

INVITATION TO BID
HIGHWAY 51 RIGHT-OF-WAY
LITTER PICK-UP, MOWING AND TRIMMING

I. GENERAL

Sealed bids for furnishing the item(s) described in this Invitation and any specifications attached hereto, or made a part hereof, will be received in the Office of the CITY MANAGER of the City of Union City, Obion County, Tennessee P.O. Box 9 (408 S. Depot St.) until 10:00 A.M. (CDT) on Wednesday, September 30, 2020. Sealed bid should be addressed on the envelope ATTN: U.S. Highway 51 Mowing Bid. If you have any questions, please contact Kathy Dillon, City Manager at 731/885-1341.

Bids received after said time will be returned unopened. Results of all bids will be delivered for consideration to the Union City – City Council at their regular scheduled meeting on October 6, 2020 at 5:30 P.M. at the Municipal Building. Additional copies of the Invitation are on file with and available at the Office of the City Manager of Union City at the above address.

All bids will be reviewed and a contract awarded to the bidder with the most applicable bid provided that the City shall have the power to reject any and all bids for any reason deemed necessary by the City.

II. SCOPE AND CONDITIONS

It is the intent of this Invitation to cover the furnishing and delivery to the City of Union City a complete and soundly engineered product or service equipped and or specified as hereinafter provided, and meeting the performance standards, all as more specifically identified in the following specifications. Any/all agreements and/or conditions are subject to TDOT approval.

Minor details of manufacture, installation and materials: where not otherwise specified in these documents, are left to the discretion of the bidder who shall be solely responsible for design, manufacture and delivery of all services and features.

At the option of the City, all of the alternatives included in the specifications may be included. The City reserves the right to negotiate with the successful bidder for any additional accessories, equipment or services desired.

Specifications are intended to require minimum standards and they may be exceeded unless noted otherwise. The availability of parts and service will be a factor in the selection of the lowest responsible bid.

No bid may be withdrawn after scheduled closing time for receipt of bids, and all conditions and prices must remain valid for at least thirty (30) days after opening bids.

SPECIFICATION FOR LITTER PICK-UP, MOWING, AND TRIMMING
U.S. HIGHWAY 51
UNION CITY, TENNESSEE

Description. This work shall consist of litter pick-up, mowing and trimming of the rights-of-way of U.S. Highway 51 “fence to fence” from the south corporate limit to the north corporate limit of the CITY OF UNION CITY, TENNESSEE, otherwise known as West Reelfoot Avenue and Everett Boulevard. The description of this area of rights-of-way is approximately 105 acres+/-.

General. All litter pick-up, mowing and trimming shall be performed to the satisfaction of the CITY. Standing vegetation shall be cut to a height of four (4) inches or less while maintaining a consistent vegetation profit within all mowing limits adjacent to the roadway. The Contractor shall mow only those areas that are designated as mow able acres. Hand trimming may be required as directed by the CITY for areas of vegetation inside the designated mowing limits which are not accessible to mechanical mowers. As work progresses, mowing and trimming shall be conducted in such a manner to provide a consistent standing vegetation height in all mowing limits adjacent to the roadway. Extreme care shall be taken not to damage the trees, plants and shrubs, which are designated by the CITY to remain. The Contractor shall mow as close as practicable to all fixed objects. Hand trimming is required atop earth berms, within all rip rap areas, and around all fixed objects, including but not limited to earth berms, guardrails, cable rail, utility installations, utility poles, mailboxes, delineators, sign posts, wildflower plots, bridge abutments, and bridge piers. The Contractor shall not apply chemicals, unless otherwise approved by the CITY, nor will the Contractor bale mowed vegetation under this contract. A WORK cycle shall be considered one complete operation of litter pick-up, mowing and trimming of the described area within the corporate limits of the CITY OF UNION CITY.

All work will be a continuous operation for each work cycle, on successive working days until the completion of all work specified, to include litter removal, mowing and trimming. Litter pick-up shall be the first phase, mowing the second phase, and trimming the last phase of a mowing cycle. Weather permitting, each work cycle will not exceed five (5) days.

Each work cycle shall be performed only during the hours of daylight – Monday through Friday, or as directed by the CITY. No work shall be conducted on Sunday. Mowing SEASON shall be as April 1 through November 30.

Litter Removal and Disposal. Litter shall be considered as any object or group of objects foreign to the rights-of-way which has been discarded or abandoned and is or may become visible from the edge of the roadway or shoulder as a result of mowing, vegetation management, maintenance operations or traffic. Examples under this definition include but are not limited to paper, plastic, bottles, cans, wood, tires, portions of tires and metal projects.

During the litter removal phase, the contractor shall provide workers with TDOT approved reflective safety vests. All vehicles used during this phase shall be equipped with amber flashing warning lights, visible in all directions and a covering device to prevent litter from being blown from the vehicle.

All litter shall be bagged and removed prior to mowing and trimming phases. Disposal of litter shall be made to a Tennessee State licensed dumpsite or recycling facility at Contractor’s expense.

The Contractor shall furnish portable signs in accordance with the “manual on Uniform Traffic Control Devices” to notify the traveling public of the operation of litter removal and pick up. The Contractor shall place these signs on the highway during the operation of litter removal and pick-up. Signs at the beginning point shall be 48” (inches) by 48” (inches) in size, diamond shaped with black letters on an orange background with a black border with eight (8”) inch high letters. These signs shall be dual mounted one on each shoulder, for both directions of travel.

Mowing and Trimming Operations. Work shall begin for each cycle on the date specified in the Notice to begin work. Once cycle begins the Contractor shall maintain a continuous operation until the mowing and trimming is complete. A mowing cycle will be considered complete when all mowing and hand trimming is complete to the satisfaction of the CITY.

When mowing, the mowers shall not discharge vegetation and debris toward the roadway. When mowing is required in close proximity to the roadway and vegetation or debris is deposited on the roadway as a result of the mowing operation will be removed before leaving the area.

Equipment operators and persons involved in support of mowing and trimming operations shall be required to wear TDOT approved reflective safety vests.

Equipment. Prior to beginning work, the Contractor shall provide the CITY a schedule of equipment which will be used to accomplish work under the terms of the contract. The Contractor shall certify to the CITY that the equipment to be used on this project is suitable for mowing along public highways at all locations designated herein to be mowed as per the equipment manufacturer(s) recommendations, and further that all equipment used in the work will be maintained in safe operating condition at all times. Any equipment that the CITY determines to be unsuitable for use or hazardous to highway users shall not be used in the work. Sufficient equipment and accessory items necessary for an efficient operation and the completion of the cycle in the designated time shall be provided.

All rotary mowers must be equipped with safety chains to prevent damage to property caused by flying debris propelled out from under the mower. Chains shall be a minimum of 5/16” (inch) in size and links spaced side by side around the mower’s front, sides, and rear. Chains shall be spaced at no less than twelve (12) strands per foot and shall be laced horizontally one row from the bottom with ¼” (inch) steel cable secured by cable clamps on each end. When sitting on level ground, at a level cutting height of seven (7) inches, the chains shall be long enough to drag the ground. Flaps or semi-rigid guards will not be allowed as a substitute for chains. Maximum cutting widths for rigid frame rotary mowers shall be 108” (inches).

Tractors shall be equipped so as to conform to prevailing Occupational Safety Health Act Standards, including flashing amber lights and slow-moving equipment emblems. While equipment is not in use, it shall be parked or stored off the pavement or shoulder of the highway in an inconspicuous place more than 30’ (feet) from the edge of pavement or as directed by the CITY. Under no circumstances shall mowers be parked or stored on medians. When batwing mowers are being moved from one site to another under their own power with the mowers raised, the mower shall be disengaged.

The Contractor shall be required to have the company name and phone number on all tractors and work zone support vehicles on the left and right sides in a location that is visible to the public. The lettering for the company name and phone number shall consist of a reflectorized material with a minimum height of three inches (3”) or five inches (5”) in height if non-reflectorized.

Warning Signs. The Contractor shall furnish portable signs in accordance with the “Manual on Uniform Traffic Control Devices” to notify the traveling public of the operations of mowing equipment. The Contractor shall place these signs on the highway during the operation of mowers and remove them immediately after the operation ceases. Signs at the beginning point shall be 48” by 48” in size, diamond shaped with black letters on an orange background with a black border with eight inch (8”) high letters. These signs shall be dual mounted, one on each shoulder, for both direction of travel.

Damage to Property. The Contractor shall carry on his operation in such a manner that he does not damage the existing ground areas, trees, shrubs, guardrail, utilities, delineators or other structures. The Contractor shall not mow during wet conditions where turf damage or ruts would occur. In the event damage occurs to the right-of-way by reason of mowing operations, the Contractor shall replace or repair same, at his own expense, in like kind, and as directed by the CITY. If damaged property resulting from the Contractor’s operations has to be repaired by the CITY, the cost of such work shall be deducted from monies due the Contractor.

The Contractor shall take all necessary precautions to prevent damage to passing vehicles and to both public and private property. This shall include, but is not limited to trees, shrubs, fences, mail boxes, structures, delineators, utility poles, guardrail, cable rail, signs, vehicles and any other property which may be damaged by the mowing operation. Payment for work may be withheld until damaged property has been repaired or replaced.

The Contractor shall respond to all claims of damage from the public within 72 hours after notification of damage. Failure to settle claims for damages in a timely manner may result in actions by the City to preclude the Contractor from performing work on future projects.

Liability Insurance. The Contractor shall further provide for public protection by carrying a minimum of one million dollars (\$1,000,000) liability insurance.

A certificate of insurance naming the CITY OF UNION CITY as additional insured shall be submitted to and approved by the City prior to the City’s execution of the contract and when requested by the City. If the Contractor fails to furnish the certificate of insurance within ten (10) working days after receipt of the notice of award, or when requested, the City may, in its sole discretion, cancel the award of contract and require that the bid security provided by the Contractor be forfeited.

The liability insurance policy shall be maintained for the duration of the contract. The parties hereby agree that failure to maintain liability insurance shall constitute a material breach of the agreement. The Contractor shall provide the CITY proof of a new policy prior to expiration of the current policy. The Contractor shall be considered in default at any time this insurance is canceled, terminated or allowed to expire prior to completion of the contract. The Contractor shall give the CITY thirty (30) days written notice of his or her insurance carrier’s intent to terminate the policy.

Worker’s Compensation. The Contractor shall provide proof of Workers Compensation Insurance for all workers associated with and involved in the description of the contract. Liability limits shall be statutory as per STATE OF TENNESSEE.

The Contractor shall be considered in default at any time this insurance is canceled, terminated, or allowed to expire prior to completion of the contract.

Performance Bond. A continual Performance Bond equivalent to ONE (1) year of contract amount will be required.

References. Provide TWO (2) work performance references similar in scope of this bid.

Equipment Inventory. Provide list of equipment to be used to perform work related to this bid.

Bid Options. Bid Options are requested at a “per each” cost of work cycles. The CITY reserves the right to not pay for work cycles not performed due to a shorter than normal mowing season as described in the “General” section of these specifications.

Term of Contract. The term of the contract shall begin the 1st day of April, 2021 and shall end November 30, 2026. Monthly payments will be made by City to contractor.

IT IS THE POLICY OF THE CITY OF UNION CITY, TENNESSEE NOT TO DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, AGE, SEX OR DISABILITY IN ITS HIRING AND EMPLOYMENT PRACTICES, OR IN ADMISSION TO, ACCESS TO, OR OPERATION OF ITS PROGRAMS, SERVICES AND ACTIVITIES.

BID
UNION CITY, TENNESSEE

RIGHT-OF-WAY LITTER REMOVAL, MOWING AND TRIMMING – US HWY 51, UNION CITY, TN

Bid Deadline: Wednesday, September 30, 2020

10:00 a.m.

Office of the City Manager

Municipal Building

408 S. Depot Street, P.O. Box 9

Union City, TN 38281

INSTRUCTIONS:

Please give costs for each option listed below.

Bids to be submitted in a SEALED envelope with “BID – Hwy 51 Mowing” printed on the outside.

COST PER EACH MOWING/TRIMMING FOR REMAINDER OF 2020 \$ _____

COST PER EACH LITTER PICK UP FOR REMAINDER OF 2020 \$ _____

TOTAL FOR 2020 \$ _____

COST EACH FOR 8 MOWINGS/TRIMMINGS 2021-26 \$ _____

COST FOR EACH 8 LITTER PICK UP 2021-26 \$ _____

TOTAL FOR 8 CYCLES 2121-26 \$ _____

COST EACH FOR 14 MOWINGS/TRIMMING 2021-26 \$ _____

COST EACH FOR 14 LITTER PICK UP FOR 2021-26 \$ _____

TOTAL FOR 14 CYCLES 2021-26 \$ _____

Bidder:

Authorized Signature:

Date:

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COLOR, NATIONAL ORIGIN, AGE, SEX OR DISABILITY IN ITS HIRING AND EMPLOYMENT PRACTICES, OR IN
ADMISSION TO, ACCESS TO, OR OPERATION OF ITS PROGRAMS, SERVICES AND ACTIVITIES.

City of Union City
Bid Invitation

R.O.W. Mowing

The City of Union City is accepting bids for R.O.W mowing, trimming, and litter pick up on Everett Boulevard and Reelfoot Ave. This shall be a (detailed) listing showing hourly rates for each piece of equipment, and labor, (etc.) for the projects listed above that are within the corporate limits of Union City. Bid specifications are available in the office of the City Manager, 408 S. Depot Street, Union City, TN. If you have any questions please contact Kathy Dillon at (731-885-1341) Sealed bids are due in the City Manager's office at 408 S. Depot Street, Union City, TN 38261 no later than 10:00 A.M. on Wednesday, September 30, 2020. All bids must have **BID – Hwy 51 Mowing dated September 30, 2020, 10:00 a.m. on outside of envelope**. All bids received after said time and date will be returned unopened. All bids will be publicly opened and read aloud to the City Council at the next council meeting. All bids will be reviewed and a contract awarded to the bidder with the most applicable bid provided that the City shall have the power to reject any and all bids for any reason deemed necessary by the City.