

City of Algonac

Two year contract for Lawn Fertilization Services

May 1, 2018 through November 15, 2019

2018-2019 Bid form for Lawn Fertilization Services for

- **Algonac Riverfront Park and Algonac City Hall, 805 St. Clair River Drive**
 - Approximately 15,000 square feet
- **Algonac Water Treatment Plant, 1530 St. Clair River Drive**
 - Approximately 2,030 square feet

Scope of Work

The contractor shall furnish all material, labor and equipment to provide the lawn fertilization services in the Algonac Riverfront Park/Algonac City Hall and the Algonac Water Treatment Plant.

Treatment	Details	Riverfront Park/City Hall 2018 Cost	Riverfront Park/City Hall 2019 Cost
#1 Early Spring	Fertilize, weed & crabgrass control		
#2 Late Spring	Fertilize, weed & crabgrass control		
#3 Summer	Fertilize, weed & crabgrass control		
#4 Late Summer	Fertilize, weed & crabgrass control		
Total for this location			

Treatment	Details	2018 Water Plant Cost	2019 Water Plant Cost
#1 Early Spring	Fertilize, weed & crabgrass control		
#2 Late Spring	Fertilize, weed & crabgrass control		
#3 Summer	Fertilize, weed & crabgrass control		
#4 Late Summer	Fertilize, weed & crabgrass control		
Total for this location			
Combined 2018 Totals			
Combined 2019 Totals			

The City prefers one bidder for all services but reserves the right to split the bid.

Submitted by:

Company Name	
Company Address	
Contact Person	
Contact Phone	
Contact e-mail	
Emergency contact person	
Emergency contact phone	

Pre Bid Inspection

Bidders are encouraged to inspect the sites prior to bidding. All questions shall be directed to Joe Vernier, DPW Foreman, at dpw@cityofalgonac.org

Bid Quotation

Sealed bids must be received by the Algonac City Clerk no later than **2:30 p.m. Tuesday, March 13, 2018 and will be opened immediately afterward.** Bids must be clearly marked "Bid for Lawn Fertilization Service."

Reference and Company Information

Please provide a brief description of your company and three references or current customers we can contact.

Equipment/Workmanship

The successful bidder is required to keep equipment in good working condition. The contractor shall be responsible for arranging supplemental service in case of mechanical breakdown. Failure to do so may cause the City to cancel the contract.

Responsibility for Damages

Any damage to shrubbery, sod, buildings, pavement, etc., caused by the contractor or their operations shall be corrected by the contractor to the complete satisfaction of the City, prior to final payment on their contract.

Method of Payment

Payments will be made twice a month by approval of the Algonac City Council at their regularly scheduled meetings. All invoices must be submitted for payment on the Tuesday prior to the meeting date.

Insurance Requirements

All bidders shall include a copy of their workers compensation insurance and general liability insurance when they submit their bids. Failure to do so will disqualify said bidder. Insurance requirements are attached.

Contractor Insurance Requirements

The contractor shall not commence work under this contract until he has obtained the insurance required under this paragraph. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with insurance carriers acceptable to the City of Algonac.

1. Workers' Compensation Insurance

The contractor shall procure and maintain during the life of this contract, Workers' Compensation Insurance, including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

2. Commercial General Liability Insurance

The contractor shall procure and maintain during the life of the contract, commercial general liability insurance on an "occurrence basis" with limits of liability not less than \$1,000,000 per occurrence and/or aggregate combined single limit, personal injury, bodily injury, and property damage. Coverage shall include the following extensions: a) Contractual liability; b) Products and Completed Operations; c) Independent Contractors Coverage; d) Broad form general liability extensions or equivalent; e) Deletion of all explosion, collapse and underground (XCU) exclusions, if applicable.

3. Motor Vehicle Liability

The contractor shall procure and maintain during the life of this contract motor vehicle liability insurance, including Michigan No-Fault coverages, with limits of liability not less than \$1,000,000 per occurrence combined single limit, bodily injury, and property damage. Coverage shall include all owned vehicles/equipment, all non-owned vehicles/equipment, and all hired vehicles/equipment.

4. Additional Insured

Commercial general liability and motor vehicle liability insurance, as described above, shall include an endorsement stating that the City of Algonac as ***additional insured***.

5. Cancellation Notice

Workers' Compensation insurance, commercial general liability insurance and motor vehicle liability insurance, as described above, shall include an endorsement stating the following: "It is understood and agreed that thirty (30) days advance written notice of cancellation, non-renewal, reduction, and/or material change shall be sent to: City Clerk, City of Algonac, 805 St. Clair River Drive, Algonac, Michigan 48001."