

# Chemical Turf Care for Fertilizer & Weed Control Request for Proposals



1122 S. Burchard Ave; PO Box 417  
Freeport, IL 61032

**Proposals are due by February 1, 2024 at 2:00 pm:**

Freeport Park District is accepting proposals for fertilizing, and crabgrass/broadleaf weed control for turf grass within selected parks located in Freeport, Illinois. All questions concerning specific work to be done should be directed to Bruce Cubberley, Superintendent of Parks and Natural Resources at [bcubberley@freeportparkdistrict.org](mailto:bcubberley@freeportparkdistrict.org) or (815) 801-8703.

Freeport Park District reserves the right to reject any or all proposals, to waive technicalities, and to accept any proposal which it deems to be in the best interest of Freeport Park District.

## **I. GENERAL CONDITIONS**

### **INSTRUCTIONS TO BIDDERS**

Bids must be submitted on the Proposal Form accompanying this Request for Proposals, and all information called for thereon must be furnished. Bids submitted in any other manner or which fail to furnish all information required may be rejected. Any bid received after the exact time specified for receipt will not be considered.

Envelopes containing bids must be sealed and addressed to the Park District office stated in this Request for Proposals. The name and address of the bidder must be shown in the upper left corner of the bid envelope. The date and hour of bid opening with the phrase "Chemical Turf Care for Fertilizer & Weed Control" must be shown in the lower left corner of the envelope.

### **BASIS OF AWARD:**

Selection of the Contractor will be based on the following considerations in order of importance:

1. Total Cost
2. References with preference awarded to references from Public Sector Agencies and/or Corporate Organizations serviced.
3. Years of relevant experience.

### **WAGE RATES AND OTHER APPLICABLE CONDITIONS:**

Freeport Park District understands that turf maintenance is exempt from the Illinois Department of Labor's Prevailing Wage Requirements.

Bidders must comply with all other applicable federal, state and local laws, rules and regulations including but not limited to:

- DRUG FREE WORKPLACE ACT
- ILLINOIS HUMAN RIGHTS ACT
- ILLINOIS PESTICIDE ACT

#### **SUBCONTRACTORS:**

The Contractor shall not employ any subcontractor, supplier or other person or organization, whether initially or as a substitute, against whom the Park District may have reasonable objection. The selected Contractor shall submit to Freeport Park District within ten (10) days after the receipt of proposals, a list of the names of Contractor's proposed subcontractors along with a description of the work to be performed by each.

#### **APPLICATION FOR PAYMENT:**

The Contractor shall furnish with his/her final application for payment after a complete release of all liens arising out of this contract, or receipts in full in lieu thereof and an affidavit that the releases and receipts include all labor and material for which a lien could be filed.

#### **WORKING HOURS:**

Working hours are 7:00 AM to 5:00 PM Monday thru Friday. The Contractor cannot perform any work on Saturday or Sunday.

#### **INSURANCE:**

The successful contractor must provide the Park District with a certificate of general liability insurance in the amount of \$2,000,000 naming the Park District as additionally insured.

#### **CONTRACT TERM:**

This Agreement shall be for a one (1) growing season beginning **April 1, 2024** and ending **November 15, 2024**. Freeport Park District has a one (1) year renewal option, which can be exercised at the end of the contract if both parties agree. Upon exercise of the option, this agreement shall be renewed with no change in any of its provisions, except for the contract term.

## **II. TURF FERTILIZATION & CRABGRASS/BROADLEAF WEED CONTROL SPECIFICATIONS**

### **1. SCOPE OF WORK**

Equipment – General Application equipment shall be calibrated to deliver the desired rate of product and sized appropriate to turf area being treated. Tractors utilizing 3-point hitch granular spreaders and low volume booms, or ride-on/stand-on type applicators shall be used.

Contractor – All applicators will maintain a neat and professional image and will wear a company logo on their uniform. Personal protective equipment

requirements as determined by OSHA will be followed. All application vehicles will have the company name clearly displayed.

All applicators will be properly licensed by the state. Copies of pesticide licenses for all applicators must be submitted prior to the start of the season.

Product Information – Prior to each application, contractor will supply labels of all fertilizers and control products to be applied. Tank mix fill charges for all liquid applications will also be supplied to verify that the control product concentrations set forth in these specifications have been met.

Product substitutions must be clearly identified and submitted with the proposal to be considered, however, the Freeport Park District reserves the right to reject any proposal that specifies products other than those identified in the written specifications.

Site Clean-Up – Any granular fertilizer that lands on the sidewalks, curb lines, driveways or any other impervious surface during application must be cleaned up by the contractor prior to leaving the site.

#### **Product Selection, Application Rates and Application Dates:**

**Spring Applications:** Granular Fertilizer 25-0-0 with Dimension Herbicide or equivalent, applied at 3.0 lbs. of product/1000 sq. ft. Fertilizer rate must deliver 0.75 lb. N/1000 sq. ft. and 0.45 lb. Dimension per 1000 sq. ft.

Timing of spring application will be dependent on weather conditions but will not be applied until there is active growth. Contractor must receive approval by authorized Freeport Park District representative prior to starting work.

Liquid Weed Control: TruPower 3 or equivalent shall be applied at 1.25 ounces/1000 sq. ft. to all turf care areas.

Best control of broad leaf weeds occurs when the weeds are actively growing—when temperatures are between 70° and 85°F. The target date for applying a broad leaf herbicide is Mid May.

**Summer Application:** Granular Poly Coated Fertilizer 32-0-10 or equivalent applied at a rate of 3.125 lbs. of product per 1000 sq. ft. Fertilizer rate must deliver 1 lb. of N/1000 sq. ft.

Mid to Late-June is the targeted application period, but actual application date will be dependent on weather conditions. Contractor must receive approval by authorized Freeport Park District representative prior to starting work.

**Fall Application:** Granular Fertilizer 25-0-6 or equivalent applied at a rate of 3.0 lbs. of product per 1000 sq. ft. Fertilizer rate must deliver 0.75 lb. of N/1000 sq. ft.

Spot treatment of Liquid Weed Control: TruPower 3 or equivalent shall be applied at 1.25 ounces/1000 sq. ft. in areas where weed growth is not under control.

Mid-October is the targeted application period, but actual application date will be dependent on weather conditions. Ideally, 1-10 days after first frost. Contractor must receive approval by authorized Freeport Park District representative prior to starting work.

**2. LOCATION OF WORK**

The location of the work is known as: PUBLIC PARKS within Freeport, Illinois. Athletic Fields are in Krape Park, Read Park, and Taylor Park.

See Appendix A for Park Map and Aerial Images.

**3. BILLING & PAYMENT**

Freeport Park District will pay all undisputed invoices within 30 days of approval. Bills for services rendered shall be itemize by park location.

### **III. GENERAL DETAILS**

**1. EXAMINATION OF SITE**

Contractors shall inform themselves of all the conditions under which the work is to be performed concerning the site of the work, the obstacles that may be encountered, and all other relevant matters concerning the work to be performed under this contract.

The Contractor to whom a contract is awarded will not be allowed any extra compensation by reason of any such matters of things concerning which the Contractor did not inform himself prior to submitting a proposal. The successful Contractor must employ, so far as reasonably possible as determined by Freeport Park District, such methods and means in the carrying out of his/her work as will not cause any interruption or interference with any other park programs or activities.

**2. DAMAGE TO PUBLIC OR PRIVATE PROPERTY**

Any damage of public or private property caused by the Contractor's operations shall be resolved by the Contractor with the property owner within ten (10) days after damage occurs and shall be resolved to the satisfaction of Freeport Park District. The Contractor shall inform Freeport Park District of any damage caused by the Contractor's operation on the day such damage occurs. Should the damage not be rectified within the time frame agreed upon or to the satisfaction of Freeport Park District, Freeport Park District reserves the right to repair or replace that which was damaged or assess the Contractor such cost as may be reasonable and related to damaged caused by the Contractor, and deduct these costs from any payment due the Contractor.

### 3. PROTECTION OF EXISTING FACILITIES

Existing facilities, including grounds, structures, landscaping and so forth shall be protected by the vendor. Any damage to existing facilities shall be reported to Freeport Park District and shall be repaired promptly by the vendor when ordered to do so by Freeport Park District at no cost to Freeport Park District. This includes ruts created by running equipment over lawn areas and damage to plants from over spray. All repairs of damage to existing facilities shall be made to the satisfaction of Freeport Park District. Failure to repair damage shall be just cause for withholding payment for work.

### 4. CONTRACTOR'S REPRESENTATIVE

Competent supervisory personnel who can communicate effectively with Park District staff shall always be present on the job. The supervisory personnel shall have full authority to act for the Contractor and receive and execute orders from the Superintendent of Parks and Natural Resources or appointed representative. The Contractor shall properly schedule and train all its personnel. It is required that the supervisor be on site to ensure all work has been completed in a satisfactory manner. Freeport Park District reserves the right to have the contractor assign a new contact person, supervisor, and/or staff, for Freeport Park District's account if the current representative(s) are deemed unacceptable.

### 5. ACCESSIBILITY OF CONTRACTOR

Contractor shall supply cell phone numbers and daytime office numbers of supervisors handling this contract. The Contractor shall return all calls within one hour of Freeport Park District placing the call. On-site response time for complaints must be made within 24 hours of the initial call being made by Freeport Park District.

### 6. WORKERS

The Contractor is reminded that its employees are to work in a courteous and respectful manner. **Inappropriate behavior or examples of unproductive work effort will not be tolerated.** Freeport Park District has the right to request that a Contractor's employee be immediately removed from the work crew if the above behavior is exhibited.

### 7. SAFETY

The Contractor shall insure that all its employees or agents shall abide by all safety rules or regulations set by Freeport Park District as well as by general regulations and standards of the industry and in accordance with all applicable federal, state, and local regulations.

### 8. TRESPASS ON LAND

The Contractor shall confine his/her operations and storage of materials and equipment to the job site park. The Contractor shall exercise extreme caution so as not to trespass upon property of third parties not involved in the contract. If the Contractor is to enter upon the property of third parties in the execution of the work, he shall obtain written permission prior to doing so and submit evidence of said written permission to Freeport Park District.

## **9. WORKING HOURS**

The Contractor shall work between the hours of 7:00 a.m. to 5:00 p.m. Monday through Friday. If work must occur outside of these working hours, the Contractor must request written permission from the Superintendent of Parks before the work begins.

## **10. SUBLETTING CONTRACT**

It is mutually understood and agreed that the Contractor shall not assign, transfer, convey, sublet, or otherwise dispose of this contract or his/her right, title, or interest therein, or his/her power to execute such contract, to any other person, firm, or corporation, without the previous written consent of an authorized representative of Freeport Park District; but in no case shall consent relieve the Contractor from his/her obligations or change the terms of the contract.

## **11. DEFAULT**

The contract may be canceled or annulled by Freeport Park District in whole or in part by written notice of default to the Contractor upon nonperformance or violation of contract terms. Failure of the Contractor to deliver services within the time stipulated, unless extended in writing by Freeport Park District, shall constitute contract default.

## **12. WORKMANSHIP**

Workmanship shall be of the highest caliber in every respect. Workers must take care to insure the least amount of disturbance to the sites, Park District staff members, and the general public.

## **13. COSTS**

The undersigned hereby affirms and states that the prices quoted herein constitute the total cost to Freeport Park District for all materials and work involved in the respective items.

## **14. EQUIPMENT CONDITION**

The Contractor is responsible for keeping all equipment in good, safe operating condition. All equipment will be kept in such a condition so that the gas/oil is not leaking.

## **15. FUEL/OILING**

Spilling gasoline and oil kills the grass. If any spill should occur the Contractor shall immediately commence the appropriate clean up in conformance with any and all applicable regulations. The Contractor shall be responsible for all costs associated with such a clean-up and restoration and/or reimbursement for any damages that may occur.

## PROPOSAL

Prices shall include all chemicals, labor, and equipment needed for work as specified in sections I, II, and III of these documents.

### Company Information

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Title: \_\_\_\_\_

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

### Turf Care Applications

Krape Park Blvd. Entry Turf, 1799 S Park Blvd: \$ \_\_\_\_\_

Krape Park Mini Golf Frontage & Overflow Parking  
1799 S Park Blvd: \$ \_\_\_\_\_

Krape Park Ball Field, 1799 S. Park Blvd: \$ \_\_\_\_\_

Read Park Tennis Court Turf, 1200 Park Lane Dr: \$ \_\_\_\_\_

Aquatic Center Turf, 867 W. American St: \$ \_\_\_\_\_

Administration Center Turf, 1122 S. Burchard Ave: \$ \_\_\_\_\_

Read Park Ball Field Complex, S McKinley Ave: \$ \_\_\_\_\_

Read Park Secondary Ball Field, S Burchard Ave: \$ \_\_\_\_\_

Read Park Soccer Field, 1200 Park Lane Dr: \$ \_\_\_\_\_

Taylor Park Ball Field Complex, 900 E Stephenson: \$ \_\_\_\_\_

**Total Cost:** \$ \_\_\_\_\_

The Freeport Park District is tax exempt, identification number E9993-1389-07  
A copy of the Tax Exempt Certificate is available upon request.

REFERENCES

The Contractor must list at least four (4) references. Each listing should include the firm name, address, telephone number and contact person, for whom the Contractor has supplied services similar in scope to those provided in these specifications.

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

Address: \_\_\_\_\_

Phone # / Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Dates of Service (from – to): \_\_\_\_\_

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

Address: \_\_\_\_\_

Phone # / Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Dates of Service (from – to): \_\_\_\_\_

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

Address: \_\_\_\_\_

Phone # / Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Dates of Service (from – to): \_\_\_\_\_

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

Address: \_\_\_\_\_

Phone # / Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Dates of Service (from – to): \_\_\_\_\_



## APPENDIX A

### Location Map & Aerial Images











