

REQUEST FOR BID

LAWN MAINTENANCE

Union Township Economic Development Authority

**PROPOSALS MUST BE SUBMITTED BY:
11:00 AM ON APRIL 24, 2017**

Union Township
Office of the Manager
2010 S. Lincoln
Mt Pleasant, MI 48858

Statement of Intent

Union township Economic Development Authority, is soliciting proposals for Lawn Maintenance services for the three (3) year seasonal periods beginning in Spring of 2017 and continuing through the end of the seasonal period of 2019.

The service area is the curb lawn area along Pickard Rd from Packard St to Summerton, both north and south side of street. Additionally, the area includes the intersection of US 127 and M20.

Proposals received from Bidders in response to this request will be used to aid the Authority in its efforts to provide continued reliable service at the lowest reasonable cost.

Right of Decision/Rejection

The Authority reserves the right to make all decisions regarding this Proposal, including, without limitation, the right to decide whether a proposal does or does not substantially comply with the requirements of or meet the objectives of this request.

Further, the Authority reserves the right to accept all or a portion of the proposal. For instance, while the Authority is requesting a bid on "Fertilization", only "Grass Cutting and Spring/Fall Clean Up" may be awarded.

The Authority reserves the right to reject any or all proposals received if it determines in its sole discretion that the proposals received will not achieve the objectives set forth in "Statement of Intent" above.

Form of Proposal

- Proposals must be submitted on the form provided. (Attachment A)
- Proposals must include proof of the following types of insurance along with policy limits as described in the following table. Final contracts will require that the Township be named as an additional insured on the Certificate of Insurance.

| Type of Insurance | Required Limits |
|---|--------------------------------|
| Automobile Liability | \$1,000,000,000 per occurrence |
| Workers Compensation and Employer's Liability | Statutory \$500,000 |
| Commercial General Liability | \$1,000,000 per occurrence |
| | |

- Proposals must include proof of proper licensure for the application/handling of the fertilizer component

All proposals must be received no later than 11:00 AM on Monday, April 24, 2017.
Proposals received after this deadline will not be accepted or considered.

The selected vendor will be expected to enter into a service agreement that more completely outlines the terms and conditions of the engagement

All questions should be directed to Mark Stuhldreher, Township Manager,
2010 S Lincoln, Mt Pleasant, MI 48858, 989-772-4600 ext 231

ATTACHMENT A

CONTRACTOR NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

PHONE: _____

FAX: _____

EMAIL: _____

WEB SITE: _____

MOWING

- Mowing – Approximately 25 cuts per season
- Turf will be cut at a height of 2 ½” to 3” as conditions dictate
- Weather permitting; mowing will be done on a weekly basis or as needed
- Areas that cannot be reached with mowers will be done with trimmers
- All walkways will be blown free of grass and reasonable debris
- All walks and curb lines will be edged
- Monthly invoices shall reflect the number of cuts at the price per cut indicated in this proposal
- Invoices will be paid by the Township on a monthly basis

| | 2017 | 2018 | 2019 |
|--------------|------|------|------|
| Cost per Cut | | | |
| | | | |

ATTACHMENT A (Continued)

FERTILIZATION PROGRAM

- Fertilization program
 - o Application – Early Spring – Fertilizer & Crabgrass Preventative
 - o Application – Late Spring – Fertilizer, Crabgrass Preventative and Broadleaf Weed Control
 - o Application – Summer – Balance Slow Release Fertilizer
 - o Application – Late Summer – Balance Slow Release Fertilizer
 - o Application – Fall – Fertilizer and Broadleaf Weed Control

| | 2017 | 2018 | 2019 |
|----------------------------------|------|------|------|
| Cost of application Early Spring | | | |
| Cost of application Late Spring | | | |
| Cost of application Summer | | | |
| Cost of application Late Summer | | | |
| Cost of application Early Fall | | | |

Spring/FALL CLEAN UP

- Clean-up of all leaves, sticks and debris from lawn areas
- All clean-up material must be hauled away

| | 2017 | 2018 | 2019 |
|----------------------|------|------|------|
| Spring Clean Up Cost | | | |
| Fall Clean Up Cost | | | |