

SEALED REQUEST FOR PROPOSAL (RFP)

ISSUE DATE: May 27, 2022

RFP NUMBER & TITLE: UCPUMW 22-1403, Grass Seed & Fertilizer

PROPOSAL DUE DATE & TIME: 2:00 p.m., June 30, 2022
NOTE: Proposals received after the due date and time cannot be accepted.

PROPOSAL DELIVERY ADDRESS: University of Mary Washington
Procurement Services /Reference RFP #UCPUMW 22-1403
Eagle Village Executive Offices, Suite 480
1125 Emancipation Highway., Fredericksburg, VA 22401

WORK LOCATION: ☐ All Campuses ☒ Fredericksburg ☐ Stafford ☐ Dahlgren

COMMODITY CODE(S): 33500, 67585, 67590, 79002, 79020, 33540, 33504, 67540, 67545

PRE-PROPOSAL CONFERENCE: ☐ Optional ☐ Mandatory ☒ N/A **DATE & TIME:**

PRE-PROPOSAL LOCATION: N/A

CONTRACT OFFICER: Kenneth Manahan **EMAIL:** Kmanaha2@umw.edu

PERIOD OF CONTRACT: October 3, 2022 through October 2, 2023 with 4, one year renewal options.

In compliance with this Sealed Request for Proposal (RFP) and to all the conditions imposed therein, and hereby incorporated by reference, the undersigned firm offers and agrees to furnish the goods/services in accordance with attached signed proposal or as mutually agreed upon by subsequent negotiation. The undersigned firm hereby certifies that all information provided in response to this RFP is true, correct and complete.

By signing this proposal, you are certifying that you are an authorized representative of the offering firm and that the firm's principals or legal counsel have reviewed the Request for Proposal General Terms and Conditions and any Special Terms and Conditions. Any exceptions to the General or Special Terms and Conditions must be clearly identified in your proposal. No exceptions can be taken to those General or Special Terms and Conditions that are mandated by law. If no exceptions are identified in your proposal, it is understood that the provisions will become a part of any final agreement.

THIS FORM MUST BE COMPLETED AND RETURNED WITH PROPOSAL

Name of Offering Firm: W.S. Connelly & Company, Inc DBA: Landscape Supply

Address of Offering Firm: PO Box 12706 Roanoke, VA 24027

DSBSD Certification No.: 723904 Expiration Date: 1/29/2026

eVA ID: V5 0000199334 Tax ID: 540 928 332

Email: DCataldi@landscapesupplyva.com Telephone: 540 589 0332

Website: landscapesupplyva.com Fax: 434-296-9005

Submitted By (Print Name & Title): Joseph Derik Cataldi

Signature (In Ink): J. D Cataldi Date: 6/27/2022

SEALED REQUEST FOR PROPOSALS (RFP)

Supplemental Information for RFP #UCPUMW 22-1403

History, Qualifications and Experience

Landscape Supply, Inc. is committed to providing our customers, with excellent education and expertise as you make economic and agronomic decisions for your business. We provide world-class customer service paired with competitive prices. We are passionate about stewardship, striving always to provide you with solutions that are friendly to the environment. We are deeply involved in the green industry and believe it's vital that we give back by volunteering on boards and actively participating in forums that benefit this industry. Landscape Supply, Inc. believes that our people are our biggest differentiator in the market. Our goal is that you see that difference in every interaction you have with any of our employees. We endeavor to serve our customers with the utmost integrity and excellence while providing a consultative experience. We work continually to challenge ourselves, both individually and collectively, as we aspire to be the very best we can at what we do, each and every day. As a result, we believe Landscape Supply, Inc. brings you the very best in the industry in stewardship, science, and cost-effectiveness.

For over 60 years, the mid-Atlantic region has depended on Landscape Supply, Inc., as a trusted partner in the green industry. While the family business model is increasingly rare in today's business world, we are a third generation, family-owned and operated business. Our grandfather, W.S. Connelly, started a simple "feed 'n seed" business in the 1950s. Through his leadership, followed by that of his son and eventually his grandsons, we've had the privilege of seeing that humble business grow into one of the most well-respected turf and ornamental distribution businesses in the country. We're proud of what we believe makes us different. We're a small, regional business that is concentrated in the mid-Atlantic with a family-driven approach that is owner engaged. Yet, you also get a large enough company that our product is extremely cost competitive. In many small, family-owned shops you have to forfeit the best price, but not with Landscape Supply, Inc.

We work closely with several higher education entities in the state and have been doing so for decades. The list below outlines entities we have worked with in the past 6 months to fulfill similar solutions for their respective campuses.

W&L University	Liberty University	James Madison University
University of Lynchburg	Old Dominion University	University of Virginia
King University	University of Mary Washington	Roanoke College
Radford University	Longwood University	Richard Bland College
Sweet Briar College	Randolph-Macon College	College of William and Mary
Hampden-Sydney College	Ferrum College	

We work with grounds managers, athletic departments, coaches and intramural sports coordinators to provide them with fertilizer, pesticides, seed, soil amendments, field accessories and consultative advice so they can produce the very best playing surfaces and common areas within budget.

Average Delivery Time and Availability of Products

Landscape Supply's nearest location to campus is our Midlothian, VA location (71 miles south of Campus). This would be the main warehouse we would use to fulfill orders. The average delivery time from receipt or grass seed order to delivery of product is two days. Field General and Southern Lawn are stock blends. For the other items listed in this RFP the average time of delivery would also be 2 days for stock items. Some of the soil amendments listed are non-stock items and are order as needed and average delivery time is 5 days.

Landscape Supply can provide all the material identified in this RFP.

Fertilizer prices have been extremely volatile since the beginning of 2022, with price increases happening monthly and manufacturers unable to hold pricing. The pricing reflected in this RFP reflects the most current pricing available. If the contract is awarded Landscape Supply will be sure to pass any reductions in fertilizer costs directly to the University as they occur.

If there are any questions please direct them to Derik Cataldi, dcataldi@landscapesupplyva.com, 540-589-0332.

Description	Proposed Unit Price	Unit of Measure	Minimum Required Quantity/Volume If Applicable	Brand Name
GRASS SEED				
Perennial Rye Grass Seed	\$ 3.30	per pound	50 lb	Field General
Tall Fescue Blend (Fall Application)	\$ 2.99	per pound	50 lb	Southern Lawn
Tall Fescue Blend (Spring Application)	\$ 2.99	per pound	50 lb	Southern Lawn
FERTILIZER				
25-2-5	\$ 0.63	per pound	50 lb	Nutriscap
10-2-5	\$ 0.76	per pound	50 lb	Earthworks
10-20-10	\$ 0.62	per pound	50 lb	Nutriscap
Biological & Sprayable Fertilizer-List				
Sea 3	\$ 42.00	per gallon	2.5 gallon	Earthworks
Hydra-Kelp	\$ 41.20	per gallon	2.5 gallon	Hydra-Smart
Hydra-Green 25-0-0	\$ 28.90	per gallon	2.5 gallon	Hydra-Smart
Hydra-Gro 30-0-0	\$ 24.54	per gallon	2.5 gallon	Hydra-Smart
Hydra-Balance 14-2-14	\$ 32.00	per gallon	2.5 gallon	Hydra-Smart
Hydra-Phite Plus 0-0-28	\$ 65.88	per gallon	2.5 gallon	Hydra-Smart
Hydra-Fe 12-0-0	\$ 21.06	per gallon	2.5 gallon	Hydra-Smart
Hydra-Mineral Miner 21-0-0	\$ 27.20	per gallon	2.5 gallon	Hydra-Smart
Organic Granular Fertilizer - List				
Earthworks 3-4-3	\$ 0.38	per pound	50 lb	Earthworks
Earthworks 5-4-5	\$ 0.68	per pound	50 lb	Earthworks
Earthworks 8-2-2	\$ 0.55	per pound	50 lb	Earthworks
Organics Plus 16-3-8	\$ 0.62	per pound	50 lb	Nutriscap
Soil Amendments				
Compost	\$ 0.19	per pound	40 lb	Black Kow
Aged Manure	\$ 0.12	per pound	50 lb	Black Kow
Sand	\$ 0.154	per pound	50 lb	Sterling Sand
Peat Moss	\$ 0.403	per pound	62 lb	Premier
Soil pH				
Dolomitic Lime	\$ 0.115	per pound	50 lb	Austinville
Espoma Organic Soil Acidifier	\$ 0.60	per pound	50 lb	Tiger Organic
HERBICIDES				
Snapshot 2.5 TG	\$ 1.86	per pound	50 lb	SnapShot
Round-up	\$ 44.00	per gallon	2.5 gallon	Ranger Pro
Trimec Southern	\$ 105.00	per gallon	gallon	Trimec Southern
Ornamec	\$ 31.00	per quart	quart	Ornamec 170
Fusilade* (sub for Ornamec)	\$ 85.00	per quart	quart	Fusilade
SedgeHammer	\$ 60.00	per dry oz*	1.33 oz	Sedgemaster
Speedzone	\$ 102.00	per gallon	2.5 gallon	Speedzone
Ronstar Flo	\$ 188.00	per gallon	2.5 gallon	Ronstar Flo
Hydra-Tonik	\$ 50.00	per gallon	gallon	Hydra-Tonik
Ranger Pro	\$ 44.00	per gallon	2.5 gallon	Ranger Pro

Specticle Total	\$ 97.77	per gallon	144 oz	Specticle Total
Monument	\$ 11.00	per gram*	25 gram	Monument
GROWTH REGULATOR				
T-Nex Growth Regulator	\$ 153.66	per gallon	2.5 gallon	T-Nex
INSECTICIDES				
Bonide Systemic Insect Control	\$ 25.00	per pint	pint	Bonide
Orthene 97* (sub for Bonide Systemic)	\$ 22.00	per lb	7.73 lbs	Orthene
Tree & Shrub Insect Control w/Safari 2G		per gallon		*See note Below
Zylam* (sub for Safari 2G)	\$ 165.00	per quart	quart	Zylam
Safari 20 SG* (sub for Safari 2G)	\$ 166.00	per lb	3 lbs	Safari
FUNGICIDE				
Agri-Fos	\$ 60.00	per quart	quart	Monterey
Quali-Pro Tebuconazole	\$ 103.00	per gallon	gallon	Quali-Pro
Daconil Weatherstik	\$ 73.00	per gallon	2.5 gallon	Daconil Wthrstik
Mancozeb	\$ 11.60	per lb*	12 lb	Fore WSP
* indicates this is a subsitute for the product listed above.				
* indicates a change in unit of measure from what was orignally issued				
*Tree & Shrub Insect Control with Safari 2G is no longer commercially available				

ATTACHMENT B (CONT'D)**Section A**

If you are certified by the Department of Small Business and Supplier Diversity (DSBSD), are you certified as a:

Check All That Apply: ☐ Micro Business ☒ Small Business ☐ Woman-Owned Business ☐ Minority-Owned Business

DSBSD Certification No.: 723904 Expiration Date: 1/29/2026

Section B

Populate the table below to show your plans for utilization of DSBSD-certified small businesses in the performance of this contract. This shall not exclude DSBSD-certified women-owned and minority-owned businesses that have received the DSBSD small business certification. Include plans to utilize small businesses as part of joint ventures, partnerships, subcontractors, suppliers, etc.

Plans for Utilization of DSBSD-Certified Small Businesses for this Procurement

Small Business Name, Address & DSBSD Cert No.	Indicate if also: Micro (O), Women (W), or Minority (M) Certified	Contact Person, Telephone & Email	Type of Goods and/or Services	Planned Involvement During Initial Period of the Contract (%)	Planned Contract Dollars During Initial Period of the Contract (\$)
Total Planned Subcontracting Spend (\$)					

ATTACHMENT B - SMALL BUSINESS SUBCONTRACTING PLAN

MUST BE COMPLETED AND RETURNED WITH PROPOSAL PACKAGE

All small businesses must be certified by the Commonwealth of Virginia, Department of Small Business and Supplier Diversity (DSBSD) by the due date of the solicitation to participate in the SWaM program. Certification applications are available through DSBSD online at <http://sbsd.virginia.gov>.

DEFINITIONS:

"Micro Business" means a business that is a certified Small Business under the SWaM Program and has no more than twenty-five (25) employees and no more than \$3million in average annual revenue over the three-year period prior to their certification.

"Small business" means a business independently owned and controlled by one or more individuals who are U.S. citizens or legal resident aliens, and together with affiliates, has 250 or fewer employees, or average annual gross receipts of \$10 million or less averaged over the previous three years. One or more of the individual owners shall control both the management and daily business operations of the small business. *Note: DSBSD-certified women- and minority-owned businesses shall also be considered small businesses when they have received DSBSD small business certification. (Code of Virginia, § 2.2-4310)*

"Woman-owned business" means a business that is at least 51% owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51% of the equity ownership interest is owned by one or more women who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more women. *(Code of Virginia, § 2.2-4310)*

"Minority-owned business" means a business that is at least 51% owned by one or more minority individuals who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership or limited liability company or other entity, at least 51% of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more minority individuals. *(Code of Virginia, § 2.2-4310)*

Bidder Name: W. S. Connelly and Company DBA: Landscape Supply

Preparer Name: J. Derik Cataldi Date: 6/27/22

INSTRUCTIONS:

- A. If you are certified by the Department of Small Business and Supplier Diversity (DSBSD) as a small business, complete only Section A of this form. This shall not exclude DSBSD-certified women-owned and minority-owned businesses when they have received DSBSD small business certification.
- B. If you are not a DSBSD-certified small business, complete Section B of this form. For the bid to be considered and the bidder to be declared responsive, the bidder shall identify the portions of the contract that will be subcontracted to DSBSD-certified small business in Section B.



Replenish 10-2-5

Brand: EarthWorks

Replenish 10-2-5 is an ammonium sulfate Formulated Natural Organic Fertilizer. This product is a combination of soluble ammonium sulfate nitrogen and rich biologically active Replenish fertilizer. Ammonium sulfate is ideal for spring and fall applications to help warm up cool soils and release tied up calcium while providing a soluble form of nitrogen. When blended with the EarthWorks Replenish com...

[Read More](#)

Contact us today for
pricing & size
information.

[CONTACT US](#)

Nitrogen	1.3% Ammoniacal Nitrogen; 1.0% Other Water Soluble Nitrogen; 2.7% Water Insoluble Nitrogen
Phosphorous	4% Available Phosphate (P2O5)
Potassium	5% Soluble Potash (K2O)
Other Nutrients	6% Calcium; 3% Sulfur
Derived from:	Composted poultry manure, ammonium sulfate, methylene urea, and sulfate of potash
Guaranteed Analysis	70% Organic matter (delivered from composted poultry manure, contains carbon)



organicsPlus 10-20-10

Brand: Landscape Supply

Downloads: [Label](#) , [SDS](#)

organicsPlus 10-20-10 is a great starter fertilizer that offers turf managers a more environmental approach to their program. Blended with OceanGro organics, organicsPLUS contains a minimum of 50% organics, micronutrients and XCU slow release technology. Meaning, less applications with great turf response. organicsPlus can feed up to 12 weeks. Provides a stress relief formula for better disease tolerance during challenging summer months.

What is OceanGro Organic Nitrogen

- A 5-5-0 "Exceptional Quality" Class A granular biosolid fertilizer
- pH is neutral with a consistent reading of 7
- 65% organic matter per lb of OceanGro
- 2.5% Calcium
- 2.5% Iron
- SGN: 150



organicsPlus 10-20-10

Brand: Landscape Supply

Downloads: [Label](#) , [SDS](#)

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- SGN: 150



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/4/2022

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 Dominion Risk Advisors PO Box 833 Roanoke VA 24004		CONTACT NAME: Jennifer Schang PHONE (A/C, No, Ext): (540) 366-7475 FAX (A/C, No): (855) 366-7475 E-MAIL ADDRESS: jschang@domrisk.com	
INSURED W. S. Connelly & Co, Chesapeake Valley Seed, Landscape Supply, Inc., LSI dba Tenbarga Seed Co. and Prescription Turf Services, Inc. PO Box 12706 Roanoke VA 24027-2706		INSURER(S) AFFORDING COVERAGE INSURER A: Selective Insurance Company of South Carolina INSURER B: Selective Insurance Company of the South INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 2022 COI**REVISION NUMBER:** REWRITE 1/1/2022

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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			s2489457	1/1/2022	1/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" 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			s2489457	1/1/2022	1/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			s2489457	1/1/2022	1/1/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A		WC9073673	1/1/2022	1/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

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

Contract: UCPUMW 17-609, Perennial Rye Grass Seeds

CERTIFICATE HOLDER

(540) 654-1168 procure@umw.edu

University of Mary Washington
1301 College Avenue
Fredericksburg, VA 22401-5300**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

Jennifer Schang/JEN

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ACORD 25 (2014/01)

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INS025 (201401)

ATTACHMENT D

RFP UCPUMW 22-1403 Proposal Submission Checklist

It is important that the Offeror carefully read through the RFP and provide all required documentation. The proposal **MUST** be submitted and received on time to qualify for a chance at evaluation. Use this checklist as a guideline to ensure the proposal is complete before submission.

IMPORTANT DATES & REMINDERS

- No Questions Accepted after 2:00 p.m., June 2, 2022. All Questions must be in writing and directed toward the Procurement Officer for this solicitation: Kenneth Manahan, kmanaha2@umw.edu; 540-654-1382.
- Proposal Due Date: 2:00 p.m., June 30, 2022- Proposals submitted after 2:00 p.m. as indicated by the official Procurement clock will NOT be accepted if the proposal is hand delivered or mailed.
- All hand delivered proposals must be submitted in a SEALED envelope identifying the firm's name and the solicitation number at a minimum, and delivered to the address located on the RFP Cover Page. Proposals must be received at the address indicated on the first page of this solicitation no later than 2:00 p.m., June 30, 2022.
- Proposals uploaded to eVA VBO must be completed prior to 2:00 p.m., June 30, 2022.
- Read the ENTIRE RFP including terms and conditions and attachments carefully before submitting a proposal.

REQUIRED DOCUMENT SUBMISSION

Acknowledgement:

☒ **The classification of an entire proposal document, line item prices and/or total proposal prices as proprietary or as a trade secret is not acceptable.** If, after being given reasonable time, the Offeror refuses to withdraw an entire classification designation, the proposal will be rejected.

Documents/Information to Submit:

- ☒ Completed and signed RFP cover page.
- ☒ Any/All signed addenda.
- ☒ Electronic Copy of Proposal (Original and Redacted, if required) – accompanied by hard copy submissions
- ☒ Description of the Offering firm's history and expertise.
- ☒ Identify Offeror's business locations nearest to the University of Mary Washington's Fredericksburg, VA campus.
- ☒ Include the Offeror's average delivery time for grass seed once the order is received.
- ☒ Include Offeror's average delivery time for all other products.
- ☒ Identify any products listed in the Attachment A Pricing Table that Offeror is unable to provide.
- ☒ Offeror shall include a statement in the proposal if all products identified within the RFP can be provided.
- ☒ Complete and include Attachment A, Pricing within Offeror's proposal.
- ☒ Completed Attachment A, Pricing Sheet.
- ☒ Completed Attachment B, Small Business Subcontracting Plan.
- ☒ Any exceptions taken to University's Terms and Conditions.
- ☒ Current Certificate of Liability Insurance