

INVITATION TO BID

**By the City of Homer, Alaska
For CITY HALL, PARKS, and CEMETERIES LAWN MAINTENANCE
2016, 2017, & 2018**

Sealed Bids for CITY HALL, PARKS, and CEMETERIES MAINTENANCE will be received by the Office of the City Clerk, 491 E. Pioneer Avenue, Homer, Alaska 99603 until **2:00 p.m., Thursday, January 21, 2016**, at which time they will be publicly opened and read. Bids received after the time fixed for receipt of the Bid shall not be considered. **All bidders must submit a City of Homer Plan Holders Registration form to be on the Plan Holders List and to be considered responsive.** Plan holder registration forms, and Plans and Specifications are available on line <http://www.cityofhomer-ak.gov/rfps>

The project consists of furnishing all labor, materials, equipment, tools, supervision, and other facilities necessary to perform the project in accordance with the plans and specifications. The work includes, but is not limited to the following:

The mowing and trimming of the grasses of eight Parks, Airport, City Hall, Homer Police Department, two cemeteries and Homer Recreation Center, owned by and located throughout the City of Homer. One application of fertilizer shall be applied to these locations as identified in the project specifications.

Please direct all questions regarding this project to:

Angie Otteson
Parks Maintenance Coordinator
(907) 235-3170

An electronic copy of Plans and Specifications is available on the City's website <http://www.cityofhomer-ak.gov/rfps> or you may purchase hard copies for \$10.00 per set at the City Clerk's Office. All fees are non-refundable. The City of Homer reserves the right to accept or reject any or all bids, to waive irregularities or informalities in the bids, and to award the contract to the lowest responsive bidder.

Dated this December 28, 2015

City of Homer


Katie Koester, City Manager

PUB: HOMER NEWS: 1/7/16 and 1/14/16

INVITATION TO BID

**By the City of Homer, Alaska
For CITY HALL, PARKS, and CEMETERIES LAWN MAINTENANCE
2016, 2017, & 2018**

The City of Homer, Alaska, is requesting bids from qualified firms and individuals for the project described herein.

The following subjects are discussed herein to assist you in the preparation of your proposal.

- I. Scope of Services
- II. Fertilizer Specifications & Rates of Application
- III. Mowing Frequency
- IV. License and Insurance
- V. Areas of Work – Mowing and Trimming
- VI. Areas of Work - Fertilizing
- VII. Contract Period
- VIII. Project Schedule
- IX. Bid Schedule
- X. Mowing Area Maps

I. Scope of Services

This is a three-year, renewable contract. Bid prices shall remain in affect through the end of the contract period of 2018.

This Work consists of the mowing and trimming of the grasses at the Homer City Hall, Police Department, city-owned parks and cemeteries, Homer City Center(HERC) and airport, which are located throughout the City of Homer and identified in Section V of these specifications.

Work also consists of the furnishing and application of fertilizer to the areas identified in Section VI of these specifications.

The bidder shall be required to furnish all labor, materials, equipment, tools, supervision, and other facilities necessary to perform the work safely, and in accordance with the specifications.

II. Fertilizer Specifications & Rates of Application

A. Specifications:

Fertilizer shall be of the standard commercial type supplied and shall be rated as 10-20-20 variety.

B. Rates of Application:

Fertilizer application rates shall be at a minimum of ten pounds per 1000 square feet (10#/1000 s.f.).

C. Application Time:

One application of fertilizer shall be performed between **May 15th and June 15th**.

D. Payment:

This item of work shall be bid independently. Should the bids received exceed the budgeted amount, the City reserves the right to delete all, or portions of this item as stated Section IX, *Bid Schedule*.

III. Mowing Frequency

All areas, as identified in these specifications, shall be mowed and trimmed a minimum of one time per week.

Any area NOT completed on a weekly basis, due to the contractor's failure to perform, shall subject the contractor to an assessment of **FIFTY DOLLARS** (\$50.00) per week for each week that the work is not completed. In addition, no payment will be made for the area not completed for that week.

IV. License and Insurance

The bidder shall be responsible to secure and maintain a minimum of FIVE HUNDRED THOUSAND DOLLARS (\$500,000) comprehensive general liability insurance, and comprehensive automobile insurance. The bidder shall also be required to secure and maintain such insurance as will protect him and any subcontractors from claims under the Workmen's Compensation Acts.

All insurance certificates shall name the City of Homer as an Additional Insured.

The bidder is required to possess and maintain a current State of Alaska Business License.

A copy of the required License and Insurance Certificates shall be submitted upon award of the contract and prior to commencing any work.

V. Areas of Work – Mowing & Trimming (See attached mowing contract maps)

- | | | |
|-----|--------------------------|-------------------------|
| “A” | Karen Hornaday Park..... | mow and trim lawn areas |
| “B” | WKFL Park..... | mow and trim lawn areas |
| “C” | Ben Walter's Park..... | mow and trim lawn areas |

“D”	Pioneer Cemetery.....	mow and trim lawn areas
“E”	Hickerson Cemetery.....	mow and trim lawn areas
“F”	Bayview Park.....	mow and trim lawn areas
“G”	Jeffrey Park.....	mow and trim lawn areas
“H”	Bishop’s Beach Park.....	mow and trim lawn areas
“I”	Woodside Park.....	mow and trim lawn areas
“J”	City Hall.....	mow and trim lawn areas
“K”	HERC.....	mow and trim lawn areas
“L”	Airport.....	mow and trim lawn areas
“M”	Jack Gist Park	mow and trim lawn areas
“N”	Homer Police Department.....	mow and trim lawn areas

***Note: Areas bordered by roadways shall be mowed and trimmed to roadway edge. Areas bordered by fences shall be mowed and trimmed on both sides of the fence.**

VI. Areas of Work – Fertilizer

“A”	Karen Hornaday Park.....	apply fertilizer - 384,807 s.f.
“B”	WKFL Park.....	apply fertilizer - 11,000 s.f.
“C”	Ben Walter’s Park.....	apply fertilizer - 12,260 s.f.
“D”	Pioneer Cemetery.....	apply fertilizer - 12,000 s.f.
“E”	Hickerson Cemetery.....	apply fertilizer - 140,000 s.f.
“F”	Bayview Park.....	apply fertilizer - 20,000 s.f.
“G”	Jeffrey Park.....	apply fertilizer - 24,000 s.f.
“H”	Bishop’s Beach Park.....	apply fertilizer - 14,000 s.f.
“I”	Woodside Park.....	apply fertilizer - 3,569 s.f.
“J”	City Hall.....	apply fertilizer - 12,120 s.f.
“K”	HERC.....	apply fertilizer - 54,400 s.f.
“L”	Airport	apply fertilizer - 9,300 s.f.
“M”	Jack Gist Park	apply fertilizer- 224,643 s.f.
“N”	Homer Police Department.....	apply fertilizer - 7,040 s.f.

VII. Contract Period

The following contract period dates apply to the year 2016. The dates may change slightly on subsequent years and will be established at the yearly contract renewal and Notice to Proceed.

Mowing and trimming work is to be provided from May 16, 2016 through September 2, 2016, for a total of sixteen (16) weeks.

Fertilizer application shall occur between May 15, 2016 and June 15, 2016.

Project Schedule

Advertise to Bid:

HOMER NEWS January 7 & 14, 2016

Bid Opening.....January 21, 2016

Council Award..... February 8, 2016

Contract Period..... May 15, 2016 through September 2, 2016

VIII. Bid Schedule

Bidders are required to bid each Area independently. The City reserves the right to deduct Areas from the contract prior to award if funds are insufficient to award the entire contract. If deduction becomes necessary, as determined by the City, the order of deductions shall be in the reverse order of the Areas as listed in Sections V. and VI. of these specifications.

**CITY HALL, PARKS, and CEMETERIES LAWN MAINTENANCE
 BID SCHEDULE "A"**

**Mowing and Trimming
 2016, 2017, & 2018**

ITEM	ESTIMATED QUANTITY	PAY ITEM NAME WITH UNIT BID PRICE WRITTEN IN WORDS	UNIT BID PRICE PER WEEK	TOTAL BID AMOUNT
101	16 (weeks)	Mow and Trim Area "A" at unit price of: _____		
		Per Week		
102	16 (weeks)	Mow and Trim Area "B" at unit price of: _____		
		Per Week		
103	16 (weeks)	Mow and Trim Area "C" at unit price of: _____		
		Per Week		
104	16 (weeks)	Mow and Trim Area "D" at unit price of: _____		
		Per Week		
105	16 (weeks)	Mow and Trim Area "E" at unit price of: _____		
		Per Week		
106	16 (weeks)	Mow and Trim Area "F" at unit price of: _____		
		Per Week		
107	16 (weeks)	Mow and Trim Area "G" at unit price of: _____		
		Per Week		
108	16 (weeks)	Mow and Trim Area "H" at unit price of: _____		
		Per Week		
109	16 (weeks)	Mow and Trim Area "I" at unit price of: _____		
		Per Week		

**CITY HALL, PARKS, and CEMETERIES LAWN MAINTENANCE
 BID SCHEDULE "A"**

**Mowing and Trimming
 2013, 2014, & 2015**

ITEM	ESTIMATED QUANTITY	PAY ITEM NAME WITH UNIT BID PRICE WRITTEN IN WORDS	UNIT BID PRICE PER WEEK	TOTAL BID AMOUNT
110	16 (weeks)	Mow and Trim Area "J" at unit price of: _____		
		Per Week		
111	16 (weeks)	Mow and Trim Area "K" at unit price of: _____		
		Per Week		
112	16 (weeks)	Mow and Trim Area "L" at unit price of: _____		
		Per Week		
113	16 (weeks)	Mow and Trim Area "M" at unit price of: _____		
		Per Week		
114	16 (weeks)	Mow and Trim Area "N" at unit price of: _____		
		Per Week		

COMBINED TOTAL BID AMOUNT - BID SCHEDULE "A": _____

**CITY HALL, PARKS, and CEMETERIES LAWN MAINTENANCE
 BID SCHEDULE "B"**

**Fertilizer – Furnish & Apply
 2013, 2014, & 2015**

ITEM	ESTIMATED QUANTITY	PAY ITEM NAME WITH UNIT BID PRICE WRITTEN IN WORDS	UNIT BID PRICE PER WEEK	TOTAL BID AMOUNT
101-1	384,807 S.F.	Apply Fertilizer Area "A" at the unit price of: _____		
		Per MSF (1000 s.f.)		
102-1	11,000 S.F.	Apply Fertilizer Area "B" at the unit price of: _____		
		Per MSF (1000 s.f.)		
103-1	12,260 S.F.	Apply Fertilizer Area "C" at the unit price of: _____		
		Per MSF (1000 s.f.)		
104-1	12,000 S.F.	Apply Fertilizer Area "D" at the unit price of: _____		
		Per MSF (1000 s.f.)		
105-1	140,000 S.F.	Apply Fertilizer Area "E" at the unit price of: _____		
		Per MSF (1000 s.f.)		
106-1	20,000 S.F.	Apply Fertilizer Area "F" at the unit price of: _____		
		Per MSF (1000 s.f.)		
107-1	24,000 S.F.	Apply Fertilizer Area "G" at the unit price of: _____		
		Per MSF (1000 s.f.)		
108-1	14,000 S.F.	Apply Fertilizer Area "H" at the unit price of: _____		
		Per MSF (1000 s.f.)		
109-1	3,569 S.F.	Apply Fertilizer Area "I" at the unit price of: _____		
		Per MSF (1000 s.f.)		

**CITY HALL, PARKS, and CEMETERIES LAWN MAINTENANCE
 BID SCHEDULE “B”**

**Fertilizer – Furnish & Apply
 2013, 2014, & 2015**

ITEM	ESTIMATED QUANTITY	PAY ITEM NAME WITH UNIT BID PRICE WRITTEN IN WORDS	UNIT BID PRICE PER WEEK	TOTAL BID AMOUNT
110-1	12,120 S.F.	Apply Fertilizer Area “J” at the unit price of: _____		
		Per MSF (1000 s.f.)		
111-1	54,400 S.F.	Apply Fertilizer Area “K” at the unit price of: _____		
		Per MSF (1000 s.f.)		
112-1	9,300 S.F.	Apply Fertilizer Area “L” at the unit price of: _____		
		Per MSF (1000 s.f.)		
113-1	224,643 S.F.	Apply Fertilizer Area “M” at unit price of: _____		
		Per MSF (1000 s.f.)		
114-1	7,040 S.F.	Apply Fertilizer Area “N” at unit price of: _____		
		Per MSF (1000 s.f.)		

COMBINED TOTAL BID AMOUNT – BID SCHEDULE “B”: _____

BID

**CITY HALL, PARKS, and CEMETERIES LAWN MAINTENANCE
2016, 2017, & 2018**

TOTAL AMOUNT – BID SCHEDULE “A”: \$ _____

TOTAL AMOUNT – BID SCHEDULE “B”: \$ _____

TOTAL AMOUNT – BID SCHEDULE “A” & “B” \$ _____

In Numbers

Total Amount – Bid Schedule “A” & “B”

In Words

Name of Firm: _____

Address of Firm: _____

Authorized Signature: _____

Printed Name of Signature: _____

Date of Bid: _____

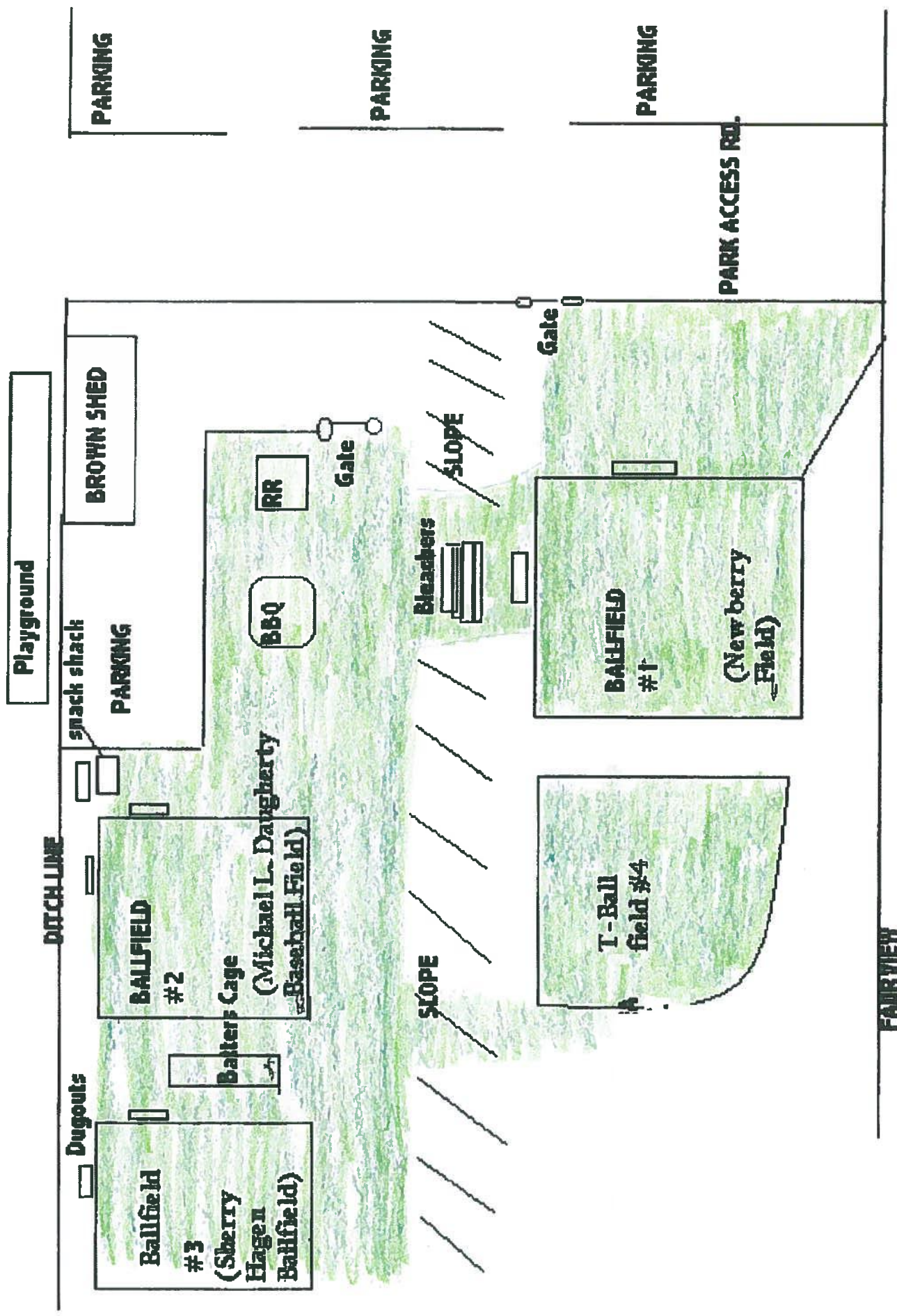
Section X

Mowing Contract Maps For City Hall, Parks & Cemeteries Maintenance

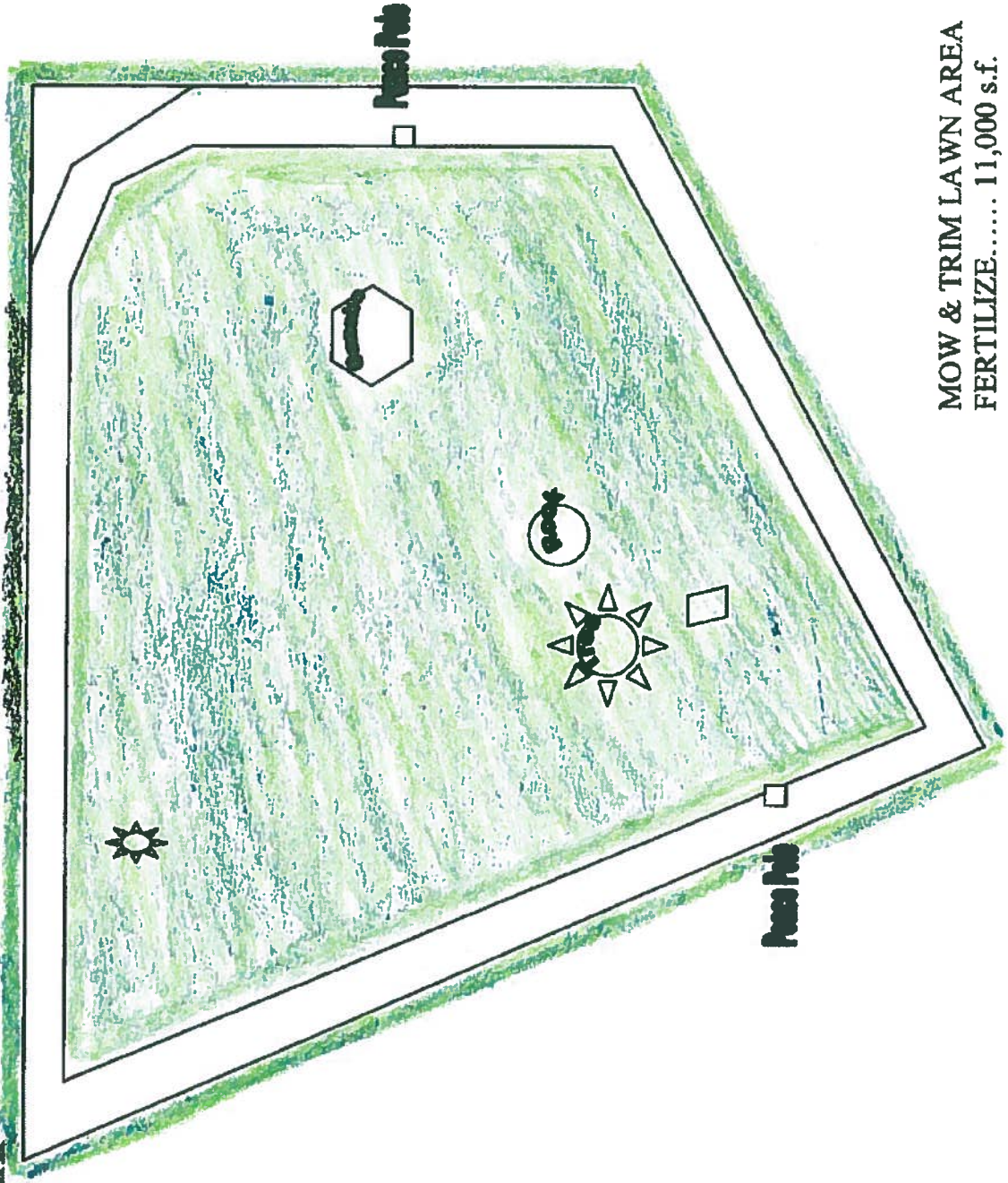


Karen Hornaday Park
 Mow & Trim Lawn Area
 Fertilize 384,807 s.f.

CAMPGROUND



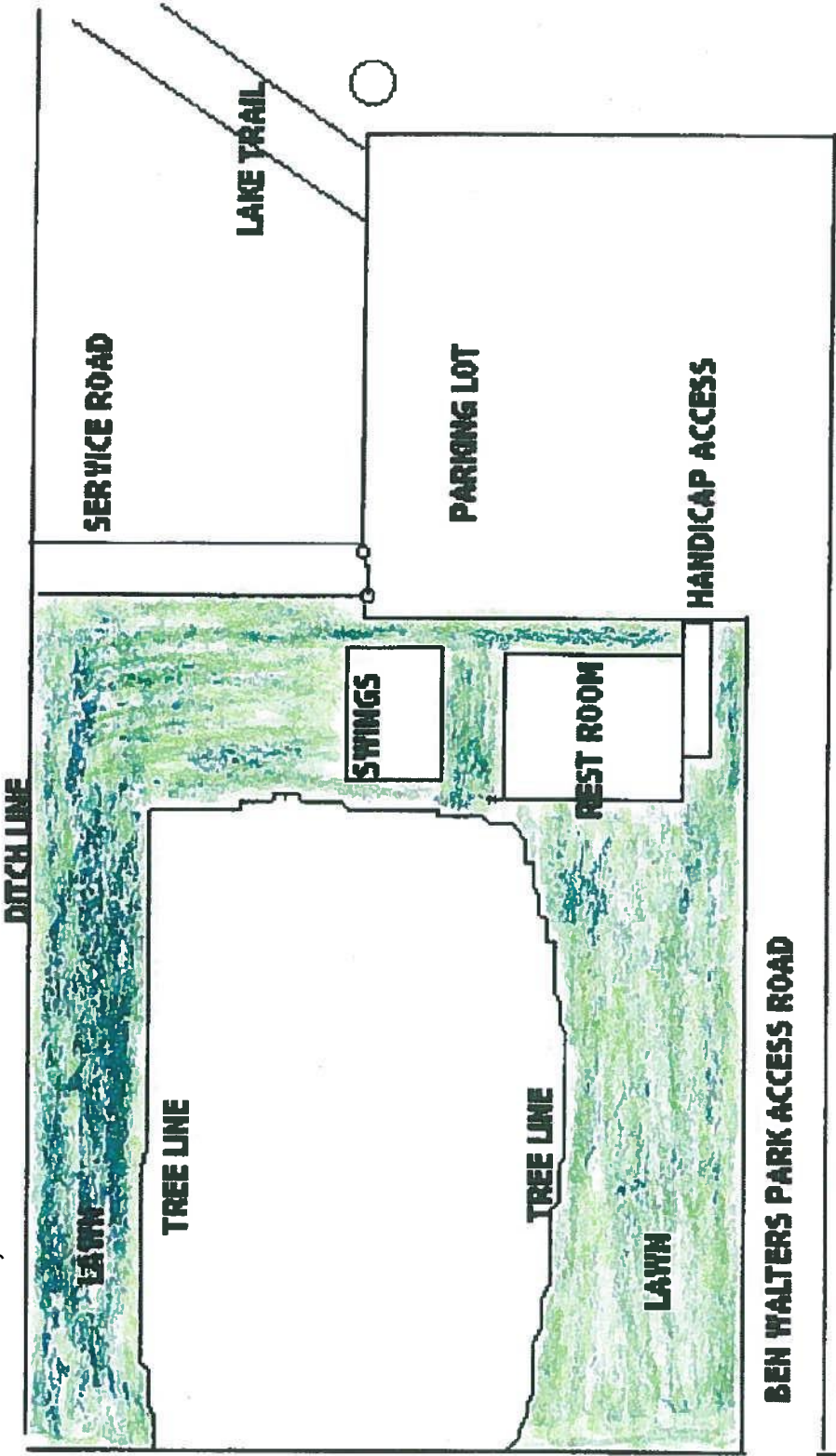
WKFL Park



MOW & TRIM LAWN AREA
FERTILIZE..... 11,000 s.f.

Ben Walters Park

**Mow & Trim Lawn Area
Fertilize 12,260 s.f.**

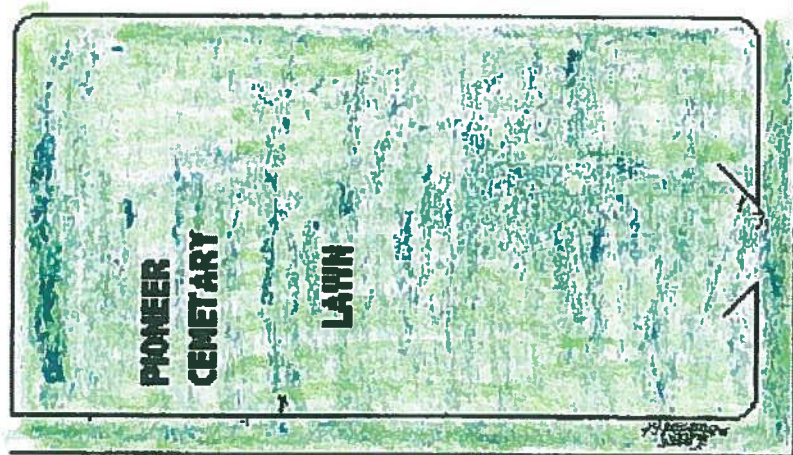


B E N W A L T E R S

**PIONEER
CEMETARY**

LAWN

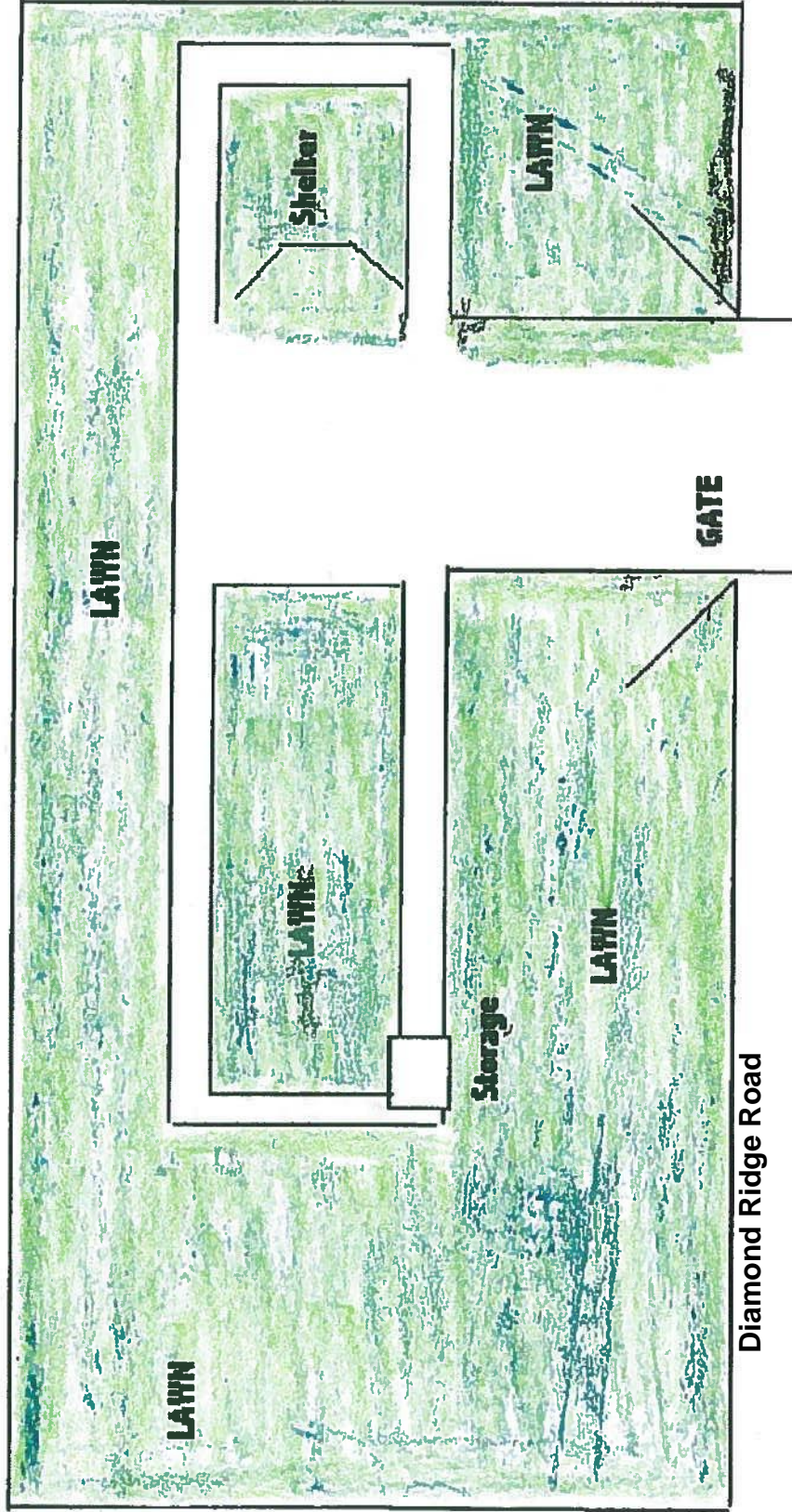
Pioneer Cemetery
Mow & Trim Lawn Area
Fertilize 12,000 s.f.



EAST END ROAD

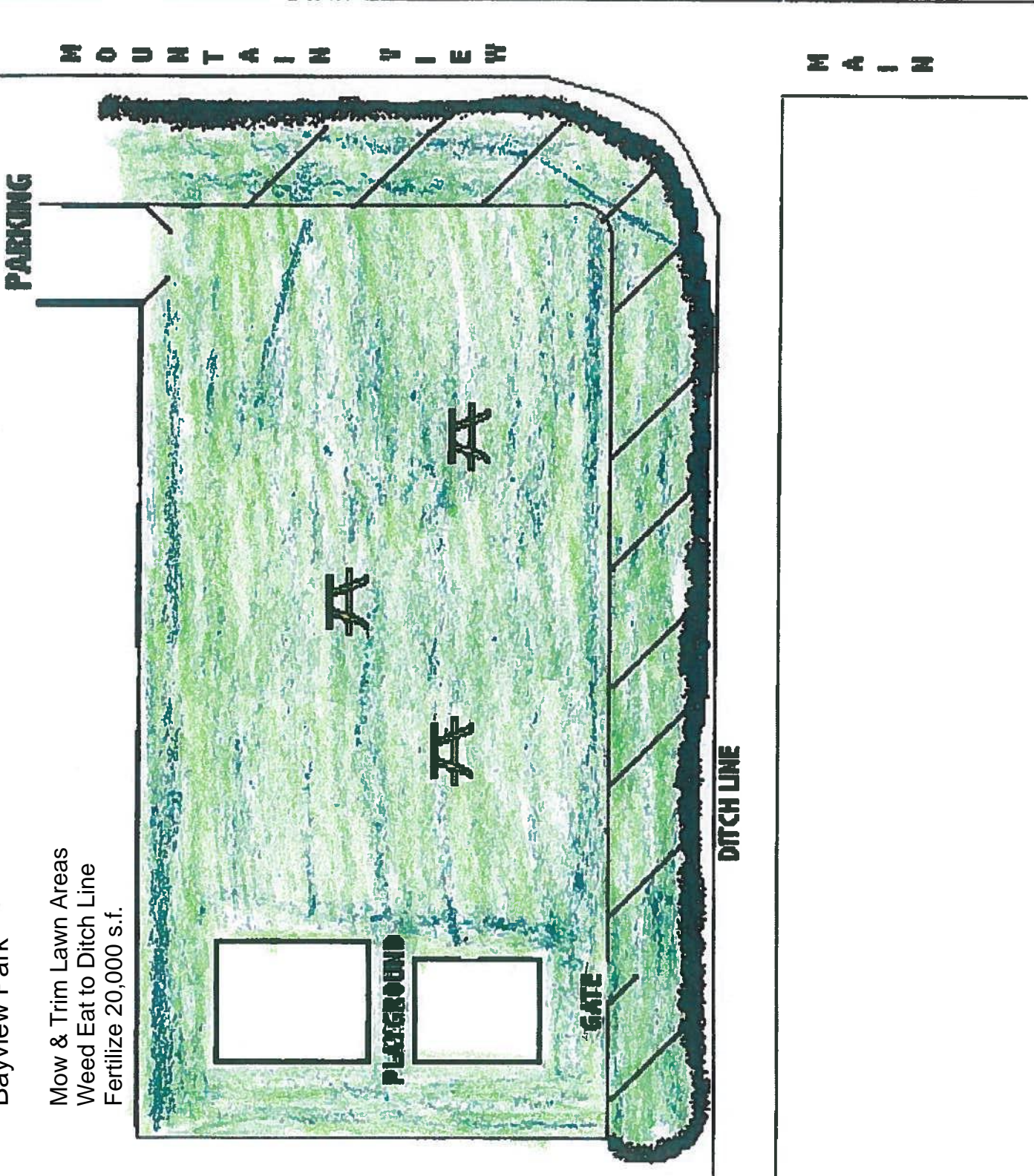
Hickerson Cemetery

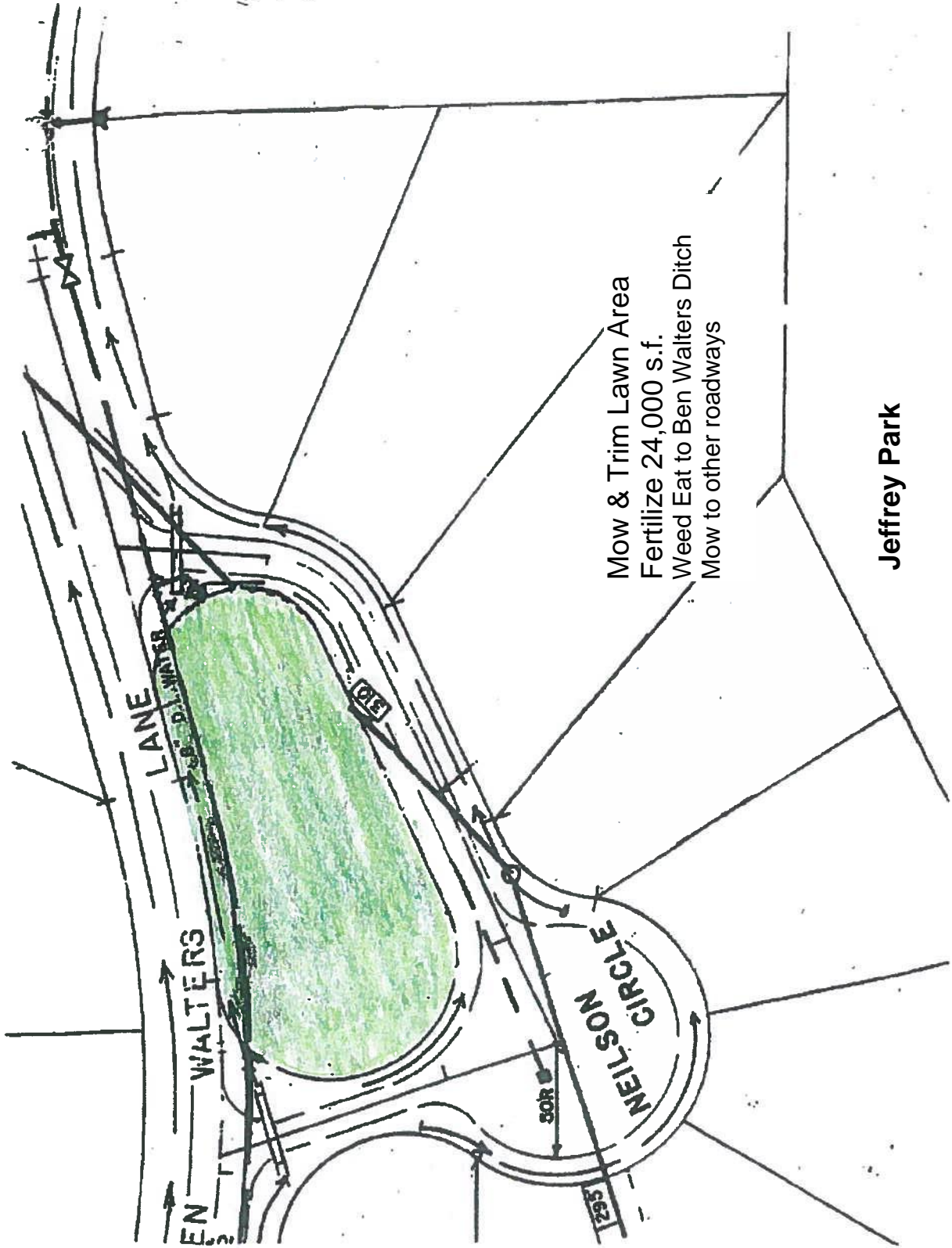
Mow & Fertilize Lawn Area
Fertilize 140,000 s.f.



Bayview Park

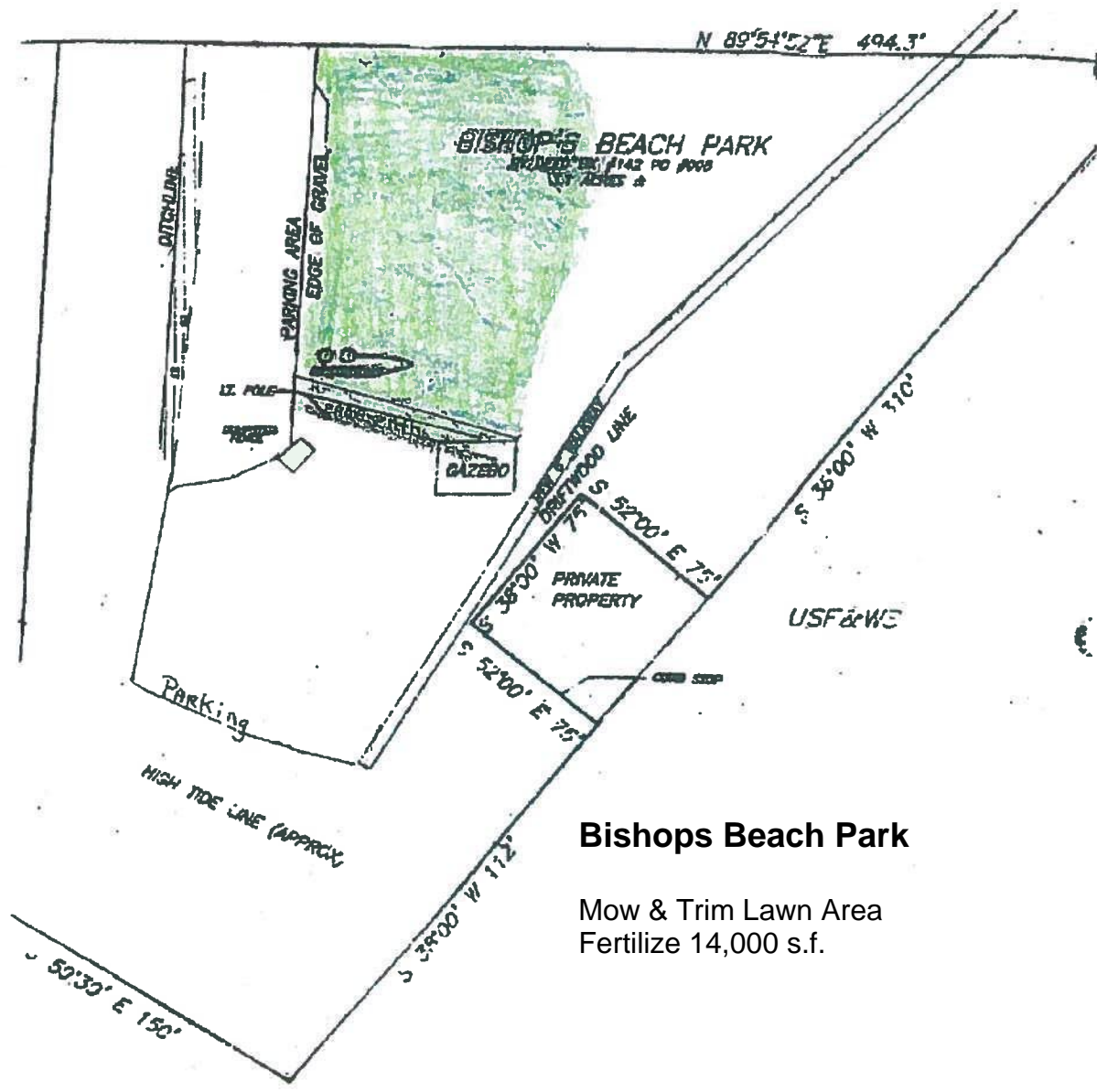
- Mow & Trim Lawn Areas
- Weed Eat to Ditch Line
- Fertilize 20,000 s.f.





Mow & Trim Lawn Area
Fertilize 24,000 s.f.
Weed Eat to Ben Walters Ditch
Mow to other roadways

Jeffrey Park

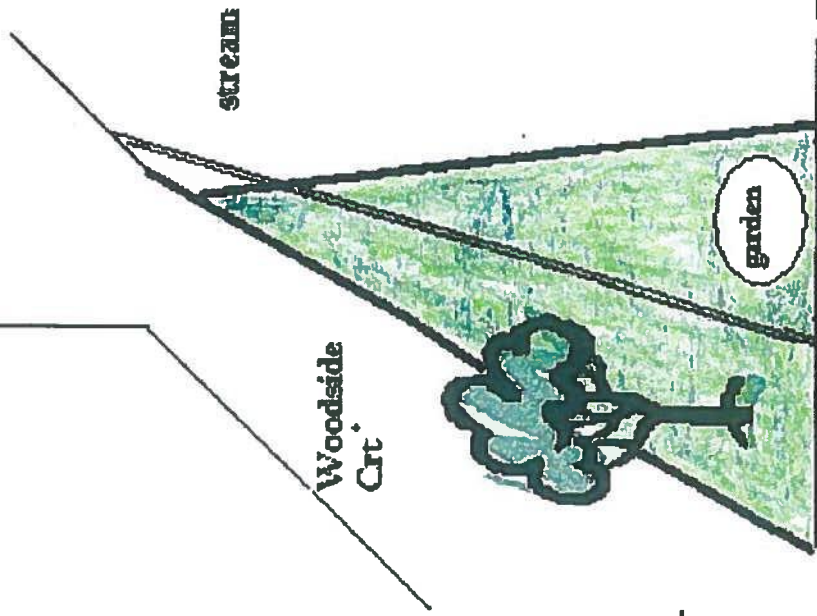


Bishops Beach Park

Mow & Trim Lawn Area
 Fertilize 14,000 s.f.

KACHEMAK BAY

OLD SCHOOL



WOODSIDE CRT

Private Property

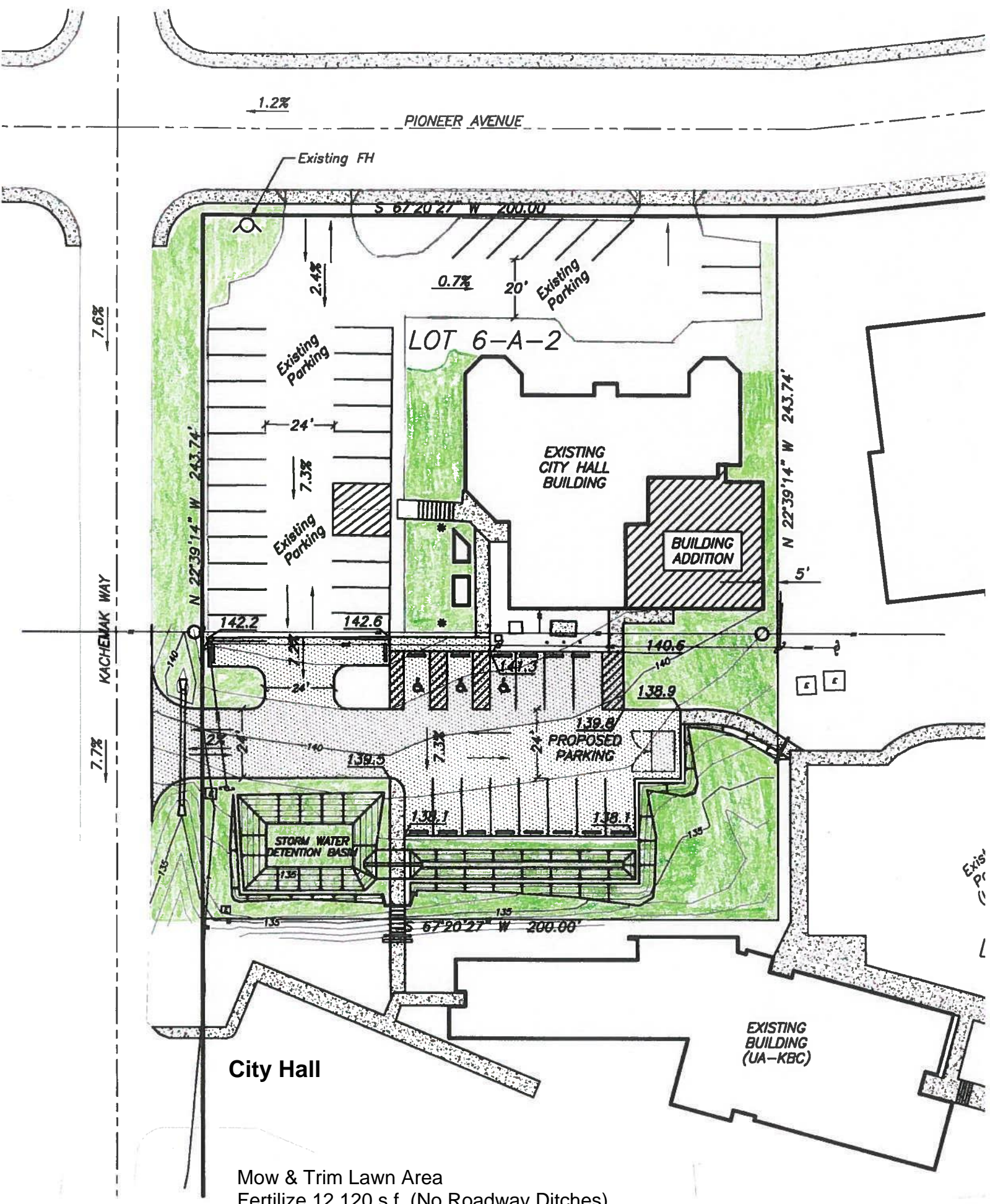
stream

garden

PIONEER AVENUE

Mow & Trim Lawn Area
Fertilize 3,569 s.f.

Woodside Park



1.2%

PIONEER AVENUE

Existing FH

S 67°20'27" W 200.00'

0.7%

20'

Existing Parking

Existing Parking

LOT 6-A-2

EXISTING CITY HALL BUILDING

BUILDING ADDITION

24'

7.3%

Existing Parking

N 22°39'14" W 243.74'

5'

N 22°39'14" W 243.74'

142.2

142.6

140.6

138.9

PROPOSED PARKING

STORM WATER DETENTION BASIN

City Hall

EXISTING BUILDING (UA-KBC)

Mow & Trim Lawn Area
Fertilize 12,120 s.f. (No Roadway Ditches)



7.6%

7.7%

KACHEIAK WAY

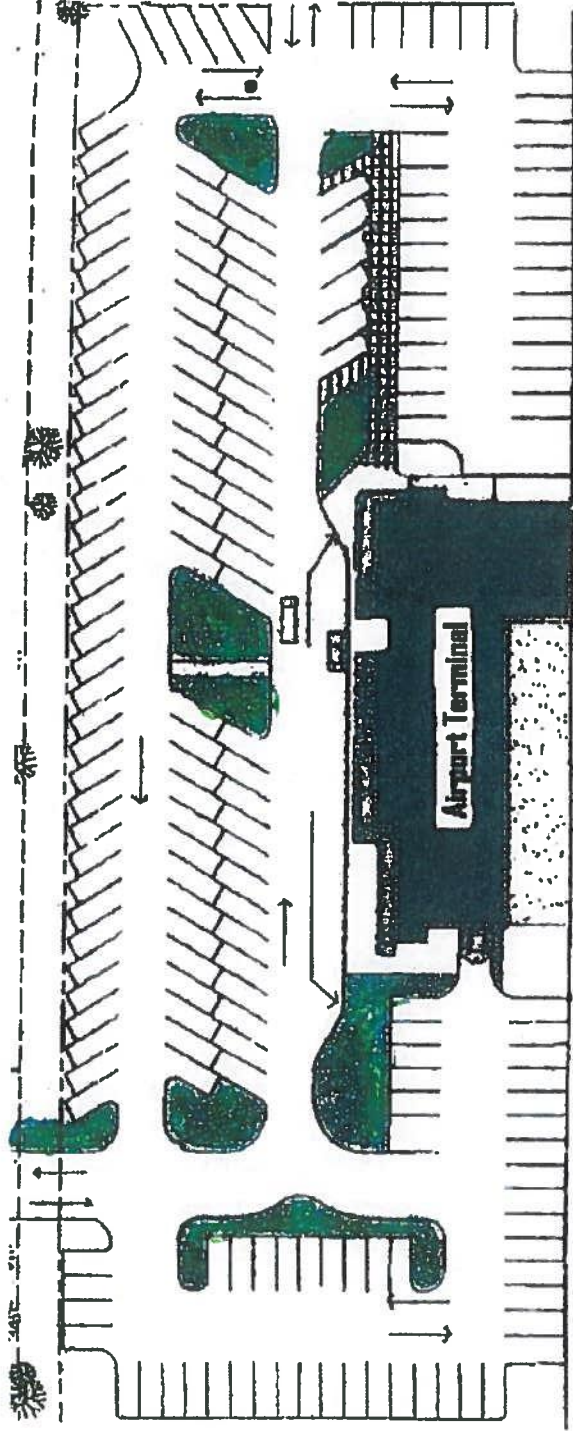
HERC

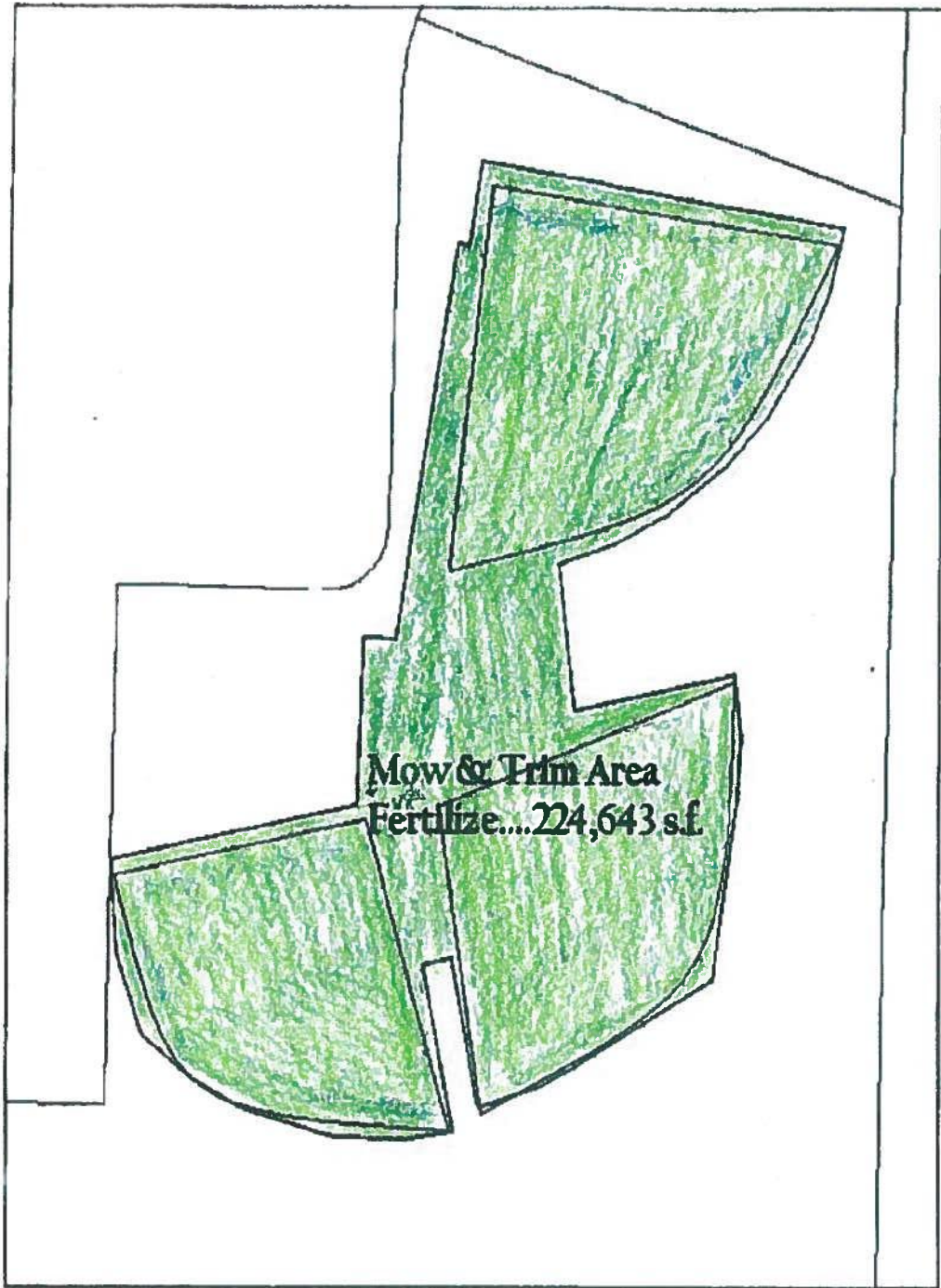
Mow & Trim Lawn Area
Fertilize 55,400 s.f.



Airport Terminal

Mow & Trim Lawn Area
Fertilize 9,300 s.f.





Jack Gist Park

Mow & Trim Lawn Area
Fertilize 224,643 s.f.

Homer Police Department

Mow & Trim Lawn Area
Fertilize 7040 s.f.

