

EVERMORE CID REQUEST FOR PROPOSAL
Landscape Service/Maintenance 2024 - 2025



September 25, 2024

The Evermore Community Improvement District Board of Directors is seeking a professional landscape service/maintenance contractor to provide for the landscape/maintenance, care and upkeep of the State Highway and local street right-of-way (ROW) within the Evermore CID. The intent is to give the contractor the overall responsibility of ensuring that all street ROW areas within the district, regardless of parcel ownership, sustain a consistent, high-quality appearance. Pending approval by the Evermore CID Board of Directors, it is anticipated the effective date of this agreement would be no sooner than **November 1, 2024** and would terminate **October 31, 2025**.

Proposals will be received until **10:00 a.m. October 9, 2024** in the Evermore CID offices at 2795 Main Street West, Building 28 Suites A&B, Snellville, Ga 30078. Any proposal received after this date and time will not be accepted. There will be a pre-proposal conference held at **1:00 p.m. October 1, 2024**. Questions regarding proposals should be directed in writing to Jim Brooks, Executive Director, at the office address listed above, by Fax: 770-979-0712 or by e-mail at jbrooks@evermorecid.org no later than **12:00p.m. October 2, 2024**. Proposals are legal and binding upon the bidder when submitted and must be valid for 90 days after the close of the bid.

Selection criteria are stated in the Request for Proposal package. The award of the contract will be to the contractor whose responses comply with the requirements set forth in this request for proposal, and whose proposal represents the best overall value taking into consideration all aspects of the responses. Rates will not be the sole determining factor. Evermore CID Board of Directors reserves the right to reject any or all proposals, to waive technicalities and to make an award in whole or in part and as deemed in its best interest. The written proposal documents supersede any verbal or written prior communications between the parties. All companies submitting a proposal will be notified of award.

We look forward to your proposal and appreciate your interest in the Evermore CID.

Jim Brooks
Executive Director

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RFP 2024-10-05

The Evermore Community Improvement District is soliciting competitive sealed proposals for the **Landscape Service/Maintenance of Evermore CID on an Annual Contract** with three (3) options to renew.

I. BACKGROUND AND OBJECTIVE

The Evermore CID is an organization of commercial property owners located on and around Highway 78, between Snellville and Stone Mountain, in Gwinnett County. The mission of the CID is to establish a vibrant, upscale destination area, improve business development opportunities, and enhance property values by developing and promoting coordinated transportation improvements and community character improvements to benefit property owners, business owners, and residents along the Evermore CID corridor.

II. PROPOSAL SUBMISSION

Proposals must be typed or submitted in ink in a sealed container and must be marked on the outside with the company name, title, and proposal number. One (1) original (designated as the original) and three (3) copies must be submitted. A single, accessible USB jump drive may be submitted in lieu of the three (3) copies. No email submissions will be accepted. *The first page of all responses must be the appropriately signed Rate Quotation Sheet.* Proposals will be received until **10:00AM October 9, 2024**, at the Evermore CID offices at 2795 Main Street West, Building 28 Suites A & B, Snellville, GA 30078. Any proposals received after this date and time will not be accepted. Proposals will be publicly opened at 10:15AM on October 9, 2024. Apparent proposal results will be available the following business day on our website www.evermorecid.org. All Proposals are legal and binding upon the proposer when submitted and must be valid for 90 days after the closing date.

These items must be submitted with your proposal:

- Completed Landscape Maintenance Services Rate Sheet, Page 17 (must be first page of proposal)
- Rejuvenation Pruning Rate Sheet, Page 18 (optional)
- Completed Questionnaire
- Plan of Attack (schedule and narrative)
- Kudzu Control Plan
- Fertilization and Weed Control Schedule and Commentary
- Completed References Page 16
- Certificate of Insurance
- Statement of E-Verify Compliance

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III. PRE-PROPOSAL DATE AND LOCATION

A pre-proposal conference is scheduled for **1:00 PM October 1, 2024**, at the Evermore CID at 2795 Main Street West, Building 28 Suites A & B, Snellville, GA 30078. All contractors are urged to attend.

IV. INSTRUCTIONS FOR SUBMITTING QUESTIONS

Questions regarding proposals should be directed in writing to Jim Brooks, Executive Director, at the office address listed above or by e-mail at jbrooks@evermorecid.org not later than **12:00 PM October 2, 2024**.

V. TIMELINE

Pre-proposal Conference	<u>October 1, 2024 @ 1:00 P.M.</u>
Question Deadline	<u>October 2, 2024 @ 12:00 P.M.</u>
Proposal Deadline	<u>October 9, 2024 @ 10:00 A.M.</u>
Opening Date:	<u>October 9, 2024 @ 10:15 A.M.</u>
Recommendation to Board of Directors	<u>October 23, 2024 @ 2:30 P.M.</u>
Anticipated Contract Effective Date	<u>November 1, 2024</u>

The full cost of proposal preparation is to be borne by the proposing firm.

Sole responsibility rests with the proposer to ensure proposal(s) are received on time at the stated location.

VI. INDEMNITY

Contractor shall protect, defend, indemnify and hold harmless Evermore CID, City of Snellville, Gwinnett County, State of Georgia, their directors, officers, agents, officials and employees, from and against any and all liability, damages, claims, suits, liens, and judgments, for whatever nature, including claims for contribution and/or indemnification, for injuries to or death of any persons, or damage to the property or other rights of any person or persons to the extent arising out of and attributed to the intentional or negligent errors, acts, or omissions of the Contractor, regardless of the negligence of the CID. The Contractor's obligation to protect, defend, indemnify and hold harmless, as set forth hereinabove shall include any matter arising out of any patent, trademark, copyright, or service mark, or any actual or alleged unfair competition disparagement of product of service, or other business tort alleged unfair competition disparagement of product of service, or other business tort of any type whatsoever, or any actual or alleged violation of trade regulations. Contractor shall, on request of CID, defend, at its sole expense, any suit, action or other legal proceeding asserting a claim covered by this obligation to indemnify, and Contractor agrees to satisfy, pay and cause to be discharged of record any judgment which may

be rendered against CID, City of Snellville, Gwinnett County, State of Georgia, or others protected by this indemnification. The Contractor further agrees to protect, defend, indemnify and hold harmless, the CID, City of Snellville, Gwinnett County, State of Georgia, their director, officers, agents, officials, and employees from and against any and all claims or liability for compensation under the Worker's Compensation Act arising out of injuries sustained by any employee of the contractor.

VII. INSURANCE

Successful contractor will be required to meet insurance requirements. The Insurance Company should be authorized to do business in Georgia by the Georgia Insurance Department and must have an A.M. Best rating of A VII or higher.

Contractor shall procure and maintain in full force and effect, and at all times during the term of this Agreement, the following insurance through companies with an A VII rating from Best, licensed to conduct business in the State of Georgia unless approved by the CID in advance and at its sole discretion.

Comprehensive General Liability and Automobile Liability insurance covering Contractor's operations as set forth in this Request for Proposal with a combined single limit of not less than \$5,000,000.00 for bodily injury and property damage. Said liability insurance policies shall carry an Endorsement naming Evermore CID as additional insured. Said liability insurance shall recognize and insure performance by Contractor of the obligation to indemnify herein contained.

The Contractor's Comprehensive General and Automobile Liability Insurance shall be written for not less than limits of liability as follows:

Comprehensive General Liability

Bodily Injury: \$1,000,000.00 Each Occurrence/\$2,000,000.00 Aggregate

Property Damage: \$1,000,000.00 Each Occurrence/\$2,000,000.00

Aggregate

Policy shall contain a Pesticide and Herbicide Applicator Endorsement

Comprehensive Automobile Liability

Bodily Insurance and Property Damage: \$1,000,000.00 Combined Single Limit.

Hired and Non-Owned liability is to be included.

Umbrella Liability Policy

\$3,000,000.00 that is in excess of General Liability, Automobile Liability and Workers' Compensation.

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Worker's Compensation insurance covering all employees of Contractor, or any subcontractor, engaged in performing the services required by this proposal of not less than the minimum requirement of \$100,000/\$100,000/\$500,000. Such policy must contain a waiver of subrogation endorsement.

Proposals must include a valid Certificate of Insurance evidencing Evermore CID, the State of Georgia, the City of Snellville and Gwinnett County as named additional insured(s).

The certificate will further confirm that at least thirty (30) days prior written notice will be furnished to CID by insurer before cancellation or non-renewal of policy. The insurance policies may not include a deductible, retention, or self-insurance in excess of \$10,000. It is further understood that any coverage extended by reason of this paragraph shall be primary and non-contributory and such shall be evidenced on the Certificate of Insurance. Any insurance maintained by CID for its own protection shall be secondary or excess insurance.

VIII. SAFETY

- A. The contractor must obtain and maintain current any and all licenses, certificates, registrations, permits and any other item or permission necessary to perform and complete the services outlined in this Request for Proposal.
- B. Contractor shall plan and conduct the Services to comply with local, state, and federal laws, rules, and regulations, to adequately safeguard persons and property from injury. Contractor shall direct the performance of the Services in compliance with reasonable safety regulations and Services practice and with applicable federal, state, and local laws, rules and regulations including but not limited to, "Occupational Safety and Health Standards" promulgated by the U.S. Secretary of Labor. Neither the giving of such special instructions by the CID Representative nor the adherence thereto by Contractor shall relieve Contractor of the sole responsibility to maintain safe and efficient working conditions. Contractor shall perform all Services in compliance with applicable Federal Health and Safety laws currently in effect.
- C. All services provided by Contractor shall be performed in a safe and professional manner to the satisfaction of the CID.
- D. Contractor shall comply with all United States, State of Georgia, Gwinnett County, City of Snellville, and Georgia Department of Transportation rules and regulations

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either currently in effect or as may be promulgated in the future, while performing the Services. When required to close down a lane of traffic to perform the Services, Contractor shall only close down one lane of traffic. At such time as Contractor must close down a lane of traffic, Contractor shall utilize all required signage and a buffer vehicle. Where required, Contractor shall also utilize a police officer and a police cruiser furnished by Contractor.

- E. Contractor shall provide and require its employees to wear protective clothing, reflective vests utilizing the CID logo (provided by contractor at contractor's cost), masks, eye protection, etc., during any operation as required or directed by applicable laws, regulations, ordinances, and/or directions by manufacturer of materials or equipment.
- F. Contractor vehicles performing/supporting landscape maintenance service in the boundaries of the Evermore CID will utilize signage (provided by contractor at contractor's cost) promoting CID funding of the service. Signage must be visible from 200 feet.
- G. Contractor shall adequately protect workers, landowners, tenants, real and personal property, and the public during its operations.

IX. IMMIGRATION & SECURITY

Contractor shall ensure that all employees qualify for employment under the stipulations required by the Federal Government E-Verify program.

X. SELECTION CRITERIA

<u>POINTS</u>	<u>CRITERIA</u>
30	Experience and Qualifications – Consider both breadth and depth of experience, including demonstrated high quality and exceptional services.
10	Contractor Staff – Consider apparent capabilities and availability of key staff assigned to Evermore CID
20	Proposed Services – The degree to which proposed services meet goals and expectations.
30	Cost/Fee – Consideration of the cost and method of billing
<u>10</u>	References – A minimum of three (3) references must be submitted.
100	Total Points

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Contractor shall execute a contract tendered by Evermore CID prior to initiating service.

The relationship between the Contractor and the CID staff/board is one of independent contractor with the ultimate goal of delivering the most effective use of talent to achieve the most favorable results for the district.

XI. SERVICE DELIVERY AREA

The Evermore CID's geographic area extends from the DeKalb County line to Heritage Village Shopping Center just west of Oak Road along US78/GA10 and is approximately 7.5 to 8 miles. The response must include side street maintenance within the CID boundaries.

Links to parcel maps of the district are attached here as Exhibit "C". All areas within the CID must be included in the bid proposal. The right-of-way (ROW) document; a 77-page document which articulates all ROW areas within the district boundaries will be available for review in the CID office. The successful proposer will be responsible for maintaining all areas specified in both documents.

XII. DEFINITIONS

"Services" is defined as those services to be provided by Contractor as described within this proposal document.

"Service Delivery Area" is generally defined as the area upon which Contractor shall provide the Services within the boundaries of the CID.

XIII. PAYMENT, PENALTY, TERMINATION

A. Upon timely performance by Contractor of each month's services, and CID acceptance of each month's services, payment of all sums earned shall be made within thirty (30) days after the end of said month.

B. The CID shall withhold 20% from payments owed to Contractor for the following:

1. To compensate CID for cost to correct Services rejected by CID and not remedied by the Contractor.
2. The contract may be canceled or annulled by the Evermore CID Board of Directors in whole or in part by written notice of default to the contractor upon non-performance or violation of contract terms. An award may be made to the next low responsive and responsible bidder, or the next highest scoring responsive and responsible proposer. In either event, the defaulting contractor shall be liable to the CID for costs to the CID in excess of the defaulted contract prices. Failure of the contractor to deliver

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services within the time stipulated on their offer, unless extended in writing by CID Staff, shall constitute contract default.

3. Failure to maintain drop inlets free of debris and weed growth may result in penalties for CID to employ outside contractor to clean. Penalty will be equal to the additional cost of outside contractor.
 4. Failure to prune as required in schedule may result in penalties equal to the cost for CID to utilize additional resources to remedy failure.
- C. Termination for Cause: The CID may terminate this agreement for cause upon ten days prior written notice to the contractor of the contractor's default in the performance of any term of this agreement. Such termination shall be without prejudice to any of the CID's rights or remedies by law.
- D. Termination for Convenience: The CID may terminate this agreement for its convenience at any time upon 30 days written notice to the contractor. In the event of the CID's termination of this agreement for convenience, the contractor will be paid for those services actually performed. Partially completed performance of the agreement will be compensated based upon a signed statement of completion to be submitted by the contractor, which shall itemize each element of performance.

XIV. SERVICE DESCRIPTIONS AND REQUIREMENTS

The Evermore CID Board of Director's is seeking a contractor to provide ROW mowing, maintenance, edging, fertilizing, pruning, kudzu control, weed prevention, weed elimination, pre-emergence and post-emergence, shrub care, tree care, turf care, sidewalk sweeping, trash, litter, dumping, illegal signage, and any other debris pickup and removal for all locations encompassing the District.

The successful contractor will furnish all equipment, tools, materials, skill, labor of every description, and all things necessary to successfully complete in a good, firm, substantial and workmanlike manner, the Services in strict conformity to the specifications herein.

Contractor is expected to provide ample numbers of personnel to perform all services effectively, efficiently, safely, and professionally Monday through Friday a minimum of four (4) consecutive days per week. It is expected that a supervisor/foreman/manager will be available at all times while performing services.

****Unless otherwise stated each service will carry no additional cost and shall be included in the monthly charge.****

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a. ROW

The ROW areas are generally described as the area beginning at the back of the curb and extending twelve (12) feet beyond said curb, or to the power line poles. In some areas the ROW extends beyond twelve (12) feet, while other areas may be less than twelve (12) feet and has the appearance of being part of the parcel, which is to be maintained by the Parcel owner. Please refer to the ROW plans for clarification on these areas. However, in the event of a formidable and continuing barrier, contractor may discontinue the service either at the point where the barrier begins or at such points beyond which will appear natural and attractive.

Supplemental/temporary landscaping maintenance may be required for those businesses that have closed. Proposers should understand that maintenance needs in the right of way of various properties will vary over time. There will be an ongoing need to be flexible so the district maintains a quality appearance.

b. Power Edging

Contractor shall power edge and remove all weeds and debris. Contractor will ensure all shapes and configurations of plant beds are kept free of imperfections and weeds. A neat appearance shall be maintained of all turf by power edging all sidewalks, curbs, parkways, roundabouts, beds around trees, parking lots, drop inlets, gutters, curb backs, islands, medians, turn lanes, quadrants, plaza areas, pedestrian refuge islands, side streets, nodes, and any other areas within the CID.

c. Mulch

Mulch in the form of Bark Mulch shall be applied 1 time per year to cover all finished bed areas. Mulch applications will typically fall in the month of November. Mulch will be of top-quality materials, free of debris and of good color. Any mulch should be applied at a depth of at least 1.5" and should adequately cover all existing mulch or bed areas. A 3" trench shall be installed along the board of all mulch areas at each application. Supplemental mulch applications may be required in order to keep them looking fresh. In this case the contractor shall submit a proposal that complies with attached unit pricing to the CID for approval.

d. Curb-Side Drop Inlets

Contractor shall take action to clean out all roadway drop inlets debris and weed growth during each service visit.

e. Fertilization and Weed Control

Contractor shall include a proposed schedule and commentary on the implementation of this activity. Contractors shall provide notification to CID prior to beginning fertilization and weed control. Weed removal shall take place throughout all areas of the District during each service visit.

f. Turf Maintenance

Turf fertilization shall be conducted four (4) times per growing season utilizing rates of fertilizer, specified according to soil analysis. Contractors will be required to provide notification to CID prior to beginning fertilization and weed control. Reports will be required on each application. Notification of completion of fertilization is also required.

Pre-emergence herbicide applications shall be made up to three (3) times per year for warm season turf to prevent turf weed infestation in turf areas. Pre-emergence herbicide applications shall be made up to twice (2 times) per year for cool season turf to prevent turf weed infestation in turf areas.

Post emergence herbicides (Momentum and MSMA) shall be applied to all turf locations during the growing season to control any weed escapes. Applications shall not be made during stressful environmental turf growing conditions.

Insecticides shall be applied as needed on turf areas to control non-beneficial insect pests. Disease analysis and the application of effective fungicides to alleviate any deleterious fungus shall be made as necessary to all turf areas.

Severe disease problems may require many sequential treatments and an additional cost may be necessary. Contractor shall submit a written cost quote along with a detailed plan for treatment.

g. Pruning

All plant material shall be pruned during the growing season in a way that maintains its natural shape and health. All shrubs and ground covers shall be maintained with neat clean edges that do not extend or creep into adjacent areas of turf, guardrails, bridges, roadways, or sidewalks. All shrubs should be maintained below tree canopy to create a clean separation. Clean separation between different plant varieties is required at all times. Prior notification is required when pruning is taking place. The frequency and configuration of pruning shall depend upon horticultural standards for all shrub species. This requirement shall be at **no** additional cost and shall be included in the monthly charge. Regular maintenance shall continue at the time this project is being completed.

All clippings and pruned branches shall be removed immediately after each pruning completion.

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Trees along the corridor shall be pruned and controlled a minimum of two (2) times a year to ensure a uniform appearance throughout the district.

- h. Fertilization, Herbicides, Pre-emergence herbicides will be applied to all shrub/tree beds prior to weed germination in March/April. Manual removal of any weeds over 4" in height shall be provided.

Post emergence herbicides shall be carefully utilized as spot treatments in shrub beds during the growing season for control of weed escapes.

Fertilization shall be conducted during both spring and fall on all shrub and ornamental trees to be applied at rates conducive for optimal growth. Soil analysis will be utilized for appropriate types and rates.

- i. Median Islands
All landscaped intersection islands and road medians shall be swept, weeds removed and weed control applied at each service visit.
- j. Plaza Areas & Pedestrian Refuge Islands
Special attention shall be paid to these areas at each intersection. Areas are to be swept, and trash or foreign debris removed with each service visit.
- k. Leaf Control/Fall Clean Up
During the leaf drop season, typically October – February, leaves shall be removed or dispersed away from finished landscape and key focal areas on each visit. Leaves will be removed from beds and soft-scape areas during the fall season.
- l. Additional ROW Areas
The CID may landscape additional areas at the CID Board of Directors discretion. Contractor will be responsible for any additional areas the CID may landscape at no additional cost.
- m. Other CID Parcels and Side Streets
Proposals must include maintenance on properties outside of the defined ROW but lying within the CID boundaries. These parcels are to be maintained on the same schedule as all other maintenance.
- n. Yellow River Bridge
Proposals must include maintenance of the area immediately surrounding the Yellow River Bridge, along both sides of Highway 78. Areas of concern are the landscaped beds immediately adjacent to the bridge on both sides of Lake Lucerne

Road and sweeping the sidewalks on each side of the bridge. Trees on the side of the bridge must be trimmed regularly to avoid encroachment onto bridge lighting and signage.

Contractor must provide a Kudzu Control Plan. This plan must meet with the County Stormwater and Wastewater Management requirements.

o. Trash Removal

Prior to edging and mowing, contractor will pick up and remove from the Work Area all litter (paper, wood, metal, debris, illegal signs, etc.).

Contractor shall patrol all named streets in the district to collect trash from the ROW, including medians, nodes, islands, turn lanes, gutters, sidewalks, and all other areas within CID Boundaries.

All trash is to be bagged and properly removed for disposal. All CID trash receptacles must be emptied as often as needed (Monday through Friday) but a minimum of Monday, Wednesday, and Friday and trash surrounding receptacles must be picked up. Trash pickup is also required on all bordering streets of the CID boundaries. Cost of trash bags is to be borne by contractor.

Illegal signs are to be removed daily (Monday through Friday). Illegal signs are defined as any sign that is mounted on any utility pole or any temporary sign within 12 feet (12') of the curb or edge of pavement in the right of way (ROW).

p. Side Street Maintenance

It is the contractor's responsibility to be aware of all areas included in the CID and maintain the ROW of all side streets.

q. Rejuvenation (Deep) Pruning of CID Quadrants

The CID requests an additional yearly deep pruning included in this proposal. This will be the complete rejuvenation pruning of the West Park Place bridge quadrants and will take place between March 1, 2025, and March 31, 2025, at a time agreed upon by both the contractor and CID staff. Should you choose to quote this additional service, you must use the Rejuvenation Pruning Services Quote sheet herein. This pruning project is considered separate from the required quarterly pruning services described herein. The contractor must coordinate this deep pruning with staff of CID. The contractor must give prior notification when deep pruning begins and when it ends. A final walk-through shall be required with the contractor and CID staff before the project is considered complete. Regular maintenance shall continue at the time this project is being completed.

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r. Miscellaneous Landscape Repair/Maintenance/Special Projects

Contractor shall remove and dispose of any small tree or shrub that has died or is in severe decline from the landscape. If removal is large enough to warrant additional costs, Contractor shall submit a proposal to CID prior to removal.

Contractor shall ensure no clippings or landscape debris will be disposed of in the sewer system, or on private property.

Miscellaneous landscape repair/maintenance/special projects are to be performed on a case-by-case basis following approval of proposed plans and cost by CID staff and/or CID's Board of Directors. Because of the nature of the new landscaping, describe the manner and equipment to be used to effectively nurture the new plants and shrubs. Contractor shall purchase and provide all materials, supplies, and labor to timely complete the services to the CID's satisfaction.

XV. SCHEDULE

All services shall be performed according to the schedule below. Work shall occur on consecutive days, and unless otherwise stated, must be completed in a 5-day period. Contractor shall purchase and provide all materials, supplies, labor, and equipment.

<u>Month</u>	<u>Mowing</u>	<u>Curb/Sidewalk Edging</u>	<u>Side Street Maintenance</u>	<u>Tree Pruning</u>	<u>Shrub Pruning</u>	<u>Trash Pickup</u>
	<u># of times per month</u>	<u># of times per month</u>	<u># of times per month</u>	<u># times per year</u>	<u># times per year</u>	<u># of times per week</u>
Jan	2	2	2	0	1	Weekly
Feb	2	2	2	1	0	Weekly
Mar	2	2	2	0	0	Weekly
Apr	4	4	4	0	1	Weekly
May	4	4	4	0	0	Weekly
Jun	4	4	4	0	0	Weekly
Jul	4	4	4	0	1	Weekly
Aug	4	4	4	0	0	Weekly
Sept	4	4	4	0	0	Weekly
Oct	2	2	2	1	1	Weekly
Nov	2	2	2	0	0	Weekly
Dec	2	2	2	0	0	Weekly

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Service Hours and Days

The services shall be performed during the hours of 7 a.m. – 5 p.m. Monday through Friday and on four (4) consecutive days. Attention should be given to ensure completion of services before the weekend in order to offer the best appearance of the corridor.

Inclement Weather

In instances of inclement weather, it may become necessary to fulfill the contract requirement on the weekends. Prior notification of scheduling changes is required to the Evermore CID staff in these instances.

XVI. REPORTING

Notification by email to Evermore CID staff is required at the beginning and end of each workday. This notification must include the starting time, type of service, location in the corridor, the number of staff performing the services, ending time and location in the corridor.

Contractor shall assure following each weekly service, a supervisor approves the work performed. Notification to CID of supervisory approval is required at the end of each week. Notification must be submitted by email to Evermore CID staff.

Contractor shall prepare monthly status reports documenting the types of services performed, the number of bags of trash collected, number of illegal/temporary signs removed, the types of equipment used, and number of staff and personnel hours utilized to accomplish the services required. The monthly report must be submitted no later than the 10th day of the following month by email to Evermore CID staff.

Any unusual maintenance conditions or needs are to be reported to the CID immediately. This should include proposals for site-specific landscape enhancement projects.

Any graffiti observed shall be reported to Evermore CID staff no later than the end of the day of observation.

Failure to submit reports shall result in withholding of monthly payment of services.

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ROW Mowing, Landscape Maintenance and Care 2022 – 2023

QUESTIONNAIRE – Proposals must include a typed response to this questionnaire. The questions should be repeated and specifically answered, i.e., no reference such as “see proposal” should be made. Each page of your response to the questionnaire must feature your company’s name.

1. Name, phone number, and email address of person who can be contacted for further explanation or clarification of your proposal.
2. Date local office was established and address.
3. Provide a commentary of previous/current experience of the contractor (and any subcontractors) in directly related projects.
4. Provide a listing of other CIDs/governments/large corporate developments in the metro-Atlanta area for which you provide or have provided these types of services.
5. Qualified contractors must demonstrate competence and experience in all areas of expertise required by the scope of services. If subcontractors are to be used, the function and approximate percentage of work they will be conducting must be declared. No subcontractors will be allowed without prior approval of Evermore CID staff.
6. Provide a list of the equipment to be used.
7. Provide an Attack Plan that includes a schedule and narrative.
8. Provide a Certificate of Insurance.
9. Provide a Kudzu Control Plan.
10. Provide a statement of E-Verify compliance.

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ROW Mowing, Landscape Maintenance and Care 2022 – 2023

REFERENCES- Please provide references similar in nature to those requested in this proposal (size and scope). Please provide the name of the individual to contact and phone number where they can be reached. Three current references are required.

Company Name: _____

Address: _____

Authorized Representative: _____

Telephone Number: _____

E-Mail: _____

Service(s) Provided: _____

Company Name: _____

Address: _____

Authorized Representative: _____

Telephone Number: _____

E-Mail: _____

Service(s) Provided: _____

Company Name: _____

Address: _____

Authorized Representative: _____

Telephone Number: _____

E-Mail: _____

Service(s) Provided: _____

ROW MOWING, LANDSCAPE MAINTENANCE AND CARE 2022 – 2023

Rate Sheet

THIS SHEET MUST BE THE 1ST SHEET OF YOUR PROPOSAL PACKAGE.

Please complete the following sections for those areas your organization wishes to propose/provide services to the Evermore CID. Make sure that your Quotation Sheet includes your company name and is signed by the individual authorized to commit your company's resources.

On-going landscape maintenance and trash removal services \$ _____/month

Mulch Application 1X Annual \$ _____

Manhour Rate for Additional Labor Services \$ _____/hourly

Proposers may also consider providing pricing for a 3-year renewal option. This pricing is not mandatory and does not guarantee a successful bid award.

	On Going Maintenance & Trash Removal	On Going Maintenance & Trash Removal	Miscellaneous Landscape Repair & Special Projects
Year 1	_____/Hourly	_____/Monthly	_____/Hourly
Year 2	_____/Hourly	_____/Monthly	_____/Hourly
Year 3	_____/Hourly	_____/Monthly	_____/Hourly

IN COMPLIANCE WITH THE ATTACHED SPECIFICATIONS, THE UNDERSIGNED OFFERS AND AGREES, IF THIS PROPOSAL IS ACCEPTED BY THE **EVERMORE CID** BOARD OF DIRECTORS WITHIN NINETY (90) DAYS OF THE DATE OF PROPSAL OPENING, TO FURNISH ANY OR ALL OF THE ITEMS UPON WHICH PRICES ARE QUOTED AT THE PRICE SET OPPOSITE EACH ITEM.

Company Name

Address

Signature of Authorized Representative (Blue ink only)

Printed Name of Authorized Representative

Phone: _____ Cell: _____

Email: _____

REJUVENATION PRUNING SERVICES RATE SHEET

Please complete the following sections for those areas your organization wishes to propose/provide services to the Evermore CID. Make sure that your Quotation Sheet includes your company name and is signed by the individual authorized to commit your company's resources. Quoting on this service is not mandatory.

Rejuvenation Pruning \$_____ hourly/rate
Total Project Cost \$_____

Description of proposed work and anticipated time frame for completion of Pruning Services. Please include anticipated number of hours and number of individuals needed to complete the job:

IN COMPLIANCE WITH THE ATTACHED SPECIFICATIONS, THE UNDERSIGNED OFFERS AND AGREES, IF THIS PROPOSAL IS ACCEPTED BY THE EVERMORE CID BOARD OF DIRECTORS WITHIN NINETY (90) DAYS OF THE DATE OF PROPOSAL OPENING, TO FURNISH ANY OR ALL OF THE ITEMS UPON WHICH PRICES ARE QUOTED AT THE PRICE SET OPPOSITE EACH ITEM.

Company Name

Address

Signature of Authorized Representative (Blue ink only)

Printed Name of Authorized Representative

Phone: _____ Cell: _____

Email: _____

Exhibit A

*****Attention: This list is not all-inclusive. Nothing in the CID boundaries is excluded.*****

Side Street Maintenance - These areas are within the CID boundaries and services are to be performed as indicated in the Service Schedule.

- HWY 78 & SR 124 Intersection- All medians, sidewalks, and sides within CID Boundaries (to the power lines) – Beginning at Dunkin Donuts and ending at the beginning of Bill Rhodes Bakery.
- Knollwood Drive
- Henry Clower Boulevard
- Fountain Drive
- Cambridge / McGee Road
- Hewatt Road
- High Point Road
- Parkwood Road
- Killian Hill Road
- Evermore North Boulevard
- Easy Street
- Oakland Park Boulevard
- Westside Court
- Davis Road
- Paxton Drive
- Ross Road to Vecoma
- Lake Lucerne Road
- Parker Court
- Puckett Circle
- Camp Circle
- Glenn Club Drive
- West Park Place Blvd.
- East Park Place Blvd.
- Bermuda Road
- Bermuda Drive
- From Jessica Daron Court (becomes Stone Mountain Highway) to Gwinnett Rental Center and entrance back to Highway 78)
- Median Triangles
- Scenic Highway and Highway 78
- **And every other location that lies within CID Boundaries**

Exhibit B

Additional Project Notes

- Contractor must follow all Ga DOT policies, specifications, permitting regulations and general provisions.

Georgia Department of Transportation Policies for Landscaping and Enhancements on GDOT Right of Way and GDOT General Specifications.
- Contractor must provide notice prior to work beginning and work ending each day work is being performed within the CID
- WPP/EPP Bridge is to be kept clear of weeds and trash over the bridge and under the bridge.
- Empty trash cans at all nodes weekly
- Pick up trash within ROW weekly (as many times as needed)
- Weed Quadrants regularly
- Weed area around Yellow River Bridge, and remove any trees growing from underneath
- Cut small patch at Matterhorn Drive, back to flagpole
- Cut grass under the billboard at McGee Road, to neighboring property line
- Keep Fountain Drive medians free from weeds and trash
- Cut 2 grassy areas in front of Paintball at Hewatt Road
- No mower should be used on the hills in front of Jessica Daron Ct.
- Watch for encroaching weeds behind all guard rails, and trim accordingly
- There are 4 ROW markers at Hewatt Road (in front of BP). Use furthest marker as the ROW District
- No scalping – keep mower blades to a height of 3 inches
- Sweep sidewalk in front of Yellow River Bridge
- DO NOT blow clippings onto roadway or into storm drains
- Remove all trimming from medians
- Maintain and refresh all mulch throughout corridor
- Trim weeds from around all traffic control boxes
- Remove weeds from pavers at nodes

EVERMORE CID REQUEST FOR PROPOSAL
Landscape Service/Maintenance 2024 - 2025

Exhibit C

East Section (contains City of Snellville)

https://evermorecid.org/wp-content/uploads/2021/11/Evermore_Aerial_East-2011.jpg

Mid-Section (Contains Lake Lucerne and Yellow River Bridge)

https://evermorecid.org/wp-content/uploads/2021/11/Evermore_Aerial_Mid-2011.jpg

West Section (Contains Park Place Area)

https://evermorecid.org/wp-content/uploads/2021/11/Evermore_Aerial_West-2011.jpg