

**REQUEST FOR BIDS**

**CITY OF CONROE**

**LANDSCAPING SERVICES BID**



**CITY OF CONROE**  
**P.O. BOX 3066**  
**CONROE, TEXAS 77305**

**BIDS DUE THURSDAY APRIL 27, 2017 @ 2:00 PM**

**CITY OF CONROE PURCHASING DEPARTMENT**

## **BID NOTICE FOR COMPETITIVE SEALED BIDS**

The City of Conroe will receive Competitive Sealed Bids in triplicate for the City of Conroe Annual Landscaping Services Bid, located in Montgomery County, Texas. The bids shall be appropriately marked **“2017-427 Annual Landscaping Services Bid”** and delivered to the City Secretary 300 West Davis, 3<sup>rd</sup> Floor, Conroe, Texas 77301.

Bids are due on **Thursday April 27, 2017 at 2:00 p.m.** at which time they will be publicly opened and read aloud in the 3<sup>rd</sup> floor conference room, 300 West Davis St. Conroe Texas. Bids received after the specified time and date will be returned unopened.

Specifications and bid documents may be reviewed and downloaded online at [www.cityofconroe.org](http://www.cityofconroe.org), Purchasing Department. Questions concerning this bid should be directed to Lauren Arnold, Parks Superintendent (936-522-3843) [larnold@cityofconroe.org](mailto:larnold@cityofconroe.org)

No bid may in any way qualify, modify, substitute or change any part of the specifications or contract documents.

Pursuant to *Texas Local Government Code Section 252.043*, the City of Conroe may enter into a contract with the offeror meeting all the qualifications and specifications that submits the bid that offers the best value to the City considering the selection criteria and weighted value set forth in the request for bids and the ranking evaluation of the bids received. The City reserves the right to reject any and all bids, award parts of bids and to waive informalities in submission of bids.

CC 4/7/17 & 4/11/17

**CITY OF CONROE, TEXAS**

## **CITY OF CONROE**

### **1. Preparation of Bids:**

Unless otherwise directed in the Notice to Bidders, submit bids in triplicate on the prescribed forms or copies thereof, in a sealed envelope marked "**2017-427 Annual Landscaping Services Bid**". Prepare bids in accordance with the requirements of the Notice to Bidders, and any instructions on the Proposal or Bid Sheet.

### **2. Questions and Inquires:**

Bidders desiring further information or interpretation must request such information or interpretation from:

Bid Questions:

Kristina Colville, Purchasing Manager  
P.O. Box 3066  
Conroe, TX. 77305  
Office: 936-522-3830

Specification Questions:

Lauren Arnold, Parks Superintendent  
P.O. Box 3066  
Conroe, TX. 77305  
Office: 936-522-3843

### **3. Submission of Bids:**

Three (3) copies of each proposal shall be submitted to the address below by the time and date set fourth. Responses received later than the due date will not be accepted, and returned unopened.

Due Date: April 27, 2016 @ 2:00 PM

Mail: City of Conroe  
Soco Gorjon, City Secretary  
P.O. Box 3066  
Conroe, TX. 77305

Physical: City of Conroe  
Soco Gorjon, City Secretary  
300 W. Davis  
Conroe, TX. 77301

### **4. Owner:**

The City reserves the right to award parts of bids, reject any or all bids and to waive technical irregularities in bidding. Contract award will be made on the basis of the lowest qualified responsible bidder or the bidder who provides the goods and services at the best value for the City, considering the evaluation selection criteria below. No bid may be withdrawn before 90 days after submittal.

#### ***Best Value Selection Criteria:***

- |   |         |
|---|---------|
| a) Proposed cost of services.                       | 30 Pts. |
| b) Meets all qualifications described herein.       | 30 Pts. |
| c) Bidder's principle place of business (§271.905). | 20 Pts. |
| d) References of current customers.                 | 20 Pts. |

5. **Bidders:**

Bidders desiring Purchasing information or interpretation must request such information or interpretation from the Purchasing Department. Should a Bidder discover a discrepancy or an omission in the plans or specifications, he should at once notify the Purchasing Department so that an addendum can be issued. No explanation or interpretation other than an addendum issued by the City will be considered official or binding.

6. **Bid Evaluation and Award:**

The bid award will be made on the basis of *Texas Local Government Code Section 252.043*. This section allows the City of Conroe to develop and apply award evaluation criteria for procurement in order to obtain goods or services that provide the **Best Value** to the City. Under these guidelines, a vendor is not automatically awarded a bid simply because they submit the lowest bid response. In the event that the selected bidder fails to enter into agreement to provide the goods or services which are the subject of this invitation the City retains the right to award the bid to the next qualified bidder.

7. **Term of Contract:** This Contract shall be for one (1) year (12 Mos.) with no change in price with the option to renew for up to three (3) years in one-year increments with no change in price.

8. **Communications:**

The City of Conroe shall not be responsible for any verbal communication between any representative of the City and any potential firm. All modifications to this solicitation must be made in writing. A proposer's failure to examine relevant documents or specifications will not relieve proposer from any obligation with regard to their response to this invitation.

9. **Substitutions:**

Where materials or equipment are specified by a trade or brand name, it is not the intention of the City to discriminate against an equal product of another manufacturer, but to set a definite standard of quality or performance, and to establish an equal basis for the evaluation of bids. In preparing his bid, each bidder is expected to include in his base bid the cost of the items so specified.

10. **Default:**

The City reserves the right to terminate the contract immediately for failure to meet delivery or completion schedules, or otherwise perform in accordance with the general conditions of this proposal.

11. **References:**

The City of Conroe may request bidders to supply, with this Invitation to Bid, a list of at least five (5) references where like services have been supplied by their firm. Include name of firm, contact person, address, telephone number and fax number.

**12. Delivery of Proposals:**

It is the bidder's responsibility to deliver his proposal at the proper time to the proper place. The fact that a proposal was dispatched will not be considered. The bidder must have the proposal actually delivered before the time set and the start of opening of the bids. Any bids received after the time and date specified in the Notice to Bidders will be returned unopened.

**13. Corrections:**

Erasures or other corrections in the proposal must be noted over with the proposer's initials.

**14. Materials and Services:**

The Bidder warrants that goods, materials or services delivered to the City will meet the minimum specifications set forth therein. Bidder shall furnish all data pertinent to specifications and warranties, which apply to items in the bid.

**15. Conditions of Conduct:**

At all times any agent, officer, or employee of Proposer shall be present upon property owned by the City of Conroe, the terms and conditions of the Drug and Alcohol Policy currently adopted by the City of Conroe, shall be deemed applicable to such persons. Violations of terms and conditions while present on the premises owned by the City of Conroe shall be grounds for termination of any contract between the City and Proposer. A copy of this policy is available for public inspection in the office of the City Secretary and copies may be obtained at a nominal charge.

**16: Conditions of Work:**

Bidders are expected to be fully informed of specifications and labor conditions under which the work will be performed, and to have thoroughly reviewed the plans, contract documents and specifications. Failure to do so will not relieve a successful bidder of any obligations to furnish material and labor necessary to complete the project.

**17. Indemnification:**

The Proposer shall, defend, indemnify, and hold harmless the City of Conroe, their officers, and agents from and against any and all claims, demands, causes of action, orders, decrees, or judgments for injury, death, damage to person or property, loss, damage, or liability of any kind (including without limitation liability under any federal, state, or local environmental law, Compensation and Liability Act; fees and costs (including all costs or settlements and reasonable attorney's fees incurred in defending any claim, demand, or cause of action) occasioned by, growing out of, or arising from (a) the performance of any product or service to be supplied by the Proposer, or (b) by any act, error or omission on the part of the Proposer, its agents, employees, or subcontractors, and or (c) any

failure to fully comply with all applicable laws and regulations by the Proposer, its agents, employees, or subcontractors.

**18. Insurance Requirements:**

The Proposer shall procure and maintain, at its expense, during the term of this proposal, at least the following insurance, covering work performed. The City shall be an additional named insured under the Contractors policy, which may not be reduced or terminated without ten (10) days written notice to the City.

|    | COVERAGE                               | LIMITS                              |
|----|--|-------------------------------------|
| A. | Worker's Compensation                  | - Minimum required by Texas Law     |
| B. | Employer's Liability                   | - \$ 500,000 each occurrence        |
| C. | Public Liability (Bodily injury)       | - \$1,000,000 combined single limit |
| D. | Public Liability (Property damage)     | - \$1,000,000 combined single limit |
| E. | Automobile Liability (Bodily injury)   | - \$ 200,000 each person            |
| F. | Automobile Liability (Property damage) | - \$ 50,000 each occurrence         |

The Proposer agrees to furnish insurance certificates, showing the Proposer's compliance with this section prior to commencing any work under this agreement.

**19. Independent Contractor Relationship:**

The Proposer is and shall perform these services as an independent contractor, and as such, shall have and maintain complete control over all of its employees, agents, and operations. Neither the Proposer nor anyone employed by it shall be, represent, act, purport to act or be deemed to be the agent, representative, employee or servant of the City of Conroe.

The Proposer selected by this Request for Proposal will be working as an independent contractor and will be required to take out and keep in force all permits, licenses, certifications, other approvals, and or insurance that may be required by the City of Conroe, any local or regional governmental agency, the State of Texas, or the federal government. Failure to comply with any of these items would be grounds for immediate cancellation of the contract.

**20. Equal Employment Opportunity:**

Attention is called to the requirements for ensuring that employees and applicants for employment are not discriminated against because of their age, race, color, creed, sex or national origin.

**21. Price of Materials and Sales Tax:**

Prices for all goods or services shall remain firm for the duration of this contract and shall be stated on the bid sheet. Prices shall be all inclusive. Any price not shown on the bid sheet will not be honored by invoice. No price changes, additions or subsequent qualifications will be honored during the course of this contract. All prices must be written in ink or typewritten. Transportation, freight or other charges are to be prepaid by the bidder and included in the bid price. If there are additional charges of any kind, other than those mentioned above, specified or unspecified, Bidder must indicate both items required and attendant cost or forfeit the right to payment. Invoices must be submitted by

the vendor in duplicate to the City of Conroe Purchasing Dept., P.O. Box 3066, Conroe TX 77305.

This Contract is issued by an organization, which qualifies for exemption pursuant to the provisions of Article 20.04 (F) of the Texas Limited Sales, Excise and Use Tax Act.

22. **Unit Prices:** The unit price of each of the bid items in the bid proposal shall include its pro-rata share of overhead so that the sum of the products obtained by multiplying the quantity shown for each item by the unit price bid represents the total bid. Any bid not conforming to the condition may be rejected. The unit prices will be used to determine the amount of any change orders resulting from an increase or decrease in quantities.
23. **Change Orders:** The Owner may, at any time or from time to time, order additions, deletions or revisions to the Work; such changes will be authorized by written Change Order to be prepared by the PURCHASING DEPARTMENT for execution by the OWNER and the CONTRACTOR. The Change Order shall set forth the basis for any change in contract price as hereinafter set forth for Extra Work, and any change in contract time which may result from the change.

Any request by the CONTRACTOR for a change in Contract Price shall be made prior to beginning the work covered by the proposed change.

It is agreed that the basis of compensation to the CONTRACTOR for Work either added or deleted by a Change Order for which a claim for Extra Work is made shall be determined by one or more of the following methods:

- Method (A) - By agreed unit prices; or
- Method (B) - By agreed lump sum

24. **Ethical Standard:** No City official or employee shall have interest in any contract resulting from this "RFB". Individuals with a possible conflict will enact a public disclosure record by completing a "Conflict of Interest" form.

- **1295 certificate of Interested Parties and Conflict of Interest Questionnaire:**

The two forms stated above MUST be returned as part of your bid response. Failure to include these forms may result in your bid being considered unresponsive and therefor disqualified. Sample copies of these forms are included in the bid. The notarized 1295 with the certificate number must be included with your bid. The web address to the Texas Ethics Commission website with instructions is listed below:

(Sample Forms are Attached) **Reference Bid # 2017-427 on Form 1295**  
([https://www.ethics.state.tx.us/whatsnew/elf\\_info\\_form1295.htm](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm))

25. **Payment:** Payment will be scheduled within thirty (30) days upon complete delivery and acceptance of all equipment/material and receipt of an original invoice for the equipment/material complying with the terms and conditions of the award. The City reserves the right to withhold up to ten percent (10%) of the purchase price in the event there is a conditional acceptance.

**Proposal Agreement and Certification**

**The Undersigned Agrees That:**

- A. No Federal, State, County or Municipal taxes have been included in the quoted prices and none will be added.
- B. Prices in this proposal have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition.
- C. No attempt has been made nor will be to induce any other person or firm to submit a proposal for the purpose of restricting competition.
- D. The individual signing this proposal certifies that he/she is a legal agent of the proposer, authorized to represent the proposer and is legally responsible for the offer with regard to supporting documentation and prices provided.

\_\_\_\_\_  
(Company Name)

\_\_\_\_\_  
(Name of Authorized Agent – Printed)

\_\_\_\_\_  
(Street Address / P.O. Box)

\_\_\_\_\_  
(Authorized Agent Signature)

\_\_\_\_\_  
(City / State / Zip Code)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Phone)

\_\_\_\_\_  
(E-Mail)



# **ANNUAL LANDSCAPE SERVICES BID CITY OF CONROE**

## **SCOPE OF WORK**

### **1.0 OBJECTIVE**

- ❖ The objective of this bid is to obtain landscape maintenance service for the City of Conroe. It is the intent of these specifications for the Contractor to provide a complete, timely, safe, and professional job during the duration of the contract. The purpose of these specifications is to describe the minimum requirements of the City of Conroe for an Annual Landscape Services Contract. **The contract will be for twelve (12) months with the option for renewal of three (3) years at no change in price.**

### **2.0 GENERAL SPECIFICATIONS**

- ❖ Bids are based by function, frequency, and annual total of each function, as described by the Annual Maintenance Program.
- ❖ All bidders must meet or exceed the minimum specifications to be considered as a valid bid.
- ❖ The Contractor will be monitored by the Parks and Recreation Director and Public Works Assistant Director and/or their representative(s).
- ❖ The Contractor is an independent contractor and not an agent or employee of the City. The Contractor shall provide all labor, materials and equipment necessary to provide the services required by this agreement. The Contractor shall have control over the execution of the work and shall have sole responsibility and obligation for the hiring and supervision of its employees. **THE CONTRACTOR SHALL BE SOLEY RESPONSIBLE FOR THE SAFETY OF ITS EMPLOYEES.**
- ❖ The Director or his representative will have the right to add or delete any scheduled maintenance cycle based on an as-needed basis (i.e. prevailing weather, drought, special events, etc.).
- ❖ The Contractor shall submit to the City a proposed maintenance schedule. Landscape services shall be performed between the hours of 7:00 a.m. and 5:00 p.m., Monday through Friday, unless approved otherwise by the Director or his representative(s). The Contractor's schedule shall be flexible to allow for changes to program or event schedules. No work shall be performed on weekends or holidays, unless specifically approved by the Director or his representative.
- ❖ The Contractor shall have adequate backup equipment in reserve to allow for breakdowns. Insufficient equipment shall be cause for rejection of any and all bids. A list of equipment may be requested by the City.
- ❖ The Contractor is responsible for the behavior of his/her employees. The Contractor's employees will act and behave in a professional manner at all times while performing maintenance for the City. Any contact with the public must be courteous. The Contractor must have a supervisor on site at all times who can communicate in the English language.
- ❖ The Contractor and/or his/her employees shall have a clean and professional appearance. The Contractor and/or his/her employees shall be required to work in a clean uniformed shirt. Uniformed shirt shall indicate company's name in a manner that is clearly identifiable to the public. Cutoffs, torn or ripped clothing, or shirtless employees will not be acceptable.
- ❖ The Contractor shall be responsible for replacement or compensation for damage to any City property as a result of his/her work.
- ❖ Smoking is prohibited on all City properties. The Contractor and/or his/her employees shall refrain from using tobacco and non-tobacco (vaping) products while on City property.

- ❖ Any hazardous conditions or damaged City property observed during normal maintenance or as the result of the Contractor's maintenance must be reported immediately by the Contractor to the Parks and Recreation Administration office at (936) 522-3842 or Public Works Administration Office at (936) 522-3885.
- ❖ The Contractor shall correspond via email, telephone or fax with the Director or his representative(s) daily to report work completed each day that maintenance is performed under this contract.
- ❖ The Contractor shall provide a valid telephone and/or cell phone number that will be answered at all times during normal working hours.
- ❖ Site square footage is given in approximate only. The Contractor is responsible for visiting each site prior to submitting a bid for this contract. **NO EXCEPTIONS WILL BE MADE AFTER BID IS AWARDED.**
- ❖ Maintenance cycle shall be defined as one or more of the following tasks being performed per site: plant bed maintenance, tree & shrub trimming, mulching, or debris disposal.
- ❖ Some sites and facilities will require performing services on certain days and times to minimize disruption of services and/or programs.
- ❖ The Contractor shall prearrange any road closures needed to complete services through the City of Conroe Public Works Department and the Parks and Recreation Department.
- ❖ The bid shall include the BID SHEET for a duration of twelve (12) months.
- ❖ The Contractor **MUST** submit BID SHEET and BID BREAKDOWN SHEETS to qualify as an acceptable bid.
- ❖ The Contractor shall provide three valid names, addresses, and telephone numbers of references in which the Contractor has performed similar services.
- ❖ The contract will begin on an agreed upon date and serve for twelve (12) months. This contract may be renewable at the discretion of the City of Conroe for three (3) additional one (1) year periods at no change in price, provided the successful bidder has performed satisfactorily. The City of Conroe reserves the right to end the contract at its discretion. A thirty (30) day written termination notice is required by either the Contractor or the City of Conroe to terminate this contract.
- ❖ Invoices may be submitted monthly for completed work. **NO PAYMENT WILL BE MADE FOR INCOMPLETE WORK.** Acceptance by the City of Conroe shall constitute all items bid being received and in good working order to the City of Conroe's satisfaction. If a site is determined to be unsatisfactory the Contractor will have 24 hours after notification by the City of Conroe to comply otherwise the site will be considered incomplete. The Contractor shall not invoice for return trips necessary to complete any deficiencies discovered by the contract administrator nor for any services not performed due to site conditions.
- ❖ For additional information contact: **Parks and Recreation Facilities** - Lauren Arnold, Parks Superintendent, 1504 Parkwood West, Conroe, Texas 77301, (936) 522-3843 or email [larnold@cityofconroe.org](mailto:larnold@cityofconroe.org); **The Dean Towery Service Center** – Kathy Walker, Office Manager, 401 Sgt. Ed Holcomb Blvd. S. Conroe, Texas 77304, (936) 522-3885, or email [kwalker@cityofconroe.org](mailto:kwalker@cityofconroe.org); **Conroe Police Department** – Chief Philip Dupuis, 2300 Plantation Drive., Conroe, Texas 77304, 936-522-3200 or email [pdupuis@cityofconroe.org](mailto:pdupuis@cityofconroe.org); **Conroe Fire Department** – Assistant Fire Chief Michael Legoudes, 300 West Davis St., Conroe, Texas 77301, 936-522-3086 or email [mlegoudes@cityofconroe.org](mailto:mlegoudes@cityofconroe.org); **Conroe Tower/City Hall** – Tammie Rushing, Facility Management Coordinator, 300 West Davis St., Conroe, Texas 77301, 936-522-3033 or email [trushing@cityofconroe.org](mailto:trushing@cityofconroe.org);

### **3.0 PROGRAM FUNCTION SPECIFICATIONS**

The sites, maintenance requirements and Frequency Chart for each location are listed on **Attachment A**. Maps may be included for some locations to clarify the boundaries of the properties.

- ❖ Landscape Bed Maintenance – All shrub, ground cover, and flowerbeds shall be maintained free of weeds, grasses, and trash for the duration of this contract. Proper horticulture practices shall be maintained to these areas.
- ❖ Pruning and Trimming - Trim shrubs, tree limbs, hedges, ground cover and grasses to maintain shape and/or to preclude encroachment on or into parking areas, driveways, walkways, fence lines and other structures. Prune low branches on mature trees to maintain a minimum of seven (7) foot vertical clearance over pedestrian walkways. Remove all debris from site.
- ❖ Weed Control – Tree wells, landscape beds (including signage beds) and decomposed granite areas shall remain weed and grass free for the duration of this contract. This can be accomplished by pulling or chopping weeds in a manner so that minimal disturbance occurs. At no time will the Contractor be allowed to cut off weeds using a string line trimmer. Use of herbicides is permitted by a licensed pesticide applicator and must be applied in accordance with all federal, state and local regulations. Pesticide applicator must be licensed through the Texas Department of Agriculture or Texas Structural Pest Control Service. Proof of pesticide licenses will be required before any application is permitted.
- ❖ Mulching - The contractor shall provide and install mulch in a uniform thickness maintaining a minimum depth of 2 inches. Mulch shall be black shredded hardwood.
- ❖ Litter/Debris Disposal – All trash and general debris shall be removed prior to each service.

## FREQUENCY CHART

[illegible]

## ATTACHMENT A

Y = Service Is Required

N = Service Is Not Required

| No.                           | Site                                | Address  | Approx.<br>Sq. Ft. | Prog.<br>1 | Prog.<br>2 | Prog.<br>3 | Notes   |
|-------------------------------|-------------------------------------|--|--------------------|------------|------------|------------|---|
| <b>PARKS &amp; RECREATION</b> |                                     |  |                    |            |            |            |   |
| PR 1                          | Candy Cane Park Complex             | 1202 - 1205 Candy Cane Lane / 1504 Parkwood West / 77301 | 5,625              | Y          | Y          | Y          | See map for boundaries<br>Includes tree wells<br>Excludes Heritage Museum |
| PR 2                          | Aquatic Center (interior)           | 1205 Candy Cane Lane / 77301                             | 1,219              | Y          | Y          | Y          |   |
| PR 5                          | Milltown Park                       | 600 York / 77301   | 1,626              | Y          | Y          | Y          |   |
| PR 6                          | Conroe Founders Plaza               | 205 Metcalf St. / 77301                                  | 10,005             | Y          | Y          | Y          | Includes decomposed granite   |
| PR 7                          | Heritage Place Park                 | 500 Metcalf St. / 77301                                  | 32,290             | Y          | Y          | Y          | Includes decomposed granite   |
| PR 8                          | Stewarts Creek Park                 | 1329 E. Dallas Street / 77301                            | 2,370              | Y          | Y          | Y          |   |
| PR 9                          | Booker T. Washington Park           | 813 First St. / 77301                                    | 5,435              | Y          | Y          | Y          |   |
| PR 10                         | Lewis Park                          | 501 Park Place / 77301                                   | 3,875              | Y          | Y          | Y          |   |
| PR 12                         | Kasmiersky Park                     | 889 Old Magnolia Rd. / 77304                             | 11,885             | Y          | Y          | Y          |   |
| PR 13                         | McDade Park                         | 10310 FM 2854 / 77304                                    | 8,670              | Y          | Y          | Y          | Includes decomposed granite pathways                                      |
| PR 15                         | Dr. Martin Luther King, Jr. Park    | 1001 Dr. Martin Luther King, Jr. Place South             | 300                | Y          | Y          | Y          | Includes tree wells   |
| PR 16                         | John Burge Park at Shadow Lakes     | 11050 Little Egypt Rd. / 77304                           | 25,555             | Y          | Y          | Y          | Includes decomposed granite   |
| PR 17                         | Lions Park                          | 1851 North Hampton / 77303                               | 1,100              | Y          | Y          | Y          |   |
| PR 18                         | Lone Star Flag Park                 | 212 I-45 North / 77301                                   | 2,920              | Y          | Y          | Y          |   |
| PR 19                         | White Oak Point Park                | 3511 White Oak Point Dr. / 77304                         | 1,245              | Y          | Y          | Y          |   |
| PR 21                         | Oscar Johnson, Jr. Community Center | 100 Park Place / 119 E. Ave G. / 77301                   | 3,010              | Y          | Y          | Y          |   |
| PR 23                         | Dallas Street Medians               | Between Frazier St. and W. Davis                         | 9,049              | Y          | Y          | Y          |   |
| PR 25                         | Faith Walston Memorial              | Dallas St. @ West Davis St.                              | 2,325              | Y          | Y          | Y          |   |
| PR 26                         | I-45 Triangle & Medians             | I-45 @ West Davis St.                                    | 1,250              | Y          | Y          | Y          |   |
| PR 27                         | Wilson Rd Triangle                  | Wilson Rd. @ N. Frazier St.                              | 544                | Y          | Y          | Y          | Beautification property   |

|                     |                             |  |        |   |   |   |  |
|---------------------|-----------------------------|--|--------|---|---|---|--|
| PR 28               | S. Frazier Medians          | 941 S. Frazier St.   | 6,145  | Y | Y | Y | Beautification property includes Moore Family Memorial |
| PR 32               | Westview Blvd. Medians      | Westview @ Wilson & Westview @ N. Loop 336                 | 1,405  | Y | Y | Y |  |
| PR 33               | Francell Reece              | 622 E. Phillips / 77301                                    | 3,440  | Y | Y | Y | Includes landscaping at Phillips & 5 <sup>th</sup> St. |
| PR 38               | Owen Theatre Parking Lot    | N. side of Metcalf between Thompson St. & Main St. / 77301 | 8,725  | Y | Y | Y |  |
| PR 40               | I-45 Retention Ponds        | 924 I-45 @ West Davis / 77301                              | 16,550 | Y | Y | Y |  |
| <b>CONROE TOWER</b> |                             |  |        |   |   |   |  |
| CT 1                | Conroe Tower/City Hall      | 300 W. Davis St. / 77301                                   | 508    | Y | N | Y | Landscape beds   |
| CT 2                | Old PD Facility             | 700 Old Montgomery Road / 77301                            | 5,500  | Y | Y | Y |  |
| <b>FIRE DEPT</b>    |                             |  |        |   |   |   |  |
| FD 1                | Fire Station 1              | 300 Sgt. Ed Holcomb Blvd. North / 77304                    | 3,360  | Y | Y | Y | Restricted Access                                      |
| FD 4                | Fire Station 4              | 14901 Walter Woodson Drive. / 77384                        | 4,145  | Y | Y | Y | Restricted Access                                      |
| FD 5                | Fire Station 5              | 1601 N. FM 3083 (Carter Moore Drive) / 77304               | 2,875  | Y | Y | Y | Restricted Access                                      |
| <b>POLICE DEPT</b>  |                             |  |        |   |   |   |  |
| PD 1                | Conroe Police Station       | 2300 Plantation Drive / 77304                              | 11,974 | Y | Y | Y | Restricted Access                                      |
| PD 2                | Fire Arms Training Facility | 2300 Old Magnolia Road / 77304                             | 465    | Y | Y | Y | Restricted Access                                      |
| <b>PUBLIC WORKS</b> |                             |  |        |   |   |   |  |
| PW 1                | Dean Towery Service Center  | 401 Sgt. Ed Holcomb Blvd. South / 77304                    | 3,100  | Y | Y | Y | See map for boundaries Includes tree wells             |

**BID SHEET**

**ANNUAL LANDSCAPE SERVICES CONTRACT**

**CONROE PARKS AND RECREATION DEPARTMENT & PUBLIC WORKS  
DEPARTMENT**

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

OWNER OR REPRESENTATIVE: \_\_\_\_\_

**(PRINT)**

SIGNATURE: \_\_\_\_\_

**Program # 1 (Weeding)**

Total Cost per Visit: \_\_\_\_\_ X 42 Visits: \_\_\_\_\_

**Program #2 (Pruning & Trimming)**

Total Cost per Visit: \_\_\_\_\_ X 4 Visit: \_\_\_\_\_

**Program #3 (Pruning & Trimming)**

Total Cost per Visit: \_\_\_\_\_ X 1 Visit: \_\_\_\_\_

**TOTAL BID:** \_\_\_\_\_

### Bid Breakdown Sheet

Please provide the costs per site (single visit) to do a specific function of this contract for each site listed.

| No.                           | Site                                   | Program 1 | Program 2 | Program 3 |
|-------------------------------|--|-----------|-----------|-----------|
| <b>PARKS &amp; RECREATION</b> |  |           |           |           |
| PR 1                          | Candy Cane Park                        | \$        | \$        | \$        |
| PR 2                          | Aquatic Center (interior)              | \$        | \$        | \$        |
| PR 3                          | Roberson Park                          | \$        | \$        | \$        |
| PR 6                          | Conroe Founders Plaza                  | \$        | \$        | \$        |
| PR 7                          | Heritage Place Park                    | \$        | \$        | \$        |
| PR 8                          | Stewarts Creek Park                    | \$        | \$        | \$        |
| PR 9                          | Booker T. Washington Park              | \$        | \$        | \$        |
| PR 10                         | Lewis Park                             | \$        | \$        | \$        |
| PR 12                         | Kasmiersky Park                        | \$        | \$        | \$        |
| PR 13                         | McDade Park                            | \$        | \$        | \$        |
| PR 15                         | Dr. Martin Luther King, Jr. Park       | \$        | \$        | \$        |
| PR 16                         | John Burge Park <i>at Shadow Lakes</i> | \$        | \$        | \$        |
| PR 17                         | Lions Park                             | \$        | \$        | \$        |
| PR 18                         | Lone Star Flag Park                    | \$        | \$        | \$        |
| PR 19                         | White Oak Point Park                   | \$        | \$        | \$        |
| PR 21                         | Oscar Johnson, Jr. Community Center    | \$        | \$        | \$        |
| PR 23                         | Dallas Street Medians                  | \$        | \$        | \$        |
| PR 25                         | Faith Walston Memorial                 | \$        | \$        | \$        |
| PR 26                         | I-45 Triangle & Medians                | \$        | \$        | \$        |
| PR 27                         | Wilson Rd Triangle                     | \$        | \$        | \$        |
| PR 28                         | S. Frazier Medians                     | \$        | \$        | \$        |
| PR 32                         | Westview Blvd. Medians                 | \$        | \$        | \$        |
| PR 33                         | Froncell Reece                         | \$        | \$        | \$        |
| PR 38                         | Owen Theatre Park                      | \$        | \$        | \$        |
| PR 40                         | I-45 Retention Ponds                   | \$        | \$        | \$        |
|                               | <b>CONROE TOWER</b>                    |           |           | \$        |
| CT 1                          | Conroe Tower/City Hall                 | \$        | \$        | \$        |
| CT 2                          | Old PD Facility                        | \$        | \$        | \$        |

|      |                             |    |    |    |
|------|-----------------------------|----|----|----|
|      | <b>FIRE DEPT.</b>           |    |    |    |
| FD 1 | Fire Station 1              | \$ | \$ | \$ |
| FD 4 | Fire Station 4              | \$ | \$ | \$ |
| FD 5 | Fire Station 5              | \$ | \$ | \$ |
|      | <b>POLICE DEPT.</b>         |    |    |    |
| PD 1 | Conroe Police Station       | \$ | \$ | \$ |
| PD 2 | Fire Arms Training Facility | \$ | \$ | \$ |
|      | <b>PUBLIC WORKS</b>         |    |    |    |
| PW 1 | Dean Towery Service Center  | \$ | \$ | \$ |



The City of Conroe provides this information with the understanding that it is not guaranteed to be accurate, correct or complete. This graphic is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. Conclusions drawn from this information are the responsibility of the user. Every effort has been made to ensure the accuracy, correctness and timeliness of the materials presented. The City of Conroe assumes no liability for damages incurred directly or indirectly as a result of incomplete, incorrect or omitted information, even if the City is advised of the possibility that the information may not be accurate. The user of this information assumes all liability for their dependence on this information and assumes all responsibility for its use.



## CANDY CANE PARK COMPLEX MOWING BOUNDARY



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DEAN TOWERY SERVICE CENTER  
MOWING BOUNDARY