



REQUEST FOR QUOTES

Landscaping at South Gleason Park Golf Course & Storm Water Retention Area

April 9, 2025

Please submit this quote to:
The Gary Sanitary District
3600 W. 3rd Avenue
Gary, IN 46406
Telephone No.: (219) 944-1211

Please submit this quote by: **Friday, May 2, 2025 at 2:00 p.m.**

PROJECT DESCRIPTION: Landscaping of the South Gleason Park Golf Course (Golf Course) at 3400 Jefferson Street in the City of Gary, IN.

There will be a Pre-Bid meeting held at the South Gleason Park Golf Course Parking Lot at 34th and Jefferson Street, Gary, IN at 10:00 AM (local time) on April 28, 2025.

Furnish all labor, materials, tools, equipment, superintendence, and all necessary incidentals for maintenance of vegetation inside the golf course, around the retention ponds, and along the fence line.

Golf Course Area = 95 acres

Provide and install all specified items in accordance with the City of Gary Street, Sewer, and City Infrastructure Standards and Specifications Manual.

The Scope of work shall include the following:

Initial Cut:

- The initial cut shall be done May 5th.
- Contractor shall mow the grass inside of the Golf Course.
- Contractor shall mow along and outside the fence line to the curb for a total of 95 acres.
- Contractor shall cut grass to a height of 2 inches.



- Contractor shall clear vegetation including small trees, shrubs, and bushes from on hills, around retention ponds, and around larger diameter trees.
- Areas not accessible by mowers shall be cut with weed trimmers or other suitable equipment.
- Remove vines and other vegetative growth, including branches, stumps, etc., on the fencing surrounding the Golf Course and take them offsite for proper disposal.

Subsequent Cuts:

- The Golf Course lawn shall be maintained weekly from May 5th until June 2nd (4 instances) and then biweekly from June 2nd until the final cut November 3rd (11 instances).
- The work shall not be done for more than 16 instances including the initial cut.
- Grass shall be maintained at a height of 2 inches.
- The contractor shall not be paid for instances when the Golf Course lawn is not maintained. Payment shall be made for work done only.

General:

- Remove all the dead trees and tree limbs on the property at the South Gleason Park Golf Course. The cost of the dead tree removal shall be a lump sum value.
- Support/protect utility poles, building structures, driveways, and underground utilities as necessary.
- Contractor shall be responsible to locate all utilities in the project area.
- Contractor shall ensure proper use of equipment to mow the grass and remove other vegetation inside and outside the Golf Course.
- All work must be done by experienced, trained, and properly certified technicians that are knowledgeable of landscaping.
- Secure necessary permits, licenses, and notifications for mowing work.
- Vegetation size and density shall be field verified before any vegetation removal work is done.
- Perform video of the work area to show the condition of all existing surface structures and landscape prior to site mobilization and following demobilization. Provide the copies to the Owner (GSWMD).
- Restore any disturbed driveway, sidewalk, fencing, and landscaped/unpaved areas to equal or better than existing condition.

- Erosion Control:

The Contractor must take appropriate action to reduce potential environmental damage and work delays related to erosion control. Before start of on-site construction activities, submit to the Engineer for review and approval a plan for sediment and erosion control measures and management, including planned maintenance during execution of the work.

- Maintenance of Traffic:



The Contractor must take appropriate action to maintain the safe flow of traffic around the project work site. Before the start of onsite activities, submit to the Engineer for review and approval a plan for maintaining the flow of traffic through the work zone. The Contractor shall work with Gary Public Transportation to ensure that no route will be affected by the Work.

- **Safety and Protection:**

Contractor shall be solely responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the work. The Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury, or loss to all persons on the site or who may be affected by the work.

- **The minimum equipment required shall be as follows:**

- Pull Behind Mower Deck
- Tiger Mower
- Riding Mower
- Weed Trimmer

CONTRACTOR TIME:

If the Contractor is unable to take over the project site immediately or is unable to maintain the schedule given below, the contract will be rescinded and awarded to the next lowest bidder.

- The Contractor agrees that the landscaping shall commence **immediately of issuance** of Notice Proceed and be completed **as specified** until the contract end date.

NOTE: The condition and location of the site as shown is for reference only.

- The existence of vegetation, obstacles, etc., which are not shown and which may be encountered will not be a basis for a claim for extra work.
- Contractor shall field verify the site layout and conditions before bidding the project.

All quotes must be submitted to the Procurement Department to the attention of Anthony Ross, Warehouse Manager or Rowanda Anderson, Engineering Department Office Manager. Quotes must be received by 2:00 p.m. on Friday, May 2, 2025 in person. Quotes must be submitted in a **sealed envelope and marked "Landscaping at South Gleason Park Golf Course"**. All technical/specifications questions are to be directed to the Engineers at (219)944-1211 extension 1235 or e-mail: janderson@garysan.gov. Only quotes received on time will be considered.



CONTRACTOR COMPLIANCE REQUIREMENTS

TO: ALL GSD/GSWMD CONTRACTORS

FROM: GSD/GSWMD Office of Compliance

RE: Project Compliance Requirements

The Gary Sanitary District (GSD) and Gary Storm Water Management District (GSWMD) are committed to ensuring Gary businesses and residents are included in contracting and employment opportunities on ALL projects funded solely or in part by the GSD and GSWMD.

In accordance with our commitment, our procurement process includes or references the governing resolutions and ordinances related to our diversity and equity goals regarding utilization of local businesses and residents. By submitting your respective bid with all requested affidavits and forms as a potential contractor to GSD or GSWMD, you acknowledge receipt and understanding of said resolutions and/or ordinances.

Letters from Union Halls indicating a lack of available workers shall NOT be acceptable as an exception for non-compliance. We encourage you to be proactive in advance of bidding on, responding to or initiating work on our projects.

Please note that the following are required on ALL GSD/GSWMD projects:

1. Completed Certified Payrolls and Statements of Compliance submitted weekly.
2. Apprentice certificates, if applicable, must accompany certified payrolls that list apprentices working.
3. Project schedule must be submitted prior to start of work.
4. Job site visits conducted by GSD/GSWMD representative.
5. Subcontractor list must be submitted prior to start of work.
6. Wage Rate Sheets per trade must be submitted prior to start of work or with first certified payroll.
7. Valid Contractor's License and Business License must be submitted prior to start of work.
8. Current diversity certification letters i.e. GBE, MBE, WBE, DBE, VBE.
9. Any other requested document.



Failure to submit the required documents, comply with requirements outlined in GSD resolutions and City of Gary ordinances as referenced in the specifications for a bid, quote, or proposal may result in the withholding of payment, short payment of invoices, denial of reduction in retainage, withholding of retainage, work suspension and/or contractor removal from project or project site.

Failure to sign and return this memo will deem you non-responsive and non-responsible. By not signing and returning the acknowledgement of this memo and its contents, you forfeit all rights as a potential vendor to this project.

CONTRACTOR ACKNOWLEDGEMENT AND ACCEPTANCE

The Contractor has examined and carefully studied the specifications and/or drawings and acknowledged the following:

- Contractor has visited the site and is familiar and satisfied with the general local and site conditions that may affect cost, progress, performance, and furnishing of the work.
- Contractor is familiar with all federal, state, and local laws and regulations that may affect cost, progress, performance, and furnishing of the work.
- Contractor is familiar and shall fully comply with all federal, state, and local laws and regulations, specifically including the City of Gary Ordinance No. 6972, codified at Section 2-1882 through 2-1887 of the Municipal Code of the City of Gary, and its companion resolution, Gary Sanitary District Board of Commissioners Resolution No. 2113, which may affect cost, progress, performance, and furnishing of the work.
- The Contractor assumes full responsibility of the site work upon notification of award until issuance of final completion.
- If the owner must service the storm water lift station due to the negligence of the Contractor, the Contractor will be required to pay all costs incurred.
- The Contractor is aware of the general nature of the work to be performed by OWNER and others at the site that is related to work for which this Quote is submitted as indicated in the Specifications and/or Drawings.
- Work shall not hinder the flow of storm water.

Failure to report the residency of employees entirely and correctly shall result in the surrender of the entire liquidated damages as if no eligible residents were employed in either of the categories. The willful falsification of statements and the certification of payroll data may subject the contractor, subcontractor, or employee to prosecution.



Any retainage to cover contract performance that may become due to the contractor may be withheld by the city pending a determination of whether the contractor must surrender damages.

☐ **I AGREE**, acknowledge receipt, and shall adhere to all compliance requirements, ordinances, and regulations required by GSD/GSWMD.

☐ **I DO NOT AGREE**, and understand that by not agreeing, I forfeit any rights to further consideration as a vendor for this project.

ACKNOWLEDGEMENT

BY: _____

SIGNATURE: _____

TITLE: _____

COMPANY: _____

DATE: _____



QUOTE SCHEDULE

| Item | Quantity | Unit | Unit Price | Total | Remark |
|---|----------|------|------------|-------|--------|
| Initial Mowing of the South Gleason Golf Course (May 5 th) | | LS | \$ | \$ | |
| Removal of Dead Trees at the South Gleason Golf Course (May 5 th to November 3 rd) | | LS | \$ | \$ | |
| Weekly Mowing of the South Gleason Golf Course (May 5 th to June 2 nd) | 4 | EA | \$ | \$ | |
| Biweekly Mowing of the South Gleason Golf Course (June 2 nd to November 3 rd) | 11 | EA | \$ | \$ | |
| TOTAL PRICE | | | | \$ | |

Note: Payment shall be made for work done only.

_____ dollars

(Total Price in Words)

Please indicate your preference to remain on the list of potential bidders for future work.

_____ KEEP COMPANY ON THE LIST OF POTENTIAL BIDDERS

_____ REMOVE COMPANY FROM THE LIST OF POTENTIAL BIDDERS

I hereby certify that I have examined and carefully prepared this quote based on all of the above information and I am authorized to sign this quote and accept the terms and conditions of the Contract Agreement.

By: _____ Date: _____

Printed Name: _____

Doing Business as: _____

City: _____ State: _____ Zip: _____

Tel No.: _____ Fax No.: _____

E-Mail: _____

