

Invitation for Proposals
Roadside and Expanded Shoulder Area Mowing Services
for the Pender Commerce Park

Pender County is soliciting proposals for Roadside and Expanded Shoulder Area Mowing Services for the Pender Commerce Park located on Hwy. 421 opposite Cowpen Landing Rd. A contract for these mowing services will be awarded to the lowest responsive, responsible bidder. Bidding packets are available at the office of Pender County Facilities and Fleet Services (Attn: Deanna Lanier) located at 210 South Bennett Street, Burgaw, NC 28425 or emailed upon request.

The sealed proposals must be delivered or mailed to the office of Pender County Facilities and Fleet Services (Attn: Deanna Lanier) located at 210 South Bennett Street, Burgaw, NC 28425. Sealed proposals on the appropriate bid forms will be received by 3:00 p.m. on Friday, March 29th.

This contract will be informally bid and awarded in accordance with North Carolina G.S. 143-129. There will not be a public bid opening.

A pre-bid meeting will be held Wednesday, March 20, 2019 at 11 am at the entrance of Pender Commerce Park (adjacent to Empire Distributors) at the intersection of US Highway 421 and Corporate Drive.

Questions concerning the proposals may be directed to Chad McEwen at (910) 259-0228. Questions regarding the scope of work should be directed to Joe Camperlengo at (910) 471-2251. Pender County reserves the right to accept or reject any or all proposals.

EXHIBIT "A" – Scope of Work Specifications

The Contractor for Roadside and Expanded Shoulder Area Mowing Services for the Pender Commerce Park will provide the following services every two weeks (1st and 15th) unless noted otherwise:

- 1) Contract period shall start Tuesday, April 16, 2019 and end October 31, 2019. Contract may be cancelled at any time by Pender County for failure to fulfill this scope of work. Contractor may cancel contract upon providing Pender County with 30 days notice. Contract may automatically renew for an additional twelve (12) months following October 2019 upon the mutual consent of the Contractor and Pender County. Any subsequent renewals following the initial term will follow the same contract period of April to October, unless otherwise amended.
- 2) The areas adjacent to, and continuous with, Acme Way and Corporate Drive between the edge of pavement and the sidewalk must be mowed with a lawn mower. A bush hog may not be used in these areas.
- 3) The areas adjacent to, and continuous with Acme Way and Corporate Drive, on the backside of the sidewalk, including the drainage ditch must be both mowed and weed-eated.
- 4) The areas adjacent to and continuous with Acme Way and Corporate Drive, on the backside of the drainage ditch extending to the natural woods line can be bush-hogged.
- 5) Sidewalks will have debris and grass clippings blown off after every mowing/bush-hogging of lawn.
- 6) Sidewalks will be edged every month and debris and grass clippings blown off.
- 7) The entry to the industrial park at Corporate Drive and Hwy. 421 will be bush-hogged/mowed/weed-eated in both directions for a distance of 200' between the edge of pavement on Hwy. 421 and the property boundary.
- 8) Contractor will be responsible for continuous insurance coverage in the amounts specified on the "Additional Requirements" during the entire contract period. **Please note the insurance certificate does not need to be included with the bid form, however, it will be needed prior to contract execution.**
- 9) Contractor shall invoice Pender County bi-monthly after completion of the particular week's work. Payment will be processed upon inspection by Pender County Facilities Department.
- 10) Contractor shall be responsible for removing all trash, limbs, or other debris prior to mowing, weed-eating, and/or bush hogging.
- 11) All work must be completed by employees of the selected firm. Use of subcontractors will not be allowed.
- 12) All interested parties are strongly encouraged to attend the pre-bid meeting in order to properly understand the scope of work and County's expectations.



Google earth

feet
km



Google earth

Acme Way

Note: This view is Acme Building
Side of the street.

Acme Building

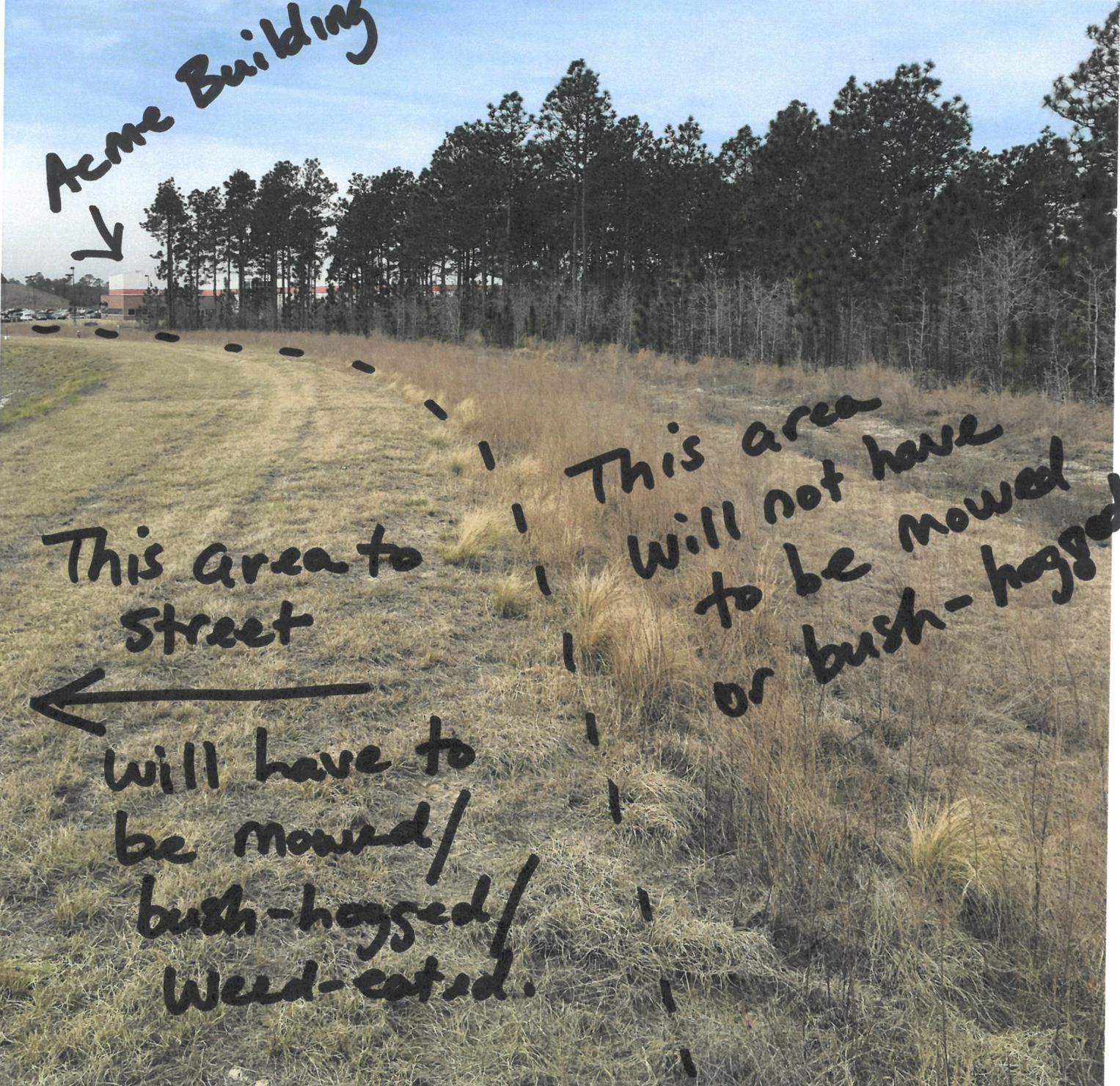


This area to
Street

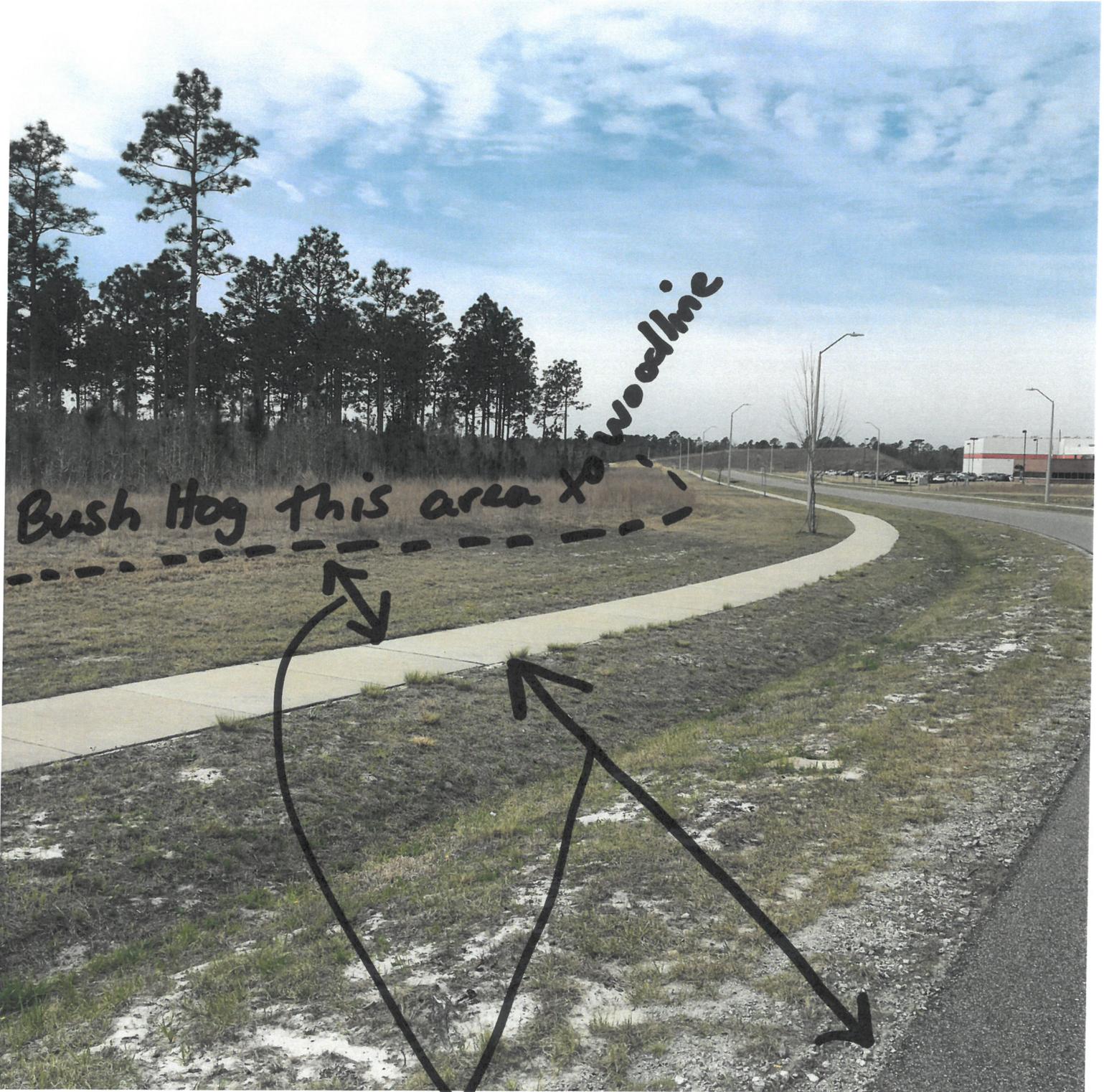


Will have to
be mowed/
bush-hogged/
Weed-eated.

This area
will not have
to be mowed
or bush-hogged



Acme Way



* must be mowed/weed-eated -
NOT Bush-Hogged

Corporate Drive



This area is not Pander responsibility

Areas on either side of sidewalk to be mowed / weed control

This is street side

Additional Requirements for Successful Bidder

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: \$1,000,000 per occurrence for claims of personal injury, property damage or death arising out of work performed under this contract

Auto Liability & Bodily Injury: \$1,000,000 per occurrence combined single limit

Workers Comp: Coverage A – Statutory
Coverage B - \$1,000,000
Coverage C - Statutory

Successful bidder will be required to show proof of insurance prior to execution of a contract i.e., insurance documentation is not required at the time of bidding.