

# Charter Township of Shelby

## BEAUTIFICATION COMMITTEE

52700 Van Dyke  
Shelby Township, MI 48316-3572

Phone: (586) 731-5102  
Fax: (586) 726-7227

November 14, 2018

Dear Vendor,

The Beautification Committee of the Charter Township of Shelby is soliciting bids for landscape maintenance to include lawn, tree and shrub care for a three year period beginning February 2019 through December 2022.

The first bid is for the median on Schoenherr Road north of M59 (Hall Road) and south of 21 Mile Road. Additionally the bid is to include the FIRST island on the Mound Road median north of M59 (Hall Road). (More care for Mound Road is requested by bids 2, 3 & 4 below).

The **first bid** is to include the cost of:

Items # 1 through 5 applies to both Schoenherr & Mound Roads (Island 1).

1. Mowing and trimming the median areas.
2. Mulching of lawn clippings.
3. Removal of debris, trash or litter at the time of cutting.
4. Mowing every other week during growing season and more often if the growth demands or less often as needed.
5. Fertilizing the lawn in the spring, (pre-emergent), summer and fall (weed & feed).

Items #6 through 9 apply only to Schoenherr Road.

6. Weeding of beds either hand pulling or applying appropriate herbicide (as needed).
7. Trimming of trees and shrubs (as needed - minimum of one time per year)
8. Placement of quality mulch around all trees/shrubs (mulch should be arranged in "doughnuts" and not "volcanoes")
9. Fertilize the trees in the spring and fall
10. Cultivating and freshening the mulch to the appropriate level as needed to maintain aesthetics. ("doughnuts" and not "volcanoes")

A **second bid** is requested to mow the remaining islands (2 through 6) of Mound Road.

1. Mowing and trimming the median areas.
2. Mulching of lawn clippings.
3. Removal of debris, trash or litter at the time of cutting.
4. Mowing every other week during growing season and more often if the growth demands.

5. Placement of quality mulch around all trees/shrubs (mulch should be arranged in "doughnuts" and not "volcanoes")
6. Cultivating and freshening the mulch to the appropriate level as needed to maintain aesthetics. ("doughnuts" and not "volcanoes")

A **third bid** is requested to fertilize the Mound Road (Islands 1-5) (trees only) in the spring and fall.

A **fourth bid** is requested to cut to ground level the dead phragmites and remove the current vegetation on the second island on Mound Road.

Termination of this contract by either party requires a 30 written notice.

Business & Insurance Requirements to be submitted with bid (s): Vendors must be licensed and must submit Proof of Business Registration or DBA papers from the State of Michigan or County in which business is located. Vendor must be insured and must submit Proof of Liability Insurance and Worker's Compensation Insurance.

The bid quotation (***only the enclosed bidders sheet is acceptable***) with a business letterhead must be submitted in a sealed envelope and hand-delivered or mailed to Stanley Grot, Shelby Township Clerk, clearly marked "Re: Schoenherr/Mound Roads Landscape Program" to 52700 Van Dyke, Shelby Township, MI 48316 for receipt by Friday, December 14<sup>th</sup> 2018 at 2:00 PM. All bids will be opened at that time.

The Charter Township of Shelby reserves the right to accept any bid, to reject any or all bids, to waive any irregularities in bidding and to accept any bid in the best interest of the Township.

For further information, please contact the Clerk's Office at 586.731.5102.

Enclosed: Bidders Sheet – Landscape Maintenance – Shelby Township, MI

**Bidders Sheet-Landscape Maintenance Schoenherr and Mound Roads  
 Charter Township of Shelby - MI  
 February 2019 to December 2022**

Company: \_\_\_\_\_  
 Contact: \_\_\_\_\_

NOTE: (A bid amount should be placed where the \$ sign is displayed. Sum Bid #1 at the \$\$ sign)

<u>TASK</u>	<u>BID 1</u>	<u>BID 2</u>	<u>BID 3</u>	<u>BID 4</u>
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**Schoenherr & Mound (1st Island)**

Lawn mowing & trimming  
 (Price per mowing)      \$ \_\_\_\_\_

Lawn fertilizing  
 (Spring)      \$ \_\_\_\_\_  
 (Summer)      \$ \_\_\_\_\_  
 (Fall)      \$ \_\_\_\_\_

**Schoenherr only**  
 Mulching of beds      \$ \_\_\_\_\_

Trimming trees/shrubs  
 (per occasion)      \$ \_\_\_\_\_

Weeding of beds  
 (per occasion)      \$ \_\_\_\_\_

Fertilize trees/shrubs  
 Spring      \$ \_\_\_\_\_  
 Fall      \$ \_\_\_\_\_

**Bid 1 Grand Total**      \$\$ \_\_\_\_\_

**Mound Road (Island 2-6)**

Lawn mowing & trimming  
 (Price per mowing)      \$ \_\_\_\_\_

**Mound Road (Island 1-5)**

Fertilize trees only  
 Spring      \$ \_\_\_\_\_  
 Fall      \$ \_\_\_\_\_

**Mound Road (Island 2)**

Cut phragmites      \$ \_\_\_\_\_