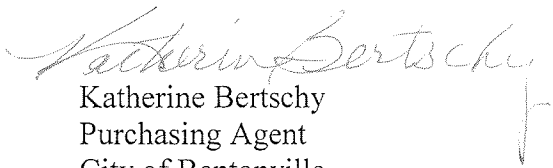


**NOTICE TO BIDDERS**  
**Brush Hogging Services in City Limits**

The City of Bentonville is accepting bids for performing of Brush hogging services for Code Compliance within the City of Bentonville. The Company awarded the contract for these services shall be responsible for providing all labor, materials, equipment and insurances needed to perform the service. Bids will be opened publicly on Wednesday, February 15<sup>th</sup> 2017 at 2:00 PM in the Purchasing Office located at 117 West Central Avenue, Bentonville AR. Late bids will not be accepted. A certificate of insurance coverage will be required with submittals. Late bids will not be accepted.

  
Katherine Bertschy  
Purchasing Agent  
City of Bentonville  
(479) 271-3115

**Invitation to Bid**  
**Code Compliance Brush Hogging**  
**City of Bentonville**

**DATE ISSUED:** 1/3/17

**PROJECT ADDRESS:** Various properties within the Bentonville City Limits.

Upon signing this Bid, the bidder certifies that they have read and agree to the requirements set forth in this bid proposal regarding the services being bid on, and agree to furnish these services at the price stated. This price shall include labor, fuel, machinery, equipment, tools, supplies, debris removal, supervision, insurance and all other accessories and services necessary to complete the items bid.

Bidders should enclose proof of insurance with their bid.

**Please Notice:**

The City of Bentonville would like to inform all bidders of the following information.

- A City of Bentonville Code Compliance Officer must be present at the beginning and end of all code brush hog locations.
- It shall be the discretion of the City of Bentonville to determine if a site is considered “clean”. If any site is not considered “clean” by the appropriate City of Bentonville personnel, the service provider must work in a timely manner to get the site to standards acceptable by the City of Bentonville.
- Start time begins when the work crew and the Code Compliance Officer meet at the pre-arranged location. Time will not be accrued before meeting the Code Compliance Officer.
- Invoices must be submitted within seven (7) days of the completion of work for a specific site. Failure to submit invoices in a timely manner could affect future bidding consideration.
- The contractor must be able to start a job three (3) business days from date of notification (under normal working conditions).
- The contractor is responsible to be prepared with proper equipment and supplies to do each job.
- The contractor may be responsible for the removal of excessive yard waste, including but not limited to grass clippings, down branches, or excessive leaves.
- A tractor is required for brush hogging work for the City of Bentonville Code Compliance Program.
- Any debris tracked or thrown into the street must be removed by the contractor.
- This contract is for cleaning up properties within the city limits of Bentonville, Arkansas.

**Code Compliance Bid Proposal Form  
Brush Hog Contractor**

**DATE ISSUED:** 1/27/17

**PROJECT ADDRESS:** Various properties within the Bentonville City limits.

**DATE AND TIME OF OPENING:** Wednesday, February 15, 2017 at 2:00 pm.

Item 1 is the rate paid only to the Lead Worker. Only one (1) Lead Worker is allowed per job site per day. Additional workers will be paid at the rate stated in Item 2. The contractor may have one (1) Lead Worker and one (1) Additional Worker at the job site, unless otherwise arranged with the appropriate City of Bentonville personnel.

**RATES**

**Lead Worker – One (1) Lead Worker per job site per day**

**1. Brush Hog Operator**

Price per hour rate: \$ \_\_\_\_\_

**Additional Worker – One (1) Additional Worker per job site per day**

**2. Hourly rate of additional person:**

\$ \_\_\_\_\_ per person.

**Are you able to move small amounts of junk and debris encountered during mowing of the property to the curb for pick up?**

\_\_\_\_\_ **YES**                      \_\_\_\_\_ **NO**

**What type of brush hog and tractor would be used?**

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Upon signing this Bid, the bidder certifies that they have read and agree to the requirements set forth in this bid proposal regarding the services being bid on, and agree to furnish these services at the prices stated. These prices shall include labor, fuel, machinery, equipment, tools, supplies, supervision, insurance, and all other accessories and services necessary for the job, unless otherwise agreed.

These prices shall remain good and firm for the calendar year 2017.

## Contractor Information Section

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(All fields in this section must be completed; if a section is incomplete the bid may be eliminated from consideration.)

Date: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Street Address or P.O. Box # \_\_\_\_\_

City/State/Zip Code \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Federal Tax ID# \_\_\_\_\_ or SS# \_\_\_\_\_

This **form** must be returned to the Bentonville Purchasing Office, 117 West Central, Bentonville Arkansas, in a sealed envelope marked with the **Bid number, and Contractors name** on or before the Deadline for submittals. Evidence of Liability Insurance and Workers Compensation Insurance must be included with the bid submittal.

### **CERTIFICATE OF INSURANCE:**

The successful bidder shall provide a Certificate of Insurance in accordance with specifications listed in this request for proposal, prior to commencement of any work. Such certificate shall list the City of Bentonville as an additional insured. Insurance shall remain valid, when applicable, throughout project completion. This bid is considered a public improvement bid. Certificates of insurance are to be addressed to the City of Bentonville, showing that the contractor carries the following insurance which shall be maintained throughout the term of the bid. Any work sublet, the contractor shall require the subcontractor similarly to provide the same insurance coverage. In case any employee engaged in work on the project is not protected under Workers' Compensation, the Contractor shall provide, and shall cause each subcontractor to provide, adequate employer's liability insurance for the protection of such of his employees as are not otherwise protected.

**Workers' Compensation: Statutory Amount Comprehensive**

**General & Automotive Liability: \$250,000 each person. \$500,000 aggregate.**

**Property Damage Liability: \$100,000 aggregate**