



**BID REQUEST
ROAD SIDE MOWING & MAINTENANCE
FOR THE CITY OF ROCK HILL**

The City of Rock Hill is seeking competitive bids from qualified contractors interested in providing the City with its Road Side Mowing and maintenance for all areas included on the Rock Hill Road Side list and map enclosed.

Sealed bids will be received by the Purchasing Division of the City of Rock Hill, South Carolina until 10:00 A.M. local time on June 01, 2009 at which time they will be publicly opened and read aloud.

The bid opening will begin promptly at the appointed time in the Operations Center Conference Room, located at 349 Columbia Avenue, Rock Hill, South Carolina. The bidder/vendor is responsible for the timely submission of his/her bid. **No bids will be accepted after the bid opening begins.**

PLEASE INCLUDE THREE COPIES OF YOUR QUOTATION

A **MANDATORY** pre-bid conference will be held at the Operations Center located at 349 Columbia Avenue Rock Hill, SC 29730 on May 22, 2009 @ 10:00 A.M.

Your bid will not be considered if you do not attend this meeting.

Please call (803) 329-7070 for directions.

No bid may be withdrawn for a period of one hundred and twenty (120) calendar days after the bid opening.

All bids must be in a sealed envelope and marked: **SEALED BID: MOWING & MAINTENANCE OF ROCK HILL ROAD SIDES: OPEN JUNE 01, 2009 AT 10:00 A.M.**

Bids may be mailed to the City of Rock Hill, Purchasing Division, Attention: Marty Burr, P.O. Box 11706, Rock Hill, South Carolina 29731 or hand delivered to the Purchasing Division located at 349 Columbia Avenue in the Warehouse/Fleet Building, prior to the bid opening.

The use herein of brand names or manufacturers is not intended to restrict competition, but to indicate the quality required by the City. We encourage open competition.

All bidders must comply with all state and local laws, and ordinances regarding fees, licensing and bidding requirements.

Successful bidder must comply with the insurance provisions as detailed herein.

All prices quoted are to include all material, supplies, equipment, and labor to perform the task in a workmanlike manner. All prices are to include all applicable taxes, if any.

If an award is made, it will be made to the lowest responsible and responsive bidder meeting all specifications.

The City reserves the right to accept or reject any or all bids, waive technicalities, and make decisions as it deems in its own best interest.

Non Appropriation of Funds: This Agreement shall be subject to the availability and appropriation of funds by Management and City Council. If the Council does not appropriate the funding needed by the City to make payments under this agreement for a given fiscal year, the City will not be obligated to pay amounts due beyond the end of the last fiscal year for which funds were appropriated. No act or omission by the City, which is attributable to non-appropriation of funds, shall constitute a breach of or default under this Agreement.

City Business License: The successful contractor, prior to execution of the contract, must possess or obtain a City of Rock Hill Business License. Such license must be maintained throughout the duration of the contract. The fee for such license is based on the amount of the contract with the City if the contractor is not currently doing other business inside the City Limits. If the contractor is currently doing other business within the City limits of Rock Hill, and does not possess a business license, then the fee for the license is based on the total gross receipts from customers within the city limits. Contact the Business License Office at 803-329-7042 to determine the exact amount or to ask other pertinent questions regarding doing business in the City of Rock Hill.

Right of Non-Commitment or Rejection: This solicitation does not commit the City of Rock Hill to award a contract, to pay any costs incurred in the preparation of the proposal, or to procure or contract for the articles of goods or services. The City reserves the right to accept or reject any or all proposals received as a result of this request, or to cancel in part or in its entirety this proposal, if it is in the best interest of the City to do so.

Successful bidder must comply with the insurance provisions as detailed herein. For bids under \$5,000, an Insurance Certificate on the ACORD form is acceptable.

City of Rock Hill Bond and Insurance forms are not included herein. But, must be submitted on our forms by the successful bidder.

Payments to contractor will be in monthly increments totaling the annual price as bid.

TERMINATION: Subject to the provisions enclosed, any contract resulting from this proposal may be terminated by the City of Rock Hill provided a thirty (30) day advance notice, in writing by the City Manager, is given to the contractor.

CONTRACT TERM: This contract will run from 06/15/2009 thru 06/30/2012 with two, one year options.

LOCATION:

See map outline of area

SCHEDULED HOURS:

Work may be performed from 8:00 AM thru 6:00 PM each day without notification;

CITY RESPONSIBILITY:

The City of Rock Hill will be responsible for:

1. Site inspections
2. Storm/Accident repairs
3. Acts of God

CITY CONTACTS:

Questions regarding insurance or bonding should be directed to Dorothy Archie at 803-329-7025, technical questions to Steve Walters at 803-329-8726, and questions regarding terms and/or conditions to Marty Burr at 803-329-5551.

INSTRUCTIONS TO BIDDERS

- * Bidders are to use the Bid Sheet provided herein for submission of bid.
- * Insurance forms are to be submitted only by the successful bidder.
- * Indemnity Provision is to be signed and submitted to the City only by the successful bidder.
- * The contract will be for a 36-month period beginning on June 15, 2009 with two one year options. The City of Rock Hill reserves the right to renew the contract.
- * The bid is to be expressed in terms of an annual fee for providing all services detailed herein.
- * The City reserves the right to terminate this contract at any time by submitting written notice to the contractor at least thirty (30) calendar days in advance.

WMBE STATEMENT:

It is the policy of the City of Rock Hill to provide minorities and women equal opportunity for participating in all aspects of the City's contracting and procurement programs, including but not limited to employment, construction projects, and lease agreements consistent with the laws of the State of South Carolina.

It is further the policy of the City of Rock Hill to prohibit discrimination against any person or business in pursuit of these opportunities on the basis of race, color, national origin, religion, sex, age, handicap, or veteran status.

It is further the policy of the City of Rock Hill to conduct its contracting and procurement programs so as to prevent such discrimination and to resolve any and all claims of such discrimination.

ILLEGAL IMMIGRATION REFORM ACT COMPLIANCE:

The contractor certifies that the contractor will comply with the requirements of Chapter 14, Title 8 of the South Carolina Code of Laws titled Unauthorized Aliens and Public Employment and agrees to provide to the City of Rock Hill any documentation required to establish either; (a) the applicability of such law to the contractor, subcontractor, and sub-subcontractor; or (b) the compliance with this law by the contractor and any subcontractors or sub-subcontractors.

This form must be completed.

BID SHEET

We, the undersigned, do hereby affirm that we have read and do understand the enclosed bid requirements and specifications, and do submit this bid to perform the prescribed work for payment of the sum of:

Bid amount for one year of service:

Amount: \$ _____

Hourly rate for additional mowing: Amount: \$ _____

Company Name _____

Address _____

NAME _____ TITLE: _____

SIGNATURE: _____

DATE _____ TELEPHONE # _____

E-MAIL _____

OPERATOR
Road Sides Cuts
(Spray, weed eat, pick up trash & trim limbs)

LOCATIONS

Reynolds: @ bridge (1997 Neighborhood sign for Hagins / Fewell - cut grass and trees back, goes in circle around its House # 90.

Fouche / Blake: both sides grass / trees back to Saluda (not on route sheet) Sanitation cuts.

8TH. ST. \ Marshall to Albright: back around to Workman (City owned park)

Intersection / Flint St. and Carolina Ext.: (Call in) cannot see

Alberta / Flint Hill St.: (Sanitation Cut) grass / trees to Dead end

Cypress: Cypress (1100) at Oates (400) Sanitation cut - grass / trees

Hwy 901: start at Saluda down to Friedhelm Rd. (trees only)

Knighton (300): to Flint Hill (1400) Sanitation cut grass / trees both sides to before 1434 (could be property owner)

Worthy Boys Camp: cut both sides of road all the way to pond and cut around pond (2 times a month) and around the pistol range to pond.

White St.: to Annafrel - grass (Railroad property)

Standard St.: to Annafrel all the way (one side railraod property)

Ebenezer / Charlotte: both sides, grass / trees, across Oakland on guardrail side (left side) to end of guardrail on left. (Robert William cuts behind guardrail).

Paxton: (900) one side grass / trees (then Tech park property) down to dead end.

Greenway: cut at Montford (1400) right side of road at creek grass / trees down to Iredell (900) St. turn and cut creek towards statues.

Serrine St.: (300) down to House #4 grass / trees (Dave Lyle)

Bose: starts at pole #704 on Chandler both sides across / trees and turn onto Bose (300) cut right side dow to 1334, turn and cut at 1337 (Bose) dow to t1319 (Bose) then cut at pole on back of Chandler on left down to fence on left.

Richland: at Pursley (Sanitation cut) both sides grass / trees (not on sheet).

Pursley: (300) and Stadium (1000) cut trees back (property owner) (could be sanitation route) not on sheet

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LOCATIONS

Kimbrell / Railroad: downtown from Main over to Black to Railroad.

Devore Place (500): start at 502 and go up to house #534

Emergency Access Rd.: in College Down

Dental Plaza: off India Hook cut behind over to ditch

Jenkins St.: (1246) behind house at manhole over to ditch

Dave Lyle Extn.: start @ end of Mall goes up to Waterford Dr.

Waterford Dr. (Transaxle): takes a right on Waterford & Dave Lyle all the way up to Sturgis Rd. on both sides and back out to Red River Rd.

Wilson \ Black \ Post Office Lots: Starts on Black St. over to Johnson St. across from Post office. Also at McCalls Supply on S. Wilson to Johnston St. up to Railroad. We cut lot between McCalls Supply and Housing Authority.

Tech Park South: Gateway Blvd / Lakeshore Parkway (2 lots on both sides). Lot at 481 (Hartman - Conco Inc.) across road toward Lake (3 lots from Tech Park to Hwy 21) cut only - start at Pole #596 on Tech Park Blvd.

Arcade St. / Wright St.: Arcade Mills lot on both sides of creek. Also lots behind Hagin St. houses. At Arcade St. / Wright St. lots on both sides.

Hartsell Property: Annafrel down to fence line at Sewer Line (5 lots to cut) over to 74 Reynold St. lot.

Stewart Ave. Lot: lot across from Laurelwood Cemetery /Stewart/Constitution

Lot at Pole #683 down to Pole #682. Lot (3) Pole #680, 679 & 678 down to **Donta** and lot at For Sale Sign on Northpark Dr. East Roy St. down to Northpark Dr. lots on both sides.

Downtown: Railroad tracks from

Dave Lyle / West Moore: both sides (grass / trees) property owner - start on left side down to Trade St. ally and Railroad Ave out to Dave Lyle - Sanitation cut

Dave Lyle: at Piano Rd. to 2nd Bridge (its includes on right side and weed eat and then before Gateway on right then start after Gateway on right behind juniper to Hwy. 21

Dave Lyle: at Baskin from tree to pole on Baskins at curve

Dave Lyle Ext.: from red River / Dave Lyle to Waterford Dave Lyle cut / grass and Trees to include over guardrail

Dave Lyle: Turn right onto Waterford to Sturgis both sides / grass - trees to include over guardrail. Spray guardrail / poles

Dave Lyle: Turn left on Dave Lyle / Waterford cut trees and behind guardrail grass and spray & back out to Red River Rd.

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LOCATIONS

Tech: right side cut 3 pole and back out on right at 1st pole to statue

Southway Industrial Park: start at Hydrant on left, both side grass / trees all the way into pump station

Wildcat Pump Station: on Robertson Rd., grass / trees going into station

Constitution: from Main to Herlong - both sides, trees / grass

Charlotte Ave.: cut around Sub Station - must come in at Rental Plaza (ditch, trees) on India Hook Rd.

Ebenezer Rd.: at American Pen / Panel at pole on right all the way around to Belt Line Office. (property on by CRH on Cleanse) Police Warehouse

Stewart Ave.: at ditch