

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 16
REQUEST FOR PROPOSALS FOR
2020–2021 LAWN CARE MAINTENANCE
(May 18, 2020)

The Harris County Emergency Service District No. 16 (hereinafter referred to as “ESD 16” or “the District”) requests proposals for a third-party contractor (“Contractor”) to provide Lawn Care Maintenance services to the District (the “RFP”). ESD 16 requires that each property identified herein shall be manicured to meet or exceed industry standards. The finished product shall be of professional quality and meet the approval of ESD 16. Proposals **MUST BE SUBMITTED TO** the Administrative Office of ESD 16 located at 8681 Louetta, Suite 250, Klein, Texas 77379 **NO LATER THAN 2:00 P.M., ON JUNE 5, 2020 (“Submittal Deadline”)**. Proposals will at that time be publicly opened and read.

READ THIS ENTIRE DOCUMENT CAREFULLY. FOLLOW ALL INSTRUCTIONS. YOU ARE RESPONSIBLE FOR FULFILLING ALL REQUIREMENTS AND SPECIFICATIONS. BE SURE YOU UNDERSTAND THEM.

ESD 16 reserves the right to reject any or all proposals, to waive informalities and to accept any proposal which in the opinion of ESD 16 appears to be the lowest responsible bid in accordance with Texas Health & Safety Code §775.084. ESD 16 reserves the right to hold any or all proposals for a period of ninety (90) days from the opening thereof.

1. SUBMITTAL OF PROPOSAL

Proposals may be mailed or delivered (in person or by third party courier) any time prior to the Submittal Deadline for receipt of the proposals mentioned above or mailed to:

Mr. Leo Mulvehill, ESD Administrator
Harris County Emergency Service District No. 16
8681 Louetta Road, Suite 250
Klein, Texas 77379

Please be advised that if you send your proposal by mail or third-party carrier it **MUST** be received before the deadline to be considered timely received. Late proposals will not be accepted under any circumstance. Proposals via telephone facsimile will not be considered.

Proposals must be enclosed in sealed envelopes and mailed or delivered to the office of the ESD as specified above. The outside of the envelope **MUST** be marked with the following statement: **“SEALED PROPOSAL. DO NOT OPEN IN MAIL PRIOR TO JUNE 5, 2020 AT 2:00 P.M.”**

Proposal pricing must be made on **The Proposal Pricing Form** provided in this document. The Proposal shall be signed by an officer or officers, authorized to execute legal documents on behalf of the Contractor. Proposals shall be submitted with the enclosed forms filled out and completed. The proposal shall be all inclusive and include all properties included in this Request for Proposal. “All-inclusive” shall be construed as costs incorporating all charges for labor, material, equipment, delivery and any other cost associated with the work to be performed.

Property Identification – Property identification maps are included with the landscape areas. The Contractor may also request a representative to meet at any and all properties to review the property.

Signed Proposal Considered an Offer – Receipt of a signed proposal shall be considered an offer on the part of the Contractor. The terms, conditions and specifications of this proposal will become part of the contract, if the proposal shall be deemed approved and accepted by ESD 16. In the event of a default on the part of the Contractor after acceptance, ESD 16 may take such action as it deems appropriate including legal action for damages or specific performance.

Cost for Proposal Preparation – Any costs incurred by Contractors in preparing or submitting proposals are the Contractors' sole responsibility.

Time for Acceptance – Each proposal shall state that it is a binding offer which may be accepted within a period of ninety (90) days following the Submittal Deadline. Although the contract is expected to be awarded prior to that time, the 90-day period is requested to allow for unforeseen delays or problems.

Right to Submitted Material – All responses, inquiries, or correspondence relating to or in reference to this Request for Proposals, and all other reports, charts, displays, schedules, exhibits, and other documentation submitted by the Contractors shall become the property of ESD 16 when received. After opening of the bid packages, the information contained in the bid package is no longer confidential and remains subject to the Texas Public Information Act requirements.

Collusive Bidding – The vendor's signature on ESD 16 "Request for Proposal" is a guarantee that the prices quoted have been arrived at without collusion with other eligible Contractors and without effort to preclude ESD 16 from obtaining the lowest possible competitive price.

Conflict of Interest – All Contractors must disclose in writing with their proposal the name of any owner, officer, director, or agent who is also an employee of HCESD No 16. All Contractors must also disclose in writing with their proposal the name of any employee of ESD 16 who owns, directly or indirectly, an interest of five percent (5%) or more in the Contractor's firm or any of its branches or subsidiaries. By submitting a proposal, the Contractor certifies that there is no relationship between the Contractor and any person or entity which is or gives the appearance of a conflict of interest related to this RFP. Please complete the attached 1295 Form included with this Request for Proposals.

Errors and Omissions – The Contractor shall not take advantage of any errors or omissions in this RFP. The Contractor shall promptly notify ESD 16 of any omissions or errors found in this document.

Proposal Opening – The proposal deadline is **NO LATER THAN 2:00 P.M., ON JUNE 5, 2020**. On that date and time the package containing the proposals from each responding Contractor will be publicly opened. At that time the name of the Contractor and the cost(s) offered will be announced. This is an open and public meeting. Interested parties may attend. However, it must be noted that these costs and their components are subject to further evaluation for completeness and correctness. Therefore, the cost(s) announced at that time may not be an exact indicator of the Contractor's pricing position.

Evaluation Criteria – ESD 16 at its sole discretion, following an objective evaluation, will award this contract to the most responsible, responsive Contractor. In addition to these considerations, the evaluators may request additional information, oral presentations or discussions with any or all of the responding Contractors to clarify elements of their proposal or to amplify the materials presented in any part of the proposal. However, Contractors are cautioned that the evaluators are not required to request clarification; therefore, all proposals should be complete and reflect the most favorable terms available from the Contractor.

Independent Investigations – ESD 16 reserves the right to make independent investigations as to the qualifications of the Contractor. Such investigations may include contacting existing customers.

Contractors should keep in mind that this is a Request for Proposals and not a request to contract. ESD 16 reserves the unqualified right to accept or reject any and all proposals, and to waive any irregularities as may be permitted by law when it is deemed that such action will be in the best interest of ESD 16.

Reference to other Data – Only information which is received in response to this Request for Proposals will be evaluated. Reference to information previously submitted shall not be evaluated.

Award of Bid – ESD 16 will award this contract to the most responsible, responsive Contractor. Award of the contract to one Contractor does not mean that the other proposals lacked merit. Award of the contract signifies that after all factors have been considered, the selected proposal was deemed most advantageous to ESD 16.

Notification of Award – After all prerequisites and specifications have been met by the Contractor and the award for Lawn Care and Maintenance Services has been made, the successful Contractor will be notified within ten (10) working days of this award. ESD 16 will notify the successful Contractor in writing, either by a LETTER OF AWARD or a PURCHASE ORDER or both. VERBAL NOTIFICATION OF THE AWARD OF THIS CONTRACT IS NOT CONSIDERED A RELIABLE MODE OF NOTIFICATION AND, THEREFORE, WILL NOT BE RECOGNIZED AS AN OFFICIAL NOTIFICATION.

Questions – Questions related to this Request for Proposal shall be addressed to Leo Mulvehill, ESD Administrator at 281.607.4660 or by email to Leo Mulvehill LMulvehill@hcesd16.org (the designated “Contact Person” for ESD 16).

2. General Conditions and Financial Provisions

Contractor Qualifications – The successful Contractor shall have been in the Lawn Care and Maintenance business for a minimum of two (2) years and have an owner representative available during normal business working hours to address any problems or complaints.

Term – The contract period is for one (1) year and shall be based on terms set forth in the bid package. ESD 16 will consider renewal options for successive one (1) year terms, based upon the same terms and conditions and any renewal is subject to approval by ESD 16. ESD 16 reserves the right to rebid and is not automatically bound to renew. Renewals may be made ONLY by written agreement between ESD 16 and the Contractor. The Contractor is bound to the quoted prices for the full twelve (12) months and any price escalations during the initial term are limited to those stated by the Contractor in the original bid.

Start of Work – Work is to begin upon issuance of an executed Purchase Order.

Payment Terms – Payment terms are NET forty-five (45) days following receipt of a valid invoice and must be submitted to:

Harris County Emergency Service District No. 16
Attn: Accounts Payable
8681 Louetta Road, Suite 250
Klein, Texas 77379

Billing – Billing shall be an average monthly fee divided by twelve (12) from the annual contract fee. All missed mowing due to rain shall be deducted. Any work authorized in writing and completed outside the scope of this RFP shall be billed separately.

Subcontracting – The Contractor shall not have the right or power to assign or transfer its interest in the contract to a third-party.

Changes – ESD 16 shall have the right, at any time, to alter the specifications to meet increased or decreased needs. If any such changes cause an increase or decrease in the cost or the time required for the performance, or otherwise affects any other provision of this agreement, the parties shall endeavor to agree upon an equitable adjustment and the parties’ agreement shall be modified in writing accordingly.

Non-Discrimination –The Contractor shall not discriminate against any individuals and will take proactive measures to assure compliance with all Federal and State requirements concerning fair employment, employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination based upon age, race, color, religion, sex, national origin or disability.

Labor Standards – Contractor must comply with all applicable local, state and federal rules in performing its services under this award.

Insurance – All offerors shall review ESD 16 insurance requirements and return proof of Contractor insurance with the proposal. Insurance requirements are included in the bid package.

Insurance Coverage –During the term of the contract, the Contractor at its sole cost and expense shall provide commercial insurance of such type and with such terms and limits as may be reasonably associated with the contract. At a minimum, the Contractor shall provide and maintain the following coverage and limits:

- Worker’s Compensation – The Contractor shall provide and maintain Worker’s Compensation Insurance, as required by the laws of Texas, as well as employer’s liability coverage with minimum limits of \$500,000.00, per occurrence, \$500,000, per disease per employee and \$1,000,000.00 in the aggregate. This insurance must include and cover all of the Contractor’s employees who are engaged in any work under the contract.
- Commercial General Liability – Including but not limited to the coverage indicated below. Coverage shall not contain any restrictive endorsements nor exclude or limit Products, Completed Operations, Contractual Liability, or Cross Liability. ESD 16 shall be named as an Additional Insured on a primary/non-contributory basis.

Each Occurrence:	\$500,000
Personal and Advertising Injury:	\$500,000
Products/Completed Operations:	\$500,000
General Aggregate (per project):	\$1,000,000

- Automobile – Automobile Liability Insurance to include liability coverage, covering all owned, hired and non-owned vehicles used in connection with the contract. The minimum combined single limit shall be \$1,000,000 bodily injury and property damage; \$500,000 uninsured/under insured motorist and \$5,000 medical payment. ESD 16 shall be named as an Additional Insured on a primary/non-contributory basis.
- Umbrella/Excess Liability – ESD 16 shall be named as an Additional Insured on a primary/non-contributory basis. Each Occurrence/Aggregate shall not be less than \$500,000.

Insurance Requirements – ESD 16 reserves the right to require additional insurance if necessary. Coverage shall be issued by companies licensed by the Texas Department of Insurance to conduct business in Texas, unless said coverage is not available or economically feasible except through an excess or surplus lines company, in which case the company should be registered to do business in Texas. Companies shall have an A.M. Best rating of at least A–VII. Contractor shall furnish evidence of such insurance to ESD

16 in the form of unaltered insurance certificates. Policies of insurance required by the contract shall waive all rights of subrogation against ESD 16, its officers, employees and agents. If any applicable insurance policies are cancelled, materially changed, or non-renewed, Contractor shall give written notice to ESD 16 at least thirty (30) days prior to the effective date of any such any such cancellation or material modification and Contractor shall be required to provide evidence of suitable replacement policies prior to the expiration of the original policies. Failure to keep in force the required insurance coverage may result in termination of the contract. Upon request, copies of original insurance policies shall be furnished to ESD 16. The requirements stipulated in this RFP do not establish limits of Contractor liability.

Termination for Cause – Once the award has been made, ESD 16 reserves the right to terminate the contract at any time for cause. The violation of any provision or condition contained in the contract, or the refusal, failure, or inability to carry out any provisions of the contract shall constitute sufficient grounds to terminate the contract for cause. Should ESD 16 elect to terminate the contract for cause, ESD 16 will notify the Contractor thirty (30) days prior to the termination date and shall specify the cause for termination as well as the date the termination shall be effective. This termination notice will be issued via a written letter sent by certified U.S. mail.

Termination Without Cause – Either ESD 16 or the Contractor may terminate the contract without cause. Written notice of termination must be sent via certified U.S., mail no later than thirty (90) days prior to the termination date.

Laws – The Contractor shall follow all federal, state and local laws, rules, codes, ordinances, and regulations applicable to the vendor’s services. The contract shall be governed by the laws of the State of Texas.

Right of Inspection – The District reserves the right to inspect any item(s) or service location for compliance with the specifications and requirements of ESD 16.

INDEMNITY – CONTRACTOR, THE SUCCESSFUL OFFEROR, SHALL INDEMNIFY, DEFEND AND HOLD ESD NO.16 HARMLESS FROM ANY AND ALL CLAIMS FOR PERSONAL INJURY, DEATH AND/OR PROPERTY DAMAGE RESULTING DIRECTLY OR INDIRECTLY FROM CONTRACTOR'S PERFORMANCE. CONTRACTOR SHALL PROCURE AND MAINTAIN, WITH RESPECT TO THE SUBJECT MATTER OF THIS BID, APPROPRIATE INSURANCE COVERAGE INCLUDING, AS A MINIMUM, PUBLIC LIABILITY AND PROPERTY DAMAGE WITH ADEQUATE LIMITS TO COVER CONTRACTOR'S LIABILITY AS MAY ARISE DIRECTLY OR INDIRECTLY FROM WORK PERFORMED UNDER TERMS OF THIS BID. CERTIFICATION OF SUCH COVERAGE MUST BE PROVIDED TO ESD 16 UPON REQUEST.

References – Offeror shall provide three to five current customers and contact information in the bid package.

Employees – The Contractor certifies that it maintains a drug free workplace environment to ensure worker safety and workplace integrity. The Contractor further agrees their employees shall comply with this policy. The Contractor shall use only qualified personnel to provide the required services. The Contractor shall be responsible for insuring that employees abide by all rules and regulations set forth for the buildings and grounds.

Suspension of Services – ESD 16 reserves the right to suspend services to any and all properties to include but not limited to construction, special projects, etc. ESD 16 will not accept and not pay for any services not performed.

Contact – The person named below has been designated as the Contact Person for the District. ESD 16 reserves the right to substitute a different person to serve as the District’s Contact Person and may provide written notice of such a change to the Contractor at any time. For any questions please contact:

Mr. Leo Mulvehill, ESD Administrator
Harris County Emergency Service District No. 16
8681 Louetta Road, Suite 250
Klein, Texas 77379
LMulvehill@hcesd16.org

Jobsite – The Contractor shall provide adequate protection to all persons (Contractor employees, ESD 16 personnel, and the public), adjacent property, and utilities, and shall avoid unnecessary interference with the public, property, and facilities. Courtesy to homeowners, landowners, and ESD 16 personnel is required at all times. The Contractor shall report all accidents and complaints concerning contact with the general public to the Contact Person within twenty-four (24) hours. A written summary must be furnished in not more than forty-eight (48) hours of the incident. Contractor shall assume full responsibility for any loss of, or damage to private and ESD 16 property by its employees or agents and will reimburse the private individual and ESD 16 in the event of any loss of or damage to said property from any cause

3. SCOPE OF SERVICES

The successful Contractor shall furnish all permits and provide all materials, equipment and labor necessary to perform the services noted in this Scope of Services.

Lawn Care – Mowing shall be performed on a bi-weekly basis (every other week)

- **Manicured Mowing** – All turf areas within the specified management area shall be manicured to a turf level of approximately 2” above soil level. This height should be adjusted to meet the seasonal requirements for spring, summer, fall and winter. This height shall also be adjusted as to defend against burning of lawn during summer months. All turf clippings shall be removed via mowing attachments and shall be disposed of in a proper container. All stations with fencing shall have a transition cut made where accessible on the opposite side of the fence
- **Manicured edging** – Curbs, sidewalks, driveways, soil bed, tree ring and flagpole soil bed rings shall be edged with steel blade equipment.
- **Manicured Trimming** – Monofilament trimmers shall be allowed around light poles, fences (both sides) or barriers.
- **Pasture Cut** – A pasture cut is areas designated to be cut with a rotary single, double, flex wing or bat wing style mower. These areas shall be cut to a maximum height of 6” during each visit.

Trimming and Edging – Performed on a bi-weekly basis (every other week)

- All curbs, sidewalks, ditches, buildings, poles, and transformers will be edged or trimmed at the time of the bi-weekly grass cutting. This should include expansion joints in the sidewalks and concrete curbing/gutter along the roads.
- Precautions shall be taken to maintain blades on edging equipment in a sharp condition to provide a clean, even cut and to prevent uneven edging.

- Trimming with string trimmers will be done in ditches, around trees, foundations, walls, and other structures to insure a neat appearance. The Contractor shall replace all items that have been damaged during mowing and trimming operations.

Ground Cover/Shrubs – Performed on a bi-weekly basis (every other week)

- Pruning – Pruning shall include shrubs and ground cover. All pruning shall be done as to keep the plant material inbounds, trimmed according to nature and aesthetically pleasing. All pruning may be done with hand tools or power equipment.
- Dead or missing shrubs – Minor sized dead shrubs shall be removed from flower beds. Major sized dead shrubs and the replacement of shrubs shall be handled on a case by case basis.
 - Minor shrubs – Common shrubs found in flower beds with an approximate height of less than 24”.
 - Major Shrubs – Shrubs with an approximate height of 24” or taller and that are used for privacy cover or property divider.

Weed Control – Performed on a bi-weekly basis (every other week)

- Turf Weed Control – Turf weed control shall be post emergence control and shall use an industry standard type herbicide. The herbicide or application shall not damage surrounding plant material or turf areas and shall be used in accordance with the manufacture guidelines.
- Spray Lines – Any hardscaped areas such as sidewalks, driveways and building edges around hardscaped areas shall be sprayed with a contact federally approved herbicide to eliminate weed growth in these areas. The herbicide or application shall not damage surrounding plant material or turf areas and shall be used in accordance with the manufacture guidelines.
- Soil Bed Care – Manual weed control and minor reshaping of beds.
- Rock Beds – Manual weed control and sprayed with a contact federally approved herbicide to eliminate weed growth in these areas. The herbicide or application shall not damage surrounding plant material or turf areas and shall be used in accordance with the manufacture guidelines.

Insect & Disease Control – Performed on a bi-weekly basis (every other week)

- Insect and disease inspection – All areas in the specified management area will be inspected by the Contractor for disease or insect infestation and reported to the ESD 16 Contact Person. The Contractor shall recommend a control measure to remedy the issue with a cost estimate. Insect and disease control are an additional cost over the contract price.
- Fire Ant Control – Fire ant infestations or mounds shall be treated during the course of landscape maintenance task. The pesticide or application shall not damage surrounding plant material or turf areas and shall be used in accordance with the manufacture guidelines.

Fertilization – This service shall be performed on a bi–annual basis (two (2) times per year)

- Turf Fertilization– Turf fertilizations shall be done in accordance with spring weed emergence and fall winterization. Fertilization shall balance and shall fall within a specific guideline as to accomplish the above task. Application of fertilizer by the Contractor should be applied at a rate of 1.5 to 2 pounds of Nitrogen per 1000 square feet in late Spring and late Fall. Fertilizers such as ammonium sulfate and urea should be avoided. Complete fertilizers are preferred which contain potassium and phosphorus.
- Fertilizer Proof – Type, brand and analysis shall be submitted for approval to ESD 16 Contact Person prior to application. The fertilizer proof information shall also be included in the monthly invoice.
- Fertilizer type – Granular fertilizer shall be used and applied to all appropriate turf areas. All overflow granules shall be removed from all stone or concrete areas prior to any moisture being applied.
- Spring Fertilizer – This fertilizer shall be a Weed and Feed with a comparable analysis of 30–10–10.
- Fall Fertilizer – This fertilizer shall be a Winterize fertilizer with a comparable analysis of 20–0–15.

Irrigation Systems – (NOTE* NOT ALL FACILITIES HAVE IRRIGATION SYSTEMS)

- Irrigation system Repairs and Damage – Contractor shall be liable and shall refund the ESD any items damaged during the lawn care maintenance. ESD 16 will hire, at Contractor expense, a sprinkler contractor to repair all major or minor damages. Contractor shall be liable for all labor and parts cost associated with sprinkler contractor.

Tree Inspection – Performed as set forth below:

- Quarterly Checks – All trees shall be inspected at least every 3 months. Any trees found to need pruning or are damaged will be reported to ESD 16 within 2 business days.

Debris Removal – Performed on a bi–weekly basis (every other week)

Basic Debris Removal – Debris removal shall consist of basic yard debris such as dead plant materials, clippings, and road trash and yard limbs. This debris may be removed by sweeping or mechanical blower. Debris shall not be blown into flower beds or on the property of others. Small sticks and branches along with trash will be removed by the Contractor during the bi–weekly mowing.

Special Service – Performed on quarterly basis as specified:

All of the ESD 16 locations shall receive the basic service described above in addition to mulch, mulch maintenance and annual flowers. All beds shall have the old annuals removed, new annuals planted and mulch added as needed to give a fresh clean appearance. All annuals shall show resilience and color the for the time of year.

March	–	Spring Annuals
June	–	Summer Annuals
October	–	Fall Annuals
December	–	Winter Annuals

Record Keeping – The Contractor shall keep and maintain records which will enable ESD 16, as well as the Contractor, to ascertain and determine clearly and accurately the sites that have been mowed. The method of record keeping shall be provided by the Contractor and approved by ESD 16 prior to beginning the contract. Records shall conform to all applicable federal, state and local regulations.

Accessibility – Due to access limitations at each site, working hours are limited to weekday daylight hours, excluding holidays.

4. FIRE STATION LOCATIONS

Graphical Depictions – The links below will provide an aerial view of each station.

KVFD St. #1
 18337 STUEBNER AIRLINE
<https://www.hcesd16.org/images/pdf-files/2020/Lawncare-RFP/KVFD-St1.pdf>

KVFD St. #2
 14640 GLADEBROOK
<https://www.hcesd16.org/images/pdf-files/2020/Lawncare-RFP/KVFD-St2.pdf>

KVFD St. #3
 9755 LANDRY BLVD
<https://www.hcesd16.org/images/pdf-files/2020/Lawncare-RFP/KVFD-St3.pdf>

KVFD St. #4
 16810 SQUYRES
<https://www.hcesd16.org/images/pdf-files/2020/Lawncare-RFP/KVFD-St4.pdf>

KVFD St. #5
 8230 BOUDREAUX RD
<https://www.hcesd16.org/images/pdf-files/2020/Lawncare-RFP/KVFD-St5.pdf>

KVFD St. #6
 18222 N ELDRIDGE PWY
<https://www.hcesd16.org/images/pdf-files/2020/Lawncare-RFP/KVFD-St6.pdf>

KVFD St. #7
 19302 T. C. JESTER
<https://www.hcesd16.org/images/pdf-files/2020/Lawncare-RFP/KVFD-St7.pdf>

KVFD St. #8

9600 CRESENT CLOVER

<https://www.hcesd16.org/images/pdf-files/2020/Lawncare-RFP/KVFD-St8.pdf>

KVFD Shop

5518 WINDING RIDGE

<https://www.hcesd16.org/images/pdf-files/2020/Lawncare-RFP/KVFD-Shop.pdf>

KVFD Dowdell

8134 DOWDELL RD

<https://www.hcesd16.org/images/pdf-files/2020/Lawncare-RFP/KVFD-Dowdell.pdf>

KVFD Gregson

11520 GREGSON RD

<https://www.hcesd16.org/images/pdf-files/2020/Lawncare-RFP/KVFD-Gregson.pdf>

2020 – 2021 LAWN CARE MAINTENANCE PROPOSAL PRICING FOR
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 16

This Proposal is submitted to Harris County ESD No. 16.

Date: _____

Contractor: _____

1. The undersigned Contractor proposes and agrees, if this Proposal is accepted, to enter into a Contract with ESD 16 to complete all work as specified or indicated in the proposal documents for the price specified below, within the time frames outlined, and in accordance with this Request for Proposal.

2. In submitting this Proposal, Contractor represents that:

(a) Contractor has examined copies of the proposal and the following addenda:

Date	Number
_____	_____
_____	_____
_____	_____

(b) Contractor has examined each site and locality where the work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the work and has made such independent investigations as Contractor deems necessary.

(c) Contractor will provide all necessary tools, machinery, apparatus, and all means necessary to complete the work and will furnish all materials, equipment, apparatus, and all else necessary to complete such work in a first class manner and in accordance with provided specifications.

(d) This Proposal is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Contractor has not directly or indirectly induced or solicited any other Contractor to submit a false or sham proposal; Contractor has not solicited or induced any person, firm or a corporation to refrain from proposing; and Contractor has not sought by collusion to obtain for himself any advantage over any other Contractor or over ESD 16.

(e) Contractor certifies that this proposal is made in good faith and without collusion or connection with any other person and that no official or employee of ESD 16 will be admitted to any share or part of the Contract or any benefit therefrom if the Contract is awarded to this company.

3. In submitting this Proposal, Contractor certifies that he/she has read and accepted the terms and conditions outlined in the Request for Proposal document.
4. Contractor agrees to begin work immediately after contract approval and issuance of a purchase order which will be in conjunction with executed contract.

The undersigned is:

- (a) A corporation, incorporated in the State of _____
- (b) A limited liability company, formed in the State of _____
- (c) A partnership, consisting of the following partners, whose full names are:

- (d) An individual whose full name is: _____

Contractor (Firm Name)

Signature

Name and Title

Date: _____

Telephone: _____

Street Address: _____

City, State Zip: _____

5. Contractor will complete the work as described in the Proposal documents for the following price:

Harris County Emergency Service No. 16

Facility Name	Address	Structure Type	Mowing Price Per Month	Bi-Annual Fertilizing Cost
KFD FIRE STATION 1	18337 STUEBNER AIRLINE	FIRE STATION		
KFD FIRE STATION 2	14640 GLADEBROOK	FIRE STATION		
KFD FIRE STATION 3	9755 LANDRY BLVD UNDER CONSTRUCTION	38,012 sf irrigated 76,000 sf pound		
KFD FIRE STATION 4	16810 SQUYRES	STATION/HQ		
KFD FIRE STATION 5	8230 BOUDREAUX RD	FIRE STATION		
KFD FIRE STATION 6	18222 N ELDRIDGE PWY	FIRE STATION		
KFD FIRE STATION 7	19302 T. C. JESTER	FIRE STATION		
KFD FIRE STATION 8	9600 CRESENT CLOVER	FIRE STATION		
KFD SHOP	5518 WINDING RIDGE	MAIN SHOP		
KFD Dowdell	8134 DOWDELL RD	STORAGE		
KFD Gregson	11520 GREGSON RD	STORAGE		

Mowing Total Annual Proposal for all locations: \$ _____

Fertilizer Total Annual proposal for all area locations: \$ _____