



REQUEST FOR BOARD ACTION

ITEM NO. 10.

DATE OF MEETING: March 17, 2014

REQUESTED BY: Michael G. Mack, Utilities Director

SHORT TITLE: Resolution Authorizing Approval of a Two-Year Contract with K & H Landscaping and Maintenance for Mowing of Solid Waste Sites and Authorization of a Purchase Order: \$13,800.

BACKGROUND: Pender Solid Waste staff has solicited bids for mowing of the Convenience Sites and the Transfer Station for the 2014 and 2015 growing season. On March 4, 2014, staff conducted a bid opening with the following results:

CONTRACTOR	BID AMOUNT (TWO YEAR TOTAL)
K & H Landscaping and Maintenance	13,800.00
JC Lawncare	18,150.00
Lawnsharks	19,200.00
Viking Lawn Care and Landscaping, LLC	20,175.00
Southern Grown Landscaping, LLC	20,500.00
The Rashid Group, LLC	22,020.00
TJS Solutions, Inc.	27,855.07

Staff contacted references for K & H Landscaping and Maintenance and received outstanding reports from two entities that currently utilize this company for the same services. Reference comments included; “the best company I have ever used”, “conscientious”, “does what he says he is going to do” and “he follows up”. Staff recommends approval of this resolution.

SPECIFIC ACTION REQUESTED: To consider a resolution approving a two-year contract with K & H Landscaping and Maintenance for mowing of solid waste sites and authorization of a purchase order in the amount of \$13,800.

COUNTY MANAGER'S RECOMMENDATION

Respectfully recommend approval.



Initial

RESOLUTION

NOW, THEREFORE BE IT RESOLVED by the Pender County Board of Commissioners that:

a two-year contract with K & H Landscaping and Maintenance for mowing of solid waste sites is hereby approved and a Purchase Order in the amount of \$13,800. is authorized. The Chairman/County Manager is authorized to execute any document necessary to implement this resolution.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Williams ___ McCoy ___ Brown ___ Tate ___ Ward ___

David Williams, Jr. Chairman 03/17/14
Date

ATTEST 03/17/14
Date

Invitation for Proposals

Pender County Solid Waste is soliciting proposals for Lawn Maintenance Services for twelve (12) Pender County Convenience sites and the Transfer Station for years 2014 and 2015. A contract for lawn maintenance services could be awarded on March 17, 2014. Bidding Packets are available at the office of Pender County Utilities at 605 E. Fremont St., Burgaw, NC 28425 or may be mailed and/or emailed upon request. Sealed proposals on the appropriate bid forms will be accepted until 3:00 p.m. on Tuesday, March 4th, at which time they will be publicly opened and recorded. Bidders do not need to attend the bid opening. A bid tabulation will be mailed to all bidders.

The sealed proposals may be delivered to Pender County Utilities at 605 E. Fremont St., in Burgaw, NC or may be mailed to Pender County Utilities, P.O. Box 995, Burgaw, NC 28425. Questions concerning the proposals may be directed to Margaret Gray at 910.259.1521. Pender County reserves the right to accept or reject any or all proposals. Final award will be made to the lowest responsive, responsible bidder, as determined by the Pender County Board of Commissioners.

- Michael G. Mack, Director

EXHIBIT "A" – Scope of Work Specifications

The Contractor for Lawn Maintenance to Pender Solid Waste will provide the following services at each of thirteen (13) different Solid Waste Convenience Sites throughout Pender County:

- 1) Each site shall be mowed every two (2) weeks beginning the first week of April, 2014 and ending the last week of October, 2014 ~ (15 times).
- 2) Each site shall be mowed every two (2) weeks beginning the first week of April, 2015 and ending the last week of October, 2015 ~ (15 times).
- 3) All grassed areas inside the site fencing shall be mowed each time.
- 4) Grass shall be mowed approximately 5' (one or two passes depending on size of mower) around the outside of the site fencing each time.
- 5) Grass will be properly trimmed on the inside and outside along the entire perimeter of the site fencing.
- 6) A gate key will be provided to allow mowing to be done after hours or on days when the sites are closed (Contractor will be responsible for securing each site).
- 7) Contractor will be responsible for continued insurance coverage in the amounts specified on the "Additional Requirements" during the entire contract period.

**Pender County Solid Waste
Lawn Maintenance Bid Form**

Company Information

Company Name K+H Landscaping and maintenance
 Contact Person Darren Hewett
 Mailing Address 10533 US Hwy 421
Currie N.C 28435
 Phone Number 910-612-2975 - 910-612-4369
 Email Address khawn.maintenance@aol.com

Facilities	YEAR (April 1 - Oct 31)	# Mows		\$ Cost
Atkinson Site	2014	<u>35</u> X	15	\$ <u>525.00</u>
	2015	<u>35</u> X	15	\$ <u>525.00</u>
	<i>Total</i>			\$ <u>1050.00</u>
Burgaw Site	2014	<u>35</u> X	15	\$ <u>525.00</u>
	2015	<u>35</u> X	15	\$ <u>525.00</u>
	<i>Total</i>			\$ <u>1050.00</u>
Calico Bay Site	2014	<u>35</u> X	15	\$ <u>525.00</u>
	2015	<u>35</u> X	15	\$ <u>525.00</u>
	<i>Total</i>			\$ <u>1050.00</u>
Canetuck Site	2014	<u>35</u> X	15	\$ <u>525.00</u>
	2015	<u>35</u> X	15	\$ <u>525.00</u>
	<i>Total</i>			\$ <u>1050.00</u>
Hampstead Site	2014	<u>35</u> X	15	\$ <u>525.00</u>
	2015	<u>35</u> X	15	\$ <u>525.00</u>
	<i>Total</i>			\$ <u>1050.00</u>
Maple Hill Site	2014	<u>35</u> X	15	\$ <u>525.00</u>
	2015	<u>35</u> X	15	\$ <u>525.00</u>
	<i>Total</i>			\$ <u>1050.00</u>

Facilities	YEAR (April 1 - Oct 31)	# Mows		\$	Cost
Montague Site	2014	<u>35</u>	X	15	\$ <u>525.00</u>
	2015	<u>35</u>	X	15	\$ <u>525.00</u>
	<i>Total</i>				\$ <u>1050.00</u>
Rocky Point Site	2014	<u>35</u>	X	15	\$ <u>525.00</u>
	2015	<u>35</u>	X	15	\$ <u>525.00</u>
	<i>Total</i>				\$ <u>1050.00</u>
Shiloh Site	2014	<u>30</u>	X	15	\$ 450.00
	2015	<u>30</u>	X	15	\$ 450.00
	<i>Total</i>				\$ <u>900.00</u>
Surf City Site	2014	<u>35</u>	X	15	\$ <u>525.00</u>
	2015	<u>35</u>	X	15	\$ <u>525.00</u>
	<i>Total</i>				\$ <u>1050.00</u>
Whitestocking Site	2014	<u>35</u>	X	15	\$ <u>525.00</u>
	2015	<u>35</u>	X	15	\$ <u>525.00</u>
	<i>Total</i>				\$ <u>1050.00</u>
Willard Site	2014	<u>35</u>	X	15	\$ <u>525.00</u>
	2015	<u>35</u>	X	15	\$ <u>525.00</u>
	<i>Total</i>				\$ <u>1050.00</u>
Transfer Station	2014	<u>45</u>	X	15	\$ <u>675.00</u>
	2015	<u>45</u>	X	15	\$ <u>675.00</u>
	<i>Total</i>				\$ <u>1350.00</u>

Grand Total for Facilities

\$ 13,800.00

Darren Hewett
Owner's Signature

2-10-14
Date

Attest

Additional Requirements for Successful Bidder

(Bid will be rejected unless information is complete and accurate)

Insurance: Successful bidder will be required to keep insurance in force throughout the duration of the contract. Failure to maintain insurance will result in immediate cancellation of the contract. The following insurance will be kept in force:

General Liability: \$500,000 per occurrence for claims of personal injury, property damage or death arising out of work performed under this contract

Auto Liability: \$100,000 per person and \$300,000 per occurrence for each vehicle used in the performance of this contract

Workers Comp: Statutory workers compensation for employees engaged in work in the performance of this contract

Insurance Company: Farm Bureau Agent: William Beverage

Address: P.O. Box 975 Burgaw N.C 28425

Phone: 910-259-5727

Equipment: Attach a list of the vehicles, equipment, and tools that will be used in the execution of this contract. Identify make and model. Also, designate the primary equipment to be used and the back-up equipment to be used.

References: Please provide at least three references of commercial accounts that you currently perform services for. Include name, address, daytime phone number and nighttime phone number.

References:

1. Wayne Reynolds
P.O Box 3696 Topsoil Beach NC
Topsoil Beach N.C 28445
910-590-9922
2. Rex Stephens
209 Satara Drive
Wilmington N.C 28409
910-471-7002
3. ICR Construction
Eddie
P.O Box 586
Wilmington N.C
910-612-6337
4. Pyramid Homes
Johnny
P.O Box 4127
Wilmington N.C 28406
910-279-1888
5. Wards Reality
P.O Box 2800
Surf City N.C 28445

List of Vehicles and Equipment that will be used.

- 1. 2005 Chevy Express Flat bed with duck tail.**
- 2. 52 in Exmark Zero turn**
- 3. FS 90 Sthil Trimmers**
- 4. 10 HP wonder blower**
- 5. Husqvarna Back pack blower**
- 6. FS 90 Stil Edger**

Back up Equipment

- 1. 2006 F250 Ford**
- 2. 6x18 Hertz Trailer**
- 3. 60 in Kubota Diesel Zero Turn**
- 4. 42 in Exmark Zero Turn**
- 5. 44 in Exmark Zero Turn**
- 6. FS 90 Sthil Trimmer**
- 7. FS 90 Sthil Edgar**
- 8. 340 Sthil Back pack blower**
- 9. Echo Back pack blower**
- 10. Sthil 290 Back pack blower**