

# CITY OF MOBILE

## BID SHEET

This is Not an Order

**Mailing Address:**  
 P. O. Box 1948  
 Mobile, Alabama 36633  
 (251) 208-7434

**Purchasing Department  
 and Package Delivery:**  
 Government Plaza  
 4th Floor, Room S-408  
 205 Government St  
 Mobile, Alabama 36644

**READ TERMS AND CONDITIONS  
 ON REVERSE SIDE OF THIS PAGE  
 BEFORE BIDDING**

Typed by: **sd** Buyer: **002**

**Please quote the lowest price at which you will furnish the articles listed below**

DATE	BID NO.	DEPARTMENT	Commodities to be delivered F.O.B. Mobile to:
3/07/2017	5021	PARKS	As Directed

**This bid must be received and stamped by the Purchasing office not later than: 11:00 AM, Wednesday, March 22, 2017**

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p><b>RIGHT-OF-WAY MOWING SERVICES</b></p> <p>The City of Mobile is seeking bids on mowing of City of Mobile Right-of-Ways as per the following and attached specifications.</p> <p>Vendors shall provide the full cost of the complete cycle of a single mowing to include trimming, edging, removal of trash/litter, and blowing of specific streets named below.</p> <p>The City defines a mowing cycle (cycle) as having a street mowed, trimmed, edged, trash/litter removed, and blown once as a complete cycle, unless the City notifies the contractor otherwise. The City has the right to tell Vendors when to change the mowing cycles based upon weather conditions.</p> <p>The City's desire is to have all areas mowed approximately 27 times between April 10, 2017, and October 31, 2017. The mowing cycles will have all areas mowed on a 14-day cycle in April and during the month of October, changing to a 7-day cycle at the instruction of the City until October 31, 2017.</p> <p>There is no guarantee on the number of cycles to be completed.</p> <p>Because our rights-of-way are predominantly Bahia grass, 7-day cycles are the proper intervals for most of the contract period. Only at the beginning and end of the contract period will a 14-day cycle be used.</p> <p>Since weather has a significant impact on grass growth, optimum cycle times will be determined by the City of Mobile.</p>					
			<b>TOTAL</b>			

Bid on this form ONLY. Make no changes on this form. Attach any additional information required to this form.

**RETURN ONE SIGNED COPY OF THIS BID  
 IN ENCLOSED ENVELOPE**

State delivery time within \_\_\_\_\_ days of receipt of P.O.

Firm Name \_\_\_\_\_

Typed Signature \_\_\_\_\_

By \_\_\_\_\_

We will allow a discount \_\_\_\_\_ % 20 days from date of receipt of goods and correct invoice of completed order.

1. All quotations must be signed with the firm name and by an authorized officer or employee.
2. Verify your bid before submission as it cannot be withdrawn or corrected after being opened. In case of error in extension of prices, the unit price will govern.
3. If you do not bid, return this sheet and state reason. Otherwise, your name may be removed from our mailing list.
4. The right is reserved to reject any, or all quotations, or any portions thereof, and to waive technicalities if deemed to be in the interest of the City of Mobile.
5. This bid shall not be reassignable except by written approval of the Purchasing Agent of the City of Mobile.
6. State brand and model number of each item. All items bid must be new and latest model unless otherwise specified.
7. If bid results are desired, enclose a self-addressed and stamped envelope with your bid. (All or None bids only)
8. Do not include Federal Excise Tax as exemption certificate will be issued in lieu of same. The City is exempt from the Alabama and City sales taxes.
9. PRICES ARE TO BE FIRM AND F.O.B. DESTINATION UNLESS OTHERWISE REQUESTED.
10. BID WILL BE AWARDED ON ALL OR NONE BASIS UNLESS OTHERWISE STATED.
11. Bids received after specified time will be returned un-opened.
12. Failure to observe stated instructions and conditions will constitute grounds for rejection of your bid.
13. Furnish literature, specifications, drawings, photographs, etc., as applicable with the items bid.
14. Vendor May be required to obtain City of Mobile Business License as applicable to City of Mobile Municipal Code Section 34-50. For Business License inquiry contact the Revenue Department at (251) 208-7461 or [cityofmobile.org/taxes.php](http://cityofmobile.org/taxes.php).
15. If a bid bond is required in the published specifications, see below:  
Each Bid Shall be Accompanied By A **Cashier's Check, Certified Check, Bank Draft Or Bid Bond** For the Sum Of Five (5) Percent Of The Amount Bid, Made Payable To The City Of Mobile And Certified By A Reputable Banking Institution. All Checks Shall Be Returned Promptly, Except The Check Of The Successful Bidder, Which Shall Be Returned After Fulfilling The Bid.
16. Contracts in excess of \$50,000 require that the successful bidder make every possible effort to have at least fifteen (15) percent of the total value of the contract performed by socially and economically disadvantaged individuals.
17. All bids/bid envelopes must have the bid number noted on the front. Bids that arrive unmarked and are opened in error shall be returned to vendor as an unacceptable bid.
18. If successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Alabama Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See [www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx](http://www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx) . Please note that the time between application for and issuance of a Certificate of Authority may be several weeks.
19. Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State to submit a bid, but will need to obtain the Business License and Certificate of Authority, if applicable, prior to issuance of a Purchase Order.



## BID CONTINUATION SHEET

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p>Page 2 of 5</p> <p>The City's desire is to have all areas mowed (1 mowing cycle) once every seven (7) days unless the City notifies the contractor otherwise. Cycle times may be adjusted if weather results in slower growth of the grass.</p> <p>In the event that weather, rain, etc., disrupts the schedule, weather records should be noted on the contractor's submitted schedule of completed mowing cycles to explain any variances in mowing cycle times; payment shall not be made for a missed operation.</p> <p>Unless explained by the aforementioned weather records, if the cycle time exceeds the specified number of days, the contractor may be penalized 2% of the total cost of that cycle per day that the cycle time is exceeded.</p> <p>If a contractor is unable to fulfill obligations of the contract on any of their awarded streets, all of the streets awarded to them will be terminated, unless a mutually agreed upon reduction in the number of streets awarded to them is negotiated. The City is the sole determiner of whether the vendor is operating at the capacity required.</p> <p>Pricing is non-negotiable.</p> <p>This bid will be awarded on a street by street basis or group basis as defined on sheet called, "Main Thoroughfare Mowing Contract Streets".</p> <p>At the option of the City of Mobile and the successful Vendor(s), the award of this bid may be extended for two (2) additional mowing seasons. If extended, the terms, conditions and pricing shall not change. The City reserves the right to extend some, all, or none of the mowing awards for a second or third year.</p> <p>The City is interested in starting the mowing as soon as possible, therefore Vendors must be properly qualified to do business with the City of Mobile. Vendors shall provide with this bid the following:</p> <p style="margin-left: 40px;">-Their registration number with the Alabama Secretary of State's Office or evidence from the Secretary of State that they do not need to register.</p>					
			<b>TOTAL</b>			

**RETURN ONE SIGNED COPY OF THIS QUOTATION  
IN ENCLOSED ENVELOPE**

**READ ABOVE INSTRUCTIONS BEFORE QUOTING**

Firm Name \_\_\_\_\_

By \_\_\_\_\_

We will allow a discount \_\_\_\_\_ % 20 days from date of receipt of goods and correct invoice of completed order.

## BID CONTINUATION SHEET

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p style="text-align: center; color: red; font-weight: bold; font-size: small;">Bid on this form ONLY. Make no changes on this form. Additional information to be submitted on separate sheet and attached hereto.</p> <p style="text-align: center;">Page 3 of 5</p> <ul style="list-style-type: none"> <li>-Their City of Mobile Business License Number.</li> <li>-Their registration with the E-Verify Program, Federal and State.</li> <li>-Documentation from their insurance carrier that a Certificate of Insurance can be provided within 2 days of notification.</li> </ul> <p>The following is required and must be filled in:</p> <p style="margin-left: 20px;">Registration Number with Secretary of State Office _____</p> <p style="margin-left: 20px;">City of Mobile Business License Number _____</p> <p style="margin-left: 20px;">E-Verify Enrollment Number _____</p> <p style="margin-left: 20px;">Insurance Carrier can provide Certificate of Insurance for City Requirements within two(2) days of notification: YES _____ NO _____</p> <p>Contractors who bid on more than three streets must show in writing how they will accomplish their proposed bid. This will include a description of equipment and personnel on hand as well as what resources will be added prior to the work beginning.</p> <p>City of Mobile reserves the right to inspect a Vendor's equipment prior to award for compliance with equipment specifications and conformance to safety equipment.</p> <p>Vendors will be required to sign a service contract once a Vendor has been determined to be low and meet specifications provided they have the above required items. A blank copy of a typical City of Mobile sample Service Contract is included in this bid package.</p> <p>Vendors will be required to perform as per the attached specifications for cutting, edging, trash/litter removal, and blowing on each cycle.</p> <p>If a contractor fails to meet performance requirements after award of bid, the City could/may have the vendor's entire award and contract cancelled.</p>					
			TOTAL			

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**READ ABOVE INSTRUCTIONS BEFORE QUOTING**

Firm Name \_\_\_\_\_

By \_\_\_\_\_

We will allow a discount \_\_\_\_\_ % 20 days from date of receipt of goods and correct invoice of completed order.



**BID CONTINUATION SHEET**

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p align="center">Page 4 of 5</p> <p>The City has the right to tell the contractor when to begin a mowing cycle. The City has the right to tell a Vendor when not to execute a mowing cycle due to dry weather/drought, slowing of the growing season or funding.</p> <p>City of Mobile provides with this bid maps and photos of the mowing areas of each of the streets involved.</p> <p>City will make payment after a cycle has been completed and job location inspected. City will not begin payment process until complete mowing cycle is completed and inspected.</p> <p>When a Vendor submits their bill for a completed mowing cycle(s), Vendor shall also include the following:</p> <p style="padding-left: 40px;">The Daily Pesticide/Herbicide Application sheet for each of the streets in the bill being submitted. (see attached)</p> <p style="padding-left: 40px;">The Vendor shall provide documentation of the Litter and Trash/Litter Removed from the mowing areas. Vendor shall state the size of the bags and number of bags of Trash/Litter Removed from the street mowed.</p> <p>At the end of the contract, the Vendor shall provide a recap of all Trash/Litter Removed from their contracted streets.</p> <p>A bid bond is not required.</p> <p>All bids must be submitted in a sealed envelope to the Purchasing Department, Room 408, South Tower, 205 Government Street. All bids must be received and date stamped prior to <b><u>11:00 A.M., Wednesday, March 22, 2017.</u></b></p> <p>Any bids delivered after <b><u>11:00 A.M., Wednesday, March 22, 2017</u></b> will be returned unopened.</p> <p>It is the responsibility of the Vendor to have their bid package delivered to the Purchasing Department office and date stamped prior to the <b><u>11:00 A.M., Wednesday, March 22, 2017</u></b> date for the bid.</p> <p>Be aware that there is limited parking around 205 Government Street and that you may have to park some distance away.</p>					
			<b>TOTAL</b>			

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**READ ABOVE INSTRUCTIONS BEFORE QUOTING**

Firm Name \_\_\_\_\_

By \_\_\_\_\_

We will allow a discount \_\_\_\_\_ % 20 days from date of receipt of goods and correct invoice of completed order.

**BID CONTINUATION SHEET**

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p align="center">Page 5 of 5</p> <p>Pricing for this bid to be good for the current mowing season to <b><u>October 31, 2017.</u></b></p> <p>For questions about this bid submit your questions by E-mail to <a href="mailto:purchasing@cityofmobile.org">purchasing@cityofmobile.org</a>.</p> <p>Under Alabama law current City of Mobile employees and former employees having left the City of Mobile service for less than two (2) years, can not bid, hold City contract, or provide goods and services to the City of Mobile.</p> <p>Bidders should pay attention and look for Addendum(s) or updates at the City of Mobile bid site: <a href="http://cityofmobile.org/bid">cityofmobile.org/bid</a>. Look under <b><u>Bid #5021.</u></b></p> <p>It is the bidder's responsibility to check for updates and addendums to this bid. The City of Mobile is not responsible if a bidder does not look for or include an Addendum or changes in the bid specifications</p> <p>This is a sealed bid; your response must be in a sealed envelope that has the <b><u>Bid #5021</u></b> on the outside and/or with the date and time of the bid opening <b><u>11:00 A.M., Wednesday, March 22, 2017.</u></b></p> <p>Bids delivered in unmarked or mismarked envelopes or packages and are opened in error prior to the bid date will be unacceptable and void to the City of Mobile.</p> <p><b>The City reserves the right to award some, all, or none of the bids received on this bid.</b></p> <p>This bid is being awarded for one (1) mowing season (April to October). At the option of the City of Mobile and the successful Vendor(s), the City may extend the award of this bid for two (2) additional mowing seasons. If extended, the terms, conditions, streets and pricing shall not change, and shall be as the Contract ended the previous season. The City reserves the right to extend some, all, or none of the mowing awards for a second or third mowing season.</p> <p><b>TO BE AWARDED ON A STREET BY STREET BASIS.</b></p>					
			<b>TOTAL</b>			

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**READ ABOVE INSTRUCTIONS BEFORE QUOTING**

Firm Name \_\_\_\_\_

By \_\_\_\_\_

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## CITY OF MOBILE

MAPS OF EACH STREET ARE VIEWABLE AT THE FOLLOWING LINKS:

1. The following general link lists the individual streets:

<http://maps.cityofmobile.org/bids/5021/index.html>

2. The individual links for each street are listed below:

Cottage Hill Road

[http://maps.cityofmobile.org/bids/5021/COTTAGE\\_HILL\\_RD\\_Book.pdf](http://maps.cityofmobile.org/bids/5021/COTTAGE_HILL_RD_Book.pdf)

Hillcrest Road

[http://maps.cityofmobile.org/bids/5021/HILLCREST\\_RD\\_Book.pdf](http://maps.cityofmobile.org/bids/5021/HILLCREST_RD_Book.pdf)

MAIN THOROUGHFARE MOWING CONTRACT STREETS:

STREET \_\_\_\_\_ FROM \_\_\_\_\_ TO \_\_\_\_\_

Hillcrest Road                      Airport Boulevard                      Girby Road.

Price for one (1) mowing, trimming and edging \$ \_\_\_\_\_

-----  
Cottage Hill Road                      Pleasant Valley Circle                      Cody Road

Price for one (1) mowing, trimming and edging \$ \_\_\_\_\_

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**FY17 Potential Cycles**

week beginning:	Number
April 10	1
April 17	
April 24	2
May 1	3
May 8	4
May 15	5
May 22	6
May 29	7
June 5	8
June 12	9
June 19	10
June 26	11
July 3	12
July 10	13
July 17	14
July 24	15
July 31	16
August 7	17
August 14	18
August 21	19
August 28	20
September 4	21
September 11	22
September 18	23
September 25	24
October 3	25
October 9	
October 16	26
October 23	
October 29	27

### **Mowing**

- Uniformly mow (without scalping or streaking) at the proper height for the type of grass:
  - Bahia – 2.5” (no less than 2.25”, no more than 2.75”) as measured from the soil line
- Mowing equipment shall consist of finishing mowers; bush hog types of mowers are unacceptable
- Blades must be sharp and provide a clean cut
- All guards must be in place
- Clippings need not be removed, but shall be mulched and/or spread uniformly to avoid clumping; large clumps shall be removed
- Litter, including signs, to be removed prior to mowing
- Mowers shall avoid striking trees; damaged trees shall be replaced
- Contractor shall complete each area (including string trimming, edging, blowing) before moving to the next
- To avoid rutting, contractor shall avoid driving heavy mowing equipment on ground that is saturated after heavy rain; ruts shall be repaired

### **String Trimming**

- Vegetation shall be controlled on and around trees, signs, posts, fences, utility poles, light poles, bleachers, foundations, and all stationary objects using a string trimmer
- Vegetation growing in expansion joints, cracks, etc. shall be removed
- String trimming shall be considered an integral part of mowing and shall be done at the same time as the mowing operations for each area
- Trimming shall be at the same cutting height listed for the surrounding grass
- Damage to trees is a particular concern with string trimmers; contractor shall ensure that string trimmers do not come into contact with trees; damaged trees shall be replaced
- String trimmers shall not be used to mow large areas, they shall only be used for trim work and where a mower cannot reach

### **Edging**

- All concrete walks, curbs, foundations, etc. shall be edged
- Edging shall not be done more than ¼” from the edge of the concrete

- Edging shall be considered an integral part of mowing and shall be done at the same time as the mowing operations for each area

### **Blowing**

- All hard surfaces (asphalt, concrete, gutters) must be blown and be debris free after edging, string trimming, and/or mowing; this includes old debris
- Debris includes: sand, grass, dirt, clippings, litter, silt, asphalt, gravel, etc.
- Clippings and/or leaves may be blown into the surrounding vegetation as long as they are dispersed evenly
- All guards must be in place and safety glasses worn

### **Litter**

- Any manmade object as large as a cigarette butt shall be considered litter

### **Herbicides**

- A Pre-approved, non-selective herbicide may be used only for the purpose of spraying vegetation growing in cracks, gutters, joints, expansion joints in concrete and/or asphalt
- Contractor must wear all required PPE and follow label instructions
- A copy of the MSDS sheet and label must be present whenever the herbicide is being used
- A Daily Pesticide Application Sheet must be kept and submitted for each cycle and upon request

### **Miscellaneous**

- Contractor shall have a designated contact and an alternate who is available during work hours; City shall do the same
- Contractor shall notify the designated City contact(s) using e-mail or text message when starting and completing a street. Phone calls or voice mail is insufficient. An inspection will not be performed until the City is properly notified, potentially allowing vegetation to grow or litter to accumulate, which would require the contractor to revisit the site before payment is released.
- When notifying City contact of the completion of a cycle, contractor shall report the number and size of bags of litter collected per cycle by street



- When notifying City contact of the completion of a cycle, contractor shall submit the Daily Pesticide Application Sheet listing any herbicides used for that cycle
- In the event that rain disrupts the schedule, weather records should be noted on the submitted schedule to explain any variances in mowing cycle times; payment shall not be made for a missed operation
- Unless explained by the aforementioned weather records, if the cycle time exceeds the specified number of days the contractor may be penalized 2% of the total cost of that cycle per day that the cycle time is exceeded
- All specifications must be met before payment is released for a maintenance cycle
- Any initial cleanup is included in the bid price.
- This contract ends on October 31, 2017 and is for a maximum of 27 cycles (if the contractor is not asked to extend a cycle)
- Shrubbery beds are not included in the contract, except with regard to litter removal
- In the event that concrete medians are included in the contract area, litter shall be removed and vegetation removed and/or treated with a non-selective herbicide at the same time that mowing operations are done for that street
- City may inspect job site at any time
- Contractor shall set up a Mowers Ahead sign at the beginning and end of the work zone
- Contractor shall schedule work to avoid blocking lanes or disrupting traffic between 7 am – 9 am and between 3:30 pm and 5:30 pm.
- Contract employees shall be courteous to the public at all times
- Equipment operators shall yield to pedestrians and avoid disrupting vehicular activity
- Contract employees shall be neat and well groomed and shall wear identifiable uniforms
- Work may be performed during daylight hours (dawn to dusk)
- Clippings, vegetation, or any other debris shall not be blown or deposited in storm drains or any other drainage structure; such debris shall be removed from all hard surfaces, including asphalt, concrete, roadways, drainage structures, culverts, etc.; this includes old debris

- Tree pruning shall remain the responsibility of the City
- Except as noted, the use of pesticides, including herbicides, insecticides, and fungicides shall not be permitted without prior approval
- Limbs and other debris shall be removed from the site and disposed in accordance with the mowing schedule for each designated area
- Contractor shall immediately report any problems such as broken or missing storm drain covers, etc.

### **Safety**

- Contractor shall comply with all applicable OSHA rules and regulations.
- Contractor shall comply with all City of Mobile safety rules and regulations.
- Contractor shall provide effective safety training to employees.
- Contractor shall designate a “competent person” at each work site who has the responsibility and authority to stop work until all safety conditions are met.
- Contractor shall adhere to the requirement contained in the Manual on Uniform Traffic Control Devices. Some examples of which include:
  - Employees working on or adjacent to roadways will wear high visibility garments meeting or exceeding the ANSI 107-2010 Class – II or Class III as required by the MUTCD for the type of traffic hazard.
  - Unlicensed non-street legal equipment shall not be operated in public roadways, e.g. utility carts, ATV’s or other vehicles unless a temporary traffic control zone is established in accordance with MUTCD and state law.
  - Workers shall not step into a lane of traffic unless the lane is blocked from traffic by temporary traffic control zone established in accordance with MUTCD and state law.
- Contractors mowing equipment shall be fitted with a flashing strobe light that is visible in all directions to traffic; Contractors equipment shall also include retro-reflective material visible from all directions and shall have a “slow moving vehicle” placard mounted on equipment that may be operated on or adjacent to the roadway in accordance to applicable law.
- All equipment guards must be in place
- Contractor to take all reasonable precautions to ensure the safety of passing motorists, vehicles, pedestrians and property; the contractor shall be liable for

any and all damage to passing vehicles, property or injuries resulting from their work.

- Safety glasses shall be worn when operating power equipment and whenever there is an exposure to an eye injury (including hand sawing, clipping, use of fuels or other chemicals, etc.); hearing protection is recommended when operating power equipment
- Cell phones, earphones, and Bluetooth devices shall not be used when operating equipment or performing other duties
- The Parks Department has the authority to stop any contract operations that are thought to be hazardous; operations must cease until corrective actions are taken
- Spill control measures shall be in place in the event of a hazardous material spill; appropriate actions shall be taken in the event of a spill; contractor shall notify City in the event of a spill
- Contractor shall have a Pesticide License or be authorized to apply pesticides under a licensed applicator
- Failure to comply with safety issues may result in contract termination.
- Contractor shall notify the City of Mobile of any incidents reported to them.



**OFFICE OF SUPPLIER DIVERSITY  
CITY OF MOBILE**  
Disadvantaged Business Enterprise (DBE)  
Compliance Form

**Instructions:** City of Mobile Mun. Code Sec 14-2 requires that the city in all contracts shall make every reasonable effort to require that the contractors have at least fifteen percent participation by socially and economically disadvantaged individuals or that fifteen percent of the value of city contracts shall be awarded to qualified contractors who are socially and economically disadvantaged.

This form asks for your intentions to meet the city's disadvantaged business enterprise and person requirements as a potential contractor for the city of Mobile. For purposes of this form, disadvantaged individuals or enterprises include persons or small-business-enterprise owners who are women, members of a racial minority, or disabled military veterans.

**BIDDERS:** Please complete the following and submit with your bid. Failure to complete and submit this form will render your bid as non-responsive.

RFP/RFQ/Bid/Solicitation/Other # \_\_\_\_\_ Bid/Proposal Amount \$ \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Description \_\_\_\_\_

Name of Bidder/Proposer: \_\_\_\_\_

**I intend to use the following DBE subcontractors:** (Attach additional pages if necessary)

DBE FIRM & NAME of DBE	PHONE	SOURCE OF CERTIFICATION	Scope of Work to be performed by the DBE	VALUE of PROPOSED CONTRACT with DBE	% OF TOTAL CONTRACT	OFFICE VERIFICATION ONLY
1.				\$	%	
2.				\$	%	
3.				\$	%	
4.				\$	%	
5.				\$	%	
<b>TOTALS</b>				\$	%	

Please check the appropriate box (es):

- A percentage of \_\_\_% was met by using employees within my own company. The employees working on this project were comprised of the following:

Number of Employees on this project: \_\_\_\_\_

Ethnicity: White \_\_\_\_\_ Black \_\_\_\_\_ Hispanic \_\_\_\_\_ Other \_\_\_\_\_

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

- I do not intend to use any DBE subcontractors or disadvantaged persons on this project. Please Explain. \_\_\_\_\_

I HEREBY CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT.

PRINT NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ TITLE \_\_\_\_\_

Service Contracts over \$15,000, subject to Ala. §41-16-50 *et seq.* (1975)

## City of Mobile

Project:

### AGREEMENT

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between THE CITY OF MOBILE, by its Mayor, (hereinafter "City") and \_\_\_\_\_ (hereinafter "Provider").

WITNESSETH, that this Provider and the City, for the considerations stated herein, agree as follows:

#### **ARTICLE 1. Scope of Work.**

##### **Scope of the Service to be provided:**

To provide Right of Way Mowing Services as per Exhibit A.

##### **a. Term of the Agreement:**

The initial term shall commence on the date that this agreement is executed by both parties and continue through October 31, 2017, (the "Mowing season"). Thereafter, the City may, in its discretion, renew for up to two (2) additional Mowing seasons, commencing April 01 and continuing through October 31 of the two following calendar years. The City shall notify the Provider in writing at least 60 days prior to the commencement of the Mowing season of its election to renew.

**b. Location:**

Hillcrest Road from Airport Boulevard to Girby Road.  
Cottage Hill Road from Pleasant Valley Circle to Cody Road,  
as per Attachment A.

**c. Lump sum cost or unit price:**

Fee schedule is attached as Exhibit A which is incorporated by  
reference herein.

Hillcrest Road:           \$

Cottage Hill Road:       \$

**d. Frequency of service:**

To be mowed once every seven (7) days unless notified  
otherwise directed by the City of Mobile.

**ARTICLE 2. Insurance:** For the term of this Agreement, Provider shall acquire and maintain, in full force and effect, the following liability and comprehensive insurance issued by a company licensed and qualified to do business in the State of Alabama, as Exhibit B, *which such insurance shall name the City of Mobile as an additional insured*, and shall attach to this Agreement, as proof thereof, a certificate of insurance issued by an agent licensed and qualified to do business in the State of Alabama:

- a. General Liability insurance – public liability including premises, products and complete operations.
  - (1) Bodily injury liability:  
\$250,000 each person  
\$500,000 each occurrence
  - (2) Property damage liability - \$100,000 each



occurrence.

Or, (in lieu of (1) and (2) above

- (3) Bodily injury and property damage combined – \$500,000 per occurrence

b. Comprehensive – Automobile Liability Insurance including owned, non-owned, and hired vehicles.

- (1) Bodily injury liability:  
\$250,000 each person  
\$500,000 each occurrence
- (2) Property damage liability - \$100,000 each occurrence.
- (3) Or, (in lieu of (1) and (2) above)  
Bodily injury and property damage combined – \$500,000 per occurrence

If the certificate of insurance referenced in this Agreement does not evidence insurance of owned vehicles, said certificate and this sentence shall evidence the Provider's covenant that it does not own any vehicles and that it will not purchase or obtain any vehicles during the term of this Agreement. Said certificate shall require that said insurance coverage will not be altered or terminated unless the City shall have been given written notice of such alteration or termination delivered to the City not less than thirty (30) days before the effective date of such alteration or termination.

**ARTICLE 3. Breach of Contract:** In the event of any breach or apparent breach by Provider of any of its obligations under the terms of this Agreement, the City has the right to terminate the Agreement and pay only for work successfully performed. In the further event that City shall engage the services of any attorney to protect or to enforce its rights with respect to said breach or apparent breach, then and in those events, Provider agrees to pay and to reimburse any and all reasonable attorneys' fees and expenses which City may incur with respect to City's enforcement of this Agreement; regardless of whether said attorneys' fees and costs shall be incurred in connection with any litigation or in connection merely with advice and representation provided without litigation.

**ARTICLE 4. Indemnification:** Provider agrees to indemnify and hold the City, its elected officials, officers, agents, and employees, whole and harmless from all costs, liabilities and claims for damages of any kind (including interest and attorneys' fees) arising in any way out of the performance of this Agreement and/or the activities of Provider, its principals, directors, agents, servants and employees in the performance of this Agreement, for which the City is alleged to be liable. In the event that the City, through no fault of its own, is made a party to any lawsuit or legal proceeding arising in any way from this Agreement or any activities conducted pursuant thereto, Provider hereby agrees to pay all of City's costs of defense, including but not limited to all attorneys' fees, court costs, expert witness fees and other expenses, through trial and, if necessary, appeal. This section is not, as to third parties or to anyone, a waiver of any defense or immunity or statutory damages cap otherwise available to Provider or City, and these defenses and matters may be raised in the City's behalf in any action or proceeding arising under this Agreement.

**ARTICLE 5. Entire Agreement:** This Agreement is the final expression of the agreement between the parties, and the complete and exclusive statement of the terms agreed upon, and shall supersede all prior negotiations, understandings or agreements. There are no representations, warranties, or stipulations, either oral or written, not contained herein.

**ARTICLE 6. Governing Law and Venue:** This Agreement shall be governed by the laws of the State of Alabama, and the venue for any actions arising out of this Agreement shall be a court of proper jurisdiction in Mobile, Alabama.

**ARTICLE 7. Licenses, permits, etc.:** Provider shall obtain, at its own expense, all necessary professional licenses, permits, insurance, authorization and assurances necessary in order to abide by the terms of this Agreement. Exhibit C.

**ARTICLE 8. No Agency Relationship Created:** Provider, in the performance of its operations and obligations hereunder, shall not be deemed to be an agent of the City but shall be deemed to be an independent contractor in every respect and shall take all steps at its own expense, as City may from

time to time request, to indicate that it is an independent contractor. City does not and will not assume any responsibility for the means by which or the manner in which the services by Provider provided for herein are performed, but on the contrary, Provider shall be wholly responsible therefore.

**ARTICLE 9. Nondiscrimination:** Providers shall abide by provisions of the Mobile City Code which prohibits discrimination in employment by Providers and subcontractors performing work for the City.

**ARTICLE 10. Method of Payment:** Provider shall provide two copies of any invoice, upon satisfactory completion of service, as verified by written statement of the department(s) to which service was provided, to the Accounting Department, City of Mobile, 205 Government Plaza, Mobile, AL 36602.

**ARTICLE 11. Termination of Contract:** The City or Provider may terminate the Agreement upon thirty (30) days' written notice. The City shall not be liable for payment to the Provider for lost profit or damages, as the result of its termination of the Agreement.

**ARTICLE 12. Notices.** Notice for the City shall be mailed to:

City of Mobile Purchasing Department  
P. O. Box 1948  
Mobile, AL 36633 or  
205 Government Street, Mobile, AL 36602.

Notices to Provider shall be mailed to:

**ARTICLE 13. Assertion of Rights:** Failure by the City to assert a right or remedy shall not be construed as a waiver of that right or remedy.

**ARTICLE 14. Compliance with Alabama Immigration Law**

By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

Verification of Provider's enrollment in the E-Verify program is attached to this Agreement as Exhibit D.



**ARTICLE 15. Signatures:**

IN WITNESS WHEREOF, the parties to this Agreement have hereunto set their hand and seal; the Mayor of the City of Mobile, acting under and by virtue of such office and with full authority, and the Provider by such duly authorized officers or individuals as may be required by law.

PROVIDER,

\_\_\_\_\_, Its \_\_\_\_\_ (title)  
On behalf of Provider  
\_\_\_\_\_ Date

CITY,

\_\_\_\_\_  
Its Mayor  
\_\_\_\_\_ Date

ATTEST:

\_\_\_\_\_  
City Clerk  
\_\_\_\_\_ Date

I, the undersigned, a Notary Public in and for said County in said State, do hereby certify that \_\_\_\_\_, whose name is signed to the foregoing conveyance and is known to me, acknowledged before me on this day, that being informed of the contents of this conveyance, they, as much as officers, and with full authority, executed the same voluntarily for and as the act of said corporation on the day the same bears date.

Given under my hand and seal this, the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public, Mobile County, Alabama  
My Commission Expires: \_\_\_\_\_



## PURCHASING DEPARTMENT

**Potential bidders are responsible to check this site for any ADDENDUMS that are issued. It is the responsibility of the BIDDER to check for, download, and include with their BID RESPONSE any and all ADDENDUMS that are issued for a specific BID published by the City of Mobile. Failure to download and include ADDENDUMS in your BID RESPONSE may cause your bid to be rejected.**

**This is a sealed bid. Any responses faxed or e-mailed will be rejected.**

**This is a sealed bid. Any response must be submitted in a sealed envelope with the bid number and bid opening date on the outside of the envelope.**

**Any response that arrives improperly marked or with no bid number and opening date on the outside of the delivery or express package and opened in error will be rejected and not considered.**

**It is the responsibility of the bidder to insure that their bid response is delivered to and received in the Purchasing Department before the date and time of the bid opening.**

**Be sure to read the Terms and Conditions. All bids are F.O.B. Destination unless otherwise stated.**

**Be sure to sign your bid!**

**Package/Bid Delivery Address:  
Purchasing Department  
205 Government St. Room S408  
Mobile, AL 36644**

**(Request First Delivery)**