

October 4, 2018

ADVERTISEMENT FOR BIDS

TO INTERESTED BIDDERS:

Grounds Maintenance bids for Dothan City School System will be received until 9:00 a.m., Wednesday, October 31, 2018, at the office of the Dothan City Board of Education, 500 Dusy Street, Dothan, AL 36301, at which time they will be opened publicly and read. **A mandatory pre-bid conference will be held at the above address in the Teachers' Center on Friday, October 19th at 9:00 a.m. Only those in attendance will be allowed to bid. Prospective bidders should be aware that past performance of this service will be taken into consideration by the Dothan City Board of Education in determining the lowest responsible bidder for each school/site. Bid forms will be distributed at the meeting.** All interested parties if you have any questions, please contact the Maintenance Department at (334)793-1397, ext. 236216.

The Board of Education reserves the right to reject any and/or all bids, and to waive all informalities in bidding, to be the sole judge of quality of several bid proposals and to award the contract to the most desirable bidder.

It is not the policy of the Board of Education to purchase on the basis of low bid alone, quality and suitability to purpose being controlling factors, in addition past performance will be used in this determination, it being understood that the purchaser (Dothan City Board of Education), reserves the right to determine such by whatever means as may be necessary.

Bids must be submitted on our Bid Form, which will be distributed at the pre-bid conference. Proof of business license and liability insurance will be required at the bid opening. Envelopes containing bids must be sealed and marked in the lower left corner with the commodity classification and date of opening of bids.

Contracts for purchase will be put into effect by means of purchase order executed by the Board of Education after tabulations are compiled, evaluated and approved by Board.



Mike Manuel
Chief Finance Office

/sg

Cc: Dr. Phyllis Edwards, Superintendent

**DOTHAN CITY BOARD EDUCATION
500 DUSY STREET
DOTHAN, AL 36301**

The undersigned bidder declares that he has read and understands the ADVERTISEMENT FOR BIDS dated October 4, 2018.

<u>GROUNDS MAINTENANCE:</u>	<u>COST PER MOWING</u>
BEVERLYE MAGNET SCHOOL	_____
HIDDEN LAKE ELEMENTARY SCHOOL	_____
CLOVERDALE ELEMENTARY SCHOOL	_____
NORTHVIEW HIGH SCHOOL/DOTHAN TECHNOLOGY CENTER	_____
SLINGLUFF ELEMENTARY SCHOOL	_____
DOTHAN HIGH SCHOOL	_____
SELMA STREET ELEMENTARY SCHOOL	_____
GRANDVIEW ELEMENTARY SCHOOL	_____
*CENTRAL OFFICE/TRANSPORTATION DEPT.	_____
HONEYSUCKLE MIDDLE SCHOOL	_____
HEARD MAGNET SCHOOL	_____
HEAD START PRE-SCHOOL CENTER	_____
HIGHLANDS ELEMENTARY SCHOOL	_____
KELLY SPRINGS ELEMENTARY SCHOOL	_____
CARVER MAGNET SCHOOL	_____
FAINE ELEMENTARY SCHOOL	_____
PASS ACADEMY	_____
GIRARD ELEMENTARY SCHOOL	_____
GIRARD MIDDLE SCHOOL	_____
MONTANA STREET MAGNET SCHOOL	_____

PRICES QUOTED ON THE ABOVE ITEMS WILL REMAIN FIRM FOR TWO YEARS FROM DATE OF BOARD APPROVAL. IN THE EVENT OF PRORATION, THE CONTRACT MAY BE CANCELED AT THE BOARD'S DISCRETION WITH A PROPER NOTICE. PROPER NOTICE MAYBE BY PHONE CALL, LETTER OR BY OTHER MEANS SOLELY AT THE BOARDS DISCRETION. IN THE EVENT THAT THE BOARD VOTES TO CLOSE ANY OF THESE SCHOOLS, CONTRACTS FOR THOSE SCHOOLS COULD BE CANCELED. If this proposal is accepted and this bidder fails to enter into contract as aforesaid within ten (10) days from date of mailing of written notice to him at address given herein, that this contract is ready for signature, the Owner at his option can declare the bid abandoned and this proposal and acceptance thereof, null and void.

Business Name: _____

Signed By: _____

Address: _____

Telephone: _____

**GROUNDS MAINTENANCE SPECIFICATION
DOTHAN CITY SCHOOLS SYSTEMWIDE
JANUARY 2019 – DECEMBER 2021**

Spring/Fall Season: March – September

All grounds with the exception of the two high school practice fields will be mowed on a weekly basis. This bid package consists of the following: mowing entire grounds, standard weed eating practices to include inside fenced a/c chiller areas, edging walkways/curbs/fence lines and blowing off debris. **NOTE: NO CHEMICAL APPLICATIONS WILL BE PERMITTED.** Pruning shrubs and weeding flower beds will be outside the scope of this bid. Any such work will be contracted separately by each school principal.

Winter Season: October-February

All grounds will be mowed on a twice a month basis. This bid package consists of the following: mowing, standard weed eating practices to include inside fenced chiller areas, edging walkways/curbs/fence lines and blowing off debris. Pruning shrubs and weeding flower beds will be outside the scope of this bid. Any such work will be contracted separately by each school principal.

Special Areas:

The following courtyards will be mowed and edged on the above-mentioned schedule: Beverlye Middle School, Honeysuckle Middle School, Head Start Pre-School Center, Selma Street Elementary School and Central Office. In addition to the above areas, the following will also be mowed and edged on the same schedule: Dothan High School Field House perimeter, both the end zones from both goalposts to the track and backside of track to the fence and all the fenced in area located at Maintenance/Transportation Departments.

Mowing Equipment:

For safety purposes, no bush hogs will be allowed on school properties. Due to irrigation systems, no large tractors are allowed at Hidden Lake Elementary School, Highlands Elementary School and Landmark Elementary School. The low bidder will be solely responsible for any damages incurred to vehicles by flying objects from their mowing/edging equipment.

License/Insurance:

Each bidder will be required to furnish a copy of their City of Dothan business license as well as their certificate of liability insurance at the bid opening. **In addition, each successful bidder will be required to furnish proof of insurance on a quarterly basis.**

Schedule:

The bid will become effective January 1, 2019. Each successful bidder will be required to have a mutually agreeable grounds maintenance schedule approved by the school principal of each site.

Contract:

The Dothan City Board of Education reserves the right to cancel a contract if grounds maintenance service is unsatisfactory or if proration deems it necessary.

Payment:

The successful low bidder(s) will be issued a purchase order number. Checks are cut on the 10th and 25th of each month based upon presentation of an approved invoice(s). **All invoices must be turned into the school office the day of mowing and signed by school principals documenting satisfactory performance of grounds maintenance requirements.** It will be the responsibility of the principals to forward these invoices to the Maintenance Department for payment.

Miscellaneous:

Successful low bidders will be required to show proof of the following prior to signing of contract:

1. General Liability in the amount of \$1,000,000.00 per occurrence; and
2. Workmen's Compensation

SPECIAL PROPERTY BOUNDARIES

CENTRAL OFFICE

EMPTY PARKING LOT/COURTYARD- DUSY STREET
BACK PLAYGROUND FIELD –S. LENA STREET
CUT & TRIM GRASS AND UNDERGROWTH SURROUNDING ACCOUNTING OFFICE-S. LENA STREET
BACK AREAS AROUND SPECIAL ED/TECHNOLOGY/ – S.LENA STREET
SMALL STRIP TO ALFRED SALIBA CTR SIDE ENTRANCE-LAFAYETTE STREET

DOTHAN HIGH SCHOOL

FIELD HOUSE PERIMETER
BOTH END ZONES FROM BOTH GOALPOSTS TO THE TRACK
BACKSIDE OF TRACK TO THE FENCE
BACK OF BAND ROOM & STORAGE AREA-SELMA ST

DOTHAN TECHNOLOGY CENTER

CUT AND TRIM AREAS BEHIND SHOPS AND IN FRONT OF OFFICE

NORTHVIEW HIGH SCHOOL

CUT RIGHT-OF-WAY ON BOTH SIDES OFF ROAD – OFF WESTGATE PKWY LEADING TO SCHOOL PROPERTIES

CUT SMALL PLOT OF AREA AROUND FIELD HOUSE

CUT 4 PASSES – FRONT OF BUILDING ON HWY 431 (STATE CUTS THE REST TO 431)

***INVOICE FOR NHS AND DTC WILL BE PRESENTED TO DTC PRINCIPAL FIRST FOR SIGNATURE AND THEN DTC WILL FORWARD IT TO NHS FOR THAT PRINCIPALS SIGNATURE**

GIRARD MIDDLE SCHOOL

CUT OUTSIDE OF FENCE ALL AROUND PLAYGROUND

HIGHLANDS ELEMENTARY SCHOOL

CUT TO TREE LINE ALL AROUND TO BACK

HONEYSUCKLE MIDDLE SCHOOL

CUT 2 BOTTOM BACK AREAS AROUND TO WATER TOWER ON SCHOOL DRIVEWAY SIDE AND EXTEND LINE STRAIGHT TO HONEYSUCKLE RD

KELLY SPRINGS ELEMENTARY SCHOOL

CUT BOTTOM FIELDS TO TREE AND FENCE LINES ON EACH SIDE

SLINGLUFF ELEMENTARY SCHOOL

CUT AROUND NATURAL AREA –CORNER OF WESTGATE PKWY & OLD HEADLAND AVENUE