

## **REQUEST FOR SEALED BIDS**

City of Temple Recreation Department

### **Field and Maintenance Services**

January 1, 2024, through December 31, 2026

The City of Temple is advertising for and will be receiving sealed bids on all materials, labor, and equipment for the Temple Recreation Department's Field and Maintenance Services for the three-year period starting January 1, 2024, and extending through December 31, 2026.

The deadline for receipt of sealed bids is 4:00 p.m. Monday, November 6, 2023. (Bids must contain an E-Verify Affidavit.)

Bids are to be submitted to Assistant City Administrator Lisa Jacobson at the Temple City Hall, 240 Carrollton Street, Temple, Georgia 30179. Contact her at 404/326-8020 if you have questions concerning submission requirements or other matters pertaining to this Request for Sealed Bids. This includes information on the operation and on the requirements of field and maintenance services in the City of Temple Recreation Department.

The sealed bid shall be for a lump-sum. Under the contract, payment shall be made on a monthly basis for the work done during that specific month.

In responding to this request by the City of Temple, keep in mind the period of work is to begin on Monday, January 1, 2024, and is to continue through the month of December 2026. However, the City of Temple will reserve the right to opt out of the remaining one or two years of the contract by notifying the selected contractor in writing at least 90 calendar days in advance of the date of October 1 of that calendar year.

**City of Temple**

240 Carrollton Street | Temple, GA 30179 | 770.562.3369 | 770.562.9440 fax | [www.templega.us](http://www.templega.us)



## OVERVIEW OF WORK

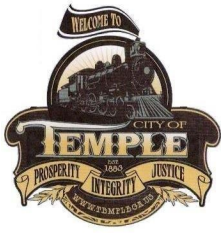
1. To maintain and treat seven baseball fields, one multi-purpose field, two regulation-size football fields, and two soccer fields. All of these fields have Bermuda grass. Combined, the playing fields consist of approximately 10 acres. The dimensions of the fields are:

Field One	LF -- 314 FT.	CF -- 334 FT.	RF -- 304 FT.
Field Two	LF -- 199 FT.	CF -- 202 FT.	RF -- 200 FT.
Field Three	LF -- 144 FT.	CF -- 159 FT.	RF -- 158 FT.
Field Four	LF -- 279 FT.	CF -- 305 FT.	RF -- 285 FT.
Field Five	LF -- 113 FT.	CF -- 120 FT.	RF -- 117 FT.
Field Six	LF -- 113 FT.	CF -- 146 FT.	RF -- 129 FT.
Field Seven	LF -- 201 FT.	CF -- 225 FT.	RF -- 204 FT.
Field Eight	LF -- 225 FT.	CF -- 257 FT.	RF -- 224 FT. (multi-purpose)
Field Nine	Football Field	120 yds by 65 yds.	
Field Ten	Soccer Field	75 yds. by 55 yds.	
Field Eleven	Soccer Field	70 yds. by 50 yds.	
Field Twelve	Football Field	120 yds. by 65 yds.	

2. Soil Test. One soil test a year.
3. Lime. One application of lime (8,000 lbs. for entire park).
4. Core Aeration. Two applications per year per field.
5. Insect/Fire Ant Control, as needed.
6. Over Seeding. One application per year per field, if needed.
7. Infield Maintenance. Treat to keep grass out of the infields.
8. Field Grass Cutting. Cutting all grass on all twelve fields and no grass clippings on the fence line. (See Addendum)

## SIX STEP TREATMENT PROCESS

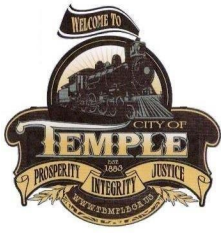
1. JANUARY. -- Broadleaf control and pre-emergent control.
2. MARCH. -- (a) Aeration. Ant control. Fertilize ballfields. (b) Fertilize and spray broadleaf control on outside areas of the park.
3. JUNE. -- Fertilize. Spray Broadleaf control, summer annuals. (Two treatments 14 days apart.)
4. AUGUST. -- (a) Ant control. Fertilize ballfields. (b) Fertilize and spray Broadleaf control on outside areas of the park.



5. OCTOBER. -- Ant control. Fertilize. Spray Broadleaf and Winter pre-emergent.
6. DECEMBER. -- Aeration. Lime (8,000 pounds).

#### **CONTRACTOR RESPONSIBILITIES**

1. Notify Recreation Department when you are on the grounds.
2. Notify Recreation Department within one week when treatments require the fields to be closed for any period of time.
3. A six-month meeting will take place between the Recreation Department and the Contractor to ensure that all steps in the Treatment Process are working correctly. If changes need to be made in the process, those changes would take place at the meeting or at any special called meeting between the department and the Contractor.
4. The minimum dress code for contracted personnel when working shall be a clean and complete outfit, including pants or shorts, shirt with sleeves, and closed-toed shoes.
5. The Contractor shall notify the Recreation Department or City Administrator, in writing, of any accident that involves the Contractor while fulfilling this Contract. All Contractor employees shall carry business cards which have the name, address, and telephone number of the Contractor. Upon the request of the individual (or individuals) involved in an accident, the Contractor shall submit an incident report to the Recreation Department or to the City Administrator within 48 hours after the incident; and said report shall describe the accident in full, including the names of those involved. This report shall include the individuals' contact phone numbers, as well as the extent of their injuries and damages. In the event that any damage is caused by the Contractor's equipment, the Contractor shall be required to repair or replace the damaged item with a like item; and this shall be done at the Contractor's expense. In the event the damage occurs during and is caused by the Contractor's equipment, said damage must be repaired or replaced. The cost of said repair or replacement shall be calculated and deducted from the Contractor's next payment.
6. The Contractor shall furnish the City with a certificate of Liability Insurance showing the type, amount, class of operations covered, effective dates, and expiration dates of policies.
7. The Contractor will submit an invoice after each step of the Six Step process is completed prior to payment being made by the Recreation Department.



### **Addendum**

8. Due to the nature of field work and its dependance upon weather, please provide a bid addendum quoting the price, per cut, for cutting all grass on all twelve fields. By providing this addendum quote, this will eliminate the need for estimating how many cuts will be needed throughout the year.