

INVITATION TO BID

The Peach County Commissioners Office will be accepting Sealed Bids for the next two (2) weeks pertaining to the following: Grass cutting for North and South Peach Parks.

Location of Parks:

North Peach Park (NPP) located on 461 West White Road in Byron, GA

South Peach Park (SPP) located on 200 Murray Road Extension Fort Valley, GA

The Parks include nine baseball fields, two soccer fields, and two youth football fields, as well as surrounding park areas. The approximate size of the above-mentioned parks is 430,000 Sq. Yards. The bid will be for two fiscal years, 2016 and 2017. The parks will be cut on a weekly schedule.

Bidders shall visit the sites prior to submitting their bid to fully acquaint themselves with the conditions relative to the performance of the contract

Specification Package is available in the Peach County Commissioners Office, Monday through Friday between the hours of 8:00 a.m. – 12:00 p.m. or 1:00 p.m. – 5:00 p.m. at 213 Persons Street, Fort Valley and/or call (478)825-2535.

Closing date for Sealed Bid#15-001 shall be Thursday, May 7, 2015 @ 2:00 P.M.

Include three recommendations in the bid packet.

The Bid Opening shall be Thursday, May 7, 2015 @ 2:15 P.M., in the Peach County Commissioners meeting room at the address below.

Any question concerning the above mowing contract please contact Mr. David Parrish, Director of Recreation and Parks at (478)825-3334, to make an appointment.

Peach County reserves the right to reject any and all bids, to waive informalities, to readvertise and/or to award the contract in the best interest of the County, and to retain any and all Bids for a period of thirty (30) days after the bid opening.

Bids can be mailed or delivered to the address below. Only sealed Bids will be accepted.

Peach County Commissioners Office
Attn: Sealed Bid #15-001
213 Persons Street
Fort Valley, Georgia 31030

PEACH COUNTY

BID FORM

OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2017

GRASS CUTTING FOR PEACH COUNTY RECREATION PARKS

COMPANY NAME: _____

DATE: _____

I SUBMIT THE FOLLOWING BID FOR THE ITEM(S) LISTED BELOW:

NORTH AND SOUTH PEACH COUNTY RECREATION PARKS

_____ **FY 2016**

_____ **FY 2017**

TO INCLUDE WEEDEATING AND CHEMICAL/EDGING ALONG ALL FENCES AND PLAYGROUNDS, DEAD BRANCH REMOVAL AS TO MAINTAIN A NEAT APPEARANCE.

SIGNED: _____ **DATE:** _____

Please submit a Sealed Bid by 2pm, Thursday, May 7, 2015 in the Peach County Commissioners Office at the address below.

****NOTE: PLEASE SUBMIT A YEARLY BID NOT MONTHLY****

Mail or Deliver SEALED BIDS to:

**Peach County Board of Commissioners
Clarice Davis, Purchasing Manager
ATTN: Sealed Bid # 15-001
213 Person Street
Fort Valley, GA 31030**

SPECIFICATIONS

The Contractor will cut the grass, weed eat, and chemical edge at North Peach and South Peach Recreational Parks of Peach County from October 1, 2015, through September 30, 2017 according to the specifications of this contract.

The Contractor shall be held responsible for following the contract and all objectives therein.

Keep all grass cut at the North Peach Park in Byron and South Peach Park in Fort Valley, Georgia, with special attention to Athletic Fields. All areas will be cut, trimmed and branches removed as to maintain a neat appearance at all times.

All grass will be cut weekly in the ball parks and public areas. However, it may be required that in high growth seasons, the areas may have to be cut more often as to maintain a well-kept appearance. (March through September High Growth Season). The contractor will cut the grass weed eat, and chemical edge including the fence areas around the ball fields, courts and soccer goals at North Peach Park and South Peach Park. The contractor is subject to be called for special cuts.

The contractor will be responsible for furnishing all personnel, equipment and maintenance, and any other incidental items that may be required necessary to insure timely and satisfactory completion of each requirement set forward in this contract.

Provide insurance certificate, with General Liability and Statutory Limits of Worker's Compensation, Vendor Information form, W-9, Peach County Affidavit and E-verify Affidavit with Bid Package.

**South Peach Park has 50 acres of area to be cut
North Peach Park has 53 acres of area to be cut.**

***NOTE: Please bid a yearly cost, not monthly.**

**Peach County Commissioners Office
213 Persons Street
Fort Valley, Georgia 31030**

Clarice Davis, Peach County Purchasing Manager

MELVIN WALKER
Chairman

MARTIN H. MOSELEY, JR
Vice-Chairman

BETTY C. HILL

ROY LEWIS

WALTER SMITH

MARCIA W. JOHNSON
County Administrator

Peach County

213 Persons Street
Fort Valley, Georgia 31030
Phone 478-825-2535
Fax 478-825-2678

COUNTY OFFICIALS
DEBORAH W. HUNNICUTT
Probate Judge

JOE WILDER
Clerk of Superior Court

TERRY DEESE
Sheriff

W. L. BROWN
Tax Commissioner

KERRY ROOKS
Coroner

LAURENS C. LEE
Magistrate

Greetings Prospective Vendor,

Georgia law has made it mandatory that all private employers enroll in and use the federal E-Verify system, not only for public contractors (including subcontractors and sub-subcontractors) providing labor to public projects, but also those companies providing services of any kind over \$2,499.99 in value, regardless of the number of employees a contractor has. This expands the E-Verify requirement to lots of small businesses that have contracts to perform labor or services with our county. A contractor or sub-contractor may be exempt from this requirement if the contractor or sub-contractor has NO employees and does not hire nor intend to hire employees for the purpose of completing any part of the public contract.

E-Verify is a federal database that can be used to verify that an employee is authorized to work in the United States. The SAVE (Systematic Alien Verification for Entitlements Affidavit) program determines the immigration status of any person that receives a public benefit. The State of Georgia has determined that a public benefit is any contract, business license, occupational tax certificate, alcohol license, taxi permit, pawnbroker's license, billiard room license, precious metals/gems dealer's license, flea market license or insurance company license.

In keeping with compliance, we ask that you provide the following forms to do business with our agency:

- New Vendor Information sheet (ALL CONTRACTORS MUST SUBMIT THIS FORM)
- Form W-9 (Taxpayer Identification Number) (ALL CONTRACTORS MUST SUBMIT THIS FORM)
- E-Verify Affidavit (ANY CONTRACTOR PROVIDING GOODS AND LABOR/SERVICE)
- SAVE Affidavit (ANY CONTRACTOR RECEIVING PUBLIC BENEFIT OR THAT PROVIDES GOODS)
- Subcontractor Affidavit (ANY SUBCONTRACTOR PROVIDING GOODS AND LABOR/SERVICES)
- Certificate of Liability Insurance (ANY CONTRACTOR WHO DOES WORK ON OUR PROPERTY)
 - o Minimum Liability Insurance: \$2,000,000 aggregate, \$1,000,000 per occurrence
 - o Minimum Automobile Liability Insurance: \$2,000,000 aggregate, \$1,000,000 per occurrence
 - o Minimum Workers Compensation Insurance: \$500,000
- Sole Proprietor Contractor Affidavit (ONLY USE IF YOU HAVE NO EMPLOYEES)
- Photo Identification (PROVIDE ONLY IF A SOLE PROPRIETOR. SEE ATTACHED LIST OF ACCEPTABLE DOCUMENTS)
- PRIVATE EMPLOYER EXEMPTION (USE ONLY IF SOLE PROPRIETOR)

Please note that some of the forms require notarization and will be considered incomplete and not processed. You may return the forms properly completed by fax, e-mail, US Postal Service or drop it off at our office: Peach County Board of Commissioners, Purchasing Department, 213 Persons Street, Fort Valley, GA 31030. If you need to register for the E-Verify program, go to www.uscis.gov and follow the instructions. If you have any questions about E-Verify or any of these forms, please call the office.

Sincerely,

Peach County Accounting Department

NEW VENDOR INFORMATION

COMPANY NAME: _____

CONTACT PERSON: _____ TITLE: _____

BUSINESS ADDRESS: _____

PHONE: _____ FAX: _____

EMAIL: _____

TYPE OF BUSINESS: (CIRCLE ONE) CORPORATION PARTNERSHIP SOLE PROPRIETOR

Have you done business with Peach County in the past? (circle one) YES NO

Do you participate in the E-Verify Program? (circle one) YES NO

Do you have a Federal Tax ID number? (circle one) YES NO

The information contained in this document is true to the best of my knowledge and I understand that giving false, misleading or deceptive information is considered unlawful and may be punishable by penalties of prosecution based on Georgia law.

Signature

Date

GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT (OCGA 13-10-91)

CONTRACTOR E-VERIFY AFFIDAVIT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of **PEACH COUNTY BOARD OF COMMISSIONERS** has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in OCGA § 13-10-91. Furthermore, the undersigned contractor will continue to use E-Verify throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by OCGA § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number
(4-6 digit number can be found on MOU)

Date of Authorization

Name of Contractor

Name of Project

I hereby declare under penalty of perjury that the foregoing is true and correct.
Executed on _____, _____, 201__ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE ____ DAY OF _____, 201__.

NOTARY PUBLIC
My Commission Expires:
