

CITY OF FAIRVIEW INVITATION TO BID

Sealed bids for the following will be received by the City Recorder, City of Fairview, until 2:00 P. M. on Wednesday, May 29, 2024. At that time bids will be publicly opened in the city council chambers at Fairview City Hall. The bid will be awarded to the lowest responsible bidder at the regularly scheduled board of commissioners meeting to be held on Thursday, June 6, 2024.

ITEM- Mowing and Trimming of Various Locations (see attached location list).

No submitted bids may be withdrawn for a period of thirty (30) days after the scheduled closing time of the receipt of bids. All bids shall be signed, sealed, and addressed to the City Recorder, City of Fairview, 7100 City Center Way, Fairview, TN 37062, and marked as specified in the Bid Documents. The City of Fairview reserves the right to accept or reject any or all bids received, to waive any informalities in bidding, and to re-advertise.

This invitation to bid does not represent a commitment or offer by City to enter into a contract, or other agreement with the bidder. The bid and any information made a part of the bid will become a part of the City's official files without any obligation on City's part to return it to the individual proposer.

TERMS AND CONDITIONS

1. Bids must be submitted on this form only and bear the handwritten signature of an authorized representative of the firm to be considered valid. Each bid packet must include a list of current and/or past commercial customers to be used for recommendations. Be sure the envelope is completely and properly identified and sealed. Telephone bids or fax bids will not be accepted unless otherwise stated by the City.
2. The contract will be awarded for a period of two (2) years. The contract period will begin on July 1 and will end on June 30 of the second year. The City reserves the right to rebid at the end of the contract period. The City and/or the winning bidder (contracted company) may terminate the contract at any time but must give a minimum of thirty (30) days' notice to either party.
3. Taxes, The City is exempted from Federal excise taxes and state and local sales taxes and bidders must quote prices which do not include such taxes. An exemption certificate will be furnished upon request.
4. By submission of a signed bid, the bidder certifies total compliance with Title VI and VII of the Civil Rights Act of 1964, as amended, and all regulations promulgated thereunder.
5. Contract(s) will be made or entered into with the lowest, responsible, compliant bidder. Responsible bidder is defined as a bidder whose reputation, past performance, and relative experience are such that it is capable of satisfying the city's needs for the service to be provided.
6. The City reserves the right to determine the low bidder either on the basis of the individual costs of the services or the aggregate costs of the services included in this INVITATION TO BID.
7. All contracts or purchase orders issued for this award will be governed by the laws of the State of Tennessee and subject to the jurisdiction of the courts of Williamson County, Tennessee

8. The City, in accordance with its governing directives, reserves the right to reject any and all bids, to waive any informality or irregularities in bids and unless otherwise specified by the bidder, to accept any item.

9. Liability and Insurance

a. The successful bidder must comply with the following insurance requirements:

Bidder shall maintain in full force and effect, during the entire contract period, liability insurance, along with commercial general liability, workers' compensation, and automobile insurance, in the minimum limits set forth below, naming City as an additional insured, and shall provide to the City certificates of insurance upon reasonable request. Minimum required coverages are \$500,000.00 for property damage and \$1,000,000.00 for liability.

HOLD HARMLESS AND INDEMNITY. Bidder must provide a defense, indemnify, and hold the City harmless from and against any and all claims arising from Bidder or from the conduct of its business or from any activity, work, or things, including all damages, costs, attorney's fees, expenses and liabilities incurred in the defense of any claim or action arising therefrom.

10. Independent Contractor Agreement. If accepted, Bidder must enter an independent contractor agreement with the City detailing the responsibilities of the parties. Bidder will remain an Independent Contractor and shall not represent itself, its agents, or employees as agents or employees of the City.

11. Invoicing. The contractor shall prepare a written invoice to be submitted either bi-weekly or monthly for the service(s) provided. The invoice shall list the individual locations for which payment is requested, the date mowed, the unit costs. The City will remit payment to the bidder/contractor for services rendered within fifteen (15) days of invoice receipt of services rendered.

Bidder Company Name: _____

Bidder Company Address: _____

Bidder Company Contact Information:

Printed Name of Authorized Signer: _____

Signature of Authorized Signer: _____

City of Fairview locations to be mowed and trimmed. Please list the cost per mowing.

- Historical Village _____
7121 Westview Drive, Fairview, TN 37062
- Health Dept _____
2629 Fairview Blvd., Fairview, TN 37062
- City Hall/ adjacent property _____
7100 City Center Way, Fairview, TN 37062
- Volunteer Fire Hall- Hwy 96 _____
1325 Hwy 96 N, Fairview, TN 37062
- Hwy 100 Sidewalks _____
- Veterans Park _____
- Intersection of New Hope Rd and Black Pine Rd, Fairview, TN 37062 _____
- Hwy 100/Hwy96 Interchange _____
- Crow Cut Rd/Bethshears Rd & School Heights Island _____
- Industrial Park Entrance and Island _____
- Third Castleberry Entrance (Chessington Drive) _____
- Welcome Sign (east and west end of town) _____
- Deer Ridge Property _____
7122 Deer Ridge Road, Fairview, TN 37062
- Spring House _____
Horn Tavern Road, Fairview, TN 37062
- City Hall _____
7100 City Center Way, Fairview, TN 37062
- Replacement of mulch, trim bushes, and tree limbs (prior to July 3rd) at City Hall _____
7100 y Center Way, Fairview, TN 37062
- Adele Rd./Hopgood Sidewalks _____

