



INVITATION TO BID NO: 10-X-2219857

STATE OF ALABAMA
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING

REQ. AGENCY : 010022
DEPARTMENT OF FINANCE
AGENCY REQ. NO. : 1034066RA
T-NUMBER : TA777
DATE ISSUED : 07/02/10
VENDOR NO. :
VENDOR PHONE NO. :
SNAP REQ. NO. : 1443154
BUYER NAME : BRYAN MATTHEWS

INVITATION TO BID

FOR: LAWN SERVICE

BUYER PHONE NO. : (334) 242-7250-
PURCHASING PHONE NO: (334) 242-7250

BID MUST BE RECEIVED BEFORE:
DATE: 07/22/10 TIME: 5:00 PM

BIDS WILL BE PUBLICLY OPENED:
DATE: 07/23/10 TIME: 10:00AM

TO BE COMPLETED BY VENDOR

INFORMATION IN THIS SECTION SHOULD BE PROVIDED, AS APPROPRIATE. BID RESPONSE MUST BE IN INK OR TYPED WITH ORIGINAL SIGNATURE AND NOTARIZATION.

1. DELIVERY: CAN BE MADE _____ DAYS OR _____ WEEKS AFTER RECEIPT OF ORDER
2. TERMS: _____(DISCOUNTS ARE TAKEN WITHOUT REGARD TO DATE OF PAYMENT.)
3. PRICE VALID FOR ACCEPTANCE WITHIN _____ DAYS.
4. VENDOR QUOTATION REFERENCE NUMBER, IF ANY: _____
(THIS NUMBER WILL APPEAR ON THE PURCHASE ORDER.)
5. E-MAIL ADDRESS: _____
INTERNET WEBSITE: _____
6. GENERAL CONTRACTOR'S LICENSE NO: _____
TYPE OF G.C. LICENSE: _____

***** IMPORTANT NOTE: *****

BIDDERS MUST COMPLY WITH ALL "BID RESPONSE INSTRUCTIONS" ON PAGE 2, TO INCLUDE ITEM 7 - COPY REQUIREMENT.

RETURN INVITATION TO BID:

US MAIL

COURIER

STATE OF ALABAMA
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING
P O BOX 302620
MONTGOMERY, AL 36130-2620

STATE OF ALABAMA
DIVISION OF PURCHASING
RSA UNION BUILDING
100 N. UNION ST., SUITE 192
MONTGOMERY, AL 36104

SIGNATURE AND NOTARIZATION REQUIRED

I HAVE READ THE ENTIRE BID AND AGREE TO FURNISH EACH ITEM OFFERED AT THE PRICE QUOTED. I HERBY AFFIRM I HAVE NOT BEEN IN ANY AGREEMENT OR COLLUSION AMONG BIDDERS IN RESTRAINT OF FREEDOM OF COMPETITION BY AGREEMENT TO BID AT A FIXED PRICE OR TO REFRAIN FROM BIDDING.

SWORN TO AND

FEIN OR SSN

AUTHORIZED SIGNATURE (INK)

SUBSCRIBED BEFORE ME THIS

COMPANY NAME

TYPE/PRINT AUTHORIZED NAME

DAY OF

MAIL ADDRESS

TITLE

NOTARY PUBLIC

CITY, STATE, ZIP

TOLL FREE NUMBER

TERM EXP:

PHONE INCLUDING AREA CODE

FAX NUMBER

STANDARD TERMS & CONDITIONS

VENDOR NAME :

VENDOR NUMBER: -
ITB NO. : 10-X-2219857 PAGE 2
OPEN DATE : 07/23/10 TIME: 10:00AM
T-NUMBER : TA777
RETURN DATE: 07/22/10 TIME: 5:00 PM

INVITATION TO BID

AUTHORITY:

THE DEPARTMENT OF FINANCE CODE OF ADMINISTRATIVE PROCEDURE, CHAPTER 355-4-1 EFFECTIVE DECEMBER 20, 2001 IS INCORPORATED BY REFERENCE AND MADE A PART OF THIS DOCUMENT. TO RECEIVE A COPY CALL (334)242-7250, OR OUR WEBSITE WWW.PURCHASING.ALABAMA.GOV .

INFORMATION AND ASSISTANCE TO MINORITY AND WOMEN-OWNED BUSINESSES IN ACQUIRING M/WBE CERTIFICATION MAY BE OBTAINED FROM THE OFFICE OF MINORITY BUSINESS ENTERPRISE, 1-800-447-4191.

BID (ITB) RESPONSE INSTRUCTIONS REV: 01/14/10

1. TO SUBMIT A RESPONSIVE BID, READ THESE INSTRUCTIONS, ALL TERMS, CONDITIONS AND SPECIFICATIONS.
2. BID ENVELOPES/PACKAGES/BOXES MUST BE IDENTIFIED ON FRONT, PREFERABLY LOWER LEFT CORNER AND BE VISIBLE WITH THE BID NUMBER AND OPENING DATE. EACH INDIVIDUAL BID (IDENTIFIED BY A UNIQUE BID NUMBER) MUST BE SUBMITTED IN A SEPARATE ENVELOPE. RESPONSES TO MULTIPLE BID NUMBERS SUBMITTED IN THE SAME ENVELOPE/COURIER PACKAGE, THAT ARE NOT IN SEPARATE ENVELOPES PROPERLY IDENTIFIED, WILL BE REJECTED. THE DIVISION OF PURCHASING DOES NOT ASSUME RESPONSIBILITY FOR LATE BIDS FOR ANY REASON INCLUDING THOSE DUE TO POSTAL, OR COURIER SERVICE. BID RESPONSES MUST BE IN THE DIVISION OF PURCHASING OFFICE PRIOR TO THE "RECEIVE DATE AND TIME" INDICATED ON THE BID.
3. BID RESPONSES (PAGE 1, PRICE SHEET AND ADDENDUMS (WHEN SIGNATURE IS REQUIRED)) MUST BE IN INK OR TYPED ON THIS DOCUMENT. OR EXACT FORMAT WITH SIGNATURES BEING HANDWRITTEN ORIGINALS IN INK (PERSON SIGNING BID, NOTARY, AND NOTARY EXPIRATION), OR THE BID WILL BE REJECTED. UNLESS INDICATED IN THE BID, ALL PRICE PAGES MUST BE COMPLETED AND RETURNED. IF AN ITEM IS NOT BEING BID, IDENTIFY IT AS NB (NO-BID). PAGES SHOULD BE SECURED. THE DIVISION OF PURCHASING DOES NOT ASSUME RESPONSIBILITY FOR MISSING PAGES. FAXED BID RESPONSES WILL NOT BE ACCEPTED.
4. THE UNIT PRICE ALWAYS GOVERNS REGARDLESS OF THE EXTENDED AMOUNT. A UNIT PRICE CHANGE ON A LINE MUST BE INITIALED BY THE PERSON SIGNING THE BID, OR THAT LINE WILL BE REJECTED. THIS INCLUDES A CROSS-OUT, STRIKE-OVER, INK-OVER, WHITE-OUT, ERASURE, OR ANY OTHER METHOD CHANGING THE PRICE.
5. A "NO BID" MUST BE RETURNED TO REMAIN ON A CLASS/SUBCLASS. RETURN PAGE 1 OR NOTIFICATION PAGE MARKED "NO-BID". IDENTIFY IT ON THE ENVELOPE AS A "NO-BID". FAILING TO RESPOND TO 3 ITB'S WITHIN THE SAME CLASS/SUBCLASS WILL AUTOMATICALLY PURGE THE VENDOR FROM THAT CLASS/SUBCLASS. RESPONDING WITH 6 "NO-BIDS" WITHIN THE SAME CLASS/SUBCLASS WILL AUTOMATICALLY PURGE THE VENDOR FROM THAT CLASS/SUBCLASS. A "NO-BID" RECEIVED LATE IS CONSIDERED A NO RESPONSE.
6. THE DIVISION OF PURCHASING IS NOT RESPONSIBLE FOR MISINTERPRETATION OF DATA FAXED FROM THIS OFFICE.
7. THE DIVISION OF PURCHASING REQUIRES AN ORIGINAL AND A MINIMUM OF ONE COMPLETE EXACT COPY (TO INCLUDE SIGNATURE AND NOTARY) OF THE INVITATION-TO-BID RESPONSE. THE ORIGINAL AND THE COPY SHOULD BE SUBMITTED TOGETHER AS A BID PACKAGE. FAILURE TO MARK RESPONSES AS "ORIGINAL" AND/OR "COPY" COULD RESULT IN THE ENTIRE BID RESPONSE BEING REJECTED.
8. AN IMPROPERLY SUBMITTED BID, LATE BID, OR BID THAT IS CANCELLED ON OR BEFORE THE OPENING DATE WILL BE HELD FOR 90 DAYS AND THEN DESTROYED. THE BID MUST BE RETRIEVED DURING REGULAR WORK HOURS, MONDAY - FRIDAY, EXCEPT STATE HOLIDAYS. AFTER THE BID IS DESTROYED, THE DIVISION OF PURCHASING ASSUMES NO RESPONSIBILITY FOR THE DOCUMENT.

DISQUALIFIED/CANCELLED BID

BIDS THAT ARE IMPROPERLY SUBMITTED OR RECEIVED LATE WILL BE A RESPONSE FOR RECORD, BUT WILL NOT BE RETURNED OR A NOTIFICATION MAILED.

THE FOLLOWING IS A PARTIAL LIST WHEREBY A BID RESPONSE WILL BE DISQUALIFIED:

- BID NUMBER NOT ON FACE OF ENVELOPE/COURIER PACKAGE/BOX
- RESPONSES TO MULTIPLE BID NUMBERS IN SAME ENVELOPE NOT PROPERLY IDENTIFIED
- BID RECEIVED LATE
- BID NOT SIGNED/NOT ORIGINAL SIGNATURE
- BID NOT NOTARIZED/NOT ORIGINAL SIGNATURE OF NOTARY AND/OR NO NOTARY EXPIRATION
- NOTARIZED OWN SIGNATURE
- REQUIRED INFORMATION NOT SUBMITTED WITH BID
- FAILURE TO SUBMIT THE ORIGINAL BID AND A COMPLETE EXACT COPY

CERTIFICATION PURSUANT TO ACT NO. 2006-557

ALABAMA LAW (SECTION 41-4-116, CODE OF ALABAMA 1975) PROVIDES THAT EVERY BID SUBMITTED AND CONTRACT EXECUTED SHALL CONTAIN A CERTIFICATION THAT THE VENDOR, CONTRACTOR, AND ALL OF ITS AFFILIATES THAT MAKE SALES FOR DELIVERY INTO ALABAMA OR LEASES FOR USE IN ALABAMA ARE REGISTERED, COLLECTING, AND REMITTING ALABAMA STATE AND LOCAL SALES, USE, AND/OR LEASE TAX ON ALL TAXABLE SALES AND LEASES INTO ALABAMA. BY SUBMITTING THIS BID, THE BIDDER IS HEARBY CERTIFYING THAT THEY ARE IN FULL COMPLIANCE WITH ACT NO. 2006-557, THEY ARE NOT BARRED FROM BIDDING OR ENTERING INTO A CONTRACT PURSUANT TO 41-4-116, AND ACKNOWLEDGES THAT THE AWARDING AUTHORITY MAY DECLARE THE CONTRACT VOID IF THE CERTIFICATION IS FALSE.

SPECIAL TERMS & CONDITIONS

VENDOR NAME :

VENDOR NUMBER: -
ITB NO. : 10-X-2219857
OPEN DATE : 07/23/10 TIME: 10:00AM
T-NUMBER : TA777
RETURN DATE: 07/22/10 TIME: 5:00 PM

PAGE 3

INVITATION TO BID

INTENT TO AWARD

EFFECTIVE MAY 1, 2008, THE STATE OF ALABAMA - DIVISION OF PURCHASING WILL ISSUE AN 'INTENT TO AWARD' BEFORE A FINAL AWARD IS MADE. THE 'INTENT TO AWARD' WILL CONTINUE FOR A PERIOD OF FIVE (5) CALENDAR DAYS, AFTER WHICH A PURCHASE ORDER WILL BE PRODUCED. UPON FINAL AWARD, ALL RIGHTS TO PROTEST ARE FORFEITED. A DETAILED EXPLANATION OF THIS PROCESS MAY BE REVIEWED IN THE ALABAMA ADMINISTRATIVE CODE - CHAPTER 355-4-1(14).

ALTERNATE BID RESPONSE

UNLESS STATED ELSEWHERE IN THIS INVITATION-TO-BID (ITB) THE STATE OF ALABAMA WILL ACCEPT AND EVALUATE ALTERNATE BID SUBMITTALS ON ANY ITB'S. ALTERNATE BID RESPONSES WILL BE EVALUATED ACCORDING TO THE REQUIREMENTS AS ALL OTHER RESPONSES TO THIS ITB.

INTERNET WEBSITE LINK'S

INTERNET AND/OR WEBSITE LINKS WILL NOT BE ACCEPTED IN BID RESPONSES AS A MEANS TO SUPPLY ANY REQUIREMENTS STATED IN THIS ITB (INVITATION-TO-BID).

PRODUCT DELIVERY, RECEIVING AND ACCEPTANCE

IN ACCORDANCE WITH THE UNIVERSAL COMMERCE CODE (CODE OF ALABAMA, TITLE 7), AFTER DELIVERY, THE STATE OF ALABAMA HAS THE RIGHT TO INSPECT ALL PRODUCTS BEFORE ACCEPTING. THE STATE WILL INSPECT PRODUCTS IN A REASONABLE TIMEFRAME. SIGNATURE ON A DELIVERY DOCUMENT DOES NOT CONSTITUTE ACCEPTANCE BY THE STATE. THE STATE WILL ACCEPT PRODUCTS ONLY AFTER SATISFACTORY INSPECTION.

SALES TAX EXEMPTION

PURSUANT TO THE CODE OF ALABAMA, 1975, TITLE 40-23-4 (A) (11), THE STATE OF ALABAMA IS EXEMPT FROM PAYING SALES TAX. AN EXEMPTION LETTER WILL BE FURNISHED UPON REQUEST.

INVOICES

INQUIRIES CONCERNING PAYMENT AFTER INVOICES HAVE BEEN SUBMITTED ARE TO BE DIRECTED TO THE RECEIVING AGENCY, NOT THE DIVISION OF PURCHASING

BID RESPONSES AND BID RESULTS

UNEVALUATED BID RESPONSES (NOT BID RESULTS) ARE AVAILABLE ON OUR WEB SITE AT WWW.PURCHASING.ALABAMA.GOV. BID RESULTS WILL BE MADE AVAILABLE FOR REVIEW IN THE DIVISION OF PURCHASING OFFICE, BUT ONLY AFTER THE BID HAS BEEN AWARDED. WE DO NOT FAX OR MAIL COPIES OF BID RESULTS. IF A VENDOR WISHES TO REVIEW BID RESULTS IN OUR OFFICE, THEY SHOULD FAX THEIR REQUEST TO REVIEW THE BID TWO DAYS IN ADVANCE TO THE "BID REVIEW CLERK" AT (334) 242-4419. BE SURE TO REFERENCE THE BID NUMBER.

FOREIGN CORPORATION - CERTIFICATE OF AUTHORITY

ALABAMA LAW PROVIDES THAT A FOREIGN CORPORATION (AN OUT-OF-STATE COMPANY/FIRM) MAY NOT TRANSACT BUSINESS IN THE STATE OF ALABAMA UNTIL IT OBTAINS A CERTIFICATE OF AUTHORITY FROM THE SECRETARY OF STATE. SECTION 10-2B-15.01, CODE OF ALABAMA 1975. TO OBTAIN FORMS FOR A CERTIFICATE OF AUTHORITY, CONTACT THE SECRETARY OF STATE, CORPORATIONS DIVISION, (334) 242-5324. THE CERTIFICATE OF AUTHORITY DOES NOT KEEP THE VENDOR FROM SUBMITTING A BID.

BID IDENTIFICATION

REFERENCE PAGE 2, ITEM 2. DUE TO THE POSTAL SERVICE PUTTING BAR CODE LABELS ON ENVELOPES, IT CONCEALS THE BID NUMBER AND DATE IF THE VENDOR HAS WRITTEN THEM OTHER THAN THE LOWER LEFT CORNER, THEREFORE THE BID WOULD BE REJECTED FOR NOT BEING PROPERLY IDENTIFIED.

SPECIAL TERMS & CONDITIONS

VENDOR NAME :

VENDOR NUMBER: -
ITB NO. : 10-X-2219857
OPEN DATE : 07/23/10 TIME: 10:00AM
T-NUMBER : TA777
RETURN DATE: 07/22/10 TIME: 5:00 PM

PAGE 4

INVITATION TO BID

AWARD:

AWARD WILL BE BY INDIVIDUAL ITEM, OR GROUPS OF ITEMS (IF INDICATED) TO THE LOWEST RESPONSIBLE BIDDER MEETING ALL SPECIFICATIONS.

CERTIFICATION OF INSPECTION:

THIS STATEMENT CERTIFIES THE VENDOR HAS INSPECTED THE FACILITY/AREA LISTED HEREIN AND IS AWARE OF ALL REQUIREMENTS, TERMS AND CONDITIONS OUTLINED. TO VALIDATE THIS CERTIFICATION, THE VENDOR AND AGENCY MANAGEMENT (DIRECTOR, MANAGER, SUPERVISOR ETC) MUST SIGN BELOW. THIS SIGNED STATEMENT MUST BE RETURNED WITH THE BID, OR THE BID WILL BE REJECTED.

VENDOR'S SIGNATURE: _____ DATE: _____

AGENCY'S SIGNATURE: _____ DATE: _____

TITLE: _____

LIABILITY INSURANCE:

VENDOR MUST HAVE A MINIMUM OF \$1,000,000.00 PER OCCURANCE COVERAGE AND \$2,000,000.00 AGGREGATE. INSURANCE MUST BE IN EFFECT FOR THE CONTRACT PERIOD. INSURANCE CERTIFICATE, OR LETTER OF INTENT TO PROVIDE THE AMOUNT OF COVERAGE FROM THE INSURANCE COMPANY MUST BE SUBMITTED WITH THE BID, OR THE BID WILL BE REJECTED. VENDOR IS RESPONSIBLE FOR ALL LOSSES/DAMAGES CAUSED BY ITS EMPLOYEES. INSURANCE CERTIFICATE, WHEN ISSUED, MUST SHOW THE STATE OF ALABAMA AS THE CERTIFICATE HOLDER.

CONTRACT PERIOD:

ESTABLISH A 12 MONTH CONTRACT WITH AN OPTION TO EXTEND FOR A SECOND, THIRD, FOURTH, AND FIFTH 12 MONTH PERIOD WITH THE SAME PRICING, TERMS AND CONDITIONS. THE SECOND, THIRD, FOURTH, OR FIFTH 12 MONTH PERIOD, IF AGREED BY BOTH PARTIES, WOULD BEGIN THE DAY AFTER THE FIRST, SECOND, THIRD, OR FOURTH 12 MONTH PERIOD EXPIRES. ANY SUCCESSIVE EXTENSION MUST HAVE WRITTEN APPROVAL OF BOTH THE STATE AND VENDOR NO LATER THAN 30 DAYS PRIOR TO EXPIRATION OF THE PREVIOUS 12 MONTH PERIOD.

NON-APPROPRIATION OF FUNDS:

CONTINUATION OF ANY AGREEMENT BETWEEN THE STATE AND A BIDDER BEYOND A FISCAL YEAR IS CONTINGENT UPON CONTINUED LEGISLATIVE APPROPRIATION OF FUNDS FOR THE PURPOSE OF THIS BID AND ANY RESULTING AGREEMENT. NON-AVAILABILITY OF FUNDS AT ANY TIME SHALL CAUSE ANY AGREEMENT TO BECOME VOID AND UNENFORCEABLE AND NO LIQUIDATED DAMAGES SHALL ACCRUE TO THE STATE AS A RESULT. THE STATE WILL NOT INCUR LIABILITY BEYOND THE PAYMENT OF ACCRUED AGREEMENT PAYMENT.

PRORATION:

ANY PROVISION OF A CONTRACT RESULTING FROM THIS BID TO THE CONTRARY NOTWITHSTANDING, IN THE EVENT OF FAILURE OF THE STATE TO MAKE PAYMENT HEREUNDER AS A RESULT OF PARTIAL UNAVAILABILITY, AT THE TIME SUCH PAYMENT IS DUE, OF SUCH SUFFICIENT REVENUES OF THE STATE TO MAKE SUCH PAYMENT (PRORATION OF APPROPRIATED FUNDS FOR THE STATE HAVING BEEN DECLARED BY THE GOVERNOR PURSUANT TO SECTION 41-4-90 OF THE CODE OF ALABAMA 1975), THE CONTRACTOR SHALL HAVE THE OPTION, IN ADDITION TO THE OTHER REMEDIES OF THE CONTRACT, OF RENEGOTIATING THE CONTRACT (EXTENDING OR CHANGING PAYMENT TERMS OR AMOUNTS) OR TERMINATING THE CONTRACT.

SPECIAL TERMS & CONDITIONS

VENDOR NAME :

VENDOR NUMBER: -
ITB NO. : 10-X-2219857
OPEN DATE : 07/23/10 TIME: 10:00AM
T-NUMBER : TA777
RETURN DATE: 07/22/10 TIME: 5:00 PM

PAGE 5

INVITATION TO BID

THE FOLLOWING CONFERENCES WILL BE HELD

CONFERENCE

LOCATION

MANDATORY SITE VISIT
DATE: 07/14/10
TIME: 10:00AM

FINANCE SERVICE DIVISION
425 S. UNION ST.
MONTGOMERY, AL 36130
CONTACT: BEN BARLOW

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -
ITB NO. : 10-X-2219857
OPEN DATE : 07/23/10 TIME: 10:00AM
T-NUMBER : TA777
RETURN DATE: 07/22/10 TIME: 5:00 PM

PAGE 6

INVITATION TO BID

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
UNLESS SPECIFIED OTHERWISE BELOW: SHIP TO: 010023 / 010M99 FINANCE/ALA BLDG RENOV FIN AUTHORIT ABRFA 425 SO UNION ST MONTGOMERY AL 36130					
00001	COMMODITY CODE: 988-36-065599 LAWN CARE PER ATTACHED SPECIFICATIONS FOR: LURLEEN B. WALLACE STATE OFFICE BUILDING 501 DEXTER AVENUE MONTGOMERY, AL 36130 CONTRACTOR MUST FURNISH ALL LABOR, MATERIAL, EQUIPMENT, AND SUPERVISION. PREBID SITE VISIT IS MANDATORY.	1	JB	_____	_____
00002	COMMODITY CODE: 988-36-065599 LAWN CARE PER ATTACHED SPECIFICATIONS FOR: ATTORNEY GENERAL / HOMELAND SECURITY BLD 500 DEXTER AVENUE MONTGOMERY, AL 36130 CONTRACTOR MUST FURNISH ALL LABOR, MATERIAL, EQUIPMENT, AND SUPERVISION. PREBID SITE VISIT IS MANDATORY.	1	JB	_____	_____
00003	COMMODITY CODE: 988-36-065599 LAWN CARE PER ATTACHED SPECIFICATIONS FOR: ALABAMA ARCHIVES AND HISTORY BUILDING 624 WASHINGTON AVENUE MONTGOMERY, AL 36130 CONTRACTOR MUST FURNISH ALL LABOR, MATERIAL, EQUIPMENT, AND SUPERVISION. PREBID SITE VISIT IS MANDATORY. FOR PROCEDURAL QUESTIONS CALL BRYAN MATTHEWS AT (334)353-5433. ***** FAILURE TO SUBMIT THE ORIGINAL BID AND A COMPLETE, EXACT COPY WILL RESULT IN YOUR BID BEING REJECTED. ***** *UNIT PRICE LINE MUST BE FILLED OUT. *VENDORS MUST ATTEND MANDATORY PRE-BID SITE VISIT OR THEIR BID PACKAGE WILL BE REJECTED. CONTACT PERSON FOR PRE-BID SITE VISIT: BEN BARLOW (334)353-0406	1	JB	_____	_____
PAGE TOTAL					_____
BID TOTAL					_____

SPECIFICATIONS FOR ITB #: 2219857

SERVICE SHALL INCLUDE MOWING OF ALL TURF AREAS. TURF CAN BE MULCHED OR BAGGED BUT MUST LOOK MANICURED WHEN FINISHED WITHOUT VISIBLE CLIPPINGS OR CLUMPS OF GRASS. SOME AREAS WILL REQUIRE PUSH MOWING.

ALL SIDEWALKS, CURBS, AND OTHER HARDSCAPES MUST BE EDGED. STRING TRIMMING IS TO BE DONE AROUND BED'S EDGES, OBJECTS IN TURF AREAS, AND ALONG THE OUTER EDGES OF TURF.

ALL LAWN CLIPPINGS AND OTHER DEBRIS SHOULD BE REMOVED FROM SIDEWALKS, STREET CURBS, AND DRIVES BY BLOWING OFF OR OTHER MEANS OF REMOVAL. THERE SHOULD BE NO LEAVES, VISIBLE CLIPPINGS, OR TRASH ON TURF AREAS WHEN SERVICE IS COMPLETED.

CONTRACTOR MUST FURNISH ALL LABOR, MATERIAL, EQUIPMENT, AND SUPERVISION. CONTRACTOR MUST FURNISH COMPETENT AND SKILLED PERSONS TO ASSURE QUALITY AND PERFORMANCE. WORKERS MUST HAVE UNIFORMS WITH COMPANY NAME ON SHIRT.

BID WILL BE AWARDED ON A LINE BY LINE BASIS.

VENDOR SHALL BID ON PER LAWN CUT SERVICE.

ALL BIDDERS SHOULD HAVE A MINIMUM OF 5 YEARS OF COMMERCIAL LAWN CARE MAINTENANCE EXPERIENCE.

BIDDERS MUST FURNISH REFERENCES FROM 3 CURRENT COMMERCIAL CUSTOMERS THAT HAVE BEEN SERVICED 12 TIMES WITHIN THE PAST YEAR. FURNISH NAME OF COMPANY, CONTACT PERSON, AND CURRENT PHONE NUMBER.

ALL BIDDERS MUST BE INSURED WITH A MINIMUM OF \$1,000,000 PER OCCURANCE AND \$2,000,000 GENERAL AGGREGATE GENERAL LIABILITY INSURANCE AND PROVIDE EVIDENCE OF INSURANCE WITH THE BID.

ALL BIDDERS MUST HAVE WORKMAN'S COMPENSATION INSURANCE IN ACCORDANCE WITH THE LAWS OF THE STATE OF ALABAMA AND FURNISH PROOF OF INSURANCE WITH THE BID.

CONTRACTOR WILL INVOICE IN ARREARS FOR EACH SERVICE CALL.

THERE WILL BE A MANDATORY SITE VISIT FOR EACH PROPERTY. FAILURE TO ATTEND THE SITE VISIT WILL DISQUALIFY A BIDDER.

LAWN SERVICE IS TO BE DONE AT THE BEGINNING OF THE WORK WEEK, PREFERABLY ON MONDAY OR TUESDAY. PROPERTY MUST BE MOWED, EDGED, STRING TRIMMED, AND BLOWN OFF ON EACH LAWN SERVICE VISIT. LITTER, LEAF, AND DEBRIS PICK UP WILL BE PERFORMED ON EACH VISIT TO ENSURE CLEAN APPEARANCE.

ONCE CONTRACT HAS STARTED, VENDOR WILL WORK WITH SERVICE DIVISION LANDSCAPE MANAGER IF PROBLEMS OR QUESTIONS ABOUT SERVICE OF PROPERTY ARISE.

CONTACT INFORMATION:

BEN BARLOW – LANDSCAPE MANAGER – FINANCE SERVICE DIVISION
425 S. UNION ST., MONTGOMERY, AL 36130 BEN.BARLOW@SD.ALABAMA.GOV
OFFICE – 334.353.0406 CELL – 334.956.9214 SOUTHERN LINK – 1*635*3127

LAWN CARE SCHEDULE WILL BE AS FOLLOWS:

AUGUST THROUGH SEPTEMBER: PROVIDE LAWN SERVICE ON A WEEKLY BASIS.
(9 LAWN SERVICE)

OCTOBER THROUGH NOVEMBER: PROPERTY SHOULD BE VISITED TWICE A MONTH TO MOW AND REMOVE LEAVES. **(4 LAWN SERVICE)**

DECEMBER: PROPERTY SHOULD BE VISITED ONCE TO MOW AND REMOVE LEAVES.
(1 LAWN SERVICE)

JANUARY THROUGH FEBRUARY: PROPERTY SHOULD BE VISITED ONCE A MONTH TO MOW AND REMOVE LEAVES. **(2 LAWN SERVICE)**

MARCH: TURF SHOULD BE LOWERED (SCALPED) TO BEGIN SPRING GREEN UP DURING MARCH. **(1 LAWN SERVICE)**

APRIL: PROVIDE LAWN SERVICE TWICE A MONTH. **(2 LAWN SERVICE)**

MAY THROUGH JULY: PROVIDE LAWN SERVICE ON A WEEKLY BASIS.
(13 LAWN SERVICE)