

January 23, 2019

To: All Interested Grass Cutting Contractors

From: Jeff Preis  
City of Arnold Health Department

Re: Accepting Grass Cutting Bids

The City of Arnold Health Department is soliciting bids for grass cutting services for cutting properties that are in violation of the City weed ordinance. The requirements for bidding are enclosed. Please review the enclosed photos as examples of violation properties. **Violation properties can have the potential of having grass, weeds, and overgrowth in excess of 5 (five) feet along with trash and debris mixed in.**

The winning bid will be based on lowest and best pricing and services. All bids must be submitted in a sealed envelope to the City Clerk, 2101 Jeffco Blvd. Arnold, Mo. 63010 with **"Grass Cutting"** written in the lower left hand corner by 10:00 am February 26, 2019.

Please feel free to contact me at (636) 282-2387 with any questions.

Respectfully,

Jeff Preis  
Animal/Vector Control Officer

**City of Arnold  
Request for Bids  
Code Enforcement Grass Cutting**

The City of Arnold Health Department is soliciting bids for code enforcement grass cutting services for cutting properties that are in violation of the City weed ordinance. The requirements are as follows:

- 1) Must be available to cut the violation property within 1-2 days of notification, weather permitting.
- 2) Must submit a bill to the City of Arnold Health Department 2912 Arnold Tenbrook Rd. Arnold, Mo. 63010 for each property cut with address of property listed on each bill within one (1) week of cutting. Each property cut is a separate bill. The City of Arnold will make payment within thirty (30) days after billing is submitted.
- 3) Must have and maintain a current City of Arnold business license.
- 4) Must complete a Hold Harmless Agreement and maintain commercial general liability insurance with a minimum limit of \$1,000,000 each occurrence/\$2,000,000 general aggregate written on an occurrence basis and Worker's Compensation at the required statutory coverage. The City of Arnold must be listed as additionally insured on the Insurance Certificate and include a CG 20 10 endorsement. Proof of insurance will need to be presented at the beginning of each contract year.
- 5) Pricing is to be for Small property 0-5,000 sq ft; Medium property 5,000-8,000 sq ft; Large property 8,000-10,000 sq ft; Property up to 1 acre; Property exceeding 1 acre. All prices are to be per cut.
- 6) If authorized by City, specify at what grass/weeds height would trigger an increase of price and how much of an increase.
- 7) If grass cutting contractor has to move debris out of the way to cut, specify how much of an additional cost this would be, if approved by City. Examples are, but not limited to, bags of trash, limbs, etc.
- 8) If contractor and City agree, a property is unable to be mowed with a traditional mower due to height and debris, specify cost of property being cut with string trimmer or heavier equipment.
- 9) Submit at least three (3) business references that we may contact for whom you have cut grass for in the past.
- 10) This contract and rates submitted are for a two (2) year period, the 2019 and 2020 grass-cutting seasons. Either party may terminate the contract with 30 days written notice.
- 11) Any questions on this bid may be directed to Jeff Preis, Animal/Vector Control Officer, at (636) 282-2387.

The winning bid will be based on lowest and best pricing and services. The City of Arnold hereby reserves the right to reject any or all bids, to waive any informality in the bids received, and to accept the bid that in its judgment will be for the best interest of the City of Arnold, Missouri. If additional sheets of paper are needed, please attach to document. Additional sheets need to be legible.

Two copies of each bid form must be submitted in a sealed envelope clearly marked "**Grass Cutting**" in the lower left hand corner by 10:00 a.m., Tuesday, February 26, 2019 to the City Clerk, 2101 Jeffco Blvd. Arnold, Mo. 63010.

Code Enforcement Grass Cutting  
Bid Form

Please fill out this cost response form so that the City may accurately compare different bids without having to interpret vendor's cost presentations. If desired, attach additional cost data, including itemizations.

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

City of Arnold  
2101 Jeffco Boulevard  
Arnold, Missouri 63010

In accordance with the advertisement inviting Bids for Code Enforcement Grass Cutting for City of Arnold, Missouri, subject to the conditions and requirements of the RFB Specifications including Addenda Nos. \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_, hereto attached, which so far as they relate to the Bid, are made a part of it, the undersigned herewith proposes to begin the specified work within ten (10) days after receipt of notice to proceed, for the following unit prices:

**Code Enforcement Grass Cutting Services**

| <u>Description</u>  | <u>Lot Size</u>      | <u>Cost per cut</u> |
|---|----------------------|---------------------|
| Small property  | 0 – 5,000 sq ft      | _____               |
| Height triggering an increase _____   |                      | _____               |
| Medium property   | 5,000 – 8,000 sq ft  | _____               |
| Height triggering an increase _____   |                      | _____               |
| Large property  | 8,000 – 10,000 sq ft | _____               |
| Height triggering an increase _____   |                      | _____               |
| Property  | up to one (1) acre   | _____               |
| Height triggering an increase _____   |                      | _____               |
| Property  | over one (1) acre    | _____               |
| Height triggering an increase _____   |                      | _____               |
| Moving debris out of the way to be able to cut<br>(examples are bags of trash, limbs, etc.) |                      | _____               |

Heavier equipment (string trimmers, brush hog or other equipment)

Type \_\_\_\_\_

\_\_\_\_\_

Type \_\_\_\_\_

\_\_\_\_\_

Type \_\_\_\_\_

\_\_\_\_\_

SIGNATURES ON NEXT PAGE

The Undersigned understands that items incidental to the project including but not limited to any cleaning and sweeping and final cleanup are included in the above unit costs.

The undersigned has examined the Specifications for, and the location of, the project and has satisfied himself as to the work to be done and the conditions under which it must be carried out.

NAME OF BUSINESS \_\_\_\_\_

(If an Individual)

SIGNATURE OF BIDDER \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_

(If Co-Partnership)

FIRM NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_

(If a Corporation)

CORPORATE NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_

## Hold Harmless Agreement

To the fullest extent permitted by law, \_\_\_\_\_ agrees to indemnify, defend and hold harmless the City of Arnold, its officers, agents, volunteers and employees from and against all suits, claims, damages losses and expenses, including but not limited to attorneys' fees, court costs or alternative dispute resolution costs arising out of or related to any such suit, claim, damage, loss or expense involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses were caused by the negligence or other wrongdoing of \_\_\_\_\_, or of any supplier or subcontractor, or their agents or employees, directly or indirectly, regardless of whether caused in part by the negligence or wrongdoing of CITY or any of its agents or employees.

\_\_\_\_\_ shall purchase and maintain the following insurance, at \_\_\_\_\_'s expense:

- Commercial General Liability Insurance with a minimum limit of \$1,000,000 each occurrence/\$2,000,000 general aggregate written on an occurrence basis.
- Workers Compensation Insurance with statutorily limits required by any applicable Federal or State law and Employers Liability insurance with minimum limit of \$1,000,000 per accident.

\_\_\_\_\_ shall make CITY an additional insured on each policy of insurance that \_\_\_\_\_ is required to maintain. Similarly, \_\_\_\_\_ shall require insurance with the same coverage and limits from its subcontractors and suppliers, and their insurance policies shall be endorsed to name the same additional insured as required of \_\_\_\_\_. Any coverage available to CITY as a named insured shall be secondary, so that the coverage to the CITY as an additional insured on the policies maintained by \_\_\_\_\_ and subcontractors is primary. CITY reserves the right to selectively trigger any one or more insurance policies

that afford CITY coverage, whether as a named insured or as an additional insured.  
\_\_\_\_\_ agrees that CITY shall be provided at least sixty (60)  
days advance written notice of any cancellation or rescission of any policy that  
\_\_\_\_\_ or any of its subcontractors or suppliers is required  
to maintain under the contract documents. Prior to commencing work,  
\_\_\_\_\_ shall provide CITY certificates of insurance and  
endorsements evidencing the required coverage. CITY's receipt or review of any  
certificate of insurance reflecting that \_\_\_\_\_ or one of its  
subcontractors or suppliers has failed or may have failed to comply with any insurance  
requirement shall not constitute a waiver of any of CITY's insurance rights under the  
contract documents, with all such rights being fully and completely reserved by the CITY.

No provision of this agreement shall constitute a waiver of the CITY's right to assert a  
defense based on the doctrines of sovereign immunity, official immunity or any other  
immunity available under law.

\_\_\_\_\_  
CONTRACTOR

\_\_\_\_\_  
DATE





































05/10/2016



05/10/2016







