

4.0 SPECIAL TERMS AND CONDITIONS

- 4.1 Authorization: By order of the Commissioners Court of Collin County, Texas sealed bids will be received for **IFB 2020-275 Mowing – Various Locations**.
- 4.2 Purpose: The intended use/purpose for this Invitation for Bid is to describe mowing with string and tree trimming services. Collin County reserves the right to add or delete additional areas to be mowed and trimmed as it deems to be in the best interest of the County. **Collin County also reserves the right to add additional mowings of each of the listed locations as needed.**
- 4.2.1 Collin County Justice Center (see Attachment A)
- 4.2.2 Verona Radio Tower located at 8499 CR 502, Blue Ridge, TX
- 4.2.3 Celina Radio Tower located at 9165 CR 101, Celina, TX
- 4.2.4 Sister Grove Park (see Attachment B)
- 4.2.5 Parkhill Prairie (see Attachment C)
- 4.2.6 Miscellaneous **mowing** of lots and/or acreage
- 4.2.7 **Miscellaneous** String and tree trimming
- 4.2.8 **Dallas Parkway Median**
- 4.3 Term: Provide for a one (1) year term contract commencing on October 1, 2020, and continuing through and including September 30, 2021 with the option to renew for an additional three (3) one (1) year terms.
- 4.3.1 Transitional Period: Upon normal completion of this contract, not to include termination for default, and in the event that no new contract has been awarded by the original expiration date of the existing contract including any extension thereof, it shall be incumbent upon the Vendor to continue the contract under the same terms and conditions until a new contract can be completely operational. At no time shall this transition period extend more than ninety (90) days beyond the original expiration date of the existing contract and any extension thereof
- 4.4 Funding: Funds for payment have been provided through the Collin County budget approved by the Commissioners' Court for this fiscal year only. State of Texas statutes prohibit the County from any obligation of public funds beyond the fiscal year for which a budget has been approved.
- 4.5 Price Reduction: If during the life of the contract, the vendor's net prices to its customers for the same product(s) and/or services shall be reduced below the contracted price, it is understood and agreed that the County shall receive such price reduction.

- 4.6 Price Redetermination: A price redetermination may be considered by Collin County only at the twelve (12) month and twenty-four (24) month anniversary dates of the contract. The anniversary date for each year will be October 1st. All requests for price redetermination shall be received at least 90 (ninety) days before the anniversary date in written form and shall include documents supporting price redetermination such as Manufacturer's direct cost, postage rates, Railroad Commission rates, Federal/State minimum wage law, Federal/State unemployment taxes, F.I.C.A, Insurance Coverage Rates, etc. The bidder's past experience of honoring contracts at the bid price will be an important consideration in the evaluation of the lowest and best bid. Collin County reserves the right to accept or reject any/all of the price redetermination as it deems to be in the best interest of the County.
- 4.7 Delivery/Completion/Response Time: Vendor shall commence mowing or abatement services within ten (10) calendar days after receipt of purchase order from Collin County for specified areas.
- 4.8 Approximate Value/Usage: Estimated annual value of this contract is approximately ~~\$25,000~~ **\$100,000** but varies per year based on approximate acreage. Approximate usage does not constitute an order, but implies the probable quantity the County will use.
- 4.9 Evaluation and Award: Award of the contract shall be made to the responsive bidder who submits the lowest and best bid meeting specifications. Collin County reserves the right to award the bid, **or reject, by line item, category, or as a whole** as the county deems in its best interest. The bidder's past experience of honoring contracts at the bid price, as well as their past history with Collin County will be an important consideration in the evaluation of the lowest and best bid.
- 4.10 Inspection: Vendor shall notify Collin County of intent to start schedule before mowing and the dates when each structure will be mowed and trimmed. Upon completion of each area, Collin County shall have the right to inspect the service(s) performed before accepting them. Vendor shall make inspections with Collin County's designated representative upon request and furnish a written plan of action as to how and when correction of any discrepancies will be accomplished. Collin County reserves the right to make periodic unannounced inspections without the vendor being present.
- 4.11 Inclement Weather Conditions: Collin County will allow two (2) additional days for every day in which there is a delay due to the weather for completion of services. The number of inclement weather days will be at Collin County's discretion.
- 4.12 General:
- 4.12.1 Mowing shall not be allowed if ground is wet and tractor leaves ruts.
- 4.12.2 Trimming shall be required within all tractor mowing areas.
- 4.12.3 Trimming around culverts, bar ditches, trees, etc., shall be at the same height or less than the area mowed adjacent to it.

4.12.4 Trimming shall be finished within one (1) working day after mowing is completed.

4.12.5 Vendor shall mow and trim an area until that area is completely finished. Exceptions are inclement weather conditions, mechanical failure and end of working day.

4.12.6 Mowing shall be uniform and level.

4.13 SPECIFICATIONS:

4.13.1 Collin County Justice Center, approximately forty-eight (48) total acres.

4.13.1.1 Acreage to be mowed once (1) per month, April to October. (Approximately 48 acres per mowing, 7 mowings per year)

4.13.1.2 Grass shall be mowed to a height of approximately three (3) to four (4) inches.

4.13.1.3 Mowing beside street and driveways shall start where Collin County Grounds Maintenance mowing ends.

4.13.1.4 Mowing shall be within five (5) feet of dense tree lines.

4.13.1.5 Vendor shall verify acreage.

4.13.1.6 Collin County shall contact vendor to schedule mowing and trimming of specified area and/or areas as needed.

4.13.1.7 Trimming shall be done around all trees and in all bar ditch and culvert areas.

4.13.2 Radio Tower Sites

4.13.2.1 Verona Radio Tower, approximately twelve (12) acres

4.13.2.1.1 Acreage to be mowed once (1) per month, April to October. (Approximately 12 acres per mowing, 7 mowings per year)

4.13.2.1.2 Grass shall be mowed to a height of approximately three (3) to four (4) inches.

4.13.2.1.3 Mowing beside street and driveways shall start where Collin County Grounds Maintenance mowing ends.

4.13.2.1.4 Mowing shall be within five (5) feet of dense tree lines.

4.13.2.1.5 Vendor shall verify acreage.

4.13.2.1.6 Collin County shall contact vendor to schedule mowing and trimming of specified area and/or areas as needed.

4.13.2.1.7 Trimming shall be done around all trees and in all bar ditch and culvert areas.

4.13.2.2 Celina Radio Tower, approximately four (4) acres

4.13.2.2.1 Acreage to be mowed once (1) per month, April to October. (Approximately 4 acres per mowing, 7 mowings per year)

4.13.2.2.2 Grass shall be mowed to a height of approximately three (3) to four (4) inches.

4.13.2.2.3 Mowing beside street and driveways shall start where Collin County Grounds Maintenance mowing ends.

4.13.2.2.4 Mowing shall be within five (5) feet of dense tree lines.

4.13.2.2.5 Vendor shall verify acreage.

4.13.2.2.6 Collin County shall contact vendor to schedule mowing and trimming of specified area and/or areas as needed.

4.13.2.2.7 Trimming shall be done around all trees and in all bar ditch and culvert areas.

4.13.3 Sister Grove Park, approximately thirty (30) acres

4.13.3.1 Acreage to be mowed once (1) per month, April to October. (Approximately 30 acres per mowing, 7 mowings per year)

4.13.3.2 Grass shall be mowed to a height of approximately four (4) inches.

4.13.3.3 Mowing shall be within five (5) feet of dense tree lines.

4.13.3.4 Vendor shall verify acreage.

4.13.3.5 Collin County shall contact vendor to schedule mowing and trimming of specified area and/or areas as needed.

4.13.3.6 Trimming shall be done around all trees and in all bar ditch and culvert areas.

4.13.4 Parkhill Prairie, approximately fifteen (15) acres

- 4.13.4.1 Acreage to be mowed once (1) per month, April to October. (Approximately 15 acres per mowing, 7 mowings per year)
- 4.13.4.2 Grass shall be mowed to a height of approximately four (4) inches.
- 4.13.4.3 Mowing shall be within five (5) feet of dense tree lines.
- 4.13.4.4 Vendor shall verify acreage.
- 4.13.4.5 Collin County shall contact vendor to schedule mowing and trimming of specified area and/or areas as needed.
- 4.13.4.6 Trimming shall be done around all trees and in all bar ditch and culvert areas.

4.13.5 ~~Miscellaneous lots and/or acreage~~ **String and Tree Trimming**

- 4.13.5.1 Collin County will contact vendor on an “as needed” basis to schedule areas of undetermined number, size, or location of area(s) in need of **string and/or tree** trimming or brush removal.
 - 4.13.5.1.1 Removal of trimmings, brush, etc., shall be the sole responsibility of the successful bidder and all fees and landfill permits shall be included in the bidders pricing. The County shall incur no additional fees or cost.

4.13.6 Dallas Parkway Median, approximately one-hundred-ninety (190) acres

- 4.13.6.1 Attachment D is a location map for the Dallas Parkway Median for mowing from US Highway 380 north to FM Highway 428. The median area between the two existing service roads is the acreage to be mowed once (1) per month, April to October. (Approximately 190 acres per mowing, 7 mowings per year)**
 - 4.13.6.1 The median width or distance between back of curbs averages 300 feet and the north-south distance between US 380 and FM 428 is approximately 6 miles or 32,000 LF which equates to roughly 220 acres.**
 - 4.13.6.2 There is an approximate 10 acre section of right-of-way north of the Collin County Outer Loop (CR51) that is not owned by Collin County. The ten (10) acre tract is NOT to be mowed.**

4.13.6.3 Intersecting roadways, creeks and wooded areas account for approximately twenty (20) additional acres that will NOT need to be mowed.

4.13.6.2 Grass shall be mowed to a height of approximately four (4) inches.

4.13.6.3 Mowing shall be within five (5) feet of dense tree lines.

4.13.6.4 Vendor shall verify acreage.

4.13.6.5 Collin County shall contact vendor to schedule mowing and trimming of specified area and/or areas as needed.

4.13.6.6 Trimming shall be done around all trees and in all bar ditch and culvert areas.

4.13.7 Miscellaneous mowing of lots and/or acreage

4.13.7.1 Collin County will contact vendor on an “as needed” basis to schedule areas of undetermined number, size, or location of area(s) in need of mowing.

4.13.7.1.1 Vendor shall verify acreage.

4.13.7.1.2 Requirements for any order for mowing of miscellaneous lots and/or acreage will be noted on pertinent Purchase Order.

4.14 Payment for the work specified herein will be made on the pertinent Purchase Order, after completion and acceptance of inspection. Invoices must be fully documented as to labor and must reference the Collin County Purchase Order Number in order to be processed.