

**CITY OF RIVERVIEW
ADDENDUM 1
GRASS MOWING, WEED REMOVAL AND SNOW REMOVAL
FOR
CODE ENFORCEMENT DIVISION**

SPECIFICATIONS

REQUIRED SERVICES

The successful bidder shall provide the following services based on a flat hourly rate:

1. Supply all labor and equipment for the following:
 - a. All weed/grass cutting, trimming and edging.
 - b. Labor and equipment for miscellaneous property/blight/graffiti related clean up services as needed.
 - c. Snow removal of public sidewalks and drive approaches.
2. Trimming and debris pick up may be necessary as incidental to the job and will be charged on an hourly basis with cutting. Bidder is responsible for all debris disposals.
3. Digitally photograph each job site with before and after photographs. Photograph shall be imbedded with a date and time. Photograph shall include a measuring device clearly showing grass/weed height before and after cutting. Photographs shall clearly show identifying features of the subject job site. All photographs shall be sent to a designated city representative electronically via e-mail within seven (7) days of the service date.
4. Arrival and departure times from a service location shall be recorded and submitted with the invoice.
5. Company name and telephone number shall be clearly provided on both sides of vehicles providing service.

BID SUBMISSION REQUIREMENTS

The following items are required in the bid submission.

1. Three (3) year contract proposal.
2. Flat hourly rate for service.
3. Current inventory of equipment to be used for weed cutting, debris disposal and snow removal purposes.
4. Company contact name, mailing address, telephone number and e-mail address.

5. A list of municipal and corporate clients with dates in which lawn maintenance services were provided. This information shall include municipal or corporate name, address, city, state, telephone number and contact person for each reference.
6. City reserves the right to reject any and all bids and award dual bids.
7. Insurance requirements and General Conditions for Bidders are part of these specifications.

MISCELLANEOUS INSTRUCTIONS

1. Weed cutting schedule to be issued after bid award.
2. All questions concerning this bid shall be submitted in writing and directed to the Community Development Director, Dave Scurto, 14100 Civic Park Drive, Riverview, Michigan, 48193.
3. Final inspection and payment approval to be made by designated city personnel following submittal of invoice showing address of job sites, hours and hourly rate per job site and digital photographs of each job site.