



Davie County Government – General Services

298 East Depot Street, Suite 100 | Mocksville, NC 27028 | 336.753.6060

County of Davie, General Services Department

298 E. Depot St.

Suite 100

Mocksville, NC 27028

Date: January 10, 2024

Request for Proposal: County of Davie Lawn Services

It is the intent of this proposal invitation to obtain contract proposals for **Lawn Services** to encompass all properties owned or used by the County of Davie and as presented in Exhibit A. All products and/or services rendered by the vendor must meet all requirements of this invitation and be completely satisfactory to using agencies. It is also the intent for this contract to be award for a term of three (3) years.

Mandatory Pre Bid Meeting: January 24, 2024

Location: 298 E. Depot St., Mocksville, NC 27028

Time: 1:00pm EST

*note: we will be traveling to each location and this is a mandatory meeting with sign in sheet. Contractor's names must be on sign in sheet from Pre-Bid meeting to be a qualified responsive bidder.

Sealed Bids are to be turned in by the following:

Bid Date: February 28, 2024

Time: Due by 2:00pm EST

Location: 298 E. Depot St, Mocksville, NC 27028

Attn: Brad Blackwelder

Note: Bid Packet Must include completed Bid Sheet and Proof of Insurance.

CONTRACTOR SHALL:

- a. Perform the lawn services below based on at least 30 visits at each facility, 26 during the active growing season of March through October (some locations will require weekly service as described in Exhibit A) and 4 during the dormant season of November through February. The contractor shall provide the date of each service by location on each monthly invoice.
- b. Furnish all labor and equipment, etc. necessary to complete Lawn Services satisfactorily.
- c. Be responsible for all accidents and damages caused by equipment or personnel while on the grounds.



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- d. Be responsible for all clean up and properly dispose of all debris during and after completion of job. The contractor shall remove all debris and trash from the grounds as it accumulates in order that a clean appearance is maintained at all times. **DEBRIS MAY NOT BE EMPTIED INTO DUMPSTERS ALREADY ON SITE.**
- e. There shall be no alcoholic beverages, drugs on any County property.
- f. The Contractor shall work with the County of Davie General Service Department on each work schedule.
- g. Insurance certificates are required

Landscaping services consist of:

1. Mowing all existing grass areas including but not limited to lawns and perimeter areas within the facility boundary lines (provided); removing debris, including vegetative yard waste, paper, plastic, etc., from all turf and plant beds and all areas.
2. Edging of sidewalks and parking lots, sweeping or blowing off sidewalks and driveways. Controlling weeds and unwanted vegetation in plant beds, mulch areas, fence lines, sidewalks, playground equipment, parking areas, and heating and air units. This means the contractor will do whatever is necessary to control weeds. The contractor shall remove weeds manually if other methods do not work.
3. Mowing of all natural areas adjacent to entrance roads (ROW areas), fence lines, sidewalks, parking areas, playgrounds, and ditches.
4. Sweeping or blowing off sidewalks, parking areas, and driveways when debris is caused by equipment.
5. Trimming and maintain clearance of tree limbs up to six (6) feet, and plant materials on the campus, including behind fence lines, a minimum of twice a year.
6. Removing sand and other loose materials from all parking, driveway, and sidewalk areas. A blower is sufficient for this; a sweeper is not required.
7. Maintain clear fence and fence line perimeters.
8. Portions of the grounds located at the Davie County Community Park and Water treatment plants are contracted separately and are not part of this bid.

OTHER DIRECTIVES

1. Unless otherwise directed by the General Services Director, the contractors shall not do any grounds maintenance on Sundays, unless otherwise approved.
2. The contractors shall use all precautions while mowing around all facilities. The contractor's staff must operate all motor driven equipment with all safety guards in place.
3. All contractor's employees shall wear protective eye and ear equipment when operating motor driven equipment. They must comply with all OSHA, state, federal, and county safety regulations.



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4. Contractor Availability: Within twenty-four (24) hours notification, the Contractor shall correct any problems within the scope of this agreement.
5. Protection and Restoration of Property:
 - The Contractor shall be responsible for the protection from his activities of all public and private property on and adjacent to the work area and shall use every reasonable precaution necessary to prevent damage or injury thereto. The Contractor shall use suitable precautions to prevent damage to pipes, conduits and other underground structures and to poles, wires, cables and overhead structures.
 - It shall be the responsibility of the Contractor to promptly restore, replace or make good any damage or injury to all public and private property. If the Contractor fails to do so, the General Services Director, at the Contractor's expense, repair, rebuild or otherwise restore such property.
8. Equipment:
 - The Contractor must demonstrate to the satisfaction of the County that the mowing equipment to be used in the work is designed for commercial application, in good working condition, and suitable for the purpose intended.
 - Mowers are to be equipped with shields to prevent foreign objects from being thrown out from the cutting unit enclosures.
 - Tractors shall be equipped to conform to current OSHA standards.
 - All equipment shall be subject to inspection by the County at any time. Routinely, the County will make periodic inspections of the completed work.
9. The Contractor employees must wear:
 - a. A uniform (shirt) with visible Contractor logo.
 - b. ALL appropriate PPE

The Contractor shall:

1. Provide a master schedule of services to be completed on a quarterly basis to the County of Davie, General Services Director
2. The schedule of services will include: (a) Duties, (b) Locations, and (c) Priorities of jobs to be completed.



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The contractor and his employees will observe the owner's nonsmoking policy while on County property.

By submission of a proposal, the Contractor acknowledges that they have a complete understanding of the required scope of work, either as defined herein or described orally by the owner's designated representative.

EXHIBIT A

COUNTY OF DAVIE: MOWING LOCATIONS AND FREQUENCY SCHEDULE												
PROPERTY		LAWN SERVICES			ENHANCEMENT ITEMS							
Locations: Active	Address	MOW	TRIM	BLOW	LEAG REMOVAL	SHRUBS	MULCH	PINE STRAW	SPRAY BEDS & PARKING LOTS	BUSH HOG	SPRING FERT WITH PRE.EM	FALL SEED AND FERT
Administration	123 S Main St	WK	WK	WK		2X			ASN		1X	1X
AG Extn.	180 S Main St	WK	WK	WK	ASN	2X			ASN			
Animal Shelter	291 Eaton Rd	ASN	ASN	ASN	ASN	2X	1X		ASN			
Annex	642 Wilkesboro St	-	ASN	ANS	ASN	2X	1X		ASN			
Brock Center Campus	622 N Main St	WK	WK	WK	ASN	2X	1X		ASN		1X	1X
Courthouse	140 S Main St	WK	WK	WK	ASN	2X			ASN		1X	1X
Government Center Campus	132 Gov't Center Dr	WK	WK	WK		2X	1X		ASN		1X	1X
Dodge	298 E. Depot St	ASN	ASN	ASN	ASN	2X	1X		ASN			
E911 Communications	146 Dr. Slate Dr	WK	WK	WK	ASN	2X			ASN		1X	1X
Old Hospital Campus	146 Dr. Slate Dr	WK	WK	WK	ASN						1X	1X
Edwards	172 S Clement St	WK	WK	WK		2X	1X		ASN			
EMS Station 1	114 Dr. Slate Dr	WK	WK	WK		2X			ASN			
EMS Station 2	1785 Farmington Rd	ASN	ASN	ASN	ASN	2X	1X		ASN		1X	1X
EMS Station 3	2802 US Hwy 601 S	ASN	ASN	ASN	ASN	2X	1X		ASN		1X	1X
EMS Station 4	2027 Cornatzer Rd	ASN	ASN	ASN		2X			ASN		1X	1X
EMS Station 4 Field	2027 Cornatzer Rd	-	-	-						4x		
Gonzalez	100 Ridgeview Dr	ASN	ASN	ASN		2X						
Jail/Detention Campus	135 Green St	ASN	ASN	ASN	ASN	2X	1X					
Juvenile Justice (Renfro)	301 Hospital St	ASN	ASN	ASN	ASN	2X			ASN			
Library	371 N Main St	WK	WK	WK	ASN	2X			ASN		1X	1X
New Horizons	161 Funder Dr	ASN	ASN	ASN		2X	1X		ASN			
Recreation & Parks Campus	151 Southwood Dr	WK	WK	WK	ASN	2X	1X		ASN			
Senior Center	278 Meroney St	WK	WK	WK	ASN	2X	1X		ASN		1X	1X
Senior Center Field	278 Meroney St	-	-	-						4X		
Sparks Rd	728 Spark Rd	ASN	ASN	ASN		2X						
Cooleemee Waste Water	162 HWY 801 S	ASN	ASN	ASN		2X						
Cooleemee Water Plant	246 Main St. Coolee.	ASN	ASN	ASN		2X						

FREQUENCY LEGEND	
WEEKLY	WK
BI-WEEKLY	BWK
MONTHLY	MTH
NUMBER PER YEAR	(1X, 2X, 3X,4X)
AS NEEDED	ASN (must have 24 mowings)

ADMINISTRATION



ANIMAL SHELTER



ANNEX



BROCK CENTER



COMMUNITY PARK



COOLEEMEE WASTE WATER



COOLEEMEE WATER PLANT

COURTHOUSE & AG CAMPUS



DODGE



SENIOR CENTER, EMS 1, E911



EDWARDS



EMS STATION 2



EMS STATION 3



EMS STATION 4



GONZALEZ

GOVERNMENT CENTER CAMPUS



JAIL CAMPUS



LIBRARY



NEW HORIZON



OLD HOSPITAL SITE



SENIOR
CENTER
FIELD

SPARK RD WATER PLANT



BID SHEET

CONTRATOR: _____

BILLING ADDRESS: _____

COUNTY OF DAVIE: MOWING BID SHEET								
PROPERTY		LAWN SERVICES: BASE BID PER LOCATION (YEARLY) \$	ENHANCEMENT: ALTERNATE BIDS PER LOCATION					
Locations: Active	Address		LEAF REMOVAL: \$ YEARLY	SHRUBS: \$ YEARLY	MULCH \$ CUBIC YARD	BUSH HOG: \$ PER MOWING	SPRING FERT WITH PRE.EM	FALL SEED AND FERT
Administration	123 S Main St							
AG Extn.	180 S Main St							
Animal Shelter	291 Eaton Rd							
Annex	642 Wilkesboro St							
Brock Center Campus	622 N Main St							
Courthouse	140 S Main St							
Government Center Campus	132 Gov't Center Dr							
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Senior Center Field	278 Meroney St							
Sparks Rd	728 Spark Rd							
Cooleemee Waste Water	162 HWY 801 S							
Cooleemee Water Plant	246 Main St. Coolee.							
GRAND TOTAL YEARLY:								

**COUNTY OF DAVIE CONTRACT
CONSTRUCTION, REPAIR and SERVICES**

THIS AGREEMENT, made this _____ day of _____ in the year of _____ for
_____ by and between
_____ hereinafter called the “Contractor”, and the **County of Davie** hereinafter called the “County”.

WITHNESSETH:

Whereas the County has received the submission and/or competitive bid of interested firms to act as Contractors for _____, located at the _____ and,

Whereas, the County, through its awarding authority, has made an award for _____, related to the Project work to the undersigned Contractor and pursuant to the terms of the request this form is to be executed to form and memorialize the contractual relationship between the parties;

Now therefore, the Contractor and the County agree as follows:

1. Description of Service: The Contractor scope of work shall be in accordance with those outlined within the copy that is attached and incorporated for reference as **EXHIBIT A**:
_____.
2. Fees for Services: The County will compensate the Contractor for Services in the amount of (lump sum) \$ _____ to be invoiced upon satisfactory completion of the services set forth hereinabove.
3. Payment of Services: The County shall pay to the Contractor the invoiced amount within thirty (30) days of the date of the receipt of the invoice, unless there is a dispute as to the amount or the quality of the work performed by the Contractor, in which event payment shall be made within thirty (30) days of the settlement of any dispute.
4. Dispute Resolution Process: The parties agree that any dispute as to the invoiced cost or the quality of the work performed shall first be submitted to mediation under the same rules as the North Carolina Superior Court mediation rules before any civil action is instituted by either party. In the event the matter cannot be resolved at such meditation, any suit shall be brought in the courts of Davie County, North Carolina only. The laws of the State of North Carolina shall govern all elements of this Contract.
5. Reimbursement of Expenses: No Reimbursement of expenses is to be paid by the County, except as to those expenses specifically included in Exhibit A attached herein.
6. Timetable: The Contractor’s Services shall commence on (date): _____ and shall be completed on or before _____.
7. Indemnification: The Contractor shall indemnify and hold harmless the County against any loss or liability which the County may sustain by reason of this Agreement or any liability arising herein, including all attorney’s fees associated with any defense thereof.

8. Insurance: The Contractor acknowledges it carries sufficient general liability insurance in the sum of at least two million (\$2,000,000.00) dollars to cover all liability under this Agreement and shall provide proof of same upon the execution of this Agreement to the County.
9. Certifications: The Contractor hereby acknowledges it is in compliance with the Iran Divestment Act of 2015 (N.C.G.S. 143C-6A-1 to 6A-9) and hereby executes the Iran Divestment Act Certification required by N.C.G.S. 143-6A-5(a). Contractor further certifies that it is not on the North Carolina State Treasurer's list of companies engaged in a boycott of Israel, in violation of N.C.G.S. 147-86.80 et.Seq. and that it will not utilize on this Agreement any subcontractors on said list. The Contractor further agrees to comply with the E-Verification requirements of Article 2 of Chapter 64 of the General Statutes. Further, if CONTRACTOR utilizes a subcontractor, CONTRACTOR shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.
10. Termination: The County may terminate this agreement for any reason upon ten (10) calendar days written notice (delivered by certified mail, return receipt requested). This agreement may be terminated by either party upon seven (7) calendar days written notice (delivered by certified mail, return receipt requested) should one party fail to perform in accordance with its terms through no fault of the other. In the event of termination, the Contractor shall receive payment for services rendered prior to receipt of the written termination notice. Any work done by the Contractor prior to termination shall become the property of the County.
11. Authorization to Execute: The individuals executing this Agreement on behalf of the parties represent and warrant that they have the full authority to bind the party for whom they are acting to this Contract. In addition, the execution of this Contract on behalf of the County has been duly approved by the appropriate action of the County's Board of County Commissioners.
12. Independent Contractor Status: It is understood and agreed that the Contractor is not an employee of the County and has no authority under this Agreement to enter into or execute contracts which bind the County in any way, but is in fact an independent contractor under the law of the State and shall receive no benefits from the County which an employee of the County would receive. The Contractor further agrees and understands that it is responsible for the payment of all state and federal income taxes, social security taxes and any other taxes that are legally obligated to be paid as a result of the contract price paid and received under this agreement.
13. Assignability: This Agreement is non-assignable by the Contractor without the prior written consent of the County, which consent is not contemplated.
14. Severability: This Agreement shall not be void as any result of a provision in the Agreement which may hereafter be declared void and the contract shall survive any such voiding of a single provision of the Agreement.