

May 9th, 2024

Dear Vendor:

Attached are specifications for the Construction and Maintenance Division – Plant and Weed Control Services Quote. Please review the specifications and return your proposal on the proposal sheet located at the end of the specifications. The Qualifications of Vendor form must be returned with the proposal. The quotes should be returned to:

City of Fond du Lac
Attn: Deputy Procurement Officer
160 S. Macy St.
PO Box 150
Fond du Lac, WI 54936

All quotes must be received no later than 3:00 P.M. CST, Friday, May 31st, 2024. Quotes may be mailed to the above address, or emailed to Cameron Fails at cfails@fdl.wi.gov. Please feel free to contact me at 920-322-3453 with any questions.

Sincerely,

Cameron Fails
Deputy Procurement Officer
City of Fond du Lac

CONSTRUCTION AND MAINTENANCE DIVISION – PLANT AND WEED CONTROL SERVICES QUOTE

Description of Work

The City of Fond du Lac, Construction and Maintenance Division is seeking hourly rate pricing to conduct plant and weed control on residential and commercial properties that are in violation of the City's Municipal Code. The Construction and Maintenance Division is responsible for complaints received by the City regarding property owners who fail to maintain their properties, causing the excessive growth of noxious and invasive weeds as determined by Wis. Stat. § 66.0407(1)(b).

The City's Construction and Maintenance staff will notify the contractor to respond to complaints received only after City Staff has responded and left appropriate notification to comply with City Ordinance § 476-10. The contractor would need to respond to the complaint within 48 hours of notification by City Staff. Work can be completed during regular business hours. The contractor shall be responsible for providing his/her own mowers and other equipment to complete the task.

Insurance

The Contractor shall not commence work under this work until he/she has obtained all insurance required under this heading. A certificate of insurance shall accompany the signed Contract and shall be filed with the Risk Manager as proof of such insurance. All insurance premiums shall be the obligation of and shall be paid by the Contractor.

Insurance requirements under this heading and during the term of the Contract shall provide protection for the City, the Contractor, and any subcontractor performing work covered by this project from claims for damages for personal injury, including accidental death, as well as for claims for property damages, which may arise from operations under this project, whether such operation be by himself or by any subcontractor or by anyone directly or indirectly employed by either of them, and the amounts of such insurance shall be:

1. Workmen's Compensation Insurance to meet Wisconsin Statutory requirements.
2. Automobile Liability Insurance: limits of liability applicable to automobile insurance shall be not less than \$2,000,000 combined single limit per accident for bodily injury and property damage, provided on a Symbol 1-Any Auto basis.
3. Commercial General Liability limits shall not be less than:
 - a. General Aggregate - \$2,000,000
 - b. Products – Completed Operations Aggregate - \$2,000,000
 - c. Each Occurrence - \$1,000,000
4. Property Coverage
 - a. Contractor shall determine amount of coverage perils and policy form necessary to complete project should a loss of any type occur and to meet requirements of the contractor's performance bonding company.
 - b. Covered property will include property in transit, property stored on the project work sites, and property stored off the project work sites.
 - c. The City shall be added as loss payees to the policy.
5. The stated limits in sections 2 and 3 & 4 above can be obtained through individual policies or in conjunction with an umbrella policy to arrive at the total limits requested.

Acceptability of Insurers: Insurance shall be placed with insurers who have a Best's Insurance Reports Rating of no less than A and a Financial Size Category of no less than Class VI, and who are authorized as an admitted insurance company in the State of Wisconsin.

QUOTE REQUEST

CONSTRUCTION AND MAINTENANCE DIVISION – PLANT AND WEED CONTROL SERVICES

To: City of Fond du Lac
ATTN: Deputy Procurement Officer
PO Box 150
160 South Macy Street
Fond du Lac, WI 54936-0150

QUALIFICATIONS OF VENDOR

Please list your qualifications:

PRICE PER HOUR: _____

We, the undersigned, propose to completely furnish all materials necessary to complete the requirements listed in the Project Specifications.

Name of Company _____

By _____ Title _____

Address _____

Email Address _____

www.sam.gov UEI Number _____

Date _____ Phone Number _____

Signature _____