

CITY OF NIAGARA FALLS, NEW YORK

REQUEST FOR BIDS BID #2-11

Bids on items as specified herein will be accepted at City Hall until 11:00 A.M., and opened at 11:00 A.M. on March 10, 2011.

Bidders must state when delivery can be made.

All bids are subject to delivery as stated herein.

If a bid is submitted on an article intended as a substitute for a grade or brand specified, the bidder must state the grade or brand of the substitution, otherwise it will be assumed that the bid is based on the grade or brand specified.

The City reserves the right to accept this bid by items, or as a whole, or to reject any or all bids or waive informalities.

Bids are to be shown NET. Cash discounts are to be stated, if any.

All bids must be accompanied by the requisite bid bond IF SO STATED IN THE SPECIFICATIONS.

Provision of any required performance bond is the responsibility of the bidder.

Prices must be filled in with typewriter or ink on this form.

THE ENVELOPE CONTAINING THE BID MUST BE SEALED AND CLEARLY MARKED WITH THE BID NUMBER.

Any and all bids and contracts made or awarded by the City of Niagara Falls or any department, agency or official thereof for work or services performed or to be performed, or goods purchased or sold or to be purchased or sold are made subject to the provisions of Chapter 861 of the Laws of New York, 1953, as amended by Chapter 751 of the Laws of New York, and as now contained or as may hereafter be amended. The provisions of the New York State General Municipal Law and 103a and 103b are applicable to this bid.

BIDDER'S ATTENTION IS REQUESTED REGARDING THE FOLLOWING CONDITIONS AND REGULATIONS. BIDS NOT IN COMPLIANCE WITH THE FOREGOING CONDITIONS AND REGULATIONS WILL NOT BE CONSIDERED.

NON-COLLUSIVE BIDDING CERTIFICATION (PURSUANT TO CHAPTER 751 OF LAWS OF NEW YORK, 1965)

By submission of this bid or proposal, the bidder certifies that:

- a) This bid or proposal has been independently arrived at without collusion with any other bidder or with any competitor or potential competitor;
- b) This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor or potential competitor;
- c) No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
- d) The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidders as well as to the person signing on it's behalf;
- e) That attached hereto (if a corporate bidder) is a certified copy or resolution authorizing the execution of this certificate by the signature of this bid or proposal on behalf of the corporate bidder.

(see reverse side for additional information)

COMPANY NAME:

ADDRESS:

TOTAL NET PRICE	DELIVERY PROMISED
CONTACT PERSON FOR QUESTIONS REGARDING BID	TELEPHONE NUMBER
AUTHORIZED SIGNATURE	DATE

TITLE

MAIL BIDS TO:
CITY OF NIAGARA FALLS
PURCHASING DIVISION ROOM 14-B
PO BOX 69
NIAGARA FALLS, NY 14302-0069

DELIVER BIDS TO:
CITY OF NIAGARA FALLS
CITY HALL ROOM 14-B
745 MAIN STREET
NIAGARA FALLS, NY 14302-0069

BIDS SUBMITTED BY FACSIMILE ARE UNACCEPTABLE

City of Niagara Falls

New York

Median Maintenance and Annual Flower Plantings Specifications

John B. Daly Boulevard
Niagara Street
Rainbow Boulevard

I. SCOPE OF WORK

Landscape maintenance of the lawns, shrub, perennial, annual and groundcover beds in a project area comprised of:

1. The medians and the roadsides of Niagara Street from Rainbow Blvd South to John B. Daly Blvd.
2. The medians and the roadsides of John B. Daly Boulevard from Niagara Street to and including the first 100' of the Robert Moses Parkway
3. The medians and the roadsides of Rainbow Blvd. from JBD Blvd to Rainbow Blvd South, excluding the interior of the roundabout.

The successful contractor shall be required to remove and control weeds, protect existing landscape vegetation from the impacts of maintenance activities; plant annual flowers apply fertilizers and mulch; water annuals, perennials, and certain trees and shrubs previously planted, shear shrubs, lightly prune lower branches from trees, and to perform landscape maintenance chores incidental to the tasks described.

II. CONTACT

Paul Dickinson, 418-5099, City Arborist/ Horticulturist is the primary contact throughout the contract period.

III. EXPERIENCE

Contract will be awarded only to a person or company with a minimum of 10 years experience, and \$250,000.00 in executed planting installation and/or landscape maintenance contracts in the past 10 years. Bidders must submit a list of at least five (5) jobs completed, contract dollar value, date of completion, and references including name of job, contact name and telephone number.

IV. SCHEDULE

1. **Pre-Bid Meeting:** February 28, 2011 at 10:00 A.M.
2. **Bid Opening Date:** March 10, 2011 at 11:00 A.M.

IV. SCHEDULE CONT.

3. Annual flowers planting: All annual flowers must be planted by May 27th or no later than 20 calendar days after the bid award date, whichever comes later. Liquidated damages in the amount of \$200 per day will be levied if the contractor fails to install all of the flowers per these dates.
4. Watering shall commence immediately following annual flower installation.
5. All clean-up and weed removal must be completed by May 27th or within 30 days after the bid award date, whichever comes later. Liquidated damages in the amount of \$200 per day will be levied if the contractor fails to complete all of clean-up and weed removal per these dates.
6. Mulching, shearing and trimming must be completed by May 27th or within 30 days after bid award date, whichever comes later.
7. Fall clean-up shall occur between October 18, 2011 and October 31, 2011.
8. Maintenance shall continue from the date of contract award and shall end on October 31, 2011.

V. AREAS TO BE MAINTAINED

***Niagara Street, from Rainbow Blvd. South to JBD Blvd., medians and roadsides.**

(Landscape areas between the asphalt bike trail and the Seneca Niagara Casino Parking Areas and Garage are not included)

1. Remove litter from beneath the cast iron tree grates. Remove tree grate, rake out litter.
2. Mechanically remove weeds in the tree wells.
3. Chemically remove weeds from the cracks and curbs of the concrete median and walks
4. Apply 100% organic fertilizer to the trees in the tree wells, two (2) cups per tree
5. Apply one (1) inch of fresh mulch to the tree well, as required. Do not overfill above the tree grate.
6. Apply preemergent herbicide on top of the mulch.
7. Mechanically or hand-pull weeds from between shrubs and perennials and annual beds.
8. Edge planting beds with a vertical slice against the existing lawn; remove less than 1" of lawn area.
9. Cultivate annual flower planting beds to 6" depth. Avoid perennial plants.
10. Add 1 cup of 5-10-5 and 1 cup of organic fertilizer 3-4-5 to each 50 sf of bed area. Mix and cultivate to a fine texture. Plant flowers per plan.
11. Plant flowers per plan.
12. Water flowers with soluble fertilizer, 15-30-15 per mfr's specifications.
13. Apply preemergent herbicide per mfr's specifications.
14. Remove weeds from open, perennial and shrub bed areas; apply preemergent herbicide on top of the mulch.
15. Apply 1 cup per 25 sf of organic fertilizer to tree and shrub bed areas
16. Apply 2 cups per 25 sf of organic fertilizer to perennial bed areas
17. Apply one (1) inch of fresh mulch to disturbed or bare areas.
18. Apply lawn fertilizer and weed control to the lawn areas per mfr's specifications.

***JBD Blvd. Median and Roadsides, including the planted median of the RMParkway**

(On the east side of JBD Blvd work is limited to the area between the curb and sidewalk, and benched seating areas. On the west side of JBD Blvd. work includes all areas between the curb and picket fence, and planted islands and lawn areas within 15' of the sidewalk. No work on the roadsides of the RMParkway.)

1. Mechanically remove weeds from bed and tree areas. Save perennial flowers.
2. Chemically remove weeds from the cracks and curbs of the concrete median and walks
3. Apply 100% organic fertilizer to the trees in isolated beds or cutouts, two (2) cups per tree
4. Apply one (1) inch of fresh mulch to the tree, as required to cover bare spots. Apply preemergent herbicide on top of the mulch.
5. Mechanically or hand-pull weeds from between shrubs and perennials and annual beds.
6. Edge planting beds with a vertical slice against the existing lawn; remove less than 1" of lawn area.
7. Cultivate annual flower planting beds to 6" depth. Avoid perennial plants.
8. Add 1 cup of 5-10-5 and 1 cup of organic fertilizer 3-4-5 to each 50 sf of bed area. Mix and cultivate to a fine texture. Plant flowers per plan.
9. Water flowers with soluble fertilizer, 15-30-15 per mfr's specifications.
10. Apply preemergent herbicide to flower bed as per mfr's specifications.
11. Remove weeds from open, perennial and shrub bed areas; apply preemergent herbicide on top of the mulch.
12. Apply 1 cup per 25 sf of organic fertilizer to tree and shrub bed areas
13. Apply 2 cups per 25 sf of organic fertilizer to perennial bed areas
14. Apply one (1) inch of fresh mulch to disturbed or bare areas.
15. Apply lawn fertilizer and weed control to the lawn areas per mfr's specifications.

***Rainbow Blvd Median and Roadside, from JBD Blvd to Rainbow Blvd South.**

(Roadside is the area between the curb and the sidewalk, only)

1. Remove litter from beneath the cast iron tree grates. Remove tree grate, rake out litter.
2. Mechanically remove weeds in the tree wells.
3. Chemically remove weeds from the cracks and curbs of the concrete median and walks.
4. Apply 100% organic fertilizer to the trees in the tree wells, two (2) cups per tree
5. Apply one (1) inch of fresh mulch to the tree well, as required. Do not overfill above the tree grate.
6. Apply preemergent herbicide on top of the mulch.
7. Mechanically or hand-pull weeds from between shrubs and perennials and annual beds. Save perennial flowers.
8. Edge planting beds with a vertical slice against the existing lawn; remove less than 1" of lawn area.
9. Cultivate annual flower planting beds to 6" depth. Avoid perennial plants.
10. Add 1 cup of 5-10-5 and 1 cup of organic fertilizer 3-4-5 to each 50 sf of bed area.. Mix and cultivate to a fine texture. Plant flowers per plan.
11. Plant flowers per plan.

***Rainbow Blvd Median and Roadside, from JBD Blvd to Rainbow Blvd South Cont.**
(Roadside is the area between the curb and the sidewalk, only)

12. Water flowers with soluble fertilizer, 15-30-15 per mfr's specifications.
13. Apply preemergent herbicide per mfr's specifications.
14. Remove weeds from open, perennial and shrub bed areas; apply preemergent herbicide on top of the mulch.
15. Apply 1 cup per 25 sf of organic fertilizer to tree and shrub bed areas
16. Apply 2 cups per 25 sf of organic fertilizer to perennial bed areas
17. Apply one (1) inch of fresh mulch to disturbed or bare areas.
18. Apply lawn fertilizer and weed control to the lawn areas per mfr's specifications.

VI. SHEARING AND PRUNING SCHEDULE

1. Spirea Anthony Waterer and Bridal Veil: shear to remove spent blooms, plus 1/4 of wood, shape round
2. Spirea Gold Flame: shear very lightly to remove spent blooms, only.
3. Sandcherry: Shear to remove 1/3 of wood; shape rounded
4. Russian Sage: shear to reduce by 1/2; shape into continuous hedge where possible
5. Juniper: prune to remove dead wood, do not shear.
6. Lavender: shear by 1/2, shape round
7. Grasses: shear to 3" of stubble
8. Daylilies Stella D'Oro and Happy Returns: Weedwack to 4" of stubble by August 7, or 3 weeks after blooming has finished.
9. Daylilies, all other: Weedwack to 4" of stubble 3 weeks after blooming has finished.
10. Perennials: shear as directed by the Owner
11. Dwarf Lilac: DO NOT SHEAR.
12. Trees: prune lower branches within 6' of ground level.

VII. WATERING SCHEDULE

1. Annual Flowers: Daily, not less than 2,400 gallons per day, from the time of planting to September 10, then two times weekly from September 10 to October 8. Watering must be complete before 8 a.m. or before 9 p.m.
2. Perennial Flowers: twice weekly, to saturation*
3. Flowering shrubs and grasses: twice weekly, to saturation*
4. Daylilies: not required
5. Newly planted trees and shrubs, twice weekly*
6. Water is available from City spigots in the median of JBD Blvd. Metering arrangements for use of the water are between the contractor and the NF Water Board.
*not less than 2,400 gallons per collective session.

VIII. FALL CLEAN-UP

1. Fall Cleanup shall start October 18th and conclude October 31st .
2. Remove tops of daylilies, ornamental grasses and perennial flowers by cutting stems and leaves to a 3"-4" height above the ground. Dispose of all cuttings.
3. Remove perennial weeds, including roots, stems and seed heads in their entirety from all mulched areas.

IX. MATERIALS

Organic Fertilizer for trees and shrubs: Lesco 5-2-4 Sustane all natural

Organic Fertilizer for perennials and flowers: Garden-Tone 3-4-5

Lawn Fertilizer: Lesco 15-3-7 30% PPSCU 50% organic base

X. Plant List

Refer to Plant List Schedule

XI. Allowance

An allowance of \$1,000 shall be included in the Base Bid, to be used for the purchase of additional plants, fertilizers, hardgoods or maintenance required during the course of the contract.

XII. Guarantee and Warranty

Contractor shall provide a continuous guarantee on the vigor of all planted annuals. Dead annuals shall be replaced, with in kind equivalents or better, at no cost to the Owner, throughout the period of this agreement.

Median Maintenance and Annual Flower Plantings

John B. Daly Boulevard
Niagara Street
Rainbow Boulevard

PLANT LIST

Qty	Common name	Spec	Comments
700	Profusion Zinnia, mixed colors	4-pak	12" o.c. staggered
100	State Fair Zinnia, pink	4-pak	18" o.c. staggered
200	Yellow French marigold, 12" ht	4-pak	12" o.c. staggered
200	Red French Marigold, 12" ht	4-pak	12" o.c. staggered
200	Crackerjack Marigold	4-pak	18" o.c., staggered
200	Ageratum Blue Danube	4-pak	12" o.c. staggered
100	Bidens Golden Eye	market	18" o.c. staggered
100	Red, Pink, Dark Red Zonal Geranium	4" pot	12" o.c. staggered, no seed grown, no ivy types
100	Cosmos Gazebo, 24" ht max.	4 pak	18" o.c.
100	Begonia Dragon Wings	4" pot	<i>12" o.c. staggered</i>
100	Verbena Sandy Series	4-pak	<i>12' o.c. any solid color</i>
100	Petunia Wave Mixed Colors	4-pak	<i>12" o.c. staggered</i>
100	Gomphrena, tall types, 24" ht.	4-pak	12" o.c. staggered

INSTRUCTIONS FOR
CITY OF NIAGARA FALLS STANDARD INSURANCE CERTIFICATE

Standard Insurance Requirements apply to the following classifications:

- Construction and Maintenance
- Purchase of, or lease of merchandise or equipment
- Professional Services
- Property Leased to others or Use of Facilities or grounds
- Concessionaire Services
- Livery Services
- All purpose Public Entity Contracts

The Provider of any of the above classifications shall obtain, at his own costs and expense, the following insurance coverage with insurance companies licensed in the State of New York with a Best Rating of at least B+ and shall provide a Certificate of Insurance as evidence of such coverage to the City of Niagara Falls before commencement of work and/or lease or delivery of merchandise or equipment.

Certificate should be made to the City of Niagara Falls, N.Y., Room 242, 745 Main Street, PO Box 69, Niagara Falls, N.Y. 14302-0069 and should reference the operation.

Prior to non-renewal, cancellation of insurance policies, or material change, at least 30 days advance written notice shall be given to the Certificate Holder.

All Certificates of Insurance shall be approved by the Risk Management Department prior to the inception of any work.

Minimum coverage with limits and provisions are as follows:

A. **Comprehensive General Liability**

With a minimum combined single limit of liability for Bodily Injury and Property Damage of \$1,500,000.00 per occurrence and 3,000,000.00 annual aggregate. The coverage shall include:

- * Premises and Operations
- * Products and Completed Operations
- * No exclusion for X C U coverage (explosion, collapse and underground)
- * Independent Contractors
- * Broad Form Property Damage
- * Contractual Liability
- * Fire Legal Liability
- * Personal Injury Liability (Cov. A, B and C)
- * Liquor Liability (if alcoholic beverages are to be dispensed under NYS License.)

- * If the work to be performed is undertaken pursuant to a home improvement contract and a City right-of-way permit is required only by reason of the installation, repair or replacement of a driveway, apron, or sidewalk within the City right-of-way, then the limits of liability for comprehensive general liability set forth in this section shall be \$1,000,000 per occurrence and \$2,000,000 annual aggregate.

The City of Niagara Falls shall be named as an Additional Insured on the General Liability Policy with the following provisions:

1. The insurance company or companies issuing the policies shall have no recourse against the City of Niagara Falls for payment of any premiums or for assessments under any form of policy.
2. The insurance shall apply separately to each insured (except with respect to the limit of liability).
- B. **Auto Liability:** (if licensed vehicles are to be used in the operation) With a combined single limit for Bodily Injury and Property Damage of \$1,000,000.00 each occurrence, the coverage shall include Owned, Hired and Non-owned autos (Symbol 1 should be designated for Liability Coverage on Business Auto Policy).
- C. **Excess Umbrella Liability:** If General Liability and/or auto limits are lower than required in the above sections, Umbrella Liability or Excess Liability to the required limit is acceptable.
- D. **Owners Protective Liability:** (on contracts for construction which exceed a cost of \$100,000). With a minimum limit of \$1,500,000.00 each occurrence and 3,000,000.00 aggregate. Named insured shall be the City of Niagara Falls, New York.
- E. **Professional Liability:** If the contract includes professional services (engineers, architects, etc.), contractor will carry professional liability insurance with a minimum limit of one million dollars (\$1,000,000.00).
- F. **Property Insurance:** (if applicable) Contractor shall purchase and maintain property insurance upon the work at or off the site to 100% of the contract completed value. This insurance shall include the interest of the Owner, Contractor and Subcontractors in the work; shall insure against the perils of fire and extended coverage; shall include "all risk" insurance for physical loss and damage including theft, vandalism and malicious mischief, collapse and water damage. All such insurance required by this paragraph shall remain in effect until the work is completed and accepted by the Owner.
- G. **Statutory Workers' Compensation and Employers Liability:** All contractors doing business with or vendors entering upon City of Niagara Falls property shall carry the above insurance, in compliance with the Workers' Compensation Law of the State of New York.
- H. **Performance and Payment Bond: (if specified in bid request)** A performance and payment bond shall be issued by a Surety company who is licensed by the Insurance Department of the State of New York in favor of the City of Niagara Falls in the amount of not less than _____ percentum of the total amount and shall be delivered before commencement of lease or assumption of operations under contract.

NOTE: IF THE CONTRACT IS FOR PROFESSIONAL SERVICES ONLY, (ENGINEERS, ARCHITECTS, ETC.), PARAGRAPHS D, F AND H WILL NOT APPLY.