

Florence County Procurement Office

Florence County Complex
180 North Irby Street, MSC-R, Room B-5
Florence, SC 29501
(843) 665-3019

June 17, 2022

Request for Quote

E-Mail or Fax Quote to:

Email: nwilkins@florenceco.org, Fax No: 843-664-9668

PLEASE E-MAIL OR FAX YOUR RESPONSE BY: Friday, July 1, 2022 by 4:00 PM

PROJECT DESCRIPTION:

The Florence County Procurement Office is requesting quotes from a qualified vendor to provide weekly visits, year round, for mowing and blowing off of sidewalks and parking lots only, at the following site: Drs. Bruce and Lee Foundation Library located @ 509 S. Dargan St., Florence, SC 29506.

- Lawn mowing to be done on routine day of the week (ie. Every Monday).
Library will maintain automatic irrigation. Contractor will be responsible for the cost of replacing any irrigation equipment damaged by contractor's staff.
- Blowing off of sidewalks and parking lots.
- Collection of trash from blowing and mowing to be collected and removed from property during each visit.
- Contractor will communicate regularly with library staff, including notifying location contacts when weekly service is completed. Any changes to scheduled work must be approved in advance by the Library Director or designated contact.

SITE VISIT:

The library recommends that each bidder conduct site visits for each location listed in this document. Failure to do so will not negate the responsibility of the successful bidder to perform this job as specified and as approved by Florence County. Contacts are as follows:

- Library Director: Alan Smith, 843-413-7077, pasmith@florencelibrary.org
- Florence Library Manager: Aubrey Carroll, 843-413-7070, acarroll@florencelibrary.org

VENDOR QUALIFICATIONS:

To be acceptable to the Owner, the vendor must be skilled and/or licensed, if applicable, in the class of work on which they respond, and no quote will be considered from any vendor who is unable to show that he has actually performed considerable work of similar character to that on which he is quoting. Bidders should have a minimum of five years of verifiable landscaping experience, will provide names and contact information for three professional references, and will have the proven ability to successfully maintain properties on a weekly basis. Bidders will provide evidence of bonding, worker's compensation coverage, and general public liability coverage.

INSURANCE REQUIREMENTS:

Upon award of the purchase order, the successful vendor shall maintain, throughout the performance of its obligations, a policy of worker's compensation insurance with such limits as may be required by SC law, and a policy or policies of general liability insurance insuring against liability for injury to, and death of, persons and damage to, destruction of, property arising out of, or based upon, any act or omission of the bidder or any of its subcontractors of their respective officers, directors employees or agents. Such liability insurance shall have limits sufficient to cover any loss or potential loss resulting from this contract. Florence County must be listed as additional insured. The certificate must allow a minimum of a 30 day written notice of cancellation. Bidder shall provide a Certificate of Insurance to the Florence County Procurement offices prior to start of work.

TOTAL ANNUAL PRICE TO PROVIDE A LAWN MAINTENANCE AGREEMENT FOR THE DRS. BRUCE AND LEE FOUNDATION LIBRARY LOCATED @ 509 S. DARGAN ST., FLORENCE, SC 29506 IN ACCORDANCE WITH THIS REQUEST FOR QUOTES. (INCLUDE ALL TAXES IF ANY):

\$ _____

COMPANY NAME _____

COMPANY REP. (printed) _____

MAILING ADDRESS _____

CITY/STATE/ZIP _____

PHONE & FAX #'S _____

EMAIL: _____

LICENSE/CERTIFICATION NO.: _____

SIGNATURE: _____