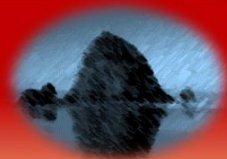




Cannon Beach

Rural Fire Protection District

188 SUNSET BLVD · PO BOX 24 · CANNON BEACH OR 97110
(503) 436-2949 · EMERGENCY: 9-1-1 · WWW.CBFIRE.COM · INFO@CBFIRE.COM



NOTICE

Landscape & Lawn Maintenance Needed

REQUEST FOR PROPOSAL (RFP #2021-01)

| | |
|------------------|---|
| DATE: | March 31, 2021 |
| PROJECT: | Landscape and Lawn Service for CB Fire Stations |
| DEADLINE: | April 30, 2021 |

Key Dates

| | |
|-----------------|--|
| 3/31/21: | RFP Publicized to www.cbfire.com |
| 4/20/21: | Last date to submit questions to CBFire |
| 4/30/21: | Last date to submit response (proposal form attached) to RFP |

Overview

Cannon Beach Rural Protection Fire District is funded to protect ~2200 locals and ~50,000 visitors during tourist season. The main Fire Station is located in Cannon Beach on Sunset Blvd. A secondary Fire Station is located in Arch Cape. We are requesting proposals from qualified landscape and lawn maintenance contracting services for two fire station locations:

1. 188 Sunset Blvd, Cannon Beach, OR 97110
2. 79729 N Hwy 101, Arch Cape, OR 97110

Required:

- Licensed, Bonded and Insured in State of Oregon. Insurance Policies minimum:
 - A. **General Liability** = \$1,000,000
 - B. **Automobile Liability** = \$500,000
- Contractor shall comply with all certifications and permits required to perform the services in contract.
- 3 References for projects completed during last five years.
- A contract will need to be signed by all parties prior to commencing work.

Statement of Work: The contractor shall provide all labor, equipment, and supplies to perform the following services:

Weekly / As Needed:

- ❑ **Lawn:** Mowed, trimmed, and edged weekly during growing season and as needed during winter months to maintain reasonable length, good health and a professional manicured appearance.
- ❑ **Weeding/Debris:** Remove weeds, leaves, broken or damaged plant material and dispose of trash and debris from plant beds, shrubs, sidewalks, planter boxes and parking lots. All clippings to be removed from premises.
- ❑ **Watering:** Planter boxes shall be watered weekly during the summer months or as needed to maintain healthy state.
- ❑ **Shrubs/Bushes:** The bushes shall be trimmed and pruned to maintain healthy, attractive, and practical state. They shall not be permitted to grow into vehicular parking spaces, nor shall they impinge upon the fire station structure.
- ❑ **Moss:** Moss growth shall be addressed as to not create a slipping hazard.

Seasonally:

- ❑ **Fertilizing:** Fertilizer shall be applied in Spring and late Fall to maintain healthy lawn and plant state. All use and application shall comply with all local, state, and federal laws and safety standards.
- ❑ **Planter Boxes:** The (6) planter boxes located at entry points to the main station will require new plantings twice a year (Spring / Fall), with 3-5 ornamental plants/flowers in each planter, room permitting. Planter boxes shall be maintained in a healthy, vigorous state at all times. This service shall include watering, fertilizing, and grooming as required to maintain good plant health. Plant material which dies through the fault or neglect of the contractor, shall be replaced with specimen of same species and of equal or similar size as the plant lost, at no cost to CBFire.
- ❑ **Aerate/Thatch Lawn:** Aerating and thatching shall be done on small lawn located at CBFire Cannon Beach location in spring (April/May) OR fall (October/November).
- ❑ **Large Spruce Tree:** Located on East side of fire station, this is out of scope of services.
- ❑ **Mulch:** Maintain / replace mulch in current beds.
- ❑ **Blackberry Bushes (Arch Cape):** Cut back bushes from station sign and ditches to ensure unobstructed view of driveway entry.

Submitting Proposal

Interested individuals or parties must complete the attached 1-page "Proposal" form and submit by the deadline listed in "Key Dates".

1. Email completed Proposal form to info@CBFire.com.
2. Mail to:

CBFire
Attn: Admin
PO Box 24
Cannon Beach, OR 97110

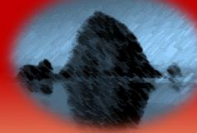
3. Any questions, do not hesitate to contact CBFire @ 503-436-2949.



Cannon Beach

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In Response to RFP for Lawn Maintenance and Services

- PROPOSAL -

Complete and return to info@CBFire.com or Mail to CBFire, PO Box 24, Cannon Beach, OR 97110. Call with Questions.

| | | | |
|----------------------|--|----------------------|-------------|
| Contact Name: | | Date: | |
| Company Name: | | Mobile Phone: | |
| Address: | | Main Phone: | |
| City: | | State: | Zip: |
| E-Mail: | | | |

| | | |
|---------------------------|------------------------|------------------------|
| Years in Business: | # of Customers: | # of Employees: |
|---------------------------|------------------------|------------------------|

Refer to RFP for detailed definitions.

| WEEKLY /AS NEEDED | | SEASONALLY, AS REQUESTED | |
|---|-----------|---|-----------------|
| | CHARGE | | CHARGE |
| <input type="checkbox"/> Lawn Mowing / Edging | \$ /month | <input type="checkbox"/> Lawn Fertilizing | \$ /application |
| <input type="checkbox"/> Weeding | | <input type="checkbox"/> Planter Boxes* | \$ /application |
| <input type="checkbox"/> Trim/Prune | | <input type="checkbox"/> Aerate* | \$ /application |
| <input type="checkbox"/> Debris Removal | | <input type="checkbox"/> Thatch* | \$ /application |
| <input type="checkbox"/> Moss as needed | | <input type="checkbox"/> Mulch replenished | \$ /application |
| <input type="checkbox"/> Watering as needed | | <input type="checkbox"/> Blackberry Bushes (AC) | \$ /application |
| *Only for CB Station location. | | | |

BONDED, LICENSED, INSURED

| Check all that that apply. | Yes or No? | Proof required with Proposal |
|---|--|------------------------------|
| Active / Current Fidelity Bonded | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Certificate of Insurance: Amount \$ _____ | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Automobile Liability: Amount \$ _____ | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

3 REFERENCES (Unrelated)

| Name | Phone # | Relationship |
|------|---------|--------------|
| | | |
| | | |
| | | |

SIGNATURE

I am submitting this proposal in response to the above-referenced RFP representing my interest in Landscaping & Lawn Maintenance for CBFire.

| | | |
|------------------|---------------------|-------------|
| Signature | Printed Name | Date |
|------------------|---------------------|-------------|