnel was responsible for the same role/function.</b>	OWNER OF ROUNDTREE COMPANIES. RESPONSIBLE FOR BILLING, CREW LOGISTICS, PLANNING, PAYROLL AND ACCOUNTING	OWNER OF ROUNDTREE COMPANIES. JOBSITE SUPERVISOR, QUALITY CONTROL, FIELD OPERATIONS/CREW MGMT. NDBF SDBF CATS P&R

**Section 6  
Required Forms**

**REQUIRED FORM 7 – KEY PERSONNEL AND OTHER RESOURCES**

Page 2 of 3

**COMPANY NAME:**   ROUNDTREE COMPANIES, LLC.  

**RFP NAME:**   CHARLOTTE AREA TRANSIT SYSTEM (CATS) SOUTH TRYON BUS FACILITY GROUNDS MAINTENANCE - FY2020  

**RFP NUMBER:**   2019-431  

List the full names of all **employees** (except Project Manager and Site Superintendent) whom you intend to assign to this Project. Describe their specific role/responsibility and availability for this Project. DO NOT LEAVE THIS FORM BLANK. USE "N/A" IN EACH OF THE SECTIONS BELOW AND THE TABLE IF THEY ARE NOT APPLICABLE.

EMPLOYEE NAME	PROJECT ROLE/RESPONSIBILITY	AVAILABILITY	EDUCATION / EXPERIENCE
RICARDO ALEMEN	LANDSCAPE MAINTENANCE TECH	FULL TIME	13YRS.
ANGEL ARRELLANO	LANDSCAPE MAINTENANCE TECH	FULL TIME	13YRS.
JORDAN CONTRERAS	LANDSCAPE MAINTENANCE TECH	FULL TIME	5YRS.
OSCAR CUEVAS	LANDSCAPE MAINTENANCE TECH	FULL TIME	3YRS.
MELVIN LOPEZ	LANDSCAPE MAINTENANCE TECH	FULL TIME	8YRS.
AGUSTIN TOLEDO JR.	LANDSCAPE MAINTENANCE TECH	FULL TIME	3YRS.
JOSE COLON	LANDSCAPE MAINTENANCE TECH	FULL TIME	10YRS

**REQUIRED FORM 7 – KEY PERSONNEL AND OTHER RESOURCES**

**COMPANY NAME:**     ROUNDTREE COMPANIES, LLC.    

**RFP NAME:**     CHARLOTTE AREA TRANSIT SYSTEM (CATS) SOUTH TRYON BUS FACILITY GROUNDS MAINTENANCE - FY2020    

**RFP NUMBER:**     2019-431    

List the legal names of all **Subcontractors** whom you intend to use on this Project. Provide their specific role/responsibility and contact information. DO NOT LEAVE THIS FORM BLANK. USE "N/A" IN EACH OF THE SECTIONS BELOW AND THE TABLE IF THEY ARE NOT APPLICABLE.

SUBCONTRACTOR NAME	PROJECT ROLE/RESPONSIBILITY	CONTACT PERSON & PHONE #	ADDRESS/CITY/STATE
NONE			

## Section 6 Required Forms

### REQUIRED FORM 8 - EQUIPMENT

(make copies and attach additional sheets as necessary)

**COMPANY NAME:**     ROUNDTREE COMPANIES, LLC.    

**RFP NAME:**     CHARLOTTE AREA TRANSIT SYSTEM (CATS) SOUTH TRYON BUS FACILITY GROUNDS MAINTENANCE - FY2020    

**RFP NUMBER:**     2019-431    

List all **equipment** you intend to use for this project. Include Equipment Type, Brand, Model number and Serial Number, indicating whether the equipment is owned by your company or to be leased. DO NOT LEAVE THIS FORM BLANK. USE "N/A" IN EACH OF THE SECTIONS BELOW AND THE TABLE IF THEY ARE NOT APPLICABLE.

Equipment Type	Brand	Model	Serial Number	Own or
SEE ATTACHMENT				<input type="checkbox"/> Own <input type="checkbox"/> Will Lease
				<input type="checkbox"/> Own <input type="checkbox"/> Will Lease
				<input type="checkbox"/> Own <input type="checkbox"/> Will Lease
				<input type="checkbox"/> Own <input type="checkbox"/> Will Lease
				<input type="checkbox"/> Own <input type="checkbox"/> Will Lease
				<input type="checkbox"/> Own <input type="checkbox"/> Will Lease
				<input type="checkbox"/> Own <input type="checkbox"/> Will Lease

**Section 6  
Required Forms**

**REQUIRED FORM 9 – PROJECT REFERENCES**

(make copies and attach additional sheets as necessary)

Page 1 of 2

**COMPANY NAME:** ROUNDTREE COMPANIES, LLC

**RFP NAME:** CHARLOTTE AREA TRANSIT SYSTEM (CATS) SOUTH TRYON BUS FACILITY GROUNDS MAINTENANCE - FY2020

**RFP NUMBER:** 2019-431

List no more than six (6) **projects** performed and **completed in the past five (5) years** by your company that are similar in size and scope to this Project. DO NOT LEAVE THIS FORM BLANK. USE "N/A" IN EACH OF THE SECTIONS BELOW AND THE TABLE IF THEY ARE NOT APPLICABLE.

Project Name	Owner Name Address / Phone	Contract Amount	Contract Start Date	Project Scope/Description
CATS PARK AND RIDE FY15	GREG BUGICA 701 TUCKASEEGEE RD. CHARLOTTE, NC 28208	291,023.31	3/01/15 2/28/18	LANDSCAPE MAINTENANCE, SNOW MGMT. AND TRASH COLLECTION SVC. ETC.
CATS PARK AND RIDE FY 12	GREG BUGICA 701 TUCKASEEGEE RD. CHARLOTTE, NC 28208	245,744.93	3/01/12 2/28/15	LANDSCAPE MAINTENANCE, SNOW MGMT. AND TRASH COLLECTION SVC. ETC.
WEST DIST	ROBERT SHERRILL 701 TUCKASEEGEE RD. CHARLOTTE, NC 28208	358,956.00	3/01/15 2/28/17	LANDSCAPE MAINTENANCE, SNOW MGMT. AND TRASH COLLECTION SVC. ETC.
CENTRAL DISTRICT	CHAD HOLDER 701 TUCKASEEGEE RD. CHARLOTTE, NC 28208	196,703.94	3/01/15 2/28/17	LANDSCAPE MAINTENANCE, SNOW MGMT. AND TRASH COLLECTION SVC. ETC.
CATS STBF	GREG BUGICA 701 TUCKASEEGEE RD. CHARLOTTE, NC 28208	40,585.77	3/01/15 2/28/17	LANDSCAPE MAINTENANCE, SNOW MGMT. AND TRASH COLLECTION SVC. ETC.



**Section 6  
Required Forms**

**REQUIRED FORM 9 – PROJECT REFERENCES**

(make copies and attach additional sheets as necessary)

Page 2 of 2

**COMPANY NAME:**   ROUNDTREE COMPANIES, LLC.  

**RFP NAME:**   CHARLOTTE AREA TRANSIT SYSTEM (CATS) SOUTH TRYON BUS FACILITY GROUNDS MAINTENANCE - FY2020  

**RFP NUMBER:**   2019-431  

List no more than six (6) **projects** performed and **completed in the past five (5) years** by your company that are similar in size and scope to this Project. DO NOT LEAVE THIS FORM BLANK. USE "N/A" IN EACH OF THE SECTIONS BELOW AND THE TABLE IF THEY ARE NOT APPLICABLE.

Project Name	Owner Name Address / Phone	Contract Amount	Contract Start Date /	Project Scope/Description
SOUTH DIST. C FY18	AUSTIN RAMSEY 701 TUCKASEEGEE RD. CHARLOTTE, NC 28208	250,380.00	1/22/18 2/28/21	LANDSCAPE MAINTENANCE, TRASH COLLECTION SVC. MULCH INSTALLATION ETC.
EAST DISTRICT	KEVIN JARVIS 701 TUCKASEEGEE RD. CHARLOTTE, NC 28208	379,487.16	3/12/19 2/28/23	LANDSCAPE MAINTENANCE, TRASH COLLECTION SVC. MULCH INSTALLATION ETC.
CATS NDBF	GREG BUGICA 701 TUCKASEEGEE RD. CHARLOTTE, NC 28208	81,806.40	2/26/19 2/28/22	LANDSCAPE MAINTENANCE, TRASH COLLECTION SVC. MULCH INSTALLATION ETC.
WEST ELMWOOD FY17	KEVIN JARVIS 701 TUCKASEEGEE RD. CHARLOTTE, NC 28208	390K	2/23/17 2/28/20	LANDSCAPE MAINTENANCE, TRASH COLLECTION SVC. MULCH INSTALLATION ETC.

**REQUIRED FORM 9a – PROJECT REFERENCES**

**REQUIRED FORM 10 – COMPANY EMPLOYEE’S LICENSING AND CERTIFICATIONS**

**COMPANY NAME:**   ROUND TREE COMPANIES, LLC.  

**RFP NAME:**   CHARLOTTE AREA TRANSIT SYSTEM (CATS) SOUTH TRYON BUS FACILITY GROUNDS  
  MAINTENANCE - FY2020  

**RFP NUMBER:**   2019-431  

The Company must have a full-time employee with each of the following license/ certification listed below. The license/ certification does not need to be held by the same individual.

**1. North Carolina Landscape Contractors’ Licensing Board**

**NAME OF LICENSE/REGISTRATION/CERTIFICATION**

Name of Individual:	RACHELLE ADAMS
Working Title with Company:	OWNER
License #:	0445
Effective Date / Expiration Date:	8/01/19-7/31/20

**2. North Carolina Department of Agriculture Pesticide Board – Turf and Ornamentals (Category –L)**

**NAME OF LICENSE/REGISTRATION/CERTIFICATION**

Name of Individual:	RACHELLE ADAMS
Working Title with Company:	OWNER
License #:	13603
Effective Date / Expiration Date:	1/01/19-12/31/19

**3. North Carolina Department of Agriculture – Right-of-Way (Category H)**

**NAME OF LICENSE/REGISTRATION/CERTIFICATION**

Name of Individual:	RACHELLE ADAMS
Working Title with Company:	OWNER
License #:	13603
Effective Date / Expiration Date:	1/01/19-12/31/19

**REQUIRED FORM 10 – COMPANY EMPLOYEE’S LICENSING AND CERTIFICATIONS**

**COMPANY NAME:**     ROUNDTREE COMPANIES, LLC.    

**RFP NAME:**     CHARLOTTE AREA TRANSIT SYSTEM (CATS) SOUTH TRYON BUS FACILITY GROUNDS  
    MAINTENANCE - FY2020    

**RFP NUMBER:**     2019-431    

**4. North Carolina Irrigation Contractor’s Licensing Board**

**NAME OF LICENSE/REGISTRATION/CERTIFICATION**

Name of Individual:	FRANK TURNER
Working Title with Company:	GREEN TOUCH TREE AND TURF
License #:	817 C-414
Effective Date / Expiration Date:	1/01/19-12/31/19

**REQUIRED FORM 11 – CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND  
OTHER RESPONSIBILITY MATTERS  
RFP # 2019-431**

**Charlotte Area Transit System (CATS)  
South Tryon Bus Facility Grounds Maintenance – FY2020**

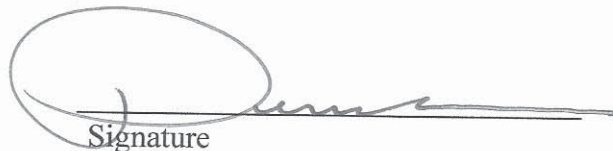
The bidder, contractor, or subcontractor, as appropriate, certifies to the best of its knowledge and belief that neither it nor any of its officers, directors, or managers who will be working under the Contract, or persons or entities holding a greater than 10% equity interest in it (collectively "Principals"):

1. Are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal or state department or agency in the United States;
2. Have within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state anti-trust or procurement statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are presently indicted for or otherwise criminally or civilly charged by a government entity, (federal, state or local) with commission of any of the offenses enumerated in paragraph 2 of this certification; and
4. Have within a three-year period preceding this application/proposal had one or more public transactions (federal, state or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award or in some instances, criminal prosecution.

**X I hereby certify as stated above:**

DERRICK ADAMS  
(Print Name)

  
Signature

OWNER  
Title

11/10/19  
Date

**I am unable to certify to one or more the above statements. Attached is my explanation. [Check box if applicable]**

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

## Equipment List

- Bobcat Skid Steer 7series s# 512330128 > Own
- Bobcat Skid Steer S185 Turbo s# 525011165 >Own
- Walk behind Skid Steer Toro Dingo wide track 525 s# 22324 >Own
- 2006 F550 Ford > Own
- 2015 F550 Ford Dump >Own
- 2010 Isuzu Cab over diesel landscape truck >Own
- 2012 Isuzu Cab over landscape truck > Own
- Hudson Trailer 7ton Deck Over s# 10HHTMBG7G2000027 >Own
- Water Tank 500 Gallon >H&H Farm Supply s# 050 > Own
- Skid Steer Attachments
- 2 Tree Booms
- 2 Pallet Forks
- 1 Grapple Bucket
- 2 Combo Buckets
- 1 auger attachment w/36" & 24" auger bits
- Lesco chemical spray tank 250gal.
- Scag v-Ride 48" M#Svr48v-22fx / S#J7700571

- Scag Turf Tiger 61" M# Stt61a-25ch /S# 7731412
- Scag Cub 61" M# Stc61a-25ka /S# 8441367
- Scag Cheetah 61" Scz261v-29cv-efi / S#M2302763
- Scag Giant Leaf Vac M#TI20w-26ch-efi / S#010A00113
- Exmark Z 60" M# Lze740ekc604 / S#313604529
- Exmark 52" stand on M# Vts730ekc524 / S#313000001
- Exmark Z 72" M#Lz30kc725 / S# 619089
- Exmark Z M# Lz30kc605 / S#653884
- Exmark WB 48" M# Tts600kae / S# 313631970
- Toro 62" M# 74225/ S#230000225
- Toro 72" M# 74930 / S# 400536257
- Toro Grandstand 48" M# 74578 / S# 313001189
- Leaf Blower (Little Wonder) qty.2
- Leaf Blower (Billy Goat) qty.2
- Stihl Blowers qty 12 / Stihl weed eaters qty 20 / Stihl hedge trimmers qty. 6
- Stihl Poles saw telescopic qty. 1 /Stihl Chainsaws qty. 6