



Department of Municipal Services

1231 Goldsmith Plymouth, MI 48170
734-453-7737 phone 734-455-1666 fax www.plymouthmi.gov

NOTICE TO BIDDERS

Notice is hereby given that the City of Plymouth, Michigan will accept sealed bids up until 11:00 a.m., March 28, 2023. The bid opening will be at 11:00 a.m., March 28, 2023 for the following:

Grass Cutting: City Parks, Facilities & Right-of-Ways

City of Plymouth
Department of Municipal Services
C/o City Clerk
Plymouth City Hall
201 S. Main Street
Plymouth, Michigan 48170

No pre-bid meeting required. Optional pre-bid meeting is available on March 14, 2023, 9:00 a.m. at DMS Office, 1231 Goldsmith, Plymouth, MI 48170. Please submit any questions via email to agerlach@plymouthmi.gov or cporman@plymouthmi.gov

Specifications and bid documents are available at the city hall during normal business hours. You may also download a copy of the documentation from the City's web site at: <http://www.plymouthmi.gov>.

The City of Plymouth reserves the right to accept or reject any or all bids, in whole or in part, and to waive any irregularities.

Maureen Brodie, CMC
City Clerk
City of Plymouth

INSTRUCTION TO BIDDERS

MODIFICATIONS: The proposal shall not contain any recapitulations of the work to be done. The City is under no obligation to consider alternate proposals or modifications to the specifications unless specifically requested in the bid documents. Oral presentations will not be considered.

EXAMINATION/INTERPRETATION OF THE CONTRACT DOCUMENTS & ABILITY TO BID: Before submitting a proposal, bidders shall carefully read the specifications and other bid documents and shall fully inform themselves as to all existing conditions and limitations and shall include in the proposal a sum to cover the cost of all items included in the specifications. Any bidder in doubt as to the true meaning of any part of the specifications or contract documents may submit to the City of Plymouth a written request for an interpretation or correction thereof. The person submitting such request will be responsible for its prompt delivery. If the interpretation is of general significance to all bidders, the City will attempt to fax or e-mail a copy of the interpretation to all parties known to be considering the bid. If the interpretation is of sufficient importance to potentially affect other bids, then the City may extend the bid due date to give all potential bidders an opportunity to consider the interpretation. Neither the City, nor its agents and employees, shall be responsible for any other explanations or interpretations of the specifications and bid documents, other than those issued in writing by the City Clerk.

It is the intent of the City of Plymouth that all qualified contractors are able to bid under these specifications. If the bidder feels that the specifications are unreasonably restrictive and prevent an effective bid from being submitted, then the bidder is encouraged to notify the City and provide a written request for interpretation of the specification that is being considered restrictive.

ADDENDA: Any addenda issued prior to the bid opening shall be covered by the bidder in the proposal and shall be made part of the contract documents. Receipt of such addendum shall be acknowledged in the proposal.

DELIVERY OF PROPOSALS: Bids shall be delivered by the time and to the place specified in the Notice to Bidders. It is the sole responsibility of the bidder to see that his/her proposal is received in proper time. Any proposal received after the scheduled closing time for receipt of proposals shall be returned to the bidder unopened. To avoid late receipt and disqualification of bids, it is recommended that bidders personally deliver bids or utilize overnight or certified mail with return receipt requested.

BIDS SHOULD BE DELIVERED IN SEALED ENVELOPES BEARING THE INSCRIPTION "Grass Cutting: City Parks, Facilities & Right-of-ways".

DELIVER BIDS TO:

Maureen Brodie
City Clerk
City of Plymouth
201 S Main
Plymouth, MI 48170-1688

WITHDRAWAL: Any bidder may withdraw his/her proposal, either personally or by written request, at any time prior to the scheduled closing time for receipt of proposals.

OPENINGS: Proposals will be opened and publicly read aloud at the time designated.

BIDDER QUALIFICATIONS/REFERENCES: All bidders shall include a list of at least three references, preferably municipalities, which the City may contact regarding the bidder's performance. Upon request, the bidder shall also furnish a written statement of qualifications for the proposed work and a list of work completed on similar projects.

DURATION OF PROPOSALS: Each proposal shall be considered binding and in effect for a period of ninety (90) days following the bid opening.

PAYMENT TERMS: To be determined by The City of Plymouth based on the proposals presented.

EVALUATION OF BIDS AND AWARD OF CONTRACT: The City reserves the right to accept or reject any and all bids, in whole or in part, and to waive any and all irregularities and informalities not involving price, time, or changes in the work and to negotiate contract terms with the successful bidder, and the right to disregard all nonconforming, non-responsive, unbalanced or conditional bids. Discrepancies between words and figures will be resolved in favor of words. Discrepancies in the multiplication of units of work and units of prices will be resolved in favor of unit price. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.

In evaluating bids, the City shall consider the qualifications of the bidders, whether or not the bids comply with the specifications and such alternates, unit prices and other data requested in the bid documents.

Subject to the approval of the City Commission, the contract will be awarded to the bidder who presents the best possible value, not necessarily the

lowest responsive and responsible bid. The bid may be awarded to more than one contractor, if the best value is found to be in splitting the contract into multiple contracts. Divisions of the contract are at the discretion of the City of Plymouth. Responsibility of the bidder will be determined on the basis of past performance and work of similar character, equipment and labor available to do the work, and financial status. The contract shall be considered to have been awarded after the approval of the City Commission has been obtained and a formal Notice of Award duly served on the intended awardee. The contract shall not be binding upon the City until the agreement has been duly executed by the bidder and the duly authorized officials of the City.

EQUAL EMPLOYMENT OPPORTUNITY: In connection with the performance of work under this contract, the contractor agrees not to discriminate against any employee or applicant for employment because of race, religion, color or national origin. The contractor shall further not discriminate against any employee or applicant for employment to be employed in the performance of this contract with respect to his/her hire, tenure, terms, conditions, privileges of employment or any matter directly or indirectly related to employment because of age, except in cases of bona-fide occupational qualifications. Non-compliance with the non-discrimination clause of this contract shall result in cancellation, termination or suspension of the contract and the contractor may be declared ineligible for further City of Plymouth contracts.

HOLD HARMLESS CLAUSE: The contractor agrees to defend and hold the City of Plymouth and its tenants harmless from any claims, actions, damages, losses and expenses of any sort arising out of or in connection with any act or omission of said company, its employees, stewards, agents or sub-contractors.

FAILURE TO PERFORM: Failure to perform according to the specifications and bid will result in immediate cancellation of the contract, with the understanding that the City will contact the contractor and inform him/her of any deficiencies and allow corrections of said deficiencies to be made within 24 hours of such notification. Repeated failures of same deficiency will result in immediate termination of the contract after written notice has been given and noted as final notice of failure to comply.

NON-COLLUSION AFFIDAVIT: Bidders will complete the enclosed Affidavit of Non-collusion by Contractor form.

THE CITY OF PLYMOUTH RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS, IN WHOLE OR IN PART, AND TO WAIVE ANY IRREGULARITIES.

Grass Cutting: City Parks, Facilities & Right-of-Ways Proposal Specifications

The City of Plymouth's Department of Municipal Services (DMS), 1231 Goldsmith, Plymouth MI, 48170, is seeking the services of a contractor (or multiple contractors) to provide lawn cutting and trimming services for the locations described below for one year, renewable annually for up to three consecutive years.

DMS recommends that all bidders contact the listed email, to have all questions and clarifications resolved prior to submitting a bid. No pre-bid meeting is required; however an optional pre-bid meeting will be held at the DMS Office, 1231 Goldsmith, Plymouth, MI 48170 on March 14, 2023 at 9:00 a.m.

All questions are preferred to be by email.

LOCATION DESCRIPTIONS AND EXTENTS

Division 1.

Park/Playground & Public Property Locations:

1. Kellogg Park: *Approx. 1 acre(48,000 sf)*, bounded by Main St., Penniman Ave., 676 Ann Arbor Tr, & Ann Arbor Tr. & right-of-way along Ann Arbor Tr. from Deer St. to 585 W. Ann Arbor Tr. (aka. area along front of Saxtons parking lot)
2. Tonquish Creek Nature Walk: *Approx. 1,500 sf*, bounded by Harvey St., Tonquish Creek fence line, wooden pedestrian bridge, & Fence line at the back of houses along Penniman Ave.
3. Veteran's Memorial Park & Vacant Lot @ Church St. & Main St.: *Approx. 1 acre(43,000 sf)*, bounded by Church St., Main St., & PARC, also the three traffic islands in Church St. west of Main St. & vacant lot bounded by Church St., Main St., 186 Main, & 701 Church (First Presbyterian Church)
4. Starkweather Park: *Approx. 10,000 sf*, bounded by Starkweather St., Farmer St., Mill St. & 542 Starkweather and 537 Mill
5. Pointe Park: *Approx. 3/4 acre(34,000 sf)*, bounded by Starkweather St., Mill St., & 1100 Starkweather (Napa Auto Parts) and 1103 Mill
6. Kiwanis Club Park: *Approx. 29,000 sf*, bounded by Junction St., Auburn Ave., 674 Auburn, & rear fence line of Evergreen Ave. houses
7. Hough Park: *Approx. 2 acres(88,000 sf)*, bounded by Maple Ave., McKinley Ave., Park Place, & Evergreen Ave.
8. Rotary Club Park: *Approx. 28,000 sf*, bounded by Herald St., 545 Herald, rear fence line of houses on Jener St., & Wing St.
9. Garden Club Park: *Approx. 24,000 sf*, bounded by Carol Ave., Forest Ave., Sutherland Ave., & 900 Sutherland and 953 Carol
10. Jack Wilcox Park: *Approx. 9,000 sf*, bounded by Dewey Ave., rear fence line of houses on Simpson Ave., and 670 Byron, & Byron Ave.
11. Lion's Club Park (both North and South of Burroughs Ave.): *Approx. 1 1/3 acres(60,000 sf)*, bounded by Harding St., 855 Harding, 856 Coolidge, rear fence line of 850-900 Fairground, rear fence line of 920-1080 Fairground, Coolidge St. dead end, 964 Coolidge, & 963 Harding.
12. Fairground Park: *Approx. 2 1/3 acres(100,000 sf)*, bounded by rear fence line of houses on Maple St., Hamilton St., 591 Hamilton, 392 Joy, Joy St., rear and side fence line of 607 Harding St., & Harding St.
13. Smith Park: *Approx. 8,000 sf*, bounded by 585 Sheldon, 592 Elm, Elm Ave., 614 Evergreen, & Sheldon Rd.
14. Knights of Columbus Park (Fire Station #2): *Approx. 10,000 sf*, bounded by Spring St., Holbrook Ave., rear fence line of houses on Caster St., rear fence line of houses on Mill St., & 140 Spring
15. City Hall & East Central Parking Lot: *Approx. 1/2 acre(20,000 sf)*, bounded by Main St., Church St., Police Garage bldg., & approx. City of Plymouth Historical Marker, also the traffic islands in Church St. east of Main St. and the right of way on Church St. from Main St. to Union St. including all traffic islands, also all traffic islands in and around the parking lot that extends

from the rear of "The Gathering" to Church St. and including the right-of-way on Union St. from Church St. to parking lot entrance

Division 2.

Right-of-way Locations:

16. Coolidge St. Right-of-way: *Approx. 3,200 sf*, bounded by Lion's Club Park, Coolidge St., Rear property lines of houses fronting on Fairground, 440 Ross & 505 Hartsough
17. Wilcox Rd. Right-of-way (ROW): *Approx. 1 acre(41,000 sf)*, right-of-way along Mill St. from Rouge River bridge to Wilcox Rd. & right-of-way along Wilcox Rd. from Mill St. to E. Hines Dr. (Rouge River bridge) & Traffic Island @ Wilcox Rd. & Mill St. & surrounding Old Village Sign (ROW along Starkweather from Rouge River bridge to Mayflower Towing driveway) & Vacant Lot @ Wilcox Rd. & Holbrook St., bounded by Wilcox Rd., Holbrook St. & 1083 Holbrook Sidewalk
18. Sheldon Service Drive: *Approx. 12,000 sf*, right-of-way between Sheldon Rd. service drive & Sheldon Rd. from Nantucket St. to Provincetown St.
19. N. Territorial Rd. Right-of-way: *Approx. 26,000 sf*, right-of-way along N. Territorial from Cassady Place Property to Scituate Dr. & Scituate Dr. to city limit & Scituate Dr. traffic island
20. Ann Arbor Tr. & Sheldon Rd. Lot: *Approx. 11,000 sf*, bounded by Ann Arbor Tr., Sheldon Rd., Alleyway, & 1488 Ann Arbor Tr.
21. Sheldon Rd. Right-of-way: *Approx. 1 acre(43,000 sf)*, right-of-way along Sheldon Rd. from Smith Playground to Beech St., from Beech St. to Hartsough Ave. & from Hartsough Ave. to Crestwood Park Condos (Byron Creek bridge)
22. Byron Ave. Right-of-way: *Approx. 10,000 sf*, right-of-way along Byron Ave. from McKinley Ave. to 1142 Byron, from 1056 Byron to Harvey St. & from Harvey St. to Main St.
23. Park & Mill St. Right-of-way: *Approx. 24,000 sf*, bounded by Mill St., Park Ave., Rear fence line of Parkview duplexes, & 407 Mill & Park Ave traffic island
24. Mill St. Right-of-way: *Approx. 18,000 sf*, right-of-way along Mill St. from Plymouth Hills Apartments to Burroughs Ave., from Burroughs Ave. to 880 Mill St., from 882 Mill St. to Hartsough St., & from Hartsough St. to East Middle School
25. Theodore St. Right-of-way: *Approx. 3/4 acre(31,000 sf)*, bounded by Farmer St., Railroad Tracks, Mill St., & Theodore St.

Division 3.

Recreation Locations:

26. Cultural Center: *Approx. 3/4 acre(34,000 sf)*, right-of-way along Farmer St. from rear fence line of Adams St. houses to DTE Substation, apron along Adams St. houses rear fence line, apron along PARC fence line, right-of-way along Theodore St. from PARC fence line to DTE Substation, apron along DTE Substation between building and fence line, & front entry areas
27. Massey Field: *Approx. 29,000 sf*, baseball diamond only
28. TDM/Automotive Components Holdings/Visteon/Ford Soccer Fields: *Approx. 4 1/2 acres(196,000 sf)*, bounded by wooded areas or brush on three sides, & entry road, maximum overall dimensions approx. 255 feet by 825 feet

Division 4.

Cemetery Locations:

29. Riverside Cemetery: *Approx. 12 acres(522,000 sf)*, bounded by Hines Park, fence line along DMS bulk storage area, fence line along Industrial Park, & Massey Field and Courthouse parking, includes right-of-way along Plymouth Rd. from parking entrance to 800 Plymouth Rd.
30. York St. Cemetery: *Approx. 1 acre(45,000 sf)*, bounded by cemetery fence line on all sides & includes the drive approach of Pearl St from York St. to the cemetery entrance

SPECIFICATIONS

General:

1. **No pre-bid meeting is required.**
2. **Optional pre-bid meeting is offered on March 14, 2023 at 9:00 a.m. at the Plymouth DMS Office, 1231 Goldsmith, Plymouth, MI 48170.**
3. **All bidders are encouraged to submit any questions, concerns or clarifications via email prior to submitting a bid.**
4. The contractor shall provide all prices inclusive of all foreseen costs. No additional surcharges, charges, fees, extras, etc. will be permitted.
5. The intent of the City of Plymouth is to maintain its parks, facilities and right-of-ways in a clean, neat and orderly appearance, suitable to its intended use. The contractor shall perform all the following:
 - Furnish all labor, supervision, equipment, fuel, material, tools, supplies, services, and special skills required to perform the maintenance as set forth herein
 - Provide a sufficient number of operators and equipment to insure the timely completion of the mowing
 - Maintain equipment in proper working order, remove damaged equipment from service as soon as possible, ie. Bent, broken or missing blades, flat tires, etc.
 - Utilize lawn mowing equipment able to provide an accurate, level, and consistent cut. Equipment must have the ability to adjust the cutting height to the specific height as directed
 - Lawn mowing, including but not limited to trimming, edging and clean up
 - Trim around all obstacles on lawn areas with each mowing without damaging trees or landscaping
 - Edge and trim all lawn areas with each and every mowing including but not limited to the removal of grass, weeds, and/or plant growth from sidewalk, paver, and/or brickwork, edges, control/expansion joints and cracks, throughout the entire location. Additionally, remove grass, weeds, and/or plant growth at the back of curb, around manhole structures, and in the curb and gutter throughout and adjacent to the entire location
 - Remove all grass clippings from walkways, parking lots, and other paved areas
 - Leave grass on the lawn to decompose, unless in such significant clumps/piles that the clippings would damage/suffocate the grass
 - Clean up any trash or debris on lawn before mowing, and dispose of trash and debris in an acceptable manner
 - Repair, replace, and satisfactorily correct all damage to lands, grass, and vegetation
 - Not blow grass onto/into any storm drains, parking areas or adjacent private property
 - Not mow in severe wet conditions so as to not damage the turf, drainage or soil
 - Not mow in drought conditions as specified by DMS
 - The contractor shall not use any grass or weed killer of any type at any location within any park, ROW, or cemetery
 - Take every precaution to avoid spilling or leaking petroleum products. If leakage/spillage does occur, the contractor shall take immediate action to clean up the spill in accordance with recommended standards for dealing with spillage of hazardous materials
 - Exercise precaution at all times for the prevention/protection of all people and property. Safety provisions of all applicable laws, regulations and ordinances shall be observed. The City of Plymouth may require the contractor to discontinue hazardous work practices upon written notice. The contractor shall keep all necessary guards and protective devices in place at locations where work is being performed to prevent injury to the public or damage to public and/or private property.
6. Perform weekly mowing, or as needed, or as indicated on the bid proposal form or as directed by DMS, subject to change upon direction of DMS and/or Recreation Department Supervisor. Schedule of mowing and/or leaf clean up may be dictated and/or changed by the City of Plymouth at any time.

7. Schedule: Subject to change due to weather conditions, lack of growth, or any other concern.
 - First tentative week of mowing: May 1, 2023
 - Last tentative week of mowing: October 30, 2023
 - For bidding purposes, the mowing season is considered to be 27 weeks.
8. Cut grass to a height of approximately 3 inches (unless otherwise specified), with blades sharpened on a regular basis, not bent or otherwise impaired. Grass height is measured from the soil to the tip of the grass blade.

Recreation Locations:

1. TDM/Automotive Components Holdings/Visteon/Ford Soccer Fields:
 - Grass shall be cut at a height of 2 ½" to 3 ½" as directed by the City of Plymouth Recreation Department director
 - Every effort will be made to provide the specified cutting heights to the contractor in advance. Notice given to the contractor will be weather and event dependent
 - Grass shall be cut 1 to 2 times per week as needed or as directed by the City of Plymouth Recreation Department director
 - Cutting schedule will be dependent on coordination with field paint/marketing contractor
 - Grass shall be cut under moveable soccer goals. The contractor shall be held responsible for any and all damage to goals and nets
 - Additional special cuttings may be requested per the City of Plymouth Recreation Department director
2. Massey Field:
 - Grass shall be cut at a height of 2 ½" to 3 ½" as directed by the City of Plymouth Recreation Department director
 - Every effort will be made to provide the specified cutting heights to the contractor in advance. Notice given to the contractor will be weather and event dependent
 - Grass shall be cut 1 to 2 times per week as needed or as directed by the City of Plymouth Recreation Department director
 - Cutting schedule will be dependent on coordination with field paint/marketing contractor
 - Additional special cuttings may be requested per the City of Plymouth Recreation Department director

Cemetery Locations:

1. Riverside Cemetery:
 - Grass shall be cut at a height of 3" as directed by the City of Plymouth DMS
 - The contractor shall be held responsible for any and all damage including but not limited to: cracked, chipped or broken concrete foundations, grave stones, or monuments
 - The contractor shall be responsible for any damaged flowers, shrubs, trees, vines or other vegetation and the proper compensation of said vegetation
 - The contractor shall not use any grass or weed killer of any type at any location within the cemetery.
2. York St. Cemetery:
 - Grass shall be cut at a height of 3" as directed by the City of Plymouth DMS
 - The contractor shall be held responsible for any and all damage including but not limited to: cracked, chipped or broken concrete foundations, grave stones, or monuments
 - The contractor shall be responsible for any damaged flowers, shrubs, trees, vines or other vegetation and the proper compensation of said vegetation
 - The contractor shall not use any grass or weed killer of any type at any location within the cemetery.

Fall Leaf Clean up:

1. Leaves may be mowed/mulched on the lawn to decompose, unless in such significant clumps/piles that the leaves would damage/suffocate the grass.
2. Leaves may NOT be blown/raked/pushed/or otherwise deposited into or onto rivers, creeks, drains, storm sewers or any other stormwater system component. All proper precautions should be taken to ensure leaf piles do not cover or block storm drainage structures/catch basins.
3. Leaves are to be blown, raked or removed from the grass and piled at the curb, when leaf quantities become too large to be mulched into the lawn to decompose. Refer to DMS for additional instructions regarding fall bulk leaf pick up.
4. Refer to DMS for bulk leaf pick up scheduling after Labor Day.
5. Leaf clean up will occur in a maximum of two occurrences, an initial clean up coinciding with the City's first bulk leaf pick up date and a second follow up clean up coinciding with the City's second bulk leaf pick up date.
6. Refer to the bid proposal form (spreadsheet) for the locations designated for fall leaf clean up.

Bonding, Insurance & Contract:

1. Contract
 - This bid is for a 1 year contract for the year of 2023. The contract may be extended on an annual basis for up to a total contract length of 3 years, 2023-2025. At the end of 3 consecutive years, the contract will be put out to bid regardless of the performance of the contractor. This contract will be scheduled to be rebid in the year 2025.
 - The successful bidder will provide a written contract. Contract documents to be furnished by the successful bidder within 10 business days following the award of the contract on March 20, 2023.
 - Upon extension of the initial 1 year contract, a new contract will be written up for each 1 year extension and executed prior to the start of mowing for each season.
2. All bid proposals must include a Bid Payment Bond in the amount of 10% of the total bid price to be made payable to the City of Plymouth. If a contractor is successful, a performance bond shall also be required.
 - Every bid must be accompanied by a money order, cashiers check or certified check, made payable to the City of Plymouth, or a bond with corporate surety in the amount of 10% of the bid.
 - The bid bond amount is determined as 10% of the "Total Grass Mowing Bid Price Per Cutting 2023" this is the total located at the bottom of the bid proposal form.
 - Said bid bond shall be forfeited to the City of Plymouth in the event a bidder neglects or refuses to enter into a written contract with the City of Plymouth within 10 business days of the award of the contract by the City of Plymouth DMS.
 - Following the award of the contract the bid bond of each unsuccessful bidder shall be returned to each such bidder.
 - The bid bond of the successful bidder, to whom the contract is awarded, shall be returned upon the execution of the contract and delivery of the performance bond as described below.
3. Performance Bond
 - A performance bond shall be provided by the successful bidder. The performance bond must be in the amount of 100% of the contract amount, and submitted to the City of Plymouth within 30 days after announcement of the award.
 - The performance bond amount will be based on a season of 27 grass cuttings + 2 fall leaf clean ups for the contracted period of 1 year.
 - If the bidder fails to furnish the performance bond within 30 days, the contract is void and the City of Plymouth may claim the amount in the bid bond.
 - The performance bond shall be renewed each year that the contract is renewed. The renewed performance bond must be in the amount of 100% of the contract amount for that contract year and submitted to the City of Plymouth within 30 days of the renewal of the contract.

4. Insurance
 - Every bidder must provide proof of Comprehensive General Liability Insurance with minimum limits of \$500,000 combined single limit bodily injury and/or property damage.
 - Every bidder must provide proof of Automobile Liability Insurance with minimum limits of \$500,000 combined single limit bodily injury and/or property damage.
 - Every bidder must provide proof of Worker's Compensation Insurance that complies with the Worker's Compensation laws of Michigan.
5. The contractor shall not bill the City of Plymouth unless the work has been fully completed. Partial completion at any given location will result in no payment for that location. Partial completion includes but is not limited to the following: mowing but not trimming, mowing one part of a multi-part location, mowing any fraction of Riverside cemetery less than the entirety.
6. Unless the contractor has been directed to not mow grass due to drought or other conditions per DMS, the contractor shall maintain the schedule outlined above and for special conditions below. If the contractor fails to maintain schedule, without City of Plymouth consent, the City of Plymouth may supplement the mowing with City of Plymouth staff or another contractor, with payment for this work deducted from the performance bond.
7. The contractor shall not obligate the City of Plymouth to make any payments to another party, nor make any promises or representations to another party for, or in behalf of, the City of Plymouth, without prior written approval from the City of Plymouth DMS.
8. The City of Plymouth is a tax exempt entity.
9. The City of Plymouth reserves the right to split the award of this contract to multiple bidders. Divisions of this contract include, but are not limited to: Park/Playground & Public Property Locations, Right-of-way Locations, Recreation Locations, and Cemetery Locations

Vendors with Questions:

Questions related to this Request for Proposal should contact Chris Porman or Adam Gerlach at the Department of Municipal Services at (734) 453-7737 or agerlach@plymouthmi.gov or cporman@plymouthmi.gov

AFFIDAVIT OF NONCOLLUSION

STATE OF _____ COUNTY OF _____

_____(name), being first duly sworn deposes and says that he
is

_____(title) of _____(corporation)

who submits herewith to the City of Plymouth a proposal for **Grass Cutting: City Parks, Facilities & Right-of-ways** for the City of Plymouth certifies:

That all statements of fact in such proposal are true;

That such proposal was not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation;

That such proposal is genuine and not collusive or sham;

That said bidder has not, directly or indirectly, by agreement, communication or conference with anyone, attempted to induce action prejudicial to the interest of the City of Plymouth, or of any other bidder or anyone else interested in the proposed contract; and further

That prior to the public opening and reading of proposals, said bidder:

1. Did not, directly or indirectly, induce or solicit anyone else to submit a false or sham proposal;
2. Did not, directly or indirectly, collude, conspire, connive or agree with anyone else that said bidder or anyone else would submit a false or sham proposal, or that anyone should refrain from bidding or withdraw his bid;
3. Did not in any manner, either directly or indirectly, seek by agreement, communication or conference with anyone to raise or fix the proposal price of said bidder or of anyone else or to raise or fix any overhead, profit, cost element of his proposal price or of that of anyone else;
4. Did not, directly or indirectly, submit his proposal price or any breakdown thereof, or the content thereof, or divulge information relative thereof, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, or to any individual or group of individuals, except to any person or persons who have a partnership or other financial interest with said bidder in this business.

Firm Name

Signature of Bidder

Date

City of Plymouth Proposal Form

Grass Cutting: City parks, Facilities, & Right-of-ways 2023, Renewable for 2024 & 2025

- Please provide pricing for work to be completed in the table below.
Do not leave fields blank, if the value is zero, indicate 0.
- Bid Bond
- Insurance Certificates
 - Workman's Compensation
 - General Liability
 - Automobile Liability
- Submit three (3) copies of the proposal

Location	Mowing Schedule	Grass Mowing Bid Price PER CUTTING		Fall Leaf Clean up Bid Price PER CLEAN UP	
		2023	Annual Escalator, If any	2023	Annual Escalator, If any
<i>Park/Public Property & Right-of-way Locations</i>					
#1 (Kellogg Park)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#2 (Tonquish Cr.)	1 /week	\$ _____	_____ %	X	X
#3 (Veteran's Park)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#4 (Starkweather Park)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#5 (Pointe Park)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#6 (Kiwanis Park)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#7 (Hough Park)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#8 (Rotary Park)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#9 (Garden Club Park)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#10 (Jack Wilcox Park)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#11 (Lion's Park)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#12 (Fairground Park)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#13 (Smith Park)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#14 (Knights of Columbus)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#15 (Coolidge St ROW)	1 Bi-weekly	\$ _____	_____ %	X	X
#16 (Wilcox Rd ROW)	1 Bi-weekly	\$ _____	_____ %	X	X
#17 (Sheldon Service Drive)	1 Bi-weekly	\$ _____	_____ %	X	X
#18 (N Territorial ROW)	1 Bi-weekly	\$ _____	_____ %	X	X
#19 (Lot @ AATr & Sheldon)	1 Bi-weekly	\$ _____	_____ %	X	X
#20 (Sheldon ROW)	1 Bi-weekly	\$ _____	_____ %	X	X
#21 (Byron ROW)	1 Bi-weekly	\$ _____	_____ %	X	X

#22 (Park Av & Mill St ROW)	1 Bi-weekly	\$ _____	_____ %	X	X
#23 (Mill @ Burr/Harts ROW)	1 Bi-weekly	\$ _____	_____ %	X	X
#24 (Theodore ROW)	1 Bi-weekly	\$ _____	_____ %	X	X
#25 (City Hall & East Central Parking Lot)	1 /week	\$ _____	_____ %	\$ _____	_____ %
<i>Recreation Locations</i>					
#26 (Cultural Center)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#27 (Massey Field)	1-2 /week	\$ _____	_____ %	\$ _____	_____ %
#28 (ACH/Vist/Ford Soccer Field)	1-2 /week	\$ _____	_____ %	\$ _____	_____ %
<i>Cemetery Locations</i>					
#29 (Riverside Cemetery)	1 /week	\$ _____	_____ %	\$ _____	_____ %
#30 (York St Cemetery)	1 Bi-weekly	\$ _____	_____ %	\$ _____	_____ %
Total Grass Mowing Bid Price Per Cutting 2023:		\$ _____			
Total Fall Leaf Clean up Bid Price Per Clean up 2023:				\$ _____	

Contractor Company Name: _____

Address: _____

Phone Number: _____ Fax: _____

Email Address: _____ Contractor Contact Person: _____

The Undersigned, having examined the scope of work, hereby proposes to perform the work in a manner satisfactory to the City of Plymouth in accordance with all specifications, terms and conditions contained in this bid document at the following rates and prices and complete all work within schedules as generally stated and specifically agreed to at the initiation of each phase of work. I affirm that I have the authority to submit this bid to the City of Plymouth for the work specified on the attached sheet. I propose to supply the materials and labor to the City as outlined in this proposal in a timely manner.

Signature of Authorized Agent: _____ Date: _____

Printed Name of Authorized Agent: _____