



# HENDERSON COUNTY FACILITY SERVICES

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*Memorandum To: Interested Bidders*

*From: Jason Kilgore  
Parks and Recreation Supervisor*

*Subject: Request for Proposals  
Henderson County Parks and Recreation  
Lawn Maintenance*

*Date:*

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Henderson County requests proposals to provide lawn maintenance for Henderson County Parks throughout Henderson County, NC.

**Mandatory Pre-Bid Meeting: February 9<sup>th</sup> 2018  
10:00 am  
Henderson County  
Maintenance Shop  
320 Williams St.  
Hendersonville, NC 28792**

**Proposals must be received by : February 23<sup>rd</sup> 2018  
3:00 pm**

Attention: Jason Kilgore  
708 S. Grove St.  
Hendersonville, NC 28792

**Location of Work:**



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Henderson County Parks  
Various Parks  
Henderson County, NC

## Detailed Scope of Work:

Furnish the necessary supervision, labor, tools, equipment and materials to complete the required work inclusive of:

1. Mowing, weed eating, edging of sidewalks and curbing, and cleanup/blowing otherwise known as “lawn service” for the listed Henderson County Parks:

Jackson Park (includes Bike Park)  
Athletic & Activity Center (AAC)  
E. Flat Rock Park  
Dana Park  
Edneyville Community Center (ECC)  
Edneyville Park  
Tuxedo Park  
Etowah Park  
Etowah River Access  
Westfeldt Park

- Provide the necessary manpower and equipment to provide weekly lawn service to these locations from spring thru fall as required.
- Restore all disturbed areas around the site.
- Ensure that all equipment has the proper safety equipment/guards to prevent injury/damage to people, Henderson County Facilities and vehicles parked at Henderson County Facilities. Make every effort to not spray grass clippings towards park users or parked vehicles at Henderson County Park Facilities when performing lawn service. Direct grass clippings away from traffic (human or vehicle), building structures and windows.
- A tour of Park grounds will be provided to show the extent of lawn service required and expected at each facility.



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- **Do not mow trash.**

**Alternate 1:** Provide pricing to trim bushes/plants (up to 2 times per year) and mulch at the AAC location.

**The following information must be included in the proposal:**

1. Proposals are to be in the form of a Proposed Contract signed by the bidder and ready for the County's signature:
  - a. Include lump sum price for base bid inclusive of all proposed work.
  - b. Include separate pricing for any proposed alternates.
  - c. Proposals will be awarded based on base bid.
2. Valid Pesticide/Herbicide License.
3. See Henderson County Insurance and Bond Requirements posted under General Information at <http://ww2.hendersoncountync.org/rfp/index.html> for the following:
  - a. Insurance (if appropriate) per Article 11
  - b. Bonds (if appropriate) per Article 12
4. For Disadvantage Business Enterprise requirements, See Minority Business. Participation Guidelines posted under General



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Information.

at <http://ww2.hendersoncountync.org/rfp/index.html>

5. Contractors with 25 or more employees as defined in Article 2 of Chapter 64 of the NC General Statutes must verify compliance with the E-verify, NCGS 160A- 20.1(b).

Henderson County reserves the right to reject any/all bids. Qualified contractors interested in bidding on the project should contact : **Jason Kilgore (828) 817-3226.**