**Request for Proposal**

**FINAL LANDSCAPE MAINTENANCE REQUEST FOR PROPOSAL**

**\* THESE PAGES MUST ACCOMPANY YOUR PROOF OF BOTH LIABILITY AND WORKMAN’S COMPENSATION INSURANCE**

**COMPANY SUBMITTING PROPOSAL\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CONTACT PERSON\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ EMAIL\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PHONE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**THIS PROPOSAL INCLUDES:**

**At all sites; the following should be completed weekly March 15, 2021 through November 29, 2021 and should not exceed 36 visits per site during the dates given.**

Removal trash and fallen branches 3” in diameter or less

Mow, whip, and trim all hard structures (mower deck height to be set no lower than 3 inches)

Whip riverbanks at parks that have riverbanks

Removal of all clippings & debris from parking areas and walkways

Effective non-toxic weed control in play areas that have mulch

S**pring and fall clean up to be included for March & November:**

Blowing out, whipping & removal of dead landscape bedding plants, removal of leaves including tree bases for **March**

Edging of parking areas and walkways for **March**

Whipping of all hard structures and removal of clippings from parking areas and walkways for **March**

Removal of all debris from the above outlined activities for **March**

Blowing out and cleanup of landscape beds in **November**

Mowing and mulching of fallen leaves in **November**

Edging of parking areas and walkways in **November**

**Excessive rain or drought may necessitate slight alteration in timing/amount of visits to each site. If these Acts of God require such changes, direct communication to the Momence Park District office should be made and will be negotiated in good faith.**

The Proposal is to include service to all five of the Momence Park District Park sites listed:

**Momence Island Park at the North end of Mill St, Momence, IL**

**Walnut Street Park at Walnut and Second Street, Momence, IL**

**Jed & Emma Park at the East end of Park Street, Momence, IL**

**Island View Park at Wilber and Chatfield Streets, Momence, IL**

**Boat Launch Park at the East end of Keyser Street, Momence, IL**

**THIS PROPOSAL MAY BE EXTENDED SOLELY AT THE DISCRETION OF THE BOARD OF MOMENCE PARK DISTRICT FOR UP TO A 3 YEAR PERIOD OR ENDED BY EITHER PARTY WITH A 45 DAY NOTICE. ANNUAL INCREASE IN COST OF THE PROPOSAL, IF ANY WILL BE CAPPED AT RATE EQUAL TO THE PRIME LENDING RATE SET BY THE FEDERAL OPEN MARKET COMMITTEE OF THE UNITED STATES OF AMERICA.**

**Proposals accepted via U.S.P.S only. Hand delivered proposals will not be accepted.**

**Mail Proposals to: Momence Park District**

 **P.O. Box 665**

 **Momence, IL 60954**

**Proposals are due no later than February 15, 2021. Notification will occur no later than February 18, 2021**

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

**CONTRACT AMOUNT PER YEAR PROPOSED $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CONTRACT AMOUNT PER MONTH $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SIGNATURE OF AUTHORIZED PROPOSAL SUBMITTER\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **TITLE OR POSITION IN COMPANY\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

The Momence Park District is an Illinois Tax Exempt Body Tax exempt certificate # **E9995-9518-07.**