



CITY OF BOAZ, ALABAMA

To All Bidders:

RE: Bid Number 2024-02-122

Advertised this date: February 28, 2024

Lawn Maintenance

SPECIFICATIONS REQUIRED:

There will be an optional Pre-Bid meeting on March 13th, 2024 at 9 am. Interested bidders will meet at Boaz City Hall and will be carried out to each location to go over what is expected of the lawn maintenance.

Sealed bids shall be due no later than 10 am, March 27, 2024, at Boaz City Hall, 112 North Broad Street, Boaz, AL 35957. Bids will be opened and read aloud at this time.

Please read carefully the enclosed *Instructions to Bidders* and return the completed enclosed *Bid Sheet*. If you have any questions regarding this bid please contact me at beth.stephens@cityofboaz.org.

Beth Stephens
City Clerk/Treasurer
PO Box 537
112 N Broad Street
Boaz, AL 35957

BID NUMBER 2024-02-122
BID SHEET
LAWN MAINTENANCE

LOCATION	DESCRIPTION OF SERVICES	Price
City Hall and the Legacy Foundation (building beside City Hall)	Mow, trim, blow off, shrub trimming, edge, fertilize, pre-emergent, post-emergent, pine straw (twice a year), and flower beds.	\$
Boaz Public Library	Mow, trim, blow off, shrub trimming, edge, fertilize, pre-emergent, post-emergent, herbicide, flower beds, and pine straw (twice a year).	\$
Boaz Senior Center	Mow, trim, blow off, edge, fertilize, pre-emergent, post-emergent, and flower beds. Pick up limbs and carry to road.	\$
Both sides of the Railroad from Hwy 205 to Line Avenue	Mow, trim, and herbicide spot treatment.	\$
Farmers Market Area – around Farmers Market and grass area to the railroad	Mow, trim, edge.	\$
Park along Billy Dyar Blvd.	Mow, trim, blow off, shrub trimming, and edge.	\$
Tag Office	Mow, trim, shrubs trimming, pre-emergent, post-emergent, and herbicide.	\$
Scott Plaza	Mow, trim, edge, and blow off.	\$
6 Islands – (2) Billy Dyar Blvd/Hwy 431, (1) Hwy 168/Hwy 431, (1) Newt Parker, and (2) Welcome Center (North and South)	Mow, trim, edge, soil conditioner, and plant flowers.	\$
Parking lot beside Fire Department. (There is a strip of grass in the front and back of the parking lot.)	Mow, trim, edge, blow off, fertilize, pre-emergent and post-emergent.	\$
Old Mill Park	Mow, trim, edge, blow off, fertilize, pre-emergent, post-emergent, and pine straw around trees. Roundup sprayed only around the coated walking trail to prevent sod from growing into track material. 6 planters at Old Mill Park (Twice a year).	\$
Downtown Area (Main Street) – Islands and Courtyard	Mow, trim, edge, blow off, pre-emergent, post-emergent, pine straw (2 times per year), and shrub trimming. Blow off breezeway once a week.	\$
Basketball Court Area – Corner of Sparks Avenue and Elm Street	Mow, trim, edge, and blow off.	\$
Police Department	Mow, trim, edge, and blow off. Hill and flower bed in front of courtroom and flower bed where Chiefs park.	\$
Boaz Rec Center (Including Field)	Mow, trim, edge, blow off, fertilize, pre-emergent, post-emergent, pine straw around trees (including 4 at entrance of rec center), pine straw around flagpole, and flower beds.	\$
Martin's Building	Mow, trim, edge, and blow off.	\$
Grassy Knoll Area	Mow, trim, edge, blow off, pre-emergent, and post-emergent.	\$
Old Library	Limbs, mow, trim, and blow off.	\$
Corner of 168 & Brown Street	Mow, trim, edge, and blow off.	\$
Mountainboro Community Center & Playground	Mow, trim, edge, and blow off.	\$
Boaz SportsPlex- 9 fields Approximately 11.25 acres	Bermuda grass, pre-emergent, post-emergent, weed control (crab grass, nutgrass, dallisgrass, poa annua, and broadleaf control), and fertilizer. There will need to be 8 applications.	\$
	Total Bid Price	\$

I, the undersigned, hereby affirm that I have not been in any agreement or collusion among bidders or prospective bidders in restraint of freedom of competition, by agreement to bid at a fixed price or to refrain from bidding. Furthermore, for the duration of the agreement, that I will not violate federal immigration law or knowingly employ, hire for employment or continue to employ an unauthorized alien within the State of Alabama. Furthermore, if a contracting party found to be in violation of this provision shall be deemed in breach of agreement and shall be responsible for all damages resulting therefrom.

Signature _____ Title _____ Date _____

Print Signature and Title above _____

Company Name: _____

Address: _____

Phone Numbers: _____

Email: _____

This bid must be notarized

Sworn to and subscribed before me this _____ day of _____, _____.

_____ My commission expires: _____

Notary Public

CITY OF BOAZ INSTRUCTION TO BIDDERS

1. **All bids must be submitted in a sealed envelope clearly marked SEALED BID. Envelope should also state Bid Invitation Number, date, and time of bid opening. General Contractors license number should be listed on the envelope.**
2. **All bids require a General Contractors License.**
3. All bids shall be typewritten or in ink on the form prepared by the City. All proposals must be signed by an official of the corporation/company duly authorized to sign bids and all bids must be notarized.
4. All corrections or erasures shall be initialed by the person signing the bid or his authorized representative.
5. It will be assumed that all bids are based upon the specifications unless the bidder stipulates to the contrary on the proposal form, in which case, the bidder will list on a separate sheet of paper, any exceptions to the conditions of the bid. This sheet will be labeled, **EXCEPTIONS TO BID CONDITIONS**, and will be attached to the bid proposal. This attached sheet must also be signed by the official signing the proposal. If no exceptions are stated, it will be understood that all general and specific conditions will be met.
6. Whenever in this invitation, any particular materials, process and/or equipment are indicated or specified by Patent, Proprietary or Brand Name, or by name of manufacturer, such wording will be deemed to be used for the purpose of facilitating description of the material, process and/or equipment desired, and will be deemed to be followed by the words, OR EQUAL. Proof satisfactory must be provided by Bidder to show that the alternative product is, in fact, equal to the product required in the specifications.
7. Bids may be amended or withdrawn by the party submitting such bid or by their authorized representative, up until the scheduled opening time. No bid may be amended or withdrawn thereafter **regardless of the circumstances.**
8. Prices quoted in all bids shall be delivered prices, exclusive of all Federal and State excise, sales, and manufacturer's taxes.
9. All bids which do not contain a firm stated price for the item(s) required will be considered informal and will not be considered. **Any bid containing an escalator clause will not be considered.**
10. The City of Boaz is to be protected against any increase above the price in the bid until all materials covered by this bid have been delivered.
11. Discounts, if any, will be figured from the date of acceptance by the City, regardless of date of delivery or invoice.
12. The City will assume no transportation or handling charges other than specified in the bid.
13. The City shall have thirty days from the date of the opening of the bids before rewarding a contractor or rejecting the bids.
14. The City reserves the right to have demonstrated to its designated representatives, any and all items bid **before** making the award.
15. All items bid will be inspected by a representative of the City upon delivery to ascertain compliance with the specifications. Items not in compliance with the specifications will be rejected and shall be replaced by the vendor at no cost to the City of Boaz.
16. The bidder shall assume full responsibility for warranty of all components of the equipment. A statement shall be attached with the proposal setting out the conditions of the warranty. The manufacturer's standard warranty shall be furnished.
17. The successful bidder shall indemnify and save harmless, the City of Boaz, against any and all claims for royalties, patent infringements or suits for information hereon which be involved in the manufacture or use of the items furnished.

18. Bids will be awarded to the lowest responsive and responsible Bidder. The determination of the lowest responsive and responsible Bidder may involve all or some of the following factors: Qualities of the commodities proposed to be supplied; their conformity with specifications; the purposes for which required; the terms of delivery; transportation charges; date of delivery; and other objective and accountable factors which are reasonable.
19. The City of Boaz reserves the right to accept or reject any or all items covered in the request, or any portion(s) thereof, re-advise and/or take other steps to pursue the best interest of the City.
20. Pictures, descriptions and specifications taken directly from manufacturer's brochure shall accompany all bids. Bids not containing this information **WILL BE SUBJECT TO REJECTION**.
21. A certificate of Workers Compensations and \$2 million liability insurance coverage, satisfactory to the City of Boaz, is required for work or services on City of Boaz property. This must be provided before bid is awarded.
22. A list of all equipment to be used is required to be furnished with the bid.
23. The lawn maintenance will be for approximately 32 times per year. Bidder will need to be willing to work with the City if there are special events requiring areas to be maintained before the scheduled time.
24. Successful bidder will be required to purchase a City of Boaz business license.