



County of Bladen Request for Proposals

The County of Bladen requests proposals to provide lawn maintenance services to various locations throughout Bladen County:

I. General Information and Scope of Work

The County desires proposals from businesses for lawn maintenance at various locations throughout Bladen County. Lawn maintenance should be performed every other week throughout the months of March through November and may be requested on an as needed basis the remainder of the year. Lawn maintenance includes removing any litter or debris; weed eating, edging, mowing, blowing off sidewalks and removing any weeds or grass from flower beds. Flowerbed preparation shall be performed on an as needed basis. Locations for lawn maintenance and flower bed preparation are listed on the Bid Proposal Form attached to this Request for Proposals as Appendix A. The contractor shall provide all personnel, equipment, and other resources and shall be responsible for all costs associated with performing the service.

II. Contract Requirements

A. Equipment Requirements

1. The contractor shall provide all equipment necessary to perform the scope of work as described above in section I. All equipment and vehicles must be properly registered and insured in accordance with the Motor Vehicle Laws of the State of North Carolina.
2. The contractor shall maintain all equipment.
3. Alternate equipment, meeting the above requirements, must be available to ensure the timely fulfillment of the contract.

B. Insurance Requirements

Please see the requirements listed as “Attachment A” and maintain in full force and effect during the term of the service agreement and renewals.

C. Qualification Requirements

Bidders shall have a valid pesticide and herbicide license.

III. Price and Type of Bid

The bids proposed shall include a per cut rate per location for lawn maintenance (removing any litter or debris, weed eating, edging, mowing, blowing off sidewalks and removing any weeds or grass from flower beds). The bid proposed shall also include a lump sum rate per location for preparing flowerbeds, pruning, mulching/pine straw, and trimming trees and shrubs.

All proposals shall be valid for a period of 60 days following the proposal submission deadline. The contractor shall invoice the County within 30 days of completed services. Each invoice shall be according to the fees per the agreed contract.

IV. Proposal Content

The package shall include the following information:

1. The company name, address, and telephone number.
2. The name, address, and telephone number of a company representative with the authority to answer questions or provide clarification regarding the proposal's contents.
3. Any assistance or requirements from the county.
4. Reference list of completed or current contracts, including the name and telephone number of a contact person for each reference listed.
5. A bid price proposal following guidelines from section III of this document.

V. Time of Performance

The contract period shall be for a minimum of one year from the date the contract is signed, with two options to renew said contract for one year, each said renewal option to be exercised automatically unless notice of termination is given by either party thirty (30) days prior to the end of the term. The contractor shall begin service within 30 days after the date the contract is signed.

VII. Right to Reject

The County reserves the unqualified right to reject any or all proposals when such rejection is deemed to be in the best interest of the County.

VIII. Option to Extend

The County has the option, upon mutual agreement with the contractor, to extend the terms of the contract for up to two (2) one-year extensions.

IX. Cost to Prepare Proposals

Any cost incurred by a contractor in preparing or submitting a proposal is the sole responsibility of the contractor and will not be eligible for reimbursement by the County.

X. Right to Submitted Proposals and Supporting Documentation

All written correspondence, proposals, and supporting documents received by the County regarding the Request for Proposals will become property of the County.

XI. Proposal Deadline

All proposals must be received by 2:00pm on January 22, 2025 at the Bladen County Central Services Department.

XII. Inquiries

All inquiries concerning this Request for Proposals may be directed to Chip Perry, Bladen County General Services Manager at (910) 862- 6320 or cperry@bladenco.org.

APPENDIX A
Proposal Form

This form is to be completed and included with the proposal package.

Company Name: _____
 Contact Person: _____
 (name & title) _____
 Address: _____

 Phone Number: _____
 Fax Number: _____

Location	Per Cut Rate Per Location for Mowing, Weed Eating, Edging, Blowing Off Sidewalks, Removing Litter or Debris, Removing Any Weeds or Grass from Flowerbeds	Lump Sum Rate Per Location for Preparing Flowerbeds, Pruning, Mulching/Pine straw, and Trimming Shrubs
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Bladen County Courthouse 106 East Broad Street, Elizabethtown		
Bladen County Administrative Building 201 East King Street, Elizabethtown		
Bladen County Health Department 300 Mercer Mill Road, Elizabethtown		
Bladen County Social Services Department 208 E McKay Street, Elizabethtown		
Bladen County Library (Main Branch) 111 N Cypress Street, Elizabethtown		
Bladen County Board of Elections 301 S Cypress Street, Elizabethtown		
Bladen County Division on Aging 608 McLeod Street, Elizabethtown		
Bladen County Animal Shelter 506 Smith Circle, Elizabethtown		
Bladen County Central Operations 272 Smith Circle, Elizabethtown		
Bladen County Extension Office 450 Smith Circle, Elizabethtown		
Bladen County EMS 292 Ben Greene Industrial Park Road, Elizabethtown		

Solid Waste Collection Sites

Per Cut Rate Per Location for
Mowing, Weed Eating, Edging,
Blowing Off Sidewalks, Removing
Litter or Debris, Removing Any
Weeds or Grass from Flowerbeds

Lump Sum Rate Per Location for
Preparing Flowerbeds, Pruning,
Mulching/Pine straw, and Trimming
Shrubs

Ammon Collection Center		
Dublin Collection Center		
Bladenboro Collection Center		
Lisbon Collection Center		
East Arcadia Collection Center		
Wards Collection Center		
Rowan Collection Center		
Kelly Collection Center		
Hickory Grove Collection Center		
Tobermory Collection Center		
Sandy Grove Collection Center		
Tar Heel Collection Center		
Abbotsburg Collection Center		
Live Oak Collection Center		
Council Collection Center		
Bay Tree Lakes Collection Center		

References:

Name (Print)

Signature

Date

Company Name