

Request for Proposal
Alto/Bowne Township Downtown Development Authority
Lawn and Landscaping Maintenance Services

The Alto/Bowne Township Downtown Development Authority (Alto/Bowne Twp DDA) is accepting proposals from qualified individuals or firms to provide lawn and landscaping maintenance services at three properties within the DDA limits.

Contractors or individuals must be licensed and insured and must provide proof of insurance to the Alto/Bowne Twp DDA.

Questions relating to this proposal can be directed to Nancy Stroosnyder at 616-437-1927.

Proposals can be mailed to Alto/Bowne Twp DDA, PO Box 193, Alto, MI 49302 or emailed to nstroosnyder@myself.com. Proposals are due by Thursday, April 2, 2015 at 5:00 pm.

Scope of Work

Mowing

Mowing services shall be performed at times mutually agreed upon between the Owner and Contractor. Mowing shall be completed weekly unless conditions warrant a modified mowing schedule. The Contractor agrees that once mowing has begun, work will be completed with twenty four (24) hours unless unusual weather conditions prevent compliance. Mowing shall not take place before 7:00 am or after 9:00 pm.

All litter such as paper, cans, bottles, branches, etc. must be picked up and disposed of prior to mowing.

If the time between cuttings is extended due to the Contractor's operations and this results in an excessive amount of clippings on the lawn, the clippings shall be removed by the Contractor and at no expense to the Owner.

Mowing shall be coordinated to prevent the depositing of mowing debris into planters or flowerbeds. Any clippings or debris blown into these areas shall be removed immediately.

All non-turf areas such as sidewalks and planters shall be free of clippings and cutting debris. Removal of clippings shall be means of blowers, sweepers or other equipment.

Weed Control and Fertilizer

Weed control and fertilizer services shall be performed at times mutually agreed upon between the Owner and the Contractor. The Contractor shall be responsible for complying with all local and state laws and ordinances.

It is anticipated that lawns will require one spring and one fall weed control and fertilizer treatment. The type and frequency of the treatments will be agreed upon by the Owner and Contractor. The Contractor will be responsible for choosing and supplying herbicides and fertilizers.

All herbicides and fertilizers shall be applied at the manufacturer's approved rates. The Contractor is responsible for any damages incurred as a result of herbicide or fertilizer application and must repair or replace any damage at no cost to the Owner.

Wood Chips

A new topping (approximately 2" deep) of wood chips shall be placed over the surface of any existing wood chips after April 19th and before May 15th. Wood chips will be placed only once during the course of this agreement. The areas to receive wood chips will be weeded by others before April 19th. Weeding the areas to be wood chipped will not be the responsibility of the Contractor.

The wood chips placed in the playground area shall be suitable for playground use and chips placed in the bed areas shall be double ground. The wood chips shall be uniform in size and shape and free of weeds, sticks and trash. The wood chips shall be leveled to result in a smooth surface. Any chips falling outside of wood chip limits shall be cleaned up and removed.

Trimming

Trimming shall be performed simultaneously with the mowing operations. Trimming is to be completed each time a site is mowed.

Trimming shall be done in all areas that are inaccessible to mowing equipment. This includes fence lines, play areas, under and adjacent to fixed structures and around all other obstacles to provide a neat and even appearance to the entire site.

Edging

All turf terminations at sidewalks shall be vertically edged to remove overgrowth. This work shall be completed as part of the mowing operations as needed.

As-Needed Landscaping Work

It is anticipated that some landscaping work may be required on an as-needed basis throughout the year. This work may include but not be limited to shrub and tree trimming, ornamental grass trimming, flower bed upkeep, weed removal at other locations within DDA limits, etc.

Location and Associated Scope of Work

Location

Colby Park

60th St and Linfield Ave

Scope of Work

Weed control and fertilizer

Wood chips (flower beds, under playground equipment)

As-needed landscaping work

Veteran's Park

Linfield Ave and Kirby St

Mowing

Weed control and fertilizer

Wood chips (along fence, both sides)

As-needed landscaping work

Alto Sign

60th St and Alden Nash Ave

Mowing

Wood chips (flower bed)

As-needed landscaping work

The Alto/Bowne Township Downtown Development Authority reserves the right to reject any and all bids, to waive any irregularities in bidding and to accept the proposal which in their opinion is in their best interest.

Bid Proposal for Lawn and Landscaping Maintenance Services

<u>Service</u>	<u>Cost</u>
Lawn mowing, trimming and edging (per cut)	_____
Weed control and fertilizer application (per application)	_____
Wood chipping (per year – one application)	_____
Estimated volume of wood chips required	
Playground Area	_____
Colby Park Beds	_____
Veteran’s Park Beds	_____
Alto Sign	_____
Total	_____
As-needed landscaping services (per hour)	_____

Contractor Information

Business Name _____

Business Address _____

Contact Name: _____

Contact Phone: _____

Contact Email: _____

Note: All bid prices to remain in effect until 12/31/15.