

REQUEST FOR QUOTES
LAWN CARE SERVICES

Introduction

The Housing Authority of Murray seeks proposals for lawn care services and leaf removal from experienced, qualified vendors who specialize in commercial lawn care services. The Housing Authority of Murray is located 716 Nash Drive, Murray, KY.

General Information and Requirements

A site visit of the grounds is required. A site visit may be scheduled by contacting Stacy Clere, Maintenance Supervisor, at (270) 752-0270.

Contractor must be properly licensed and in business for a minimum of two years. Contractor is required to provide evidence of a valid City of Murray business license and proof of insurance. A copy of Contractor's current business license must be included with the quote proposal.

Proposals will be accepted by the Housing Authority of Murray no later than **2 p.m. on Wednesday, March 12, 2014**. Every proposal must be enclosed in an envelope marked Lawn Care Quote. (No electronic proposals will be accepted). All questions and proposals must be submitted to the following:

Stacy Clere, Maintenance Supervisor
Housing Authority of Murray
716 Nash Drive
Murray, KY 42071
(270) 752-0270

Include at least three references of lawn maintenance agreements covering similar services as in the proposal. List company name, contact name and phone number.

Insurance Requirements

Each respondent must submit current certificates of liability insurance and workers' compensation with the quote proposal. Contractor agrees to purchase and maintain liability insurance during the life of this contract.

Award of Contract

The Housing Authority of Murray reserves the right to receive, accept, or reject any and all proposals for any, or all, reasons. All work as specified shall begin at a mutually agreed upon date as the weather breaks in 2014. The contract will be for two years. Contractor warrants that pricing stated herein shall remain firm for a period of two (2) years from the first day of the contract period. Pricing shall include all charges that may be imposed to fulfill the terms of the contract. Termination is 30 days written notice.

Terms, conditions and specifications of this proposal will become part of the contract if the proposal is deemed approved and accepted by the Housing Authority of Murray.

Scope of Work

Specifications for services must include at minimum, but not limited to, the following:

- Grass areas around the buildings to be mowed regularly during the growing season to maintain an average height of 2 1/2" to 3 1/2"
- Trimming and edging around all landscaping / paved surfaces and buildings
- Clippings to be blown off walkways
- Litter and debris to be removed from lawn prior to mowing and removal of all trash and debris from the property before departure
- Leaves to be removed from the lawn and bedding areas during leaf season

Consideration must be given to weather conditions so that lawn and plantings are not damaged.

Contractor will take all steps to protect the public from injury and nearby property from damage from their activities.

PROPOSAL FOR LAWN CARE AND MAINTENANCE
TO THE HOUSING AUTHORITY OF MURRAY

Date _____

Proposal of _____
(Company Name)

Address _____
(Street Number and Name, Municipality, State, Zip Code)

Phone _____ Years in Business under this name _____

Lawn Care and Maintenance and Leaf Removal Services for the Housing Authority of Murray, located at 716 Nash Drive, Murray, KY 42071 as per specifications/scope of work:

Total Cost for Services

\$ _____
(in writing)

\$ _____
(in figures)

Minimum of Three (3) References for Comparable Services (Company name, contact name and phone number):
