

ADDENDUM

Invitation-To-Bid ROW MOWING AND LANDSCAPE MAINTENANCE SERVICES

<u>Date of Addendum Issuance</u>: November 11th, 2022

Addendum Nos.: #1

<u>Addendum Description</u>: ITB issuance date of October 18th, 2022 has been revised. The revisions include the following changes:

- 1. Table of Contents
- 2. Section 9
- 3. Exhibit A (incorrectly stated as Exhibit B) ROW Maintenance Task Frequency Summary
- 4. Exhibit F

For clarity, the entire ITB (76 pages) with all revisions is identified as Addendum #1 as follows:



INVITATION-TO-BID "RIGHT-OF-WAY MOWING &

LANDSCAPE MAINTENANCE SERVICES

Date of Invitation-to-Bid Release: October 18th, 2022

Bids Due: November 22nd, 2022; 4:00 PM

Submit Bids To: Rodney Beck

Public Works Director City of Clarkston 1055 Rowland Street Clarkston, Georgia 30021 Monday-Friday; 9:00 am to 4:00 pm

Direct Questions To: Rodney Beck

rbeck@cityofclarkston.com

(No phone calls shall be made to Mr. Beck All questions shall be emailed)

Right of Way (ROW) Mowing & Landscape Maintenance Services

INVITATION TO BID - City of Clarkston 2022

October 18th, 2022

The City of Clarkston is accepting bids from qualified vendors for Right-of-Way Mowing and Landscape Maintenance Services. The selected Contractor shall provide all labor, materials, equipment and related services necessary in the performance of this Invitation-to-Bid (ITB). Right-of-Way Mowing and Landscape Maintenance Services is generally described as mowing, weed control, hardscape cleanup of gutters and sidewalks and related flat surfaces, tree pruning, sidewalk edging, trash pickup and related work tasks as described in the Invitation-to-Bid (ITB).

Bids will be received until 4:00 PM local time on November 22nd, 2022 by the City of Clarkston at the following address;

Clarkston City Hall Annex <u>ATTN</u>: Rodney Beck, Director of Public Works 1055 Rowland Street Clarkston, Ga. 30021 Monday-Friday; 9:00 am to 4:00 pm

Monday thru Friday from 9:00 AM to 4:00 PM; <u>ATTENTION</u>: City of Clarkston, c/o Rodney Beck; Public Works Director. <u>Late bids will not be considered nor returned</u>.

A non-mandatory pre-submission meeting will be held on November 2nd, 2022 at 2:00 PM at 1055 Rowland Street Clarkston, Georgia 30021 (Clarkston City Hall Annex). <u>All potential bidders are strongly encouraged</u> to attend.

Bids may be submitted by mail, common carrier, or delivered in person. Electronic (fax or e-mail) bids are <u>not</u> acceptable. All bids must be received at or prior to the time specified. Bids will be opened by the City of Clarkston Public Works Director. Bidders and their agents are invited to attend. Bid amounts will be read aloud after the bid opening. Bids are not final until which time the Director and/or City Manager reviews the entire bid submittal package and ensures all bid requirements are met. The selection of the firm will be based on the lowest, most responsive and qualified bidder.

Payment will be made on a monthly basis for work performed the previous month. Invoices to be paid within 30 days after approval by the City of Clarkston.

Each bidder shall submit with the bid either a <u>bid bond</u>, <u>certified check or cashier's check</u> in the amount of five percent (5%) of the total bid, made payable to the City of Clarkston.

The Bidding Documents and Specifications are <u>only</u> available for review and download at the follow web site: <u>https://www.cityofclarkston.com</u>

Addendum (if applicable) and other project bid information will <u>only</u> be available on this web site. All questions regarding the bid documents shall be made via email to Rodney Beck at <u>rbeck@cityofclarkston.com</u>. The deadline to submit questions to Mr. Beck is no later than 3:00 PM (local time), November 14th, 2022 (Monday). The City of Clarkston will post "Response to Questions and/or Addenda", if applicable, on the City of Clarkston web site no later than 3:00 PM, November 15th, 2022 (Tuesday).

Bids may not be withdrawn for sixty (60) days after the time and date set for bid opening. Bids are legal and binding upon the bidder when submitted. All bids should be submitted in duplicate. Award will be made to the vendor (s) based on a ranking criteria as outlined in the RFP document. The City of Clarkston reserves the right to reject any or all bids, to waive technicalities and to make an award (s) as deemed in its best interest. The written bid documents supersede any verbal or written prior communications between the parties.

The selected bidder must ensure that all employees and applicants for employment are not discriminated against because of their gender, race, color, genetic information, religion, national origin, political affiliation, age, handicapped status, sexual orientation, sexual preference, or gender identity and expression

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SECTION 1 INTRODUCTION AND BACKGROUND

The City of Clarkston is seeking sealed Bids from qualified firms to provide right-of-way mowing and related landscape maintenance services on specific city street segments and federal interstate right-of-way.

The City of Clarkston's intent with this project is to procure the services of a contractor that will provide superior service and workmanship in accomplishing the tasks outlined in this ITB. The visual appearance of the city right-of-way includes landscaping and beautification, cleanup and overall attention to detail in the cleanup process. This visual appearance of the City has been identified as the #1 priority by the Clarkston City Council. The City of Clarkston desires to enhance the services and tasks currently being provided by the Public Works Department. This will be accomplished by procuring the services of a highly skilled and conscientious landscape and maintenance contractor with appropriate experience to perform right-of-way mowing, landscape maintenance and related services. The visual appeal of the City is critical in attracting new businesses while maintaining the existing business within the City boundaries.

The frequency and type of tasks performed on each specified street is identified on the attached maps and spreadsheets.

The Public Works Director will have the flexibility to modify the project scope; specifically frequency's and/or estimated quantities identified in the spreadsheet work scope. If the frequencies and/or estimated quantities are exceeded, the contractor and the Director will negotiate a fee based on the Lump Sum fees in the contract.

SECTION 2 PROPOSER'S SPECIAL INSTRUCTIONS

A. SCHEDULE OF EVENTS

RFP Anticipated Issuance Date	October 18th, 2022
Non-Mandatory Pre-Submission Conference	November 2 nd , 2022; 2:00 PM
Deadline for Submission of Questions to City	November 14 th , 2022; 3:00 PM
Final Addendum (if applicable) Issued posted by City	November 15 th , 2022; 3:00 PM
Bid Due Date & Bid opening	November 22 nd , 2022; 4:00 PM
Interviews, if requested	November 28 th – 30 th , 2022
Assessment of Bid	December 1st, 2022
Presentation of Low Bid Firm to Council	December 2022
Anticipated Start Date	January 2023
Completion Date (contract duration)	January 1st, 2024

NOTE: The City of Clarkston reserves the right to modify this schedule at the City's discretion

B. LOCAL GOVERNMENT MOWING EXPERIENCE

Prospective bidders must have experience working within local, state and/or federal highway right-of-way. This experience shall include work tasks performed under the direction of a city or county government.

Insurance coverage meeting or exceeding GDOT requirements must also be provided for work undertaken on the interstate right-of-way. Contractors (or subcontractors) not meeting these minimum state requirements will not be considered qualified bidders and the respective bid packages will not be reviewed by the Director. Contractors must also be able to provide a 100% payment & performance bond to the GDOT for work within state ROW (I-285 Exit Ramp @ Church Street).

C. **GENERAL**

By submitting a Bid, the Proposer certifies that the Bid has been arrived at independently and has been submitted without any collusion designed to limit competition.

D. **BID SUBMITTAL**

The Bid and all amendments must be signed and submitted no later than 4:00 p.m., November 22, 2022 to the address below. Each Bid must be submitted in a sealed package with the outside of the package identified with Bid title as shown below. Within the sealed package, bidders shall include a <u>SEPARATE</u> sealed individual envelope for the Technical Approach and for the Price (see section 4 for descriptions). A total of three (3) originals of the Technical and Cost Bids are to be submitted.

REQUEST FOR BID

Right of Way Mowing & Landscape Maintenance Services
City of Clarkston

Due Date: November 22nd, 2022 at 4:00 PM

C/o Rodney Beck Public Works Director City of Clarkston 1055 Rowland Street Clarkston, Georgia 30021

Proposer shall put their name and address on the outside of the envelope. It is the Proposer's responsibility to ensure that Bids are received prior to the stated closing time. The City of Clarkston shall not be responsible for the proper identification and handling of any Bids submitted incorrectly. Late Bids, late modification or late withdrawals shall not be considered accepted after the stated bid date and time.

No Bid will be considered unless fully completed in a manner provided in the RFP packet. Facsimile and electronic (email) Bids will not be accepted nor will any Bid be accepted after the stated due date and time. Any Bid received after the closing time will be returned to the submitting firm unopened after a contract has been awarded for the required services.

The City of Clarkston may reject any Bid not in compliance with all prescribed bidding procedures and requirements and may reject for good cause any or all Bids upon a finding of the City of Clarkston if it is in the interest of the business owners and public to do so.

The City may choose to select any work tasks of the Bid or the entire submittal in the best interest of the City.

E. <u>BID SUBMISSION AND SIGNING</u>

All requested forms and attachments (Signature Page, Acknowledgment Addendum, Statement of Bid, etc.) must be submitted with the Bid and in the required format. The submission and signing of a Bid shall indicate the intention of the firm to adhere to the provisions described in this RFP.

F. <u>COST OF PREPARING A BID</u> The RFP does not commit the City of Clarkston to paying any costs incurred by Proposer in the submission or presentation of a Bid, or in making the necessary studies for the preparation thereof.

G. INTERPRETATIONS AND ADDENDA

All questions regarding this project Bid shall be directed to Rodney Beck If necessary, interpretations or clarifications in response to such questions will be made by issuance of an "Addendum" to all prospective Proposers by the date identified in the Schedule of Events table. If an addendum is necessary after that time, the City of Clarkston at its discretion can extend the closing date. <u>Any Addendum issued</u>, as a result of any change in the RFP, must be acknowledged by submitting the "Acknowledgment of Addendum" with the Bid as described herein. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

H. FEDERAL TAX ID AND E-VERIFY DOCUMENTS REQUIRED

A federal EIN number and E-verify documentation must be completed and submitted with the bid package.

- I. <u>CITY OF CLARKSTON PROJECT MANAGER</u> The City of Clarkston's Project Manager for this work will be Public Works Director Rodney Beck and/or Assistant Director Marcus Seaton.
- J. <u>**BID VALIDITY PERIOD**</u> Each Bid shall be irrevocable for a period of sixty (60) days from the Bid Opening Date.
- K. <u>TERM OF CONTRACT</u> The term of the contract shall be a period of twelve (12) months from the date of NTP issuance and may be extended one (1) or more additional year if both parties concur.

L. **TERMINATION**

The contract may be terminated by the City of Clarkston at its sole discretion with a 14 day written notice. Written notice may also take the form of an email. If the agreement is so terminated, Contractor shall be paid in accordance with the terms of the agreement.

M. NON-COLLUSION AND "NO CONTACT"

Proposer certifies that this Bid had been arrived at independently and has been submitted without collusion designed to limit independent bidding or competition. A Non-Collusion Affidavit is included in this RFP and all submittals must include a completed Affidavit.

No firm, proposer or other interested parties associated with a potential bidder shall make contact with any City Council member or Mayor including the City Manager or city consultants regarding this RFP; except as noted in this RFP. Such contact may be considered as grounds for dismissal as a qualified bidder.

N. PUBLIC RECORD

All bid material submitted by bidder shall become the property of the City of Clarkston.

O. <u>BIDDER PREPARATION OF BID SUBMITTAL</u>

- The bidder shall be responsible for examining the work sites and be familiar with the work scope required at each site
- The areas identified on the Project Area Maps (Exhibit A) are to be used for bidding purposes only. The areas and project limits are approximate only and should be verified by the prospective bidders. The City of Clarkston boundaries are included in this bid package. Care must be taken to understand the scope of work within the boundaries.

P. **CONTRACTOR GENERAL RESPONSIBILITIES**

- The Contractor shall complete a work sheet identifying work accomplished when monthly invoice is submitted. The work sheet shall identify any issues encountered during the mowing operation. The City of Clarkston will prepare this work sheet.
- Notify the Director or Assistant Director of the City of Clarkston for approval prior to performing work that was not identified in the ITB or negotiated work scope.
- The Contractor will consult with the Director or Assistant Director for approval prior to any schedule variance not identified in the ITB or negotiated work schedule. Contractor shall notify the Director or Assistant Director at least 2 days prior to each mowing activity. Correspondence may occur via email or phone call.
- The Contractor shall provide competent, suitable and qualified personnel to perform the work as required by the specifications. The Contractor shall provide a list of all foremen and supervisors who will perform the work. This list will also contain twenty-four (24) hour emergency telephone numbers
- The Contractor shall at all times, maintain good work discipline and order at the work site. Contractor, including Contractor's employees and agents, shall treat the public with respect and courtesy while performing work for the City of Clarkston. The use of profanity, disrespectful language and/or behavior is prohibited while performing work
- Contractor's vehicles shall be in good repair, free from leaking fluids, properly registered, of uniform color and shall bear the company name on each side of the vehicle
- The Contractor shall satisfy the Georgia Department of Transportation's (GDOT) "Work Zone" safety, truck and signage requirements and submit this plan to the City of Clarkston for approval prior to initiating work activities on interstate right-of-way. A traffic safety plan will also be required and submitted to the city for work on city streets and CSX right-of-way. The contractor will be required to follow MUTCD when working within city or state right of way. Lump sum bids for Work Scope Tasks is inclusive of all traffic control.

- All personnel are required to wear safety vests or other protective clothing, eye protection, Safety vests, etc.
- Contractor shall purchase and provide all materials and supplies and labor necessary to fulfill the requirements of this Bid.
- The Contractor shall not commence work until which time a contract is signed by the selected Contractor (s) and the City of Clarkston issues a NTP.
- The mowing and other equipment utilized shall meet all GDOT requirements for signage, lighting and related devices.
- The use of city streets by the Contractor will provide a minimum inconvenience to the public and traffic.
- The City of Clarkston Public Works Director or his designated representative may direct removal of any contractor employee at any time during performance of this contract for cause. Failures to present the appropriate licenses, performing unsafe acts, or any other questionable acts that expose the City of Clarkston to risk or unfavorable attention would be conditions which meet the criteria "for cause". Any removed employee must be replaced with a fully qualified person within 8 working hours. Repeated incidents may be cause for termination of the contract.
- Selected bidder (s) foreman/superintendent shall attend all required meetings or other meetings as required by GDOT or City of Clarkston.

Q. CITY OF CLARKSTON PERSONNEL

No Officer, agent, consultant or employee of the City of Clarkston shall be permitted any interest in the contract.

R. **SPECIAL CONDITIONS**

The <u>work hours</u> required to perform the work tasks on any city right-of-way shall be limited to the following: Monday through Friday from 8:30 A.M. to 4:30 P.M.; unless specified differently by the City Manager.

S. **BONDING**

The bid shall be accompanied by a Bid Bond in an amount not less than 5% of the TOTAL bid amount. The Bid Bond shall be in the form of one of the following;

- 1. Surety issued bond (issued by a surety licensed to conduct business in the State of Georgia),
- 2. Surety bond issued by an individual surety that pledges certain defined types of assets
- 3. Letter of Credit from a financial institution, or
- 4. A company check

The Bid Bond shall be assigned to the City of Clarkston.

T. SUMMARY OF DOCUMENTS TO BE SUBMITTED TO THE CITY

To be considered as a qualified bidder, the following documents are to be included in the bid submittal:

- ➤ Bid Submittal
- ➤ Payment & Performance Bonds
- ➤ Min. Requirements for Pass/Fail (see Section 5)
- ➤ Sections 6-14

SECTION 3 SCOPE AND SCHEDULE OF WORK

The Work Areas are generally defined by city streets, city medians and landscape areas, including detention ponds and other water quality systems, pocket parks and CSX right-of-way. No work will be performed on private property.

:

The following narratives generally describe the specific Work Tasks and Frequency. Note that work tasks and frequency may vary within each city street segment or segments and landscape areas. The "work task narratives" are described in the following:

A. Right-of-Way Mowing:

Work Tasks

Right-of-Way mowing work will be performed <u>within city's right-of-way</u> unless otherwise specified by the Director or his representative. <u>Except as otherwise noted on the Exhibits</u> or Spreadsheets, mowing areas are generally described as follows:

- 1. Local roads the maximum cut width and overgrowth removal shall be within CSX Railroad Right-of-Way defined as back of inside curb-of-back on Church Street to inside back-of-curb on East Ponce de Leon with the following exceptions; RR embankment slopes where no growth exists currently and where equipment cannot be realized to provide mowing services.
- 2. Mowing of bermuda, zoysia or fescue along commercial or residential properties within right-of-way unless the homeowner or commercial owner maintains the right-of-way which in this case mowing will not take place by the city's contractor. Cut depth shall be consistent with the grass areas on private property for any individual parcel.
- 3. Mowing will also occur in various city parks or landscape areas
- 4. Herbicide treatment where practical to use to minimize trimming
- **5.** Includes trimming and herbicide treatment at all sign posts, fences or other structures within the ROW.
- **6.** Overgrowth vegetation shall be removed from all sign posts, fences, guardrails or other structures within right-of-way.
- 7. Mowing height shall be shall be no greater than 2 inches

Pickup of trash shall occur <u>before</u> each mowing operation. Additional trash pickups, if applicable, are identified in the work task and frequency spreadsheets.

Sidewalks, curbs, and other hard surfaces shall be kept free of leaves, litter, grass clippings and debris resulting from mowing. The use of power blowers is acceptable, however,

accumulations of debris must be removed from the site and not blown unto adjacent property, street surfaces, fence lines, or plant areas (rough or bedded). No trash, debris or plant material shall be blown or deposited into curb/gutters or storm drains by the Contractor. If plant material or debris is deposited into the curb/gutter or storm drain during mowing /trimming operations, the Contractor will remove it immediately by hand or mechanical means at no cost to the City of Clarkston.

B. Trash and Debris:

Work Tasks

Trash and debris and miscellaneous services will be performed <u>within city and state</u> <u>right-of-way</u> on the specified city streets unless otherwise specified by the Director or his representative <u>OR as otherwise noted on the spreadsheets.</u>

Trash and misc. debris is defined as any organic or inorganic material that can readily picked up by hand or mechanical device.

Illegal signs and posted marketing advertisements within right of way shall be removed and disposed of in a proper manner. Illegal signs and other similar signs are defined as any sign that is mounted on any utility pole, bus shelter, signal cabinet box, wall or fence. This work shall be included in the cost of trash pickup.

Highway signs that are crooked and can be straightened without a need to reset (which requires notification to Utility Protection notification) shall be undertaken by the Contractor. During the course of this contract, the Contractor shall make a list of city signs that have observed to be on the ground, damaged or faded and provide said list to the Director monthly.

All debris shall be disposed of in a proper manner according to local, state or federal guidelines. The City of Clarkston will pay for tipping fees upon receiving the receipt state approved landfill.

All trash to be bagged and properly removed for disposal

<u>NOTE</u>: The Contractor shall provide the City of Clarkston project manager an approximate weight of all trash removed on a monthly basis

C. Maintenance of Hard Surfaces:

Work Task

Sediment and other deleterious material shall be removed from the curb line, catch basin inlets or gutter, concrete surfaces and pavers, island areas and sidewalks. This includes sediment removal from the flumes of the bio-swales on Project Area A and bottom of the bio-retention area on Project Area L.

Vegetation in sidewalks, pavers, curbs, gutters and other hard surfaces can be removed by hand or through the use of an approved herbicide chemical.

Edging/trimming will include along walls, fences, foundations, behind curbs, sidewalks, paths, shrubs, guardrails, tree trunks, poles or other objects or structures within or bordering the mowing area within state. City or CSX right-of-way. The sidewalks, curbs, and other hard surfaces shall be kept free of leaves, litter, grass clippings and debris resulting from

edging/trimming activities. The use of power blowers is acceptable, however, accumulations of debris must be removed from the site and not blown unto adjacent property, street surfaces, fence lines, or plant areas (rough or bedded).

In no case shall any pre or post emergent herbicides with residual characteristics be used in these areas (no staining of concrete or paver surfaces). The herbicides can also be utilized in the concrete median flat surfaces where weeds are present.

No restricted use chemicals shall be used in weed and grass control. Herbicide must be of a glyphosate type (Round Up or approved equal) specifically designed for post-emergent control of weeds and grass. All herbicide application shall be done in accordance with label directions. Federal, state and local laws shall take precedence for compliance purposes. Identification color may be added to herbicide to track application areas. Color must fade with moisture or within 3-5 days after application.

Landscape Maintenance

Mulch or pine straw (comparable to existing conditions) shall be replenished at each tree island or landscaped area as defined in the Work Tasks and Frequency spreadsheets. Weed control also required as defined in the Work Tasks and Frequency spreadsheets

Pruning of existing plants and trees at landscaped areas required as defined in the Work Tasks and Frequency spreadsheets.

Fertilizer and pre/post emergent for grasses and landscape plantings, including trees, application rates per recommended landscape industry practices in Georgia.

Pre-emergent herbicide treatments shall be applied between mid-February to mid-March and again between mid-September and mid-October. Post-Emergent shall be applied once in the spring.

Fertilizer for grasses and landscape plantings, including trees, per recommended landscape industry practices in Georgia

SECTION 4 BID CONTENT AND FORMAT

A. FORMAT

To provide a degree of consistency in review of the written Bids, firms are requested to prepare their Bids in the standard format specified below.

TECHNICAL APPROACH

- 1. <u>Title Page</u> Proposer should identify the RFP Title, name and title of contact person, address, telephone number, fax number, email address and date of submission.
- **Transmittal Letter** The transmittal letter should be not more than two (2) pages long and should include as a minimum the following:
 - **a.** A brief statement of the Proposer's understanding of the project and services to be performed;
 - **b.** A positive commitment to perform the services within the time period specified, starting and completing the project within the deadlines stated in this RFP; and the names of persons authorized to represent the Proposer, their title, address and telephone number (if different from the individual who signs the transmittal letter.

3. Table of Contents

The table of contents should include a clear and complete identification by section and page number of the materials submitted.

4. Firm and Team Qualifications

- a. Background of the firm. This should include a brief history of the firm and types of services the firm is qualified to perform.
- b. Qualifications of the firm in performing this type of work. This should include examples of related experience and references for similar projects. Contractor must demonstrate successful past performance of the firm's ability to provide services as set forth in this specification. Contractors must provide a minimum of two (2) references to document similar experience as provide in this ITB.
- c. Proposers must identify the anticipated supervisor (s) of their firm that will be assigned to meet the City of Clarkston needs. Proposers should identify individuals and subcontractors who will provide the services, their experience, and their individual qualifications. Pertinent resumes of assigned personnel should be included.
- d. Identification of where similar services have occurred with the Georgia Department of Transportation right-of-way within the constraints of state permitted conditions for the Church Street off-ramp work scope.

5. Project Understanding and Approach

Proposers should provide the City of Clarkston with information regarding their understanding of the City's needs with regards to the Scope and Schedule of Work. Proposers should demonstrate a general understanding of the project scope expected by the City of Clarkston in providing roadside mowing and related landscape maintenance services. As part of this understanding, Proposer's should address their availability to meet the City of Clarkston needs.

8. <u>Intangibles</u>

Provide the Selection Committee, as applicable, any differentiating feature that may be of value to the City (savings in time and/or money) in the performance of this contract. This may include the Alternative Approaches discussed herein this ITB.

PRICE

9. Cost Structure

The Attached Bid Tabulation Form shall be utilized for the submittal. This Form will include the submitted <u>Total Bid and Lump Sum Costs for each task</u>. In addition, the unit price for chemical treatments and Performance & Payment bonds shall also be provide.

SECTION 5

BID EVALUATION PROCEDURES

A. SELECTION AND EVALUATION PROCESS

A Selection Committee assembled by the City of Clarkston will review the Bids. The low bid will be evaluated after meeting the mandatory requirements (pass/fail) The low bidder will be deemed acceptable only if previous experience on similar projects and associated client references are found to meet the requirements set forth in the ITB.

<u>Note</u>: The Evaluation Team will not review the low bidder if that firm receives one or more "fail" scores.

1.	Completed Bid submittals (refer to Section 9)	Pass/Fail
2.	An original plus three (3) copies of the complete Bid	Pass/Fail
3.	Title Page & Transmittal letter	Pass/Fail
4.	Local and/or State Government experience (Section 2. B)	Pass/Fail

B. <u>PRESENTATION/INTERVIEW</u>

At the option of the City of Clarkston, the low bidder could be interviewed by the Committee or City Council. This will provide an opportunity to clarify or elaborate on the submitted bid, but will not, in any way provide an opportunity to change any fee amount originally proposed. The City of Clarkston Public Works Director will schedule the time and location of these presentations and notify the selected firms if interviews are held.

C. <u>INVESTIGATION OF REFERENCES</u>

The City of Clarkston reserves the right to investigate references and the past performance of any Proposer with respect to its successful performance of similar projects, compliance with specifications and contractual obligations, and its completion or delivery of projects.

D. <u>CLARIFICATION OF BIDS</u>

The City of Clarkston reserves the right to obtain clarification of any point in regards to a Bid or to obtain additional information necessary to properly evaluate or particular bid. Failure of a Proposer to respond to such a request for additional information or clarification could result in rejection of their submitted bid.

E. **INTENT OF AWARD**

The City of Clarkston may negotiate a scope of work and a general services agreement with the low bidder. The City reserves the right to accept Lump Sum bids for any or all of the Work Tasks.

G. **BID REJECTION**

The City of Clarkston reserves the right to:

- 1. Reject any or all bids not in compliance with all public procedures and requirements;
- 2. Reject any bid not meeting the specifications set forth herein;
- 3. Waive any or all irregularities in Bids submitted;
- 4. **R**eject all bids;
- 5. Award any or all parts of any bid; and
- 6. Request additional references to clarify the bidders current or previous experiences

SECTION 6

Non-discrimination Clause

The Contractor agrees not to discriminate against any client, employee or applicant for employment or for services, because of race, color, religion, sex, national origin, handicap or age with regard to, but not limited to, the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoffs or termination; rates of pay or other forms of compensation; selection for training; rendition of services. It is further understood that any contractor who is in violation of this clause shall be barred from receiving contract awards from the City of Clarkston, unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.

Agreed by:	
Firm Name:	
Address	

MUST SUBMIT THIS SIGNATURE PAGE WITH YOUR BID

SECTION 7 PROPOSER ACKNOWLEDMENT

The undersigned proposes to perform all work as listed in the Summary of Work Tasks & Task Frequency Summary sections, for the bid (s) stated; and that all articles supplied under any resultant contract will conform to the specifications herein,

The undersigned agrees to be bound by all applicable laws and regulations, the accompanying specifications and by City of Clarkston policies and regulations.

The undersigned, by submitting a Bid, represents that:

- A) The Proposer has read and understands the specifications. Work scope and frequency
- B) Failure to comply with the specifications or any terms of the ITB may disqualify the bidder as being non-responsive.
- C) The actual work to be performed at the issuance of the NTP will be dependent on the time of the year. The City will use a percentage of work completed for each Lump Sum Amount as the basis for invoice payment.

The undersigned certifies that the Bid has been arrived at independently and has been submitted without any collusion designed to limit competition.

The undersigned certifies that all addenda to the specifications has been received and duly considered and that all costs associated with all addenda have been included in this Bid:

We therefore offer and make this Bid to furnish services at the price(s) indicated herein in fulfillment of the attached requirements and specifications of the City of Clarkston.

Name of firm: Address:		
Telephone Number:	Email Address:	
By:(Signature of Authorized Official. If partner	rship, signature of one pa	artner.)
Typed Name/Title:		
If corporation, attest:		
(Corporate Officer) Corporation	Partnership	☐ Individual
Federal Tax Identification Number (EIN):		
Secretary of State Business License Number: _		

MUST SUBMIT THIS SIGNATURE PAGE WITH YOUR BID

SECTION 8 ADDENDUM ACKNOWLDEGMENT

CITY OF CLARKSTON

RIGHT OF WAY MOWING AND LANDSCAPE MAINTENANCE SERVICES

PROPOSER INFORMATION AND ADDENDUM ACKNOWLEDGMENT

FEIN # (required)

\ 1 / 	(Federal I.D. Number)
COMPANY	
ADDRESS	
CITY/STATE/ZIP CODE	
PHONE	FAX
AUTHORIZED SIGNATURE	
TITLE	EMAIL
PROPOSER IS RESPO AS FOLLOWS:	INSIBLE FOR ACKNOWLEDGING ALL ISSUED ADDENDUM
<u>INITIAL</u> YOU REVIEWED EA	ACH OF THE FOLLOWING ADDENDA FOR THIS PROJECT:
Addendum #1	
Addendum #2	
Addendum #3	
Other Addendum #	(as applicable)

Signature acknowledges that the bidder has read the bid documents thoroughly before submitting a Bid, will fulfill the obligations in accordance to the scope of work or specifications, terms, and conditions, and is submitting without collusion with any other individual or firm. Lack of acknowledgement of addendum issuance may result in bidder deemed non-responsive and being qualified as a bidder for this ITB. Only one (1) bid will be accepted from any person, firm or corporation. You must submit a bid with an authorized signature.

SECTION 9

BID FORM - CONTRACTOR'S BID

CITY OF CLARKSTON RESERVES THE RIGHT TO DELETE WORK SITES IN THIS CONTRACT.

BIDDERS ARE REQUIRED TO SUBMIT A PRICE FOR <u>ALL</u> THE TASKS DEFINED IN THIS BID FORM, PERFORMANCE & PAYMENT BONDS AND THE COMPLETION OF THE UNIT PRICES FOR CHEMCIAL TREATMENTS.

The Bidder, whose legal signature binding the Bidder to the bid prices indicated on these pages, hereby bids as follows:

TABLE A-1 BID SUBMITTAL

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
CSX Right of Way Mowing (Refer to Table A for Maintenance Tasks)	144	\$	\$
(Areas H.1, H.2, H.3, H.4, H.5, H.7, H.8)			

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Church Street Off-Ramp (Refer to Exhibit B and Section 3 for Maintenance Task Descriptions) (Area I)	111	\$	\$

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Church Street Off-Ramp Initial Prep (Refer to Exhibit C for Maintenance Tasks) (Area I – Refer to Exhibit C	Lump Sum	\$	\$

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Rowland Street (Refer to Exhibit B and Section 3 for Maintenance Tasks Descriptions) (Area A)	144	\$	\$

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Bio-retention Facility (Refer to Exhibit B for Maintenance Tasks) (Area L)	88	\$	\$

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Sod and Grass Mowing (Areas C, D, F, G, I, J)	312	\$	\$

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Trash and Debris Pickup (Areas C, D,,E,F, G, H.6, J, M)	310	\$	\$

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Maintenance of Hard Surfaces (Areas C, D, ,E, F, G, H.6, J, M)	182	\$	\$

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Tree Pruning (Areas C, D, E, F, G, H.6, J, M) NOTE: Refer to Exhibit F for tree quantity	12	\$	\$

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Ornamental Bush Pruning (Areas C, D, E, F, G, H.6, J, M)	15	\$	\$

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Pine Straw Tree Wells (Areas C, D, E, F, G, H.6, J, M)	19	\$	\$
NOTE: Includes cost of pine straw materials and installation – see Exhibit F for # of bales)			

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Pine Straw Landscape Islands/Medians (Areas C, D, E, F, G, H.6, J, M)	18	\$	\$
NOTE: Includes cost of pine straw materials and installation – see Exhibit F for # of bales)			

Description	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Grass Trimming (Areas C, D, E, F, G, H.6, J, M)	80	\$	\$

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Bus Shelter Cleanup	52	\$	\$

DESCRIPTION		Unit Price Per Frequency	Sub-Total
	(frequency)		
Market Street (K-1)and Rowland Street (K-2) speed control islands (6 locations)	106	\$	\$
- inclusive of all tasks (Refer to Exhibit B for Maintenance Tasks-Area K)		"	"

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Mell Ave @ Northern Pocket Park			
(Refer to Exhibit B for Maintenance Tasks -	222	\$	\$
inclusive of all tasks)			
(Area B)			

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Weed Control	194	\$	\$
(Areas A-G)			

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Edging	260	\$	\$
(Areas A-E, G, H and J)			

DESCRIPTION	Quantity (frequency)	Unit Price Per Frequency	Sub-Total
Advertising/Marketing sign and Graffiti Removal	38	\$	\$
(Areas A,B,D and J)			

 $\underline{\text{NOTE}}$: Refer to Section 3 and Exhibit B – Maintenance for a description of the tasks to be performed.

TABLE A-2 LUMP SUM FOR PAYMENT & PERFORMANCE BONDS

100% PAYMENT & PERFORMANCE	\$
(P&P)BONDS (bond for Church Street off-ramp)	Ψ

TABLE A-3 HERBICIDE AND FERTILIZER TREATMENT

LOCATION	Herbicide	Fertilizer	Application Rate
	Frequency	Frequency	
All grass/sod areas (except CSX ROW)	 Twice per year pre-emergent weed control Once per year post emergent weed control 	Twice per year	Pre-Emergent: \$ per gallon Post-Emergent: \$ per gallon
Tree islands and landscape areas	 Monthly Roundup application (standard application rate) and weed control (manual) 	Once per year	Roundup: \$ per gallon

NOTE: **Bidder shall identify the product to be used and the application rate proposed** for the emergents and fertilizer. Application rate shall be in accordance with general lawn maintenance practices in Georgia for turf grasses that exist in the project areas where sod/grass exists.

TOTAL BID AMOUNT (TABLES A-1, A-2 & A-3)

\$		
Written Total Bid Amount:		

MUST SUBMIT THIS SECTION WITH THE BID SUBMITTAL

SECTION 10

NON-COLLUSION AFFIDAVIT

Under oath I certify that I am a principal or other representative of the firm of and that I am authorized by it to execute the foregoing offer on its behalf. I am a principal person of the foregoing with management responsibilities for the foregoing subject matter and as such I am personally knowledgeable of all of its pertinent matters. We certify that this bid/Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid/Bid for the same services, materials, labor, supplies, or equipment and is in all respects fair and without collusion or fraud. We understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards. We agree to abide by all conditions of this bid/Bid. We certify that no person associated with our firm is an employee of, or affiliated with the City of Clarkston or its consultants.

Sworn and subscribed before me This day of, 20	Signature
NOTARY PUBLIC	
My Commission Expires:	NOTARY SEAL

MUST SUBMIT THIS SECTION WITH YOUR BID

SECTION 11

GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

Contractor(s) Name:	
Address:	
10-91, stating affirmatively that the individual, firm to participate in, and is participating in the federal v	or entity verifies its compliance with O.C.G.A. § 13-n, or corporation which is registered with, is authorized work authorization program commonly known as E-ons and deadlines established in O.C.G.A. § 13-10-91.
program throughout the contract period, and it will	at it will continue to use the federal work authorization contract for the physical performance of services in ors who present an affidavit to the undersigned with the
The undersigned person or entity further agrees to a copy of each such verification to the City of Clarks subcontractor(s) is/are retained to perform such ser	ton within five (5) business days after any
E Verify TM Company Identification Number	Date of Authorization
BY: Authorized Officer or Agent (Name of Person or Entity)	Date
SUBSCRIBED AND SWORN BEFORE ME ON THIS THE	
DAY OF , 202_	
Notary Public	[NOTARY SEAL]
My Commission Expires:	

MUST SUBMIT THIS SECTION WITH THE BID SUBMITTAL

^{*} or any subsequent replacement operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

SECTION 12 Subcontractor Affidavit under O.C.G.A. § 13-10-91(b)(3)

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with (name of contractor) on behalf of (name of public employer) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A.§ 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five business days of receipt. If the undersigned subcontractor receives notice that a sub-subcontractor has received an affidavit from any other contracted sub-subcontractor, the undersigned subcontractor must forward, within five business days of receipt, a copy of the notice to the contractor. Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number	r
Date of Authorization	
Name of Subcontractor	
Name of Project	
Name of Public Employer	
SUBSCRIBED AND SWORN BEFORE ME ON THIS THE	
DAY OF	
	[NOTARY SEAL]
Notary Public	
My Commission Expires:	

MUST SUBMIT THIS SECTION WITH THE BID SUBMITTAL

SECTION 13 DRUG-FREE WORKPLACE

The undersigned certifies that the provisions of Code Sections 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-free Workplace Act", have been complied with in full. The undersigned further certifies that:

(1)	A drug-free workplace will be provided for the Contractor	's employees during the
perfor	mance of the Contract; and	
(2)	Each Contractor who hires a subcontractor to work in a dr	ug-free workplace shall secure from
	bcontractor the following written certification:	
"As pa	art of the subcontracting agreement with	
	(subcontractor) certifies t	o the Contractor that a drug-free
workp	place will be provided for the subcontractor's employees dur	ring the performance of this Contract
pursua	ant to paragraph (7) of the subsection (b) of Code Section 50	-24-03."
	mance of the Contract.	_
	•	_
BY: A	Authorized Officer or Agent Date	
(Contr	ractor Signature)	
Title o	of Authorized Officer or Agent of Contractor	-
Printe	d Name of Authorized Officer or Agent	-

SECTION 14 STATEMENT OF BID

Name of Contractor:		
Mailing Address:		
Telephone:	Fax:	_ Email:
accepts all the terms and Landscape Maintenance	conditions contained in the City's Invitation Services.	on-to-Bid for Right-of-Way Mowing and
Signature of authorized	representative	Date
Type or print name of a	athorized representative	Telephone Number
Type or print name of p	erson(s) authorized to negotiate contracts	Telephone Number
	REFERENCES (projects similar	r to this ITB)
Reference #1		Telephone Number
Project Title		Contact Individual
Reference #2		Telephone Number
Project Title		Contact Individual
LIST	Γ ALL SUBCONTRACTORS PROPO	OSED FOR THIS ITB
1. Name & Addres	s:	
2 Name and Addr	esc.	

MUST SUBMIT THIS SECTION WITH YOUR BID

EXHIBIT A ROW MAINTENANCE SERVICES TASK FREQUENCY SUMMARY (4.) Informational Purposes Only (Refer to Table E for Project Area Details)

Road Areas	Frequency of Sod and/or Grass <u>Mowing</u>	Frequency of Trash and Debris <u>Pickup</u>	Frequency for Maintenance of Hard Surfaces incl. concrete and granite curb & sidewalk; remove deleterious materials and weeds	Frequency of Tree <u>Pruning</u> (5)	Frequency of Ornamental Bush <u>Pruning</u>	Frequency of Pine Straw Tree Wells ⁽⁵⁾	Frequency of Pine Straw Landscape Islands Placements (or wood mulch Area A)	Frequency of Grass Trimming along bottom of decorative fence and walls	Frequency for all 4 Bus Shelter Cleanups	Frequency of Remove Signs & <u>Graffiti</u>	Frequency of Weed Removal from Landscape areas, tree wells or islands	Frequency of Edging	Summation of Frequencies
A	26	26	26	2	2	3	3	0	0	4	26	26	144
В	52	26	26	2	2	3	3	26	0	4	52	26	222
С	78	52	26	2	2	3	3	26	52	0	26	52	322
D	52	52	26	2	2	3	3	0	0	4	26	52	222
E	0	52	26	2	2	3	0	26	0	0	26	26	163
F	26	12	0	2	0	2	0	0	0	0	12	0	54
G	52	26	26	2	3	2	3	0	0	0	26	26	166
H.1-H.5 & H.7 to H.8 (2.)	22	12 (1.)	12 (3.)	12	12	3	0	12	0	0	0	26	111
H.6	0	12	0	0	2	0	3	0	0	0	26	0	43
I	52	26	0	2	2	2	3	0	0	0	26	0	111

J	52	52	26	2	2	3	3	12	0	26	26	26	230
K	0	52	0	2	2	3	3	0	0	0	26	0	88
L	0	52	0	2	2	3	3	0	0	0	26	0	88
M	26	52	52	2	2	3	3	26	0	0	52	26	218
N	0	0	0	2	2	2	0	0	0	0	12	0	18
TOTAL	438	504	246	38	39	38	33	128	52	38	388	286	2228
(yearly)													

Note: 1. Trash pickup occurs before mowing and is included in all the mowing tasks for all Areas. Additional trash pickup Area H.5 (north side of road) Area H.8 as described in Table E with frequency bi-weekly

- 2. 22 cuts for each section.
- 3. Frequency the same in each section monthly gutter cleaning
- 4. For efficiency purposes, the frequency of tasks for any specific area may overlap; i.e. where a biweekly task and monthly task occurs for a specific project area, there should be no additional trip involved to accomplish those two tasks since these 2 tasks are accomplished on the same trip. Bidders should be aware that frequency does NOT necessarily correlate to a separate trip. Frequency corresponds to a specific job task in a specific area.
- 5. Refer to Exhibit F for the number of trees/bushes to be pruned and the estimated number of bales of pine straw)

EXHIBIT B <u>SUMMARY OF ROW MAINTENANCE TASKS - FREQUENCY - PROJECT LOCATIONS</u>

ROAD SECTION	FROM-TO	MAINTENANCE TASKS	FREQUENCY
Rowland Street	Norman Rd to Lovejoy	Remove weeds by hand from all bioswales (ensure landscape plantings are not mistaken as	Biweekly
Area A	Lovejoy	weeds) • Remove all trash and debris from bioswale area	Biweekly
		Remove all debris/sediment/silt from bioswale flumes and from the openings of the french drains located at	Biweekly
		the flume inletPrune trees within right-of-way	2x/year
		 Replace all dead plants and trees. Replace with the same species between Nov-April 	TBD
		(Note: Under warranty by SOL Construction until August 2023. After warranty will require a change order for replacements)	
		Remove all weeds from sidewalk, stairs and roadway curb and gutter & header curb	Biweekly
		Replenish wood mulch in islands and at tree wells	3x/year
		 Mow grass within R/W (40 feet) including beauty strips. Weed eaters shall not be used to ensure a consistent cut 	Biweekly
		Edge all sidewalks	Biweekly
		 Removal of graffiti/advertisements/etc. on any city infrastructure (assume 100 SF of graffiti removal) and clean interpretive panels (2) surfaces and associated posts with a scratch-free cloth/soap and 	Quarterly
		water on a quarterly frequency)	
Mell Ave at Northern pocket park Area B	NA	 Mow sod Herbicide and fertilizer application all grass areas Weed removal tree wells Pine straw tree wells and landscape areas Weed removal in bio-retention area 	Weekly Table D Weekly 3x/year Weekly Weekly
		 Weed removal along tracks & sidewalks Graffiti removal (100 SF) and panel/post cleaning Prune trees and bushes Edging along sidewalk and granite walls 	Quarterly 2x/year Weekly
East Ponce de	I-285 to	Clean gutter line both sides of the street	Biweekly

Leon (EPDL)	Market Street	Prune trees	2x/year
,		Place pine straw at tree wells	3x/year
		Weed tree wells	Biweekly
Area C		Grass trimming along decorative fence (Note 6)	Biweekly
		Mow from decorative fence to back of curb	Biweekly
		Edging shall occur along sidewalks and back of	1x/week
		concrete or granite curb	
		Herbicide application all crack weeds in gutter	TBD
		line and sidewalk/brick pavers	
		Mow sod areas north of EPDL	Weekly
		Fertilize and herbicide applications for sod	See Table D
		Pine straw landscape island	3x/year
		Pick-up trash within city/CSX ROW (from fence to north side of EPDL)	Weekly
		 Remove all trash from within bus shelters including signs and other graffiti (note #2) 	Weekly
		Remove all signs from power poles/pedestrian poles/signal boxes including removal of graffiti	Weekly
		Weed removal in landscape island	Biweekly
			biweekly
Market Street	North Indian	Remove all signs from power poles/pedestrian	Weekly
Area D	Creek to EPDL	poles/signal boxes/fences/stone walls including removal of graffiti	
		Herbicide application all crack weeds in gutter	Monthly
		line and sidewalk/brick pavers	
		Prune trees	2x/year
		Place pine straw at tree wells	3x/year
		Weed tree wells	Biweekly
		Clean gutter line both sides of the street	Biweekly
		Remove all trash from within bus shelters	Weekly
		including signs and other graffiti (note #3)	
		Mow sod	Weekly
		• Edging	Weekly
No. 5	Ch. I C		D: 11
Norman Road	Church Street	Removal all weeds in gutter line and sidewalk	Biweekly
A C	to Milam Park	Edging shall occur along sidewalk	Biweekly
Area G	entrance (south side of	Pick-up trash within 5 ft. off BOC within R/W	Biweekly
	Norman Rd only)	Mow within R/W on west side only including on	Weekly
		dam between fence line and BOC	Weekly
		 Mow from Milam Park ball field Fence to edge of bank creek embankment including to Milam 	Weekly

Note: Includes all required maintenance in the 3 traffic calming devices - same maintenance as other speed tables)	5	Park entrance and beginning of pedestrian bridge • Prune trees • Place pine straw at tree wells • Weed tree wells • Weed control speed devices islands • Place pine straw speed control devices • Prune trees speed control devices	2x/year3x/yearBiweeklyBiweekly3x/year2x/year
North Indian Creek pocket park Area E		 Remove weeds from landscape areas Pick-up trash within pocket park Herbicide application all crack weeds in sidewalk and brick paver areas Pruning trees and shrubs Trimming/edging along granite wall and walkway Pine straw tree wells 	Biweekly Weekly Biweekly 2x/year Biweekly 3x/year
North Indian Creek (NIC) Detention Pond Area F		 Herbicide treatment detention pond slopes and hand removal of weeds as needed for a weed-free appearance Pine straw at tree wells Weed removal at tree wells Mow grass Trash pick-up 	TBD 2x/year Monthly Biweekly Monthly
CSX ROW Mowing Area H	Section 1: I-285 to Mell Ave (both sides of tracks on EPDL and Church St) Area H.1	 Mow from curb to ballast stone on both sides of CSX tracks. Pickup garbage before & after mowing Edge back of curb – concrete or granite & gutter cleaning 	22 cuts/yr.
	Section 2: Mell Ave to NIC (both sides of tracks on EPDL and Church St) Area H.2	 Mow from inside of decorative fence to ballast stone on the EPDL side and Church St from granite to ballast stone. Use weed trimmer along fence line to remove high grass. Pickup garbage before mowing Edge back of curb – concrete or granite & gutter cleaning 	22 cuts/yr Biweekly Monthly

1		
Section 3: NIC to Market Street (both sides of tracks on EPDL and Church St) Area H.3	 Mow CSX R/W from inside of decorative fence to ballast stone (EPDL) & Church St granite to ballast stone. Use weed trimmer along fence line to remove high grass. Edge back of granite header curb on Church Street & gutter cleaning. Pickup garbage before mowing. Grass trim rear and & front of retaining wall Pick-up Trash 	22 cuts/yr Biweekly Monthly Monthly Monthly
Section 4: Market Street to Church Street/EPDL intersection (both sides of tracks on EPDL and Church St) Area H.4 Section 5: Mell Ave from	 Mow CSX R/W from ballast stone to granite header curb; EPDL & Church St. Pick-up trash before mowing occurs Edge back of header curb where curb reveal exists on Church Street & gutter cleaning Tree Pruning Weed removal from tree wells Pine straw tree wells Pick-up Trash 	22 cuts/yr Monthly2x/year Biweekly 3x/year Monthly
Church St to EPDL & NIC from Church St to EPDL Area H.5	 Remove weeds in sidewalk, brick paver areas and gutter line Pick-up trash Remove graffiti 	Biweekly Biweekly Quarterly
Section 7: Church Street from North Decatur Road to I-285 on- ramp incl. PATH Trail Area H.7	 Mow CSX R/W from city side of Church St RR tracks to BOC on city side of Church Street. Includes south side of Church Street Remove weeds in PATH Trail Pick-up trash Edge back of header curb where curb reveal 	22 cuts/yr Monthly Weekly Monthly Monthly

		exists on Church Street and edge PATH Trail Grass trimming (PATH Fence)	Monthly
	Section 8: EPDL from Church St/EPDL intersection to Idlewood (DeKalb County) Area H.8	 Mow from ballast stone to granite curb on EPDL side of CSX R/W. Pick-up trash before mowing Pick-up trash Edge back of header curb where curb reveal exists on Church Street. Remove weeds in sidewalk Pine straw at tree wells Weed removal at tree wells Mow grass – north side of EPDL 	22 cuts/yr. Biweekly
Church Street Off Ramp	Interstate fence line to outside edge	 Mow from fence line to bush line (a) Mow from bush line to back of guardrail (a) 	Monthly Monthly 3x/year
Area I	of interstate shoulder	 Pine straw placement between rows of plantings Prune shrubs and trees incl. bushes at guardrail Weed removal in pine straw areas. Herbicide or 	2x/year 2x/year Biweekly
NOTE (a): 1 biweekly tri		 by-hand Mow 10 feet grass strip from landscape area to interstate shoulder (a) Trash pick-up 	Biweekly Biweekly
Market Street Area J	EPDL to Rowland Street	 Weed removal in island Place pine straw in island Remove deleterious material from sidewalk/walkway 	Biweekly 3x/year Biweekly
		 Mow within R/W Weed tree wells Trash pick-up Graffiti removal incl. signs on signal posts/etc. Edging 	Weekly Biweekly Weekly Biweekly Biweekly
Market Street (K-		Pine straw installation	3x/year

1)and Rowland Street (K-2) speed control islands Area K	6 Speed Table Locations	Trash pickupPrune trees/bushesWeed removal	1x/week 2x/year Weekly
Landscaped embankments; Church @ NIC & EPDL @ NIC	Area H.6	 Weed removal Pine Straw installation Bush pruning Trash pick-up 	Biweekly 3x/year 2x/year Monthly
Bio-Retention Facility Area L	North Indian Creek at Market St	 Remove sediment and other debris that is deposited on the surface of the bio-retention facility. Remove by hand without disturbing plantings. Care to not surface sand Trash pickup within and on perimeter of facility Remove sediment and debris that collects at the inlet and outfall of the bio-retention flume Weed removal 	1x/month Weekly Weekly Biweekly
East Ponce de Leon & Montreal Road Area M	From Market St to 4253 East Ponce de Leon & Montreal Road from EPDL to Vaughan Street	 Pine straw installation landscape islands Trash pickup Prune trees/bushes Weed removal in landscape island Clean gutters and sidewalk surfaces Weed tree wells Edging Mowing sod Grass Trimming 	3x/year Weekly Weekly Weekly Biweekly Biweekly Biweekly Biweekly Biweekly
Church Street Area N	Lovejoy to Church St/East Ponce de Leon Intersection	 Pine straw tree wells Weed removal tree wells Prune trees/bushes 	2x/year Monthly 2x/year

NOTE: 1. Mowing frequency to change depending on season. See frequency spreadsheet

- 2. No trash removal from trash containers
- 3. 4 Bus Shelter locations; 3 on East Ponce de Leon and 1 located on North Indian Creek
- 4. Exclude maintenance on EPDL and Market Street frontages of Refuge Coffee
- 5. Includes trash pickup before mowing in all Areas. Grass clippings shall be removed from roadway and sidewalks after mowing
- 6. Included in the "Maintenance of Hard Surfaces" work task
- 7. Quantities are approximate (except for trash & debris pickup). Bidders are encouraged to verify quantities and field conditions.

EXHIBIT C

Church St Off-Ramp Initial Cleanup Tasks

SPECIFIC CLEANUP AT CHURCH ST OFF RAMP LANDSCAPE EMBANKMENT

Prior to commencing with monthly maintenance tasks; perform the following:

- ✓ Remove all grass within the embankment landscape area. Scarify surface min. 3 inches below surface to remove roots and add topsoil as needed to compensate for haul off of root waste
- ✓ Herbicide treatment all areas where grass removed.
- ✓ Place 4 inches of pine straw (place quantity of pine straw bales) between all rows of plantings and tree wells from grass strip at interstate R/W to edge of pavement at off-ramp
- ✓ Scarify, over-seed with fescue and fertilize existing grass area between landscape area and interstate shoulder along entire length of landscape area on interstate embankment

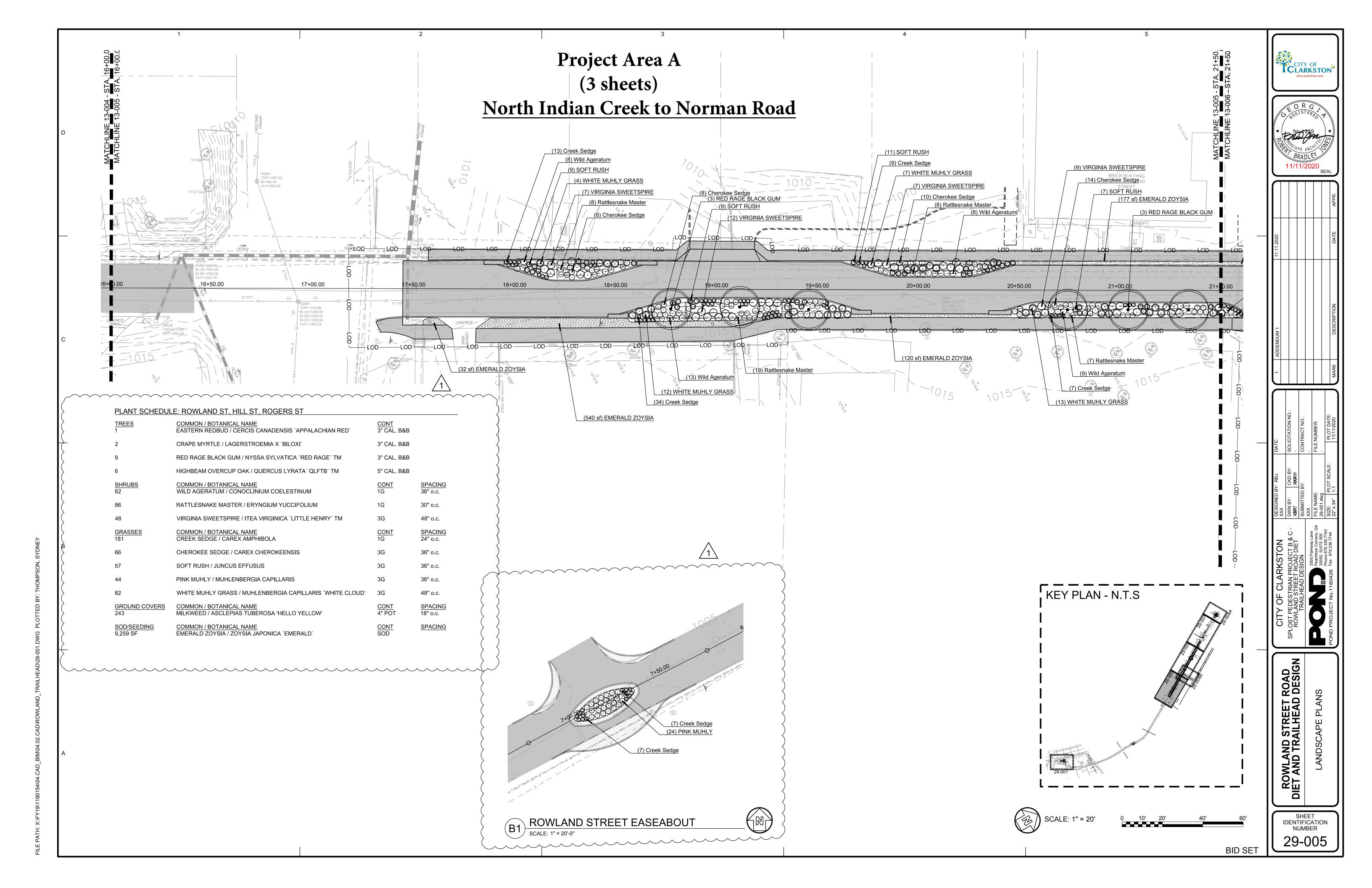
EXHIBIT D

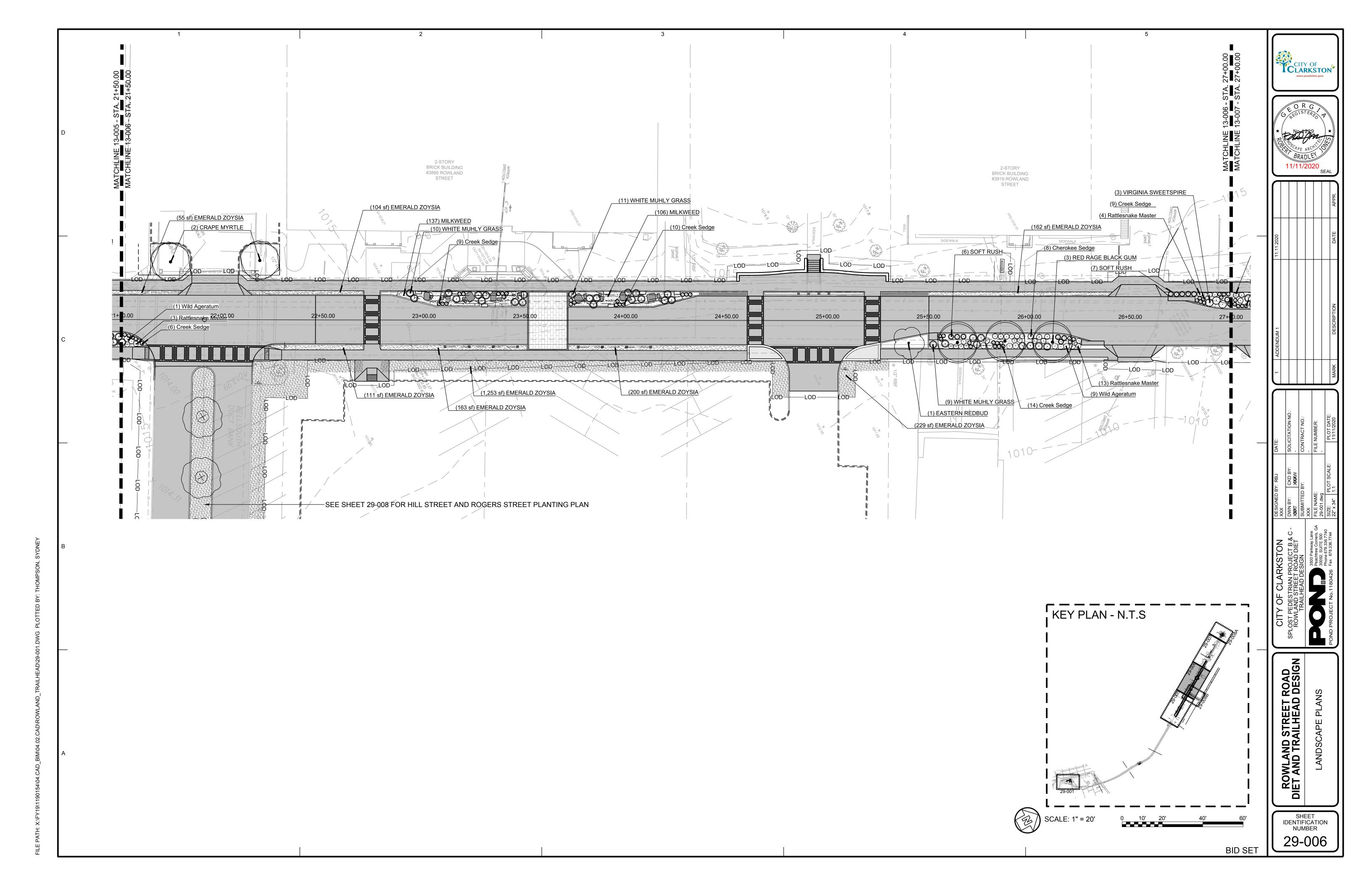
Estimated Hardscape Quantities

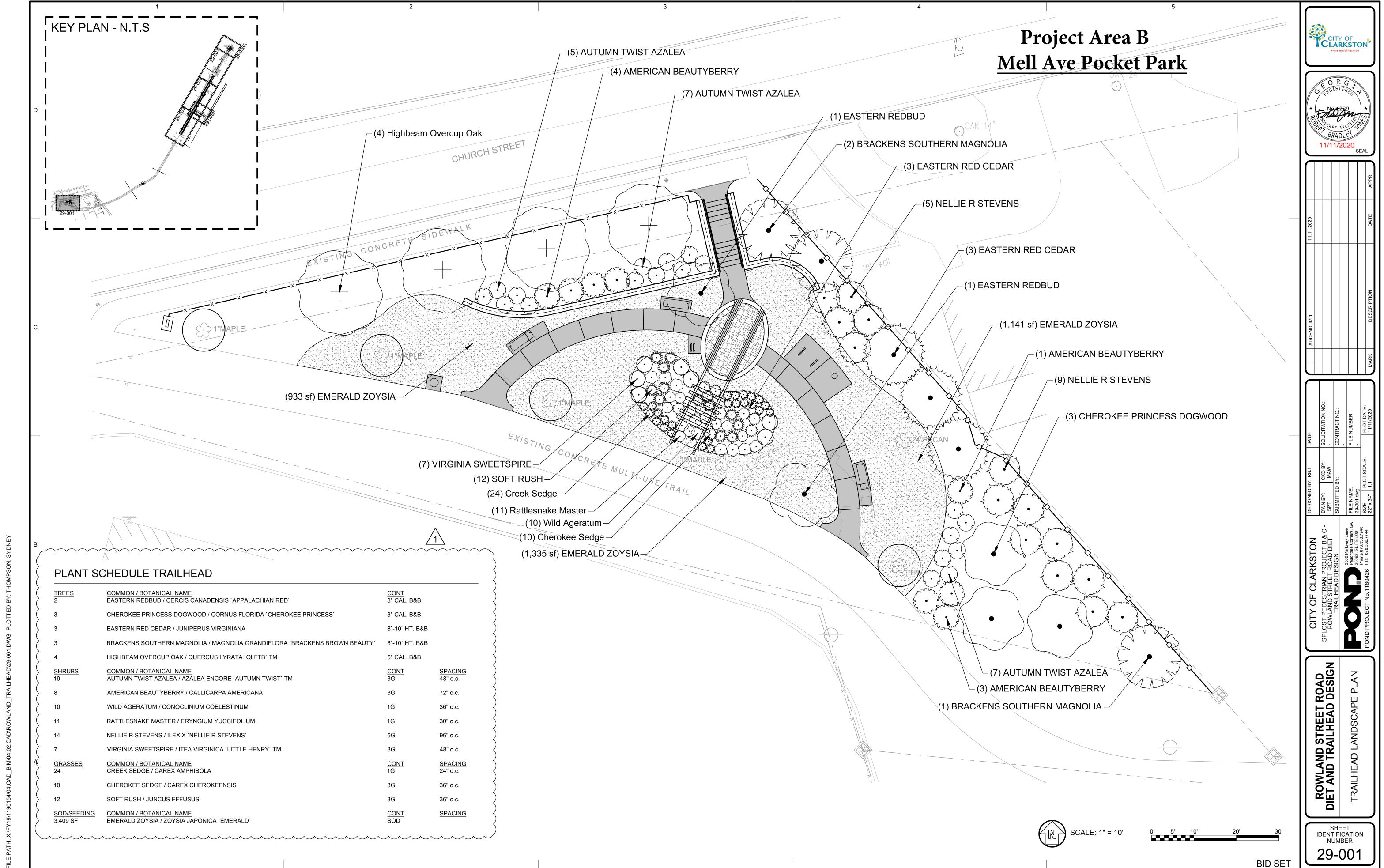
TYPE OF	LOCATION	QUANTITIES
HARDSCAPE		
Medians	Norman & East Ponce de Leon	4600 SF
Sidewalks/Path	Church St – North Decatur to East Ponce de Leon	Sidewalk – 12,115 LF
Trails	East Ponce de Leon – I-285 to City Limits Sidewalk – 11	
	Norman Rd from Church to Milam Park Sidewalk - 2000	
	Market St – Rogers to North Indian Creek	Sidewalk - 1850 LF
Gutter	Church St – North Decatur to East Ponce de Leon Gutter – 26,000	
(both sides of road	East Ponce de Leon – I-285 to City Limits Gutter - 19,600 LI	
where applicable)	Norman Rd from Church to Milam Park Gutter - 2570 LF	
	Market St – Rogers to North Indian Creek Gutter	
ROW Mowing	Church Street from North Decatur Rd to East Ponce de Leon	12.33 Acres
(includes CSX)	East Ponce de Leon from I-285 to Idlewood 10.06 Acres	

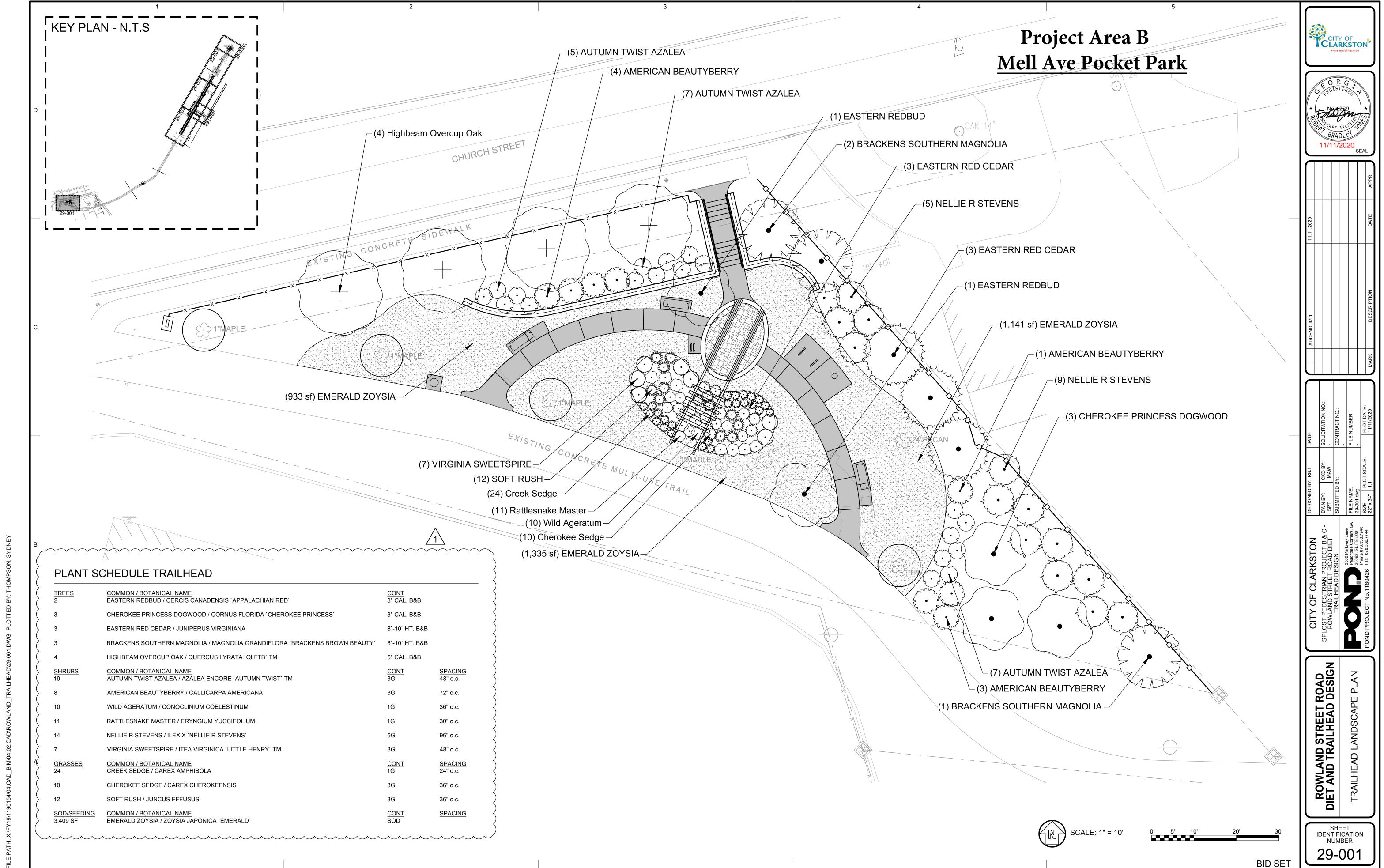
EXHIBIT E

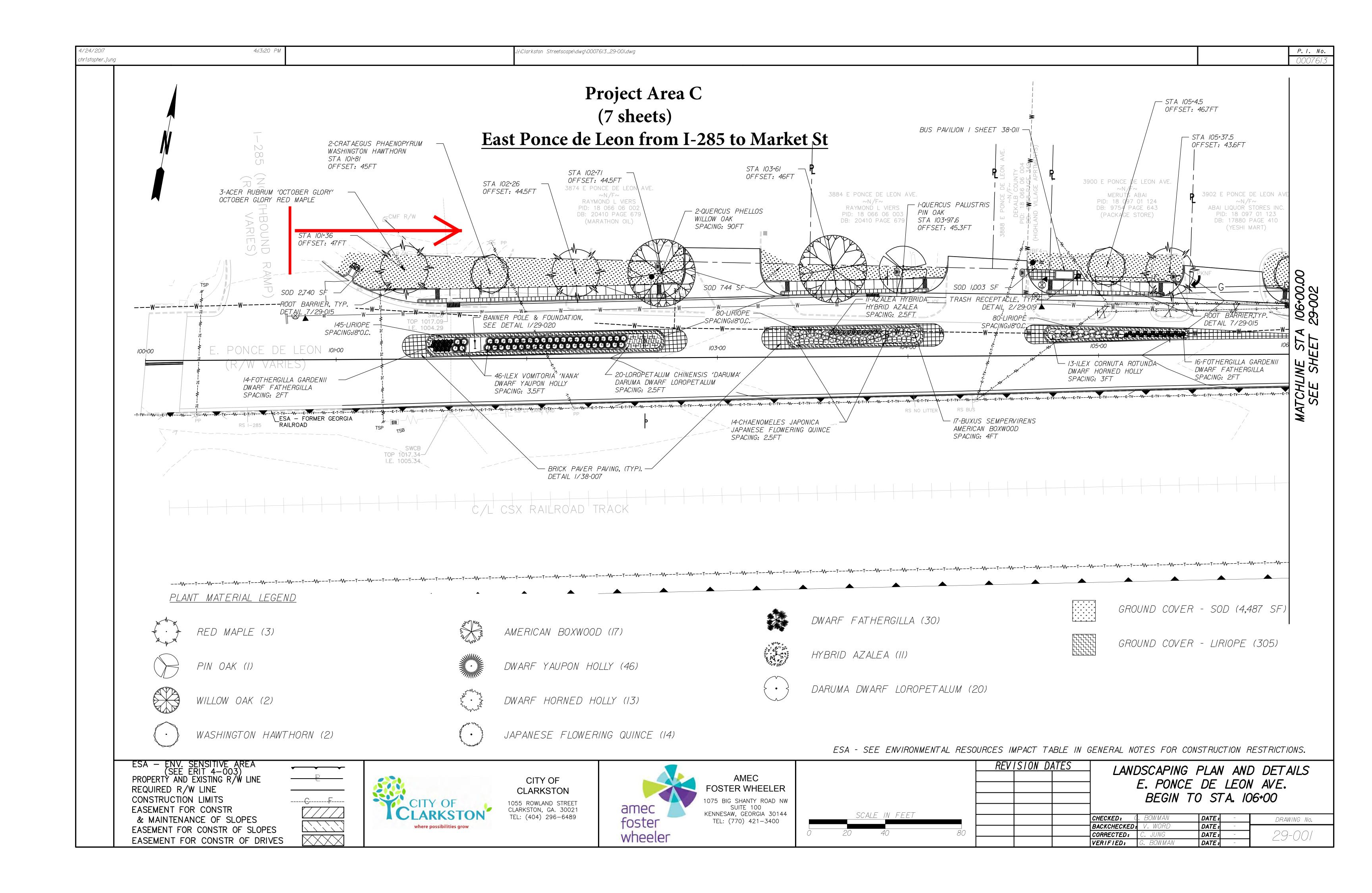
Project Location Maps

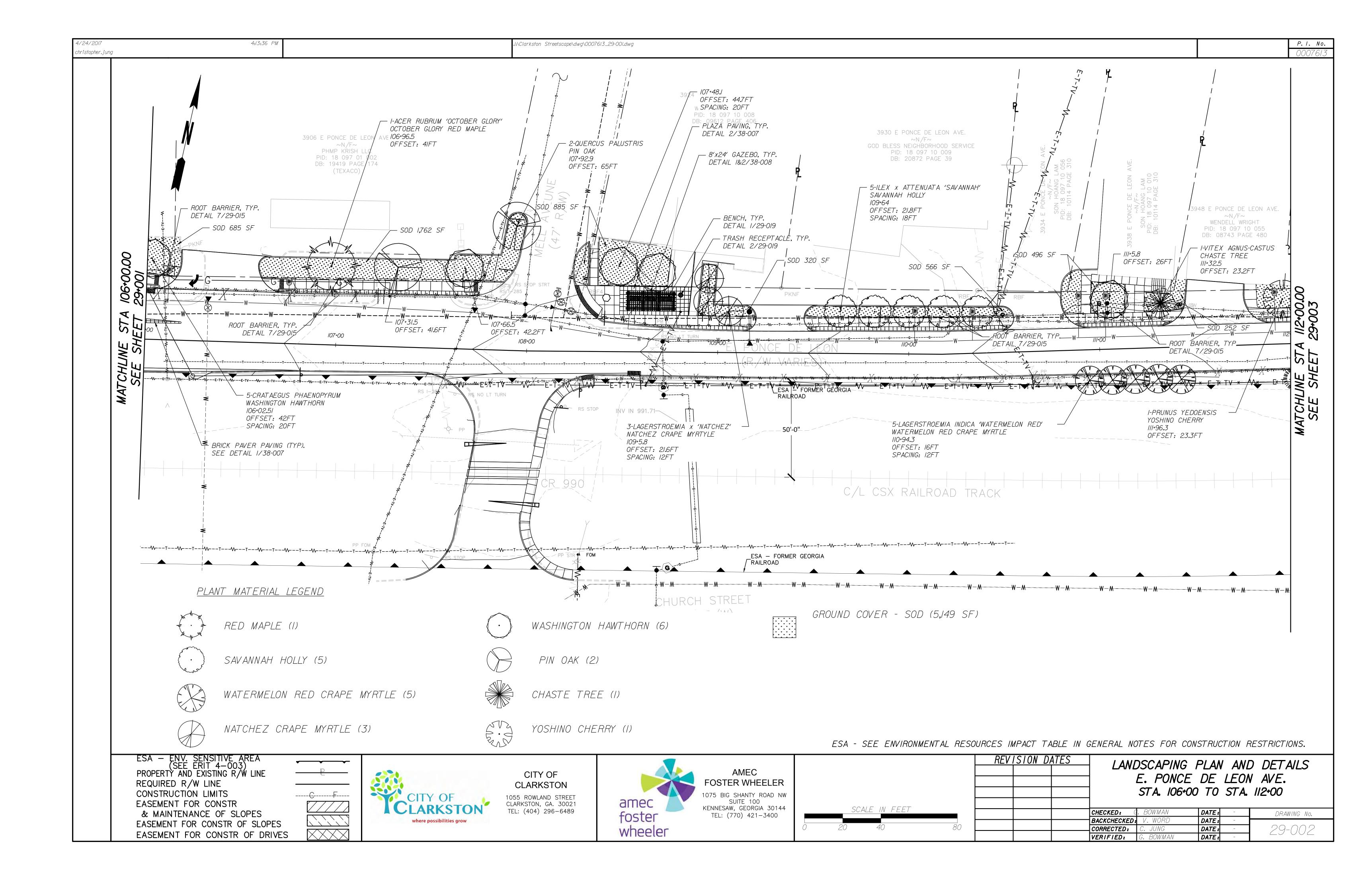


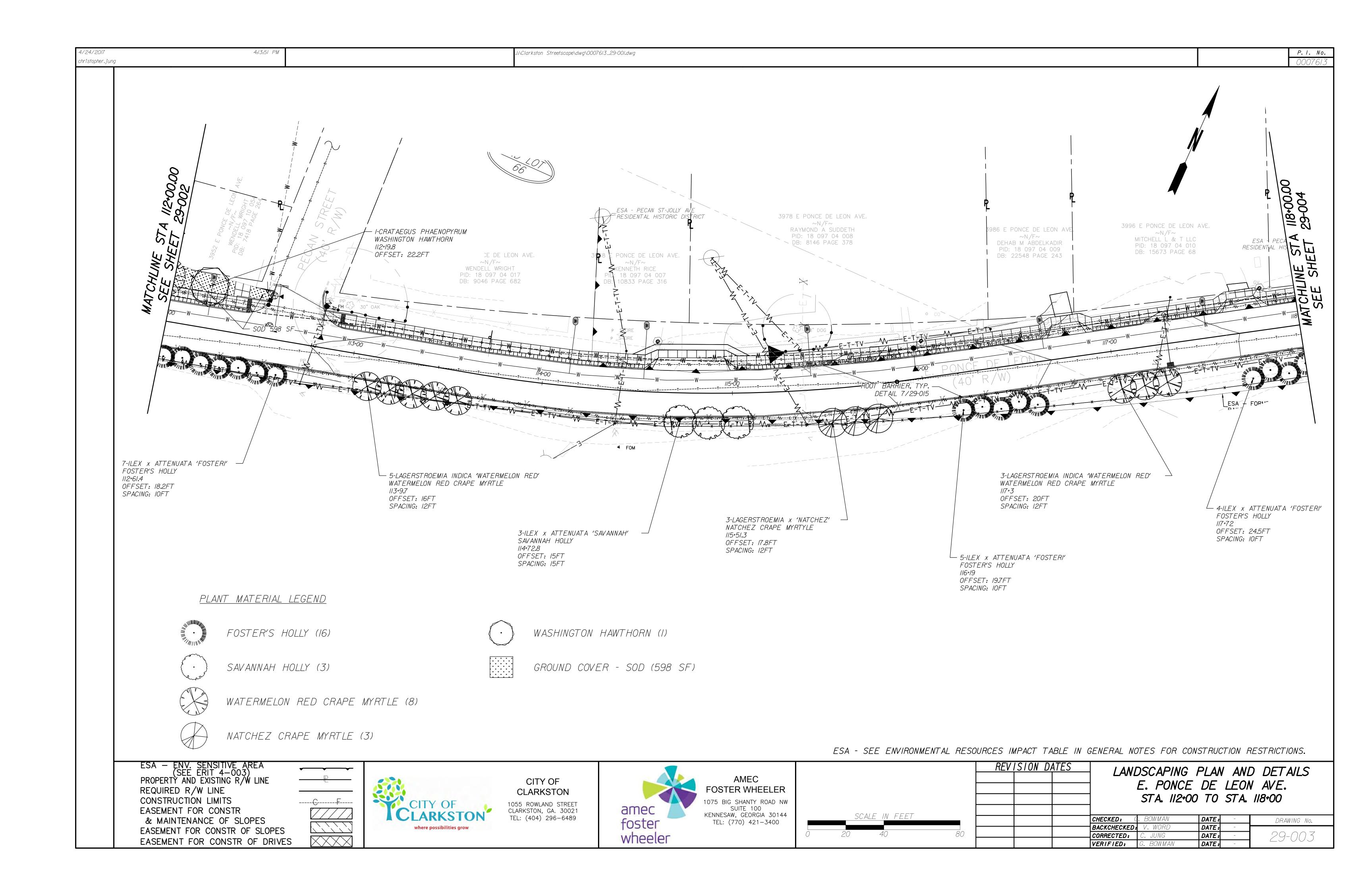


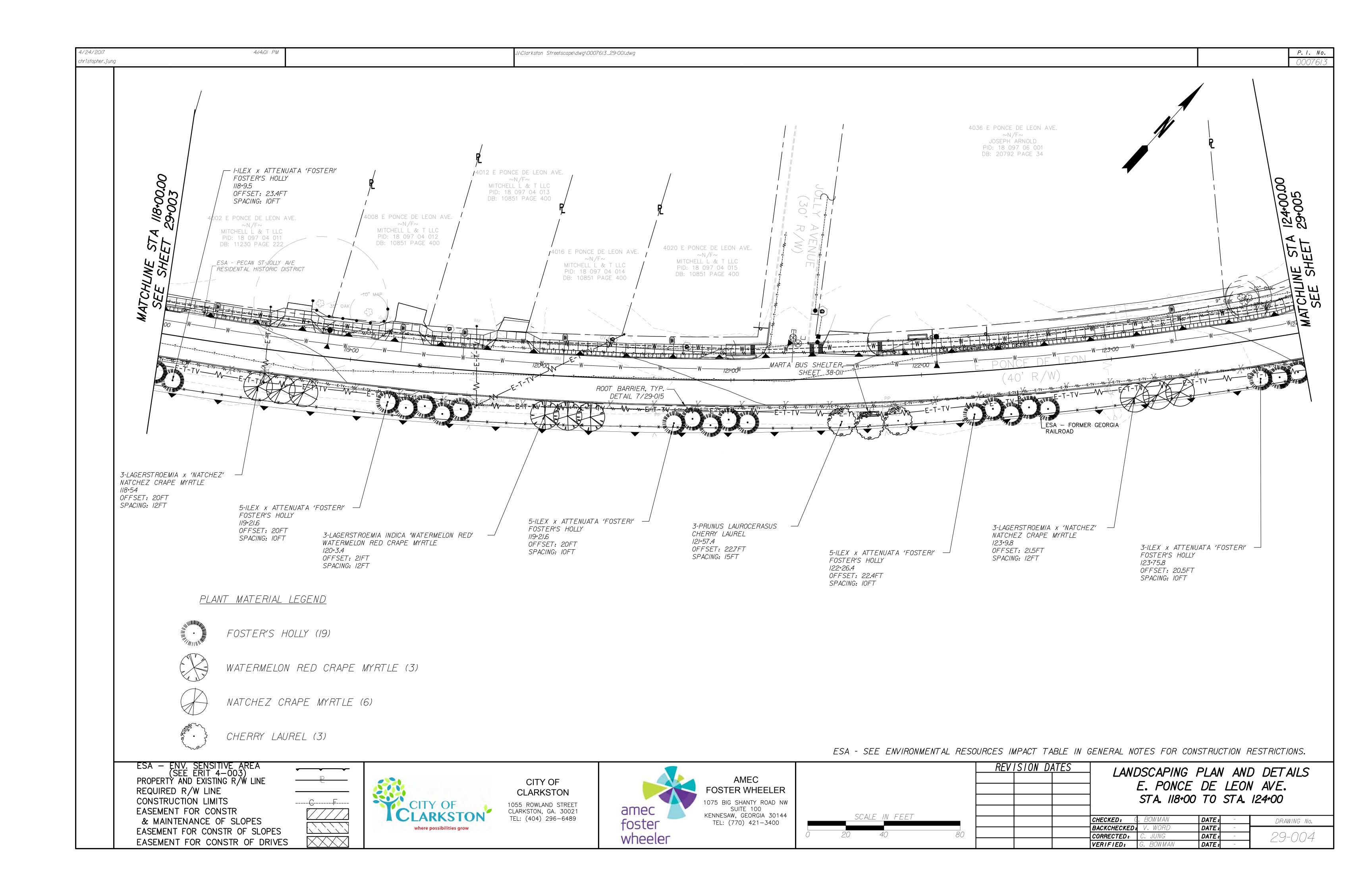


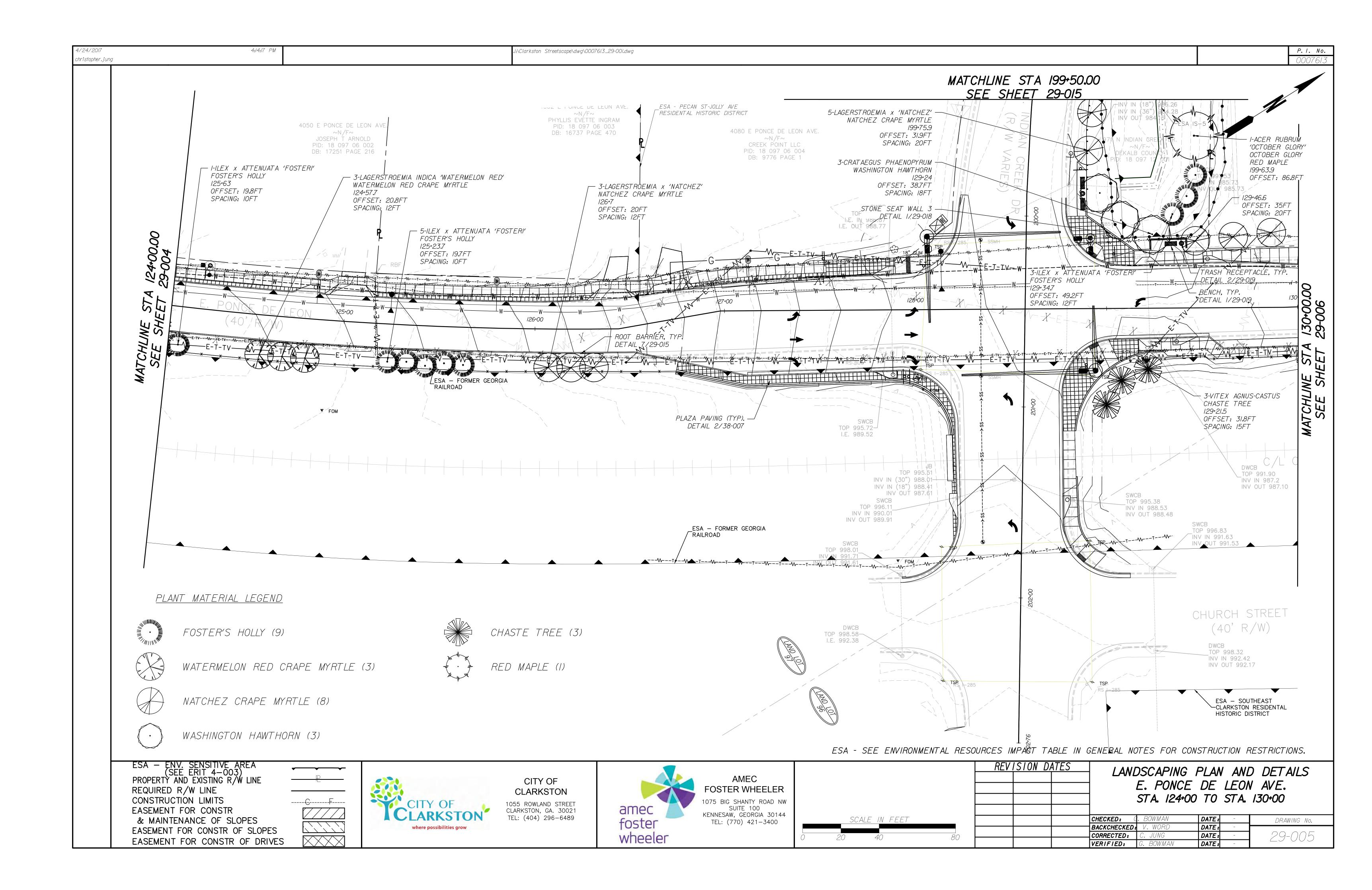


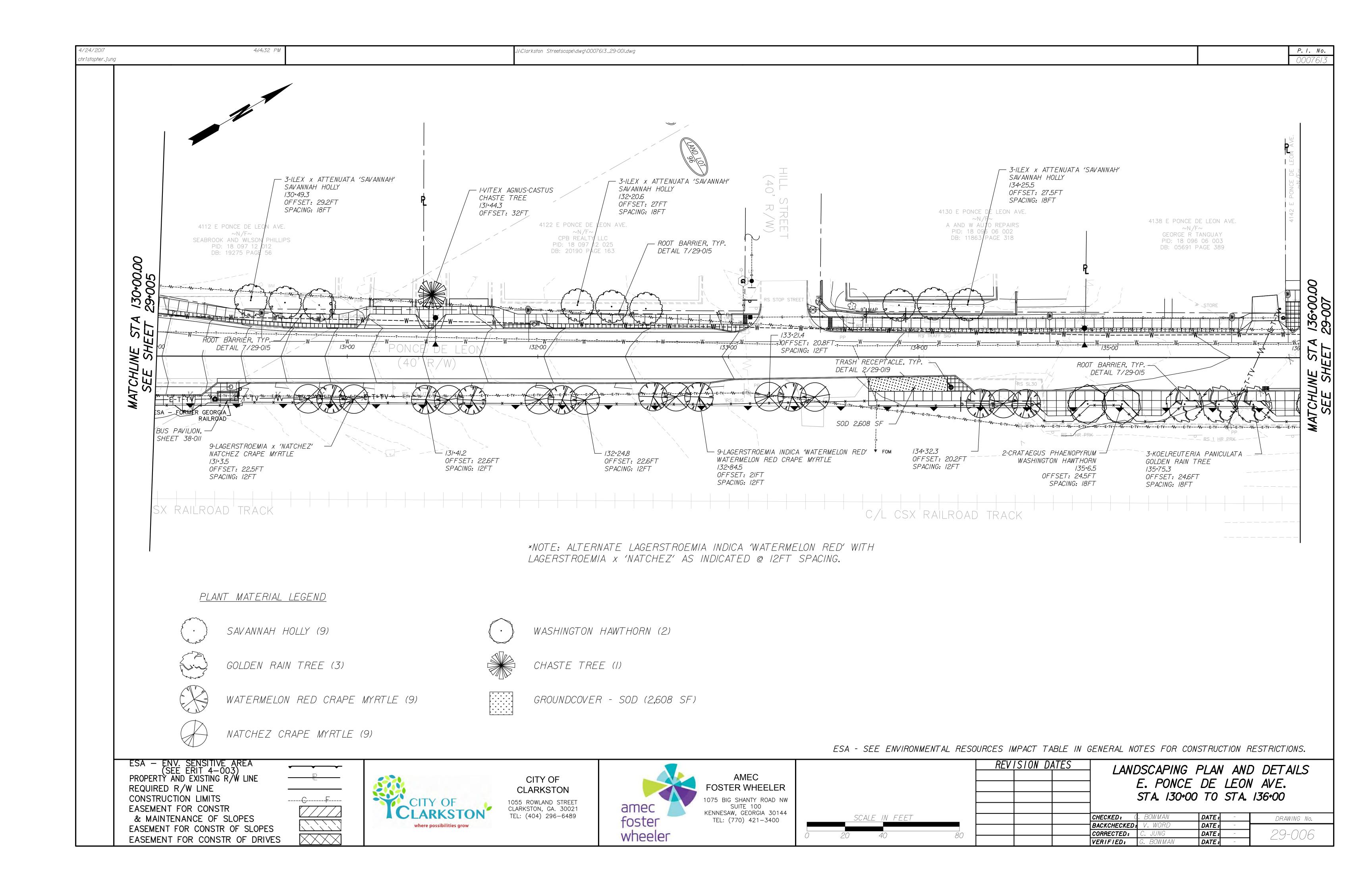


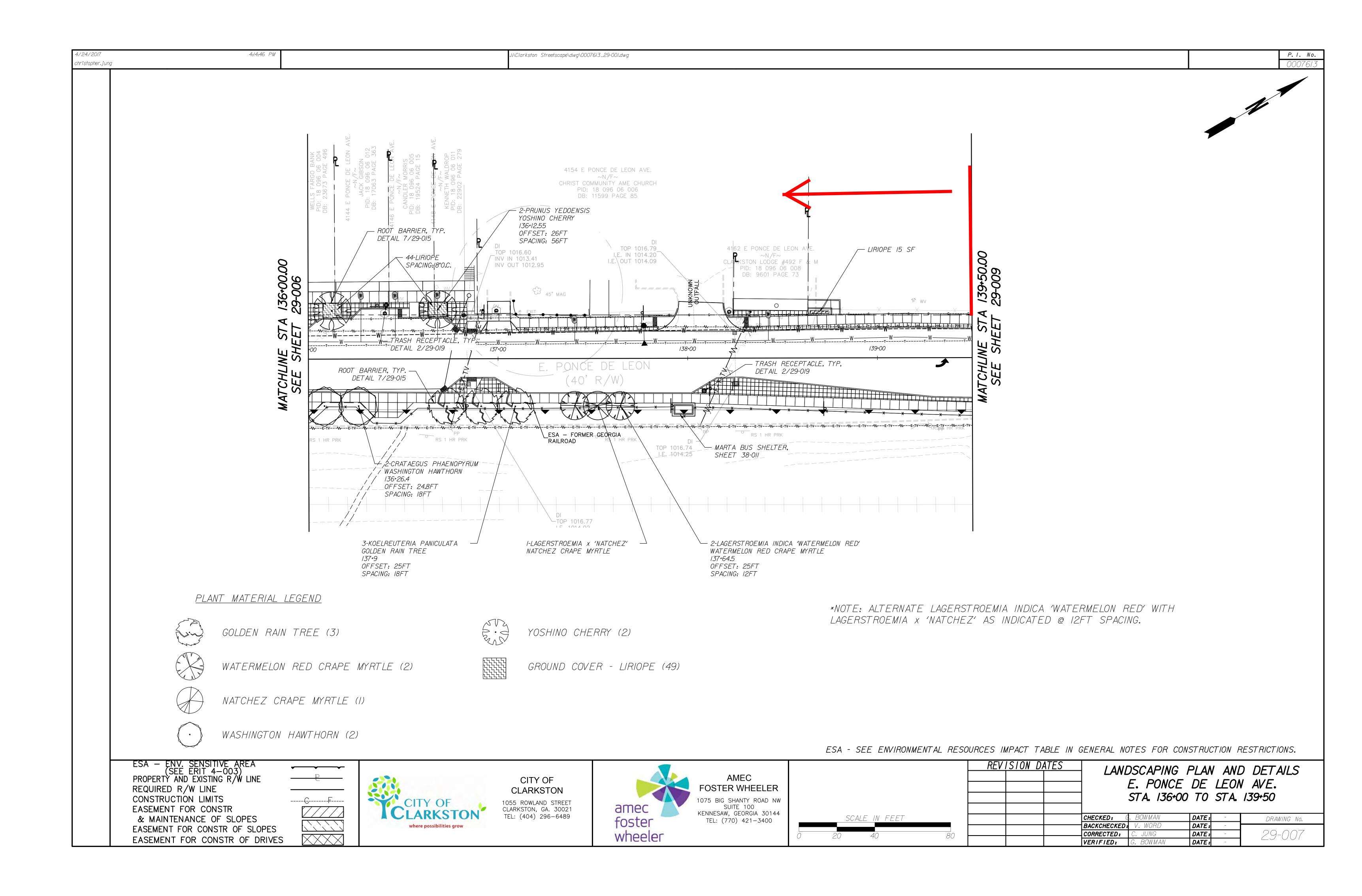




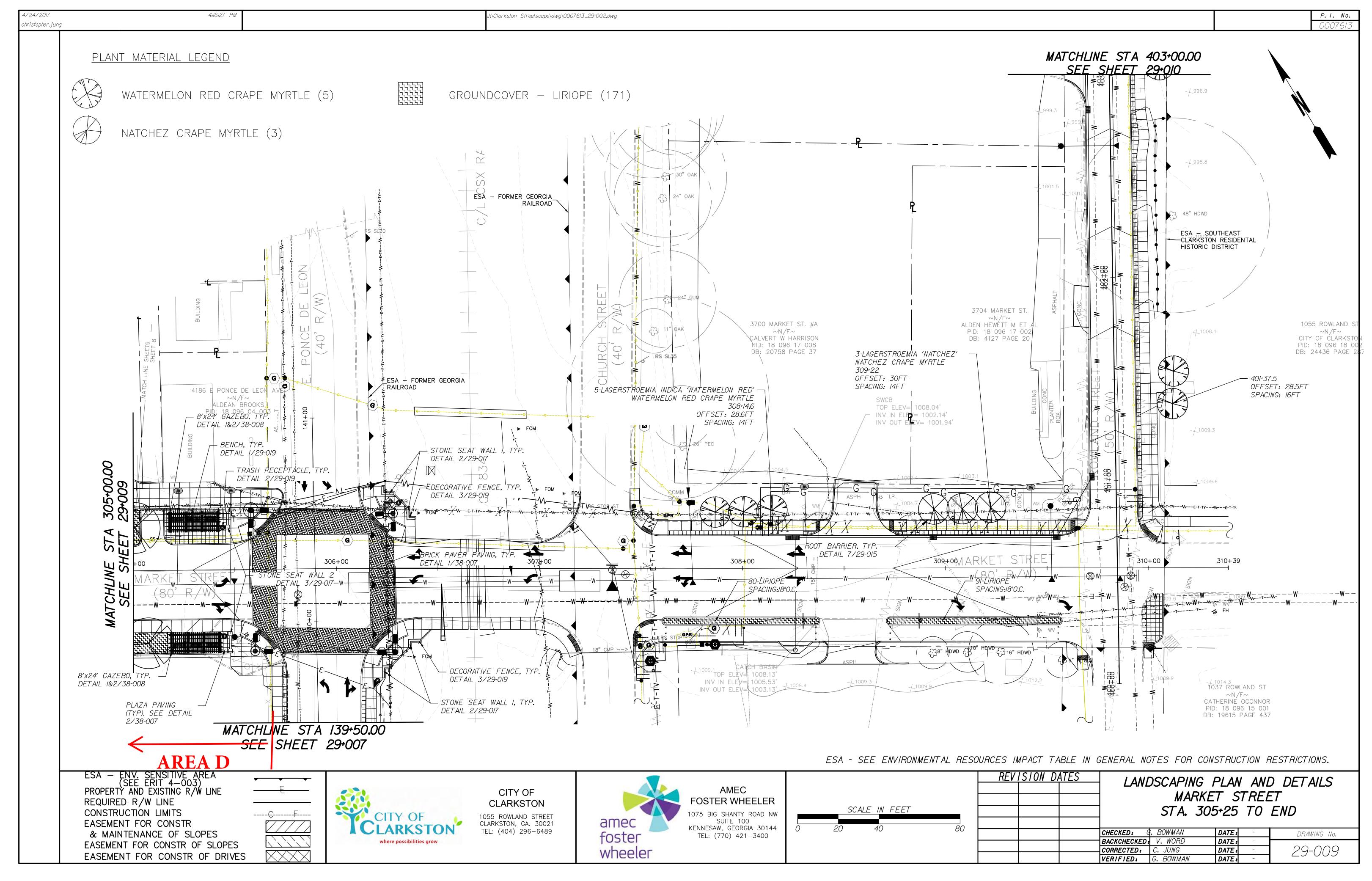




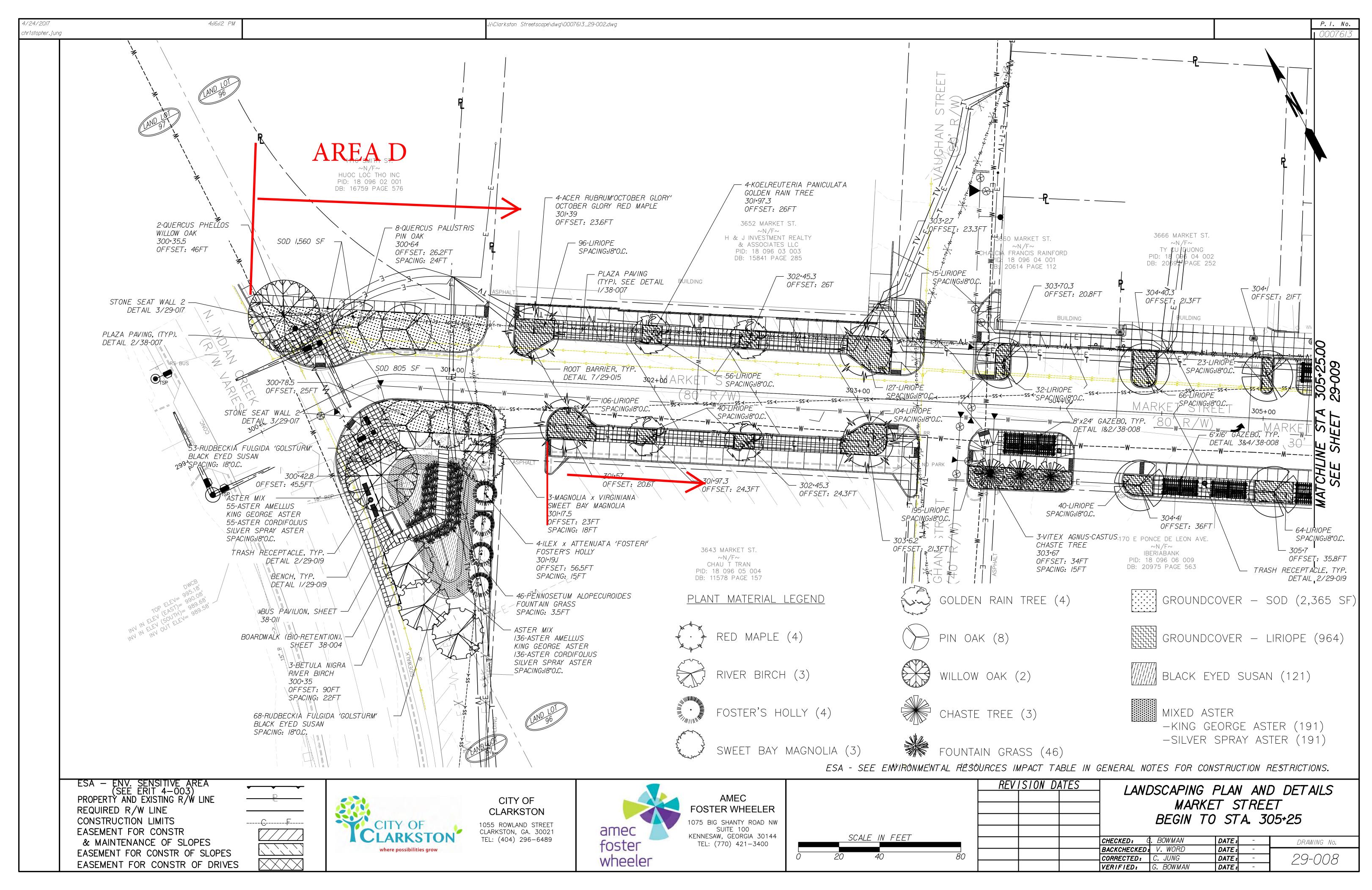




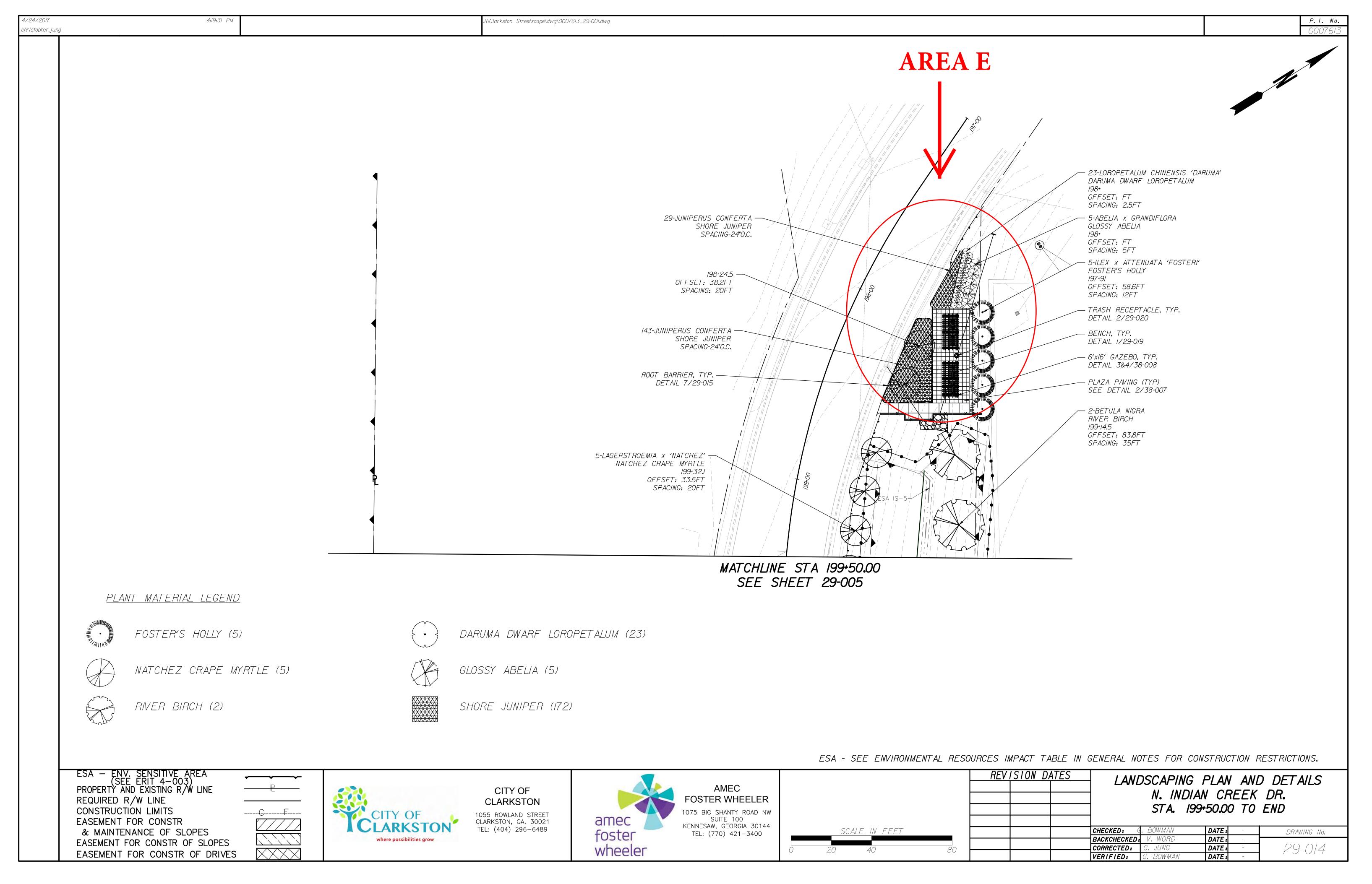
Project Area D-1 to D-2 Market St from East Ponce de Leon to North Indian Creek



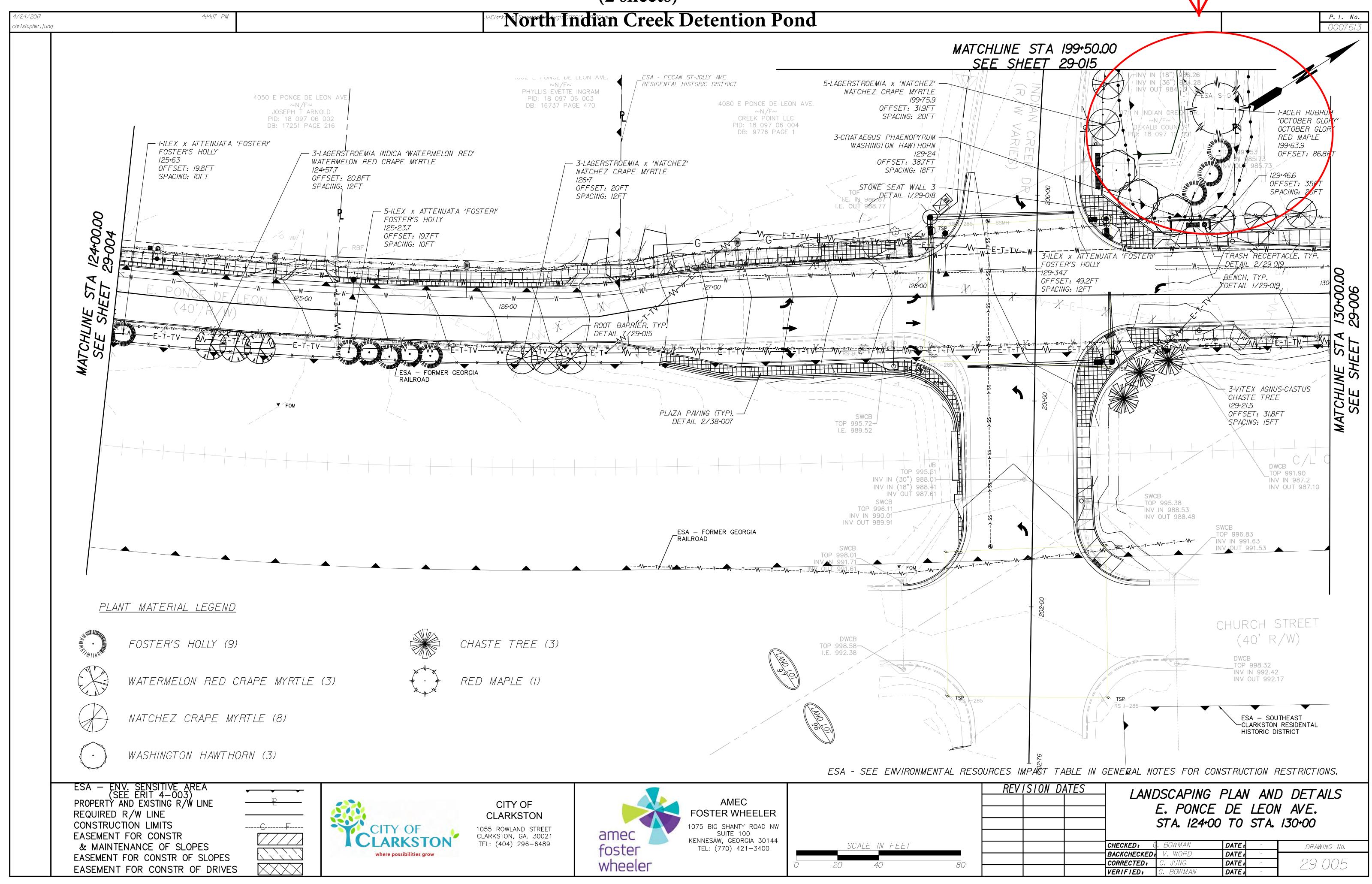
Project Area D-1 to D-2 Market Street from East Ponce de Leon to North Indian Creek

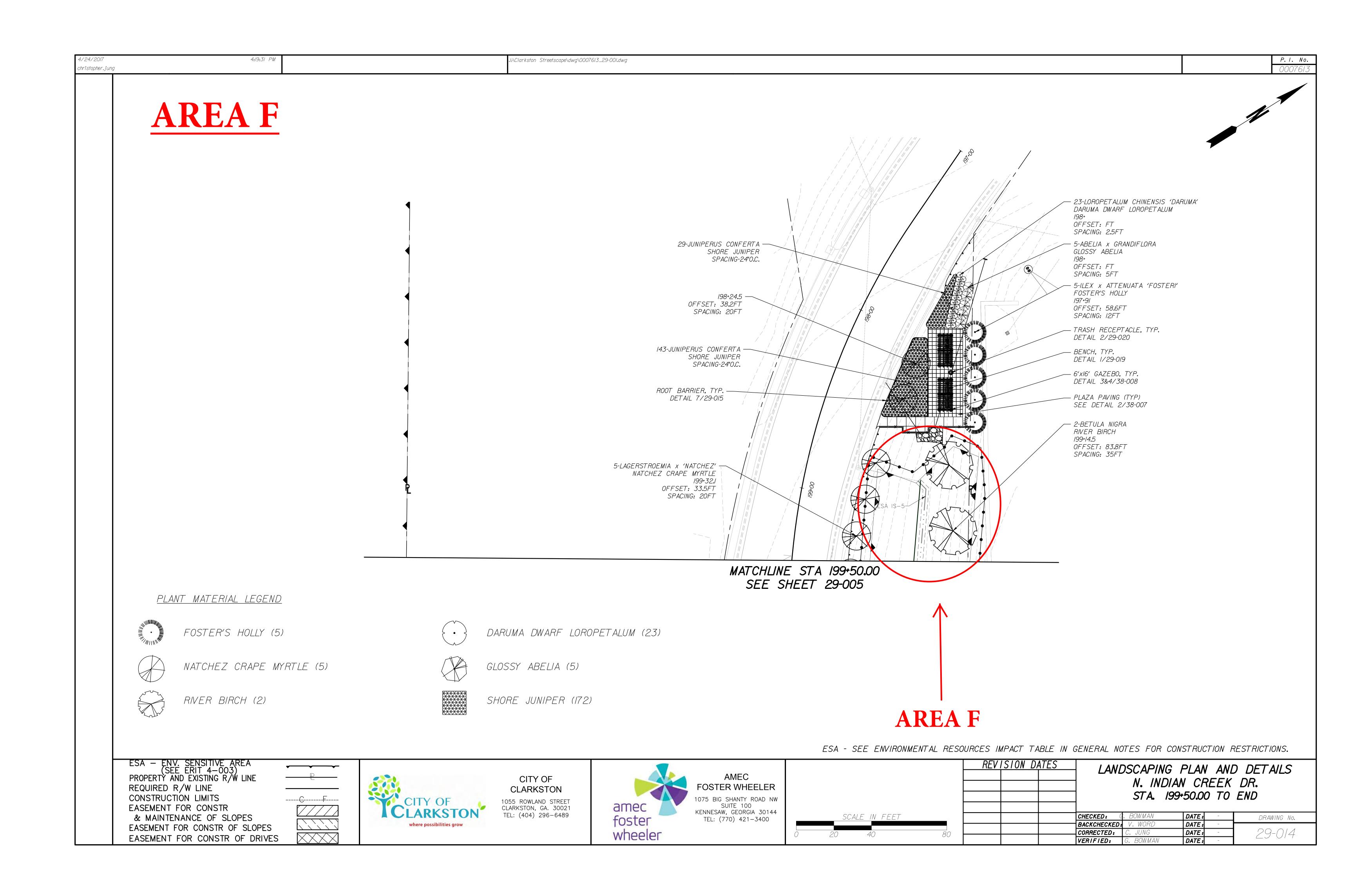


Project Area E North Indian Creek Pocket Park

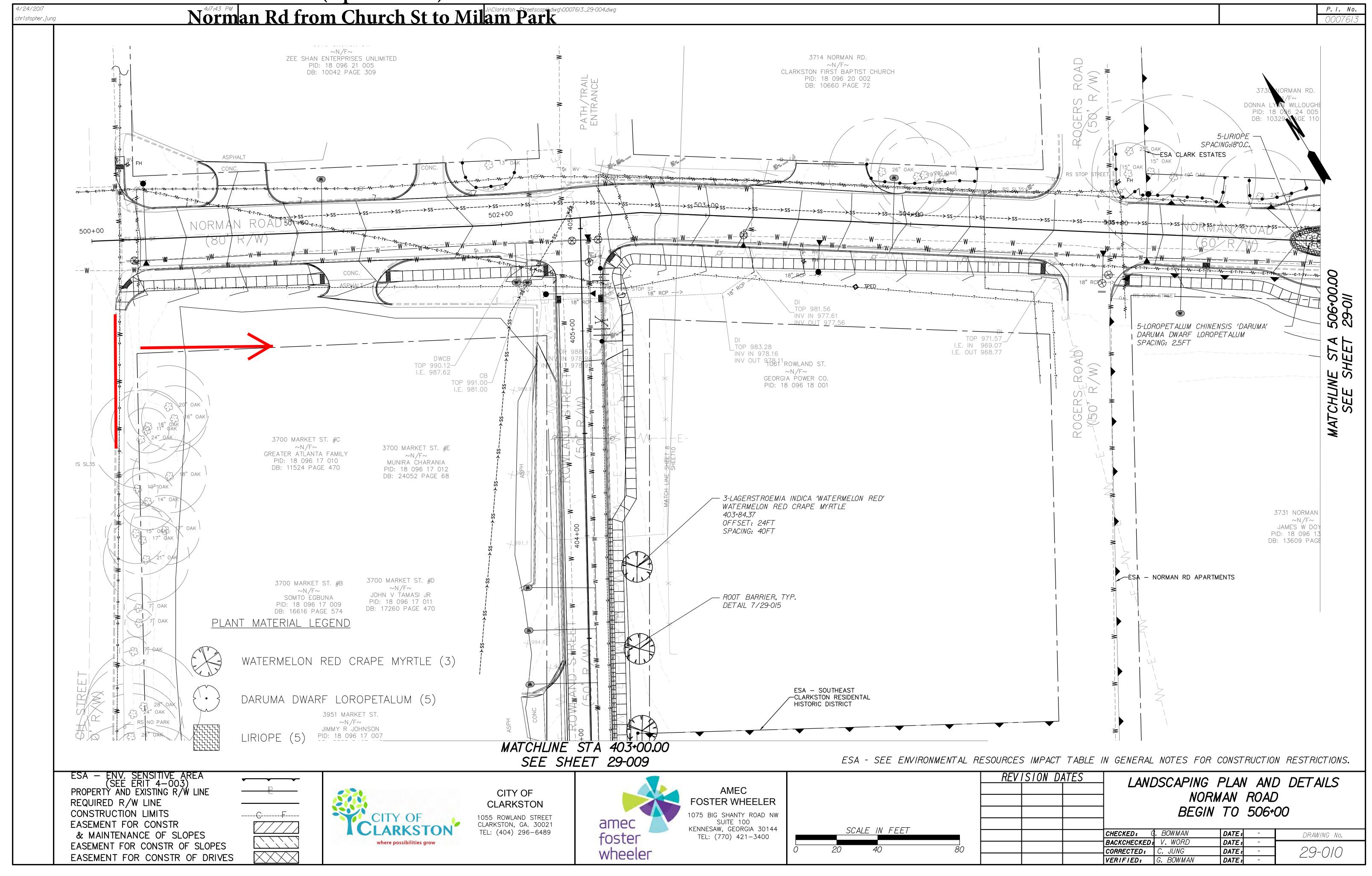


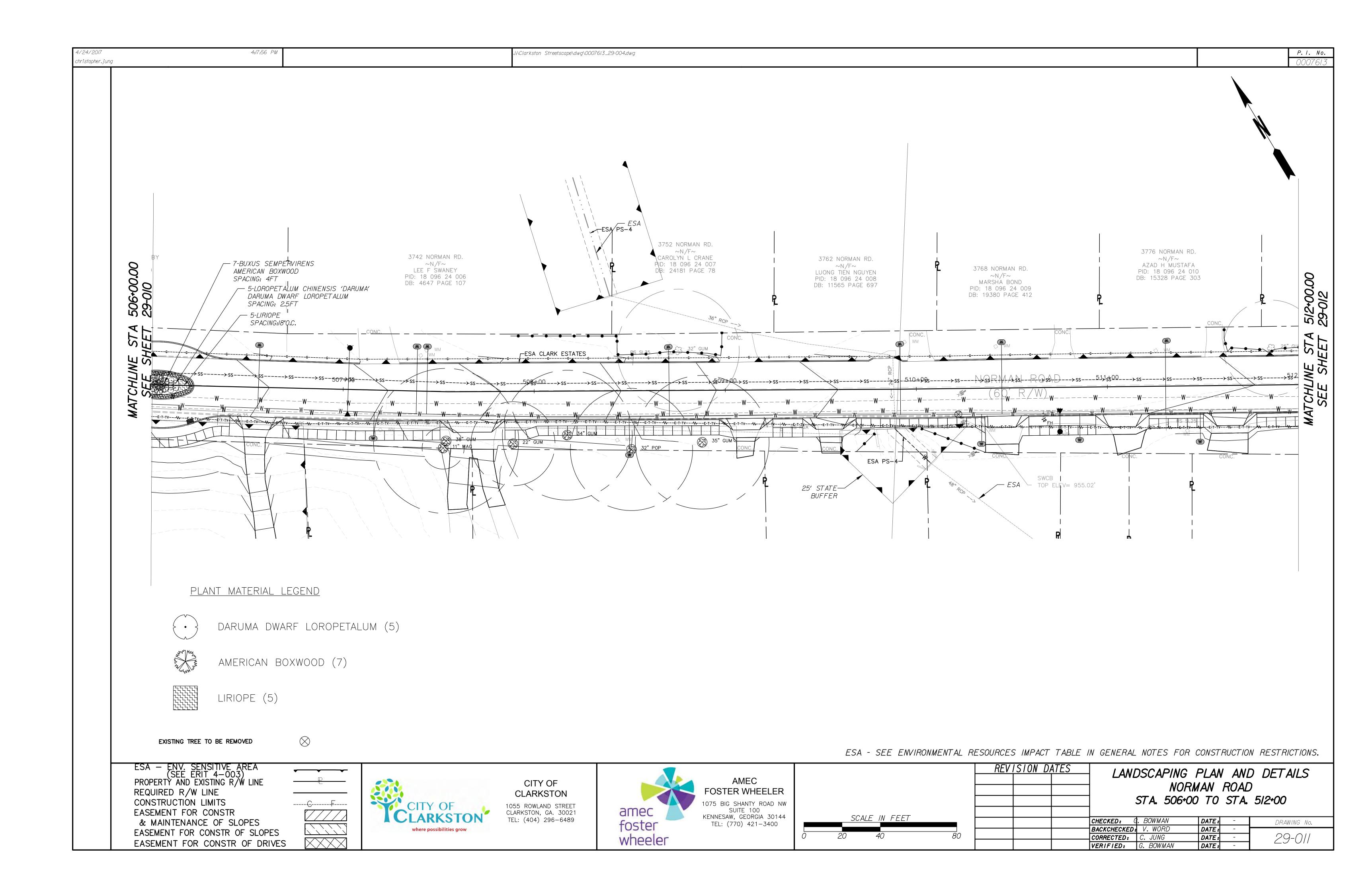


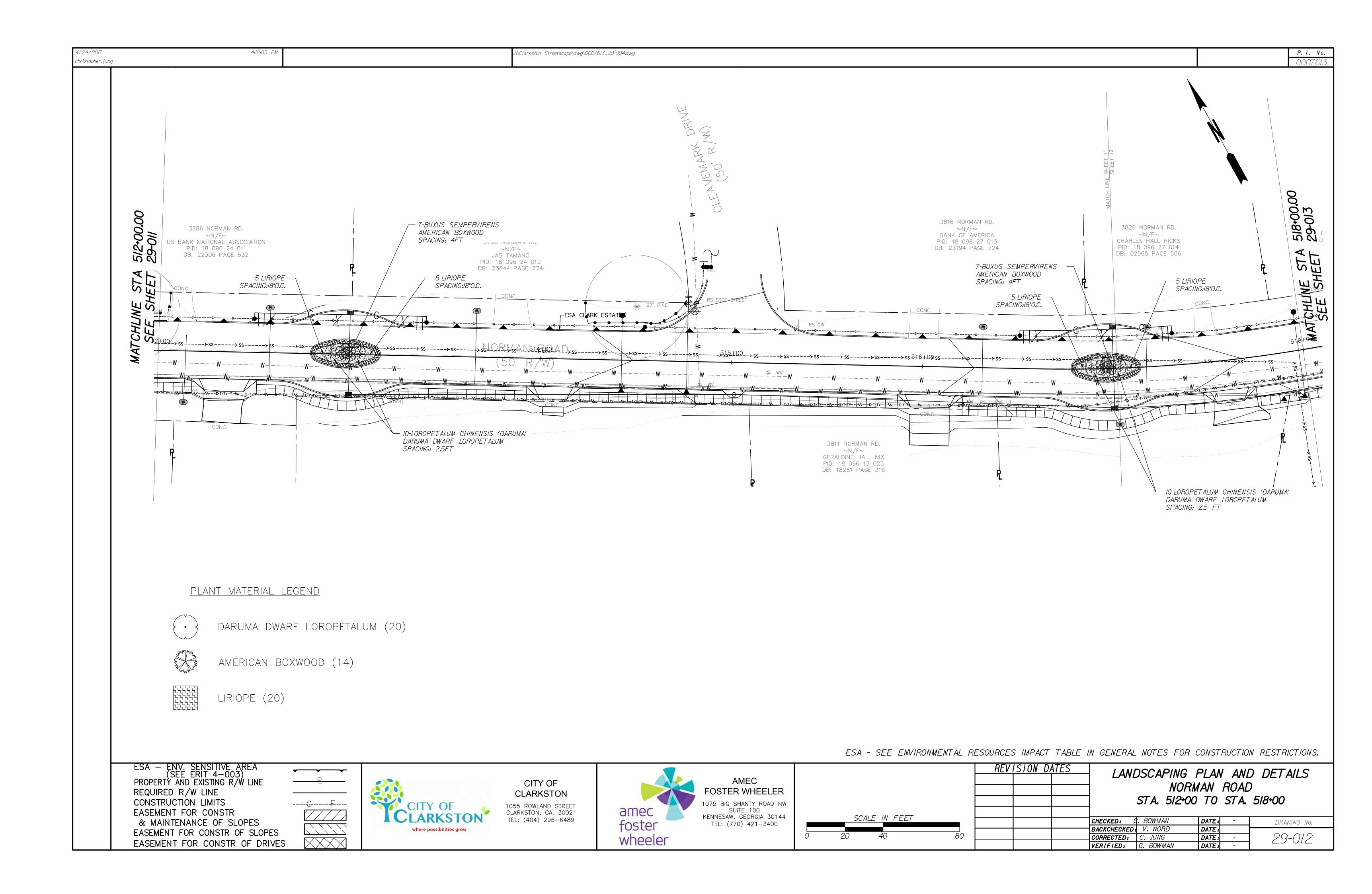


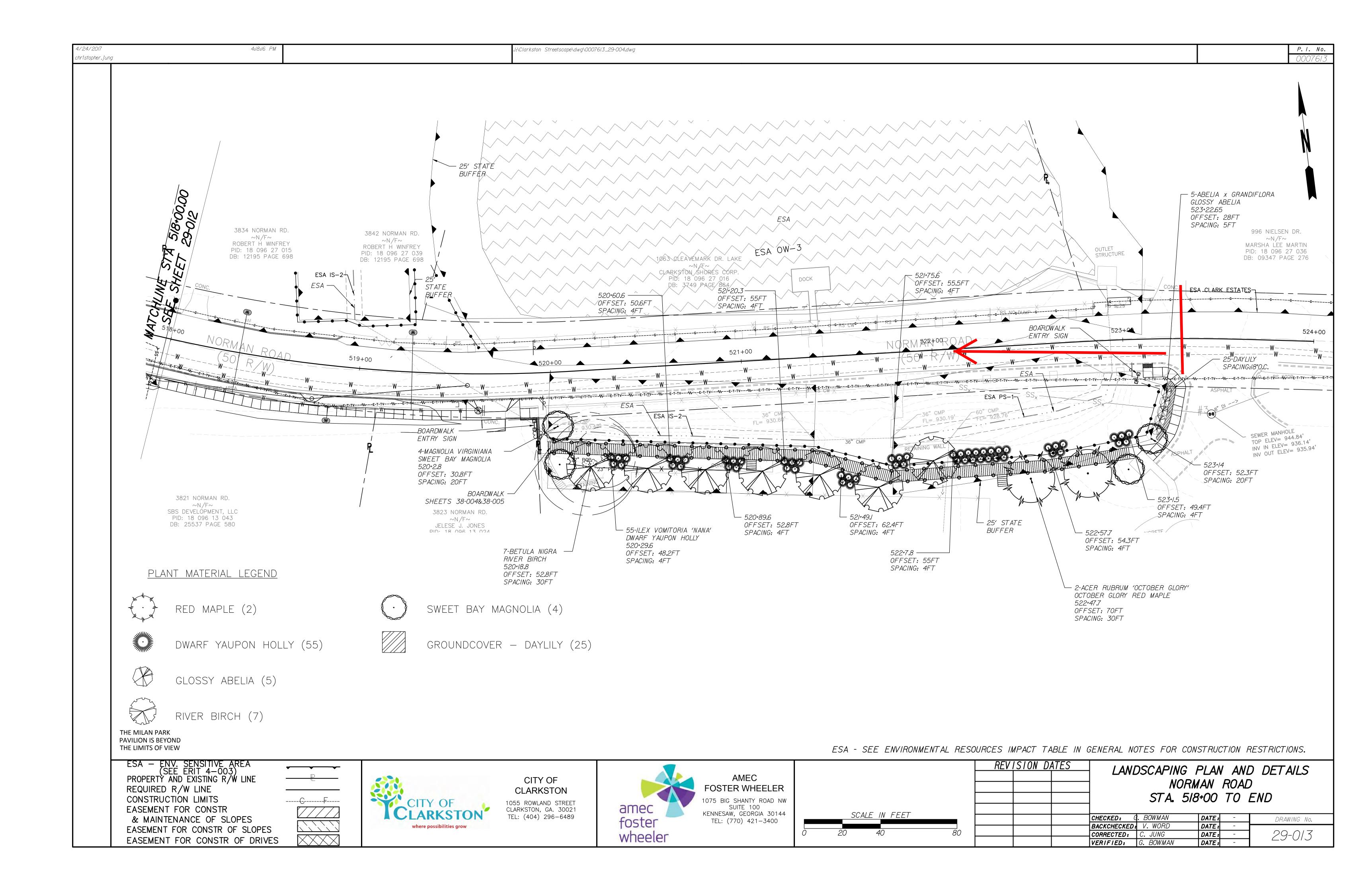


Project Area G.1 to G.4 (4 plan sheets)



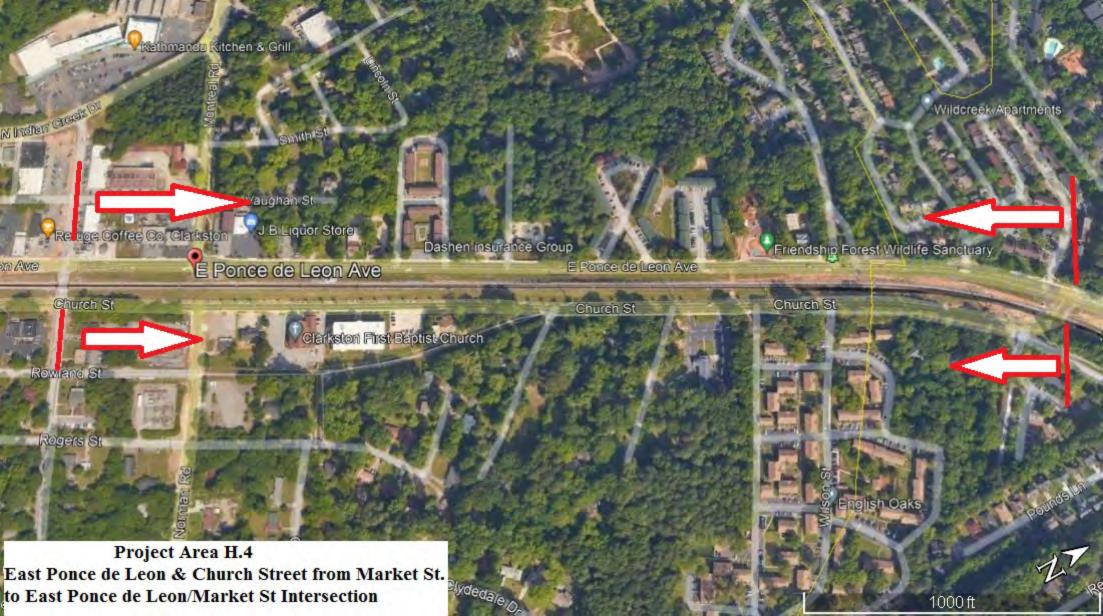












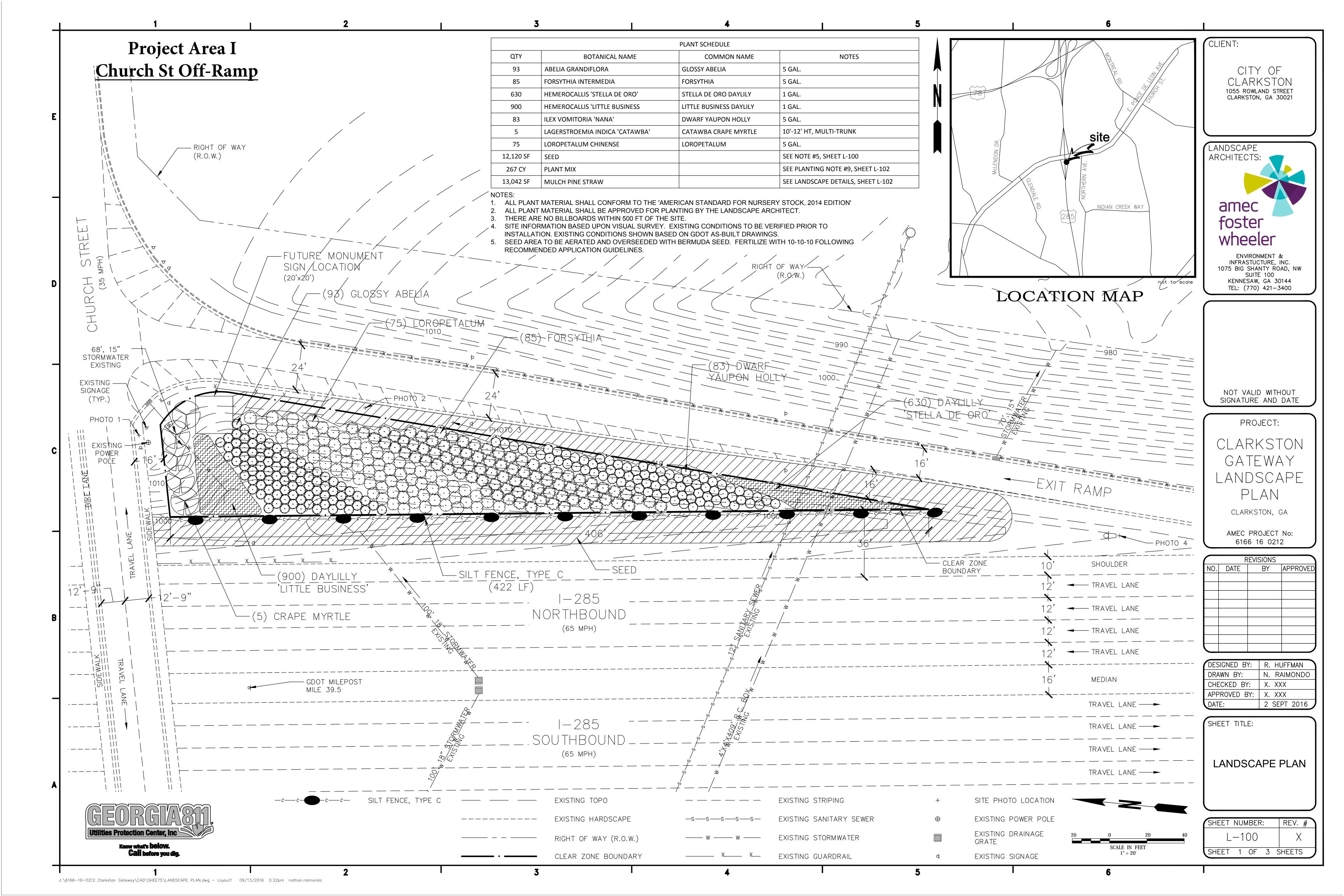












PLANT PALLETTE



GLOSSY ABELIA



FORSYTHIA (FORSYTHIA INTERMEDIA)



LITTLE BUSINESS DAYLILY (HEMEROCALLIS 'LITTLE BUSINESS')



STELLA DE ORO DAYLILY (HEMEROCALLIS 'STELLA DE ORO')



CLIENT:

CITY OF CLARKSTON 1055 ROWLAND STREET CLARKSTON, GA 30021

NOT VALID WITHOUT SIGNATURE AND DATE

PROJECT: CLARKSTON GATEWAY LANDSCAPE PLAN

CLARKSTON, GA

AMEC PROJECT No:

	6166 16 0212		
	F	REVISIONS	
NO.	DATE		APPROVE
igstar			

DESIGNED BY:	R. HUFFMAN
DRAWN BY:	N. RAIMONDO
CHECKED BY:	X. XXX
APPROVED BY:	X. XXX
DATE:	2 SEPT 2016

SHEET TITLE:

PLANT PALLETTE & SITE PHOTOS

SHEET	NUI	MBER) .		REV. #	!
L-101			X	_		
SHEET	2	OF	3		SHEETS	_

(ABELIA GRANDIFLORA)



DWARF YAUPON HOLLY ILEX VOMITORIA 'NANA'





CRAPE MYRTLE (LAGERSTROEMIA INDICA 'CATAWBA')



LOROPETALUM (LOROPETALUM CHINENSE)

SITE PHOTOS



PHOTO 1



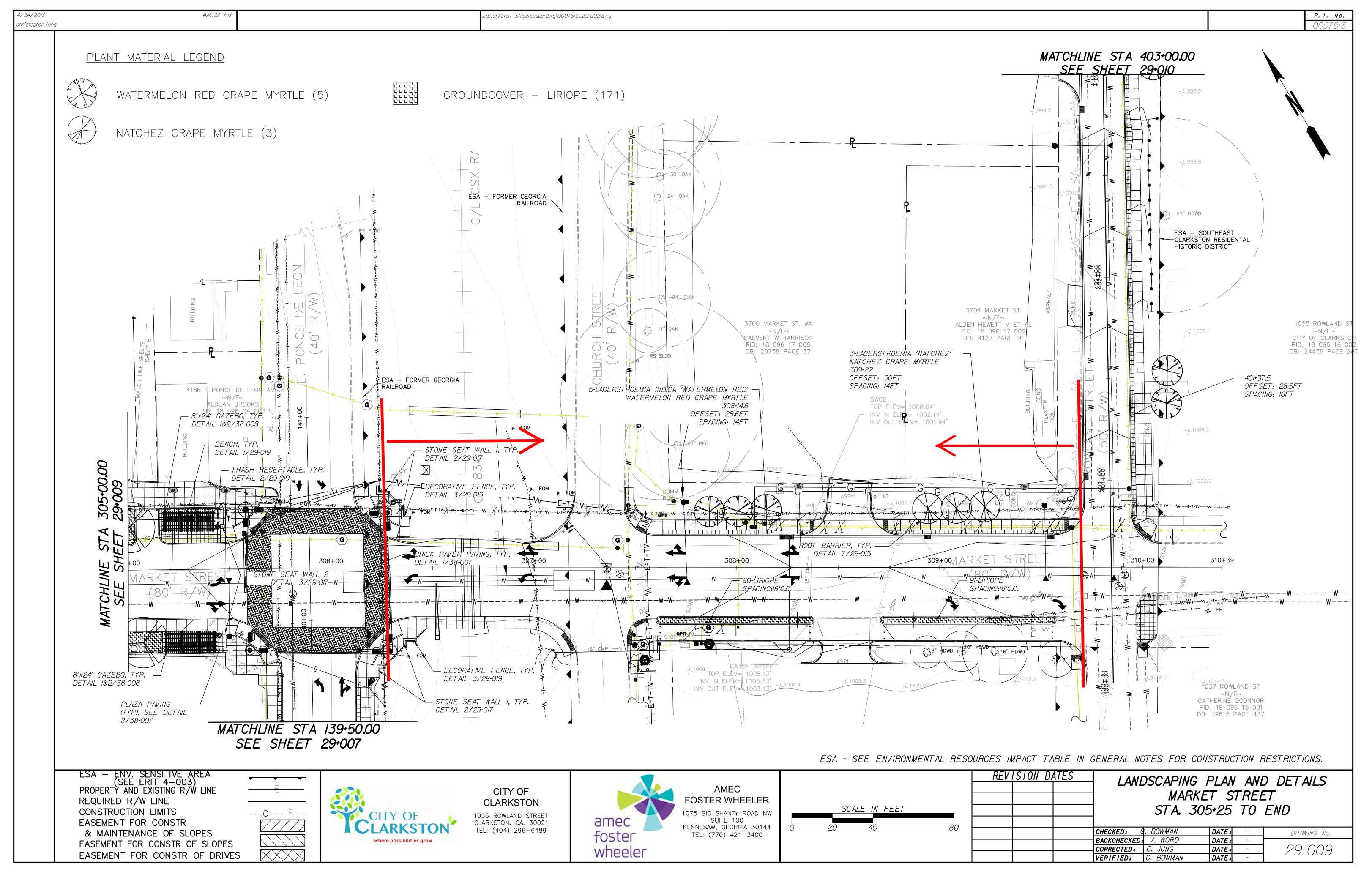


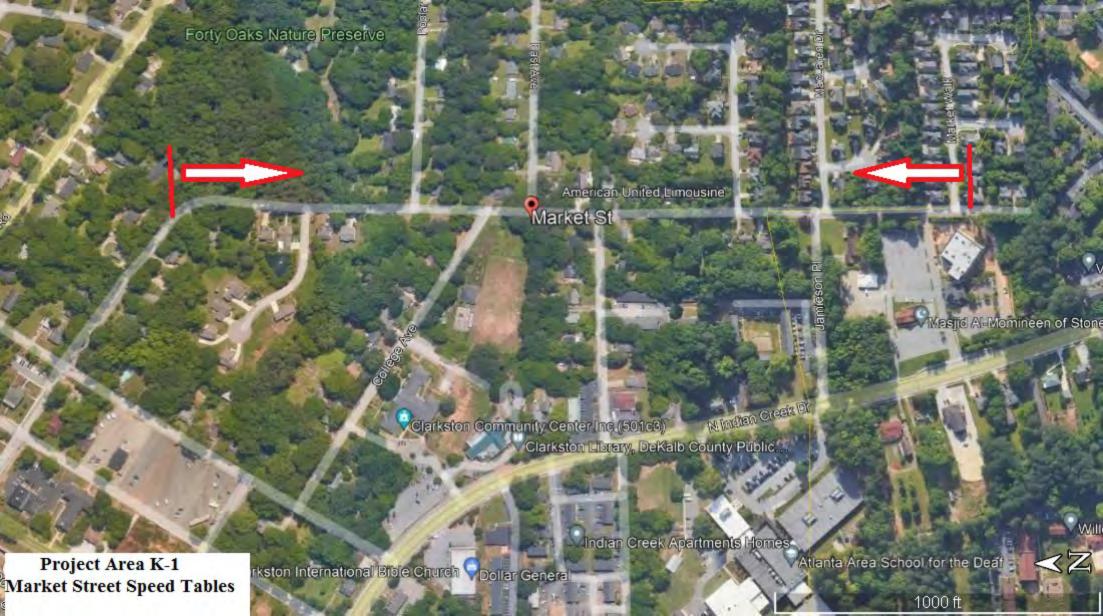
PHOTO 3

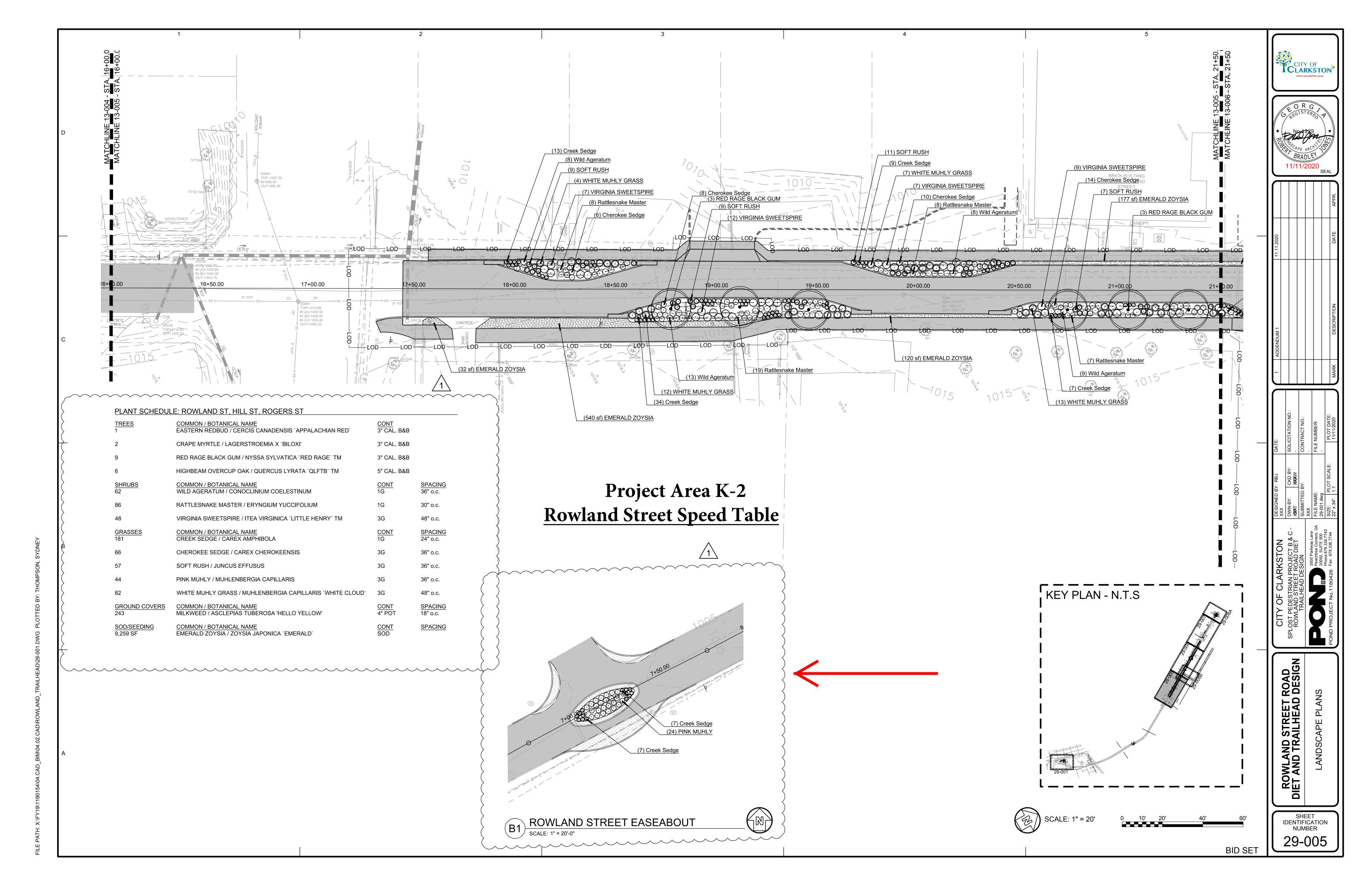
PHOTO 2

PHOTO 4

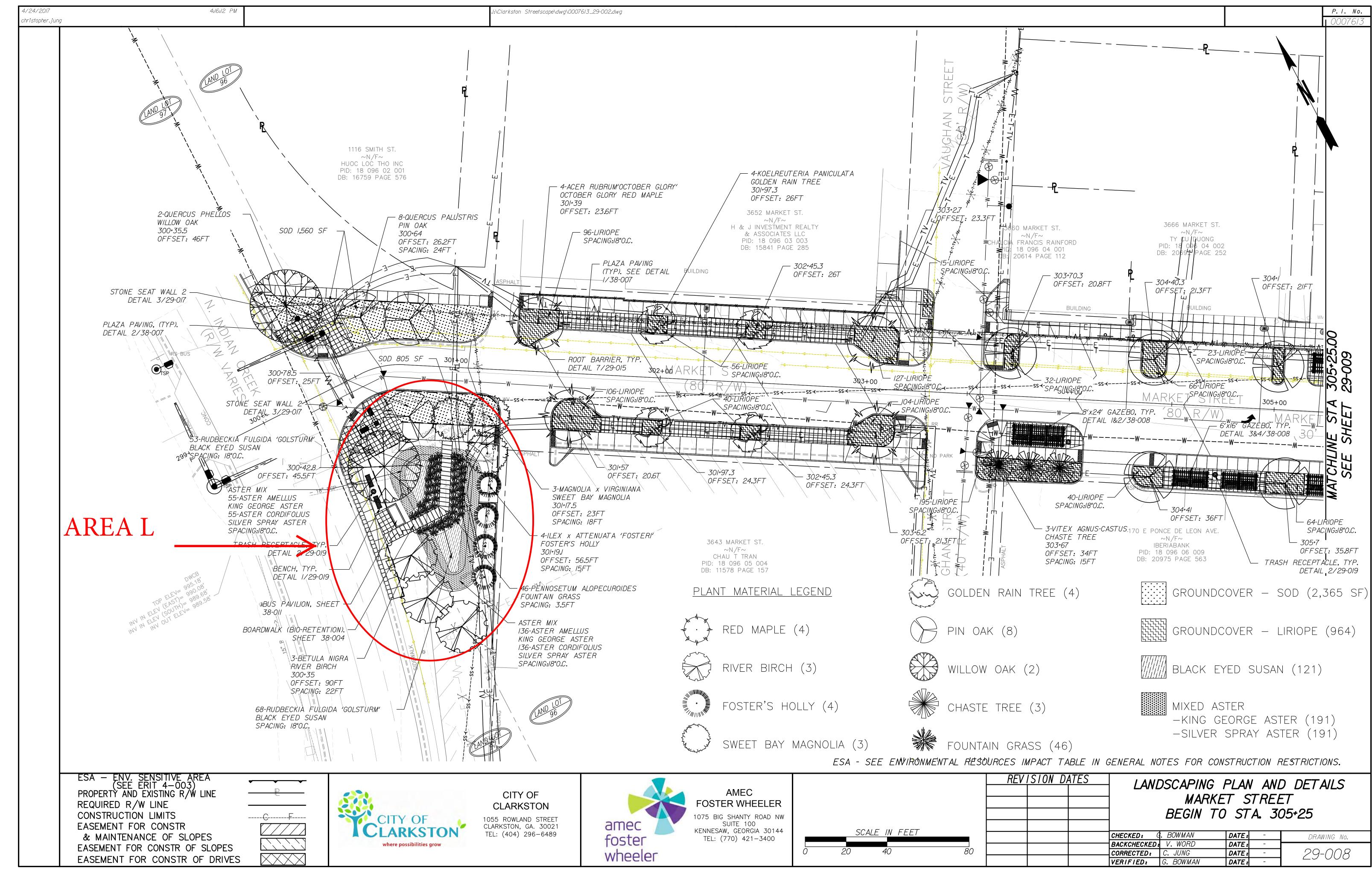
Project Area J Market St from East Ponce de Leon to Rowland Street







Project Area M Bio-Retention area - North Indian Creek at Market St



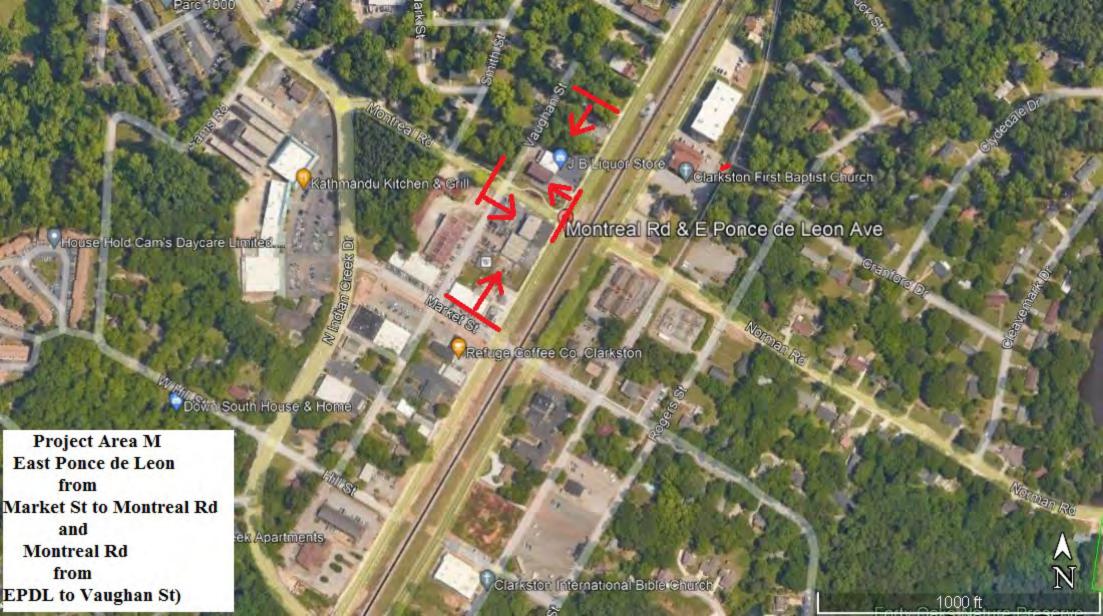




EXHIBIT F

Bales of Pine Straw and Tree Quantities

EXHIBIT F

Location	Tree & Bush Count ¹ (to be pruned within city R/W))		
Rowland (Norman to Lovejoy):	29		
Mell/Northern pocket park	22		
E. Ponce de Leon (285 to Market) & Market Street from North Indian Creek to Rowland Street & Norman Street from Rogers to Park (including traffic calming islands)	267 265 (#3)		
285N off ramp at Church	5		
Market St. Traffic Calming	10		
East Ponce de Leon from Market St to 4253 East Ponce de Leon & Montreal Road from East Ponce de Leon to Vaughan Street	21		
Church St (Lovejoy to Church St/East Ponce de Leon Intersection)	100		
East Ponce de Leon from Montreal Rd to Tucker City Limits	140		

NOTE: 1. The tree count # identified in the "Frequency of Tree/Bush Pruning" column of Exhibit A is <u>included in Exhibit F.</u>

1,900 (single application)