



**CITY OF NEW BOSTON, TEXAS
NOTICE OF SEALED BID FOR MOWING CONTRACT
TRAIL HEAD PARK & LOTS BEHIND NEW BOSTON POLICE DEPARTMENT
AND CITY HALL**

DOCUMENTS ARE DUE TO THE CITY ADMINISTRATOR PRIOR TO:
10:00 a.m., Tuesday, March 30, 2021

NO LATE BIDS WILL BE ACCEPTED

Bid documents may be obtained in person at the City of New Boston City Hall
or online at <https://nbcity.org/contracts-items-up-for-bid>

DOCUMENTS MAY BE DELIVERED OR MAILED TO:

Hand Delivery:

City of New Boston
Elizabeth Lea, City Administrator
301 E. N. Front Street
New Boston, TX 75570

Mail Delivery:

City of New Boston
Elizabeth Lea, City Administrator
PO Box 5
New Boston, TX 75570

FOR ADDITIONAL INFORMATION CONCERNING THIS BID;
PLEASE CONTACT ELIZABETH LEA AT (903) 628-5596

**PUBLIC NOTICE
REQUEST FOR SEALED BIDS
FOR MOWING CONTRACT**

The City of New Boston is requesting sealed proposals for Lawn and Ground Maintenance Services for the specified areas listed below:

- **Trail Head Park** – East Street to Elm Street, and NE Front Street to SE Front Street. The museum and pavilion area shall be provided weekly. Specify fee for each visit. The remainder shall be provided bi-weekly or as needed upon request by City Management – weather permitting. Specify fee for each visit.
- **Lots behind New Boston Police Department and City Hall** – This service is to be provided weekly or as needed upon request by City Management – weather permitting. Specify fee for each visit.

Services to be performed from April 1st to Sept. 30th:

- Mow/trim any grass around lawn areas
- Weed eat around fences, posts, traffic signs
- Rake all grass and garden area to remove all grass clippings, other dead plant material and litter
- All grass clippings must be removed from street immediately

Services to be performed from October 1st to March 31st:

- Leaves and other debris which collect in landscaped areas, shall be removed and disposed of properly.

INSURANCE & BOND

The Lawn Service shall take out and maintain during the life of the contract such Bodily Injury and Property Damage Liability Insurance as shall protect it and any Subcontractor performing work covered by this contract for claims for damages, which may rise from operations under this contract, whether such operations be by themselves or by subcontractor or by anyone directly or indirectly employed by Contractor, and the amounts of such Insurance shall not be less than:

- | | |
|--------------------|---|
| A. Bodily Injury | \$500,000.00 for any one person and
\$1,000,000.00 for any one accident. |
| B. Property Damage | \$100,000.00 for any one accident and
\$300,000.00 for all accidents. |
| C. Auto Liability | \$200,000.00 bodily injury per person
\$500,000.00 bodily injury per occurrence
\$100,000.00 property damage per occurrence |

The Contractor shall take out and maintain during the life of contract Statutory Workers Compensation and Employer's Liability Insurance for all of their employees to be engaged in work on the project under contract; and in case any such work is subcontracted, the Contractor shall either require the Subcontractor similarly to provide such insurance for all of the Subcontractor's employees to be engaged in such work, or Contractor will cover the employees of Subcontractors under their insurance policy.

If the amount of Contract is in excess of \$25,000.00, Contractor shall provide a payment bond payable to Owner in the amount of the contract. The bond must be provided prior to any performance of labor or delivery of materials.

If the amount of Contract is in excess of \$100,000.00, Contractor agrees to provide a performance bond payable to Owner in the amount of the contract. The bond must be provided prior to any performance of labor or delivery of materials.

The bonds shall be provided in accordance with the requirement of Chapter 22.53 of the Texas Government Code.

SUPPLIES & EQUIPMENT

The Contractor will furnish all landscaping supplies and equipment necessary to perform all of the above services described herein, unless otherwise expressly stated in the contract.

QUALIFICATIONS OF PROPOSERS

Each Contractor shall submit for consideration such record of work and further evidence as may be required by City of New Boston regarding experience, and assurance that they have, or will promptly provide, suitable expertise, personnel, supplies and adequate inventories to satisfactorily complete the work specified. The qualification data shall include, but not be limited to the following:

1. Contractor must be licensed to do business in the State of Texas.

City of New Boston reserves the right to award the contract to the Contractor which can affirmatively demonstrate its ability to provide the required services as described herein in the most efficient and/or effective manner. City of New Boston reserves the right to contact any or all references. City of New Boston further reserves the right to visit any or all references to enable City of New Boston to fairly analyze the Contractors services. **City of New Boston reserves the right to accept or reject any or all bids.**

Contractor further states that its authorized representative has personally toured the designated facilities and fully understands the scope of work. Failure to tour the facilities will result in bid not being considered.

Map are attached showing sites.

PAYMENT/INCREASES

1. After the initial contract term, the City reserves the right to extend the Contract for three (3) additional one (1) year periods if the vendor and the City mutually agree. Renewing the contract would imply doing so under the same terms and conditions. A price re-determination may be considered by the City only at the anniversary date of the contract.

2. The payment for the services within this bid will extend over the contract period with payments invoiced every month. Each invoice amount will be determined by facilities serviced during that invoice period.

INDEMNIFICATION

Successful Proposer shall defend, indemnify and safe harmless Owner and all its officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, or property arising out of the award of the contract or on account of any negligent act or fault of the successful Proposer, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any Contract which may result from bid shall pay any judgment costs which may be obtained against City of New Boston growing out of such injury or damages.

OPENING OF SUBMITTED BIDS

Submitted bids will be opened immediately following the submission deadline. Upon opening the offers will be evaluated and ranked based on the selection criteria described below. City of New Boston reserves the right to reject any and all proposals. The bid with the highest-ranking bid will be contacted first to facilitate negotiations, then the first bid can be set aside and negotiations with the next highest bid may begin and so on.

Bids will be opened on March 30, 2021 at 2:00 p.m. in the New Boston Community Center located at 301 E. N. Front Street, New Boston, TX 75570.

SELECTION CRITERIA

1. Total Price
2. Reputation of Proposer
3. References

Official notice of award will be on or before April 20, 2021.

Trail Head Park Part 1



Trail Head Park Part 2



