



THE CITY OF
TALLMADGE
HISTORY MOVING FORWARD

SPECIFICATIONS & PROPOSAL:

Fertilization & Weed Control

Proposals due by: *February 5, 2019 @ 2 p.m.*

Submitted By:

Company Name

Street Address

City

State

Zip

Contact Person

Phone No.

Email Address

David G. Kline, Mayor
Michael Rorar, Director of Public Service

46 North Avenue, Tallmadge, Ohio 44278

Phone 330-633-0854 ▪ Fax 330-633-1359

City of Tallmadge Department of Public Service Request for Proposal

Proposals will be accepted in the Public Service Department, City of Tallmadge, 46 North Avenue, Tallmadge, Ohio, 44278 until 2:00 p.m. Tuesday, February 5, 2019 for:

Fertilization and Weed Control

It is the intent of the City of Tallmadge (the City) to establish a contract to provide fertilization and weed control as outlined in the proposal document. The term of the contract will be for one (1) year with (2) one-year renewals, beginning 2019.

Detailed information, proposal forms and complete specifications may be obtained from the City of Tallmadge website at <https://www.tallmadge-ohio.org>.

Contractors must use the forms available on the website as no other will be accepted. Proposals must include a price for each item in the Proposal Form. Incomplete proposals will be considered informal and will not be considered. Each proposal must contain the full name of every person or company participating in the contract.

The City of Tallmadge reserves the right to reject any or all proposals and to accept the proposal deemed most beneficial to the City of Tallmadge.

The Contractor is responsible for monitoring the above-named website for any official addenda.

Please contact Linda Poinar in the Public Service Department at lpoinar@tallmadge-ohio.org if you have any questions regarding this Request for Proposal.

Michael Rorar
Director of Public Service

SECTION I: INSTRUCTIONS for PROPOSALS

All pages of the Proposal and specifications must be intact and included in the submitted proposal. Proposals must be on the forms provided on the City of Tallmadge website as none other will be accepted.

Submit all proposals to the City of Tallmadge Public Service Department, 46 North Avenue, Public Service Department, Tallmadge, Ohio 44278 according to the instructions in the Request for Proposals posted on the City of Tallmadge's website at [https:// www.tallmadge-ohio.org](https://www.tallmadge-ohio.org)

Proposals should be marked with project title and the name and address of Contractor and reach the Public Service Department, no later than 2:00 PM on Tuesday, February 5, 2019. The Public Service Department copy machine time stamp is the official time used for the deadline of the submission of proposals. The City will disqualify any proposal not received on or before 2:00 PM local time on Tuesday, February 5, 2019.

The City reserves the right to waive any informality in any proposal, and to reject any or all proposals. The City also reserves the right not to enter into any contract as a result of this Request for Proposal.

All addendums will be posted on the City website through Vendor Registry. It is the responsibility of those submitting a proposal to check this site on a regular basis. The City will not be responsible for any information not viewed by vendors. All Contractors should register with www.vendorregistry.com so that the City has all the necessary vendor information.

A contract will be awarded to the lowest and best proposal. The City will be the judge of the factors and will make the award accordingly. Should the successful Contractor not be able to provide the required services, the City reserves the right to request service from other sources.

After award of the contract, by the City of Tallmadge, the successful Contractor will receive an official award notification from the City. The signed contract will represent agreement between the City and the Contractor for fertilization and weed control services (all terms of the proposal specifications and any applicable addenda will apply).

The Contractor shall be required to furnish to the City of Tallmadge, evidence showing insurance coverage to be in force throughout the term of the contract. The Contractor shall carry Comprehensive General Liability insurance to cover damages for which the contractor may be legally responsible due to bodily injury or property damage. The Contractor shall provide to the City of Tallmadge a certificate of insurance showing \$1,000,000.00 Combined Single Limit and \$2,000,000.00 Aggregate Coverage and Workers Compensation Insurance. The City of Tallmadge must be included as an additional insured.

The Contractor covenants to save, defend, hold harmless, and indemnify the City, and all of its officers, departments, agencies, agents, and employees (collectively the "City")

from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however caused, resulting from, arising out of, or in any way connected with the Contractor's intentional, negligent, or grossly negligent acts or omissions in performance or nonperformance of its work called for by the Contract Documents.

All employees of Contractor shall submit to criminal background check reflecting there are no crimes of moral turpitude or crimes of violence and successful passage of a substance abuse screening. The results of the background checks shall be provided to the City of Tallmadge.

No employees of the City shall be employed by Contractor.

Contractor shall forward invoice(s) for services rendered directly to: The City of Tallmadge Public Service Department, 46 North Ave., Tallmadge, Ohio 44278. This is not a prevailing wage contract.

For all fields please watch for any or all insect infestation including grubs and report any concerns and or recommendations ASAP.

A licensed State of Ohio contractor shall do application of lawn treatment. No sub-contracting for this work will be permitted.

A copy of the Material Safety Data Sheet for each product used shall be included.

Please answer the questions below to determine if you will be required to complete the attached OPERS Independent Worker/Contractor Acknowledgment Form.

Question 1:

Are you a sole proprietor/independent contractor?

Yes. You are required to complete the attached OPERS Independent Worker/Contractor Acknowledgement Form. If you have less than 5 employees, each employee is also required to complete the form.

No. Please go to Question 2.

Question 2:

Are you a business entity with less than 5 employees?

Yes. You and each of your employees are required to complete the attached OPERS Independent Worker/Contractor Acknowledgement Form.

No. Please sign the statement below.

I have answered the above questions accurately and truthfully. Based on those answers, I will not be completing the OPERS Independent Worker/Contractor Acknowledgement Form.

Signature

Title

Printed Name



INDEPENDENT CONTRACTOR/WORKER ACKNOWLEDGMENT

Ohio Public Employees Retirement System
277 East Town Street, Columbus, Ohio 43215-4642

Employer Outreach: 1-888-400-0965
www.opers.org

This form is to be completed if you are an individual who begins providing personal services to a public employer on or after Jan. 7, 2013 but are not considered by the public employer to be a public employee and will not have contributions made to OPERS. This form must be completed not later than 30 days after you begin providing personal services to the public employer.

STEP 1: Personal Information

Social Security Number

— — —

First Name

MI

Last Name

STEP 2: Public Employment Information

Name of Public Employer

Employer Contact

First Name

MI

Last Name

Employer Code

Employer Contact Phone Number

— — —

Service Provided to Public Employer

Start Date of Service

Month Day Year

/ /

End Date of Service

Month Day Year

/ /

STEP 3: Acknowledgment

The public employer identified in Step 2 has identified you as an independent contractor or another classification other than a public employee. Ohio law requires that you acknowledge in writing that you have been informed that the public employer identified in Step 2 has classified you as an independent contractor or another classification other than a public employee for the services described in Step 2 and that you have been advised that contributions to OPERS will not be made on your behalf for these services.

If you disagree with the public employer's classification, you may contact OPERS to request a determination as to whether you are a public employee eligible for OPERS contributions for these services. Ohio law provides that a request for a determination must be made within five years after you begin providing personal services to the public employer, unless you are able to demonstrate through medical records to the Board's satisfaction that at the time the five-year period ended, you were physically or mentally incapacitated and unable to request a determination.

By signing this form, you are acknowledging that the public employer for whom you are providing personal services has informed you that you have been classified as an independent contractor or another classification other than a public employee and that no contributions will be remitted to OPERS for the personal services you provide to the public employer. This acknowledgment will remain valid as long as you continue to provide the same services to the same employer with no break in service regardless of whether the initial contract period is extended by any additional agreement of the parties. You also acknowledge that you understand you have the right to request a determination of your eligibility for OPERS membership if you disagree with the public employer's classification.

This form must be retained by the public employer and a copy sent to OPERS. The public employer's failure to retain this acknowledgment may extend your right to request a determination beyond the five years referenced above.

Signature _____ Today's Date / /
Do not print or type name

COMMERCIAL LAWN CARE SERVICE PROPOSAL

NORTH AVENUE SOCCER COMPLEX LAWN CARE

- **Six (6)** Soccer/ Football Fields (1=85'x320', 2 = 160'x 260', 3 = 240'x 380'). Lawn Care at the North Avenue Soccer Complex located at 730 North Ave. Tallmadge, Ohio 44278

Time:	Description:	Cost:
Early Spring Treatment:	Fertilization, Pre-emergent	
Late Spring Treatment:	Slow release fertilization weed control - insect control (as needed).	
Early Summer Treatment:	Slow release fertilization, weed control - insect control (as needed).	
Summer Treatment:	Slow release fertilization, weed control - insect control (as needed).	
Early Fall Treatment:	Fertilization and weed control	
Late Fall Treatment:	Fertilization	
Sub Total Cost		

HISTORIC TALLMADGE CIRCLE LAWN CARE

- Open Turf Areas (160,240 sq. ft). Lawn Care at the Tallmadge Circle Park located at 10 Tallmadge Circle, Tallmadge, Ohio 44278.

Time:	Description:	Cost:
Early Spring Treatment:	Fertilization, Pre-emergent	
Late Spring Treatment:	Slow release fertilization weed control - insect control (as needed).	
Early Summer Treatment:	Slow release fertilization, weed control - insect control (as needed).	
Summer Treatment:	Slow release fertilization, weed control - insect control (as needed).	
Early Fall Treatment:	Fertilization and weed control	
Late Fall Treatment:	Fertilization	
Sub Total Cost		

MACA AQUATIC CENTER LAWN CARE

- Open Turf Areas (35,640 sq. ft.). Lawn Care at the Maca Aquatic Center located at 183 Maca Dr., Tallmadge, Ohio 44278

Time:	Description:	Cost:
Late Spring Treatment: (May- before pool opens)	Fertilization, Pre-emergent, Broadleaf weed control	
Early Fall Treatment: (September-after pool closes)	Fertilization and weed control	
Late Fall Treatment:	Fertilization	
Sub Total Cost		

TALLMADGE MUNICIPAL CEMETERY LAWN CARE

- Open Turf Areas (10 Acres). Lawn Care at the Tallmadge Municipal Cemetery located at 112 South Avenue, Tallmadge, Ohio 44278.

Time:	Description:	Cost:
Spring Treatment: (Last Week of April)	Broadleaf Weed Control Treatment	
Summer Treatment:	Broadleaf Weed Control Treatment	
Early Fall Treatment: (September)	Broadleaf Weed Control Treatment	
	Sub Total Cost	

TALLMADGE CITY HALL LAWN CARE

- Open Turf Area (12,750 sq. ft.). Lawn Care at the Tallmadge City Hall located at 46 North Ave., Tallmadge, Ohio 44278.

Time:	Description:	Cost:
Early Spring Treatment:	Fertilization, Pre-emergent	
Late Spring Treatment:	Slow release fertilization weed control - insect control (as needed).	
Early Summer Treatment:	Slow release fertilization, weed control - insect control (as needed).	
Summer Treatment:	Slow release fertilization, weed control - insect control (as needed).	
Early Fall Treatment:	Fertilization and weed control	
Late Fall Treatment:	Fertilization	
	Sub Total Cost	

NORTHEAST AVENUE ROUNDABOUT LAWN CARE

- Open Turf Area (12,272 sq. ft.). Lawn Care at the Northeast Ave Roundabout located at the intersection of Northeast Ave., Howe Rd, and N. Munroe Rd, Tallmadge, Ohio 44278.

Time:	Description:	Cost:
Early Spring Treatment:	Fertilization, Pre-emergent	
Late Spring Treatment:	Slow release fertilization weed control - insect control (as needed).	
Early Summer Treatment:	Slow release fertilization, weed control - insect control (as needed).	
Summer Treatment:	Slow release fertilization, weed control - insect control (as needed).	
Early Fall Treatment:	Fertilization and weed control	
Late Fall Treatment:	Fertilization	
Sub Total Cost		

Total Cost <i>Add Subtotals Together</i>	
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Contractor: _____

 Authorized Signature Title Date