**Notice to Bid for** **Mowing Town Properties**

The Town of White Bluff, Tennessee, invites qualified contractors to submit sealed bids for the mowing and maintenance of Town properties. Contractors must be insured. Bid term is for two (2) years with an option to renew for an additional two (2) years if both parties agree. The initial bid term will run from July 1, 2025, to June 30, 2027.

**Scope of Work:**

* During mowing season, approximately April 1 to October 31, weekly mowing and trimming of the following properties.
	+ White Bluff Town Hall (52 Graham St.)
	+ Bibb-White Bluff Civic Center (1054 Old Charlotte Rd.)
	+ Zollie Bibb, Jr. Fire Hall (Hwy 47N / School Rd.)
	+ Town-owned properties (50 Graham St., 218 Church St., 1020 Taylor Town Rd.)
	+ White Bluff Community Center / Field of Dreams Playground (Hwy 70/Willey St.)
	+ Veterans Memorial Park (Hwy 70) all grass areas including ballfields and dog park.
	+ Grass strip between the sidewalk and Hwy 70 from intersection of Hwy 70/White Bluff Rd. to intersection of Hwy 70/Hwy 47N. Hwy 47N from Hwy 47N/Hwy 70 intersection to Ace Hardware.
	+ Grass islands at Hwy 70/Hwy 47N, White Bluff Rd. and Industrial Drive and Hwy 47N/Old Charlotte Rd.(x2).
* After mowing, removal of grass clippings from sidewalks, roadways and parking areas.
* Removal of litter and debris.
* Edging along sidewalks, driveways, and curbs.
* Annual mulching and trimming of trees, shrubs, etc. at White Bluff Town Hall and the Bibb-White Bluff Civic Center.
* Compliance with Town regulations and safety standards.

**Bid Submission Requirements:**

* Company name, address, contact information and number of employees.
* Proof of insurance and relevant licenses.
* Description of equipment (mowers, trimmers, blowers, etc.) and maintenance procedures.
* References from similar projects completed within the last three years.
* Annual Bid Amount.

**Submission Deadline:**

* Bids must be received by **Wednesday, April 30, 2025, at 3:00pm** at White Bluff Town Hall, located at 52 Graham St., P. O. Box 300, White Bluff, TN 37187 at which time bids will be publicly opened and read aloud.

**Contact Information:**

* For further details or inquiries, please contact Jeff Martin, Projects Administrator, at (615) 202-1375 or jeff.martin@townofwhitebluff.com.

The Town of White Bluff reserves the right to reject any and all bids, waive any informalities, and award the contract deemed in the best interest of the Town.

**Bid Form for Mowing Town Properties in White Bluff, TN**

**Section 1: Bidder Information**

* Name of Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Company Name (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* City, State, Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section 2: Insurance, Experience, References, Equipment and Employees.**

* Proof of liability insurance (attach copy)
* Summary of relevant experience**:** (attach a separate sheet if necessary)
* Provide up to three (3) comparable references and contact information.
	+ Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact info \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	+ Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact info \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	+ Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact info \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Provide list and number of pieces of equipment (mowers, trimmers, blowers, etc.). (attach a separate sheet if necessary).
* Provide approximate number of employees: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section 3: Annual Bid Amount.** Bid term is for two (2) years with an option to renew for an additional two (2) years if both parties agree. The Total Annual Bid Amount is the amount you are bidding for one (1) year. The initial bid term will run from July 1, 2025, to June 30, 2027.

* Total Annual Bid Amount: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature of Bidder:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_