

**NOTICE OF BID**

**CITY OF BESSEMER**

**CEMETERY MAINTENANCE**

The City of Bessemer is accepting bids for maintenance of the municipal cemetery; maintenance including grass mowing and trimming. Instruction to bidders and additional information may be obtained and reviewed at the Bessemer City Hall, 411 South Sophie Street, Bessemer, Michigan. The City reserves the right to accept, reject or modify any, or all bids, as determined by the City. Bids must be submitted to the City Hall at the address noted above by 12:00 Noon CST, April 5, 2023.

## INSTRUCTIONS TO BIDDERS

1. All proposals shall be signed and dated by the bidder.
2. Proof of required insurance must be submitted prior to award of the contract. Minimum insurance requirements are:
  - a. Employer's Liability - \$500,000
  - b. Worker's Compensation
  - c. Automobile Liability
  - d. Performance Bond (100% of Bid)
3. The contract period will be a one (1) or two (2) year term, extending from May 1, 2023, to October 15 of either 2023 or 2024, or as soon thereafter as directed by the City of Bessemer.
4. Mowing and trimming frequency shall be determined by the Cemetery Sexton. Further, the contractor shall work directly with the Cemetery Sexton as to exactly which blocks are to be cut. The contractor shall be prepared to respond within twenty-four (24) hours of notification. Failure to respond may be grounds for termination of contract. All cutting and trimming must be completed no later than 48 hours after work begins.
5. Contractor shall submit a list of available equipment with his bids. Type and quantity of equipment shall be adequate to insure proper completion of the contract.
6. Grass clippings are not required to be removed.
7. A map of the Cemetery, indicating block locations, is available for review in the City's Clerk's office. Blocks vary in size. The unit bid price is applicable to each block regardless of size.
8. Because of ground conditions and/or rainfall, Blocks 8 and 9 may require the additional use of hand mowers and string trimmers. Contractor may want to bid accordingly.
9. Prior to award of the contract, the successful bidder shall provide a security in the form of a performance bond, or a letter of credit in the amount of 100% of the contract amount. The performance bond and letter of credit shall be in effect for the life of the contract. If the contractor fails to successfully perform or complete the contract, the security shall be executed and used by the City to perform the work.
10. The City of Bessemer expressly reserves the right to accept, reject, or modify any, or all, bids as determined solely by the City of Bessemer.