

CITY OF GRANDVIEW
INVITATION TO BID
FOR
MOWING AND PUBLIC NUISANCE REMOVAL SERVICES

The City of Grandview, Missouri Community Development Department is now accepting bids for mowing and nuisance removal services. Sealed bids will be received by the City Clerk at the Municipal Services Building, 1200 Main Street, Grandview, Missouri, 64030, until 2:00PM, on February 27, 2020, at which time bids received will be opened. Firms can submit bids for all or one or more of the listed services. Sealed bids shall have the words "ABATEMENT BID" on the front of the envelope and be addressed to the City Clerk. Late bids shall be rejected and not opened.

Each bid shall provide an hourly cost that includes labor and equipment. The bid shall include the type and amount of equipment the bidder shall supply and make available to satisfy the bid requirements and contract conditions.

Scope of services included in the bid are listed as follows, but are not to be construed as exhaustive:

- Mowing of developed lots (containing structures), and
- Mowing of undeveloped (vacant) lots, and
- Removal of discarded furniture, brush, trash, debris and other public nuisances (to include board up of dangerous buildings)

The City of Grandview, Missouri, reserves the right to accept or reject any or all bids to protect the interests of the City. The City will use the following criteria in establishing the successful bidders: (1) Price, (2) Past experience and/or references, and (3) Ability to perform the required work (labor and equipment). Questions regarding this invitation should be directed to Chris Chiodini, Director of Community Development, at (816) 316-4820 or via e-mail at cchiodini@grandview.org. Bid packets may be obtained at the Community Development Department, City of Grandview, 1200 Main Street, Grandview, Missouri 64030.

GENERAL SPECIFICATIONS-ITB #2020-01 CD

1. MOWING AND PUBLIC NUISANCE REMOVAL SERVICES. The City of Grandview is seeking bids from private contractors for mowing and nuisance removal services on private developed and undeveloped tracts/parcels of land within the Grandview City limits. Contractor services will include personnel, equipment and all supplies required to carry out the service.
2. CITY CONTRACT INTENTIONS. The City of Grandview intends to enter into a contract(s) with the successful bidder(s) (mowing and/or nuisance removal services).
3. CONTRACTOR GENERAL OBLIGATIONS. The Contractor will be responsible for complying with the following:
 - a. General Provisions
 - i. The contractor shall pick trash, debris, tree limbs, etc. prior to mowing
 - ii. The contractor shall be responsible for furnishing all equipment, fuel, and labor to perform the contract requirements.
 - iii. The contractor shall perform all work in a safe manner, maintain equipment in a safe condition, shall not endanger property, nor damage plant material, trees, shrubs, etc.
 - iv. The contractor shall trim as close as possible to plants, trees, borders, etc. without damaging them.
 - b. Work orders

The Contractor shall comply with the following obligations:

 - i. Time for Completion (Inclement weather notwithstanding).
 - Regular work orders. Contractor shall complete the work ordered within three (3) working days from date of issuance by City staff. No work will be performed on Saturday, Sunday, holidays observed by the City or after normal business hours (after 5PM). Work performed on weekends, holidays or after 5PM will NOT be accepted by the City and payment will not be made.
 - Emergency work orders. These work orders shall clearly be labeled as Emergency Work Orders, as identified by the Director of Community Development. These work orders require that the work be completed by the end of the next business day.
 - ii. E-Mail Notification of Work Orders. Contractor is required to have a valid, operating e-mail address to which City staff will send signed work orders.
 - iii. Physical Notification of Work Orders. The Neighborhood Services Officer, after providing work orders via e-mail notification, will communicate via phone with the Contractor informing them that the work orders were e-mailed and that paper copies are located at the Community Development front counter for pickup.
 - iv. Work Orders On-Site During Provision of Service. Contractor shall have City work orders on-site when carrying out the work ordered.
 - v. Contractor Invoicing. All invoices from the Contractor, for work ordered by the City, are to be submitted to the City 2 times per month – on the 20th (covers days 1-15) and on the 5th of the next month (covers days 16-31) - following completion of work. Each work order shall be attached to the individual Contractor invoice.
 - vi. Unauthorized Work. The City will only pay for work specified in the work order. Any work not included in the work order, but completed by the Contractor, shall be the sole responsibility and expense of the Contractor. City reserves the right to inspect work performed and verify the labor

General Liability

This insurance shall be written in comprehensive form and shall protect the Contractor against all claims arising from injuries to any person or damage to property of others arising out of any act or omission of the Contractor. The liability limits shall not be less than the following:

- Bodily Injury \$1,000,000 each person; \$1,000,000 per occurrence
- Personal Injury \$2,000,000 each person; \$2,000,000 per occurrence
- Property Damage \$1,000,000 per occurrence; \$1,000,000 aggregate

Worker's Compensation

The Contractor must provide proof of Worker's Compensation Insurance with the following limits:

- \$500,000 each person
- \$500,000 each accident

The City shall be named as an additional insured for the duration of the contract. A certification of insurance shall be provided annually to the Administrators of the Contractor.

4. PROTECTION OF PERSONS AND PROPERTY. Contractors shall take every reasonable action and precaution to prevent damage, injury or loss to persons or property which might be near or in any way affected by Contractor's performance of any of its duties arising from this Contract. Specifically, Contractor shall do everything which any manufacturer recommends or requires for the safety of persons or property. As used herein, a "manufacturer" is a person or entity whose product, materials or equipment is used or will be used by Contractor in the performance of any of its duties hereunder.

CITY OF GRANDVIEW, MISSOURI
BID FORM FOR MOWING AND PUBLIC NUISANCE REMOVAL SERVICES

Company Name: _____

Contact Person: _____

Company Address: _____
Street Address City State Zip Code

Telephone No. _____ Cell No. _____

NOTE: The hourly quantities shown are estimated based upon prior years' data. These quantities are only estimates - the City does NOT guarantee that quantity. BIDS SHOULD BE FOR THE COST OF ONE HOUR FOR THE SERVICE.

Item 1. Mowing of Developed Properties: Estimated 390 hours
Per hour bid: \$ _____

Item 2. Mowing of Undeveloped Properties: Estimated 230 hours
Per hour bid: \$ _____

Item 3. Public Nuisance Removal: Estimated 600 hours of trash-type removal.
Per hour bid: \$ _____ *(do not include dump fee in this bid as disposal sites will be furnished by the City or contractor will be reimbursed for actual disposal fees).*

Item 4. Equipment: Describe equipment you own or that you will obtain in order to perform the work outlined in the General Specifications. Attach a separate sheet if needed.

Item 5. Qualifications: Describe your qualifications to perform the work as outlined in the General Specifications. Attach a separate sheet if needed.

We agree to furnish the items on which prices are listed above and in accordance with the terms, conditions, and specifications of the Invitation to Bid.

Authorized Signature _____ Date _____

Printed Name of Person Signing _____

Title of Person Signing _____