

City of Belleville

DOWNTOWN DEVELOPMENT AUTHORITY



**Request for Proposals for
MULCH APPLICATION IN PUBLIC PARKS
Downtown Belleville 2022**

Date: January 24, 2022

Proposal Due Date: 12:00 P.M. on Friday, February 11, 2022

Project Dates:
Annually each April

Scope of Services: Apply fresh mulch annually in three City of Belleville Parks:
Horizon Park, Doane's Landing, Victory Park.
Please see attached specifications.

Submittal: Please submit proposals by email to tmclean@belleville.mi.us
or mail/deliver to Belleville DDA, 6 Main Street, Belleville, MI 48111
by **12:00 P.M. Friday, February 11, 2022.**

Proposal Review:
Proposals will be reviewed by City and Downtown Development (DDA) staff for cost, vendor experience, and references. A contract recommendation will be presented at the February 16, 2022 Regular DDA Meeting, 6:00 pm.

The DDA reserves the right to accept or reject any or all proposals, and to waive irregularities in the best interest of the DDA. The DDA reserves the right to award to multiple vendors. The City of Belleville has adopted a Local Vendor Preference Policy.

Submission of Questions

Tim McLean, Deputy City Manager/DDA Director by e-mail: tmclean@belleville.mi.us by
12:00 P.M. Friday, February 4, 2022.

City of Belleville DOWNTOWN DEVELOPMENT AUTHORITY

Request for Proposals for LANDSCAPE MAINTENANCE PUBLIC PARKS in Downtown Belleville 2022

Scope of Services

Belleville's Public Parks are:

Horizon Park

- between High Street and the lakeshore, from Veteran's Memorial to Edison Avenue

Doane's Landing

- between Liberty Street and the lakeshore, from Main towards Fifth Street

Victory Park

- at Five Points, bordered by Main Street, Huron River Drive, Liberty Street and East Columbia. **FIBAR MUST BE PLACED AROUND THE PLAYGROUND AREA**

1. Price: Provide a **price for fresh mulch in each of the three parks.**

2. Multi Year Contract

The DDA will consider awarding a multi-year landscape maintenance contract. Please provide price per cut for 2022, 2023, and 2024

3. Qualifications:

Number of years in business

Experience working with Cities, Parks, County or State

References: Provide contact information from three current clients, including how many years you have provided service for each reference

2022 City/DDA Specifications for Mulch Application in Parks

Maintenance will start the April 4, 2022

Specifications Con't.

An invoice detailing mulch application must be turned into the Department of Public Works no later than the 10th day of each month it is applied. Payment will be made by the end of the month.

If the contractor fails to keep up with the work as required, the DDA reserves the right to hire additional contractors to complete the work in a timely manner.

The contractor must provide a list of equipment to be utilized in the maintenance of the parks.

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Proposals are Due Friday, February 11, 2022 by 12:00 pm
Submit proposals by email to tmclean@belleville.mi.us;
or mail/deliver to Belleville DDA, 6 Main Street, Belleville, MI 48111

**City of Belleville DOWNTOWN DEVELOPMENT AUTHORITY
Request for Proposals for MULCH APPLICATION PUBLIC PARKS Downtown Belleville
2022**

Due Friday, February 11, 2022 by 12:00 pm Submit proposals by email to tmclean@belleville.mi.us; or mail/deliver to Belleville DDA, 6 Main Street, Belleville, MI 48111

RFP SUBMITTAL FORM

Business Name _____

Address _____

City, State, Zip _____

Contact Person _____

Phone (office) _____ (cell) _____

Email _____

	2022	2023	2024
5. Mulch	\$	\$	\$

Number of years in business _____

Experience working with Cities, Parks, County or State

RFP Submittal Form con't.

References Provide contact information from three current clients:

1. Name _____ # of years as your client _____

Address _____ Phone _____

2. Name _____ # of years as your client _____

Address _____ Phone _____

3. Name _____ # of years as your client _____

Address _____ Phone _____

Please Initial next to each item indicating that you have read and understand the expectations of this proposal.

____ Fresh mulch to be applied annually.

____ Fibar to be applied in Victory Park playground area.

____ Work may not be sub-contracted out without prior written authorization from the Belleville DDA.