

**CITY OF GREENVILLE
ADVERTISEMENT FOR BIDS
"CITY OF GREENVILLE PUBLIC WORKS DEPARTMENT BUILDING AND
GROUNDS DIVISION VACANT LOT MOWING"**

The City of Greenville, NC is requesting proposals for "Public Works Department Building and Grounds Division Vacant Lot Mowing" as listed on Exhibit "B". The scope of work will include litter removal, mowing, weed trimming, and clipping removal on the contract area per scope of work and specifications.

Contract # 4-Vacant Lot Mowing (Every three week cycle):

The list of current parcels/lots (Exhibit "B") will be provided to contractors at the pre-bid meeting. Note: This list will updated again to reflect current lots to be mowed prior to beginning of work on the contract. The list of parcels provides the contractor an estimation of acreage but the acreage may fluctuate during the contract period.

Sealed proposals will be received by the City of Greenville until Thursday, December 29, 2022 at 2:00 pm at the Public Works Department located at 1500 Beatty Street, Greenville, NC 27835-7207 with the Company Name, Attention: Michael Turner, and the words City of Greenville Public Works Department Mowing Contract # 4 Bid written on the outside of the sealed envelope. Bids will not be opened and read aloud at this time.

A Pre-bid Conference will be held at the Public Works Conference Room located at 1500 Beatty Street on Monday, November 28 at 1:00 pm. The City of Greenville reserves the right to reject any or all bids, waive any informality, and award contracts that appear to be in the City's best interest. The right is reserved to hold any or all bids for a period of ninety (90) days from the bid opening thereof.

From the date of this advertisement until the date and time the proposals are due, the specifications of the proposed work and/or a complete description of the apparatus, supplies, materials or equipment are and will continue to be on file in the office of the City of Greenville Financial Services Manager, 201 W. Fifth Street, Greenville, NC, or at the Public Works Department located at 1500 Beatty Street, Greenville N.C., during regular business hours, and available to prospective bidders. Inquiries regarding the bidding process or documents should be directed to the Financial Services Manager at whouse@greenvillenc.gov or by telephone (252) 329-4862. Minority/Women owned business are encouraged to submit proposals.

Wanda House, Financial Services Manager
City of Greenville
P O Box 7207
Greenville, NC 27835-7207

**CITY OF GREENVILLE
PUBLIC WORKS DEPARTMENT
SPECIFICATIONS FOR
CITY OF GREENVILLE PUBLIC WORKS DEPARTMENT VACANT LOT MOWING
BUILDING AND GROUNDS CONTRACT # 4**

1.0 SCOPE:

- 1.1** The scope of work shall include litter removal, edging, mowing, weed trimming, and clipping/debris removal for all areas listed on Exhibit "B" of this request for bids every **three** weeks during the mowing season, or as instructed by the City of Greenville.
- 1.2** The total bid amount per acre shall be included on the Request for Bid sheet.
- 1.3** Mowing and Debris/Litter removal will include the entire vacant lot including City/State Rights-of-way depending on need of the location indicated on the mowing location maps. Maps and a list of current lots (See Exhibit "B") within this contract will be provided at the Mandatory Pre-Bid Meeting. There are currently approximately 107 acres of Public Works Department Building and Grounds Division vacant lots to be mowed.

2.0 GENERAL:

- 2.1** Areas of work are to be started and completed within a week period (Monday-Saturday). Lots are to be mowed on an every **three** week frequency. Mowing frequency or litter cleanup frequency is subject to change due to weather conditions such as drought or increased wet conditions.
- 2.2** All mowing or litter cleanup shall be completed in a professional manner and shall conform to these specifications. The City reserves the right to make determinations as to whether service is performed satisfactorily. Deficiencies in work performance must be corrected immediately.
- 2.3** Failure of the contractor to meet or perform work to these specifications as determined by the Public Works Department shall warrant written notice to the contractor specifying areas of nonperformance or unacceptable performance and the contractor shall have ten (10) days to rectify. Immediate cancellation of the contract or purchase order may occur if performance is not rectified in ten (10) days.
- 2.4** Within seven (7) days of notice to proceed, the contractor must be prepared to begin work on the awarded sites.



REQUEST FOR BIDS

In compliance with the request for bids by the City of Greenville and subject to all conditions and specifications thereof, the undersigned offers and agrees to furnish all equipment and labor as provided in the above mentioned specifications.

Description

Bid

Contract # 4 mowing bid per acre
(Approximately April 1- November 1)

Alternate: Bid for every two week cycle based on addenda 1

Note 1: Definition of per cycle is one complete mowing per specifications of all locations listed on "Exhibit "B" of this request for bids.

Addendum Acknowledgement for Contract # 4:

Please record each Addendum Number Received: _____

Bid Submitted By:

Company Name: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

****Include with bid package****

Addenda 1 for Contract #4:

#1 On page 2 of ITB 22-23-14, the mowing cycle has been changed to "every three week cycle". On page 5, 1.1 under Scope the mowing cycle has been change to "every three weeks during...". On page 5, 2.1 under General the mowing cycle has been changed to "every three week frequency". On page 15, on the request for bids sheet, there will be two prices given per acre. The first bid price will be based on one complete mowing cycle of exhibit "B" every three weeks and the alternate bid price will be based on one complete mowing cycle of exhibit "B" every two weeks.

#2 Maps as posted on Addenda 1 are the current and accurate maps.