

**LOGAN COUNTY, COLORADO
REQUEST FOR PROPOSALS
LAWN MOWING AND MAINTENANCE**

Logan County, Colorado, is seeking proposals for lawn mowing and lawn maintenance at the following sites: Courthouse Square, 315 Main Street; Justice Center, 110 Riverview Road; Central Services Building, 508 S. 10th Avenue and Logan County Heritage Center, 831 N. Division Avenue. Interested firms or persons who have demonstrated an ability to provide similar services at comparable facilities are invited to submit proposals for any or all of the above facilities.

Scope of Services

Services for each of the above sites shall be in accordance with the following Scope of Services:

1. Mowing - All lawn areas must be mowed every 7 days during the growing season (April -October). Grass shall be cut to a length no shorter than 1½ inches nor longer than 3 inches. Mower blades shall be kept sharp to prevent shredded grass tips that turn brown. There are to be no visible clippings after mowing and all grass must be bagged and removed by the contractor. Sidewalks and hard surfaces shall be swept or blown clean after each mowing, and all mowing debris and dead growth shall be removed from the site.
2. Trimming/Edging - Trimming shall be done along all walkways and hard surfaces, around trees, and any other areas every 7 days where necessary to maintain neat and trim appearance. Edging shall be performed 2 times during the growing season, as needed. Thatch over ½ inch in depth shall be removed from all turf areas once each fall.

The contractor shall provide at the contractor's sole cost all labor, equipment, and supplies required, including but not limited to mowers, trimmers, gasoline, waste disposal and transportation.

The contractor shall be flexible to work around community events that may be scheduled for the Courthouse lawn.

The contractor shall notify the County concerning problems with sprinklers or other issues with the grounds which need repair.

County Option to Reject All Proposals

Logan County reserves the right to accept or reject any and all proposals and select the proposal which, in the judgment of the Board of County Commissioners, offers the best quality and best satisfies the County's requirements. Logan County may elect where applicable, to award proposals on an individual site basis or on a combined site basis, whichever is most beneficial to Logan County.

Term of Contract

The term of the contract shall be for the duration of the annual growing season, which may consist of a period of approximately 7 months (commencing April 1, 2016, or as soon thereafter as lawn growth begins, through the end of the growing season, which in any case will occur no later than

October 31, 2016) and shall contain a two-year renewal option which may be exercised by the parties upon mutual agreement prior to expiration of the initial contract term. Any contract may be canceled or terminated at any time by the County without cause, upon providing at least 30 days written notice to the contractor. The contract may otherwise be terminated for cause, including, without limitation, the failure of the Board of County Commissioners to appropriate funding for the contract for any subsequent fiscal year.

Payment Date and Right of Set-off

Payment for services performed shall be made in equal installments on or before the 10th day of the month for services performed in the prior month. Logan County reserves the right to set-off and deduct from the monthly payment otherwise due the following sums for any instances of the contractor's failure to timely perform the services described in the Scope of Services:

For any week where grass is not mowed or edges trimmed at any site, the sum of \$100 per site shall be deducted from the monthly payment otherwise due unless failure to perform was caused by inclement weather.

For any week where sidewalks, concrete or other hard surface areas are not swept and cleaned after mowing/trimming at any site, the sum of \$50 per site shall be deducted from the monthly payment otherwise due unless failure to perform was caused by inclement weather.

Insurance Requirements

Contractor shall procure and maintain during the duration of the contract, at contractor's sole cost, insurance policies with minimum limits not less than: (1) Comprehensive General Liability of \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage; (2) Automobile Liability of \$1,000,000 combined single limit per accident for bodily injury and property damage; and (3) Workers Compensation coverage as required by the laws of the State of Colorado. Logan County must be listed as an additional insured on such policies and contractor shall provide an acceptable Certificate of Insurance prior to the commencement of any services.

The Contractor shall agree to hold harmless and indemnify Logan County against any and all claims, suits, damages, costs or legal expense as a result of bodily injury or property damage resulting from the negligence of the contractor. All policies of insurance carried by the contractor shall be written as primary policies, not contributing with and not in excess of insurance coverage which may be otherwise carried by Logan County.

Submission of Proposals

Sealed proposals marked "Lawn Maintenance" will be accepted at the office of the Logan County Commissioners, 315 Main Street, Sterling, Colorado 80751, until 5:00 p.m., November 16, 2015. **Proposals received after this time will not be considered.** Proposals should list all equipment and materials to be used at each site.