

PROPOSAL PACKET

CITY OF MASCOUTAH

Cemetery Mowing
(317 N. County Road)

&

Mascoutah Surface Water Protection District
Ditch(s) Weed Trimming

BID DUE DATE: 10:00 a.m., March 14, 2018

1. Proposal Packets and Specifications will be available in the office of the City Manager, 3 West Main Street, Mascoutah, IL 62258.
2. The City reserves the right to waive technicalities and to reject any or all proposals and to select the lowest or best quote.
3. Payment for this work will be due upon receipt of monthly billed invoices to the City, payable within thirty (30) days of receipt.
4. All quote proposals shall be marked to clearly indicate its contents and when sent by mail, sealed proposals shall be addressed to the City Manager as noted herein.
5. All proposals shall be filed prior to the time and at the place specified herein and all proposals received after the time specified will be returned to the bidder unopened.
6. Permission will be given to a Bidder to withdraw a proposal if the Bidder makes a request in writing or in person before the time for opening proposals.

By Order of

The City of Mascoutah

Cody Hawkins, City Manager

BID FORM
CITY OF MASCOUTAH
CEMETERY MOWING

RFQ DATE: 10:00 a.m. MARCH 14, 2018

BIDDERS NAME: _____

ADDRESS: _____

CITY, STATE: _____

Item

Total **PER CUT** amount for mowing entire cemetery per specifications:

- A) Mow the grass of Municipal Cemetery (approximately 21.5 acres) at a height of three (3) inches unless otherwise directed by the City Manager.
- B) Trim grass around all landscaping and headstones
- C) Remove grass clipping from all headstones and paved areas
- D) Remove any trash from grass areas before cutting grass.
- E) Provide the Owner with a Certificate of Insurance indicating that the Contract Grantee has insurance in the amount of at least \$500,000 against bodily injury and \$500,000 of property damage.
- F) Provide the Owner with a Performance Bond or Letter of Credit in the amount of \$20,000 to insure quality of work and performance of contract terms.

Amount Per Cut: _____

Note: Depending on weather conditions, a normal mowing season consists of 26 cuts.

Note: If a quote is accepted by the City, at the time of contract a performance bond in the amount of \$20,000 will be required.

By:

Title:

OPTION B

MASCOUTAH SURFACE WATER PROTECTION DISTRICT **DESCRIPTION OF AREAS OF DITCHES REQUIRING WEED EATING**

The MASCOUTAH SURFACE WATER PROTECTION DISTRICT hereby states that the specifications for the weed eating work to be done on the District's ditches is as follows:

1. The identified ditches of the MASCOUTAH SURFACE WATER PROTECTION DISTRICT are to be trimmed to a height of three inches (3") on the bottom and up both sides of the ditches and then two feet (2') on each side of the ditches on top.
2. Said trimming shall be done once a month for the months of May through October.
3. The locations of the ditches to be trimmed are as follows:
 - (a) Beginning on Independence Street, between Oak Street and Poplar Street, and running in a general southwest direction from Independence Street to Jefferson Street; from Jefferson Street to Patterson Street; from Patterson Street to Green Street; and from Green Street to Church Street;
 - (b) Beginning on West State Street, near South Railway Street, and running in a general southwest direction from West State Street to South Street; from South Street to George Street; and from George Street to Phillips Street; and
 - (c) Beginning on Sixth Street, between Poplar Street and Green Street, and running in a general southeast direction from Sixth Street to Fifth Street; from Fifth Street to Fourth Street; from Fourth Street to Church Street; from Church Street to Main Street; from Main Street to West State Street; and from West State Street to West South Street.
4. Payment for this work will be due upon receipt of monthly billed invoices to the Mascoutah Surface Water Protection District (MSWPD), payable within thirty (30) days of receipt.
5. Provide the District with a Certificate of Insurance indicating that the Contract Grantee has insurance in the amount of at least \$500,000 against bodily injury and \$500,000 of property damage.

Amount Per Cut: _____

For questions on Surface Water Ditches, please contact HENRY ROTH at 618-566-4932.