



## Purchasing Department

140 Stonewall Avenue West, Ste 204

Fayetteville, GA 30214

Phone: 770-305-5420

[www.fayettecountyga.gov](http://www.fayettecountyga.gov)

March 15, 2023

### **Subject: Invitation to Bid #2225-B: Grass Cutting Services**

Gentlemen/Ladies:

Fayette County, Georgia invites you to submit a bid for grass cutting services in Fayette County. You are invited to submit a bid in accordance with the information contained herein.

A mandatory pre-bid conference will be held at 9:00 am, Thursday, March 30, 2023, at Brooks Park, 120 Railroad Street, Brooks, Ga. 30205. Once completed there we will proceed to visit other sites. You will need to attend each location that you plan to bid on in order to qualify. This will be an opportunity to take measurements, voice all questions, concerns and comments about this Invitation to Bid and have them addressed. Companies that attend will be invited to submit bids.

Questions concerning this invitation to bid should be addressed to the purchasing department, in writing via email to [purchasinggroup@fayettecountyga.gov](mailto:purchasinggroup@fayettecountyga.gov). Questions will be accepted until 3:00 pm on Thursday, April 6, 2023.

Please return your bid to the following address:

Fayette County Government  
Purchasing Department  
140 Stonewall Avenue West, Suite 204  
Fayetteville, Georgia 30214

Bid Number: 2225-B  
Bid Name: Grass Cutting Services

Your envelope *must* be sealed and should show your company's name and address.

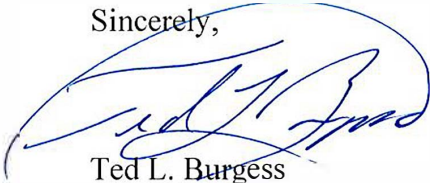
Bids will be received at the above address until 3:00 p.m., Tuesday, April 18, 2023 in the Purchasing Department, Suite 204. Bids will be opened at that time.

Bids must be signed to be considered. Late bids cannot be considered. Faxed bids or emailed bids cannot be considered.

If you download this invitation to bid from the county's web site, it will be your responsibility to check the web site for any addenda that might be issued for this solicitation. The county cannot not be responsible for a vendor not receiving information provided in any addendum.

Thank you for participating in the solicitation process.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ted L. Burgess", is written over a faint, light blue circular background.

Ted L. Burgess  
Director of Purchasing

**GENERAL TERMS AND CONDITIONS**  
**ITB #2225-B Grass Cutting Services**

1. **Definitions:** The term “contractor” as used herein and elsewhere in these Terms and Conditions shall be used synonymously with the term “successful bidder.” The term “County” shall mean Fayette County, Georgia.
2. **Bid is Offer to Contract:** Each bid constitutes an offer to become legally bound to a contract with the County, incorporating the invitation to bid and the bidder’s bid. The binding offer includes compliance with all terms, conditions, special conditions, specifications, and requirements stated in the invitation to bid, except to the extent that a bidder takes written exception to such provisions. All such terms, conditions, special conditions, specifications, and requirements will form the basis of the contract. The bidder should take care to answer all questions and provide all requested information, and to note any exceptions in the bid submission. Failure to observe any of the instructions or conditions in this invitation to bid may result in rejection of the bid.
3. **Binding Offer:** To allow sufficient time for a contract to be awarded, each bid shall constitute a firm offer that is binding for ninety (90) days from the date of the bid opening, unless the bidder takes exception to this provision in writing.
4. **Bidder’s Questions:** As appropriate, the County will post answers to questions and/or other information concerning the invitation to bid in the form of an addendum on the County’s website at [www.fayettecountyga.gov](http://www.fayettecountyga.gov). It is the responsibility of the prospective bidder to check the website for any addenda issued for this invitation to bid.
5. **References:** Include with your bid a list of three (3) jobs that your company has done that are of the same or similar nature to the work described in this invitation to bid on the form provided. Include all information as requested on the form.
6. **Bid Submission:** Submit your bid, along with any addenda issued by the County, in a sealed opaque envelope with the following information written on the outside of the envelope:
  - a. The bidder’s company name,
  - b. The bid number, which is #2225-B, and
  - c. The bid name, which is Grass Cutting Services

Mail or deliver one (1) original bid, signed in ink by a company official authorized to make a legal and binding offer, and one (1) copy on a flash drive, to:

Fayette County Government  
Purchasing Department  
140 Stonewall Avenue West, Suite 204  
Fayetteville, GA 30214

Bid Number: 2225-B  
Bid Name: Grass Cutting Services

You may submit bids in person, by U.S. mail, or by a commercial carrier. Do not submit bids by facsimile, e-mail, or other electronic means. Once submitted, all bids become the property of Fayette County.

7. **Bid Preparation Costs:** The bidder shall bear all costs associated with preparing the bid.
8. **Late Bids:** Bids not received by the time and date of the scheduled bid opening will not be considered unless the delay is a result of action or inaction by the County.
9. **More than One Bid:** Do not submit alternate bids or options, unless requested or authorized by the County in the Invitation to Bid. If a responder submits more than one bid without being requested or authorized to do so, the County may disqualify the bids from that responder, at the County's option.
10. **Bid Corrections or Withdrawals:** The bidder may correct a mistake, or withdraw a bid, before the bid opening by sending written notification to the Director of Purchasing. Bids may be withdrawn after the bid opening only with written authorization from the Director of Purchasing.
11. **Defects or Irregularities in Bids:** The county reserves the right to waive any defect or irregularity in any bid received. In case of a discrepancy between unit prices and extended prices, the unit price will govern unless the facts or other considerations indicate another basis for correction of the discrepancy.
12. **Prices Held Firm:** Prices quoted shall be firm for the period of the contract, unless otherwise specified in the bid. All prices for commodities, supplies, equipment, or other products shall be quoted FOB Destination, Fayette County or job site.
13. **Bidder Substitutions:** Bidders offering substitutions or deviations from specifications stated in the invitation to bid, shall list such substitutions or deviations on the "Exceptions to Specifications" sheet provided, or on a separate sheet to be submitted with the bid. The absence of such list shall indicate that the bidder has taken no exception to the specifications. The evaluation of bids and the determination as to equality and acceptability of products or services offered shall be the responsibility of the County.
14. **Non-Collusion:** By responding to this invitation to bid, the bidder represents that the bid is not made in connection with any competing bidder, supplier, or service provider submitting a separate response to this invitation to bid and is in all respects fair and without collusion or fraud.
15. **Bid Evaluation:** Award will be made to the lowest responsive, responsible bidder, taking into consideration payment terms, vendor qualifications and experience, quality, references, any exceptions listed, and/or other factors deemed relevant in making the award. The County may make such investigation as it deems necessary to determine the ability of the bidder to perform, and the bidder shall furnish to the County all information

and data for this purpose as the County may request. The County reserves the right to reject any bid item, any bid, or all bids, and to re-advertise for bids.

16. **Partial Award:** The County reserves the right to make award by item, by group of items, by any combination of items, or by lump sum award. The award will be made in the best interest of the County. Bidders may restrict their bids to consideration of a lump sum award or other restriction only by so indicating on the pricing sheet or the "Exceptions to Specifications" sheet included in the invitation to bid. Bidders who do not restrict consideration of their bids in this manner shall be expected to accept any portion of the bid awarded. The County reserves the right to award multiple contracts for the products or services sought by this invitation to bid.
17. **Payment Terms and Discounts:** The County's standard payment terms are Net 30. Any deviation from standard payment terms must be specified in the resulting contract, and both parties must agree on such deviation. Cash discounts offered will be a consideration in awarding the bid, but only if they give the County at least 15 days from receipt of invoice to pay. For taking discounts, time will be computed from the date of invoice acceptance by the County, or the date a correct invoice is received, whichever is the later date. Payment is deemed made, for the purpose of earning the discount, on the date of the check.
18. **Ethics – Disclosure of Relationships:** Before a proposed contract in excess of \$10,000.00 is recommended for award to the Board of Commissioners or the County Administrator, or before the County renews, extends, or otherwise modifies a contract after it has been awarded, the contractor must disclose certain relationships with any County Commissioner or County Official, or their spouse, mother, father, grandparent, brother, sister, son or daughter related by blood, adoption, or marriage (including in-laws). A relationship that must be reported exists if any of these individuals is a director, officer, partner, or employee, or has a substantial financial interest in the business, as described in Fayette County Ordinance Chapter 2, Article IV, Division 3 (Code of Ethics).

If such relationship exists between your company and any individual mentioned above, relevant information must be presented in the form of a written letter to the Director of Purchasing. You must include the letter with any bid, proposal, or price quote you submit to the Purchasing Department.

In the event that a contractor fails to comply with this requirement, the County will take action as appropriate to the situation, which may include actions up to and including rejection of the bid or offer, cancellation of the contract in question, or debarment or suspension from award of a county contract for a period of up to three years.

19. **Contract Execution & Notice to Proceed:** After the Board of Commissioners makes an award, all required documents are received by the County, and the contract is fully executed with signature of both parties, the County will issue a written Notice to Proceed. The County shall not be liable for payment of any work done or any costs incurred by any bidder prior to the County issuing the Notice to Proceed.



20. **Term of Contract:** The initial term of this agreement shall begin on July 1, 2023, and continue for a period of one year through June 30, 2024. Thereafter, this agreement may be renewed by the County for two additional one-year renewal terms (each a “Renewal Term” and together with the Initial Term, the “Term”), which renewal will be by letter or other written correspondence from the County to the contractor ninety (90) days prior to expiration of the Initial Term or the then-current Renewal Term. If the County fails to provide notice of renewal, this Agreement will terminate at the end of the Initial Term or the then-current Renewal Term. This agreement is subject to the multi-year contractual provisions of O.C.G.A. 36-60-13(a).
21. **Unavailability of Funds:** This contract will terminate immediately and absolutely at such time as appropriated and otherwise unobligated funds are no longer available to satisfy the obligations of the County under the contract.
22. **Insurance:** The successful bidder shall procure and maintain the following insurance, to be in effect throughout the term of the contract, in at least the amounts and limits as follows:
- a. **General Liability Insurance:** \$1,000,000 combined single limit per occurrence, including bodily and personal injury, destruction of property, and contractual liability.
  - b. **Automobile Liability Insurance:** \$1,000,000 combined single limit each occurrence, including bodily injury and property damage liability.
  - c. **Worker’s Compensation & Employer’s Liability Insurance:** Workers Compensation as required by Georgia statute.

Before a contract with the successful bidder is executed, the successful bidder shall provide Certificates of Insurance for all required coverage. The successful offeror can provide the Certificate of Insurance after award of the contract but must be provided prior to execution of the contract document by both parties. The certificate shall list an additional insured as follows:

Fayette County, Georgia  
140 Stonewall Avenue West  
Fayetteville, GA 30214

23. **Unauthorized Performance:** The County will not compensate the contractor for work performed unless the work is authorized under the contract, as initially executed, or as amended.
24. **Assignment of Contract:** Assignment of any contract resulting from this invitation to bid will not be authorized, except with express written authorization from the County.
25. **Indemnification:** The contractor shall indemnify and save the County and all its officers, agents, and employees harmless from all suits, actions, or other claims of any

character, name and description brought for or on account of any damages, losses, or expenses to the extent caused by or resulting from the negligence, recklessness, or intentionally wrongful conduct of the contractor or other persons employed or utilized by the contractor in the performance of the contract. The contractor shall pay any judgment with cost which may be obtained against the County growing out of such damages, losses, or expenses.

26. **Severability:** The invalidity of one or more of the phrases, sentences, clauses, or sections contained in the contract shall not affect the validity of the remaining portion of the contract. If any provision of the contract is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision to the extent that the provision is unenforceable. In such case, the contract shall be deemed amended to the extent necessary to make it enforceable while preserving its intent.
27. **Delivery Failures:** If the contractor fails to deliver contracted goods or services within the time specified in the contract or fails to replace rejected items in a timely manner, the County shall have authority to make open-market purchases of comparable goods or services. The County shall have the right to invoice the contractor for any excess expenses incurred or deduct such amount from monies owed the contractor. Such purchases shall be deducted from contracted quantities.
28. **Termination for Cause:** The County may terminate the contract for cause by sending written notice to the contractor of the contractor's default in the performance of any term of this agreement. As appropriate, the County will compensate the contractor for completed performance, and for any partially completed performance as determined by the County to be adequately performed. Termination shall be without prejudice to any of the County's rights or remedies by law.
29. **Termination for Convenience:** The County may terminate the contract for its convenience at any time with 10 days' written notice to the contractor. In the event of termination for convenience, the County will pay the contractor for services performed. The County will compensate partially completed performance based upon a signed statement of completion submitted by the contractor, which shall itemize each element of performance completed.
30. **Force Majeure:** Neither party shall be deemed to be in breach of the contract to the extent that performance of its obligations is delayed, restricted, or prevented by reason of any act of God, natural disaster, act of government, or any other act or condition beyond the reasonable control of the party in question.
31. **Governing Law:** This agreement shall be governed in accordance with the laws of the State of Georgia. The parties agree to submit to the jurisdiction in Georgia, and further agree that any cause of action arising under this agreement shall be required to be brought in the appropriate venue in Fayette County, Georgia.

## **INVITATION TO BID #2225-B: GRASS CUTTING SERVICES**

### **INTRODUCTION**

Fayette County, Georgia is seeking bids for an annual contract of grass mowing services at four locations:

- The Justice Center
- Kiwanis Park
- McCurry Park
- Brooks Park.

### **GENERAL REQUIREMENTS – ALL LOCATIONS**

The scope of services listed below are required for all locations. Included herein are special requirements for each individual location that shall be included along with these services.

1. A Category 24 Pesticide Contractors License shall be required for spraying. Proof of this license is required for contractors to qualify for this bid. Area to be sprayed shall be no more than 3 inches around poles, signs, rocks, fence lines, and other fixed objects.
2. The Contractor shall be responsible for any damage done by crew, which includes but not limited to damages to fencing, sprinkler heads, signs, structures, etc. All damages shall be reported to the Fayette County Maintenance Department, immediately.
3. The Contractor shall use commercial type grass cutting equipment with mulching blades and necessary equipment to attach to mowers to vacuum areas as necessary. Rotary, Reel, and Cylinder mowers are all acceptable as long as they are Commercial Mowers. Note that some zero turn mowers are not commercial.
4. The Contractor shall be responsible for all labor and equipment needed to complete this work.
5. The Contractor shall pick up all trash in the cutting area and dispose of it in the dumpster. The Contractor shall be responsible for picking up any ground litter and disposing of it in a trash can or dumpster before cutting so that the trash is not cut up. If this happens the Contractor shall clean up the mess.
6. Fayette County personnel will perform periodic inspection of work done by the Contractor.
7. The Contractor shall be responsible for their personnel on County property. There is a no tobacco policy on county property.



8. Aerial photos of the grounds to be mowed are included in this Invitation to Bid. Boundary lines are not accurate but are used to show the approximate area to be cut.

### **GENERAL REQUIREMENTS – PARK LOCATIONS ONLY**

1. For Parks Only, Contractor shall have a minimum of one-year experience in cutting Baseball fields, Softball fields, Sports Complexes or similar properties. All contractors' references shall reflect the examples given above or they will not be considered as qualified according to our specifications. Subcontracting is not allowed.
2. Grass cutting can start as early as the contractor can see the cutting areas. The contractor shall be complete with their work, cleaned up, and leaving the Parks no later than 5:00pm.
3. Mowing patterns shall be rotated each week to prevent compaction and visible tire patterns.

### **CUTTING SCHEDULE – PARK LOCATIONS ONLY**

Schedule:

1. March Week 1 –
  - no cutting on Mondays
  - cut all areas including ballfields on Thursdays
2. March Week 2 – no cutting
3. March Week 3 –
  - no cutting on Mondays
  - cut all areas including ballfields on Thursdays
4. March Week 4 – no cutting
5. October Week 1 –
  - cut only ballfields on Mondays
  - no cutting on Thursdays
7. October Week 2 –
  - cut only ballfields on Mondays
  - cut all areas including ballfields on Thursdays
8. October Week 3 –
  - cut only ballfields on Mondays
  - no cutting on Thursdays
9. October Week 4 –
  - cut only ballfields on Mondays
  - cut all areas including ballfields on Thursdays
10. April through September – Week 1 through 4 cut 2 times per week per instruction details
11. This schedule shall remain in effect throughout the contract period.

## **GENERAL REQUIREMENTS – JUSTICE CENTER**

1. Contractor shall have a minimum of one-year experience in cutting similar properties, including grass cutting, pruning, leaf removal, and pine strawing. All Contractor's references shall reflect that they cut similar properties, or they will not be considered as qualified according to our specifications. Subcontracting is not allowed.
2. Grass cutting is only allowed Friday after 5:00pm and Saturday. Sunday is permitted if weather did not permit for Saturday. This must be communicated to the Grounds Maintenance contact asap.
3. Mowing patterns shall be rotated each week to prevent compaction and visible tire patterns.

**FAYETTE COUNTY JUSTICE CENTER  
1 CENTER DRIVE  
FAYETTEVILLE, GA 30214**

**PROPERTY SIZE:** 15 acres, approximately

**CUTTING FREQUENCY:** One time per week

**CUTTING DAYS:** May be cut Friday or Saturday

**CUTTING SEASON:** Twelve Months (July 1, 2023 through June 30, 2024)

**CUT HEIGHT:** 2-inches

**SHRUB PRUNING:** 3 times per year

**PINE STRAW APPLICATION:** 2 times per year (450 bales each time) February and August.

**SPECIAL REQUIREMENTS FOR THIS LOCATION**

1. Cutting:
  - a. The contractor may cut the entire property on Friday after 5pm., or on Saturday or Sunday if time allows if this is preferred. If the schedule is changed due to weather or other events beyond the control of the contractor, the contractor shall contact the Fayette County Maintenance Department as soon as possible. **Cutting shall not be done Monday through Thursday.** If the contractor is not able to perform one complete cut during the time allowed, due to weather, the scheduled cutting that was not performed shall be deducted from that month's invoice.
  - b. During the active growing season, turf grass shall be cut, edged, weed eated, blown down, and excess grass clippings shall be removed weekly.
  - c. Mowing patterns shall be rotated each week to prevent compaction and visible tire patterns.
  - d. Exhibit 1 illustrates the property outline in red.
2. Spraying:
  - a. Spray in between the asphalt and concrete (the gutters) for weeds when needed around the entire parking lot including the parking islands.
  - b. The pine straw beds must be sprayed as needed to keep them weed free, as well as all brick paver and sidewalk area around the entrance to the building.
3. Pruning:
  - a. Prune shrubs three (3) times a year, any additional pruning will be requested by the Maintenance Department.

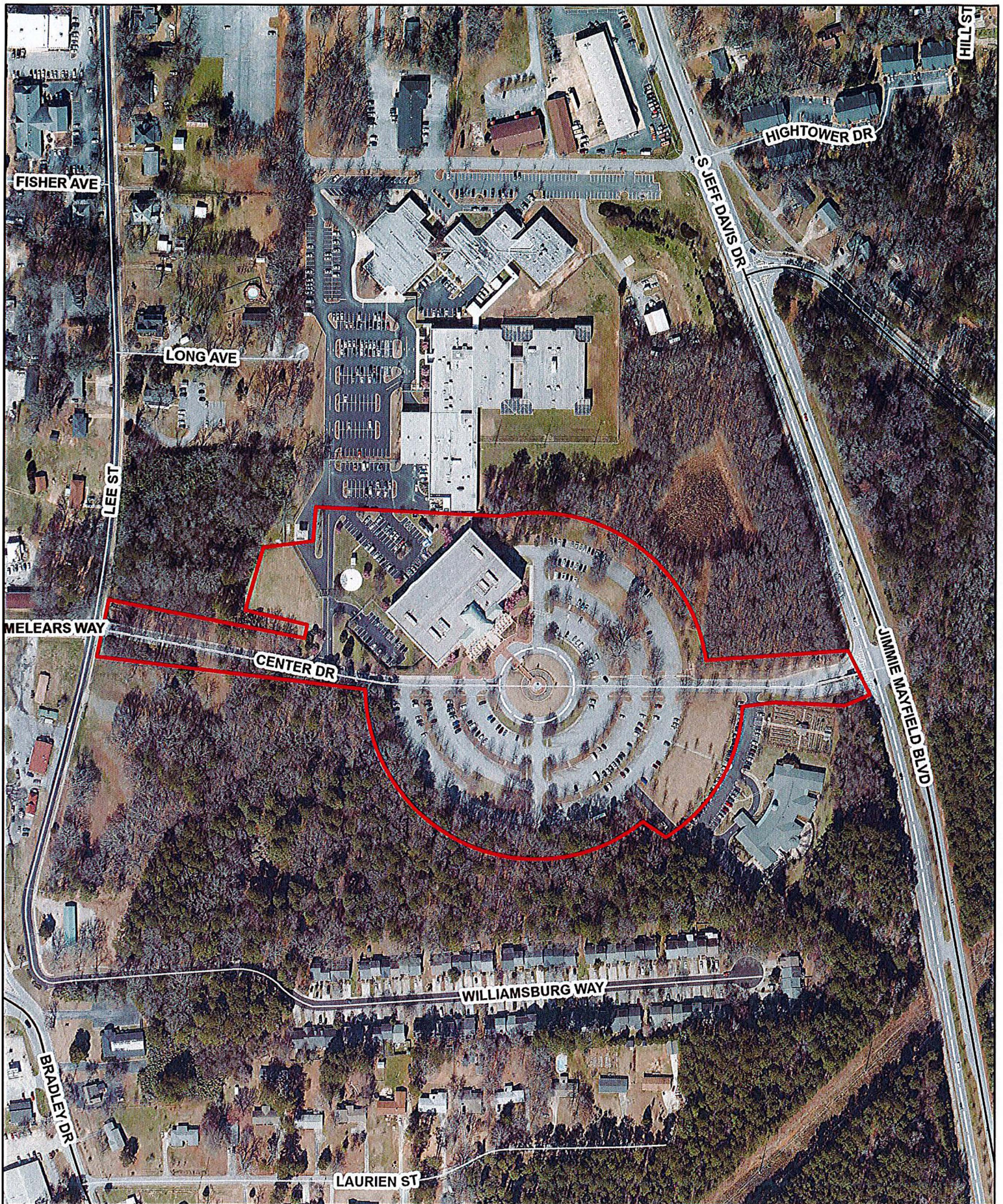
4. Grounds Maintenance:

- a. During winter months (or dormant season), cut as needed and blow leaves every week. Leaves may be blown and feathered out into the woods, but not piled up.
- b. Prune limbs from trees in the parking area and along roadways that need to be limbed up with clippings being disposed of properly.

5. Pine Straw:

- a. The contractor is to furnish and put out pine straw two (2) times a year. The spreading of pine straw shall be completed once in late winter and once in early summer. 450 bales shall be used for each application for a total of 900 bales per year. excess pine straw shall be returned to Fayette County.
- b. Pine straw must be priced separately for the two (2) applications (total of 900 bales per year) as listed on the pricing sheet, included herein.
- c. Pine straw shall be used around:
  - the Justice Center Building
  - around the water fountain
  - both the entrance and exit beds
  - all ornamental islands
  - around the trees on both the entrance and exit roadways
- d. **Fayette County will be responsible for mulching around ornamental trees that stand alone around the entire parking area.**







**KIWANIS PARK  
936 REDWINE ROAD  
FAYETTEVILLE, GA 30215**

<b>PROPERTY SIZE:</b>	34.51 acres, approximately
<b>FREQUENCY:</b>	Two (2) times a week
<b>CUT HEIGHT:</b>	1.5-inches to 2-inches
<b>CUTTING DAYS:</b>	Monday Ball Fields only Thursday Ball Fields and all other areas
<b>CUTTING SEASON:</b>	(July 1, 2023 through October 31, 2023 and March 1, 2024 through June 30, 2024)
<b>SPRAYING WIDTH:</b>	3-inches

**SPECIAL REQUIREMENTS FOR THIS LOCATION**

**1. Cutting:**

- a. Cutting season shall be from July 1, 2023 through October 31, 2023 and March 1, 2024 through June 30, 2024. See cutting schedule – Park Locations only.
- b. All ballfields shall be cut on Monday's and Thursday's each week. All cutting of ballfields shall be completed by 5:00pm. If schedule is changed due to weather or other events beyond the control of the successful bidder, the successful bidder shall contact the Fayette County Maintenance Department. Cutting shall not be done on weekends.
- c. If the successful bidder is only able to cut once during that week, due to weather, the scheduled cutting that was not performed shall be deducted from that month's invoice.
- d. Cut the grass on the 11 baseball fields and vacuum fields as required for excessive grass clipping build up. If there are any questions as to whether the fields need to be vacuumed, then the final decision will be made by a County Representative.
- e. All **outlines and park areas** in red, Exhibit 2, shall be **cut once a week**, on Thursday.
- f. Cut the grass around the gym, tennis court, well house, both concession stands, field house at entrance, batters cages, pitching cage, activity house, and storage building by large concession stand (well house) once a week, on Thursday.
- g. Cut all the common area around and between the 11 ball fields once a week, on Thursday.
- h. Cut along Old Senoia Road to the parking lots **once a week**, on Thursday.

- i. Cut along Redwine Road from Old Senoia Road past the main entrance by field 1; 100 yards to the end of the fence at the top of the bank, from the road to the parking lots once a week, on Thursday.
2. Grounds Maintenance: **To be done each cutting day.**
  - a. Pick up trash off the ground, on and around all 11 ball fields, common areas, along roadways, parking lots, and put in dumpster prior to cutting.
  - b. Pick up rocks, limbs and any other debris that may prevent cutting and dispose of in dumpster prior to cutting.
  - c. Remove any grass or weeds on skinned out areas of the ball fields.
  - d. Blow off all hard surfaces such as walkways, dugouts, bleacher pads, tennis court, and front area of gym, around the Activities House, around lower restroom, picnic pavilion and walkways.
3. Weed Trimming/Edging: **Every Thursday**
  - a. Weed eat on both sides of all fences, around all structures, trees, posts, poles, picnic tables, culverts, guide wires, flower beds, shrubs, and scoreboards.
  - b. Weed eat ditches, retention pond or areas where a mower cannot get to.
  - c. Weed eat under steps to score keepers booths, inside of batter's cages, pitching cages, around and under bleachers, where they sit on the grass, (make sure the bleachers are let down if raised up to cut under) and under picnic tables.
  - d. Edge all curbs along parking lots, roadways, along all sidewalks, bleacher pads, patios, porches, and basketball court.
  - e. Edge all ballfield base paths, around home plate, pitchers' mounds, and skinned out areas for the infield.

**See area in blue: Every Thursday**

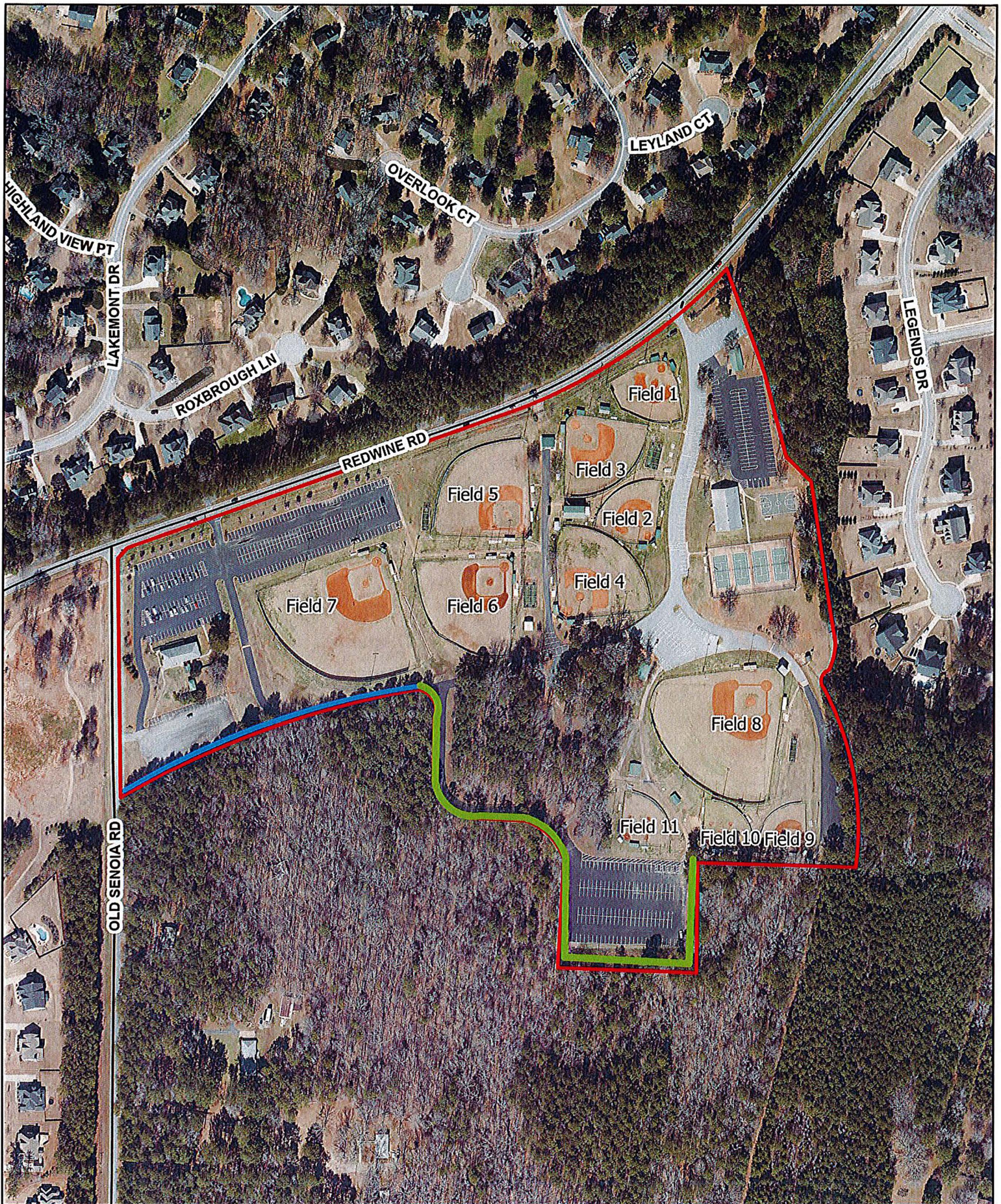
- f. Weed eat along the road from the recreation office to the back parking lots.
- g. On the right-hand side of the road behind field 7, weed eat to wood line.

**See area in green: Every Thursday**

- h. On the left-hand side of the road leading to field 11, weed eat from the road to the bottom of the ditch and then to the wood line on the other side of the ditch.
  - i. On the right-hand side of the road leading to field 11, cut and weed eat from the road to the wood line.
  - j. Around the back parking lot, cut and weed eat from telephone poles to wood line.
4. Spraying: **As needed.**
    - a. Spray fence lines and weeds in skinned infields with roundup or equivalent herbicide.
    - b. Spraying of light poles, signs, rocks, fence lines and other fixed objects are permissible but subject to the discretion of Fayette County personnel.
    - c. The bare minimum is required when it comes to spraying, no more than a 3" wide spray width is allowable; anything larger shall result in no spraying being allowed by the contractor.

- d. Spraying of the cracks between the asphalt and concrete is to be maintained by the contractor.
- e. There shall be no spraying under bleachers. Flip up the bleacher, cut area, and let the bleacher back down immediately.







**MCCURRY PARK  
150 MCDONOUGH ROAD  
FAYETTEVILLE, GA 30214**

**PROPERTY SIZE:** 24.49 acres, approximately

**FREQUENCY:** Two (2) times a week

**CUTTING HEIGHT:** 1.5-inches to 2-inches

**CUTTING DAYS:** Monday Ball Fields only  
Thursday Ball Fields and entire park  
that is outlined.

**CUTTING SEASON:** (July 1, 2023 through October 31, 2023 and  
March 1, 2024 through June 30, 2024)

**SPRAYING WIDTH:** 3-inches

**SPECIAL REQUIREMENTS FOR THIS LOCATION**

**1. Cutting:**

- f. Cutting season shall be from July 1, 2023 through October 31, 2023 and March 1, 2024 through June 30, 2024. See cutting schedule – Park Locations only.
- a. The seven ball fields are to be cut on Monday and Thursday each week/as specified in schedule.
- b. All cutting of softball fields shall be completed by 5:00pm. If schedule is changed due to weather or other events beyond the control of the successful bidder, the successful bidder shall contact the Fayette County Maintenance Department.
- c. Cutting shall not be done on weekends. If the successful bidder is only able to cut once during that week, due to weather, the scheduled cutting that was not performed shall be deducted from that month's invoice.
- d. Cut the grass on the seven softball fields and vacuum fields as required for excessive grass clipping build up. If there are any questions as to whether the fields need to be vacuumed, then the final decision will be made by a County Representative.
- e. All outlines and park areas in red on Exhibit 3 shall be cut once a week, on Thursday.
- f. Cut grass around common areas and between all fields, pitching cages, two (2) storage buildings, concession stand, walking trail and around softball complex.

- g. Cut grass on both sides of creek near softball parking area.

2. Grounds Maintenance: **To be done each cutting day.**

- a. Pick up trash on and around all seven ball fields, common areas, walking trail, parking lots, along roadways, and put in dumpster prior to cutting.
- b. Pick up rocks, limbs and any other debris that may prevent cutting and dispose of in dumpster.

3. Weed Trimming/Edging: **Every Thursday**

- a. Weed eat on both sides of all fences, around all structures, trees, posts, poles, picnic tables, culverts, guide wires, flower beds, shrubs, and scoreboards.
- b. Weed eat ditches, where a mower cannot get to.
- c. Weed eat around scorekeeper's booths, pitching cages, batting cage, around and under bleachers, where they sit on the grass, (make sure the bleachers are let down if raised up to cut under), and under picnic tables.
- d. Edge all curbs along parking lots, roadways, along all sidewalks, bleacher pads, patios, and porches.
- e. Edge all ballfield base paths, around home plate and pitchers' mounds.
- f. Remove all foreign grass in infield including pitching mound and home plate.
- g. Blow off all hard surfaces such as concrete walkways, asphalt parking lots, dugouts, walking trail, etc.

4. Spraying: **As needed**

- a. Keep fence lines and weeds in skinned infields sprayed with roundup or equivalent herbicide.
- b. Spraying of light poles, signs, rocks, fence lines and other fixed objects are permissible but subject to the discretion of Fayette County personnel.
- c. The bare minimum is required when it comes to spraying, no more than a 3" wide spray width is allowable; anything larger shall result in no spraying being allowed by the contractor.
- d. Spraying of the cracks between the asphalt and concrete is to be maintained by the contractor.
- e. There shall be no spraying under bleachers, flip up the bleacher and cut and let the bleacher back down immediately.







**BROOKS PARK  
120 RAILROAD STREET  
BROOKS, GA 30205**

**PROPERTY SIZE:** 15 acres, approximately

**FREQUENCY:** Two (2) times a week

**CUTTING HEIGHT:** 1.5-inches to 2-inches

**CUTTING DAYS:** Monday Ball Fields only  
Thursday Ball Fields and entire park  
that is outlined.

**CUTTING SEASON:** (July 1, 2023 through October 31, 2023 and March 1, 2024  
through June 30, 2024)

**SPRAYING WIDTH:** 3-inches

**SPECIAL REQUIREMENTS FOR THIS LOCATION**

**1. Cutting:**

- a. Cutting season shall be from July 1, 2023 through October 31, 2023 and March 1, 2024 through June 30, 2024. See cutting schedule – Park Locations only.
- b. All ballfields shall be cut on Monday's and Thursday's each week. All cutting of ballfields shall be completed by 5:00pm. If schedule is changed due to weather or other events beyond the control of the successful bidder, the successful bidder shall contact the Fayette County Maintenance Department.
- c. Cutting shall not be done on weekends.
- d. If the successful bidder is only able to cut once during that week, due to weather, the scheduled cutting that was not performed shall be deducted from that month's invoice.
- e. Cut the grass on the five ball fields and vacuum fields as required for excessive grass clipping build up. If there are any questions as to whether the fields need to be vacuumed, then the final decision will be made by a County Representative.
- f. All outlines and park areas in red on Exhibit 4 shall be cut once a week, on Thursday.
- g. Cut County fields 1, 2, 3, 4, & 5, inside of batter's cages behind fields 1 and 2. Vacuum fields as required for excessive grass clippings build up. If there are any questions as to whether the fields need vacuumed, the final decision will be made by a Fayette County representative.
- h. Cut the outlines around all fields, buildings, parking lots, pavilion, concession, and playground along the creeks.
- i. Cut one 4' width along parking lot next to railroad tracks. (See highlighted area in blue)

- j. Cut all grass from adjoining property fence lines to ball field fences.
- k. **The two (2) city fields and the surrounding city property will not be cut.**

2. Grounds Maintenance: **To be done each cutting day**

- a. Put trash cans with trash in them along roadside and replace with empty cans, if available.
- b. Pick up limbs and rocks on ground that prevents cutting.
- c. Blow off pavilion and walkway to parking lot.
- d. Blow off all walkways and concrete areas around concession between fields 1 & 2 to the field house, and from concession on field 2, 1st base side, to road, including the two (2) by the concession at the parking lot level and the steps to the concession between the pads.
- e. Blow off the dugout floors for all five (5) county fields.
- f. Blow off around backside of the field house, along the roadway.
- g. Remove any grass, weeds, or other debris from the skinned-out areas of the ball fields.

3. Weeding Trimming & Edging: **Every Thursday**

- a. Weed eat along all fence lines on both sides, batter cage nets, around all building cubs, walls, dumpster, water tower fence on the outside, around transformers, light & power poles, trees, pavilion, playground, signs, power outlet posts and under bleachers.
- b. Weed eat all areas where you can't cut with a mower, such as the sides of the creeks, as much as you can get to at the bottom, and hill sides.
- c. Edge along walkways and concreted pads.
- d. Edge fields, infield base paths, and grass line edges around skinned out areas of infield including pitcher mound and home plate.

4. Spraying: **As needed.**

- a. Spray fence lines and weeds in skinned infields with roundup or equivalent herbicide.
- b. Spraying of light poles, signs, rocks, fence lines and other fixed objects are permissible but subject to the discretion of Fayette County personnel.
- c. The bare minimum is required when it comes to spraying, no more than a 3" wide spray width is allowable; anything larger shall result in no spraying being allowed by the contractor.
- d. Spraying of the cracks between the asphalt and concrete is to be maintained by the contractor.
- e. There shall be no spraying under bleachers. Flip up the bleacher, cut area, and let the bleacher back down immediately.







## Checklist of Required Documents

*(Be Sure to Return This Checklist and  
the Required Documents in the order listed below)*

### ITB #2225-B Grass Cutting Services

Company information – on the form provided \_\_\_\_\_

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1) \_\_\_\_\_

Pricing sheet \_\_\_\_\_

Proof of Category 24 Pesticide Contractors License \_\_\_\_\_

List of exceptions, if any – on the form provided \_\_\_\_\_

References – on form provided \_\_\_\_\_

Addenda, if Any \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_



## COMPANY INFORMATION

### ITB #2225-B Grass Cutting Services

#### COMPANY

Company Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_

\_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

\_\_\_\_\_

#### AUTHORIZED REPRESENTATIVE

Signature: \_\_\_\_\_

Printed or Typed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

#### PROJECT CONTACT PERSON

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Office Number: \_\_\_\_\_ Cellular Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A. § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Contractor

#2225-B Grass Cutting Services  
Name of Project

Fayette County, Georgia  
Name of Public Employer

**I hereby declare under penalty of perjury that the foregoing is true and correct.**

Executed on \_\_\_\_\_, \_\_\_\_\_, 2023 in \_\_\_\_\_ (city), \_\_\_\_\_ (state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

**ITB #2225-B: GRASS CUTTING SERVICES**

**PRICING SHEET**

JUSTICE CENTER

<b>LOCATION</b>	<b>ESTIMATED CUTS PER YEAR</b>	<b>PRICE PER CUT/ APPLICATION</b>	<b>EXTENDED PRICE</b>
JUSTICE CENTER - WEEKLY CUT (FRIDAY OR SATURDAY)	52	\$	\$
ONE APPLICATION OF 450 BALES OF PINE STRAW- WINTER	1	\$	\$
ONE APPLICATION OF 450 BALES OF PINE STRAW- SUMMER	1	\$	\$

<b>TOTAL ANNUAL AMOUNT FOR JUSTICE CENTER</b>	\$
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**COMPANY NAME** \_\_\_\_\_

**ITB #2225-B: GRASS CUTTING SERVICES**

**PRICING SHEET- CONTINUED**

**BROOKS PARK**

<b>LOCATION</b>	<b>ESTIMATED CUTS PER YEAR</b>	<b>PRICE PER CUT</b>	<b>EXTENDED PRICE</b>
BROOKS PARK - FIRST CUT (MONDAY)	31	\$	\$
BROOKS PARK – SECOND CUT (THURSDAY) THIS CUT INCLUDES ALL OUTLINES AND PARK AREAS	30	\$	\$

<b>TOTAL ANNUAL AMOUNT FOR BROOKS PARK</b>	\$
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**COMPANY NAME** \_\_\_\_\_

**ITB #2049-B: GRASS CUTTING SERVICES**

**PRICING SHEET- CONTINUED**

**KIWANIS PARK**

<b>LOCATION</b>	<b>ESTIMATED CUTS PER YEAR</b>	<b>PRICE PER CUT</b>	<b>EXTENDED PRICE</b>
KIWANIS PARK - FIRST CUT – BALL FIELDS ONLY (MONDAY)	31	\$	\$
KIWANIS PARK – SECOND CUT – BALL FIELDS AND PARK OUTLINES TO INCLUDE COMMON AREAS (THURSDAY)	30	\$	\$

<b>TOTAL ANNUAL AMOUNT FOR KIWANIS PARK</b>
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\$
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**COMPANY NAME** \_\_\_\_\_



**ITB #2049-B: GRASS CUTTING SERVICES**

**PRICING SHEET- CONTINUED**

**MCCURRY PARK**

<b>LOCATION</b>	<b>ESTIMATED CUTS PER YEAR</b>	<b>PRICE PER CUT</b>	<b>EXTENDED PRICE</b>
MCCURRY PARK - FIRST CUT (MONDAY)	31	\$	\$
MCCURRY PARK – SECOND CUT INCLUDES BALL FIELDS AND PARK OUTLINES AND COMMON AREAS (THURSDAY)	30	\$	\$

**TOTAL ANNUAL AMOUNT  
FOR MCCURRY PARK**

\$

**DISCOUNT IF AWARDED  
ALL LOCATIONS**

\$

**NET ANNUAL AMOUNT  
FOR ALL LOCATIONS**

\$

**COMPANY NAME** \_\_\_\_\_

**ITB #2049-B: GRASS CUTTING SERVICES**

**PRICING SHEET- CONTINUED**

**NOTES:**

1. All applicable charges shall be included in your price, e.g., equipment, labor, mobilization, fuel, etc. No additional charges will be allowed to be added after the received by date.
2. Please note that a responder may be awarded one location, several locations, or all locations, as specified in the General Terms and Conditions, number 16.

State Payment Terms, If Different Than Net 30 Days \_\_\_\_\_

(See General Terms and Conditions # 17)

**COMPANY NAME** \_\_\_\_\_

**COMPANY NAME** \_\_\_\_\_



## REFERENCES

### ITB #2225-B Grass Cutting Services

Please list three (3) references for current or recent customers who can verify the quality of service your company provides. Projects of similar size and scope are preferable.

1. Government/Company Name \_\_\_\_\_

City & State \_\_\_\_\_

Work or Service Provided \_\_\_\_\_

Approximate Completion Date \_\_\_\_\_

Contact Person and Title \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Type of fields -e.g. baseball or softball \_\_\_\_\_ Total number of fields \_\_\_\_\_

2. Government/Company Name \_\_\_\_\_

City & State \_\_\_\_\_

Work or Service Provided \_\_\_\_\_

Approximate Completion Date \_\_\_\_\_

Contact Person and Title \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Type of fields -e.g. baseball or softball \_\_\_\_\_ Total number of fields \_\_\_\_\_

3. Government/Company Name \_\_\_\_\_

City & State \_\_\_\_\_

Work or Service Provided \_\_\_\_\_

Approximate Completion Date \_\_\_\_\_

Contact Person and Title \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Type of fields -e.g. baseball or softball \_\_\_\_\_ Total number of fields \_\_\_\_\_

**COMPANY NAME** \_\_\_\_\_