LAWN MAINTENANCE SERVICES
CHARTER TOWNSHIP OF HARRISON

CONDITIONS OF CONTRACT

The Contractor shall be responsible for the mowing, edging and other lawn maintenance activities as requested by the Township for either all or select properties owned by the Township. The Contractor shall be responsible for maintaining and providing all equipment necessary. The Contractor shall maintain insurance for all incidents that occur as a result of the contract and keep proof of insurance of on file with the Township. The Contractor is judged to have sufficient expertise in this field to determine, with reasonable certainty, the required amount of work and workers needed to accomplish the purpose of this contract. The Charter Township of Harrison Supervisor's Office's judgment as to performance will be based primarily on the continuous acceptable appearance of the grounds subsequent to mowing. In conjunction with the Terms of Contract, and with notice and opportunity to cure, the Charter Township of Harrison reserves the right to withhold payment on services not rendered.

Any provision of this Agreement may be altered or amended by a written document signed by both parties hereto forth such alteration or amendment without affecting the obligations created by the other provisions of this Agreement. The Charter Township of Harrison and the Contractor agree that the failure to enforce any provision or obligation under this Agreement shall not constitute a waiver thereof or serve as a bar to the subsequent enforcement of such provision or obligation or any provision under this Agreement.

SCHEDULING OF WORK

All work will be conducted during scheduled times as set forth by the Supervisor's Office. Contractor shall be responsible to coordinate activities as required in the weekly and monthly maintenance outlined in minimum guidelines.

PERSONNEL

- Contractor employees shall be clean, courteous, efficient and neat in appearance
- Contractor shall not employ any person or persons in or about the premises that shall use improper language or act in an improper manner
- Contractor agrees to remove from the township premises, the services of any employee whose conduct the Supervisor's Office feels is detrimental to the best interest of the Township and/or the Board of Trustees
- Contractor shall provide all personnel necessary to perform all services
- All employees of the Contractor shall be bonded

TERMS OF CONTRACT

Term of the contract shall be for a period of two (2) years commencing upon signature and terminating twenty-four (24) months thereafter. There is an option of two additional years for the contract at the sole discretion of the Board of Trustees.

Notwithstanding any of the foregoing, or any other rights or privileges of cancellation contained herein accruing either to the Contractor or to the Board of Trustees, and in conjunction with the Conditions of the Contract, either party shall have the right of cancellation for any reason. Notice shall be delivered by serving notice on the other party, by registered mail, return receipt requested. The Notice shall contain the intent to cancel the entire contract and be delivered at least sixty (60) days prior to any such proposed cancellation date. Such cancellation to be without recourse except for any sums owing to either party at the time of cancellation.

MINIMUM GUIDELINES

Any questions in regards to the location of any property should be directed to the Supervisor's Office prior to the bid due date. It is otherwise assumed the bidder understands the locations and scope of this work.

Areas to be cut weekly

- Main Office Complex – 38151 L'Anse Creuse
  - Approx 2 Acres
- Old Town Hall - 38313 L'Anse Creuse
  - Approx 0.4 Acres
- Fire Station #1 - 27061 Crocker
  - Approx 1 Acre
- Fire Station #2 - 39460 Jefferson
  - Approx 1.2 Acres
- Tucker Park, Fishing Pier and adjoining Bike Path at Ballard and Jefferson
  - Approx 9.6 Acres
- Waterfront Park on Jefferson across from L'Anse Creuse Middle School South
  - Approx 3.4 Acres
- Trombley Park at NE corner of South River and Elmite
  - Approx 2.4 Acres
- Orville Aune Park between Archer, Pardee and Riverdale
  - Approx 0.5 Acres
- Township Park between S. River, Prentiss and Emerick
  - Approx 0.4 Acres
- Water and Sewer Storage Building, 30360 South River
  - Approx 0.5 Acres
- Water Storage Tank, Union Lake and 16 Mile
  - Approx 2 Acres
- Easement north of 37294 Jefferson (South of Gino's Surf)

- Parkway Parcel along the north side of Jefferson Ave across from Harbor Club North, including triangle portion(0.5 Acres) on Jefferson Ave immediately south of Foxcroft Apartments on Bradwood Ct

- Road edge at northwest corner of Cherry Lane and Bakeman(0.05 Acres)

Areas to be cut monthly

- Retention Ponds and Drain behind Maple Forest Apartments on North Pointe and Along Metro Parkway

Additional Services

Any additional services shall be at a rate agreed upon before by the Contractor and the Township.

Billing

Billing from the Contractor shall be delivered to the Township on a bi-weekly basis and payment will be made within 15 days of receipt. All hourly billings will include a breakdown of number of crew, hours on site and total man hours.

BIDDING

The following bid sheet shall be filled out and returned in a sealed envelope along with the other documents requested.

Sealed bid proposals for Lawn Mowing must be received by the Office of the Clerk, Charter Township of Harrison by Friday April 7, 2017 at 2:00 p.m. The bids will be opened publicly Friday April 7, 2017 at 2:00 p.m. in the Clerk's Office, 38151 L'Anse Creuse, Harrison Twp, MI 48045.

As a condition of this bid, the Township reserves the right to reject any or all bids, or to waive any informality in the bid, or to accept the bid which will best serve its interest.

BID SHEET

COMPANY

Name: _____

Contact Person: _____ **Contact Number:** _____

Email: _____ **Company Website:** _____

Signature of Authorized Representative: _____

Date: _____

COSTS

Township Properties	
Cost for Weekly Cuts	$
Cost for Monthly Cuts	$

Amount of work: 22-26 weekly cuts / 5-6 monthly cuts

The first and last weekly/monthly cuts are determined by the Supervisor's Office.
Upon award, selected contractor shall provide price breakdown per property.

EQUIPMENT

Please attach a list of equipment that your company proposes to use to complete the Township work.

REFERENCES

Please attach a list of three professional references for which you perform similar work.

INSURANCE

Please attach a current proof of insurances.