

## City of Etowah Mowing Bid Package 2023

1. Provide cost for mowing/trimming/spraying each piece of property listed in this bid
2. **PER MOWING BID. BIDS WILL ONLY BE ACCEPTED THAT ARE PROVIDING PER MOWING PRICING. DO NOT ADD ADDITIONAL SERVICES INTO YOUR PRICES. LIST ANY ADDITIONAL SERVICES/OPTIONS/IDEAS AT THE END OF THE BID IF YOU WISH.**
3. Provide proof of the following insurances:
  - a. Commercial General Liability -- \$1,000,000
  - b. Worker's Compensation – statutory limit
  - c. Automobile Liability -- \$1,000,000
4. Mowing season starting from approximately March 25 and lasting for at least 25-30 weeks. At this time, we currently have mowing being done. Upon awarding of the bid and approval of Commission, the selected contractor will take over within 7 days.
5. Review this bid package for frequency of mowing, trimming and spraying.
  - a. Mowings are generally every 7 days to 2 weeks.
  - b. Spraying fence rows and around guy wires is generally acceptable. Any spraying that is done must be professionally applied with minimal bleeding. Weed trimming is necessary and expected.
  - c. All necessary certifications will be required and inspected by the City of Etowah prior to contractor spraying. If unsure if spraying a particular area is ok, it is contractors responsibility to obtain approval from the City of Etowah.
6. Mowing equipment should have appropriate blocking apparatus to minimize/eliminate throwing debris.
7. Sidewalks, roads, etc. must be cleaned after mowing/trimming
8. **Debris/trash in all mowing areas must be removed from properties before and after each mowing. This includes all R.O.W. (Right of Way) areas and ball fields that typically have a higher level of trash and debris. Sticks/Limbs on properties are considered Debris and will be contractors responsibility to dispose of after each mowing.**
9. All property damage, public and private, caused by contractor or subcontractors is the responsibility of the contractor and must be dealt with quickly and responsibly and always representing the city well.

10. All work is to be done with excellence so that all City of Etowah properties are always found in beautiful and excellent condition for the enjoyment of everyone associated. No exceptions.
11. The colored lines in the following pictures do not necessarily represent boundaries of mowing work. Contractor must see properties to accurately estimate service needed and time required.
12. All properties are to be assumed to extend all the way to roadways, including sidewalks, curbs, drainage ditches, fences, posts, etc.
13. Each of the Following Property Groups are required to be completed on the same day. (Each of the 4 Groups will be considered separate areas, so no two groups are required to be completed together.) (If you have any questions on this please contact.)
  - Group #1: 1, 2, 3 and 17
  - Group # 2: 6, 20 and 21
  - Group # 3: 22, 23 and 24
  - Group #4: 12 and 15
  - Group #5: 13 and 14
14. After contract is awarded, the new contractor will have 60 days to submit a ***Property Maintenance Plan*** which outlines the order in which they will be maintaining the Properties within the contract. (If you have any questions on this please contact.)
15. There will be several events throughout the year that will require extra mowing at several properties. For example: Depot – 4<sup>th</sup> of July which would need mowed right before event setup. Dates would be provided in advance. You will be required to work with City Staff to make sure these properties are done in a timely manner leading up to events.
16. Notification of Delays will be expected from the Contractor on a weekly basis as they arise. (Such as due to weather delays, employee sickness/absence, etc...)
17. It shall be assumed that Edging will be done as needed at High Traffic areas throughout the City such as Depot, City Hall, Library without specifically noting at each property. Is shall be considered good workmanship and will be expected from the Contractor. (***Edging must be done with Actual Edger.***)
19. Mowing contractor will be required to change direction of mowing at the following locations each week or as directed by the Parks and Rec. Maintenance Manager:
  - **Depot, City Hall, Fire Hall Park, Baseball Fields and Football Field.**

19. BID INFORMATION. SUBMIT ALL OF THE FOLLOWING WITH YOUR BID PACKAGE:

- A. SUBMITTAL "A" - THE "PRICE PER MOWING" PRICE BID SHEET ATTACHED. PUT THE "PER MOWING" PRICE FOR EACH PIECE OF PROPERTY ON THE APPROPRIATE LINE.
- B. LIST OF STAFF AND EQUIPMENT YOU EMPLOY FOR MOWING.
- C. PROOF OF REQUIRED INSURANCE
- D. COPY OF VALID BUSINESS LICENSE AND FULL CONTACT INFORMATION.

**BIDS CAN BE SUBMITTED BY EMAIL OR FAX. IF YOU PREFER TO SUBMIT A SEALED BID YOU MAY DO SO BY UTILIZING THE DROP BOX IN THE FRONT OF CITY HALL.**

**BIDDING WILL BE OPEN FROM MONDAY, MARCH 20<sup>TH</sup>, 2023 THROUGH 12:00PM ON MONDAY, MARCH 27<sup>TH</sup>, 2023. BID OPENING TO FOLLOW AT 12:15PM.**

**A GROUP SITE VISIT WILL BE PROVIDED TO ALL INTERESTED CONTRACTORS TO VIEW ALL PROPERTIES WITHIN THE SCOPE OF THIS BID. THE GROUP SITE VISIT WILL BE FRIDAY, MARCH 24<sup>TH</sup>, 2023 . ALL INTERESTED PARTIES WILL NEED TO MEET AT ETOWAH CITY HALL, LOCATED AT 701 TENNESSEE AVE AT 10:00AM.**

**IF YOU ARE UNABLE TO ATTEND THE GROUP SITE VISIT, BUT WOULD LIKE TO SCHEDULE A PERSONAL SITE VISIT, PLEASE CONTACT CITY MANAGER RUSS BLAIR AT [ETOWAHCM@CITYOFETOWAHTN.COM](mailto:ETOWAHCM@CITYOFETOWAHTN.COM)**

## 1. 6<sup>th</sup> Street Park

Approximately 3 acres including parking lot, tennis courts, playground, dog park and pavilion. (Old school has been demolished)

Located between Fifth and Sixth St and between Indiana Ave. and Louisiana Ave.

Needs include:

- Mow grounds (Weekly) (**Dog Park will require push mower and must be bagged.**)
- Spray/trim/edge along fencing, sidewalk, playground border, pavilion, edge of parking lot and trees (with mowing)



## 2. Hopper Baseball Fields

## 2 Baseball playing fields (ONLY)

Located between Sixth St and Beckley Ln. on Louisiana Ave.

Needs include:

- Mow ball fields (2x per week during season April, May, 2 weeks in June)(1x per week off season)
- Trim/spray fences (with mowings)

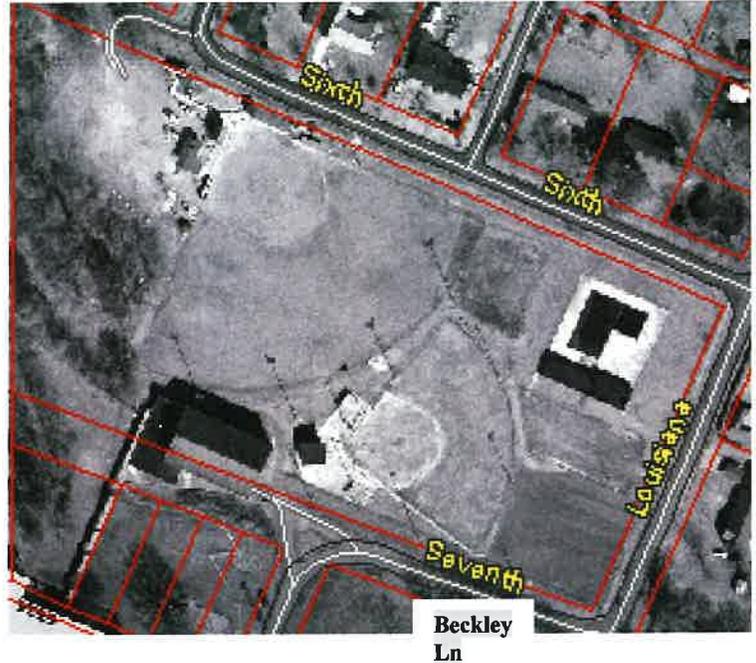
### 3. Hopper Complex (Other)

Grounds between/around baseball fields, bathrooms, buildings, around splash pad and parking lot

Located between Sixth St. and Beckley Ln. on Louisiana Ave.

Needs include:

- Mow grounds between ball fields, grass parking lot at sixth street entrance and around old pool (every 10 days) (**Around splash pad must be push mowed with bagger within the footprint of old pool**)
- Trim/spray/Edge sidewalks/around buildings (with mowings)
- Mow between fence and Sixth St. (every 10 days- 2 weeks)
- Mow between fence and Louisiana (every 10 days- 2 weeks)
- Mow between fence and Beckley Ln. (every 10 days- 2 weeks)



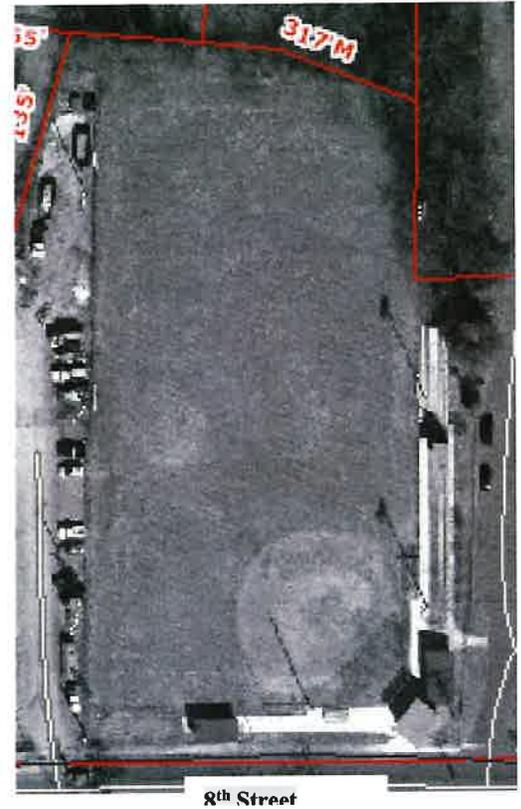
#### 4. Cox Football Complex

Approximately 2 acres including football field, football bleachers, two press boxes, concession stand and restrooms.

Located on Eighth St next to Etowah City School.

Needs include:

- Mow football field (every 7- 10 days)
- Spray /Trim along fence (with mowings)
- Mow between football field and outside fence (every 10 days)
- Mow / Trim behind bleachers/buildings (every 7-10 days)
- Spray / Trim sidewalks/around building (with mowings)
- Spray / Trim under bleachers (with mowings)



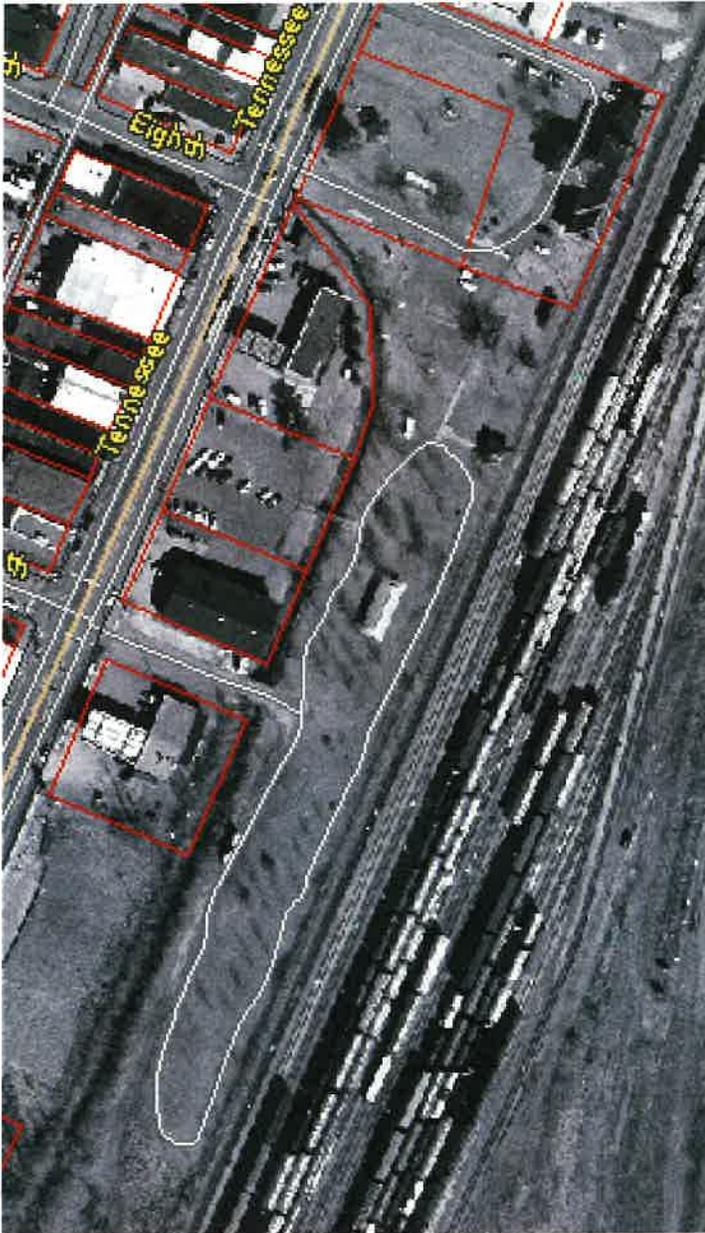
#### 5. Library / Fire Hall Park

Small lawn must be well kept front and rear.

Located at 723 Ohio Ave

Needs include:

- Trim/EDGE along Building and sidewalks (weekly, NO SPRAYING)
- Mow grounds (weekly)
- Fire Hall Park section to be bag mowed (weekly) with trimmings taken away by contractor.



## 6. Depot & Walking Trail

Approximately 5 acres including the Historic L&N Depot, Gazebo, Stage, Caboose, Restrooms, walking trail, monuments and Pavilion.

Needs include:

- Mow grounds (weekly)
- Trim sidewalks, around stage, gazebo, monuments and power polls with weed eater (weekly)
- Spray / Trim along railroad fence and walking trail (as needed)
- Mow/trim/spray small areas in FREE PUBLIC parking lot on Tennessee Ave (every 10 days)

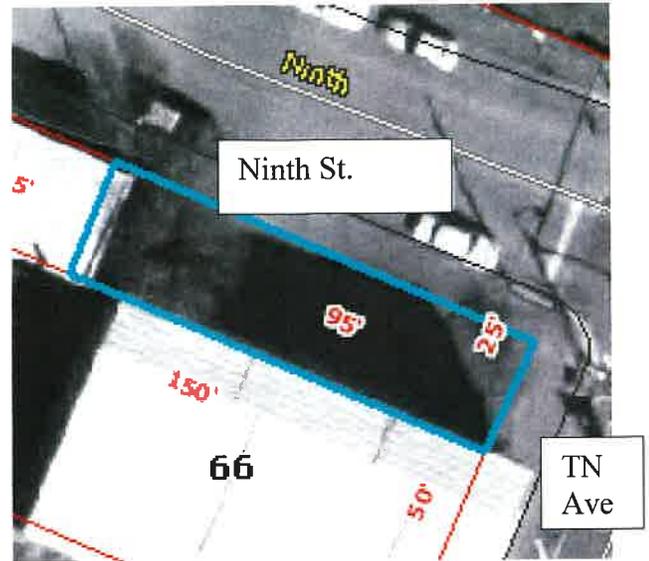
## 7. People's Park

Minimal grass lot size.

Located at the corner of Ninth St and Tennessee Ave.

Needs include:

- Mow grass in park (as needed)
- Trim along sidewalk and flowerbeds (as needed)



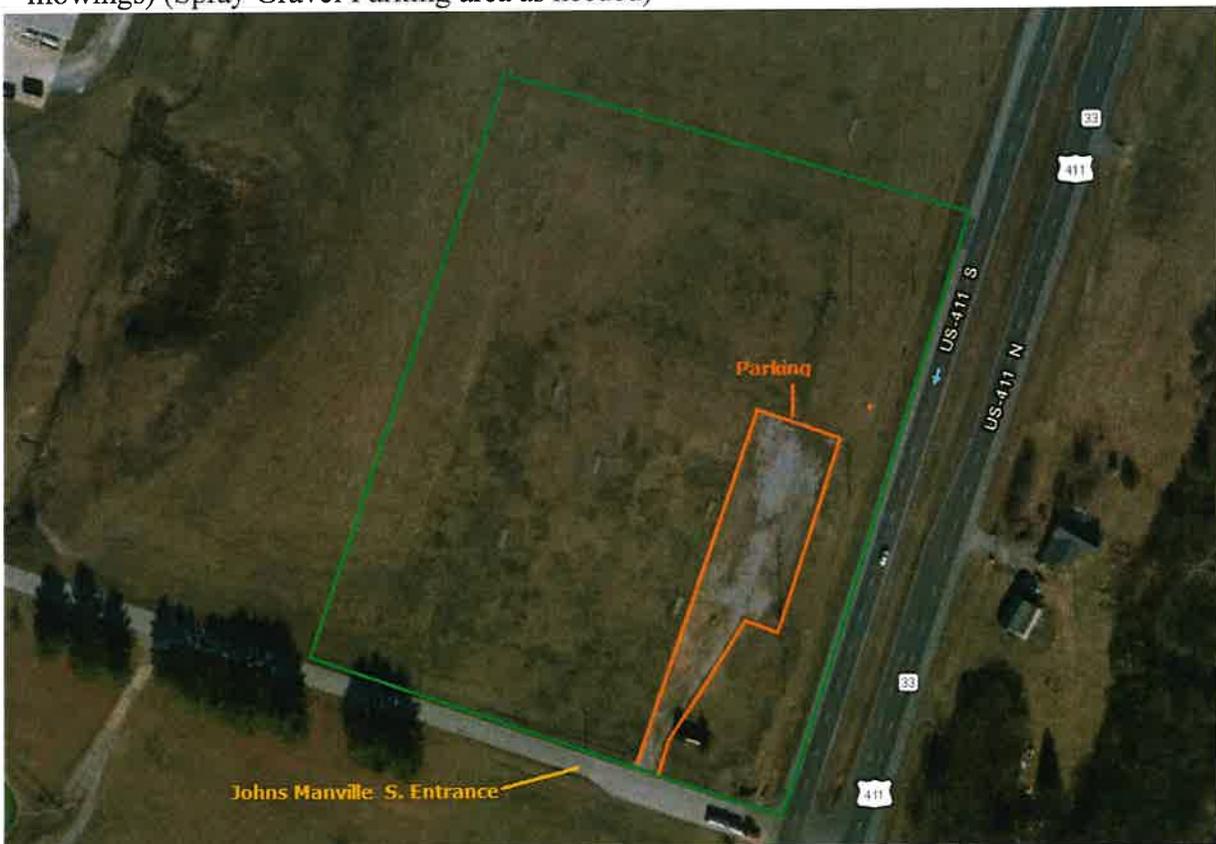
## 8. Soccer Complex

Approximately 12 acres includes multiple soccer goals and fence posts.

Located in front of Johns Manville on Hwy 411 north of city limits

Needs include:

- Mow fields (weekly during soccer seasons, every 2 weeks thereafter)
- Spray /Trim around soccer goals and fence (where fence row would be along fence posts) (with mowings) (Spray Gravel Parking area as needed)

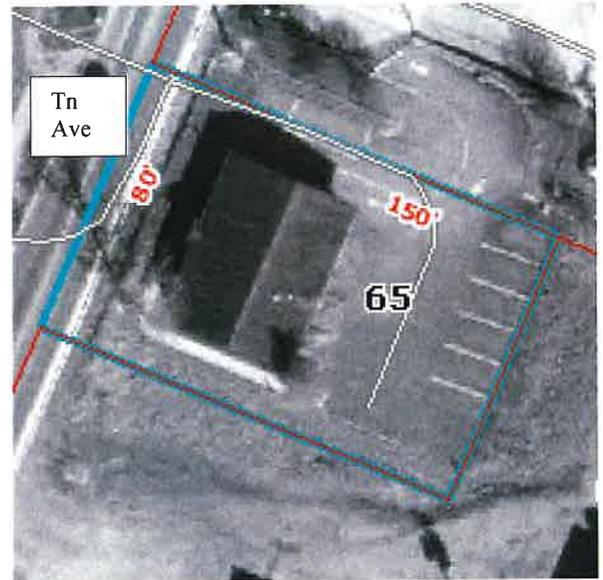


**9. Police Station**  
Minimal grass lot size.

Located at 1315 S. Tennessee Ave.

Needs include:

- Mow lawn around building (every 10 days)
- Trim around building and sidewalks (every 10 days)



**10. Boy Scout Lodge**

Located at 6<sup>th</sup> Street and Pennsylvania Ave.

Needs include:

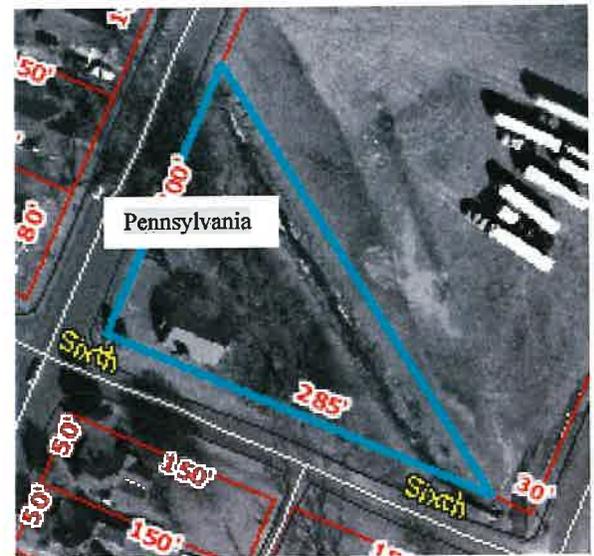
- Trim around bushes and sidewalks (every 10 days)
- Mow lawn (every 10 days)

**11. 5<sup>th</sup> St. Canal**

Located at 6<sup>th</sup> Street and Pennsylvania Ave.

Needs include:

- Mow/bush hog and trim approximately 10-15' on North side of canal and all of South side of canal up to Boy Scout Lodge (every 2 weeks)

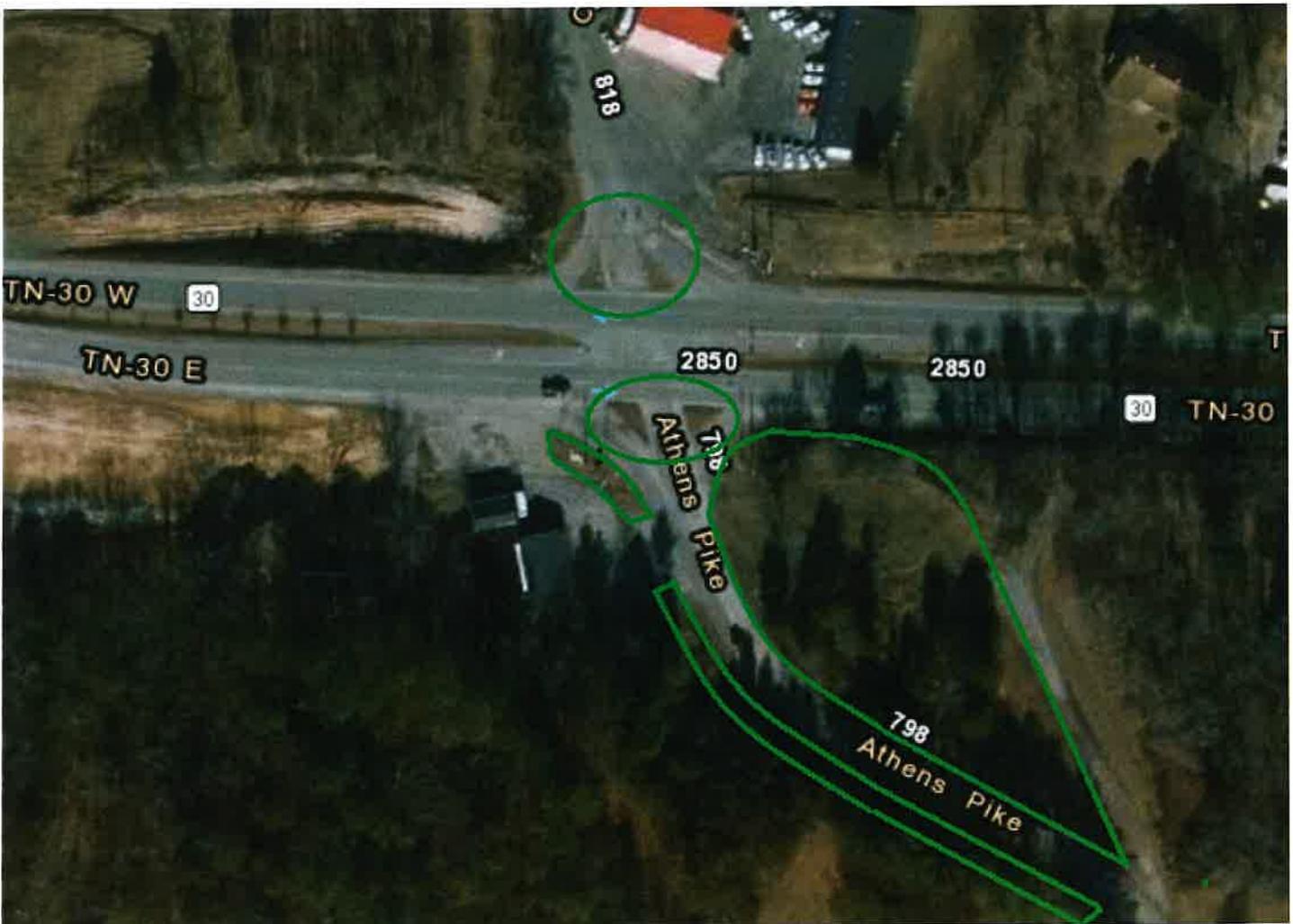


## 12. Athens Pike at Hwy 30

Where Athens Pike meets Hwy 30. Including the area around the Welcome to Etowah sign. Also includes small teardrops where Athens Pike meets Hwy 30. No tree work. No Hwy 30 right of way work. Ask if any questions.

Needs include:

- Mow grass (every 10 days)
- Tear Drops to be bag mowed
- Trim around Welcome to Etowah Sign, trees, etc (every 10 days)



### **13. Hwy 411 Street Side**

Strips of grass on backs of curbs. East and West side of 411 except where merchants professionally mow/landscape or there is no grass.

Located from South city limit to North city limit – the grass between the sidewalks and the Hwy.

Needs include:

- Mow /Trim/edge along sidewalks/curbs as needed for neat/tidy appearance. Sidewalks must remain free of grass all the way to the edges and free of trimmings at all times. Mowing/trimming correctly will not leave grass hanging over curbs. (every 2 wks)

### **14. Hwy 411 Property Side**

Strip of grass (approximately 4'-8') on property side of sidewalks on Hwy 411. East and West side of 411 except where merchants professionally mow/landscape or there is no grass.

Located from South city limit to North city limit – the grass on the property side of the sidewalks.

Needs include:

- Mow/trim/edge property edge of sidewalk and a strip of grass on the property side of sidewalk for neat/tidy appearance. Sidewalks must remain free of grass all the way to the edges and free of trimmings at all times. Mowing/trimming correctly will not leave grass/weeds hanging over sidewalks. (every 2 wks)

### **15. Highway 30 Median and Tear Drops**

Median strips and 2 tear drop shapes where 30 and 411 meet

Located on Hwy 30 between Robinson Street and Hwy 411

Needs include:

- Mowing and trimming around trees (every 10 days)
- This Includes entire median from City Limits to Hwy. 411 Intersection

**16. North Etowah Industrial Park Entrance** Approximately 1.5 acres

Located at North Industrial Park Entrance on Hwy 411  
at the northern city limits

Needs include:

- Mow grass (every 2 weeks)
- Trim around sign and landscaped area (every 2 weeks)

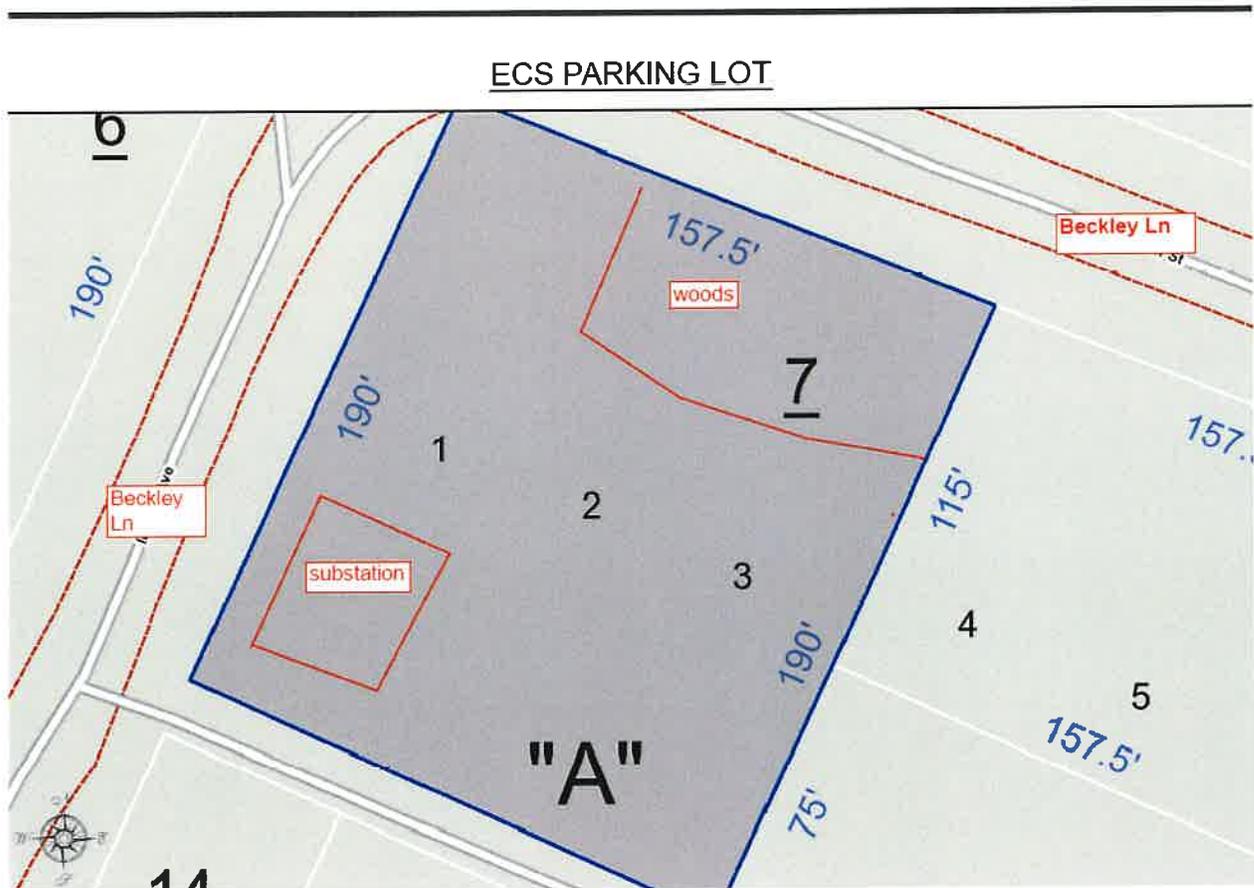


## 17. Etowah City School Grass Lot

Located adjacent to Beckley Lane across from Etowah City School.

Needs include:

- Mow grass (every 2 weeks)
- Trim banks, around trees, and close to wood line (every 2 weeks)



## 18. Seven Cedars Median

Center median of Clearmont Drive

Located in Seven Cedars Subdivision on Hwy 30

Needs include:

- Mow grass (every 7 days)
- Trim including entry sign (every 7 days)

**19. 1600 Washington Ave**  
Unopened Street Right of Way

Located between 2 residential properties at 1600 Washington Ave

Needs include:

- Mowing/ bushhogging (1 X per month if needed)

**16TH WASHINGTON**



**20. City Hall (701 Tennessee Ave.)**

Located next to Depot

Needs include:

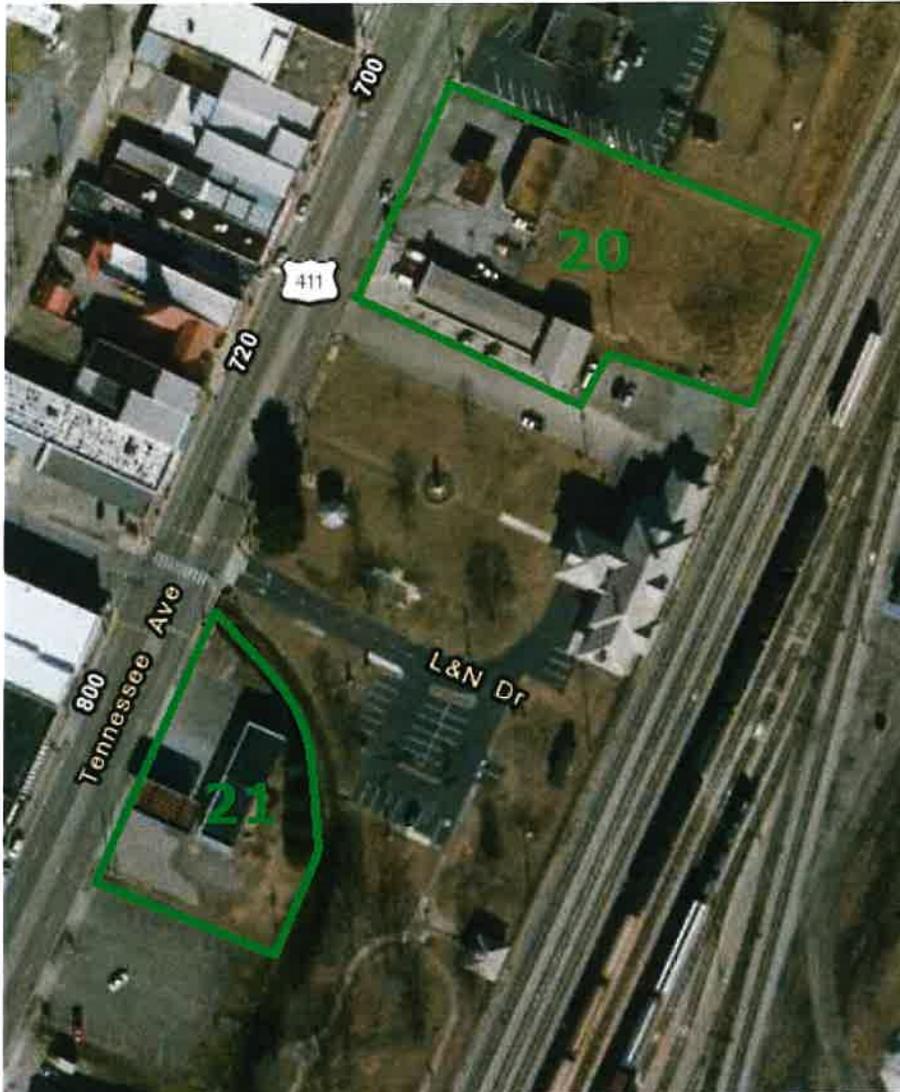
- Mowing (Weekly)
- Trim/EDGE along Building and sidewalks (Weekly, NO SPRAYING)

**21. Old Service Station (801 Tennessee Ave.)**

Located next to Free Parking and is at the intersection of 8<sup>th</sup> St. and Tennessee Ave.

Needs Include:

- Mowing (Weekly)
- Trim/EDGE along Building and sidewalks (Weekly, NO SPRAYING)



Site Layout Differs from picture. For #20 Site Visit Advised

**22. Community Center (Robinson Street)**

Needs Include:

- Mowing (Weekly in “Area A”) (Including on each side of roadway in front of property)
- Mowing (Bi-Weekly in “Area B”)
- Trimming / Spraying along building and fences. (Weekly)

**23. Fire Department (Robinson Street)**

Needs Include:

- Mowing Weekly (Including on each side of roadway in front of property)
- Trimming along buildings, sidewalks and drives.
- Spraying Gravel Parking area as needed

**24. Parks and Rec. Shop (Robinson Street)**

Needs Include:

- Mowing Weekly (Mowing area to extend all the way to Hwy to include Business Signs)  
(Including on each side of roadway in front of property and around Community Center

Signage)

- Trimming along buildings, sidewalks and drives.
- Spraying Gravel Parking area if needed



**25. Pennsylvania Ave. – Ohio Ave. Between 5<sup>th</sup> and 6<sup>th</sup> Streets R.O.W (Right of Way)**

Needs include:            Boundary in Orange – Mowing Trimming Area in Green

- Mowing areas needed within the R.O.W. (Every 10 days)
- Trimming Areas needed with the R.O.W. (Every 10 days)



26. 5<sup>th</sup> Street R.O.W. (Right of Way) at Post Office

Needs Include:

- Mowing (1-2 Strips from street) (Every 10 days)
- Trimming along dead end section (Every 10 days)



27. Community Pool-600 LA Avenue

City of Etowah  
Mowing Bid Package 2023

**Submittal A**

(All Pricing is Per Mowing)

1. 6<sup>th</sup> Street Park \_\_\_\_\_
2. Hopper Baseball Fields \_\_\_\_\_
3. Hopper Complex \_\_\_\_\_
4. Cox Football Complex \_\_\_\_\_
5. Library / Fire Hall Park \_\_\_\_\_
6. Depot and Walking Trail \_\_\_\_\_
7. Peoples Park \_\_\_\_\_
8. Soccer Complex \_\_\_\_\_
9. Police Department \_\_\_\_\_
10. Boy Scout Lodge \_\_\_\_\_
11. 5<sup>th</sup> Street Canal \_\_\_\_\_
12. Athens Pike at Hwy. 30 \_\_\_\_\_
13. Hwy. 411 Street Side \_\_\_\_\_
14. Hwy. 411 Property Side \_\_\_\_\_
15. Hwy. 30 Median and Tear Drops \_\_\_\_\_
16. N. Etowah Industrial Park Entrance \_\_\_\_\_
17. Etowah City School Grass Lot \_\_\_\_\_
18. Seven Cedars Median \_\_\_\_\_
19. 1600 Washington Ave. \_\_\_\_\_
20. City Hall \_\_\_\_\_
21. Old Service Station \_\_\_\_\_
22. Community Center (Area "A") \_\_\_\_\_
- Community Center (Area "B") \_\_\_\_\_
23. Fire Department \_\_\_\_\_
24. Parks and Rec. Shop \_\_\_\_\_
25. Penn.- Ohio between 5<sup>th</sup> & 6<sup>th</sup> R.O.W. \_\_\_\_\_
26. 5<sup>th</sup> Street R.O.W at Post Office \_\_\_\_\_
27. Community Pool \_\_\_\_\_
28. Free Parking @ Library \_\_\_\_\_

- 29. Old City Barn \_\_\_\_\_
- 30. Public Works Facility \_\_\_\_\_
- 31. 4<sup>th</sup> St./TN Avenue \_\_\_\_\_
- 32. 4<sup>th</sup> St./ PA Avenue \_\_\_\_\_
- 33. 5<sup>th</sup> St.@ North Side between GA & LA \_\_\_\_\_
- 34. 5<sup>th</sup> St./PA Avenue (ROW) \_\_\_\_\_
- 35. Old KC Parking Lot 7<sup>th</sup>-9<sup>th</sup> St. (ROW) \_\_\_\_\_
- 36. 9<sup>th</sup> St./Ohio Avenue \_\_\_\_\_
- 37. Toomey Lane/N. Hwy 411 (Hair Castle) \_\_\_\_\_
- 38. 8<sup>th</sup> St./Washington Ave. (Vacant Lot) \_\_\_\_\_
- 39. 7<sup>th</sup> St. between TN Ave/Ohio (ROW) \_\_\_\_\_
- 40. Jack King Drive \_\_\_\_\_

City of Etowah  
Mowing Bid Package 2023

**Submittal B**

*(Submittal B is not required to be turned in. It is for informational purposes only)*

PLEASE CHECK OR LIST ADDITONAL SERVICES YOU ARE ABLE TO PROVIDE IF NEEDED. THIS SECTION WILL NOT AFFECT THE BIDDING PROCESS AND IS AN OPTIONAL SUBMITTAL.

MULCHING \_\_\_\_\_

SHRUB TRIMMING \_\_\_\_\_

AERATING \_\_\_\_\_

PRESSURE WASHING \_\_\_\_\_

OVERSEEDING \_\_\_\_\_

LANDSCAPING \_\_\_\_\_

OTHER: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: City of Etowah, TN

From Name of Company:

Date:

Ref: Iran Divestment Act

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to 12-12-106.

Printed Name \_\_\_\_\_

Title \_\_\_\_\_



**Monitoring of Contractors/Consultants**

**Name of Contractor:** \_\_\_\_\_ **Date Completed:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**The below Title VI Assurance is to Be Submitted on Company Letterhead:**

**Contractor/Consultant Name** assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 and as amended, and the Civil Rights Restoration Act of 1987 (P.I. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Tennessee Department of Transportation (TDOT).

**DECLARATION OF RESPONDENT:** I declare that I have completed this form to the best of my knowledge and believe it to be true and correct.

\_\_\_\_\_  
**Name of Authorized Official**

\_\_\_\_\_  
**Date**

Affidavit  
(must be attached to bid form upon submission)

STATE OF  
TENNESSEE  
COUNTY OF McMinn

DRUG-FREE WORKPLACE  
AFFIDAVIT OF PRIME BIDDER

NOW COMES AFFIANT, who being duly sworn, deposes and says:

1. He/She is the principal officer for \_\_\_\_\_.
2. That the bidding entity has submitted a bid to The City of Etowah for the construction of \_\_\_\_\_;
3. That the bidding entity employs no less than five (5) employees;
4. That Affiant certifies that the bidding entity has in effect, at the time of submission of its bid to perform the construction referred to above, a drug-free workplace program that complies with §50-9-113, *Tennessee Code Annotated*.
5. That this affidavit is made on personal

knowledge. Further Affiant saith not.

\_\_\_\_\_  
AFFIANT

SUBSCRIBED AND SWORN TO before me this \_\_\_\_\_ day of \_\_\_\_\_, 200\_.

\_\_\_\_\_  
NOTAR Y PUBLIC

My commission expires: \_\_\_\_\_