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CITY OF VINELAND
BUSINESS ADMIN

CITY OF VINELAND

DEPARTMENTAL REQUEST FOR PUBLIC BIDDING

Grass Cutting/Debris Removal

1. NATURE OF REQUEST: ~~LOT CLEARANCE~~ *FOR BLIGHT ELIMINATION*
Per Purchasing

2. ENGINEER'S ESTIMATE: \$ N/A
(If Engineer's Estimate has been prepared by anyone other than the person signing this form, please attach a copy of said Engineer's Estimate.)

3. AMOUNT BUDGETED FOR THIS REQUESTED ITEM: \$ 20,000.

4. BUDGETED ITEM: YES NO
(If no, is it an ordinance authorized material, service or supply?)

YES NO ORDINANCE NO.: _____

(B) Please identify the page number and line item appropriation sub-account:

Budget Page No. _____ Account No. 001-1-16-16-1606-5023103

5. Check here if:

Federal Funds State Funds
UEZ Funds Davis Bacon Requirements

(If any of the above are checked, the project must be monitored by the department for compliance with prevailing wage rate policy and procedures.)

6. Date to be Advertised: 6/24/14

7. Date to be Received: 7/8/14

8. Date to be Awarded: 7/22/14

9. Special Conditions or Instructions: _____

10. The following must be attached:

Summary of Project *SCOPE OF WORK*
Specifications
Plans (if applicable)
Bidders Mailing List (with emails of the vendor)

11. Specifications Prepared by: Robt. Ausseberga #4192
(NAME, TITLE AND EXTENSION NUMBER)

12. Approved by: _____
SIGNATURE (DIRECTOR, DEPARTMENT HEAD, SUPERVISOR)

Send copies to:
Purchasing Department
Business Administration

SPECIFICATIONS

LOT CLEARANCE FOR BLIGHT ELIMINATION

SCOPE

The contractor shall furnish all labor, equipment and materials, to perform all operations in connection with these specifications. Generally work may include mowing of lawns and trimming or cutting noxious weeds with shoots up to 1" in thickness and removal of same.

GRASS CUTTING AND LOT CLEARANCE

Any and all grass is to be cut from the curb line and within the property borders. Grass is to be cut to a maximum height of 2" on residential properties and to a height of 3" on open type rural fields. Grass clippings, shrubbery and trash are to be removed from residential lots. Clippings may be left on open rural fields. The bidder shall state on the proposal an hourly rate for man and equipment required to complete the project.

REMOVAL OF TRASH AND DEBREE

Where trash and debris must be removed from a residential property, with a house on it, the contractor can utilize regularly scheduled City trash pick up service at the curb for disposal. If there is no house on the property, the contractor is responsible for the removal of same.

SITES

The sites are privately owned lots within the City of Vineland. The contractor will be notified by the City of Vineland Department of Licenses and Inspections as to which lot is to be done and how much time will be allocated to complete the project.

TIME FOR COMPLETION

The contractor will be notified by the Department of Licenses and Inspections which lot is to be done and the time allocated for completion. The contractor is to commence work within three (3) days of notification from the Department of Licenses and Inspections.

OTHER CHARGES

Any and all debris is to be removed from a particular property. If any special equipment is required, **other than that listed on the proposal**, the contractor shall contact the Department of Licenses and Inspections for approval **prior** to any work being done. If approved by the Department of Licenses and Inspections, the contractor will be reimbursed on an actual use basis for the special equipment. The contractor shall submit to the Department of Licenses and Inspections itemized invoices from their supplier for the actual cost of the equipment used.

HOLD HARMLESS

The contractor agrees to protect, defend, and save harmless the City against any damage for payment for the use of any patented material, process, article, or device that may enter into the manufacture, construction, or form a part of the work covered by this contract; and further agrees to indemnify and save harmless the City of Vineland from suits or actions of every nature and description brought against it, or on account of, any injuries or damages received or sustained by any parties, by or from, any actions of the contractor, his servants, or agents.

INSURANCE

The contractor is to furnish a certificate of insurance covering Workmen's Compensation as required by State Law, Public Liability Insurance in an amount not less than \$100,000 for injuries, including accidental death, to any one person, and subject to the same limit for each person, in an amount not less than \$300,000 on account of one accident, and Property Damage Insurance in an amount not less than \$50,000 and that such certificate shall specifically state that the policies cover the work to be done for the City of Vineland.

CONTRACT PERIOD

The contract shall be for the remaining period of the year 2014 ending December 31st, 2014 or until appropriated funds are exhausted. The amount of the contract may range from \$0 to \$20,000, depending on appropriation of funds in the budget for fiscal year 2014.