

Courthouse
100 W. Cherry Street
Nevada, MO 64772
417-448-2505
417-448-2500
Fax: 417-667-6035
e-mail: commission@vernoncountymo.org



JOE HARDIN
Presiding Commissioner

CINDY THOMPSON
Northern Commissioner

EVERETT L. WOLFE
Southern Commissioner

VERNON COUNTY COMMISSION

November 15, 2017

INVITATION TO BID

LANDSCAPING

The Vernon County Commission is accepting bids for maintenance of the landscaping, including all trees planted on the **Vernon County Court House grounds**. The bid should NOT include mowing of the Court House Grounds.

General Specifications:

1. Every effort is to be made to assure proper growth and development of the landscaping and trees.
2. A minimum of eight service calls are required during the contract period, with additional service calls to be provided at no additional cost as required.
3. The contract period is to begin the date the Commission approves the contract and run through November 30, 2018. Billing to be made monthly. No payments made after December 15, 2018.
4. A quarterly written report explaining the scope of services completed during that quarter must be presented to the Vernon County Commission.
5. Failure to meet all specifications may result in cancellation of the contract by the Vernon County Commission.

Tree Service Specifications:

1. Removal of Branches: Broken and damaged limbs to be removed, as well as shoots off at the main trunk. Lowest branches to be removed to allow for 6' – 8' clearance for pedestrian traffic, and lawn maintenance.
2. Fertilization: Application of slow release fertilizer to be applied in the mulch ring of each tree.
3. Weed Control: Weed control required in the mulch rings surrounding the trees three times a year.
4. Insect & Disease Control: Trees to be sprayed for any insect or disease situations that

arise during the contract period.

5. Watering: Watering to be done during the summer months, June through August, once every two weeks, with a 30 minute deep watering of each tree, unless rainfall of one inch or more occurs during the two-week cycle. Additional watering to be supplied at no additional cost if needed during months not covered above.
6. Remulching: Remulching of tree rings to be done with 3 inches of cedar mulch.

Landscape Service Specifications:

1. Pruning: Plants to be pruned in early spring and mid-summer, as required, to mature and develop into the shape and size specified by the landscape design. All pruning debris shall be removed off site after pruning, as well as any debris such as trash, leaves, or grass that may have blown into the landscape bed areas.
2. Fertilization: Plants to be fertilized with slow release fertilizer in early spring to insure proper nutrients for growth and vigor.
3. Weed Control: Pre emergent weed control will be applied in early spring and mid-summer to prevent the germination of weed seed in the landscape beds. If and when needed, additional chemical weed control will be provided in landscape bed areas to eradicate any weeds not controlled by the pre emergent.
4. Insect & Disease Control: Plants to be sprayed for any insect or disease situations that arise during the contract period.
5. Watering: Watering to be done during the summer months, June through August, once every two weeks, unless rainfall of one inch or more occurs during the two-week cycle. Additional watering to be supplied at no additional cost if needed during months not covered above.
6. Replenish ornamental rock on South side of building per Commissioner's approval. All other mulching to be remulched with the redwood look. Commission may request additional landscaping not included in this bid, at an additional cost.

WINNING BIDDER TO FURNISH ALL MATERIALS AND LABOR NECESSARY TO COMPLETE THE ABOVE DESCRIBED WORK.

Bid Specifications:

1. Sealed bids marked "Landscape Maintenance" to be delivered to the Vernon County Commissions Office, First Floor, Vernon County Court House no later than 1:45 P.M., November 29, 2017.
2. Bids to be opened by the Vernon County Commission at 2:00 P.M., November 29, 2017.
3. Additional specifications not addressed in this proposal may be considered by the Commission.
4. Proof of \$1,000,000.00 liability insurance will be required, and a copy provided for the County file.
5. Accepted contract cost to be billed to Vernon County in monthly invoices.

5. Contract may be extended for subsequent years through negotiations between the winning bidder and the Vernon County Commission.

VERNON COUNTY COMMISSION RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS.

Bid Amount \$ _____

By affixing my signature hereto I accept the bid requirements, and agree to provide them in full for the amount above. I also understand that if this bid is accepted, this document will be authorized by the County Commission and serve as a legal contract for the services listed.

Bidder Signature: _____

Bidder Title: _____

Cindy Thompson

Northern Commissioner

Joe Hardin

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Everett L. Wolfe

Southern Commissioner