

BILL NO.: 26-0117

ORDINANCE NO.: 26-0119

INTRODUCED BY COUNCIL MEMBER(s) Giveterke

AN ORDINANCE AWARDING BIDS FOR CERTAIN PRODUCTS AND SERVICES TO THE LOWEST AND BEST BIDDERS AS REFLECTED IN THE RESPONSES TO CERTAIN INVITATIONS FOR BID AND REQUESTS FOR PROPOSALS LAWN CARE SERVICES 2026; AND AUTHORIZATION FOR THE COUNTY EXECUTIVE TO EXECUTE ANY NECESSARY AGREEMENTS OR CONTRACTS TO EFFECTUATE THE AWARD OF THE BIDS AND PROPOSALS.

WHEREAS, Jefferson County, Missouri, (hereafter, the "County") in response to certain Invitations for Bids and Requests for Proposals issued by the County, received bids and proposals for the following items or services:

BID NAME

Lawn Care Services 2026

NUMBERS OF BIDS RECEIVED

6

DATE OF BID OPENING

1-13-26

WHEREAS, after reviewing the bids and proposals set forth above, the

FILED

JAN 30 2026

JEANNIE GOFF
COUNTY CLERK, JEFFERSON COUNTY, MO

Page 1 of 5

Jefferson County, Missouri
Contract# 26-0004

Department of Public Works, Division of Facility Services has determined that certain bids and proposals represent the lowest and best bid for the respective items or services and met the bid or proposal specifications issued by the County; and

WHEREAS, the Jefferson County, Missouri, Council finds it is in the best interest of the County to award the bids and proposals to Precision Lawn Care & Landscaping for Lawn Care Services 2026 for a term from 2-8-26 to 2-7-27 upon approval for the amount of **\$41,230.00 per year for the total amount not to exceed \$50,000.00 for the term**, subject to budgetary limitations.

**BE IT ENACTED BY THE JEFFERSON COUNTY, MISSOURI,
COUNCIL, AS FOLLOWS:**

Section 1. The County awards the following bids and proposals which are incorporated by this reference as if fully set out herein, to the lowest and best vendor(s) bidding for each respective item or service as follows:

BID NAME

Lawn Care Services 2026

TERM

2-8-26 to 2-7-27

AMOUNT

**Up to \$41,230.00 per term,
for total amount not to exceed \$50,000.00 for the term,
subject to budgetary limitations**

AWARDED BIDDER

Precision Lawn Care & Landscaping

Section 2. The Jefferson County, Missouri, Council hereby authorizes the County Executive to execute the agreement attached hereto and incorporated herein by Reference as Exhibit "A" and any agreements or contracts necessary to effectuate the award of the bids and proposals set forth in this Ordinance. The County Executive is further authorized to take any and all actions necessary to carry out the intent of this Ordinance.

Section 3. Copies of all Invitations for Bid, Requests for Proposals, responses thereto, and any contracts or agreements shall be maintained by the Department of the County Clerk consistent with the rules and procedures for the maintenance and retention of records as promulgated by the Secretary of State.

Section 4. This Ordinance shall be in full force and effect from and after its date of approval. If any part of this Ordinance is invalid for any reason, such invalidity shall not affect the remainder of this Ordinance.

**THIS BILL BEING DULY INTRODUCED, THE MEMBERS OF THE
JEFFERSON COUNTY, MISSOURI, COUNCIL VOTED AS FOLLOWS:**

Council Member District 1, Brian Haskins
Council Member District 2, Billy Crow Jr.
Council Member District 3, Lori Arons
Council Member District 4, Charles Groeteke
Council Member District 5, Vacant
Council Member District 6, Tim Brown
Council Member District 7, Bob Tullock

yes
yes
yes
yes

yes
yes

THE ABOVE BILL ON JANUARY 26, 2026:

✓ **PASSED** **FAILED**

Tim Brown
Tim Brown, County Council Chair

Cherlynn Boyer
Cherlynn Boyer, Council Executive Assistant

THIS BILL WAS ✓ APPROVED BY THE JEFFERSON COUNTY
EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY,
MISSOURI, THIS 30 DAY OF January, 2026

THIS BILL WAS _____ VETOED AND RETURNED TO THE
JEFFERSON COUNTY, MISSOURI, COUNCIL WITH WRITTEN
OBJECTIONS BY THE JEFFERSON COUNTY EXECUTIVE, ON
_____.

Dennis J. Gannon *DC*

Dennis J. Gannon, Jefferson County, Missouri, Executive

ATTEST:

Jeannie Goff
Jeannie Goff, County Clerk

BY: Shelley Blankenship

First Reading: 1/26/2026



JEFFERSON COUNTY
DEPARTMENT OF ADMINISTRATIVE SERVICES
 729 MAPLE ST / PO BOX 100
 HILLSBORO MO 63050
WWW.JEFFCOMO.ORG



ORDINANCE NO.

26-0119

BID #: 26-0004

Invitation for Bid: LAWN CARE SERVICES 2026

Date Issued: 12/15/2025

BIDS SHALL BE ACCEPTED UNTIL: TUESDAY, JANUARY 13, 2026 AT 2:00 P.M. LOCAL TIME.

Specification

Contact:

MATT STINCHCOMB

Department of Public Works – Division of Facility Services
 636-797-5574
mstinchcomb@jeffcomo.org

Contract

Contact:

JACKIE DOYLE

Department of Administrative Services
 636-797-5380



SAMPLE ENVELOPE

VENDOR NAME

VENDOR ADDRESS

CONTACT NUMBER

DEPARTMENT OF THE COUNTY CLERK

JEFFERSON COUNTY MISSOURI

729 MAPLE ST / PO BOX 100

HILLSBORO MO 63050-0100

SEALED BID: (BID NAME)

**Mail (3) Three
 Complete Copies
 With Vendor And
 Bid Information As
 Shown In Sample:**

Contract Term:

**ONE YEAR CONTRACT
 WITH TWO (2)
 ADDITIONAL ONE YEAR
 RENEWAL OPTIONS
 UPON APPROVAL OF THE
 COUNTY COUNCIL AND
 COUNTY EXECUTIVE**

The undersigned certifies that he/she has the authority to bind this company in an agreement/contract to supply the commodity or service in accordance with all terms, conditions, and pricing specified. This Bid, if accepted, will constitute an Agreement and Contract with Jefferson County, Missouri, upon approval of the County Council and County Executive. Prices are firm during this agreement term, unless agreed upon in writing by the County. The County has the option to renew this agreement at the same terms and conditions as the original agreement for two (2) additional one-year terms with the written consent of the successful Bidder. Price increases for renewals are not authorized unless approved in writing by the County.

**Vendor
 Information:**

Precision Lawn Care Landscaping Melissa Dennis
Company Name *Authorized Agent (Print)*

8417 State Route 30
Address

Melissa Dennis
Signature

D.H.M., MO 63023
City/State/Zip Code

Office Manager
Title

1-7-26 83-3954401
Telephone # *Date* *Tax ID #*

Melissa@precisionlawnline.com
E-mail

1-7-26 83-3954401
Fax #

UD

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REQUIRED DOCUMENTS

1. Current and valid Certificate of Insurance or binder showing required insurance coverage must be provided with each bid.
(County must be added as additional insured if awarded)
- 2a. Proof that Bidder does not owe delinquent real or personal property tax in Jefferson County (tax receipts for past 3 years)
Obtain receipts at <http://jeffersonmo.devnetwedge.com>
- *Or*
- 2b. A notarized affidavit, on company letterhead stating that the applicant does not own any real or personal property in Jefferson County, Missouri.
3. A Notarized affidavit of work authorization and current business entity status with E-verification documentation. (pages 9 & 10)
4. Agreement to be executed by the County upon approval by the County Council and County Executive. (Bidder is required to complete company information and execute signature)
5. Cooperative Bid Form (last page)
6. All pages of the Invitation for Bid/Request for Proposal must be used when submitting your bid/proposal response along with initialing each page with the bid/proposal. Additional information may be included separately.
7. Bid deposits/bonds must be in the exact amount as stipulated in the bid. (if required)

***BIDS MAY BE REJECTED IF REQUIRED DOCUMENTATION IS NOT INCLUDED OR COMPLETED AT DISCRETION OF THE COUNTY**



1.0 BID REQUIREMENTS

Bidder shall initial all pages and return where the Bid Document denotes "BIDDER'S INITIALS: MO

1.1 BID SUBMISSION:

Submit bid form in original (one original) and two (two copies) with all specification pages, if applicable. No facsimile or electronic bids shall be accepted and shall be rejected. The Vendor prior to the submission deadline as stated on page 1 must submit all bids. Late bids will not be accepted and returned to the vendor unopened. The County reserves the right to request additional written or oral information from Respondents in order to obtain clarification. A fully executed Affidavit is required by Section 285.530 RSMo. and shall be submitted with the bid form. A copy of the Affidavit is attached hereto. Failure to execute the Affidavit shall result in the bid being rejected. Failure to comply with any provision, provide any required documentation, insurance forms or deposits or bonds in exact amounts or any other term or condition that is not in strict conformance shall result in the bid being rejected.

1.2 BASIS OF BID AWARD:

Award may be made on an item-by-item basis to the lowest and best Bidder(s) or award may be made to the lowest and best bid total, whichever provides the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, ability to deliver, or any other reason deemed to be in the best interest of the County. Quantities stated herein represent an estimate for the period stated. Orders shall be placed for actual requirements as needed. The County may reject any or all bids for any reason and may waive any informality. Bids submitted from a Missouri State Contract shall include a copy of the State Contract with the bid. Bid award does not constitute an order or obligation to order by the County. The issuance of a Purchase Order Number shall be construed as acceptance of a Contract with all terms, conditions, and prices firm during the length of the agreement terms.

1.3 BID AWARD:

It is further agreed that the Contract shall not be valid and binding upon the County until approved by the County Counselor, as to legal form and is subject to the Ordinances, Resolutions and Orders of Jefferson County, Missouri, and State and Federal Law. If no Bid or Bids have been awarded by the County Council within forty-five (45) days following the opening of the bids then all bids will be deemed Rejected.

1.4 BID PREPARATION:

1. Bidders are responsible for examination of drawings, specifications, schedules and instructions. Failure to do so will be at the Bidder's risk.
2. Each Bidder shall furnish the information required by the invitation. The Bidder shall sign all required documents. All deletions and erasures shall be initialed
3. Alternate bids for supplies or services other than specified shall not be considered unless authorized by invitation.
4. Bidder shall state a definite time for delivery of goods or for performance of services unless otherwise specified in the invitation for bid.
5. When specified, samples must be timely submitted and at no expense to the County.
6. Failure to adhere to all requirements may result in the response being disqualified as non-responsive.

1.5 MODIFICATION OR WITHDRAWAL OF BIDS:

Bids may be modified or withdrawn prior to the exact hour and date specified for receipt of bids, provided the modification or withdrawal is in writing and is delivered in the same manner as a bid submission.

1.6 LATE BIDS:

It is the responsibility of the Bidder to deliver his bid or bid modification on or before the date and time of the bid closing to the Department of the County Clerk. Bids received late will be rejected and returned unopened to the Bidder.

1.7 BID DEPOSITS/BONDS:

Bid Deposits/Bonds are not required unless specified in the specifications. Bid deposits/Bonds must be in the exact amount as stipulated in the bid.

1.8 MATERIAL AVAILABILITY:

Bidders must accept responsibility for verification of material availability, product schedules and other pertinent data prior to submission of bid and delivery time. It is the responsibility of the Bidder to notify the County immediately if the materials specified are discontinued, replaced, or not available for an extended period of time. All materials ordered by the County, shall be as needed. A sample of materials may be requested.

1.9 ALTERNATE BIDS:

Alternate Bids for items will be accepted except when stated "NO SUBSTITUTIONS". Bidders must submit complete specifications on all alternate bids with the bid form. Alternate bids without complete specifications may be rejected. Alternate bids and exceptions to bid clauses must be clearly noted on the bid form. The County may accept or reject alternate bids; whatever is most advantageous to the County.

1.10 INCORPORATION OF DOCUMENTS:

The terms of the Bid Invitation, Bid Specifications, Bid Form are and shall be incorporated into the contract as if fully setout therein. The Bid, if accepted and approved by the County Council and County Executive shall constitute the terms of a Contract or Agreement with Jefferson County, Missouri, subject to any further Amendments, Memoranda or other documents or specifications which must be set forth in writing and signed by all parties.

1.11 ADDENDA:

Addenda to bid specifications are incorporated by reference as if fully setout herein. It is the responsibility of the vendor to insure and verify that they are in receipt of and completed all attached addenda prior to submission of bid forms. Verification is made by contacting the Office of Contracts and Grants at (636) 797-5380, or by reviewing the County Web Site. (www.jeffcomo.org).

1.12 INSURANCE:

The Vendor/Contractor shall purchase and maintain insurance with an insurance company licensed to do business in the State of Missouri or in the state where the vendor is incorporated or otherwise licensed to do business and which shall remain, at all times during the term of any contract with the County, in full force and effect. Preference will be given to a Vendor/Contractor who provides insurance with an insurance company licensed to do business in the State of Missouri, but in any event said Vendor/Contractor shall provide said insurance at its own expense. Such insurance shall be provided as will protect the Vendor/Contractor from claims which may arise out of or result from the Vendor/Contractor's execution of the work, whether such execution be by himself, his employees, agents, or by anyone for whose acts any of them may be liable. If any such work covered by the Contract is to be performed on County owned or leased premises, the Vendor agrees to carry liability and workman's compensation insurance, satisfactory to the County, and to indemnify the County against all liability, loss, and damage arising out of any injuries to persons and property caused by the Vendor, his sub-contractors, employees or agents. The insurance coverage shall be such as to fully protect the County and the general public from any and all claims for injury and damage resulting by any actions on the part of the Vendor/Contractor or its' forces as enumerated above. All policies must name the County as an additional insured and provide for thirty (30) days written prior to any material changes or cancellation. Any disputes regarding a breach, insurance amounts, liability, coverage, lapse or otherwise shall be litigated in the Circuit Court of Jefferson County, Missouri and the same shall be incorporated into any Contract agreed to by the parties.

THE COUNTY REQUIRES A CURRENT AND VALID CERTIFICATE OF INSURANCE OR BINDER SHOWING REQUIRED INSURANCE COVERAGE MUST BE PROVIDED WITH EACH BID. JEFFERSON COUNTY MUST BE ADDED AS AN ADDITIONAL INSURED AFTER AWARD OF THE BID. ANY LAPSE IN INSURANCE COVERAGE OR CANCELLATION THEREOF BY THE CONTRACTOR OR SUB-CONTRACTORS DURING THE TERMS OF THE CONTRACT SHALL IMMEDIATELY BE DEEMED A MATERIAL BREACH UNDER THE TERMS OF ANY CONTRACT.

A. ☒ Required ☐ Not Required **Comprehensive General Liability Insurance**

The Vendor/Contractor shall maintain and keep in full force and effect during the terms of this Contract such comprehensive general liability insurance as shall protect them from claims which may arise from operations under this Contract, whether such operations be by themselves or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$1,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death.

B. ☒ Required ☐ Not Required **Professional Liability Insurance**

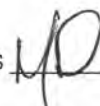
The Vendor/Contractor shall provide the County with proof of Professional Liability Insurance, which shall protect the County against any and all claims, which might arise as a result of the operation of the Vendor/Contractor in fulfilling the terms of this Contract during the life of the Contract. The minimum amounts of such insurance will be \$1,000,000.00. Should any work be subcontracted, these limits will also apply.

C. ☒ Required ☐ Not Required **Worker's Compensation Insurance:**
per Missouri Revised Statutes Chapter 287

The Vendor/Contractor or his sub-contractor or contractors, shall maintain and keep in force of this Contract such worker's compensation insurance limits as required by the statutes of the State of Missouri and Employer's Liability with limits no less than \$500,000.00.

1.13 BID SUBMISSIONS

Bids submitted on separate forms are NOT acceptable unless specified in the Bid Document. Failure to complete bid forms to the satisfaction of the County may result in rejection of your bid. It is the responsibility of each Bidder before submitting a bid to examine ALL documents thoroughly, and request written or oral interpretation of clarifications soon after discovering any conflicts, ambiguities, errors, or omissions in the bidding documents. Request for clarification must be received prior to bid openings.



1.14 BID OPENINGS

Bids will be publicly opened and read aloud at the time indicated on page 1. The Bidders and the public are invited but not required to attend the formal opening of the bids. No decisions relating to the award of a contract or agreement will be made at the opening.

1.15 BID TABULATIONS

Bid Tabulations are not available for 5 to 7 business days following the Bid Opening. Bid submissions are open for public review at the time of the Bid Opening. Bid tabulations are posted on the County's web-site address, www.jeffcommo.org. **NO COPIES** of bid tabulations are sent to vendors.

2.0 BID RESPONSE AND CONTRACT

2.1 BIDDER REPRESENTATIONS:

The Bidder, by executing the Bid form certifies that:

- A. The bid complies with Invitation for Bid form and Bid Specifications.
- B. Bidder is not debarred or suspended from participation in Federal Assistance programs.

2.2 TAXES:

No bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property taxes to Jefferson County. The prospective Bidder is required to provide proof in the form of an original paid tax receipt issued by the Jefferson County Collector or a verified affidavit stating that the applicant does not own any real or personal property in Jefferson County. Tax receipts for the past 3 years are required and may be obtained at <http://jeffersonmo.devnetwedge.com/> or a notarized affidavit stating that the applicant does not own any real or personal property in Jefferson County on company letterhead.

Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property, or that the Bidder does not own any real or personal property in Jefferson County. All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or proof shall be provided that the Bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective Bidder provides proof that the Bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.

2.3 CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:

- A. The prices in the bid shall be independently determined, without consultation, communication, or agreement for the purpose of restricting competition as to any matter relating to price with any Bidder or other person.
- B. Unless otherwise required by law, the prices shall not have been knowingly disclosed by the Bidder prior to opening.
- C. No attempt has been made or will be made by the Bidder to induce any other person or firm to submit or not to submit a bid.

2.4 PRICE:

The price(s) specified in this bid shall be firm and not subject to contingency or reservation. If the Vendor fails to honor stated prices as submitted in the Bid Form or Contract, the County reserves the right to obtain the same items from the next lower vendor who submitted a bid price for the item. The original vendor shall be responsible for the difference in price and required to make restitution to the County for the difference in price. The Bidder represents prices specified in the bid do not exceed current selling price for the same or substantially similar good or service, and are the same as or lower than other prices charged to the Bidder's most favored customer. In the event the stated prices are determined to be higher than the prices for which Supplier has sold the items, or services, to others, this contract price shall be reduced accordingly. **Bid prices are ALL INCLUSIVE: (Shipping, Handling, Delivery, and Assembly to locations specified by the County).** Prices shall be firm for ALL County departments and locations for term of the agreement.

2.5 MISSOURI DOMESTIC PRODUCT PROCUREMENT ACT:

Bidder represents that the goods provided comply with Sections 34.350 to 34.359, RSMo., known as the Domestic Product Procurement Act. The Act encourages the purchase of products manufactured or produced in the United States, State of Missouri, and Jefferson County, Missouri. Bidder shall include proof of compliance with the Act with the bid when requested.

2.6 NON-EXCLUSIVE AGREEMENT:

The contractor shall understand and agree that the contract shall not be construed as an exclusive agreement and further agrees that the County may secure identical and/or similar services or products from other sources at anytime in conjunction with or in replacement of the contractor's services.

2.7 DEFINITIONS:

- A. The term "County" means the Jefferson County, Missouri and its designated representatives.
- B. The term "Vendor" means Supplier, Contractor, and Seller and includes designated representatives.
- C. The term "IFB" means Invitation for Bid.
- D. The term "Agreement/Contract means Binding Agreement, Contract, Request for Purchase, Order.

2.8 INSPECTION, ACCEPTANCE AND APPROVALS:

Goods shall at all times and places, including the period of manufacture, are subject to inspection and test by County. County will accept or give notice of rejection of goods delivered within a reasonable time after receipt. Acceptance shall not waive any warranty. All goods supplied are subject to final inspection and acceptance by County notwithstanding payment, prior inspections or approvals. County may require prompt replacement or correction of rejected goods at Supplier's expense, including a reduction in price for rejected goods. Supplier shall not resubmit rejected goods to County without prior written approval and instructions from County. In addition, Supplier shall identify resubmitted goods as previously rejected. Supplier shall provide and maintain a quality assurance and control system acceptable to County.

2.9 WARRANTY:

Unless otherwise agreed to in writing by the parties, Supplier warrants that items ordered to specifications will conform thereto and to any drawings, samples or other descriptions furnished or adopted by County, or, if not ordered to specifications will be fit and sufficient for the purpose intended, and that all items will be new, merchantable, of good material and workmanship, and free from defect. Such warranties, together with Supplier's service warranties and guarantees, if any, shall survive inspection, test, acceptance of, and payment for the items and shall run to County and its assigns. Except for latent defects, the County shall give notice of any nonconformity to the Supplier within one (1) year after acceptance. County may return for credit or require prompt correction or replacement of the defective or non-conforming goods or have the defective good corrected or replaced at Supplier's expense. Return to Supplier of any defective or non-conforming goods and delivery to County of any corrected or replaced goods shall be at Supplier's expense. Defective or non-conforming items shall not be corrected or replaced without written authorization by County. Goods required to be corrected or replaced shall be subject to the provisions of this clause and the clause hereof entitled "Inspection, Acceptance and Approvals" in the same manner and to the same extent as goods originally delivered under this contract.

2.10 PAYMENT:

County will pay Supplier for goods upon delivery to, submission of certified invoices with attached tipping fee receipts and acceptance. The County will not be responsible for articles or services furnished without a purchase order. Price is tax-exempt.

2.11 CHANGE ORDER:

County may make changes within the general scope of this contract. If any such changes cause an increase or decrease in the cost of or the time required for the performance of any part of the work, whether changed or not changed by any such order, an equitable adjustment shall be made in the price or delivery schedule or both, and any change order shall be in writing. Any claim by a Supplier for adjustment under this clause shall be asserted within fifteen (15) days from the date of receipt of this written order directing the change, provided, however, County, if it decides that the facts justify such action, may receive and act upon such claim asserted at any time prior to final payment.

2.12 DELIVERIES:

Deliveries shall be made in strict accordance with any delivery schedule contained in the bid specification or contract and in the exact quantity ordered. Failure to adhere to delivery schedule is reason for termination in accordance with the "termination" clause. Deliveries are to be made at locations specified by the County at time of Order.

2.13 RESPONSIBILITY FOR SUPPLIES:

Pursuant to Section 290.560 RSMo, Supplier/Contractor shall employ only Missouri laborers and laborers from nonrestrictive states except that other laborers may be used when Missouri laborers or laborers from nonrestrictive states are not available, or are incapable of performing the particular type of work involved, if so certified by the contractor and approved by the County. Except as otherwise provided, Supplier shall be responsible and bear all risks for loss and damage to goods until delivery at County's facilities, regardless of F.O.B. point, point of inspection or acceptance; and if the goods are rejected.

2.14 SUBCONTRACTS:

Supplier shall not enter into any subcontract(s) in excess of \$25,000 or 20% of this contract price; whichever is less, for any goods without County's prior written approval.

2.15 CHOICE OF LAW:

This bid and contract shall be governed and interpreted according to the laws of the State of Missouri. Venue for any court action shall be in Jefferson County, Missouri.

2.16 TERMINATION:

- A. General: Performance of work may be terminated by the County in whole, or from time to time in part, whenever County shall determine that such termination is in the best interests of County with a thirty (30) day written notice. The Vendor may terminate the Agreement/Contract upon a sixty (60) day prior notice in writing. In the event of any termination of the Agreement/Contract by the Vendor, the County may purchase such supplies and/or services similar to those terminated and for the duration of the Agreement/Contract period the Vendor will be liable for all costs in excess of the established contract pricing.
- B. Bankruptcy or Insolvency: In the event bankruptcy proceedings are commenced by or against Supplier or under any provisions of the United States Bankruptcy Act or for the appointment of a receiver or trustee or a general assignment for the benefit of creditors of either party, County shall be entitled to terminate without further cost or liability. The County may cancel the Agreement/Contract or affirm the Contract and hold the Vendor responsible for damages.
- C. Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property, or that the Bidder does not own any real or personal property in Jefferson County. All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or proof shall be provided that the Bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective Bidder provides proof that the Bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.
- D. Default: County may terminate the whole Contract or any part in either of the following circumstances:
 - D-1. If supplier fails to deliver the items required by the contract within the time specified; or
 - D-2. If supplier fails to perform any of the other provisions of the contract, or so fails to make progress as to endanger performance of the contract in accordance with its terms, and in either of these two circumstances does not cure such failure within a period of ten (10) days after notice from County specifying such failure. In the event of termination under subparagraph 1, County shall have the right to procure, on such terms and in such manner as it may deem appropriate, items similar to those terminated, and to recover from Supplier the excess cost for such similar items provided, however, Supplier shall not be liable for such excess costs where the failure upon which the termination is based has arisen out of causes beyond the control of Supplier and without the fault or negligence of Supplier. Such causes shall be deemed to include fires, floods, earthquakes, strikes, and acts of the public enemy. The rights of County provided in subparagraph 1 shall be in addition to any other rights provided by law or the contract.
 - D-3. In the event of the Supplier's non-compliance with the provisions as set forth, this Contract may be cancelled, terminated or suspended in whole or in part and the supplier may be declared ineligible for further County contracts. The rights and remedies of the County provided in this paragraph shall not be exclusive but are in addition to any remedies provided in this Contract or as provided for by law.

2.17 NOTICE AND SERVICE THEREOF:

Any notice from the County shall be in writing and considered delivered and the service thereof completed when said notice is posted, by certified or regular mail, to the Supplier, at the address stated on the bid form.

2.18 CONTRACT TERM:

Performance shall be governed solely by the terms and conditions as set forth in the Invitation for Bid, Bid Specifications, Bid Form and the Contract notwithstanding any language contained on any invoice, shipping order, bill of lading or other document furnished the Seller at any time and the acceptance by the County for any goods furnished.

2.19 COMPLIANCE WITH APPLICABLE LAWS:

Supplier warrants it has complied with all applicable laws, rules and ordinances of the United States, Missouri or any other Governmental authority or agency in the manufacture or sale of the goods, including but not limited to all provisions of the Fair Labor Standards Act of 1938, as amended, including provisions of the Home Rule Charter of Jefferson County, Missouri requiring all workers performing work under any contract with Jefferson County be paid a wage that is at least the prevailing hourly rate of wages for work of a similar character in Jefferson County.

2.20 ACTS OF GOD:

No party shall be liable for delays, nor defaults due to Acts of God or the public enemy, riots, strikes, fires, explosions, accidents, governmental actions of any kind or any other causes of a similar character beyond its control and without its fault or negligence.

2.21 SELLER'S INVOICES:

Invoices shall contain the following information. Contract number (if any), Purchase Order Number, Item number, contract description of goods or services, sizes, quantities, unit prices and extended totals. Invoices for and inquiries regarding payment should be addressed to the County Accounts Payable Clerk.

2.22 APPROVAL:

It is agreed the acceptance of a Bid shall not be valid and binding upon the County until approved by the County Purchasing Agent, County Council, and the County Counselor.

2.23 RENEWAL OPTION:

The County reserves the right to negotiate the contract for two (2) additional one-year terms with the written consent of the awarded vendor. If the contractor/vendor requests an increase in compensation for any renewal period, the vendor shall notify the Office of Contracts and Grants no less than 60 days prior to the end of the contract period. The County shall notify the Vendor of the intent to exercise the renewal option. However, failure to notify the Vendor does not waive the County's right to exercise the renewal option.

Indicate: ☐ Individual: ☐ Partnership: ☐ Corporation.

2.24 INDIVIDUAL, PARTNERSHIPS, CORPORATIONS:

Incorporated in the State of _____.

2.25 LITIGATION:

This agreement shall be interpreted under the laws of the State of Missouri. Any disagreements, questions, controversies, litigation or other causes of action whatsoever arising from or under the terms of this agreement shall be resolved in the trial courts of 23rd Judicial Circuit Court of the State of Missouri-Hillsboro, Missouri.

2.26 LANGUAGE: Bids and all related documents will only be accepted in the English Language.

AFFIDAVIT OF WORK AUTHORIZATION

The grantee, sub grantee, contractor or subcontractor who meets the section 285.525, RSMo. definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now Mark Dennis (Name of Business Entity Authorized Representative) as owner (Position/Title) first being duly sworn on my oath, affirm Precision Lawn Care Landscaping (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to #26-0004 (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contractor, or subcontractor, if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that Precision Lawn Care Landscaping (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services related to #26-0004 (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contract, or subcontract, if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

[Signature]
Authorized Representative's Signature

Melissa Dennis
Printed Name

Office Manager
Title

1-8-2026
Date

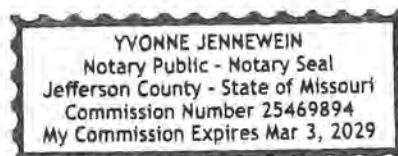
Subscribed and sworn to before me this 8 of January 2026 I am
(DAY) (MONTH, YEAR)

commissioned as a notary public within the County of Jefferson, State of
(NAME OF COUNTY)

Missouri and my commission expires on Mar 3, 2029.
(NAME OF STATE) (DATE)

[Signature]
Signature of Notary

01-08-2026
Date



MD

AFFIDAVIT OF WORK AUTHORIZATION

(Continued)

CURRENT BUSINESS ENTITY STATUS

I certify that Precision Lawn Care & Landscaping (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo., pertaining to section 285.530, RSMo., as stated above.

Melissa Dennis

Authorized Business Entity
Representative's Name
(Please Print)

Melissa Dennis

Authorized Business Entity
Representative's Signature

Precision Lawn Care & Landscaping
Business Entity Name

1-7-2026
Date

As a business entity, the grantee, sub grantee, contractor, or subcontractor must perform/provide the following. The grantee, sub grantee, contractor, or subcontractor shall check each to verify completion/submission:

- ☐ Enroll and participate in the E-Verify federal work authorization program
(Website: <http://www.dhs.gov/e-verify>;
Phone: 888-464-4218; Email: e-verify@dhs.gov) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;

AND

- ☐ Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include a page from the E-Verify Memorandum of Understanding (MOU) listing the grantee's, subgrantee's, contractor's, or subcontractor's name and the MOU signature page completed and signed, at minimum, by the grantee, subgrantee, contractor, or subcontractor and the Department of Homeland Security – Verification Division; (if the signature page of the MOU lists the grantee's, subgrantee's, contractor's, or subcontractor's name, then no additional pages of the MOU must be submitted).

MD

**Certification Regarding
Debarment, Suspension, Ineligibility,
And Voluntary Exclusion**

Contractor Covered Transactions

- (1) The prospective contractor of the Recipient, Precision Lawn Care & Landscaping, certifies, by submission of this document, that neither it nor its representatives is presently disbarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the Recipient's contractor is unable to certify to the above statement, the prospective contractor shall attach an explanation to this form.

CONTRACTOR: Precision Lawn Care & Landscaping

By: Melissa Dennis
Signature Recipient's Name

Name and Title Division Contract Number

8417 State Route 30
Street Address

Dittmer, MO 63023
City, State, Zip

1-7-2026
Date

150000000
DUNS number

9NP71
Cage Code

Lawn Care Bid Specifications 2026

The Department of Public Works is seeking bids for Professional Lawn Care Services. The contractor shall comply with all specifications, general conditions and terms contained in this entire Request for Proposal.

The contractor shall base all bids on thirty (30) times per year starting April 1 and ending October 1, unless otherwise agreed upon in writing by email, and authorized by the Director of Public Works or their designee. The vendor shall provide all labor, material, and equipment as required to meet the following specifications and general conditions:

A. General Conditions:

1. The Contractor must possess the appropriate State and Local business registrations and / or licenses as required to perform the proposed services and must comply with all Federal and State Employment / Labor regulations including those from the U.S. "Occupational Safety and Health Administration".
2. The Contractor must employ personnel that are legally authorized to work in the United States. The Contractor must be capable of providing appropriate employment documentation for their workers in a timely manner upon request of the County.
3. The County shall compare the bids by projecting a total annual cost of services using the historical service frequencies for each facility.
4. The County reserves the right to request changes in the frequency of services performed at individual facilities throughout the term of the service agreement and reserves the right to add facilities to the list of County Facilities with the approval of the Contractor without voiding the existing service agreement.
5. The County reserves the right to self-perform Lawn Care Services for any facility on the list of County Facilities.
6. If possible, the County intends to award the Lawn Care Services for all sites to one Contractor. Accordingly, the County reserves the right to award service agreements to multiple Contractors as necessary to meet the operational requirements of the County.
7. The Contractor must provide a list of current references containing at least three commercial clients that the Contractor serviced in 2025. The Contractor must submit this list of references with their proposal.
8. The Contractor must provide a list of prior references containing at least two commercial clients that the Contractor serviced.
9. The Contractor must clearly state any exclusions or deviations from the bid specification. The statement of exclusions or deviations must be submitted to the County with the bid.
10. A representative of the Contractor must make themselves available to meet with the County between the hours of 8:00 am and 4:30 pm on normal business days throughout the term of the agreement.
11. Subcontracting is NOT permitted; all workers shall be employees of the contractor.



B. Lawn Care Specifications:

1. The Contractor shall be responsible for cutting and trimming all grass lawn areas contained within the property lines of the County facility as identified on the bid sheet.
2. The Contractor shall ensure that the grass is mowed to a height of three (3) inches.
3. The Contractor shall ensure all trimming around stationary objects shall be to a height of one (1) inch.
4. The contractor shall provide weed/grass control and shall ensure that all locations within the highlighted areas where building foundations, sidewalks, islands, roads, parking areas, curbs or gravel areas abut are kept free of grass or weeds to include around any manmade objects, i.e., utility poles, light pole, flag poles, fencing, fence post, fire hydrant, guard rails, etc. The use of chemical control shall be authorized (in writing by email) by the Director of Public Works or their designee and must be specific to a location and not general to all similar areas unless otherwise stipulated.
5. The Contractor shall edge "neatly" along all flat surfaces, sidewalks, parking areas and streets that adjoin any grassy area and shall be completed upon each cutting. No scalping or uneven lines.
6. The Contractor is required to bag or collect grass clippings from the lawn areas serviced by the Contractor at the Administration and Courthouse areas.
7. All areas must be clear of grass clippings from parking lots, sidewalks, and common areas adjacent to the lawn areas serviced.
8. The Contractor shall ensure that there is no clumped grass, wind-rows, tire tracks or ruts from contractor's equipment left after each cutting.
9. The Contractor shall only provide Lawn Care Services on a schedule that has been authorized by the Director of Public Works or their Designee. The Contractor shall not initiate any periodic Lawn Care Services without receiving authorization (in writing -email) to proceed from the Director of Public Works or their Designee.
10. Any additional Lawn or Landscaping Services from the Contractor, at an additional cost to the County, such services may include seeding, sodding, fertilizing, weed control, pruning, mulching, planting, and other grounds related activities must be (in writing -email) from the Director of Public Works or their Designee.
11. The Contractor must take precautions as necessary to prevent damage to County property as well as vehicles located on County property at the time said services are performed. The property includes building structures, building signage, flagpoles, monuments, fences, landscaping, sprinkler systems, fire hydrants, generators, fuel tanks, and other permanent equipment. The Contractor shall promptly notify the County of any damage caused because of the Contractor's activities. The contractor shall be responsible for repairing all said damages at the expense of the Contractor.
12. The Contractor shall be responsible for repairing any areas of grass damaged by the Contractors equipment. Specifically, the Contractor shall be responsible for restoring any area of turf to its original condition if the Contractor operates equipment in wet conditions. The Contractor shall also be responsible for any areas of turf damaged by fuel, hydraulic fluid, engine oil, or other fluids discharged because of the Contractor's activities.
13. The Contractor must not operate any power equipment on County property immediately adjacent to residential areas before 7:30 am. The contractor shall not initiate any lawn service operations on County property before the sun has risen, and the Contractor shall cease all operation on County property withing 15 minutes after the sun has set. The Contractor shall not perform any lawn cares services on County property using artificial lighting in lieu of sunlight.

C. Evaluation of Award:

Evaluation of proposals received will be based upon the following:

1. The value provided as evidenced by cost and experience for the current year and the optional three (3) years pricing per pricing schedule.
2. The ability to meet the specifications and general conditions.
3. The submittal of all required documents.
4. The qualifications of the firms submitting the bid; and
5. The references of present and past customers of the contractor.

D. GIS overview attached (Exhibit A) is for reference only.

1. The Contractor is responsible for researching and measuring each of the locations listed on the bid sheet below.

- Intentionally Left Blank -
Go to next page for Bid Sheet.

MD

**BID SHEET
LAWN CARE SERVICES**

(All charges to be quoted per individual service/cut)

Location	Address	2026 Price per occurrence	2027 Optional Renewal Price Per Occurrence	2028 Optional Renewal Price Per Occurrence
Administration Offices (3)	729 Maple Drive, Hillsboro, 63050	150.00	150.00	150.00
Animal Resource Center	Hwy. 30, House Springs, 63051	126.00	126.00	126.00
Courthouse	300 Main St., Hillsboro, 63050	90.00	90.00	90.00
EDC and West Facilities	5217 & 5275 Hwy B., Hillsboro, 63050	185.00	185.00	185.00
Emergency Management	1403-05 Industrial Dr., Herculaneum 63048	88.00	88.00	88.00
Goldfinch Property	(unassigned) Goldfinch Ln. & Business 21, Hillsboro, MO 63050 brush hog 6 times	400.00 Brush hog - 6	400.00 Brush hog - 6	400.00 Brush hog - 6
Juvenile Detention Center	9501 Goldfinch Rd, Hillsboro, 63050	130.00	130.00	130.00
Lee Pyle Property	2916 Lee Pyle RD., DeSoto, 60320	120.00 15 only	120.00 15 only	120.00 15 only
MO. Extension Center	301 3 rd Street, Hillsboro, 63050	70.00	70.00	70.00
Neely Cemetery	Tinhouse Rd. off Hwy. Y, Hillsboro, 63050	57.00	57.00	57.00
New Maintenance Property	10731 & 10737 Hwy. 21, Hillsboro, 63050	70.00	70.00	70.00
Justice Center / Jail	400 First Street, Hillsboro, 63050	175.00	175.00	175.00
Storage Facility	1177 Mason Circle N., Pevely, 63070	70.00	70.00	70.00
Tower Property <i>NEW</i>	7887 Tower Rd., 63050 brush hog 6 times <i>Hillsboro</i>	Brush hog - 6 385.00	Brush hog - 6 385.00	Brush hog - 6 385.00
Imperial Substation <i>NEW</i>	3055 Lions Den RD. 63052 <i>we Recommend fertilizer and weed control at this location - NEW sod!</i>	165.00	165.00	165.00
Total YEARLY Cost: Based on thirty (30) cuts per year. Except for Lee Pyle, Goldfinch & Tower Properties.				

Exhibit A

- Below are overviews of the properties to be assigned for contractual lawn care.

Key:

Green shaded areas are “approximate” areas to be serviced.

Yellow, a no entry zone.

Note:

All outlined / shaded areas are “approximate” size; hence, contractors should verify all sizes at each location. However, all current areas are to be maintained as per the specifications listed in RFP.



INVITATION FOR BID

17

BIDDER INITIALS UD

Animal Resource Center



INVITATION FOR BID

18

BIDDER INITIALS

MD

Courthouse & Justice Center Jail



INVITATION FOR BID

19

BIDDER INITIALS

no





BIDDER INITIALS

21

INVITATION FOR BID



INVITATION FOR BID

22

BIDDER INITIALS

[Handwritten initials]



Juvenile Detention Center





INVITATION FOR BID

25

BIDDER INITIALS

MD

IVO. Extension Center





INVITATION FOR BID

BIDDER INITIALS

AD

New Maintenance Property



INVITATION FOR BID

28

BIDDER INITIALS

[Handwritten signature]

Storage Facility



BIDDER INITIALS

28

INVITATION FOR BID



TOWER

000-001.

000-026.

Tower Rd

000-022.

000-023.

000-024.

000-025.

000-020.

000-021.

000-020.01



Jefferson
County
INVESTMENT
BID

CAUTION: This map is for tax purposes only. It is not intended nor sufficiently accurate to be used for conveyances. Any use other than for tax purposes shall be at the user's risk. The reproduction or copying of this map or any part thereof by any process is prohibited without the written permission of the Department of the County Assessor.

Pursuant to 2 CSR 90-65.080: "This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries." Authority: section 60.6/0, KSMo 2016.

Data Source: Department of the County Assessor, County Services Planning Division, Jefferson County 911 Division, ESRI

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this _____ day of _____ 2026:

Precision Lawn Care & Landscaping County of Jefferson, State of Missouri
Company Name

Melissa Dennis
Signature
Melissa Dennis
Print

Dennis J. Gannon
Dennis J. Gannon County Executive

Company Address: _____

5417 State Route 30

Dittmer, MO 63023

Phone: (636) 274-4800

I hereby certify under section 50.660 RSMo., there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the treasury, to the credit of the funds from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is a sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.

Kristy L. Appill
County Auditor

APPROVED AS TO FORM

[Signature]
County Counselor

COOPERATIVE BID FORM

Bid Name: Lawn Care Services 2016

INSTRUCTIONS: Bidders **MUST** fill out this form as part of the bidding process and attach to your bid response to Jefferson County, Missouri.

COOPERATIVE PROCUREMENT CONTRACT

This is a cooperating supply contract in accordance with Chapter 130, Section 130.020, K.3., of the Procurement Policy and Procedures, Jefferson County Code of Ordinances.

Will you extend bid prices, cash terms, and all other terms and conditions of any contract resulting from this bid with Jefferson County, Missouri, to any Jefferson County, Missouri, Municipality, government agency, district, sub-district or other tax-supported entity?

Yes X No _____

Although agreeing to the extension of the terms of this contract to municipalities or other tax-supported entities, *is not a prerequisite for award*, Jefferson County, Missouri, may take this factor into consideration if tie bids are received, in addition to the normal Terms and Conditions of the Invitation for Bid, enclosed herewith as a part of this bid.

Bidders are encouraged to extend contract prices to Municipalities and any other tax-supported entities.

If agreeable to the above, state the **minimum** dollar value *per order* you will require from a Municipality or any other tax-supported entity (**this shall not apply to Jefferson County, Missouri Government, Departments or Divisions**):

MINIMUM DOLLAR VALUE PER ORDER: \$ _____

BY: Melissa Dennis

TITLE: Office Manager

COMPANY: Precision Lawn Care & Landscaping

CONTACT INFORMATION FOR COOPERATIVE AGREEMENT

Phone 10310-274-4800 E-mail Melissa@Precisionlawncare.com

THIS FORM WILL BECOME PART OF THE BID DOCUMENT PACKAGE SUBMITTED TO JEFFERSON COUNTY, MISSOURI

MD



PRECLAW-01

JKEEVEN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/9/2026

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 have **ADDITIONAL INSURED** provisions or 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 Charles L. Crane Agency Co, 400 Chesterfield Center Suite 100 Chesterfield, MO 63017	CONTACT NAME:	FAX (A/C, No): (636) 537-5009
	PHONE (A/C, No, Ext): (636) 537-5000	
INSURED Precision Lawn Care & Landscaping, LLC 8417 State Route 30 Dittmer, MO 63023	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Selective Ins Co of America	NAIC # 12572
	INSURER B: Employers Preferred Ins Co	10346
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY		S 2620269	9/8/2025	9/8/2026	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000				
		MED EXP (Any one person) \$ 15,000				
		PERSONAL & ADV INJURY \$ 1,000,000				
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE \$ 2,000,000
	☐ POLICY ☒ PROJECT ☒ LOC					PRODUCTS - COMP/OP AGG \$ 2,000,000
	OTHER:					
A	☒ AUTOMOBILE LIABILITY		S 2620269	9/8/2025	9/8/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS	BODILY INJURY (Per person) \$				
	☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	BODILY INJURY (Per accident) \$				
		PROPERTY DAMAGE (Per accident) \$				
A	☒ UMBRELLA LIAB ☒ OCCUR		S 2620269	9/8/2025	9/8/2026	EACH OCCURRENCE \$ 2,000,000
	☐ EXCESS LIAB ☐ CLAIMS-MADE	AGGREGATE \$ 2,000,000				
	☐ DED ☐ RETENTION \$					
B	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		EIG569956601	9/8/2025	9/8/2026	☒ PER STATUTE ☐ OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	E.L. EACH ACCIDENT \$ 1,000,000				
	☐ Y/N ☒ N N/A	E.L. DISEASE - EA EMPLOYEE \$ 1,000,000				
	If yes, describe under DESCRIPTION OF OPERATIONS below	E.L. DISEASE - POLICY LIMIT \$ 1,000,000				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Jefferson County Missouri is included as an additional insured as required by written contract on the General Liability policy with respect to work performed by the named insured for the certificate holder.

CERTIFICATE HOLDER

CANCELLATION

Jefferson County Missouri
Attn: Contracts Dept.
PO Box 100
Hillsboro, MO 63050

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

Mike Reedy Jr.

JEFFERSON COUNTY TAX RECEIPT
2023 PERSONAL PROPERTY

01/09/2023 09:11 AM

ACCOUNT #: 332116

RECEIPT#: 2023160735

MICHELLE WORTH, COLLECTOR

729 MAPLE ST., STE 36

HILLSBORO, MO 63050

PHONE: (636) 797-5406

Email: collector@jeffcomo.org

TOTAL VALUATION:

111390

PRECISION LAWN CARE & LANDSCAPING
LLC
8417 STATE RT 30
DITTMER, MO 63023

PROPERTY DESCRIPTION

351511	1FD0W5HTXGEC87771	2016 FORD (F550) CAB & CHASSIS 4X4 4X4 19.0GVW C&C	1	10,270
351512	1FDAF56P86EA20086	2006 FORD (F550SD) CAB & CHASSIS 4X2 4X2 17.5GVW C&C	1	4,590
079735	1GDT8C4396F415153	2006 GMC/CHEVY (C8C064) CAB & CHASSIS 6X4 46GVW C&C	1	9,600
123009	1FDAW57P55EB95599	2005 FORD (F550SD) CAB & CHASSIS 4X4 4X4 18GVW C&C	1	5,610
351459	1FDXX47F12EA03115	2002 FORD (F450SD) CAB & CHASSIS 4X4 4X4 15.4GVW C&C	1	500
351511	1FD0W5HT4NEC36506	2022 FORD (F550) CAB & CHASSIS 4X4 4X4 19.0GVW C&C	1	11,830
934424	2FZHAZCV84AM99106	2004 STERLING (L9501) DUMP_ALUM_4-6 4X2 35GVW C&C	1	4,910
934424	2FZHAZCV94AM91046	2004 STERLING (L9501) DUMP_ALUM_4-6 4X2 35GVW C&C	1	4,910
030540	5YCBE1827MH004393	2021 CARGO TRL18FTENCTA TRL 18FT ENCLSD TNDM AXLE	1	1,220
007809	1DGDV2526HM023933	2017 UTILITY TRL20FT TRAILER 20FT	1	210
030540		2015 CARGO TRL18FTENCTA TRL 18FT ENCLSD TNDM AXLE	1	940
915657	4P5DC1624H1268679	2017 DUMP TRAILER 16FT TRAILER 16FT	1	2,000
030540	5YCBE1824GH033208	2016 CARGO TRL18FTENCTA TRL 18FT ENCLSD TNDM AXLE	1	980
979333		2004 FLATBED TRL16FT TRAILER 16FT	1	50
030541		2007 CARGO TRL20FTENCTA TRL 20FT ENCLSD TNDM AXLE	1	490
030540	5YCBE1822LH004199	2020 CARGO TRL18FTENCTA TRL 18FT ENCLSD TNDM AXLE	1	1,200
410555	1FT7X2B60CEA79622	2012 FORD TRUCK F-250 SUPER DUTY EXTENDED CAB XL 4WD 6.2L V8	1	4,460
410149	1FTNX21P83EB63608	2003 FORD TRUCK F-250 SUPER DUTY EXTENDED CAB XLT 4WD 6.0L V8 T- DIESEL	1	500
463054	1FT8W3B65GEA90926	2016 FORD TRUCK F-350 SUPER DUTY CREW CAB XL 4WD SRW 6.2L V8	1	9,800
463062	1FT8X3B61KEG24025	2019 FORD TRUCK F-350 SUPER DUTY EXTENDED CAB XL 4WD SRW 6.2L V8	1	12,100
463107	1FT8W3BTMED25451	2021 FORD TRUCK F-350 SUPER DUTY CREW CAB LARIAT DRW 6.7L V8 T-DIESEL	1	22,070
001118	3FTNF21L44MA05634	2004 FORD TRUCK F-250 SUPER DUTY REGULAR CAB XL 4WD 5.4L V8	1	910
998024		Z - Business Value	1	2,240
Total Value:				111,390

TAX DISTRICT

TAX DISTRICT	TAX
BIG RIVER AMBULANCE	615.65
CEDAR HILL FIRE	1402.40
HEALTH UNIT TAX	111.72
JC DEV DISABILITIES	95.46
JEFFERSON COLLEGE	346.65
LIBRARY / R1	294.40
MENTAL HEALTH TAX	95.46
NORTHWEST SCHOOL	4777.63
PARK TAX	28.52
ROAD & BRIDGE TAX	251.52
STATE TAX	33.42

TOTAL TAXES

8,052.83

PENALTY/FEE

PEN/FEE

PENALTY FEES	6.04
PENALTY INTEREST PAID	1.32

TOTAL PENALTY/FEES

7.36

TOTAL PAID

8,060.19

PAID

MICHELLE WORTH, Jefferson County Collector

Kristy Apprill, Jefferson County Auditor

DATE: 12/31/2023 STATEMENT TOTAL: 8060.19 TOTAL PAID: 8060.19 RECEIPT#: 2023160735

PERSONAL PROPERTY

This card is for your convenience in licensing your vehicles. Please cut or tear it out, place it in your wallet, and take it with you to the License Bureau.

2023 Jefferson County Personal Property Tax Receipt
I, MICHELLE WORTH, Collector of Jefferson County, MO
do hereby certify that 332116

PRECISION LAWN CARE & LANDSCAPING LLC
8417 STATE RT 30
DITTMER, MO 63023

**Has Paid Personal Taxes For The Year 2023 On The Following
Vehicles Described Below:**

JEFFERSON COUNTY TAX RECEIPT
2024 PERSONAL PROPERTY

01/09/2026 09:10 AM

ACCOUNT #: 332116

RECEIPT#: 2024113537

MICHELLE WORTH, COLLECTOR

729 MAPLE ST., STE 36

HILLSBORO, MO 63050

PHONE: (636) 797-5406

Email: collector@jeffcomo.org

TOTAL VALUATION: 110130

PRECISION LAWN CARE & LANDSCAPING
LLC
8417 STATE RT 30
DITTMER, MO 63023

PROPERTY DESCRIPTION

934424	2FZHAZCV84AM99106	2004 STERLING (L9501) DUMP_ALUM_4-6 4X2 35GVW C&C	1	900
934424	2FZHAZCV94AM91046	2004 STERLING (L9501) DUMP_ALUM_4-6 4X2 35GVW C&C	1	900
351511	1FD0W5HTXGEC87771	2016 FORD (F550) CAB & CHASSIS 4X4 4X4 19.0GVW C&C	1	7,130
079735	1GDT8C4396F415153	2006 GMC/CHEVY (C8C064) CAB & CHASSIS 6X4 46GVW C&C	1	8,520
123009	1FDAW57P55EB95699	2005 FORD (F550SD) CAB & CHASSIS 4X4 4X4 18GVW C&C	1	5,080
351459	1FDXX47F12EA03115	2002 FORD (F450SD) CAB & CHASSIS 4X4 4X4 15.4GVW C&C	1	500
351511	1FD0W5HT4NEC36506	2022 FORD (F550) CAB & CHASSIS 4X4 4X4 19.0GVW C&C	1	8,840
351511	1FD0W5HT9GEA04955	2016 FORD (F550) CAB & CHASSIS 4X4 4X4 19.0GVW C&C	1	7,130
030540	5YCBE1827MH004393	2021 CARGO TRL18FTENCTA TRL 18FT ENCLSD TNDM AXLE	1	1,200
007809	1DGDV2526HM023933	2017 UTILITY TRL20FT TRAILER 20FT	1	160
030540		2015 CARGO TRL18FTENCTA TRL 18FT ENCLSD TNDM AXLE	1	890
915657	4P5DC1624H1268679	2017 DUMP TRAILER 16FT TRAILER 16FT	1	1,820
030540	5YCBE1824GH033208	2016 CARGO TRL18FTENCTA TRL 18FT ENCLSD TNDM AXLE	1	940
979333		2004 FLATBED TRL16FT TRAILER 16FT	1	50
030541		2007 CARGO TRL20FTENCTA TRL 20FT ENCLSD TNDM AXLE	1	450
030540	5YCBE1822LH004199	2020 CARGO TRL18FTENCTA TRL 18FT ENCLSD TNDM AXLE	1	1,110
463107	1FT8W3BTMED25451	2021 FORD TRUCK F-350 SUPER DUTY CREW CAB LARIAT DRW 6.7L V8 T-DIESEL	1	19,480
410555	1FT7X2B60CEA79622	2012 FORD TRUCK F-250 SUPER DUTY EXTENDED CAB XL 4WD 6.2L V8	1	4,050
410149	1FTNX21P83EB63608	2003 FORD TRUCK F-250 SUPER DUTY EXTENDED CAB XLT 4WD 6.0L V8 T- DIESEL	1	500
463054	1FT8W3B65GEA90926	2016 FORD TRUCK F-350 SUPER DUTY CREW CAB XL 4WD SRW 6.2L V8	1	8,240
463062	1FT8X3B61KEG24025	2019 FORD TRUCK F-350 SUPER DUTY EXTENDED CAB XL 4WD SRW 6.2L V8	1	10,020
463195	1FT8X3B64MED94345	2021 FORD TRUCK F-350 SUPER DUTY EXTENDED CAB XL 4WD SRW 7.3L V8	1	14,390
410547	1FT7W2B61EEB77581	2014 FORD TRUCK F-250 SUPER DUTY CREW CAB XL 4WD 6.2L V8	1	5,590
998024		Z - Business Value	1	2,240
Total Value:				110,130

TAX DISTRICT

BIG RIVER AMBULANCE	598.56
CEDAR HILL FIRE	1397.99
HEALTH UNIT TAX	110.46
JC DEV DISABILITIES	94.38
JEFFERSON COLLEGE	342.94
LIBRARY / R1	293.17
MENTAL HEALTH TAX	94.38
NORTHWEST SCHOOL	4749.03
PARK TAX	28.19
ROAD & BRIDGE TAX	248.78
STATE TAX	33.04

TOTAL TAXES 7,990.92

TOTAL PAID 7,990.92

PAID

MICHELLE WORTH, Jefferson County Collector

Kristy Apprill, Jefferson County Auditor

DATE: 12/23/2024 STATEMENT TOTAL: 7990.92 TOTAL PAID: 7990.92 RECEIPT#: 2024113537

PERSONAL PROPERTY

This card is for your convenience in licensing your vehicles. Please cut or tear it out, place it in your wallet, and take it with you to the License Bureau.

2024 Jefferson County Personal Property Tax Receipt
I, MICHELLE WORTH, Collector of Jefferson County, MO
do hereby certify that 332116

PRECISION LAWN CARE & LANDSCAPING LLC
8417 STATE RT 30
DITTMER, MO 63023

**Has Paid Personal Taxes For The Year 2024 On The Following
Vehicles Described Below:**

JEFFERSON COUNTY TAX RECEIPT
2025 PERSONAL PROPERTY

01/09/2026 08:43 AM

ACCOUNT #: 332116

RECEIPT#: 2025002946

MICHELLE WORTH, COLLECTOR

729 MAPLE ST., STE 36

HILLSBORO, MO 63050

PHONE: (636) 797-5406

Email: collector@jeffcomo.org

TOTAL VALUATION: 93470

PRECISION LAWN CARE & LANDSCAPING
LLC
8417 STATE RT 30
DITTMER, MO 63023

PROPERTY DESCRIPTION

351511	1FD0W5HTXGEC87771	2016 FORD (F550) CAB & CHASSIS 4X4 4X4 19.0GVW C&C	1	5,700
079735	1GDT8C4396F415153	2006 GMC/CHEVY (C8C064) CAB & CHASSIS 6X4 46GVW C&C	1	6,820
123009	1FDAW57P55EB95599	2005 FORD (F550SD) CAB & CHASSIS 4X4 4X4 18GVW C&C	1	1,230
351511	1FD0W5HT4NEC36506	2022 FORD (F550) CAB & CHASSIS 4X4 4X4 19.0GVW C&C	1	7,070
934424	2FZHAZCV84AM99106	2004 STERLING (L9501) DUMP_ALUM_4-6 4X2 35GVW C&C	1	900
934424	2FZHAZCV94AM91046	2004 STERLING (L9501) DUMP_ALUM_4-6 4X2 35GVW C&C	1	900
351511	1FD0W5HT9GEA04955	2016 FORD (F550) CAB & CHASSIS 4X4 4X4 19.0GVW C&C	1	5,700
351511	1FD0W5HT1NEF28286	2022 FORD (F550) CAB & CHASSIS 4X4 4X4 19.0GVW C&C	1	7,070
030540	5YCBE1827MH004393	2021 CARGO TRL18FTENCTA TRL 18FT ENCLSD TNDM AXLE	1	960
007809	1DGDV2526HM023933	2017 UTILITY TRL20FT TRAILER 20FT	1	130
030540		2015 CARGO TRL18FTENCTA TRL 18FT ENCLSD TNDM AXLE	1	710
915657	4P5DC1624H1268679	2017 DUMP TRAILER 16FT TRAILER 16FT	1	1,460
030540	5YCBE1824GH033208	2016 CARGO TRL18FTENCTA TRL 18FT ENCLSD TNDM AXLE	1	750
979333		2004 FLATBED TRL16FT TRAILER 16FT	1	50
030541		2007 CARGO TRL20FTENCTA TRL 20FT ENCLSD TNDM AXLE	1	360
030540	5YCBE1822LH004199	2020 CARGO TRL18FTENCTA TRL 18FT ENCLSD TNDM AXLE	1	880
007317	7UZFD2223SB000276	2025 UTILITY TRL22FT TRAILER 22FT	1	620
463195	1FT8X3BN4MED94345	2021 FORD TRUCK F-350 SUPER DUTY EXTENDED CAB XL 4WD SRW 7.3L V8	1	11,510
463107	1FT8W3BTMED25451	2021 FORD TRUCK F-350 SUPER DUTY CREW CAB LARIAT DRW 6.7L V8 T-DIESEL	1	15,580
410555	1FT7X2B60CEA79622	2012 FORD TRUCK F-250 SUPER DUTY EXTENDED CAB XL 4WD 6.2L V8	1	3,240
410149	1FTNX21P83EB63608	2003 FORD TRUCK F-250 SUPER DUTY EXTENDED CAB XLT 4WD 6.0L V8 T- DIESEL	1	500
463054	1FT8W3B65GEA90926	2016 FORD TRUCK F-350 SUPER DUTY CREW CAB XL 4WD SRW 6.2L V8	1	8,590
463062	1FT8X3B61KEG24025	2019 FORD TRUCK F-350 SUPER DUTY EXTENDED CAB XL 4WD SRW 6.2L V8	1	8,020
410547	1FT7W2B61EEB77581	2014 FORD TRUCK F-250 SUPER DUTY CREW CAB XL 4WD 6.2L V8	1	4,470
998024		Z - Business Value	1	2,240
Total Value:				93,470

TAX DISTRICT

TAX DISTRICT	TAX
BIG RIVER AMBULANCE	504.74
CEDAR HILL FIRE	1173.52
HEALTH UNIT TAX	92.72
JC DEV DISABILITIES	79.26
JEFFERSON COLLEGE	288.26
LIBRARY / R1	246.48
MENTAL HEALTH TAX	79.26
NORTHWEST SCHOOL	4000.14
PARK TAX	23.65
ROAD & BRIDGE TAX	184.04
STATE TAX	28.04
TOTAL TAXES	6,700.11
TOTAL PAID	6,700.11

PAID

MICHELLE WORTH, Jefferson County Collector

Kristy Apprill, Jefferson County Auditor

DATE: 10/29/2025 STATEMENT TOTAL: 6700.11 TOTAL PAID: 6700.11 RECEIPT#: 2025002946

PERSONAL PROPERTY

This card is for your convenience in licensing your vehicles. Please cut or tear it out, place it in your wallet, and take it with you to the License Bureau.

**2025 Jefferson County Personal Property Tax Receipt
I, MICHELLE WORTH, Collector of Jefferson County, MO
do hereby certify that 332116**

PRECISION LAWN CARE & LANDSCAPING LLC
8417 STATE RT 30
DITTMER, MO 63023

**Has Paid Personal Taxes For The Year 2025 On The Following
Vehicles Described Below:**



Company ID Number: 455430

THE E-VERIFY MEMORANDUM OF UNDERSTANDING FOR EMPLOYERS

ARTICLE I PURPOSE AND AUTHORITY

The parties to this agreement are the Department of Homeland Security (DHS) and Precision Lawncare and Landscaping LLC (Employer). The purpose of this agreement is to set forth terms and conditions which the Employer will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the Social Security Administration (SSA), and DHS.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

ARTICLE II RESPONSIBILITIES

A. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the following notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system:
 - a. Notice of E-Verify Participation
 - b. Notice of Right to Work
2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the representatives' contact information changes.
3. The Employer agrees to grant E-Verify access only to current employees who need E-Verify access. Employers must promptly terminate an employee's E-Verify access if the employer is separated from the company or no longer needs access to E-Verify.



Company ID Number: 455430

4. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.
 5. The Employer agrees that any Employer Representative who will create E-Verify cases will complete the E-Verify Tutorial before that individual creates any cases.
 - a. The Employer agrees that all Employer representatives will take the refresher tutorials when prompted by E-Verify in order to continue using E-Verify. Failure to complete a refresher tutorial will prevent the Employer Representative from continued use of E-Verify.
 6. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:
 - a. If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.
 - b. If an employee presents a DHS Form I-551 (Permanent Resident Card), Form I-766 (Employment Authorization Document), or U.S. Passport or Passport Card to complete Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The Employer will use the photocopy to verify the photo and to assist DHS with its review of photo mismatches that employees contest. DHS may in the future designate other documents that activate the photo screening tool.
- Note:** Subject only to the exceptions noted previously in this paragraph, employees still retain the right to present any List A, or List B and List C, document(s) to complete the Form I-9.
7. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.
 8. The Employer agrees that, although it participates in E-Verify, the Employer has a responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the anti-discrimination requirements of section 274B of the INA with respect to Form I-9 procedures.
 - a. The following modified requirements are the only exceptions to an Employer's obligation to not employ unauthorized workers and comply with the anti-discrimination provision of the INA: (1) List B identity documents must have photos, as described in paragraph 6 above; (2) When an Employer confirms the identity and employment eligibility of newly hired employee using E-Verify procedures, the Employer establishes a rebuttable presumption that it has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of that employee; (3) If the Employer receives a final nonconfirmation for an employee, but continues to employ that person, the Employer must notify DHS and the Employer is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) If the Employer continues to employ an employee after receiving a final nonconfirmation, then the Employer is subject to a rebuttable presumption that it has knowingly



Company ID Number: 455430

employed an unauthorized alien in violation of section 274A(a)(1)(A); and (5) no E-Verify participant is civilly or criminally liable under any law for any action taken in good faith based on information provided through the E-Verify.

b. DHS reserves the right to conduct Form I-9 compliance inspections, as well as any other enforcement or compliance activity authorized by law, including site visits, to ensure proper use of E-Verify.

9. The Employer is strictly prohibited from creating an E-Verify case before the employee has been hired, meaning that a firm offer of employment was extended and accepted and Form I-9 was completed. The Employer agrees to create an E-Verify case for new employees within three Employer business days after each employee has been hired (after both Sections 1 and 2 of Form I-9 have been completed), and to complete as many steps of the E-Verify process as are necessary according to the E-Verify User Manual. If E-Verify is temporarily unavailable, the three-day time period will be extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability.

10. The Employer agrees not to use E-Verify for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use that this MOU or the E-Verify User Manual does not authorize.

11. The Employer must use E-Verify for all new employees. The Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. Employers who are Federal contractors may qualify for exceptions to this requirement as described in Article II.B of this MOU.

12. The Employer agrees to follow appropriate procedures (see Article III below) regarding tentative nonconfirmations. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending. Further, when employees contest a tentative nonconfirmation based upon a photo mismatch, the Employer must take additional steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

13. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo mismatch, does not establish, and should not be interpreted as, evidence that the employee is not work authorized. In any of such cases, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status.



Company ID Number: 455430

(including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, withholding pay, refusing to assign the employee to a Federal contract or other assignment, or otherwise assuming that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo mismatch or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 (customer service) or 1-888-897-7781 (worker hotline).

14. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA as applicable by not discriminating unlawfully against any individual in hiring, firing, employment eligibility verification, or recruitment or referral practices because of his or her national origin or citizenship status, or by committing discriminatory documentary practices. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the immigration-related unfair employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

15. The Employer agrees that it will use the information it receives from E-Verify only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords), to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

16. The Employer agrees to notify DHS immediately in the event of a breach of personal information. Breaches are defined as loss of control or unauthorized access to E-Verify personal data. All suspected or confirmed breaches should be reported by calling 1-888-464-4218 or via email at E-Verify@uscis.dhs.gov. Please use "Privacy Incident – Password" in the subject line of your email when sending a breach report to E-Verify.

17. The Employer acknowledges that the information it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)). Any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

18. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, which includes permitting DHS, SSA, their contractors and other agents, upon



Company ID Number: 455430

reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a prompt and accurate manner to DHS requests for information relating to their participation in E-Verify.

19. The Employer shall not make any false or unauthorized claims or references about its participation in E-Verify on its website, in advertising materials, or other media. The Employer shall not describe its services as federally-approved, federally-certified, or federally-recognized, or use language with a similar intent on its website or other materials provided to the public. Entering into this MOU does not mean that E-Verify endorses or authorizes your E-Verify services and any claim to that effect is false.

20. The Employer shall not state in its website or other public documents that any language used therein has been provided or approved by DHS, USCIS or the Verification Division, without first obtaining the prior written consent of DHS.

21. The Employer agrees that E-Verify trademarks and logos may be used only under license by DHS/USCIS (see M-795 (Web)) and, other than pursuant to the specific terms of such license, may not be used in any manner that might imply that the Employer's services, products, websites, or publications are sponsored by, endorsed by, licensed by, or affiliated with DHS, USCIS, or E-Verify.

22. The Employer understands that if it uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its participation in E-Verify according to this MOU.

B. RESPONSIBILITIES OF FEDERAL CONTRACTORS

1. If the Employer is a Federal contractor with the FAR E-Verify clause subject to the employment verification terms in Subpart 22.18 of the FAR, it will become familiar with and comply with the most current version of the E-Verify User Manual for Federal Contractors as well as the E-Verify Supplemental Guide for Federal Contractors.

2. In addition to the responsibilities of every employer outlined in this MOU, the Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801). Once an employee has been verified through E-Verify by the Employer, the Employer may not create a second case for the employee through E-Verify.

a. An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to verify employment eligibility of new hires using E-Verify. The Employer must verify those employees who are working in the United States, whether or not they are assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within three business days after the hire date. Once enrolled in E-Verify as a Federal contractor, the Employer must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.



Company ID Number: 455430

b. Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to begin verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within three business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within three business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must begin verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.

c. Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), state or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency under a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. Employers in this category must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

d. Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to verify existing staff following DHS procedures and begin

E-Verify verification of all existing employees within 180 days after the election.

e. The Employer may use a previously completed Form I-9 as the basis for creating an E-Verify case for an employee assigned to a contract as long as:

- i. That Form I-9 is complete (including the SSN) and complies with Article II.A.6,
- ii. The employee's work authorization has not expired, and
- iii. The Employer has reviewed the Form I-9 information either in person or in communications with the employee to ensure that the employee's Section 1, Form I-9 attestation has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen).

f. The Employer shall complete a new Form I-9 consistent with Article II.A.6 or update the previous Form I-9 to provide the necessary information if:

- i. The Employer cannot determine that Form I-9 complies with Article II.A.6,
- ii. The employee's basis for work authorization as attested in Section 1 has expired or changed, or
- iii. The Form I-9 contains no SSN or is otherwise incomplete.

Note: If Section 1 of Form I-9 is otherwise valid and up-to-date and the form otherwise complies with



Company ID Number: 455430

Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired after completing Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.A.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual.

g. The Employer agrees not to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU or to authorize verification of any existing employee by any Employer that is not a Federal contractor based on this Article.

3. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

C. RESPONSIBILITIES OF SSA

1. SSA agrees to allow DHS to compare data provided by the Employer against SSA's database. SSA sends DHS confirmation that the data sent either matches or does not match the information in SSA's database.

2. SSA agrees to safeguard the information the Employer provides through E-Verify procedures. SSA also agrees to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security numbers or responsible for evaluation of E-Verify or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

3. SSA agrees to provide case results from its database within three Federal Government work days of the initial inquiry. E-Verify provides the information to the Employer.

4. SSA agrees to update SSA records as necessary if the employee who contests the SSA tentative nonconfirmation visits an SSA field office and provides the required evidence. If the employee visits an SSA field office within the eight Federal Government work days from the date of referral to SSA, SSA agrees to update SSA records, if appropriate, within the eight-day period unless SSA determines that more than eight days may be necessary. In such cases, SSA will provide additional instructions to the employee. If the employee does not visit SSA in the time allowed, E-Verify may provide a final nonconfirmation to the employer.

Note: If an Employer experiences technical problems, or has a policy question, the employer should contact E-Verify at 1-888-464-4218.

D. RESPONSIBILITIES OF DHS

1. DHS agrees to provide the Employer with selected data from DHS databases to enable the Employer to conduct, to the extent authorized by this MOU:

a. Automated verification checks on alien employees by electronic means, and



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- b. Photo verification checks (when available) on employees.
2. DHS agrees to assist the Employer with operational problems associated with the Employer's participation in E-Verify. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.
3. DHS agrees to provide to the Employer with access to E-Verify training materials as well as an E-Verify User Manual that contain instructions on E-Verify policies, procedures, and requirements for both SSA and DHS, including restrictions on the use of E-Verify.
4. DHS agrees to train Employers on all important changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require employers to take mandatory refresher tutorials.
5. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in E-Verify. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.
6. DHS agrees to issue each of the Employer's E-Verify users a unique user identification number and password that permits them to log in to E-Verify.
7. DHS agrees to safeguard the information the Employer provides, and to limit access to such information to individuals responsible for the verification process, for evaluation of E-Verify, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security numbers and employment eligibility, to enforce the INA and Federal criminal laws, and to administer Federal contracting requirements.
8. DHS agrees to provide a means of automated verification that provides (in conjunction with SSA verification procedures) confirmation or tentative nonconfirmation of employees' employment eligibility within three Federal Government work days of the initial inquiry.
9. DHS agrees to provide a means of secondary verification (including updating DHS records) for employees who contest DHS tentative nonconfirmations and photo mismatch tentative nonconfirmations. This provides final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

ARTICLE III

REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the notice as directed by E-Verify. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case.



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The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. After a tentative nonconfirmation, the Employer will refer employees to SSA field offices only as directed by E-Verify. The Employer must record the case verification number, review the employee information submitted to E-Verify to identify any errors, and find out whether the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security number, or any other corrected employee information that SSA requests, to SSA for verification again if this review indicates a need to do so.
4. The Employer will instruct the employee to visit an SSA office within eight Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.
5. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.
6. The Employer agrees not to ask the employee to obtain a printout from the Social Security Administration number database (the Numident) or other written verification of the SSN from the SSA.

B. REFERRAL TO DHS

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.
2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation.
4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will instruct the



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employee to contact DHS through its toll-free hotline (as found on the referral letter) within eight Federal Government work days.

5. If the Employer finds a photo mismatch, the Employer must provide the photo mismatch tentative nonconfirmation notice and follow the instructions outlined in paragraph 1 of this section for tentative nonconfirmations, generally.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo mismatch, the Employer will send a copy of the employee's Form I-551, Form I-766, U.S. Passport, or passport card to DHS for review by:

- a. Scanning and uploading the document, or
- b. Sending a photocopy of the document by express mail (furnished and paid for by the employer).

7. The Employer understands that if it cannot determine whether there is a photo match/mismatch, the Employer must forward the employee's documentation to DHS as described in the preceding paragraph. The Employer agrees to resolve the case as specified by the DHS representative who will determine the photo match or mismatch.

8. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

9. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

ARTICLE IV SERVICE PROVISIONS

A. NO SERVICE FEES

1. SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

ARTICLE V MODIFICATION AND TERMINATION

A. MODIFICATION

1. This MOU is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS operates the E-Verify program unless modified in writing by the mutual consent of all parties.

2. Any and all E-Verify system enhancements by DHS or SSA, including but not limited to E-Verify checking against additional data sources and instituting new verification policies or procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes.



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B. TERMINATION

1. The Employer may terminate this MOU and its participation in E-Verify at any time upon 30 days prior written notice to the other parties.
2. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU, and thereby the Employer's participation in E-Verify, with or without notice at any time if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established E-Verify procedures and/or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect the performance of its contractual responsibilities. Similarly, the Employer understands that if it is in a state where E-Verify is mandatory, termination of this by any party MOU may negatively affect the Employer's business.
3. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such cases, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, then that Employer will remain an E-Verify participant, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.
4. The Employer agrees that E-Verify is not liable for any losses, financial or otherwise, if the Employer is terminated from E-Verify.

ARTICLE VI PARTIES

- A. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.
- B. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.
- C. The Employer may not assign, directly or indirectly, whether by operation of law, change of control or merger, all or any part of its rights or obligations under this MOU without the prior written consent of DHS, which consent shall not be unreasonably withheld or delayed. Any attempt to sublicense, assign, or transfer any of the rights, duties, or obligations herein is void.
- D. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.



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E. The Employer understands that its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

F. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively. The Employer understands that any inaccurate statement, representation, data or other information provided to DHS may subject the Employer, its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

To be accepted as an E-Verify participant, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 1-888-464-4218.



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Approved by:

Employer Precision Lawncare and Landscaping LLC	
Name (Please Type or Print) Mark A Dennis	Title
Signature Electronically Signed	Date 10/11/2011
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 10/11/2011



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Information Required for the E-Verify Program

Information relating to your Company:

Company Name	Precision Lawn care and Landscaping LLC
Company Facility Address	8417 State Route 30 Dittmer, MO 63023
Company Alternate Address	8417 State Route 30 Dittmer, MO 63023
County or Parish	JEFFERSON
Employer Identification Number	833954406
North American Industry Classification Systems Code	811
Parent Company	
Number of Employees	10 to 19
Number of Sites Verified for	1 site(s)



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Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

MO	1
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Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name	Melissa D Dennis
Phone Number	6362744800
Fax	6362744801
Email	Melissa@precisionlawnonline.com



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This list represents the first 20 Program Administrators listed for this company.