

**BOARD OF PUBLIC WORKS AND SAFETY  
CITY OF NOBLESVILLE**

**DATE:** DECEMBER 5, 2017

**PREVIOUSLY DISCUSSED ITEMS**

**NEW ITEMS FOR DISCUSSION** XXX

**MISCELLANEOUS** \_\_\_\_\_

**ITEM#** #3

**SOURCE:**

**DOCUMENTS PREPARED BY:** PATTY JOHNSON

**VERBAL:**

**INFORMATION ATTACHED:** XXX

**NO PAPERWORK AT TIME OF PACKETS:**

**BRING PAPERWORK FROM PREVIOUS MEETING:**



TO: Board of Public Works and Safety

FROM: Patty Johnson, Street Commissioner

DATE: November 30, 2017

Attached is the advertisement for quote for the 2018 Right of Way Landscape Maintenance contract. Included in this contract will be the City Hall property. I will also be adding an option to extend the contract for an additional one year term with the option of extending it two times. This would provide the possibility to extend the contract through 2020. At this time the street department staff is still in the process of verifying we have included all areas on the quote list. Please feel free to contact me if you should have any questions. Thank you for your consideration.

**ADVERTISEMENT FOR QUOTE  
FOR  
2018 RIGHT OF WAY LANDSCAPE MAINTENANCE CONTRACT  
Contract No.: ST-2018-006  
CITY OF NOBLESVILLE, INDIANA**

Sealed quotes will be received by the Board of Public Works and Safety, City of Noblesville, at the Office of the Clerk, 16 South 10th Street, Noblesville, Indiana, until 9:00 a.m. (local time) on **January 9, 2018**, and then will be publicly opened and read aloud at 9:00 a.m. on **January 9, 2018**. Any quotes(s) received later than 9:00 a.m. (local time) on **January 9, 2018**, will be returned unopened.

**DESCRIPTION OF WORK:** The work shall consist of the base quote and alternate quote to maintain right of way landscape in various areas a specified number of times per season between the months of April and October in the City of Noblesville.

**QUOTE DOCUMENTS:** Specifications and Contract Documents are available for examination on or after **December 15, 2017**, in the following office:

- City of Noblesville – Street Department, 1575 Pleasant Street, Noblesville, Indiana;

Copies of the Specifications and Contract Documents may be obtained on or after **December 15, 2017**, at the City of Noblesville – Street Department, Noblesville, Indiana, upon payment of \$10.00 per set. A set consists of a single copy of Specifications and Contract Documents. This remittance is not refundable. Plans and specifications will also be available electronically at no charge. ALL plan holders or entities requesting plans MUST register on the official Quote list to be an official plan holder and to be eligible to submit a responsive quote. **Electronic copies of the Specifications are free of charge.** Quotes shall be properly and completely executed on Quote Forms contained in the Contract Documents. Each Quote shall be accompanied by a completely filled out Form No. 96 (Revised 2013) and wage stipulation affidavit (E-Verify). Any Quote not accompanied by the aforementioned required items shall be deemed to be a non-responsive Quote.

No Quotes may be withdrawn within a period of 60 days following the date set for the receiving of Quotes. The City reserves the right to retain any and all Quotes for a period of not more than 60 days and said Quote shall remain in full force and effect during said time. The City further reserves the right to waive informalities and to award the Contract to any Quoter all to the advantage of the City of Noblesville or to reject all Quotes.

**BONDS:** No performance bond will be required for this project.

**QUALIFICATION OF QUOTERS:** All Quoters shall have a successfully qualified history in the management and completion of similar work in the form of a past history of contracts held and completed for similar work. All contractors, suppliers and subcontractors shall demonstrate 5 years of progressive experience in work similar in nature to this project. All workers employed on the project shall have documented legal citizenship or immigration status. Any general or subcontractor that has outstanding fees or inspections or has outstanding work-related, performance, or quality issues with the City of Noblesville may be deemed as non-responsive or non-responsible.

Any Quote submitted by a firm that is not a plan holder and does not appear on the Official Plan Holders List for this project will be deemed non-responsive and non-responsible.

**PRE QUOTE MEETING:** There will pre-quote opening meeting on **January 3, 2018, at 2:00 PM** at the Noblesville Street Department, 1575 Pleasant Street.

**INDIANA REQUIREMENTS:** Standard Questionnaire Form 96 – Revised 2013, completely filled out and signed, including attachment of Contractor's Financial Statement.