

Polk City

Request for Proposal

Mowing and Turf Fertilization/Weed Control

The City of Polk City will be accepting sealed proposals for mowing and turf fertilizer and weed control applications to designated properties within our city limits. There will be two packets, one for mowing and one for fertilizer/weed control applications. Each packet must be bid separately. RFP's must be received at Polk City City Hall on or before Friday February 18th, 2022 11:00 A.M.

Fertilizer and Weed Control bids will conform to the details as listed within the turf fertilizer and weed control program as follows;

Requirements for the 3-step Turf Health program for all properties are as follows:

3 Step Turf Health Program

Early Spring

17-0-4 with dimension @5lbs per 1000 sq feet (DRY)

Mec Amine D when temperatures allows @ 1.5 oz per 1000 sq ft

Late Spring

29-0-3 @ 3.5 lbs per 1000 sq ft (DRY)

Spot treatment as needed of Mec Amine D @1.5 oz per 1000 sq ft

Fall

20-3-5 @ 4.25 oz per 1000 sq ft (LIQUID)

Mec Amine D @ 1.5 oz per 1000 sq ft (LIQUID)

Requirements for the 5-step Turf Health program for all properties are as follows:

5 Step Turf Health Program

Early Spring

17-0-4 with dimension @5lbs per 1000 sq feet (DRY)

Mec Amine D when temperatures allows @ 1.5 oz per 1000 sq ft

Spring

20-3-5 @ 8.5 oz per 1000 sq ft (LIQUID)

Mec Amine D @ 1.5 oz per 1000 sq ft (LIQUID)

Late Spring

29-0-3 @ 3.5 lbs per 1000 sq ft (DRY)

Spot treatment as needed of Mec Amine D @1.5 oz per 1000 sq ft

Summer

29-0-3 @ 3.5lbs per 1000 sq ft

Spot treatment if needed of Solitaire @ .753oz per 1000 sq ft (LIQUID)

Fall

20-3-5 @ 4.25 oz per 1000 sq ft (LIQUID)

Mec Amine D @ 1.5 oz per 1000 sq ft (LIQUID)

The Sports Complex Requirements are as follows:

7 Step Premium Turf Health Program

Early Spring

17-0-4 with dimension @5lbs per 1000 sq feet (DRY)

Mec Amine D when temperatures allows @ 1.5 oz per 1000 sq ft

Spring

20-3-5 @ 8.5 oz per 1000 sq ft (LIQUID)

Mec Amine D @ 1.5 oz per 1000 sq ft (LIQUID)

Late Spring

29-0-3 @ 3.5 lbs per 1000 sq ft (DRY)

Spot treatment as needed of Mec Amine D @1.5 oz per 1000 sq ft

Summer

29-0-3 @ 3.5lbs per 1000 sq ft

Spot treatment if needed of Solitaire @ .753oz per 1000 sq ft (LIQUID)

Early Fall

20-3-5 @ 4.25 oz per 1000 sq ft (LIQUID)

Mec Amine D @ 1.5 oz per 1000 sq ft (LIQUID)

Fall

20-3-5 @ 4.25 oz per 1000 sq ft (LIQUID)

Mec Amine D @ 1.5 oz per 1000 sq ft (LIQUID)

Late Fall

44-0-0 @ 3lbs per 1000 sq ft (DRY)

Contractor quotes _____ for the entire season of the turf fertilization and weed control for the services and locations made part of this packet for contract. The City of Polk City reserves the right to extend the contract for a period of up to four additional years, so long as a formal agreement between the lawn care service provider and the City outlining extended duties and increases can be reached.

After each application, a detailed invoice must be turned into the City of Polk City. The invoice will include property location, date, type of service performed, and the amount due. No payment can be authorized without an invoice. Invoices must be turned in the first or third Monday of the month. The City of Polk City will make an effort to pay the invoice within four weeks.

The lawn care company **must** provide proof of insurance for the City of Polk City's records and name the City of Polk City as an additional insured. This will include \$1,000,000 general liability and workers' compensation as provided by law. Any damage to parked vehicles or to the property (buildings, curbs, trees, windows, siding, etc.) will be the responsibility of the lawn care company. Deadline for a repair is fifteen days after damage has occurred. Vendor and City will complete walk through prior to the first application of the season to determine any pre-existing damage.

Vendors based within Polk City's City limits may be given preference in the award of these contracts.

Vendors must be able to perform both the turf fertilization/weed control contract and the mowing contract.

Polk City reserves the right to award and accept the bids in which the City believes are in its best interest to do and to waive any and all technicalities.

CONTRACT PROVISIONS:

All provisions of the attached Quote are herein incorporated as part of the contract.

Maps: The maps accompanying this quote/contract are hereby made a part of this contract.

Timeframe: All duties required must be completed within a four day consecutive period between 7:00 a.m. and 4:00 p.m. during weekdays.

Subcontractors: City of Polk City specifically requests that employers or the vendor and vendor's own equipment perform all fertilizer care. In the event that subcontractors are used, the vendor will be liable for all the contract specifications at all times. This includes contract violations or any damages caused by subcontractors.

Indemnification: The vendor will indemnify or reimburse the City of Polk City for any amount the City of Polk City is required to pay because a claim was made against the City of Polk City as result of the contractor's work, as well as for any legal costs associated with defending the City of Polk City against any claims. Both parties to this contract agree to indemnify and hold harmless the City of Polk City and any of its employees or agents.

Licenses and Permits: The Contractor must obtain all necessary licenses and permits for the work prior to beginning the work.

Compliance: The Contractor is required to comply with all Federal, State, and local laws, regulations, or codes that are applicable. This includes conforming to all IDLAS practices.

Termination: For any reason the contractor or the City of Polk City may terminate this agreement with 24 hours written notice at any time PRIOR to the beginning of the work week.

Notice: Written notice must be sent to the parties addresses listed below:

City of Polk City
P.O. Box 426, 112 Third Street
Polk City, Iowa 50226

Assignability: Neither party may assign its obligations under this agreement to any other person without the express written consent of the other party. The Contractor may not use subcontractors without the express written consent of the City of Polk City.

Modification: This agreement may not be modified in any way unless modification is written and signed by both parties.

Waiver: Waiver by one party of any breach of contract by the other party shall not act as a general waiver of future breaches.

Governing Law: This agreement shall be governed by the laws of the state of Iowa and any disputes generated from this agreement shall be pursued in Iowa in Polk County.

Severability: Should any clause of this agreement be deemed illegal or unenforceable that clause shall be severed from the rest of this agreement and the whole agreement will not be invalidated.

Entire Obligation: This agreement is complete and represents the entire agreement between the parties. The parties may not later, amend or modify it except by an instrument in writing executed by both parties. It includes all representations of every kind and nature made by either party to the other and shall be binding upon heirs, successors in interest and assigns of the parties hereto. It supersedes any prior agreement between the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement in duplicate as of the date stated above.

City of Polk City

Fertilizer Service Company

Date

Date

1st 24-hour contact and cell phone number

Mowing quotes will reflect two mowings per week at the Sports Complex and the Town Square and a single mowing per week of all other properties attached.

Requirements for the Mowing of R.O.W.s & Parks are as follows:

- 1) Submit a copy of current insurance coverage (declaration sheet will do)
Proposals that do not include this will not be considered
- 2) All acres in the R.O.W.s & Parks must be mowed on an “as needed basis” as determined by the City of Polk City but not to exceed one time per week except for the Sports Complex and the Town Square.
- 3) The successful contractor will have to work with the city’s schedule on special events.
- 4) All turf areas shall be inspected and policed for litter and debris prior to each mowing.
All litter and debris are to be removed and promptly disposed of by the contractor.
- 5) The turf shall be cut at a uniform height (no scalping or uneven cuts); mower blades shall be maintained in good condition and sharpened prior to each mow.
- 6) Trimming shall be performed with each mowing around all road signs, guard rails, mailboxes, trees, shrubs, poles and other obstacles paying special care not to damage trees, shrubs, and other items. The grass shall be trimmed in a uniform manner to best match the surrounding mowed area each time.
- 7) All parking lots, sidewalks, and playground equipment will be swept or blown free of clippings after each mow and trim.
- 8) All mowing and trimming shall be completed between Monday 7:00 A.M. and Friday 5:00 P.M. This is to maintain a good look for our city during the weekends. If alterations from this schedule are needed due to weather or unforeseen reasons, the company will consult the Public Works Director or the Park and Recreation Director for directions.

Contractor quotes _____ for each mowing as specified within this contract and maps as attached. The City of Polk City reserves the right to extend the contract for a period of up to four additional years, so long as a formal agreement between the lawn care service provider and the City outlining duties and increases can be reached.

After each mowing, a detailed invoice must be turned into the City of Polk City. The invoice will include property location, date, type of service performed, and the amount due per quote. No payment can be authorized without an invoice. Invoices must be turned in the first or third Monday of the month. The City of Polk City will make an effort to pay the invoice within four weeks.

The lawn care company **must** provide proof of insurance for the City of Polk City’s records and name the City of Polk City as an additional insured. This will include \$1,000,000 general liability and workers’ compensation as provided by law. Any damage to parked vehicles or to the property (buildings, curbs, trees, windows, siding, etc.) will be the responsibility of the lawn care company. Deadline for a repair is fifteen days after damage has occurred. Vendor and City will complete walk through prior to the first mowing of the season to determine any pre-existing damage.

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Vendors must be able to perform both the fertilization/weed control contract and the mowing contract.

Polk City reserves the right to award and accept the bid in which the City believes is in its best interest to do and waive any and all technicalities.

SPECIAL INFORMATION

Maps: The maps accompanying this quote/contract are hereby made a part of this contract.

Subcontractors: City of Polk City specifically requests that employers or the vendor and vendor's own equipment perform all lawn care. In the event that subcontractors are used, the vendor will be liable for all the contract specifications at all times. This includes contract violations or any damages caused by subcontractors.

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IN WITNESS WHEREOF, the parties have executed this Agreement in duplicate as of the date stated above.

City of Polk City

Lawn Care Service Company

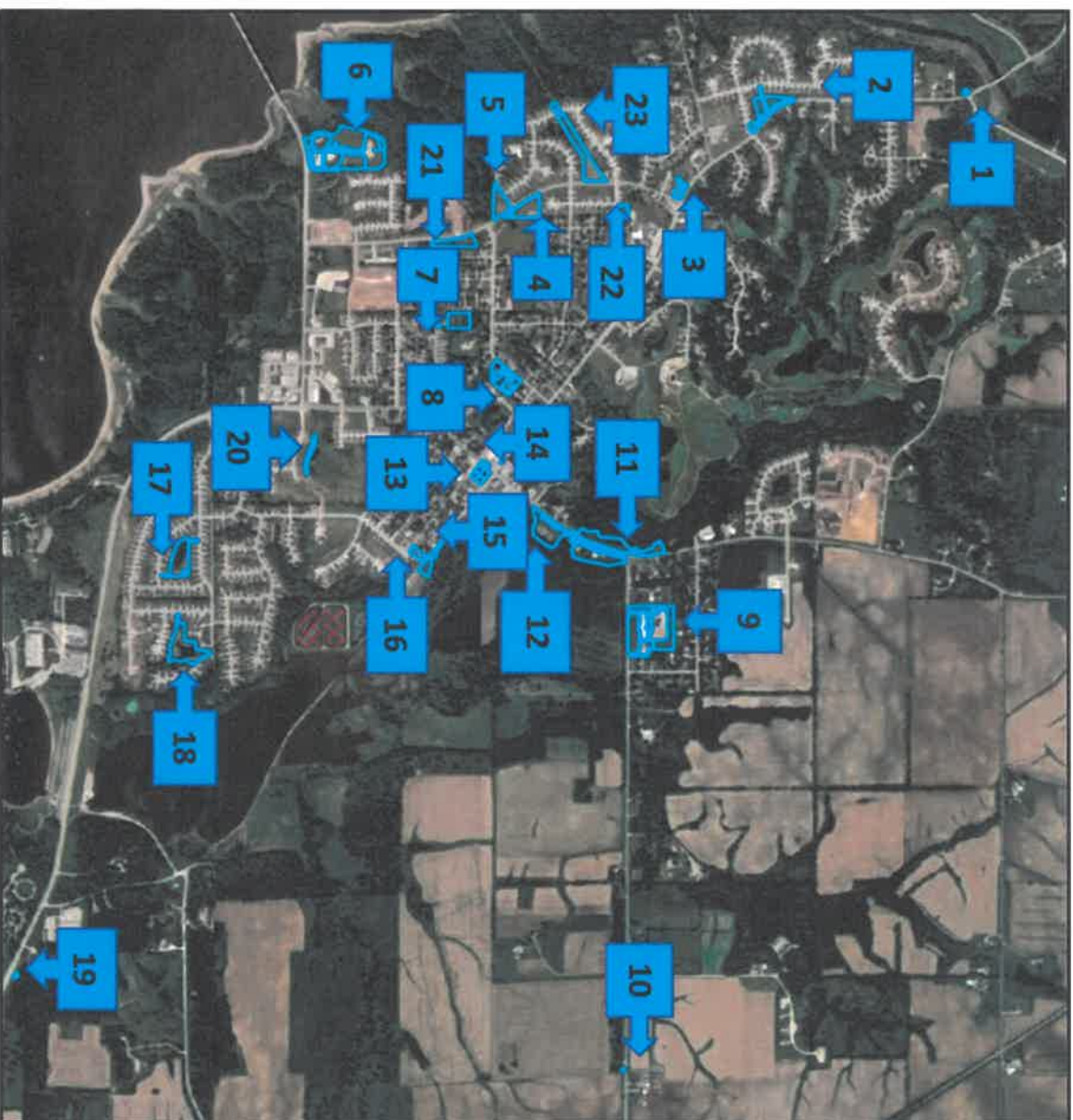
Date

Date

1st 24-hour contact and cell phone number

Polk City Fertilizer & Weed Control

Updated: 1/20/2022 Dani Scott GIS Analyst



Location	Property Name	Acres
1	W Broadway St Welcome Sign	0.19
2	Lost Lake Park	2.30
3	Library	0.32
4	Leonard Park	1.64
5	Parker Blvd Basin	1.70
6	Sports Complex	10.11
7	Doc Simmer Memorial Park	1.52
8	Miller Park	1.93
9	City Maintenance Shop	5.54
10	NW, 118 th St. Welcome Sign	0.25
11	Kiwanis Park	9.64
12	Iron Removal Lagoon	2.24
13	City Square	0.79
14	City Hall R-O-W*	0.02
15	Beebe Cem. R-O-W*	1.40
16	Deer Haven Greenspace	0.57
17	Marina Cove Park	1.44
18	Twelve Oaks Park	2.69
19	Hwy 415 Welcome Sign	0.77
20	Crossroads Greenspace Trail	0.55
21	Lakeside Park	1.63
22	Morse Park	0.54
23	Woodhaven Park	3.17
Total Acres=		50.95

Polk City Fertilizer & Weed Control Locations: 1 – 2

Updated: 1/20/2022 Dani Scott GIS Analyst



<u>1</u>	W Broadway Welcome Sign 3 Step/Acres: 0.19
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<u>2</u>	Lost Lake Park 3 Step/Acres: 2.30
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Polk City Fertilizer & Weed Control Locations: 3 – 4

Updated: 1/20/2022 Dani Scott GIS Analyst



Library

5 Step/Acres: 0.32

3



Leonard Park

3 Step/Acres: 1.64

4

Polk City Fertilizer & Weed Control Locations: 5 – 6

Updated: 1/20/2022 Dani Scott GIS Analyst



<u>5</u>	Parker Blvd Basin 3 Step/Acres: 1.70
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<u>6</u>	Sports Complex 7 Step/Acres: 10.11
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Polk City Fertilizer & Weed Control Locations: 7 – 8

Updated: 1/20/2022 Dani Scott GIS Analyst



7

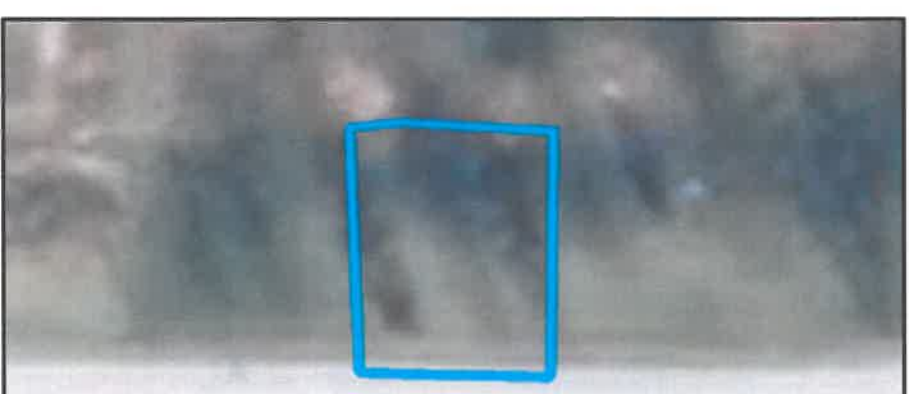
Doc Simmer Memorial Park
3 Step/Acres: 1.52

8

Miller Park
3 Step/Acres: 1.93

Polk City Fertilizer & Weed Control Locations: 9 – 10

Updated: 1/20/2022 Dani Scott GIS Analyst



9

City Maintenance Shop
3 Step/Acres: 5.54

10

NW. 118th St Welcome Sign
3 Step/Acres: 0.25

Polk City Fertilizer & Weed Control Locations: 11 – 12

Updated: 1/20/2022 Dani Scott GIS Analyst



Kiwanis Park

3 Step/Acres: 9.64

11



Iron Removal Lagoon

3 Step/Acres: 2.24

12

Polk City Fertilizer & Weed Control Locations: 13 – 14

Updated: 1/20/2022 Dani Scott GIS Analyst



<u>13</u>	City Square 5 Step/Acres: 0.79
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<u>14</u>	City Hall R-O-W 3 Step/Acres: 0.02
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Polk City Fertilizer & Weed Control Locations: 15 – 16

Updated: 1/20/2022 Dani Scott GIS Analyst



15

Beebe Cemetery R-O-W
3 Step/Acres: 1.40



16

Deer Haven Greenspace
3 Step/Acres: 0.57

Polk City Fertilizer & Weed Control Locations: 17 – 18

Updated: 1/20/2022 Dani Scott GIS Analyst



17

Marina Cove Park
3 Step/Acres: 1.44



18

Twelve Oaks Park
3 Step/Acres: 2.69

Polk City Fertilizer & Weed Control Locations: 19 – 20

Updated: 1/20/2022 Dani Scott GIS Analyst



19

Hwy 415 Welcome Sign
3 Step/Acres: 0.25

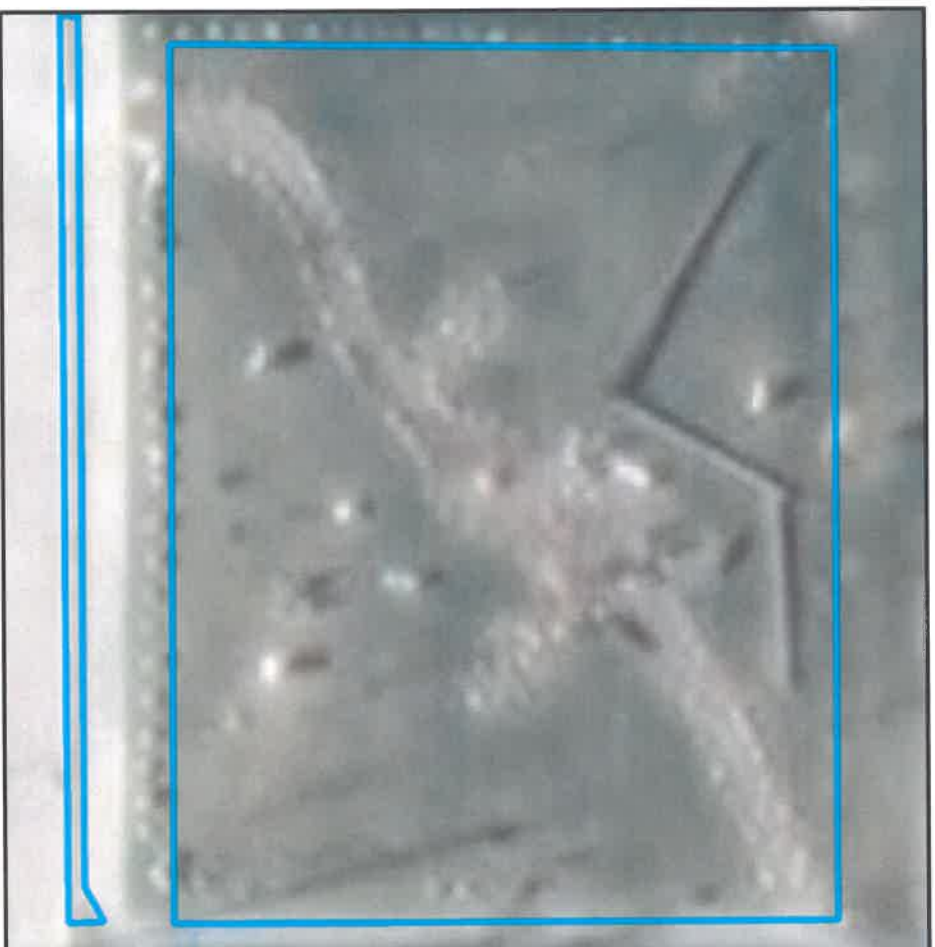


20

Crossroads
Greenspace Trail
3 Step/Acres: 0.55

Polk City Fertilizer & Weed Control Locations: 21 – 22

Updated: 1/20/2022 Dani Scott GIS Analyst



21

Lakeside Park

3 Step/Acres: 1.63

22

Morse Park

3 Step/Acres: 0.54

Polk City Fertilizer & Weed Control Locations: 23

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23

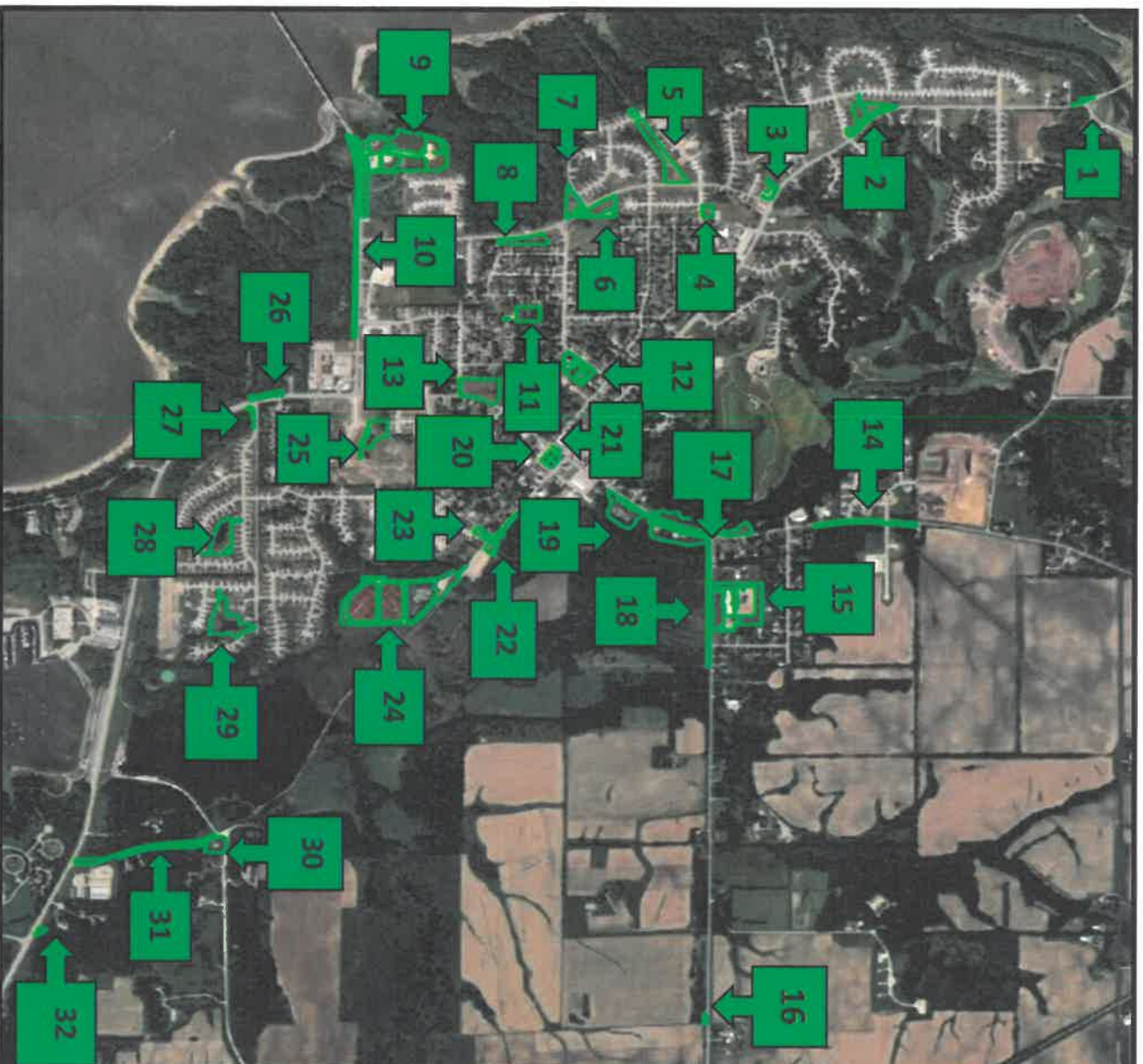
Woodhaven Park
3 Step/Acres: 3.17

Polk City Park & R-O-W Mowing

Updated: 1/20/2022 Dani Scott GIS Analyst

Right-of-Way*

Location	Property Name	Acres
1	W Broadway St Welcome Sign	0.19
2	Lost Lake Park	2.30
3	Library	0.32
4	Morse Park	0.54
5	Woodhaven Park	3.17
6	Leonard Park	1.64
7	Parker Blvd Basin	1.70
8	Lakeside Park	1.63
9	Sports Complex	10.11
10	W Bridge Rd. R-O-W*	2.56
11	Doc Simmer Memorial Park	1.52
12	Miller Park	1.93
13	S. 3 rd St. & Davis St Lot	3.19
14	N. 3 rd St. R-O-W*	1.56
15	City Maintenance Shop	5.54
16	NW. 118 th St. Welcome sign	0.25
17	Kiwanis Park	9.64
18	E Northside Dr. R-O-W*	1.65
19	Iron Removal Lagoon	2.24
20	City Square	0.79
21	City Hall R-O-W*	0.02
22	Beebe Cem. R-O-W*	1.40
23	Deer Haven Greenspace	0.57
24	Wastewater Lagoons	4.43
25	Crossroads Greenspace	0.55
26	Hwy 415 R-O-W*	0.77
27	Southside Dr. R-O-W*	0.12
28	Marina Cove Park	1.44
29	Twelve Oaks Park	2.69
30	E. Southside Dr. LiftStation	1.11
31	S 14 th St. R-O-W*	3.12
32	Hwy 415 Welcome Sign	0.25
Total Acres=		68.94



Polk City Parks & R-O-W Mowing Locations: 1 – 2

Updated: 1/20/2022 Dani Scott GIS Analyst



1

W Broadway Welcome Sign
Acres: 0.19

2

Lost Lake Park
Acres: 2.30

Polk City Parks & R-O-W Mowing Locations: 3 – 4

Updated: 1/20/2022 Dani Scott GIS Analyst



Library

Acres: 0.32

3



Morse Park

Acres: 0.54

4

Polk City Parks & R-O-W Mowing Locations: 5 – 6

Updated: 1/20/2022 Dani Scott GIS Analyst



5

Woodhaven Park
Acres: 3.17

6

Leonard Park
Acres: 1.64

Polk City Parks & R-O-W Mowing Locations: 7 – 8

Updated: 1/20/2022 Dani Scott GIS Analyst



<u>7</u>	Parker Blvd Basin Acres: 1.70
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<u>8</u>	Lakeside Park Acres: 1.63
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Polk City Parks & R-O-W Mowing Locations: 9 – 10

Updated: 1/20/2022 Dani Scott GIS Analyst



<u>9</u>	Sports Complex Acres: 10.11
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<u>10</u>	W Bridge Rd. R-O-W Acres: 2.56
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Polk City Parks & R-O-W Mowing Locations: 11 – 12

Updated: 1/20/2022 Dani Scott GIS Analyst



<u>11</u>	Doc Simmer Memorial Park Acres: 1.52
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<u>12</u>	Miller Park Acres: 1.93
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Polk City Parks & R-O-W Mowing Locations: 13 – 14

Updated: 1/20/2022 Dani Scott GIS Analyst



13

S 3rd & Davis St Lot
Acres: 3.19



14

N 3rd St. R-O-W
Acres: 1.56

Polk City Parks & R-O-W Mowing Locations: 15 – 16

Updated: 1/20/2022 Dani Scott GIS Analyst



<u>15</u>	City Maintenance Shop Acres: 5.54
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<u>16</u>	NW 118 th St Sign Acres: 0.25
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Polk City Parks & R-O-W Mowing Locations: 17 – 18

Updated: 1/20/2022 Dani Scott GIS Analyst



<u>17</u>	Kiwanis Park Acres: 9.64
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<u>18</u>	E Northside R-O-W Acres: 1.65
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Polk City Parks & R-O-W Mowing Locations: 19 – 20

Updated: 1/20/2022 Dani Scott GIS Analyst



19

Iron Removal Lagoon
Acres: 2.24

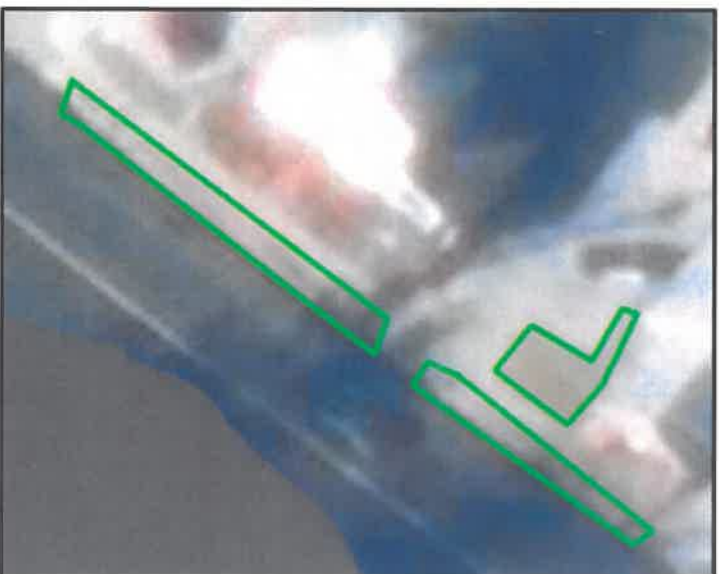


20

City Square
Acres: 0.79

Polk City Parks & R-O-W Mowing Locations: 21 – 22

Updated: 1/20/2022 Dani Scott GIS Analyst



21

City Hall R-O-W
Acres: 0.02



22

Beebe Cemetery R-O-W
Acres: 1.40

Polk City Parks & R-O-W Mowing Locations: 23 – 24

Updated: 1/20/2022 Dani Scott GIS Analyst



Deer Haven Greenspace

Acres: 0.57

23



Wastewater
Lagoons

Acres: 4.43

24

Polk City Parks & R-O-W Mowing Locations: 25 – 26

Updated: 1/20/2022 Dani Scott GIS Analyst



25

Crossroads Greenspace

Acres: 0.55



26

Hwy 415 R-O-W

Acres: 0.77

Polk City Parks & R-O-W Mowing Locations: 27 – 28

Updated: 1/20/2022 Dani Scott GIS Analyst



27

Southside Dr.

R-O-W

Acres: 0.12



28

Marina Cove Park

Acres: 1.44

Polk City Parks & R-O-W Mowing Locations: 29 – 30

Updated: 1/20/2022 Dani Scott GIS Analyst



29

Twelve Oaks Park
Acres: 2.69

30

E Southside Dr Lift Station
Acres: 1.11

Polk City Parks & R-O-W Mowing Locations: 31 – 32

Updated: 1/20/2022 Dani Scott GIS Analyst



31

S 14th St R-O-W
Acres: 3.12



32

Hwy 415 Welcome Sign
Acres: 0.25