

CITY OF DOWAGIAC REQUEST FOR QUOTES

LAWN MAINTENANCE – THREE-YEAR CONTRACTS CONTRACT “A” – DOWNTOWN AREA CONTRACT “B” – OUTLYING PARKS AND RIVERSIDE CEMETERY

Project

The City of Dowagiac, Michigan is seeking bids for lawn maintenance for years 2017, 2018, and 2019 for several parcels as specified in Contract “A” and Contract “B”. The contractor(s) shall supply all equipment, labor, and materials needed for the project. The contractor(s) shall regularly inspect the parcels to ensure the lawn is kept in a tidy, neat condition. The City of Dowagiac reserves the right to discontinue mowing in drought seasons. The following is a list of the parcels and approximate acreage for each:

CONTRACT “A” – DOWNTOWN AREA			
Facility	Acres	Expected # Mowings	Expected # Trimmings
1. Goerlich Site Wall	1.23	18	14
2. Dowagiac Area History Museum	.13	18	14
3. Depot Drive, E. Division to Park Place	1.14	18	14
4. Beckwith Park	.03	18	14
5. City Hall, all green spaces around bldg.	1.12	18	14
6. James E. Snow Professional Building – includes vacant lots to the west of building	1.31	18	14
7. Main Street Medians, S. Front to S. Lowe	1	18	14
8. Burke Park	3	18	14
9. Farr Park	1.1	18	14
10. 309 W. Division Lot	0.20	18	14
11. Michigan Ave. Park	0.15	18	14
12. Commercial Street Corridor	0.36	18	14
13. Dowagiac District Library – terrace areas around building	.01	18	14
CONTRACT “B” – OUTLYING PARKS AND RIVERSIDE CEMETERY			
Facility	Acres	Expected # Mowings	Expected # Trimmings
14. Heddon Park	6.5	18	14
15. Rudy Park	2	18	14
16. Water Tower Park	5	18	14
17. Lincoln Community Center Playground	.001	14	7
18. Riverside Cemetery	33.6	18	14
19. Riverside Drive - right-of-way	2	18	14
20. Rotary Park	5	14	7

21. Huston Park	2	18	14
22. Walter Ward Park	3	18	14
23. Optimist Park	4	18	14
24. Donald Lyons Health Center – vacant lot behind facility	1.5	18	14
25. Storage Facility at 28733 Middle Crossing Road	0.70	18	14
26. Middle Crossing Road ROW by Bike Path	0.28	18	14
27. Dowagiac Municipal Airport	40.2	18	14
28. Northwest Park	5.5	18	14
29. Dowagiac Fire Dept.	3.6	18	14
30. Wastewater Treatment Plant	4.21	18	14
31. Commercial Center ROW 16' – 20' ROW only	2.18	18	14
32. Pride Care Ambulance Building, 56601 Enterprise Drive	0.89	18	14
33. Industrial Park ROW (Old Section) 16' – 20' ROW only	1.96	18	14

Special attention should be given to Riverside Cemetery ahead of Memorial Day, July 4th, and Veteran's Day; special attention should be construed as ensuring the lawn is appropriately groomed and trimmed and that no work is performed on those days. Questions as to whether service is needed at any parcel should be directed to Public Services Director James Bradford. Leaf collection should also be performed and should be listed as an additional cost in your quote sheet. If you plan to use equipment that bags clippings or leaves, the City will provide, at no expense, a disposal area. If leaf collection is halted due to inclement weather (i.e. heavy rain, snow, or ice) in the fall, Contractor(s) shall complete the leaf collection in the spring of the following year.

Fees

Clearly indicate in your proposals the per-parcel cost on a per-service basis for each of the above parcels. The expected number of mowings and trimmings indicated above is only an estimate. The Contractor(s) will be compensated on a per-service basis and it may exceed or fall below the above expectations. The proposals should clearly indicate the cost of leaf collection on a per-parcel, per-service basis for each of the above parcels. The enclosed worksheets should be used to indicate costs.

Parcels may be awarded separately or two or more jointly as may be in the best interest of the City. Contractors should clearly indicate if costs change depending on the number of parcels granted. Two or more contractors may provide a joint bid to do the above-described work. The City of Dowagiac reserves the right to accept or reject any and all bids received and to negotiate with the winning bidder(s) for terms deemed in the best interest of the City of Dowagiac.

Protection of Work

The Contractor(s) shall assume full responsibility for safeguarding and protection of all buildings, monuments, fences, poles, and other structures which may occur near his work, or in any way may be affected by any of his work under this contact, except as otherwise specifically stated in the specifications. The Contractor(s) shall be responsible for grave plantings at Riverside Cemetery and shall spray a maximum of eight inches (8") from any grave plantings at Riverside Cemetery. Any grave plantings damaged shall be replaced at Contractor's expense.

Should the Contractor(s) not straighten a cemetery marker, a \$15.00 per stone charge shall be assessed. Contractor(s) shall keep tree damage to a minimum. If any tree is damaged beyond normal growth, Contractor(s) shall be responsible for replacement of tree. All turf areas are to be edged with power edger equipment, not string trimming equipment.

Safety

The Contractor(s) shall maintain during the continuance of the work such protective devices as will effectually prevent any accidents in consequences of his work; and he shall be liable for all accidents and damages occasioned in any way by his acts or neglect, or by the acts of neglect of his employees, agents, or workmen. The Contractor(s) shall use safety devices which are approved by the Michigan Department of Occupational Health and Safety. The Contractor(s) shall comply with all of the current laws, rules and regulations of the Michigan Occupational Health and Safety Act.

Due Date

Contractors are welcome and encouraged to inspect the parcels before submitting proposals. All parcels are open to the public and readily accessible. **Sealed proposals should be submitted by Friday, February 24, 2017, at 2:00 p.m.** Bids will be opened at that time.

Bids should be addressed as follows:

LAWN MAINTENANCE BID
ATTN: James Bradford, DPS Director
City of Dowagiac
241 S. Front Street
PO Box 430
Dowagiac, MI 49047-0430

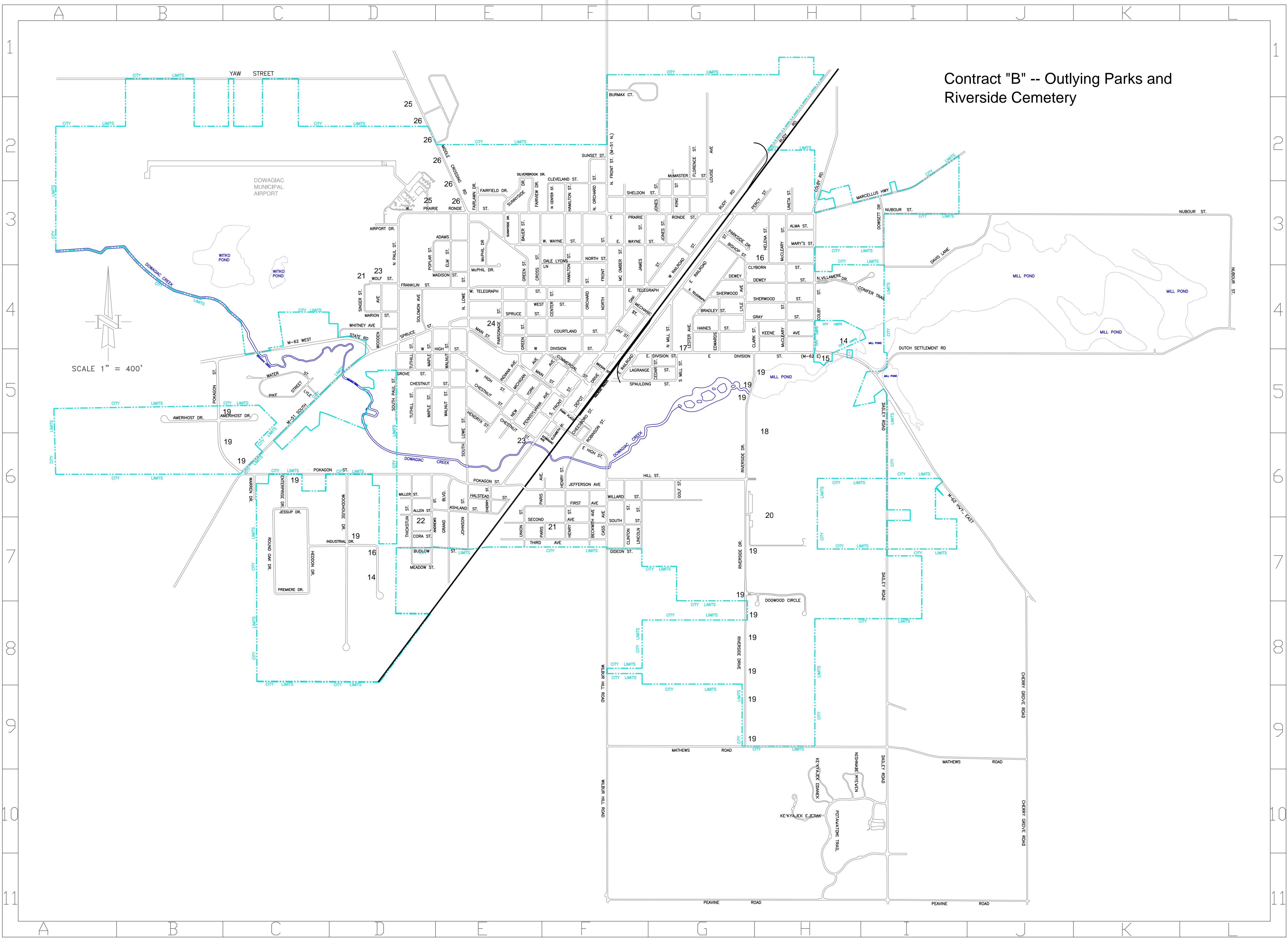
Qualifications

Contractors must be licensed and carry a liability insurance policy. A copy of the policy must be submitted before starting the job. If spraying is part of their program, then contractor must provide proof of State of Michigan Spray Applicator License.

Pre-bid Questions

James Bradford, Public Services Director should be contacted at (269) 782-8200 or (269) 251-6627 with any questions prior to the receipt of bids. Matt Stack, Public Works Superintendent will supervise the work. Mr. Stack can be contacted by phoning (269) 782-8200 or (269) 462-3221.

- ADAMS ST. D,E-3
- AIRPORT DR. D-3
- ALLEN ST. D-6
- ALMA ST. H-3
- AMERIHOST DR. B,C-5
- ANDREWS ST. D-6,7
- ASHLAND ST. D,E-6
- BAUER ST. E-3
- BECKWITH AVE. F-6,7
- BEESON ST. F-5
- BISHOP ST. G-3,4
- BRADLEY ST. G-4
- BUDLOW ST. D,E-7
- BURMAX CT. F-1,2
- CASS AVE. F-6,7
- CEDAR ST. F-5
- CENTER ST. E-4
- CENTER ST., N. E-3
- CHEESBORO ST. F-5,6
- CHERRY ST. G-5
- CHESTNUT ST. D-5, E-5,6
- CLARK ST. G-4
- CLEVELAND ST. E,F-3
- CLINTON ST. F-6,7
- CLYBORN ST. G,H-3
- COLBY RD. H-2,3
- COLBY ST. H-3,4
- COMMERCIAL ST. E,F-5
- CONIFER TR. H-4
- CORA ST. D-7
- COURTLAND ST. E,F-4
- CROSS ST. E-3,4
- DAILEY RD. I-5,6,7,8,9
- DALE LYONS LN. E-3
- DAVIS LN. I,J-3,4
- DEPOT DR. F-5
- DEWEY ST. G,H-4
- DIVISION ST., E. F,G,H-5
- DIVISION ST., W. E,F-5
- DOGWOOD CIR. G,H-7
- DOWAGIAC AVE. E-6
- DOWSETT DR. I-3
- DUTCH SETTLEMENT RD.,J,K,L-4,5
- EDWARDS ST. G-4
- ELIZABETH ST. E-6
- ELM ST. D-3,4
- ENTERPRISE DR. C-6
- FAIRFIELD DR. E-3
- FAIRLAWN DR. E-3
- FAIRVIEW DR. E-3
- FIRST AVE. E,F-6
- FLORENCE ST. G-2,3
- FRANKLIN ST. D-4
- FRONT ST., N. F-2,3,4
- FRONT ST., S. E-5,6, F-5
- GIDEON ST. F-7
- GOLF ST. G-6
- GRAND BLVD. D-6,7
- GRAY ST. G,H-4
- GREEN ST. E-3,4
- GROVE ST. D-5
- HAINES ST. G-4
- HALSTED ST. E-6
- HAMILTON ST. E-3,4
- HEDDON DR. C-7
- HELENA ST. G-3
- HENDRYX ST. E-5
- HENRY ST. E-6,7
- HIGH ST., E. E,F-6
- HIGH ST., W. D,E-5
- HILL ST. F,G-6
- INDIANA AVE. E-5
- INDUSTRIAL DR. C-7, D-7
- JAMES ST. F-3,4
- JAY ST. F-4
- JEFFERSON ST. E,F-6
- JESSUP DR. C-6
- JOHNSON ST. E-6,7
- JONES ST. F-3
- KEENE AVE. G,H-4
- KE'KYAJEK EJEDAK H-10
- KE'KYAJEK ODANEK H-10
- KING ST. G-3
- LA GRANGE ST. F-5
- LESTER AVE. G-4
- LINCOLN ST. F-6,7
- LOUISE AVE. G-1,2,3
- LOWE ST., N. E-3,4
- LOWE ST., S. E-5,6
- LYLE AVE. G-4



Contract "B" -- Outlying Parks and Riverside Cemetery

- M-51 HWY., N. F-1,2
- M-51 HWY., S. C-5, D-4
- M-62 HWY., E. H,I-5
- M-62 HWY., W. B,C-5, D-4
- MADISON ST. D,E-4
- MAIN ST. E-4,5
- MAPLE ST. D-4,5
- MARCELLUS HWY. H-3,I-2
- MARION ST. D-4
- MARY'S ST. H-3
- MATHEWS RD. F,G,H,I-9
- MC CLEARY ST. H-3,4
- MC MASTER ST. F,G-2
- MC OMBER ST. F-3,4
- MC PHIL DR. E-3
- MEADOW ST. D-7
- MECHANIC ST. F-4
- MICHIGAN AVE. D,E-5
- MIDDLE CROSSING RD. D-1,2
- MILL ST., N. G-4
- MILL ST., S. C-5
- MILLER ST. D-6
- NEW YORK AVE. E-5,6
- NISHABE MYEWEN H-10
- NORTH ST. F-3
- NUBOUR ST. I,J,K,L-3,4
- OAK ST. F-4,G-3
- ORCHARD ST. F-3,4
- ORCHARD ST., N. F-2,3
- PARIS AVE. E-6,7
- PARK PL. F-5
- PARKSIDE DR. G-3
- PARSONAGE ST. E-4
- PAUL ST., N. D-3,4
- PAUL ST., S. D-5
- PEAVINE ST. F,G,H,I,J-11
- PENNSYLVANIA AVE. E,F-5
- PERCY ST. G-3
- POKAGON ST. B,C,D,E-5,6
- POPLAR ST. D-3
- POTAWATOMI TR. H-10,11
- PRAIRIE RONDE ST., E. F,G,H-3
- PRAIRIE RONDE ST., W. D,E,F-3
- PREMIERE DR. C-7
- RAILROAD ST., E. G-3,F-4,5
- RAILROAD ST., W. G-3,F-4
- RIVERSIDE DR. G-5,6,7,8,9
- ROBINSON ST. F-6
- ROUND OAK DR. C-7
- RUDY RD. G-3, H-2
- SECOND AVE. E,F-7
- SHERWOOD ST. F,G-3
- SILVERBROOK DR. G,H-4
- SINGER ST. D-4
- SOLOMON AVE. D-4
- SOUTH ST. F-7
- SPAULDING ST. F-5
- SPRUCE ST. D,E,F-4
- STATE RD. D-4,5
- SUNNYSIDE DR. E-3
- SUNSET ST. F-2
- TELEGRAPH ST., E. F,G-4
- TELEGRAPH ST., W. E,F-4
- THICKSTUN ST. D-6,7
- THIRD AVE. E,F-7
- TUTHILL ST. D-4,5
- UNETA ST. H-3
- UNION ST. E-6,7
- VILLAMERE DR., N. H-4
- WALNUT ST. D-4,5
- WAYNE ST., E. F,G-3
- WAYNE ST., W. E,F-3
- WEST ST. E,F-4
- WHITNEY ST. C,D-4
- WILBUR HILL RD. F-7,8,9
- WILLARD ST. F,G-6
- WOODEN ST. D-4
- WOODHOUSE DR. D-4
- WOODHOUSE DR. C-6,7,8
- YAW ST. A,B,C,D-1

PROPOSAL / QUOTE SHEET – YEAR 2017

CONTRACT “A” – DOWNTOWN AREA			
Facility	Mowing	Trimming	Leaf Collection
1. Goerlich Site Wall			
2. Dowagiac Area History Museum			
3. Depot Drive, E. Division to Park Place			
4. Beckwith Park			
5. City Hall, all green spaces around bldg.			
6. James E. Snow Professional Building – includes vacant lots to the west of building			
7. Main Street Medians, S. Front to S. Lowe			
8. Burke Park			
9. Farr Park			
10. 309 W. Division Lot			
11. Michigan Ave. Park			
12. Commercial Street Corridor			
13. Dowagiac District Library – terrace areas around building			
CONTRACT “B” – OUTLYING PARKS AND RIVERSIDE CEMETERY			
Facility	Mowing	Trimming	Leaf Collection
14. Heddon Park			
15. Rudy Park			
16. Water Tower Park			
17. Lincoln Community Center Playground			
18. Riverside Cemetery			
19. Riverside Drive - right-of-way			
20. Rotary Park			
21. Huston Park			
22. Walter Ward Park			
23. Optimist Park			
24. Donald Lyons Health Center – vacant lot behind facility			
25. Storage Facility at 28733 Middle Crossing Road			
26. Middle Crossing Road ROW by Bike Path			
27. Dowagiac Municipal Airport			
28. Northwest Park			
29. Dowagiac Fire Dept.			
30. Wastewater Treatment Plant			
31. Commercial Center ROW 16’ – 20’ ROW only			
32. Pride Care Ambulance Building, 56601 Enterprise Drive			
33. Industrial Park ROW (Old Section) 16’ – 20’ ROW only			
TOTAL COST			

Company Name: _____

Name of Bidder: _____

Signature of Bidder: _____
Authorized Signature
Title

Business Address: _____

Office Phone Number: _____ Fax Number: _____

Cell Phone Number: _____ E-Mail Address: _____

PROPOSAL / QUOTE SHEET – YEAR 2018

CONTRACT “A” – DOWNTOWN AREA			
Facility	Mowing	Trimming	Leaf Collection
1. Goerlich Site Wall			
2. Dowagiac Area History Museum			
3. Depot Drive, E. Division to Park Place			
4. Beckwith Park			
5. City Hall, all green spaces around bldg.			
6. James E. Snow Professional Building – includes vacant lots to the west of building			
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Facility	Mowing	Trimming	Leaf Collection
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21. Huston Park			
22. Walter Ward Park			
23. Optimist Park			
24. Donald Lyons Health Center – vacant lot behind facility			
25. Storage Facility at 28733 Middle Crossing Road			
26. Middle Crossing Road ROW by Bike Path			
27. Dowagiac Municipal Airport			
28. Northwest Park			
29. Dowagiac Fire Dept.			
30. Wastewater Treatment Plant			
31. Commercial Center ROW 16’ – 20’ ROW only			
32. Pride Care Ambulance Building, 56601 Enterprise Drive			
33. Industrial Park ROW (Old Section) 16’ – 20’ ROW only			
TOTAL COST			

Company Name: _____

Name of Bidder: _____

Signature of Bidder: _____
Authorized Signature
Title

Business Address: _____

Office Phone Number: _____ Fax Number: _____

Cell Phone Number: _____ E-Mail Address: _____

PROPOSAL / QUOTE SHEET – YEAR 2019

CONTRACT “A” – DOWNTOWN AREA			
Facility	Mowing	Trimming	Leaf Collection
1. Goerlich Site Wall			
2. Dowagiac Area History Museum			
3. Depot Drive, E. Division to Park Place			
4. Beckwith Park			
5. City Hall, all green spaces around bldg.			
6. James E. Snow Professional Building – includes vacant lots to the west of building			
7. Main Street Medians, S. Front to S. Lowe			
8. Burke Park			
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28. Northwest Park			
29. Dowagiac Fire Dept.			
30. Wastewater Treatment Plant			
31. Commercial Center ROW 16’ – 20’ ROW only			
32. Pride Care Ambulance Building, 56601 Enterprise Drive			
33. Industrial Park ROW (Old Section) 16’ – 20’ ROW only			
TOTAL COST			

Company Name: _____

Name of Bidder: _____

Signature of Bidder: _____
Authorized Signature
Title

Business Address: _____

Office Phone Number: _____ Fax Number: _____

Cell Phone Number: _____ E-Mail Address: _____