Royal Oak DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Date: 10/16/2019

211 Williams Street
Royal Oak, MI 48067
Phone: (248) 246-3280
downtownroyaloak.org

MEMORANDUM

DATE: October 4, 2019

TO: MEMBERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY

SUBJECT: **CONTRACT AWARD MAINTENANCE & LANDSCAPING SERVICES DOWNTOWN**

The Board's existing three-year maintenance and landscaping service contract with Worry Free Lawn Care & Snow Removal, Inc. expires at the end of March 2020. Regular weekly service ends after November 2019 with limited funds for periodic clean-up efforts between December 2019 and March 2020.

The Board decided not to negotiate an amendment to the existing contract; rather to solicit competitive bids in an effect to ensure the best prices and transparency

At its July 18th meeting, the Infrastructure Committee reviewed and approved the release of a request for proposals, RFP document. The RFP was to solicit bids from qualified contractors for maintenance and landscaping service starting in April 2020.

Staff distributed the RFP on August 30th. The RFP was posted to the Michigan Inter-Governmental Trade Network (MITN) where 267 Michigan registered contractors received e-mail notice of the posting. Additionally, staff provided twenty industry contractors with direct e-mail notice. Staff also provided the RFP to the Michigan Green Industry Association – the leading state-wide association for landscape maintenance, irrigation, tree care, fertilizing, and snow removal contractors. The MGIA was invited to make the RFP available to all their members.

Any contractor interested in submitting a response to the RFP was required to attend a mandatory pre-bid walk-through meeting on September 12th. Representatives from seven firms attended the one- and one-half hour walk-through.

The bid opening was held on Tuesday, October 1st at 1:00 pm. Only one firm (Worry Free Lawn Care and Snow Removal, Inc) submitted a response to the RFP.

Currently, the DDA receives separate invoices for a variety of products (flowers, topsoil, mulch, etc.) and services (street sweeping services, watering flowers, cutting grass, fertilizing grass, etc.) in addition to man hours of service for daily tasks such as trash pick-up, watering, power washing, etc. The invoicing procedure is cumbersome and confusing.

The RFP was structured to solicit “lump-sum” bid responses, in the form of man hours per week for services and unit prices for products. The selected contractor must accomplish all tasks during the allotted man hours per week.

The DDA maintains flower beds, barrels and hanging baskets. The Infrastructure Committee discussed the option of no longer utilizing flower barrels. In lieu of their absence, the DDA could purchase more metal brackets and hanging flower baskets placing them in the same approximate locations as the flower barrels. Therefore, the RFP was designed to solicit two responses: continued use of the flower barrels & the purchase and utilization of additional hanging baskets.

At the beginning of each summer, the DDA’s contractor retrieves approximately 100 flower barrels from a designated storage location at Waterworks Park. At the end of the fall, the flower barrels are delivered back to the park. This is a labor-intensive process. Hanging flower baskets are simpler to remove and store at the end of each season. However, the DDA would need to purchase and install more metal brackets to mount to the decorative light posts. This is a one-time cost that is reflected in Worry Free’s price proposal for Year 1.

The RFP response rate for all products remains the same for all three years. The RFP response for labor includes a $30 per hour rate for Year 1, $30 per hour rate for Year 2 and $30.90 per hour rate for Year 3. In comparison, Worry Free’s current three-year contract maintains a $29 per hour rate for each year.

YEAR 1			
Bid	$360,234.98	Bid Alternate	$373,134.98
YEAR 2			
Bid	$360,234.98	Bid Alternate	$359,534.98
YEAR 3			
Bid	$369,549.98	Bid Alternate	$368,849.98
TOTAL			
	$1,090,019.94		$1,101,519.94

Should the DDA wish to enter into a three-year contract and continue utilizing flower barrels, the following resolution is recommended:

> **Be It Resolved**, the Royal Oak Downtown Development Authority, DDA hereby directs staff to prepare a three-year contract utilizing the existing flower barrels for its consideration at the November meeting.

Alternatively, should the DDA wish to enter into a three-year contract, stop utilizing flower barrels, and purchase additional hanging flower baskets, the following resolution is recommended:

Be It Resolved, the Royal Oak Downtown Development Authority, DDA hereby directs staff to prepare a three-year contract utilizing the purchase of additional hanging flower baskets for its consideration at the November meeting.

Respectfully Submitted,

Timothy E. Thwing
Executive Director

Finance Department
211 S Williams Street
Royal Oak, MI 48067
248.246.3030

DOWNTOWN DEVELOPMENT AUTHORITY
CITY OF ROYAL OAK, MICHIGAN
REQUEST FOR PROPOSAL
Maintenance & Landscape Services In Downtown Royal Oak
RFP-RO-019-022

Sealed proposals for the **Maintenance & Landscape Services In Downtown Royal Oak** will be received by the City of Royal Oak until **1:00 p.m. on Tuesday, October 1, 2019**, at which time they will be **publicly opened and read at the Royal Oak City offices room 309, located at 211 S Williams Street, Royal Oak, MI 48067.**

Please mark sealed envelopes: "RFP-RO-019-022, Maintenance & Landscape Services in Downtown Royal Oak" on the lower left-hand corner. In addition, if the proposal is to be express mailed, "Proposal Documents Enclosed DO NOT OPEN" must be conspicuously marked on the package. Faxed proposals will not be considered or accepted.

The City of Royal Oak Downtown Development Authority (DDA) reserves the right to reject any or all proposals, to waive any informality in the proposal received, and to accept any proposal or part thereof, which it shall deem to be most favorable to the interests of the City. In case of error in the extension of prices in the proposal or other arithmetical error, the unit prices will govern.

FURTHER INSTRUCTIONS TO BIDDERS

1. Any and all proposals **must be on the City of Royal Oak proposal forms and must be delivered to the City of Royal Oak, 211 S Williams Street, Royal Oak, MI 48067 Attention: Finance Department, Room 301.** The proposal shall be legibly prepared in ink or typed. Erasures or alterations must be initialed by the bidder.

2. The bidder shall assume full responsibility for delivery of proposals prior to the appointed hour for opening and shall assume the risk of late delivery or non-delivery regardless of the manner employed for the transmission thereof. Proposals shall be accepted by the finance department at any time during the normal course of the business only, said hours being 8:00 am to 4:30 pm, Monday through Thursday and 8:00 am to 12:00 pm on Friday, except legal holidays. A bidder may withdraw their proposal response by written request at any time prior to the scheduled proposal opening. Any proposal received after the scheduled opening time will not be accepted and will be returned. No proposal may be withdrawn, changed or modified in any way for a period of sixty (60) calendar days from the date of the proposal opening.

3. Municipalities are exempt from Michigan State Sales and Federal Excise taxes. Do not include such taxes in the proposal figure. The City will furnish the successful bidder with tax exception certificates upon request.

4. The total price quoted by the bidder must be the total cost delivered to the location(s). All goods are to be shipped F.O.B. Shipments sent C.O.D. without the City of Royal Oak's consent will not be accepted and will, at the contractor's risk and expense, be returned. Unauthorized shipments are subject to rejection and returned at the contractor's expense.

5. The bidder by execution of the proposal thereby declares that the proposal is made without collusion with any other person, firm or corporation making any other proposal, or who otherwise

would make a proposal, and agrees to furnish all proposal items in strict accordance with all Federal Regulatory Measures.

6. All applicable Federal and State laws and rules and regulation over the project shall apply to the project contract throughout and will be deemed to be included in the contract herein written out in full.

7. The completion date will be established with the contractor awarded the job. The contractor, its employees, and all subcontractors designated to work on-site at any time may be subject to a criminal history check that must be approved by the Police Department staff prior to working on site.

8. Submission of a proposal will be construed as a conclusive presumption that the bidder is thoroughly familiar with the proposal and specifications and that he understands and agrees to abide by each and all of the stipulations and requirements contained therein.

9. **Vendor changes or alterations to proposal documents including specifications may result in a proposal being considered non-responsive**. The only authorized vendor changes to a proposal document will be in the areas provided for a bidder's response, including the "Exceptions" section of the proposal. If a change or alteration to the documents is undetected and the bidder is awarded a contract, the original terms, conditions, and specifications in the authorized version of the proposal document will be applicable during the term of the contract. The City or Royal Oak shall accept NO CHANGES to the proposal document made by the vendor unless those changes are set out in the "Exceptions" provision of the authorized version of the proposal document. It is the vendor's responsibility to acquire knowledge of any changes, modifications or additions to the authorized version. If a proposal is awarded to a vendor who claims that it had no knowledge of changes, modifications or additions made by the City or Royal Oak to the authorized version of the proposal, and that vendor fails to accept the proposal award, the City of Royal Oak may pursue costs and expenses to re-bid the item from that vendor. The authorized version of the proposal document shall be that proposal document appearing on the MITN system with any amendments and updates. The City or Royal Oak officially distributes proposal documents from the finance department or through the Michigan Intergovernmental Trade Network (MITN) website. Copies of proposal documents obtained from any other source are not considered official copies. Only those vendors who obtain proposal documents from either the finance department or the MITN system are guaranteed access to receive addendum information, if such information is issued. If you obtained this document from a source other than the sources indicated, it is recommended that you register on the MITN website, www.mitn.info and obtain an official copy.

10. Between the time of the formal opening of sealed proposals and the final proposal award, it shall be the responsibility of the bidders to request information they might need regarding such proposals.

11. Bidders are required to submit complete and comprehensive data and descriptive literature covering the item proposed to be furnished. Vendors submitting alternative proposals must provide specifications documenting product is equal to specified proposal item.

12. If your proposal is based on "one lot" pricing and is not to be broken up by item, you must indicate this on the proposal under exceptions.

13. To the fullest extent permitted by law, the successful bidder agrees to defend, pay on behalf of, indemnify, and hold harmless the City of Royal Oak, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Royal Oak against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Royal Oak, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Royal

Oak, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this contract.

14. A successful bidder does agree to furnish the bidder's standard insurance certificate showing coverage for bodily injury and property damage and worker's compensation to the finance department within 48 hours of the final proposal award.

15. Prior to furnishing the requested products and services, it shall be the responsibility of the awarded vendor to obtain all licenses and permits required to complete this contractual service, at no cost to the City of Royal Oak/DDA. These licenses and permits shall be readily available for review by the City/DDA.

16. When applicable, contractor must furnish material safety data sheets for their products.

17. The City of Royal Oak reserves the right to terminate the contract without penalty upon thirty (30) days written notice, due to poor performance or for reasons deemed to be in its best interest. The City of Royal Oak reserves the right to re-award the contract to the second most qualified vendor, re-propose, re-quote or re-bid the contract or do whatever is deemed to be in its best interest.

18. Entities in bankruptcy or receivership cannot respond to the RFP. Responding entities must disclose if responding entity (or parent company) is in bankruptcy/receivership or contemplating bankruptcy/receivership. Should it later be determined that an award was given to an entity in bankruptcy or receivership then the city has authority to terminate the agreement/contract.

19. All documents and correspondence submitted to the City of Royal Oak becomes the property of the City of Royal Oak and is subject to disclosure under the "Freedom of Information Act". This Act provides for the complete disclosure of contract and attachments.

20. By mutual written agreement this proposal may be extended for successive one (1) year periods prior to the expiration of the then-current term.

21. Completed forms may be duplicated as required. **Three (3) hard copies and one (1) PDF copy on a CD or USB Drive shall be submitted at the time of the proposal.**

Royal Oak DOWNTOWN DEVELOPMENT AUTHORITY

REQUEST FOR PROPOSALS (RFP)

MAINTENANCE & LANDSCAPE SERVICES IN DOWNTOWN ROYAL OAK

ABOUT THE DDA

This project is being undertaken by the City of Royal Oak, Michigan through its Downtown Development Authority (DDA). The DDA is a public corporation established by the Royal Oak City Commission, pursuant to Act 197 of the Public Acts of 1975, as amended. The DDA's purpose is to promote economic growth and revitalization in downtown Royal Oak. The DDA is under the supervision and control of a Board consisting of the City Manager and eight to ten members as appointed by the City Manager and approved by the City Commission. The day-to-day operations of the DDA are administered by its Executive Director.

PURPOSE & OBJECTIVE OF THE RFP

The Royal Oak Downtown Development Authority (DDA) is seeking qualified contractors to prepare and submit proposals for maintenance & landscaping services in downtown.

The DDA's current contract for maintenance & landscape services expires 03/29/2020.
The maintenance & landscape season covered by this RFP commences on 03/30/2020 and encompasses three (3) full calendar years with an expiration date of 04/02/2023.

QUESTIONS

Questions with regard to this RFP may be directed to:

Joseph Murphy, Director of Planning
Community Development Department
City of Royal Oak
E joem@romi.gov
P (248) 246-3285

MANDATORY PRE-BID WALK-THROUGH MEETING

A mandatory pre-bid walk-through meeting will be held on **Thursday, September 12, 2019** at **9:00 a.m.** Any firm interested in submitting a bid must attend the walk-through meeting. Please meet outside the front entrance to City Hall located at 211 Williams Street, Royal Oak MI 48067.

RESPONSES

Deadline: Tuesday, October 1, 2019 at 1:00 p.m.

Prospective contractors must inform the DDA of the flat hourly rate and number of hours per week needed to complete the scope of services highlighted below.

In order to evaluate the proposals on an equal basis and to ensure the proposals meet the minimum goal of the DDA, proposals must address the DDA's terms and conditions for each and every bid item listed on the Rate Response Sheets.

Prospective contractors must attend the mandatory pre-bid walk-through meeting and submit a response to every item listed on the Rate Response Sheets. RFP responses that do not address every item listed on the Rate Response Sheets will be considered incomplete and will be rejected by the DDA.

The DDA will not reimburse for time or materials associated with the RFP response.

EVALUATION PROCESS

The following process will be utilized in the selection of a contractor:

- All proposals must be received by the deadline.
- The DDA, or its designated subcommittee, will review all proposals for completeness.
- References will be checked.
- The DDA may select one or more contractors to conduct interviews.
- The DDA will review and approve entering into an agreement with one (1) contractor.

EVALUATION CRITERIA

The DDA reserves the right to reject any and all proposals. The DDA reserves the right to terminate discussions at any point in time for any reason or no reason at all.

The selection criteria will include, but are not limited to:

- knowledge of time and energy to complete all tasks identified in scope of services;
- hourly rate;
- purchase price of materials;
- total cost;
- reference checks; and
- relevant experience

GENERAL NOTES

TIMEFRAME

The DDA is seeking a contractor to fulfill a three (3) year contract.

Year 1: 04/01/2020 – 04/04/2021
Year 2: 04/05/2021 – 04/03/2022
Year 3: 04/04/2022 – 04/02/2023

DOWNTOWN PARK

There are numerous construction projects currently underway in downtown Royal Oak. Most notably is the construction of a new city hall and police department building. Once these buildings are complete and occupied, the existing city hall and police department building will be demolished and a new city-owned park will be constructed. It is anticipated that the new park will finished in the late spring of 2021. Maintenance of the park may become part of this contract and would be considered as an addendum to any agreement. The DDA may request a price proposal for the maintenance from the selected contractor once a final park design and material quantity list is finalized.

NUMBER & HOURS OF WORK

The scope of services below describes differing tasks at varying times of the year. Prospective contractors must inform the DDA of the flat hourly rate and number of hours per week needed to complete the scope of services highlighted below. The selected contractor shall utilize its discretion to distribute the number of man hours per day to accomplish all of the tasks associated with the scope of services.

The hourly wage rate shall remain the same. There will be no increase based on the day of the week, number of hours worked in a day or week, time of day worked, holidays, skill set of each worker, etc.

Upon entering into an agreement with the DDA, the selected contractor and the DDA shall agree upon acceptable hours of operation / work hours. Work hours shall be mindful not to “disturb the peace” but conduct all activities during early morning hours prior to most businesses’ normal hours of operation and the arrival of employees and patrons to downtown.

EMPLOYEE SUPERVISION & CONDUCT

The selected contractor shall provide at least one (1) full-time supervisor dedicated solely to the city’s downtown maintenance program. The successful contractor shall provide all other staff, in such number and during the life of the agreement to complete the tasks as agreed upon by both parties in the executed agreement. All employees shall be qualified individuals at their appointed tasks. All employees shall be the responsibility of the selected contractor, who shall be solely responsible for the terms and conditions of their employment and remuneration. The selected contractor must agree that all employees shall meet the DDA’s standard of appearance and etiquette, adhering to the same regulations that are promulgated by the City of Royal Oak with respect to the deportment of its employees. Each employee shall wear a clearly identifiable uniform that has been approved by the DDA. Each employee shall be in possession of a valid Michigan operator’s, chauffeur’s or other license appropriate for the type of vehicle or equipment that is being operated, said license shall be produced upon request by the DDA’s designee. The DDA reserves the right to refuse the service of any employee of the selected contractor who does not meet the standards stipulated herein; the selected contractor shall be responsible for replacement of said employee immediately, so as not to disrupt services.

EQUIPMENT

The selected contractor shall be solely responsible for providing all manual and power equipment, including vehicles, to implement all elements of this RFP. The DDA will not reimburse the selected contractor to acquire or utilize any equipment. The selected contractor shall be

responsible for maintaining insurance, repairs, operational condition, storage, and use of all manual and power equipment, vehicles, trailers and storage units. The selected contractor shall be responsible for the removal and proper disposal of materials (grass clippings, litter, etc) associated with implementing the Agreement. The DDA will provide access to water at no cost.

LICENSES / PERMITS

Upon entering into an agreement with the DDA, the selected Contractor must obtain all applicable, required or necessary local, State, and Federal licenses.

INDEMNIFICATION / HOLD HARMLESS

Upon entering into an agreement with the DDA, the selected contractor must indemnify, in writing, the City of Royal Oak and the Royal Oak Downtown Development Authority.

INSURANCE

Upon entering into an agreement with the DDA, the selected contractor must be able to provide following insurances and insured amounts:

Worker's Compensation and Employer's Liability Insurance in accordance with all applicable statues of the State of Michigan

Commercial General Liability Insurance

- no less than $300,000 per occurrence and/or aggregate combined single

Motor Vehicle Liability Insurance

- no less than $300,000 per occurrence

Additional Insured covered for DDA and city elected officials, appointed officials, employees, volunteers, etc.

BOND

Upon entering into an agreement with the DDA, the selected Contractor must be able to furnish a performance bond for $5,000.

PAYMENT FOR SERVICES RENDERED & PRODUCTS PURCHASED

The selected contractor shall be responsible for submitting timely invoices for service rendered or materials purchase and utilized. The DDA will process payment of said invoices based completeness. Payments will be processed based upon the City of Royal Oak's approved Accounts Payable Calendar.

The DDA is a tax-exempt entity. Any items purchased directly by the DDA are exempt from applicable sales and services taxes. Any items purchased by the selected contractor may not necessarily qualify for the same exemption. Bid responses should be reflective of complete costs.

REQUIRED – FIRM INFORMATION

Firm Tax Identification Number: 383440858

Firm's Legal Name: Worry Free Lawn Care & snow Removal, Inc

Firm Mailing Address: Po Box 1221, Royal Oak, MI 48062-1221

Firm Phone #: 248 585 2808

Firm Representative, Print Name & Title: Jeffrey L. Birkett, President

E-Mail Address of Firm Representative: worryfreeoutdoors@gmail.com

Signature of Firm Representative: Jeffrey L. Birkett 09/30/2019

Bid Valid Date/Timeframe

This RFP response is valid for the following length of time from the RFP due date.

_____

REQUIRED - LIST OF REFERENCES, WORK, & SUBCONTRACTORS

Each proposal must be accompanied by the following:

a. Three (3) references of similar jobs. The references shall include a one sentence job description, year of work, owner representative e-mail address & phone number.

1.Christina Decius-Sheppard, csdecius@gmail.com,248-760-9269
We were under contract with the Ferndale DDA from 2005-2018 & with Dearborn DDA late 2016 & 2017 - performing all the services we currently provide the Royal Oak DDA.

2. James Schultz, P.E.Transportation Planning Mgr. MDOT
SchultzJ3@michigan.gov
248-313-475-7073
In 2018 &2019 we have worked with MDOT, Corktown Merchants Assoc, Downtown Detroit Association, Detroit Golf Club Homeowners and the 2019 PGA Golf Tournament at Detroit Golf Club.
We created, planted and watered beds on Woodward from 6 Mile to 8 Mile & in Corktown.

3. Nick Cerullo, Warren Contractors, nick@warrencondev.com, 586 549 029. From 2017-19 we sub contracted landscaping work in Royal Oak,Sterling Heights Parks, Auburn Hills Park.

b. List of contracts on which the bidder is currently engaged.

Birmingham PSD - Flowers & Xmas Decorations.
Warren Construction - Landscaping at Delia Park in Sterling Heights & Oak Park Pocket Park.
MDOT/City of Detroit - Landscaping at Triangle Park; Median in front of MGM.

c. List of names of proposed sub-contractors to be used on the project & which tasks each will be fulfilling.

Street Sweeping
Supreme Sweeping
23860 Sherwood
center Line, MI 48018

Fertilizing
Hersch's Fertilize
26650 Harding
Oak Park, MI 48037

RATE RESPONSE TO THE SCOPE OF SERVICES

The selected contractor will be responsible for varying services at different times during the calendar year. Details regarding the scope of services are followed by rate response sheets.

SPRING
SCOPE OF SERVICES

SPRING DATES

Year 1 week 1: Monday, April 6, 2020 through Sunday, April 12, 2020
week 2: Monday, April 13, 2020 through Sunday, April 19, 2020
week 3: Monday, April 20, 2020 through Sunday, April 26, 2020
week 4: Monday, April 27, 2020 through Sunday, May 3, 2020

Year 2: week 1: Monday, April 5, 2021 through Sunday, April 11, 2021
week 2: Monday, April 12, 2021 through Sunday, April 18, 2021
week 3: Monday, April 19, 2021 through Sunday, April 25, 2021
week 4: Monday, April 26, 2021 through Sunday, May 2, 2021

Year 3: week 1: Monday, April 4, 2022 through Sunday, April 10, 2022
week 2: Monday, April 11, 2022 through Sunday, April 17, 2022
week 3: Monday, April 18, 2022 through Sunday, April 24, 2022
week 4: Monday, April 25, 2022 through Sunday, May 1, 2022

Work week is defined as seven (7) days a week: Monday through Sunday.

The selected contractor shall utilize its discretion to distribute the number of man hours per day to accomplish all of the tasks associated with the scope of services.

The hourly wage rate shall remain the same. There will be no increase based on the day of the week, number of hours worked in a day or week, time of day worked, holidays, skill set of each worker, etc.

POWER WASHING SIDEWALKS

The contractor shall be responsible for the following:

- Inspect the sidewalks within the public right-of-way on a daily basis to determine the need for areas to be power washed clean.
- Utilize DDA/City supplied water at no cost.
- Utilize contractor provided power washing equipment and detergents / solvents at the contractor's expense.
- Power wash all areas, as shown on the attached map, at least once.
- Power wash all "high traffic" areas, as shown on the attached map, frequently enough to be kept clean at all times.
- Maintain a record of all power washing activity conducted and to be conducted.
- Pre-spot chewing gum with the use of a solvent.
- Pressure wash sidewalks with water to remove chewing gum, dirt, food and beverage spills, grease spills, etc. thoroughly rinsing to the curb.
- Provide barriers to ensure pedestrian and vehicular safety.
- Provide barriers to ensure protection against damaging adjacent buildings or businesses, i.e., water under doors, paint removal or other façade or window damage.
- Providing barriers for metered parking spaces and loading / unloading zones.
- Conduct during acceptable hours of operation, but prior to 11:00 a.m.
- *This service shall be conducted within the standard man hours per week.*

REMOVAL OF DEBRIS, LITTER, GRAFFITI, ETC.

The contractor shall be responsible for the following on a daily basis in the service boundary:

- Remove all man-made debris, including but not limited to cigarette butts, paper, cups, and general litter on sidewalks, streets or alleys, within public parking lots, surrounding public parking structures, city hall, police station, court building, farmers' market, public parks, public spaces and rights-of-way.
- Remove stickers, posters, spray painted graffiti, etc. found on public property (lampposts, ash tubes, newspaper racks, street signs, benches, barrels, etc.) within the public right-of-way.
- Lift tree grates to weed, rake and remove all debris from beneath tree grates.
- Contractor is responsible for supplying all necessary equipment including but not limited to handle-held and power equipment, specialized vehicles or sweeper machines and containers to remove and dispose of debris to an off-site location at the contractor's expense.
- The city's waste hauling contractor is responsible for the emptying rubbish bins downtown.
- *This service shall be conducted within the standard man hours per week.*

REMOVAL OF WEEDS

The contractor shall be responsible for the following on a daily basis in the service boundary:

- Remove all weeds found in sidewalks, streets or alleys, within public parking lots, surrounding public parking structures, city hall, police station, court building, farmers' market, public parks, public spaces and rights-of-way.
- Contractor is responsible for supplying all necessary equipment including but not limited to manual and power equipment and containers to remove and dispose of weeds to an off-site at the contractor's expense.
- *This service shall be conducted within the standard man hours per week.*

MULCHING & PREPARATION OF LANDSCAPE BEDS, ISLANDS, FLOWER BARRELS, BEDS & HANGING BASKETS

The contractor shall be responsible for the following in the service boundary:

- Provide recommendations to ensure continued health and vigor of all landscape material, other than trees, including but not limited to winter preparation, application of fertilizer or insecticide, separating and transplanting materials, pruning, etc.
- Were appropriate, transplant and/or propagate and replant shrubs and perennial vegetation.
- Trim / prune all bushes and shrubs to ensure proper health, vigor and appearance.
- All trees located in the public right-of-way will be maintained by the Royal Oak Department of Public Service or performed by a separate contractor.
- All sprinklers and water lines are maintained by the Royal Oak Department of Public Service or adjacent private property owner. The selected contractor is not responsible for their care.
- Remove dead plant material and man-made debris from all "bio-cells" located on S. Main St. south of Lincoln Ave.
- Remove dead plant material and man-made debris from all center landscaped islands along Main St. from E. 10 Mile Rd. to Pingree Blvd.
- Prepare the landscape beds, depicted on the attached map, by removing dead plant material, debris, and litter along with turning and aerating existing soil and adding new compost / top soil as needed.
- Install triple shred premium blend hardwood mulch around all public landscape beds. Landscape beds also include areas surrounding public parking structures and select areas adjacent to public streets and raised islands within the center of streets.
- Purpose creative annual flower designs per year for the DDA's review and approval.
- Install new premium top soil, compost, fertilizer and mulch as needed in landscape beds, planters and hanging baskets.
- Relocate 100, 22-inch diameter flower barrels from the city designated storage location to identified locations downtown.
- Prepare flower barrels at an off-site location prior to delivering each to the appropriate location depicted on the attached map.
- Preparation shall include turning and aerating soil and adding new compost / top soil as needed.

- Relocate all hanging flower metal baskets and chains from the city designated storage location to identified locations downtown.
- Grow hanging flower baskets at an off-site location prior to delivering each to the appropriate location depicted on the attached map.
- Wait to plant all flowers until after the last night of "freeze warning".
- At the DDA's request, furnish a list of any nursery intending to supply the necessary plant materials.
- The DDA reserves the right to inspect plant materials during any time during agreement.
- Contractor shall always leave the site area broom-clean and shall wash down paved areas, leaving a clean and safe condition.
- At the DDA's discretion, the contractor may be provided an advance 50% payment on the deposit to grow required flowers at a local nursery.
- Contractor is responsible for supplying all necessary equipment including but not limited to manual and power equipment and containers to remove and dispose of debris and dead plant material to an off-site location at the contractor's expense.
- *Installing, transplanting, maintaining of bushes, shrubs, preparing landscape beds with top soil and mulch shall be conducted within the standard man hours per week.*
- *Bid separately for the purchase the following quantities:*
  210 yards of mulch
  50 yards of premium compost / topsoil
  1,500 flats of mixed summer annual flowers for beds
  500 flats of mixed summer annual flowers for 100 barrels, 22-inch in diameter
  per basket price for 212, 22-inch diameter coconut fiber lined hanging flower baskets of summer flowers (trailer petunias)
  38 centerpieces of ornamental grasses for flower beds & islands along S. Main St.
  40, 25 lbs. bags of water-soluble fertilizer
  Alternatively, the DDA is considering eliminating flower barrels and purchasing, installing and maintaining additional metal brackets and hanging flower baskets.

LAWN
- CLEAN-UP (PREPARATION, LEAF & WOODY DEBRIS REMOVAL, ETC.)

The contractor shall be responsible for the following:

- One (1) clean-up session to all lawn areas in the spring prior to the start of lawn mowing in May.
- A lawn "clean-up" consists of removal of all man-made litter, loose plant materials including branches, twigs, and leaves.
- Contractor is responsible for supplying all necessary equipment including but not limited to power equipment and containers to remove and dispose of plant materials off-site at the contractor's expense.
- *This service shall be conducted within the standard man hours per week.*

LAWN
- FERTILIZING

The contractor shall be responsible for the following:

- One (1) seasonal fertilizing, weed control, insecticide application to all lawn areas outline on the attached map.
- Contractor shall supply the DDA with manufacturer's specifications for all applications as requested.
- Contractor shall post notice of all lawn applications for public view.
- *Lawn fertilizing shall be bid separately.*

SUMMER/FALL SCOPE OF SERVICES

SUMMER/FALL DATES

Year 1 week 1: Monday, May 4, 2020 through Sunday, May 10, 2020
week 2: Monday, May 11, 2020 through Sunday, May 17, 2020
week 3: Monday, May 18, 2020 through Sunday, May 24, 2020
week 4: Monday, May 25, 2020 through Sunday, May 31, 2020
week 5: Monday, June 1, 2020 through Sunday, June 7, 2020
week 6: Monday, June 8, 2020 through Sunday, June 14, 2020
week 7: Monday, June 15, 2020 through Sunday, June 21, 2020
week 8: Monday, June 22, 2020 through Sunday, June 28, 2020
week 9: Monday, June 29, 2020 through Sunday, July 5, 2020
week 10: Monday, July 6, 2020 through Sunday, July 12, 2020
week 11: Monday, July 13, 2020 through Sunday, July 19, 2020
week 12: Monday, July 20, 2020 through Sunday, July 26, 2020
week 13: Monday, July 27, 2020 through Sunday, August 2, 2020
week 14: Monday, August 3, 2020 through Sunday, August 9, 2020
week 15: Monday, August 10, 2020 through Sunday, August 16, 2020
week 16: Monday, August 17, 2020 through Sunday, August 23, 2020
week 17: Monday, August 24, 2020 through Sunday, August 30, 2020
week 18: Monday, August 31, 2020 through Sunday, September 6, 2020
week 19: Monday, September 7, 2020 through Sunday, September 13, 2020
week 20: Monday, September 14, 2020 through Sunday, September 20, 2020
week 21: Monday, September 21, 2020 through Sunday, September 27, 2020
week 22: Monday, September 28, 2020 through Sunday, October 4, 2020
week 23: Monday, October 5, 2020 through Sunday, October 11, 2020
week 24: Monday, October 12, 2020 through Sunday, October 18, 2020
week 25: Monday, October 19, 2020 through Sunday, October 25, 2020
week 26: Monday, October 26, 2020 through Sunday, November 1, 2020

Year 2 week 1: Monday, May 3, 2021 through Sunday, May 9, 2021
week 2: Monday, May 10, 2021 through Sunday, May 16, 2021
week 3: Monday, May 17, 2021 through Sunday, May 23, 2021
week 4: Monday, May 24, 2021 through Sunday, May 30, 2021
week 5: Monday, May 31, 2021 through Sunday, June 6, 2021
week 6: Monday, June 7, 2021 through Sunday, June 13, 2021
week 7: Monday, June 14, 2021 through Sunday, June 20, 2021
week 8: Monday, June 21, 2021 through Sunday, June 27, 2021
week 9: Monday, June 28, 2021 through Sunday, July 4, 2021
week 10: Monday, July 5, 2021 through Sunday, July 11, 2021
week 11: Monday, July 12, 2021 through Sunday, July 18, 2021
week 12: Monday, July 19, 2021 through Sunday, July 25, 2021
week 13: Monday, July 26, 2021 through Sunday, August 1, 2021
week 14: Monday, August 2, 2021 through Sunday, August 8, 2021
week 15: Monday, August 9, 2021 through Sunday, August 15, 2021
week 16: Monday, August 16, 2021 through Sunday, August 22, 2021
week 17: Monday, August 23, 2021 through Sunday, August 29, 2021
week 18: Monday, August 30, 2021 through Sunday, September 5, 2021
week 19: Monday, September 6, 2021 through Sunday, September 12, 2021
week 20: Monday, September 13, 2021 through Sunday, September 19, 2021
week 21: Monday, September 20, 2021 through Sunday, September 26, 2021
week 22: Monday, September 27, 2021 through Sunday, October 3, 2021
week 23: Monday, October 4, 2021 through Sunday, October 10, 2021
week 24: Monday, October 11, 2021 through Sunday, October 17, 2021
week 25: Monday, October 18, 2021 through Sunday, October 24, 2021
week 26: Monday, October 25, 2021 through Sunday, October 31, 2021

Year 3 week 1: Monday, May 2, 2022 through Sunday, May 8, 2022
week 2: Monday, May 9, 2022 through Sunday, May 15, 2022
week 3: Monday, May 16, 2022 through Sunday, May 22, 2022
week 4: Monday, May 23, 2022 through Sunday, May 29, 2022
week 5: Monday, May 30, 2022 through Sunday, June 5, 2022
week 6: Monday, June 6, 2022 through Sunday, June 12, 2022
week 7: Monday, June 13, 2022 through Sunday, June 19, 2022
week 8: Monday, June 20, 2022 through Sunday, June 26, 2022
week 9: Monday, June 27, 2022 through Sunday, July 3, 2022
week 10: Monday, July 4, 2022 through Sunday, July 10, 2022
week 11: Monday, July 11, 2022 through Sunday, July 17, 2022
week 12: Monday, July 18, 2022 through Sunday, July 24, 2022
week 13: Monday, July 25, 2022 through Sunday, July 31, 2022
week 14: Monday, August 1, 2022 through Sunday, August 7, 2022
week 15: Monday, August 8, 2022 through Sunday, August 14, 2022
week 16: Monday, August 15, 2022 through Sunday, August 21, 2022
week 17: Monday, August 22, 2022 through Sunday, August 28, 2022
week 18: Monday, August 29, 2022 through Sunday, September 4, 2022
week 19: Monday, September 5, 2022 through Sunday, September 11, 2022
week 20: Monday, September 12, 2022 through Sunday, September 18, 2022
week 21: Monday, September 19, 2022 through Sunday, September 25, 2022
week 22: Monday, September 26, 2022 through Sunday, October 2, 2022
week 23: Monday, October 3, 2022 through Sunday, October 9, 2022
week 24: Monday, October 10, 2022 through Sunday, October 16, 2022
week 25: Monday, October 17, 2022 through Sunday, October 23, 2022
week 26: Monday, October 24, 2022 through Sunday, October 30, 2022

Work week is defined as seven (7) days a week: Monday through Sunday.

The selected contractor shall utilize its discretion to distribute the number of man hours per day to accomplish all of the tasks associated with the scope of services.

The hourly wage rate shall remain the same. There will be no increase based on the day of the week, number of hours worked in a day or week, time of day worked, holidays, skill set of each worker, etc.

POWER WASHING SIDEWALKS

As described under Spring Scope of Services. *This service shall be conducted within the standard man hours per week.*

REMOVAL OF DEBRIS, LITTER, GRAFFITI, ETC.

As described under Spring Scope of Services. *This service shall be conducted within the standard man hours per week.*

REMOVAL OF WEEDS

As described under Spring Scope of Services. *This service shall be conducted within the standard man hours per week.*

STREET & ALLEY SWEEPING

The contractor shall be responsible for the following every week during summer/fall:

- Perform vacuuming services via a high-powered vacuum sweeper truck with a gutter broom four (4) hours every Monday and four (4) hours every Friday.
- All streets & alleys depicted on the attached map.

- Contractor is responsible for supplying all necessary equipment including but not limited to manual and power equipment and containers to remove and dispose of debris to an off-site location at the contractor's expense.
- *This service shall be conducted within the standard man hours per week.*

PLANTING, MAINTAINING & WATERING OF LANDSCAPE BEDS, ISLANDS, FLOWER BARRELS, BEDS & HANGING BASKETS

The contractor shall be responsible for the following:

- Trim / prune all bushes and shrubs downtown to ensure proper health, vigor and appearance.
- Plants shall not remain unplanted for no longer than three (3) days after delivery, unless proper protection against freezing or dry conditions is provided. Plants that have not been properly protected will not be accepted.
- After the last night of "freeze warning", plant/install all summer flowers in designated landscape beds and islands as depicted on the attached map.
- Plant all summer flower in barrels and delivery the barrels to the designated locations.
- Deliver and install all hanging flower baskets to designated locations.
- Contractor shall always leave the site area broom-clean and shall wash down paved areas, leaving a clean and safe condition.
- Mulch and remove weeds from flower beds regularly.
- Water all summer flowers daily 7 days a week.
- Utilize DDA/City supplied water at no cost.
- Utilize contractor provided water tanker truck and equipment, such as hoses and spray nozzles at contractor's expense.
- Fertilize summer flowers as needed.
- Plant materials subject to vandalism, fire, freezing rain, or excessive winds (60+ mph) are not the liability of the contractor.
- Contractor is responsible for supplying all necessary equipment including but not limited to manual and power equipment and containers to remove and dispose of debris and dead plant material to an off-site location at the contractor's expense.
- *This service shall be conducted within the standard man hours per week.*

LAWN - WEEKLY (26) MOWING

The contractor shall be responsible for the following:

- Weekly lawn mowing of areas depicted on the attached map
- Mowing shall include weed wiping and edging.
- Contractor is responsible for supplying all necessary equipment including but not limited to power equipment and containers to remove and dispose of plant and lawn clippings / materials off-site at the contractor's expense.
- Contractor shall always leave the site area broom-clean leaving a clean and safe condition.
- *This service shall be conducted within the standard man hours per week.*

LAWN - FERTILIZING

The contractor shall be responsible for the following:

- Four (4) seasonal fertilizing, weed control, insecticide application to all lawn areas outline on the attached map.
- Contractor shall supply the DDA with manufacturer's specifications for all applications as requested.
- Contractor shall post notice of all lawn applications for public view.
- *Lawn fertilizing shall be bid separately.*

LATE FALL SCOPE OF SERVICES

LATE FALL DATES

Year 1 week 1: Monday, November 2, 2020 through Sunday, November 8, 2020
week 2: Monday, November 9, 2020 through Sunday, November 15, 2020
week 3: Monday, November 16, 2020 through Sunday, November 22, 2020
week 4: Monday, November 23, 2020 through Sunday, November 29, 2020

Year 2 week 1: Monday, November 1, 2021 through Sunday, November 7, 2021
week 2: Monday, November 8, 2021 through Sunday, November 14, 2021
week 3: Monday, November 15, 2021 through Sunday, November 21, 2021
week 4: Monday, November 22, 2021 through Sunday, November 28, 2021

Year 3 week 1: Monday, October 31, 2022 through Sunday, November 6, 2022
week 2: Monday, November 7, 2022 through Sunday, November 13, 2022
week 3: Monday, November 14, 2022 through Sunday, November 20, 2022
week 4: Monday, November 21, 2022 through Sunday, November 27, 2022

Work week is defined as Monday through Sunday.

The selected contractor shall utilize its discretion to distribute the number of man hours per day to accomplish all of the tasks associated with the scope of services.

The hourly wage rate shall remain the same. There will be no increase based on the day of the week, number of hours worked in a day or week, time of day worked, holidays, skill set of each worker, etc.

POWER WASHING SIDEWALKS

As described under Spring Scope of Services. *This service shall be conducted within the standard man hours per week.*

REMOVAL OF DEBRIS, LITTER, GRAFFITI, ETC.

As described under Spring Scope of Services. *This service shall be conducted within the standard man hours per week.*

REMOVAL OF WEEDS

As described under Spring Scope of Services. *This service shall be conducted within the standard man hours per week.*

REMOVAL OF PLANT MATERIAL FROM LANDSCAPE BEDS, ISLANDS, FLOWER BARRELS, BEDS & HANGING BASKETS

The contractor shall be responsible for the following:

- Remove dead plant material and man-made debris from all “bio-swales” located on S. Main St. south of Lincoln Ave.
- Remove dead plant material and man-made debris from all center landscaped islands along Main St. from E. 10 Mile Rd. to Pingree Blvd.
- Remove all summer flowers from the landscape beds, depicted on the attached map.
- Remove all flower barrels and deliver to a city designated storage location for the winter.
- Remove all hanging flower metal baskets and chains and deliver to a city designated storage location.
- Were appropriate, transplant and/or propagate and replant shrubs and perennial vegetation.
- Trim / prune all bushes and shrubs downtown to ensure proper health, vigor and appearance.
- Contractor shall always leave the site area broom-clean and shall wash down paved areas, leaving a clean and safe condition.

- Contractor is responsible for supplying all necessary equipment including but not limited to manual and power equipment and containers to remove and dispose of debris and dead plant material to an off-site location at the contractor's expense.
- *This service shall be conducted within the standard man hours per week.*

LAWN
- CLEAN-UP (PREPARATION, LEAF & WOODY DEBRIS REMOVAL, ETC.)

The contractor shall be responsible for the following:

- Two (2) clean-up session to all areas outline on the attached map in the late fall.
- A lawn "clean-up" consists of removal of all man-made litter, loose plant materials including branches, twigs, and leaves.
- Contractor is responsible for supplying all necessary equipment including but not limited to power equipment and containers to remove and dispose of plant materials off-site at the contractor's expense.
- *This service shall be conducted within the standard man hours per week.*

LAWN
- FERTILIZING

The contractor shall be responsible for the following:

- One (1) seasonal fertilizing, weed control, insecticide application to all lawn areas outline on the attached map.
- Contractor shall supply the DDA with manufacturer's specifications for all applications as requested.
- Contractor shall post notice of all lawn applications for public view.
- *Lawn fertilizing shall be bid separately.*

WINTER SCOPE OF SERVICES

WINTER DATES

Year 1 Monday, November 30, 2020 through Sunday, April 4, 2021

Year 2 Monday, November 29, 2021 through Sunday, April 3, 2022

Year 3 Monday, November 28, 2022 through Sunday, April 2, 2023

The selected contractor shall be available to the DDA to perform the following winter cleaning services. The DDA has allocated 100 total man-hours per year. However, there shall be no guarantee of a minimum number of hours. Hours will be assigned at the Executive Director's discretion.

The hourly wage rate shall remain the same. There will be no increase based on the day of the week, number of hours worked in a day or week, time of day worked, holidays, skill set of each worker, etc.

REMOVAL OF DEBRIS, LITTER, GRAFFITI, ETC.

The contractor shall be responsible for the following upon request only:

- Remove all man-made debris, including but not limited to cigarette butts, paper, cups, and general litter on sidewalks, streets or alleys, within public parking lots, surrounding public parking structures, city hall, police station, court building, farmers' market, public parks, public spaces and rights-of-way.
- Remove stickers, posters, spray painted graffiti, etc. found on public property (lampposts, ash tubes, newspaper racks, street signs, benches, barrels, etc.) within the public right-of-way.
- Lift tree grates to weed, rake and remove all debris from beneath tree grates.
- Contractor is responsible for supplying all necessary equipment including but not limited to handle-held and power equipment and containers to remove and dispose of debris to an off-site location at the contractor's expense.

metal bracket design
2 single brackets are utilized to create a double bracket bolted together

metal bracket design
2 single brackets are utilized to create a double bracket bolted together

Areas Covered Under Contract
N Main St, north of 11 Mile Rd
Downtown Core
S Main St, south of Lincoln Ave
Boundary Covered Under Contract
Street Sweeping Boundary
Curb Outline
Pingree
E University
N Main
W 11 Mile
E 11 Mile
S West
S Washington
S Center
S Main
S Troy
E Second
S Lafayette
Sherman
E Third
Knowles
E Fourth
E Fifth
E Sixth
E Seventh
W Lincoln
E Lincoln
S Main
W Hudson
W Harrison
W Parent
W Kenilworth
Allenhurst
S Washington
S Main
Tiffany Lane
Woodward
10 Mile / I-696 Service Drive

CITY OF ROYAL OAK
DOWNTOWN DEVELOPMENT AUTHORITY

SIDEWALKS TO BE POWERWASHED

SUMMER FLOWERS

- Summer Flower Beds
- Decorative Light Pole w/ 2 Hanging Flower Baskets
- Flower Barrels - ***Placement T.B.D.***
- Flower Barrels - Topiary Design
- Bldg Footprints
- Curb Outline
- Railroad Track

Created by: Royal Oak Comm. Develop. Depar.t
Creation date: July 2019
Source: Oakland County, Michigan
Department of Information Technology

N.T.S.

PINGREE BLVD
W UNIVERSITY
E UNIVERSITY
N MAINT ST
W 11 MILE RD
E 11 MILE RD
S MAINT ST
SUMMER FLOWERS
N MAIN ST
Island Summer Flower Beds
w/ Perrenials
Decorative Light Pole
w/ 2 Hanging Flower Baskets
Decorative Light Pole
Bldg Footprints
Curb Outline
Railroad Track
N
N.T.S.
Created by: Royal Oak Comm. Develop. Depart.
Creation date: July 2019
Source: Oakland County, Michigan
Department of Information Technology

S MAIN ST

- Summer Flowers
- Bio-Cell Maintenance
- Grass Mowing & Fertilizing
- Curb Outline

N
N.T.S.

Created by: Royal Oak Comm. Develop. Depart.
Creation date: July 2019
Source: Oakland County, Michigan
Department of Information Technology

LAWN
MOWING, FERTILIZING
& CLEAN-UP

Lawn Mowing: 26 Weeks
Lawn Fertilization: 6 Applications Per Season
Lawn Clean-Up: 1 Spring + 2 Fall

Bldg Footprints

Curb Outline

Railroad Track

Also include lawn area
on S Main St at I-696

N

Created by: Royal Oak Comm. Develop. Depart.
Creation date: July 2019
Source: Oakland County, Michigan
Department of Information Technology

N.T.S.

Year 1

REQUIRED - RATE RESPONSE SHEET

Year 1

$ 30.00 hourly rate per man hour

Spring
(4 weeks @ 225 man hours per week; 900 total man hours) $ 27,000.00

Summer/Fall
(26 weeks @ 325 man hours per week; 8450 total man hours) $ 253,500.00

Late Fall
(4 weeks @ 225 man hours per week; 900 total man hours) $ 27,000.00

Winter
(100 possible man hours) $ 3,000.00

$ 455.83	per lawn fertilization application x 6 application per year	$ 2734.98
$ 60.00	per 25 lbs. bag of water-soluble fertilizer x 40 bags	$ 2400.00
$ 22.00	per yard of premium compost / topsoil x 50 yards	$ 1100.00
$ 40.00	per yard of premium hardwood mulch x 210 yards	$ 8400.00
$ 10.00	per centerpiece of ornamental grass x 38 centerpieces	$ 380.00
$ 11.00	per flat of summer annual flowers for beds x 1,500 flats	$ 16,500.00
$ 60.00	per 18-inch diameter coconut fiber lined hanging basket of two-color summer annual flowers x 212 baskets	$ 12720.00
$ 11.00	per flat of summer annual flowers for 100 barrels x 500 flats	$ 5500.00

Year 1 Total $ 360,234.98

REQUIRED – BID ALTERNATE RATE RESPONSE SHEET

The DDA is considering eliminating 100 flower barrels throughout the downtown. Each season the flower barrels are moved from and to a designated storage location to downtown. Each flower barrel is watered on a daily basis during standard man hours.

The DDA currently has 212 individual hanging flower baskets. The DDA is seeking a bid alternate price to manufacture and install 40 new, double metal brackets for a total of 80 new individual hanging flower baskets based on the current design downtown. The brackets involve a one-time installation during standard man hours per week in Year 1. Each bracket receives a single, 18-inch diameter metal basket and metal chain. Every year each of the baskets receive two-color summer annual flowers (trailing petunias). Each hanging flower basket is watered on a daily basis during standard man hours for 26 weeks. Ensure that your bid response reflects an appropriate number of hours during summer/fall for watering/maintenance of a total of 292 individual hanging flower baskets.

Year 1 – Bid Alternate

$ 30.00 hourly rate per man hour

Spring
(4 weeks @ 225 man hours per week; 900 total man hours) $ 27,000.00

Summer/Fall
(26 weeks @ 325 man hours per week; 8450 total man hours) $ 253,500.00

Late Fall
(4 weeks @ 225 man hours per week; 900 total man hours) $ 27,000.00

Winter
(100 possible man hours) $ 3,000.00

$ 455.83	per lawn fertilization application x 6 application per year	$ 2734.98
$ 60.00	per 25 lbs. bag of water-soluble fertilizer x 40 bags	$ 2400.00
$ 22.00	per yard of premium compost / topsoil x 50 yards	$ 1100.00
$ 40.00	per yard of premium hardwood mulch x 210 yards	$ 8400.00
$ 10.00	per ornamental grass centerpiece x 38 centerpieces	$ 380.00
$ 11.00	per flat of summer annual flowers for beds x 1,500 flats	$ 16,500.00
$ 60.00	per 18-inch diameter coconut fiber lined hanging basket of two-color summer annual flowers x 292 baskets	$ 17,520.00
$ 300	per set of double, metal hanging bracket x 40 sets (one-time purchase)	$ 12,000.00
$ 20.00	per 18-inch diameter metal basket with chain x 80 (one-time purchase)	$ 1600.00

Year 1 Total $ 373,134.98

Year 2

Year 2

$ 30.00 hourly rate per man hour

Spring (4 weeks @ 225 man hours per week; 900 total man hours)		$ 27,000.00
Summer/Fall (26 weeks @ 325 man hours per week; 8450 total man hours)		$ 253,500.00
Late Fall (4 weeks @ 225 man hours per week; 900 total man hours)		$ 27000.00
Winter (100 possible man hours)		$ 3000.00
$ 455.83	per lawn fertilization application x 6 application per year	$ 2734.98
$ 60.00	per 25 lbs. bag of water-soluble fertilizer x 40 bags	$ 2400.00
$ 22.00	per yard of premium compost / topsoil x 50 yards	$ 1100.00
$ 40.00	per yard of premium hardwood mulch x 210 yards	$ 8400.00
$ 10.00	per ornamental grass centerpiece x 38 centerpieces	$ 380.00
$ 11.00	per flat of summer annual flowers for beds x 1,500 flats	$ 16,500.00
$ 60.00	per 18-inch diameter coconut fiber lined hanging basket of two-color summer annual flowers x 212 baskets	$ 12,720.00
$ 11.00	per flat of summer annual flowers for 100 barrels x 500 flats	$ 5500.00
	Year 2 Total	$ 360,234.98

Royal Oak DDA

RFP
Maintenance & Landscape Services in Downtown

Year 2 – Bid Alternate

$ 30.00 hourly rate per man hour

Spring (4 weeks @ 225 man hours per week; 900 total man hours)		$ 27,000.00
Summer/Fall (26 weeks @ 325 man hours per week; 8450 total man hours)		$ 253,500.00
Late Fall (4 weeks @ 225 man hours per week; 900 total man hours)		$ 27,000.00
Winter (100 possible man hours)		$ 3000.00
$ 455.83	per lawn fertilization application x 6 application per year	$ 2734.98
$ 60.00	per 25 lbs. bag of water-soluble fertilizer x 40 bags	$ 2400.00
$ 22.00	per yard of premium compost / topsoil x 50 yards	$ 1100.00
$ 40.00	per yard of premium hardwood mulch x 210 yards	$ 8400.00
$ 10.00	per centerpiece of ornamental grass x 38 centerpieces	$ 380.00
$ 11.00	per flat of summer annual flowers for beds x 1,500 flats	$ 16,500.00
$ 60.00	per 18-inch diameter coconut fiber lined hanging basket of two-color summer annual flowers x 292 baskets	$ 17,520.00
	Year 2 Total	$ 359,534.98

Year 3

Year 3

$ 30.90 hourly rate per man hour

Spring (4 weeks @ 225 man hours per week; 900 total man hours)		$ 27,810.00
Summer/Fall (26 weeks @ 325 man hours per week; 8450 total man hours)		$ 261,105.00
Late Fall (4 weeks @ 225 man hours per week; 900 total man hours)		$ 27,810.00
Winter (100 possible man hours)		$ 3090.00
$ 455.83	per lawn fertilization application x 6 application per year	$ 2734.98
$ 60.00	per 25 lbs. bag of water-soluble fertilizer x 40 bags	$ 2400.00
$ 22.00	per yard of premium compost / topsoil x 50 yards	$ 1100.00
$ 40.00	per yard of premium hardwood mulch x 210 yards	$ 8400.00
$ 10.00	per centerpiece of ornamental grass x 38 centerpieces	$ 380.00
$ 11.00	per flat of summer annual flowers for beds x 1,500 flats	$ 16,500.00
$ 60.00	per 18-inch diameter coconut fiber lined hanging basket of two-color summer annual flowers x 212 baskets	$ 12720.00
$ 11.00	per flat of summer annual flowers for 100 barrels x 500 flats	$ 5500.00,

Year 3 Total $ 369,549.98

Year 3 – Bid Alternate

$ 30.90 hourly rate per man hour

Spring (4 weeks @ 225 man hours per week; 900 total man hours)		$ 27,810.00
Summer/Fall (26 weeks @ 325 man hours per week; 8450 total man hours)		$ 261,105.00
Late Fall (4 weeks @ 225 man hours per week; 900 total man hours)		$ 27,810.00
Winter (100 possible man hours)		$ 3090.00
$ 455.83	per lawn fertilization application x 6 application per year	$ 2734.98
$ 60.00	per 25 lbs. bag of water-soluble fertilizer x 40 bags	$ 2400.00
$ 22.00	per yard of premium compost / topsoil x 50 yards	$ 1100.00
$ 40.00	per yard of premium hardwood mulch x 210 yards	$ 8400.00
$ 10.00	per centerpiece of ornamental grass x 38 centerpieces	$ 380.00
$ 11.00	per flat of summer annual flowers for beds x 1,500 flats	$ 16,500.00
$ 60.00	per 18-inch diameter coconut fiber lined hanging basket of two-color summer annual flowers x 292 baskets	$ 17,520.00

Year 3 Total $ 368,849.98