



Request for Quotation

From: Clarksville Montgomery County Regional Planning Commission, CMCRPC

Address: 329 Main Street, Clarksville, TN 37040

Phone: (931) 645-7448 OR **Email:** RPC@cityofclarksville.com

Respond by: Thursday April 1, Noon Central Time (paper or emailed responses will be accepted)

RFQ released: Wednesday March 24, 2021

RFQ Due Date: Thursday April 1, 2021 by Noon

Contract awarded: Monday April 5, Noon. Only the winning vendor will be contacted.

Length of Contract: 1 year with up to four additional 1 year extensions for a total of 5 years

Termination Notification: Either party may cancel the contract with cause with at least 60 days' notice.

Price: The Price (including any annual increases) shall be locked in for the length of the contract.

Description: The Clarksville Montgomery County Regional Planning Commission (RPC) is soliciting a request for quotations from vendors interested in supplying a service. The RPC desires the services of a full service landscaping company to provide routine mowing, trimming, and lawn / grounds maintenance with additional responsibilities for flowerbeds and shrubs/trees located on 329 Main Street. This service is to provide the following:

- a. Mowing, edging, trimming, weeding (manual and chemical as needed), and grass collection/blowing bi-weekly during the months of Late March through the end of September.
- b. Annual pruning / trimming of bushes and trees on property.
- c. Annual clean-up & mulching of beds.
- d. Year round monthly care and planting of the flower bed in front of the main entrance
- e. Other duties as assigned to be individually priced including tree planting, tree removal, aeration, power seeding, fertilizing or other landscaping needs.

Requirements: **Vendor** must maintain at its own cost throughout the term of this service the following policies of insurance from a reputable insurance provider acceptable to the **CMCRPC** and agree to provide proof of said insurance to the **CMCRPC** by way of a Certificate of Insurance, or such other form and manner acceptable to **CMCRPC** and to name **CMCRPC** and The City of Clarksville as "additional insured" for such policies of insurance, and to provide immediate notification of the cancelation or termination of any such policy of insurance at least 30 days prior to said cancelation or termination of said policy of insurance.



CLARKSVILLE-MONTGOMERY COUNTY
REGIONAL PLANNING COMMISSION

- Commercial general liability insurance for bodily injury or death and property damage on an occurrence basis with coverage limits of at least five hundred thousand dollars (\$500,000) each occurrence, and one million dollars (\$1,000,00.00) general aggregate , and
- Automobile vehicle liability insurance for bodily injury or death and property damage, covering any auto, with coverage limits of at least five hundred thousand dollars (\$500,000.00), combined single limits, and
- Workers compensation insurance in the current statutory maximum required amount.

See application on following page



Application Requirements:

The following shall be submitted from the vendor:

1. Describe the schedule and services provided.
2. At least two similar sized contracts your company currently holds.
3. Pricing:
 - a. Annual or monthly cost.
 - b. Cost of any additional services “as needed”.

RFQ Application

Name of Vendor Company:	
Name of Vendor Contact:	
Vendor Address:	
Vendor Phone:	
Vendor Email:	
Services	Price Per