


OFFER

The undersigned (the "Bidder") offers this Bid as an offer to contract with the City under the terms and conditions set forth below, and certifies that Bidder has read, understands, and agrees to fully comply with, and be contractually bound by all the terms and conditions set forth in this Invitation For Bids ("IFB"), the Contract formed hereby (as defined below) and any amendments thereto, together with all Exhibits, Specifications, Plans and other documents included as part of this Contract (collectively the "Contract Documents").

By submission of this Offer, Bidder understands the City may award the contract by line item, groups of line items, or multiple award, whichever is deemed most advantageous to the City, pursuant to Section 2.16 "Award of Contract" set forth below.	
Missouri Charter No: _____ Federal EIN: <u>04-3643398</u> <u>STIRLING LAWN & LANDSCAPE Inc.</u> Bidder's Full Legal Name <u>U.S. Lawns of Kansas City</u> Bidder's d/b/a (if applicable) <u>702 Kern St</u> Address <u>Raymore</u> <u>MO</u> <u>64053</u> City State Zip Code	For Clarification of this Bid contact: Name: <u>SHAWN SHELTON</u> Telephone: <u>816-591-2340</u> Email: <u>shawn.shelton@uslawns.net</u>  Signature of Person Authorized to Bind Bidder <u>SHAWN SHELTON</u> Printed Name <u>General Manager</u> Title
ACCEPTANCE OF OFFER (FOR CITY OF LEE'S SUMMIT USE ONLY)	
Effective Date: _____ Contract No. <u>2021-025</u>	
CITY OF LEE'S SUMMIT, Missouri a municipal corporation	
_____ Stephen A. Arbo, City Manager	_____ Joseph D. Snook, Parks and Recreation Administrator
ATTEST: _____	APPROVED AS TO FORM: _____
_____ Office of City Clerk	_____ City Attorneys' Office

ARTICLE I - DEFINITIONS

For purposes of this Invitation for Bids, the following definitions shall apply:

- 1.1. **"Bid"** or **"Offer"** means a responsive bid or quotation submitted by a Bidder in response to this IFB.
- 1.2. **"Bid Deadline"** means the date and time set forth on the cover of this IFB for the Procurement Officer to be in actual possession of the sealed Bids.
- 1.3. **"Bid Opening"** means the date and time set forth on the cover of this IFB for opening of sealed Bids.
- 1.4. **"Bidder"** means any person or firm submitting a Bid in response to this IFB.
- 1.5. **"City"** means the City of Lee's Summit, Missouri, a municipal corporation. For purposes of solicitations by the Parks and Recreation Department, the term "City" may be substituted with "LSPR" per Section 2.2 of the City of Lee's Summit Procurement Policy.
- 1.6. **"City Manager"** means the City Manager of the City or his/her authorized designee. For purposes of solicitations by the Parks and Recreation Department, the term "City Manager" may be substituted with "Parks Administrator" per Section 2.2 of the City of Lee's Summit Procurement Policy.
- 1.7. **"City Representative"** or **"Project Manager"** means a City employee who has been designated to act as a contact person to the Procurement Officer, and who is responsible for (i) monitoring and overseeing the Vendor's performance under the Contract and (ii) providing information regarding details pertaining to the Contract.
- 1.8. **"Confidential Information"** means that portion of a Bid, Proposal, Offer, Specification or protest that contains information that the person submitting the information believes should be withheld, provided (i) such person submits a written statement advising the City of this fact at the time of the submission and (ii) the information is so identified wherever it appears.
- 1.9. **"Contract"** or **"Contract Documents"** means, collectively, (i) the executed Offer/Bid, (ii) this IFB, including all completed exhibits, (iii) the Notice of Award, (iv) the Notice to Proceed and/or Purchase Order(s), (v) any approved Addendum, Change Order or Amendment, (vi) the Vendor's Certificates of Insurance, endorsements, and a copy of the Declarations Page(s) of the insurance policies and (vii) any Plans, Specifications, or other documents attached, appended, or incorporated herein by reference. Alternate or optional bid items will become part of the Contract only if they are accepted by the City in writing on the Price Sheet.
- 1.10. **"Day(s)"** means calendar day(s) unless otherwise specified.
- 1.11. **"Invitation for Bids"** or **"IFB"** means this request by the City for participation in the competitive bidding process according to all documents, including those attached or incorporated herein by reference, utilized for soliciting Bids for the Materials and/or Services in compliance with the City's Procurement Policy.
- 1.12. **"Materials"** means any personal property, including equipment, materials, replacements, and supplies provided by the Vendor in conjunction with the Contract.
- 1.13. **"Multiple Award"** means an award of an indefinite quantity contract for one or more similar products, commodities, or Services to more than one Bidder.
- 1.14. **"Price"** means the total expenditure for a defined quantity of a commodity or service.
- 1.15. **"Procurement Officer"** means the City employee, as designated on the cover of this IFB, who has specifically been designated to act as a contact person to the Bidders and/or Vendors relating to their Invitation for Bids.
- 1.16. **"Procurement Policy"** means the City Procurement Policy, as amended from time to time.
- 1.17. **"Public Purchase"** means the City's procurement website, www.publicpurchase.com/.
- 1.18. **"Services"** means the furnishing of labor, time or effort by a Vendor, not involving the delivery of a specific end product other than reports which are merely incidental to the required performance and as further defined in the Contract.
- 1.19. **"Specification"** means any description of the physical characteristics, functional characteristics, or the nature of a commodity, product, supply, or Services. The term may include a description of any requirements for inspecting, testing, or preparing a supply or service item for delivery.
- 1.20. **"Subcontractor"** means both (i) those persons or groups of persons having a direct contract with the Vendor to perform a portion of the Contract and (ii) those who furnish Materials according to the plans and/or Specifications required by this Contract.

- 1.21. "**Substitutions**" means Vendor's proposed changes in products, materials, equipment, and methods of construction from those required by the Contract Documents.
- 1.22. "**Substitutions for Cause**" means changes proposed by Vendor that are required due to changed product conditions, such as unavailability of product, regulatory changes, or unavailability of required warranty terms.
- 1.23. "**Substitutions for Convenience**" means changes proposed by Vendor or City that are not required in order to meet other Project requirements, but which may offer advantage to Vendor or City.
- 1.24. "**Unit Price**" means the unit cost of a defined unit of measure of a commodity or service.
- 1.25. "**Vendor**" means the individual, partnership, corporation, or limited liability company who has submitted a Bid in response to this IFB and who, as a result of the competitive bidding process, is awarded a contract for Materials and/or Services by the City.

ARTICLE II – BID PROCESS; BID AWARD

- 2.1. **Scope of Work.** This IFB is to secure a qualified Vendor(s) to provide the City with Mowing Services on an as needed basis as a yearly contract (the "Services") as more particularly described in the Specifications/Price Sheet, attached hereto as Exhibit A and incorporated herein by reference. For the purpose of this solicitation, the Services required under this IFB shall be provided at the Price(s) specified in Exhibit A, Specifications/Price Sheet.
 - a. **Contract Amounts.** The resulting Contract(s) is/are intended to be an indefinite quantity and indefinite delivery Contract(s) for the Services based on the City's needs. The City does not guarantee any minimum or maximum amount of purchases will be requested by the City pursuant to a Contract. Purchases will only be made when the City identifies a need and proper authorization and documentation have been approved. For purchase(s) determined by the City to be appropriate for this Contract, the Vendor shall provide the specific Services to the City in such quantities and configurations as may be agreed upon between the parties, in the form of a written invoice, quote, services order or other form of written contract describing the Services to be delivered (each, a "Services Order"). Each Service Order shall (i) contain a reference to this Contract and (ii) be attached hereto as Exhibit F and incorporated herein by reference. A Services Order submitted without referencing this Contract will be subject to rejection.
 - b. **Unauthorized Provisions.** Vendor acknowledges and agrees that a Services Order containing unauthorized exceptions, conditions, limitations, or provisions in conflict with the terms of the Contract, other than City's project-specific requirements, is hereby expressly declared void and shall be of no force and effect.
- 2.2. **Amendment of IFB.** No alteration may be made to this IFB or the resultant Contract without the express, written approval of the City in the form of an official IFB addendum or Contract amendment. Any attempt to alter this IFB/Contract without such approval is a violation of this IFB/Contract and the City Procurement Policy. Any such action is subject to the legal and contractual remedies available to the City including, but not limited to, Contract cancellation and suspension and/or debarment of the Bidder or Vendor.
- 2.3. **Preparation/Submission of Bid.** Bidders are invited to participate in the competitive bidding process for the Services specified in this IFB. Bidders shall review their Bid submissions to ensure the following requirements are met.
 - a. **Non-responsive or Non-responsible Bids.** The City will consider as "non-responsive" or "non-responsible" and shall reject any Bid not prepared and submitted in accordance with the IFB and Specifications, or any Bid lacking sufficient information to enable the City to make a reasonable determination of compliance with the Specifications. Unauthorized or unreasonable exceptions, conditions, limitations, or provisions shall be cause for rejection. Bids may be deemed non-responsive or non-responsible at any time during the evaluation process if, in the sole opinion of the City, any of the following, but not limited to, are true:
 - i. Bidder does not provide required documentation or authorized signature.
 - ii. Bidder does not meet the minimum required skill, experience, or requirements to perform the Services.
 - iii. Bidder has a past record of failing to fully perform or fulfill contractual obligations, regardless of whether the contract was with the City, particularly obligations similar to those included in this IFB.
 - iv. Bidder cannot demonstrate financial stability.
 - v. The Bid submission contains false, inaccurate, or misleading statements that, in the opinion of the City

Manager or authorized designee, are intended to mislead the City in its evaluation of the Bid.

- b. **Required Submittal.** The Bidder's documents are uploaded to Public Purchase prior to the Bid Deadline. Bidders shall provide the entire IFB document (all pages) that contains the following completed pages/documents in order to be considered a responsive Bid:
- Offer, signed in ink by a person authorized to bind the Bidder (Page i).
 - Price Sheet (Exhibit A or as subsequently replaced by Addendum).
 - Professional Licenses/Certifications as required in Exhibit A.
 - DBE/WBE and Missouri Service-Disabled Veteran Status, (Exhibit C).
 - References (Exhibit D).
 - Acknowledgment page, signed in ink, for each Addendum received, if any (Exhibit E).
- c. **Bidder Responsibilities.** All Bidders shall (1) examine the entire Bid package, (2) seek clarification from the Procurement Officer, prior to the deadline for inquiries, of any item or requirement that may not be clear, (3) check all responses for accuracy before submitting a Bid and (4) submit the entire completed Bid package in accordance with Subsection 2.3(c) above, by the official Bid Deadline. Late Bids shall not be considered. Bids not submitted with an **original, signed (which includes an electronic signature as defined by 351.1222, RSMo., as amended)** Offer page by a person authorized to bind the Bidder shall be considered non-responsive. Negligence in preparing a Bid shall not be good cause for withdrawal after the Bid Deadline.
- d. **Sealed Bids.** Bids submitted on paper, if allowed under Subsection 2.3(c), shall be sealed and clearly marked with the IFB title and number on the lower left hand corner of the mailing envelope. A return address must also appear on the outside of the sealed Bid. Bids submitted on Public Purchase remain sealed until the Bid Deadline.
- e. **Address.** Samples and bids submitted on paper, if allowed, shall be directed to the following address: Procurement and Contract Services, 220 Southeast Green Street, Lee's Summit, Missouri 64063, or hand-delivered to the Procurement and Contract Services' office.
- f. **Bid Forms.** All Bids shall be on the forms provided in this IFB. It is permissible to copy these forms if needed.
- g. **Bidder Notations.** Additions, notations, or other revisions to the IFB document shall be initialed in original ink by the authorized person signing the Bid. The City reserves the right to accept or reject any Bidder Notations.
- h. **Withdrawal.** At any time prior to the specified Bid Deadline, a Bidder (or designated representative) may amend or withdraw its Bid. No Bid shall be altered, amended or withdrawn after the specified Bid Deadline unless otherwise permitted in writing by the Procurement and Contract Services Manager.
- i. **Clarifications.** The City reserves the right to contact Bidder to obtain clarification on submitted bids, including but not limit to contents that are unclear due to poor image quality, the meaning of abbreviations or acronyms, meaning of hand-written information, or other information as deemed necessary by the City.
- 2.4. Inquiries; Interpretation of Specifications; Scope of Work.**
- a. **Inquiries.** Any question related to the IFB, including any part of the Specifications, Scope of Work, or other Contract Documents, shall be submitted only via Public Purchase before the final date and time for inquiries using the Questions section for the IFB on Public Purchase. Questions unrelated to the IFB may be directed via email to the Procurement Officer whose name appears on the cover page of this IFB. Hand-delivered, mailed, verbal, or telephone inquiries directed to City staff **will not be answered**. Within two (2) business days following the Final Date and Time for Inquiries, unless otherwise extended, listed on the cover page of this IFB, answers to questions received will be posted in the Question and Answer section on Public Purchase. If an answer to a question results in a change or clarification to the specifications, the City will issue an Addendum via Public Purchase. Bidder is responsible to look at Public Purchase to find answers to submitted questions. Failure to look at Public Purchase does not excuse Bidder's failure to comply with any requirements of the IFB. The City will not respond to inquiries submitted after the Final Date and time for Inquiries. Any interpretations or corrections of the proposed Contract Documents will be made only by addendum(s) duly approved and issued by the City. The City will not be responsible for any other explanations or interpretations of the Contract Documents.

- b. **Addenda.** It shall be the Bidder's responsibility to check for addenda issued to this IFB. Any addendum issued by the City relating to this IFB will be available on Public Purchase, the City's e-procurement website.
- c. **Bid Quantities.** It is expressly understood and agreed by the parties hereto that the quantities of the various classes of Services to be furnished under this Contract, which have been estimated as stated in the Bidders' Offer, are only approximate and are to be used solely for the purpose of comparing, on a consistent basis, the Bidders' Offers presented for the Services under this Contract. The selected Vendor agrees that the City shall not be held responsible if any of the quantities are subsequently found to be incorrect and the Vendor shall not make any claim for damages or for loss of profits because of a difference between the quantities of the various classes of Services as estimated and the Services actually provided. If any error, omission, or misstatement is found to occur in the estimated quantities, the same shall not (1) invalidate the Contract or the whole or any part of the Specifications, (2) excuse Vendor from any of the obligations or liabilities hereunder, or (3) entitle Vendor to any damage or compensation except as may be provided in this Contract.

2.5. **Pre-Bid Conference.** A Pre-Bid Conference may be held. If scheduled, the date and time of the Pre-Bid Conference will be indicated on the cover page of this IFB. The Pre-Bid Conference may be designated as mandatory or non-mandatory on the cover of this IFB. Bids shall not be accepted from Bidders who do not attend a mandatory Pre-Bid Conference. Bidders are strongly encouraged to attend those Pre-Bid Conferences designated as non-mandatory. The purpose of the Pre-Bid Conference will be to review the contents of the IFB in order to prevent any misunderstanding of the City's requirements. Bidders must present to the City any questions as to the requirements of this IFB or any apparent omission or discrepancy at the Pre-Bid Conference. The City will then determine if any action is necessary and may issue a written addendum to the IFB. Oral statements or instructions will not constitute an addendum to the IFB. When applicable, site visits may be a component of the Pre-Bid Conference and noted on the cover page of this IFB.

2.6. **Prices.** Services shall be provided at the unit prices as set forth in the Specifications/Price Sheet attached hereto as Exhibit A and incorporated herein by reference. Bid Prices shall be submitted on a per unit basis by line item, when applicable, and include all applicable taxes, if any. In the event of a disparity between the unit price and extended price, the unit price shall prevail. If there is no cost for a line item, Bidder shall indicate such by entering a zero (0) or "included" as it applies to the line item in the unit price field. **NOTE: All pricing blanks must be filled in. Empty or unfilled spaces in the Price Sheet shall be deemed as a NO BID entry for that item.**

2.7. **Payment/ Discounts.** The City's standard payment terms are net 30 days. Any Bid that requires payment in less than 30 Days shall not be considered. Payment discounts of 30 Days or less will not be deducted from the Bid Price in determining the low Bid. The City shall be entitled to take advantage of any payment discount offered, provided payment is made within the discount period. Payment discounts shall be indicated on Price Sheet.

2.8. **Taxes.** Items required for this contract qualify for exemption from taxes in accordance with Section 144.062, RSMo. as well as in accordance with Section 39(10), Article 3, of the Missouri Constitution and is exempt from payment of Federal Excise Taxes in accordance with Title 26, United States Code annotated, the Missouri Department of Revenue has exempted all or those certain items of the contract from State and local sales and use taxes. If Bidder is located outside the State of Missouri and does not recognize the City of Lee's Summit's State of Missouri tax exempt status, all unit pricing submitted shall include any and all applicable taxes. It is the sole responsibility of the Bidder to determine any applicable tax rates and calculate the tax accordingly. Failure to accurately tabulate any applicable taxes may result in a determination that a Bid is non-responsive. The Bidder shall not rely on, and shall independently verify, any tax information provided by the City.

2.9. **Federal Funding.** It is the responsibility of the Bidder to verify and comply with federal requirements that may apply to the Materials (the "Federal Requirements"). It is also the responsibility of the Bidder to incorporate any necessary amounts in the Bid to accommodate for required federal record keeping, necessary pay structures or other matters related to the Federal Requirements, if any.

2.10. **Cost of Bid/Proposal Preparation.** Bids submitted for consideration should be prepared simply and economically, providing adequate information in a straightforward and concise manner. The City does not reimburse the cost of developing, presenting, or providing any response to this IFB; the Bidder is responsible for all costs incurred in responding to this IFB. All materials and documents submitted in response to this IFB become the property of the City and will not be returned.

2.11. **Public Record.** All Bids shall become the property of the City. After Bid Opening, Bids shall become public records and shall be available for public inspection in accordance with the City's Procurement Policy, except that any portion of a Bid that was designated as confidential pursuant to Section 2.13 below shall remain confidential from and after the time of Bid Opening to the extent permitted by Missouri law.

2.12. **Confidential Information.** If a Vendor/Bidder believes that a Bid, Specification, or protest contains information that qualifies as a closed record pursuant to Chapter 610, RSMo., a statement, including the legal citation supporting advising the Procurement Officer of this fact shall accompany the submission and the information shall be clearly identified. The information identified by the Vendor or Bidder as confidential shall not be disclosed until the Procurement Officer makes a written determination. The Procurement Officer shall review the statement and information with the City Attorney and shall determine, in writing, whether the information shall be withheld. If the City Attorney determines that it is proper to disclose the information, the Procurement Officer shall inform the Vendor or Bidder, in writing, of such determination.

2.13. **Vendor Licensing and Registration.** The awarded Bidder shall secure and maintain all applicable licenses and registrations imposed by law, regulation, or ordinance and pay all charges and fees, which shall include valid registration with the Missouri Secretary of State (if applicable) and a current City Business License. Before issuance of a contract to the successful bidder, proof of the licenses (i.e. copy of the paid receipt or the actual license) shall be provided to the Procurement Officer. It shall be the responsibility of the successful bidder to contact the Development Center, (816) 969-1220, <https://cityofls.net/development-services/doing-business/business-and-contractor-licensing>, for information to obtain business licenses.

2.14. **Work Authorization Affidavit and E-Verify.** Any contract for services in excess of five thousand dollars (\$5,000), the bidder or business entity, as defined in § 285.530, RSMo, shall: 1. Provide; by sworn affidavit affirming that it does not knowingly employ any person who is an unauthorized alien and 2. Provide documentation affirming its enrollment and participation in a federal work authorization program with respect to the employees working in connection with this contract. The required documentation must be from the federal work authorization program provider (e.g. the electronic signature page from the E-Verify program's Memorandum of Understanding). Letter from Consultants reciting compliance is not sufficient. The Department of Homeland Security, U.S. Citizenship and Immigration Services, (USCIS) in partnership with the Social Security Administration (SSA) operate an FREE internet-based program called E-Verify, <http://www.dhs.gov/everify> that allows employers to verify the employment eligibility of their employees, regardless of citizenship. Based on information provided by employees on their Form I-9, E-Verify checks the information electronically against records contained in DHS and Social Security Administration databases. There are penalties for employing an unauthorized alien, including suspension of the Consultant's business license, termination of the contract, debarment from city and State work for a period of three years or permanently, and withholding 25% of the total amount due the Consultant. All submittals should include the signed and notarized Work Authorization Affidavit AND the electronic signature page from the E-Verify program.

CITY OF LEE'S SUMMIT, MISSOURI
WORK AUTHORIZATION AFFIDAVIT PURSUANT TO SECTION 285.530, RSMo
(FOR ALL BIDS FOR SERVICES IN EXCESS OF \$5,000.00)
Effective 1/1/2009

County of Cass)
State of Missouri) ss.

My name is Joshua Evers. I am an authorized agent of US Lawns of Kansas City ("Bidder"). Bidder is enrolled and participates in a federal work authorization program for all employees working in connection with services provided to the City of Lee's Summit, Missouri. Bidder does not knowingly employ any person who is an unauthorized alien in connection with the services being provided.

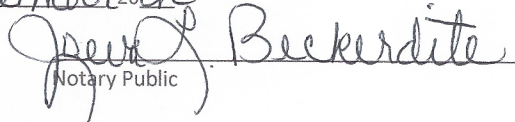
Bidder shall not knowingly employ or contract with an illegal alien to perform work for the City of Lee's Summit, Missouri or enter into a contract with a subbidder that knowingly employs or contracts with an illegal alien.


Affiant

Joshua Evers
Printed Name

Subscribed and sworn to before me this 5th day of December, 2020

JOEVAL BECKERDITE
NOTARY PUBLIC-NOTARY SEAL
STATE OF MISSOURI
CASS COUNTY


Notary Public

MY COMMISSION EXPIRES MAY 13, 2024
SEAL COMMISSION # 12555639

2.15. **Certification.** By submitting a Bid, the Bidder certifies:

- a. **No Collusion.** The submission of the Bid did not involve collusion or other anti-competitive practices.
- b. **No Discrimination.** It shall not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246.
- c. **No Gratuity.** It has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip favor or service to a City employee, officer, agent or elected official in connection with the submitted Bid or a resultant Contract. In the event that the resultant Contract is canceled pursuant to Section 3.27(c) below, the City shall be entitled, in addition to any other rights and remedies, to recover and withhold from the Vendor an amount equal to 150% of the gratuity.
- d. **Financial Stability.** It is financially stable, solvent and has adequate cash reserves to meet all financial obligations including any potential costs resulting from an award of the Contract.
- e. **No Signature/False Statement.** The signature on the Bid and the Vendor Information Form is genuine. Failure to sign the Bid and the Vendor Information Form, or signing either with a false statement, shall void the submitted Bid and any resulting Contract, and the Bidder may be debarred from further bidding in the City.

2.16. **Award of Contract.**

- a. **Multiple Award.** The City may, at its sole discretion, accept Bidder's Offer as part of a Multiple Award.
- b. **Line Item Award.** The City reserves the right to award by individual line item, by group of line items, or as a total, whichever is deemed most advantageous to the City. The City's flexibility with respect to the method of award also includes any items bid as alternates, which may be accepted or rejected, in whole or in part, at the City's sole discretion.
- c. **Evaluation.** The evaluation of this Bid will be based on, but not limited to, the following: (1) compliance with Specifications, (2) tax-inclusive Price, including alternates selected by the City, if any, and taxes, but excluding "as-needed" services requested by the City and (3) Bidder qualifications to provide, and past performance

providing, the Services.

- f. **Waiver; Rejection; Reissuance.** Notwithstanding any other provision of this IFB, the City expressly reserves the right to: (1) waive any immaterial defect or informality, (2) reject any or all Bids or portions thereof and (3) cancel or reissue an IFB.
- g. **Offer.** A Bid is a binding offer to contract with the City based upon the terms, conditions and Specifications contained in this IFB and the Bidder's responsive Bid, unless any of the terms, conditions, or Specifications are modified by a written addendum or contract amendment. Bids become binding Contracts when the Acceptance of Offer and Notice of Award is executed in writing by the City. Bidder Offers shall be valid and irrevocable for at least **120 Days** after the Bid Opening.
- h. **Protests.** Any Bidder may protest this IFB, the proposed award of a Contract, or the actual award of a Contract. All protests will be considered in accordance with the City's Procurement Policy.

2.17. Required Contract Documents. Awarded Bidder(s) shall provide the following applicable documents within 10 days after the City issues Bidder a Notice of Award. The City shall not execute the Contract until all of the documents are received.

- a. Certificate from Secretary of State with Missouri Charter Number or Exemption Number;
- b. City of Lee's Summit Business License;
- c. Certificate of Insurance naming the City of Lee's Summit and complete endorsement documents for endorsements required in Section 3.25 "Insurance" of this Contract;
- d. Completed Vendor Information Form with a current signed W-9;
- e. E-verify Signature Page;
- f. Work Authorization Affidavit; and
- g. Any required Performance and Payment Bonds.

ARTICLE III – GENERAL TERMS AND CONDITIONS

3.1. Term.

- a. **Initial Term.** This Contract shall be effective from the date it is fully executed by the City, as identified on the Offer page, and remain in full force and effect for one year thereafter (the "Initial Term"), unless terminated as otherwise provided herein.
- b. **Renewal Terms.** After the expiration of the Initial Term, this Contract may automatically renew for up to four successive, one-year terms (each a "Renewal Term") if it is deemed in the best interests of the City, subject to availability and appropriation of funds for renewal in each subsequent year. The Initial Term and any Renewal Term(s) are collectively referred to herein as the "Term." Upon renewal, the terms and conditions of this Contract shall remain in full force and effect.
- c. **Price Increase Requests.** The City's Procurement Officer will only review fully documented requests for price increases after a Contract has been in effect for one (1) year. Any price increase adjustment will only be made at the time of contract renewal and will be a factor in the renewal review process. The City's Procurement Officer will determine whether the requested price increase or an alternate option is in the best interest of the City. Any price adjustment will be effective upon the effective date of the contract renewal.
- d. **Non-Default.** By requesting extension for a Renewal Term as set forth above, or by consenting to a Renewal Term in any manner, Vendor shall be deemed to affirmatively assert that (i) the City is not currently in default, nor has been in default at any time prior to the Renewal Term, under any of the terms or conditions of the Contract and (ii) any and all Vendor claims, known and unknown, relating to the Contract and existing on or before the commencement date of the Renewal Term are forever waived.

3.2. Compensation. The City shall pay the Vendor for Services delivered and accepted by the City at the rates set forth in the Price Sheet, Exhibit A. The Vendor shall not commence any billable work or provide any Services under this Contract until the Vendor receives an executed purchase order from the City.

3.3. **Payments.** The Vendor will be paid on the basis of invoices submitted following acceptance of the Service. All invoices shall document and itemize all Services delivered in sufficient detail to justify payment and shall include the Purchase Order number authorizing the transaction, if applicable, and shall be delivered to the City Accounts Payable address indicated on the face of the Purchase Order or email to ap@cityofls.net, unless otherwise specified. All transportation charges must be prepaid by the Vendor. If an invoice is subject to a payment discount, the discount period will be calculated from the date of receipt of the claim or the Material or Service, whichever is later.

3.4. **Documents.** All documents prepared and submitted to the City pursuant to this Contract shall be the property of the City.

3.5. **Changes; Cancellation.** The City reserves the right to cancel or make changes in the Services to be furnished by the Vendor within a reasonable period of time after issuance of Purchase Orders. If such changes cause an increase or decrease in the amount due under the Purchase Order, or in the time required for Vendor's performance, an acceptable adjustment shall be made and the Purchase Order shall be modified in writing accordingly. Vendor shall submit the adjusted price, if any, in writing to the City within 10 Days from when the change is ordered. Should a Purchase Order be canceled, the City may, but is not required to, reimburse the Vendor, but only for actual and documentable costs incurred by the Vendor due to and after issuance of the Purchase Order. The City will not reimburse the Vendor for any costs incurred after receipt of a notice of cancellation from the City, or for lost profits, shipment of product or costs incurred prior to issuance of a Purchase Order.

3.6. **General Warranty.** All Materials supplied pursuant to this Contract shall be fully guaranteed by the Vendor for a minimum period of one year from the date of acceptance by the City (or such longer period as may be provided under warranties for such Materials). Any defects in design, workmanship, or Materials that would result in non-compliance with Contract Specifications shall be fully corrected by the Vendor (including parts and labor) without cost to the City. Vendor further agrees to execute any special guarantees as provided by the Contract, Exhibit A, or by federal, state, or local statutes, ordinances, regulations, or rules. Vendor shall require similar guarantees from all of its vendors or its Subcontractors. Vendor shall include a complete and exclusive statement of the product warranty.

3.7. **Price Warranty.** Vendor shall give the City the benefit of any price reductions before actual time of shipment. If the City permits shipment to be made prior to specified shipping date, the City shall have advantage of any price reductions that occur before the originally-scheduled shipping date.

3.8. **Inspection; Acceptance.** All Services are subject to final inspection and acceptance by the City within seven (7) days after receipt. Services failing to conform to the Specifications of this Contract will be held at Vendor's risk and may be returned to the Vendor. If so returned, all storage and return costs are the responsibility of the Vendor. Upon discovery of a non-conforming Service, the City may elect to do any or all of the following by written notice to the Vendor: (A) waive the non-conformance; (B) stop the use of the non-conforming Service immediately; or (C) bring Service into compliance and withhold the cost of same from any payments due to the Vendor.

3.9. **No Replacement of Defective Delivery.** Every delivery of Services shall fully comply with all provisions of the Contract and any resulting order. If a delivery is made which does not fully conform, this shall constitute a breach of the Contract as a whole.

3.10. **Right to Assurance.** Whenever one party to this Contract has a good faith reason to question the other party's intent to perform, such party may demand that the other party give a written assurance of its intent to perform. In the event that a demand is made and no written assurance is given within five (5) Days, the demanding party may treat this failure as an anticipatory repudiation of the Contract.

3.11. **Right to Inspect Plant.** The City may, at reasonable times, inspect the part of the plant or place of business of the Vendor or any Subcontractor that is related to the performance of this Contract.

3.12. **Patents and Copyrights.** All services, information, computer program elements, reports, and other deliverables which may be patented or copyrighted and created under this Contract are the property of the City and shall not be

used or released by the Vendor or any other person except with the prior written permission of the City.

3.13. **Advertising.** Vendor shall not advertise or publish information concerning this Contract without prior, written consent of the City.

3.14. **Licenses; Materials.** Vendor shall maintain in current status all federal, state, and local licenses and permits required for the operation of the business conducted by the Vendor. The City has no obligation to provide Vendor, its employees or Subcontractors any business registrations or licenses required to perform the specific Services set forth in this Contract. The City has no obligation to provide tools, equipment, or material to Vendor.

3.15. **Indemnification.** Vendor shall indemnify, defend, and hold harmless the City and each council member, officer, employee or agent thereof (the City and any such person being herein called an "Indemnified Party"), for, from and against any and all losses, claims, damages, liabilities, costs and expenses (including, but not limited to, reasonable attorneys' fees, court costs and the costs of appellate proceedings) to which any such Indemnified Party may become subject, under any theory of liability whatsoever ("Claims"), insofar as such Claims (or actions in respect thereof) relate to, arise out of, or are caused by or based upon the negligent acts, intentional misconduct, errors, mistakes, or omissions, in connection with the performance of the Vendor, its officers, employees, agents, or any tier of Subcontractor or person for which Vendor may be legally liable in the performance of this Contract. The amount and type of insurance coverage requirements set forth below will in no way be construed as limiting the scope of the indemnity in this Section.

3.16. **Anti-Discrimination Against Israel Act:** If this Contract has a total potential value of \$100,000 or more and Vendor has 10 or more employees, the following applies. Pursuant to Section 34.600, RSMo and to the fullest extent permitted by law, Vendor certifies that Vendor is not engaged in a boycott of Israel as of the Effective Date of this Agreement, and agrees for the duration of this Agreement to not engage in a boycott of Israel as defined in Section 34.600, RSMo

3.17. **DAVIS BACON ACT:** The wages for any work utilizing this contract in which federal funding is utilized shall comply with any and all applicable federal laws and/or requirements to include but not limited to the Davis Bacon Act.

3.18. **Insurance.**

a. **General.**

- i. **Insurer Qualifications.** Without limiting any obligations or liabilities of Vendor, Vendor shall purchase and maintain, at its own expense, hereinafter stipulated minimum insurance with insurance companies authorized to do business in the State of Missouri, with an AM Best, Inc. rating of A or above with policies and forms satisfactory to the City. Failure to maintain insurance as specified herein may result in termination of this Contract at the City's option.
- ii. **No Representation of Coverage Adequacy.** By requiring insurance herein, the City does not represent that coverage and limits will be adequate to protect Vendor. The City reserves the right to review any and all of the insurance policies and/or endorsements cited in this Contract but has no obligation to do so. Failure to demand such evidence of full compliance with the insurance requirements set forth in this Contract or failure to identify any insurance deficiency shall not relieve Vendor from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Contract.
- iii. **Additional Insured.** All insurance coverage and self-insured retention or deductible portions, except Workers' Compensation insurance and Professional Liability insurance, if applicable, shall name and endorse, to the fullest extent permitted by law for claims arising out of the performance of this Contract, the City, its agents, representatives, officers, directors, officials and employees as Additional Insured as specified under the respective coverage sections of this Contract.
- iv. **Coverage Term.** All insurance required herein shall be maintained in full force and effect until the terms of this Contract are satisfactorily performed, completed and formally accepted by the City, unless specified otherwise in this Contract.
- v. **Primary Insurance.** Vendor's insurance shall be, or endorsed to be, primary insurance with respect to performance of this Contract and in the protection of the City as an Additional Insured. Such coverage shall

be at least as broad as ISO CG 20 01 04 13.

- vi. **Claims Made**. In the event any insurance policies required by this Contract are written on a “claims made” basis, coverage shall extend, either by keeping coverage in force or purchasing an extended reporting option, for six (6) years past completion and acceptance of the services. Such continuing coverage shall be evidenced by submission of annual Certificates of Insurance and necessary endorsements citing applicable coverage is in force and contains the provisions as required herein for the six-year period.
- vii. **Waiver**. All policies, except for Professional Liability, including Workers’ Compensation insurance, shall contain a waiver of rights of recovery (subrogation) against the City, its agents, representatives, officials, officers and employees for any claims arising out of the Work or Services of Vendor. Vendor shall arrange to have such subrogation waivers incorporated into each policy via formal written endorsement thereto.
- viii. **Policy Deductibles and/or Self-Insured Retentions**. The policies set forth in these requirements may provide coverage that contains deductibles or self-insured retention amounts. Such deductibles or self-insured retention shall not be applicable with respect to the policy limits provided to the City. Vendor shall be solely responsible for any such deductible or self-insured retention amount.
- ix. **Automatic Escalator**. The limits of liability for each policy coverage amount stated below shall be automatically adjusted upward as necessary to remain at all times not less than the maximum amount of liability set forth in Chapter 537.610 RSMo. applicable to political subdivisions pursuant to 537.600; provided that nothing herein or in any such policy shall be deemed to waive the City’s sovereign immunity. The statutory waiver of sovereign immunity for 2020 is \$2,905,664 for all claims arising out of a single accident or occurrence.
- x. **Use of Subcontractors**. If any portion of this Contract is subcontracted in any way, Vendor shall execute written contract(s) with its Subcontractors containing the indemnification provisions set forth above and insurance requirements set forth herein protecting the City and Vendor. Vendor shall be responsible for executing any contracts with its Subcontractor and obtaining certificates of insurance verifying the insurance requirements.
- xi. **Notice of Claim**. The Vendor shall upon receipt of notice of any claim in connection with this Contract promptly notify the City, providing full details thereof, including an estimate of the amount of loss or liability. The Vendor shall also promptly notify the City of any reduction in limits of protection afforded under any policy listed in the certificate(s) of insurance in an amount such that the policy aggregate becomes less than the current statutory waiver of sovereign immunity regardless of whether such impairment is a result of this Contract. A breach of this provision is material breach of the contract.
- xii. **Evidence of Insurance**. Prior to commencing any Work or Services under this Contract, Vendor will provide the City with suitable evidence of insurance in the form of certificates of insurance and a copy of the declaration page(s) of the insurance policies as required by this Contract, issued by Vendor’s insurance insurer(s) as evidence that policies are placed with acceptable insurers as specified herein and provide the required coverages, conditions and limits of coverage specified in this Contract and that such coverage and provisions are in full force and effect. Confidential information such as the policy premium may be redacted from the declaration page(s) of each insurance policy, provided that such redactions do not alter any of the information required by this Contract. The City shall reasonably rely upon the certificates of insurance and declaration page(s) of the insurance policies as evidence of coverage but such acceptance and reliance shall not waive or alter in any way the insurance requirements or obligations of this Contract. If any of the policies required by this Contract expire during the life of this Contract, it shall be Vendor’s responsibility to forward renewal certificates and declaration page(s) to the City 30 Days prior to the expiration date. All certificates of insurance and declarations required by this Contract shall be identified by referencing this Contract. Additionally, certificates of insurance and declaration page(s) of the insurance policies submitted without referencing this Contract will be subject to rejection and may be returned or discarded. Certificates of insurance and declaration page(s) shall specifically include the following provisions:
 - 1. The City, its agents, representatives, officers, directors, officials and employees are Additional Insureds as

follows:

- a. Commercial General Liability - Under Insurance Services Office, Inc., ("ISO") Form CG 20 10 03 97 and CG 20 37 07 04 or their equivalents.
 - b. Auto Liability - Under ISO Form CA 20 48 or equivalent.
 - c. Excess Liability - Follow Form to underlying insurance.
2. Vendor's insurance shall be primary insurance with respect to performance of the Contract.
 3. All policies, except for Professional Liability, including Workers' Compensation, waive rights of recovery (subrogation) against City, its agents, representatives, officers, officials and employees for any claims arising out of Vendor's performance under this Contract.
 4. ACORD certificate of insurance form 25 (2014/01) is preferred. If ACORD certificate of insurance form 25 (2001/08) is used, the phrases in the cancellation provision "endeavor to" and "but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives" shall be deleted. Certificate forms other than ACORD form shall have similar restrictive language deleted.

xiii. **Endorsements.** Vendor shall provide the City with the necessary endorsements to ensure City is provided the insurance coverage set forth in this Subsection.

b. **Required Insurance Coverage.**

- i. **Commercial General Liability.** Vendor shall maintain "occurrence" form Commercial General Liability insurance with an unimpaired limit of not less than \$3,000,000 for each occurrence, \$3,000,000 Products and Completed Operations Annual Aggregate and a \$3,000,000 General Aggregate Limit. The policy shall cover liability arising from premises, operations, independent contractors, products-completed operations, bodily injury, personal injury and advertising injury. Coverage under the policy will be at least as broad as ISO policy form CG 00 01 93 or equivalent thereof, including but not limited to, separation of insured's clause. To the fullest extent allowed by law, for claims arising out of the performance of this Contract, the City, its agents, representatives, officers, officials and employees shall be endorsed as an Additional Insured under ISO, Commercial General Liability Additional Insured Endorsement forms CG 20 10 03 97 and CG 20 37 07 04, or their equivalents, which shall read "Who is an Insured (Section II) is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of "your work" for that insured by or for you." The policy shall contain an endorsement waiving rights of recovery (subrogation) against the City, its agents, representatives, officials, officers and employees. If any Excess insurance is utilized to fulfill the requirements of this subsection, such Excess insurance shall be "follow form" equal or broader in coverage scope than underlying insurance.
- ii. **Vehicle Liability.** Vendor shall maintain Business Automobile Liability insurance with an unimpaired limit of \$2,000,000 each occurrence on Vendor's owned, hired and non-owned vehicles assigned to or used in the performance of the Vendor's work or services under this Contract. Coverage will be at least as broad as ISO coverage code "1" "any auto" policy form CA 00 01 12 93 or equivalent thereof and contain, or be endorsed to contain Transportation Pollution Liability insurance covering materials to be transported by Vendor pursuant to this Contract and such coverage shall be at least as broad as policy form CA 99 48 03 06. This coverage may also be provided on the Vendors Pollution Liability policy. To the fullest extent allowed by law, for claims arising out of the performance of this Contract, the City, its agents, representatives, officers, directors, officials and employees shall be endorsed as an Additional Insured under ISO Business Auto policy Designated Insured Endorsement form CA 20 48 or equivalent. The policy shall contain an endorsement waiving rights of recovery (subrogation) against the City, its agents, representatives, officials, officers and employees. If any Excess insurance is utilized to fulfill the requirements of this subsection, such Excess insurance shall be "follow form" equal or broader in coverage scope than underlying insurance.
- iii. **Professional Liability.** If this Contract is the subject of any professional Services or Work, or if the Vendor engages in any professional Services or Work in any way related to performing the Work under this Contract, the Vendor shall maintain Professional Liability insurance covering negligent errors and omissions arising out

of the Services performed by the Vendor, or anyone employed by the Vendor, or anyone for whose negligent acts, mistakes, errors and omissions the Vendor is legally liable, with an unimpaired liability insurance limit of \$2,000,000 each claim and \$2,000,000 annual aggregate.

iv. **Workers' Compensation Insurance.** If Vendor employs anyone who is required by law to be covered by workers' compensation insurance, Vendor shall maintain Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction over Vendor's employees engaged in performance under this Contract and shall also maintain Employers' Liability Insurance of not less than \$500,000 for each accident, \$500,000 disease for each employee and \$1,000,000 disease policy limit. The policy shall contain an endorsement waiving rights of recovery (subrogation) against the City, its agents, representatives, officials, officers and employees.

c. **Cancellation and Expiration Notice.** Insurance required herein shall not expire, be canceled, or be materially changed without 30 Days' prior written notice to the City.

3.19. **Applicable Law; Venue.** This Contract shall be governed by and construed in accordance with the laws of the State of Missouri and any suit pertaining to this Contract may be brought only in courts in eastern Jackson County, Missouri. The Parties expressly and irrevocably consent to the exclusive jurisdiction and venue of such courts and expressly waive the right to transfer or remove any such action.

3.20. **Termination; Cancellation.**

a. **For City's Convenience.** This Contract is for the convenience of the City and, as such, may be terminated without cause after receipt by Vendor of written notice by the City. The Notice of Termination shall specify the effective date of termination, which shall be not less than five (5) calendar days from the date the notice is personally delivered or ten (10) days from the date the Notice of Termination is sent by another method. Upon termination for convenience, Vendor shall be paid, for all undisputed Materials or Services that were delivered prior to the termination date.

b. **For Cause.** If either party fails to perform any obligation pursuant to this Contract and such party fails to cure its nonperformance within 30 Days after notice of nonperformance is given by the non-defaulting party, such party will be in default. In the event of such default, the non-defaulting party may terminate this Contract immediately for cause and will have all remedies that are available to it at law or in equity including, without limitation, the remedy of specific performance. If the nature of the defaulting party's nonperformance is such that it cannot reasonably be cured within 30 Days, then the defaulting party will have such additional periods of time as may be reasonably necessary under the circumstances, provided the defaulting party immediately (1) provides written notice to the non-defaulting party and (2) commences to cure its nonperformance and thereafter diligently continues to completion the cure of its nonperformance. In no event shall any such cure period exceed 90 Days. In the event of such termination for cause, payment shall be made by the City to the Vendor for the undisputed portion of its fee due as of the termination date.

The City shall have the right to declare the Vendor in default for the following reasons, which set forth examples, but are not the only reasons the Vendor may be declared in default:

1. Upon a breach by the Vendor of a material term or condition of this Contract, including unsatisfactory performance of the services;
2. Upon insolvency or the commencement of any proceeding by or against the Vendor, either voluntarily or involuntarily, under the Bankruptcy Code or relating to the insolvency, receivership, liquidation, or composition of the Vendor for the benefit of creditors;
3. If the Vendor refuses or fails to proceed with the services under the Contract when and as directed by the City;
4. If the Vendor or any of its officers, directors, partners, five percent (5%) or greater shareholders, principals, or other employee or person substantially involved in its activities are indicted or convicted after execution of the Contract under any state or federal law of any of the following:

- a. a criminal offense incident to obtaining or attempting to obtain or performing a public or private contract;
 - b. fraud, embezzlement, theft, bribery, forgery, falsification, or destruction of records, or receiving stolen property;
 - c. a criminal violation of any state or federal antitrust law;
 - d. violation of the Racketeer Influence and Corrupt Organization Act, 18 U.S.C. § 1961 et seq., or the Mail Fraud Act, 18 U.S.C. § 1341 et seq., for acts in connection with the submission of bids or proposals for a public or private contract;
 - e. conspiracy to commit any act or omission that would constitute grounds for conviction or liability under any statute described in subparagraph (d) above; or
 - f. an offense indicating a lack of business integrity that seriously and directly affects responsibility as a City vendor.
5. If the Vendor or any of its officers, directors, partners, five percent (5%) or greater shareholders, principals, or other employee or person substantially involved in its activities are subject to a judgment of civil liability under any state or federal antitrust law for acts or omissions in connection with the submission of bids or proposals for a public or private contract; or
 6. If the Vendor or any of its officers, directors, partners, five percent (5%) or greater shareholders, principals, or other employee or person substantially involved in its activities makes or causes to be made any false, deceptive, or fraudulent material statement, or fail to make a required material statement in any bid, proposal, or application for City or other government work.
- c. **Gratuities.** The City may, by written notice to the Vendor, cancel this Contract if it is found by the City that gratuities, in the form of economic opportunity, future employment, entertainment, gifts or otherwise, were offered or given by the Vendor or any agent or representative of the Vendor to any officer, agent, employee, or elected official of the City for the purpose of securing this Contract. In the event this Contract is canceled by the City pursuant to this provision, the City shall be entitled, in addition to any other rights and remedies, to recover and withhold from the Vendor an amount equal to 150% of the gratuity.
 - d. **Subject to Non-Appropriation.** The City is obligated only to pay its obligations set forth in this Contract from funds lawfully appropriated and budgeted for that purpose during the City's then current fiscal year. The City's obligations under this Contract are current expenses subject to the "budget law" and the unfettered legislative discretion of the City concerning budgeted purposes and appropriation of funds. Should the City elect not to appropriate and budget funds to pay its Contract obligations, this Contract shall be deemed terminated at the end of the then-current fiscal year term for which such funds were appropriated and budgeted for such purpose and the City shall be relieved of any subsequent obligation under this Contract. The parties agree that the City has no obligation or duty of good faith to budget or appropriate the payment of the City's obligations set forth in this Contract in any budget in any fiscal year other than the fiscal year in which this Contract is executed and delivered. The City shall be the sole judge and authority in determining the availability of funds for its obligations under this Contract. The obligation of the City to make any payment pursuant to this Contract is not a general obligation or indebtedness of the City. Vendor hereby waives any and all rights to bring any claim against the City from or relating in any way to the City's termination of this Contract pursuant to this section.

3.21. **PERFORMANCE AND PAYMENT BONDS.** If the Bid, or any Services to be performed under this Contract, is in excess of \$50,000.00 and involves a public works project, the Vendor shall submit a satisfactory Performance and Maintenance Bond and Payment Bond, each of which with a good and sufficient surety authorized to do business in the State of Missouri. The bonds shall be in the full amount of the bid submitted based on the bid quantity listed in the Bid Proposal form, and each in substantially the same form provided in the Bid Documents. The Payment Bond shall comply with all requirements of Section 107.170, RSMo. Such bonds shall be submitted within ten (10) days after receipt of the written notification of award from the City. Bonds shall also hold a current Certificate of Authority as an acceptable surety under 31 CFR Part 223 (and be listed on the current U.S. Department of the Treasury Circular 570 and have at least A Best's rating and a FPR9 or better financial performance rating per the current A.M. Best Company ratings). The bonds shall be automatically increased in amount and extended in time without formal and separate amendments to cover full and

faithful performance of the contract in the event of Change Orders regardless of the amount of time or money involved. It shall be Vendor's responsibility to notify his surety of any changes affecting the general scope of the work or change in the Contract Price. If at any time during the continuance of the Contract that the surety on any bond becomes unacceptable to City, City shall have the right to require additional and sufficient sureties which Contractor shall furnish to the satisfaction of City within ten (10) days after notice to do so.

3.22. **Miscellaneous.**

- a. **Independent Contractor.** It is clearly understood that each party will act in its individual capacity and not as an agent, employee, partner, joint venturer or associate of the other. An employee or agent of one party shall not be deemed or construed to be the employee or agent of the other for any purpose whatsoever. The Vendor acknowledges and agrees that all Services provided under this Contract are being provided as an independent contractor, not as an employee or agent of the City. Vendor, its employees and Subcontractors are not entitled to workers' compensation benefits from the City. The City does not have the authority to supervise or control the actual work of Vendor, its employees or Subcontractors. Vendor is neither prohibited from entering into other contracts nor prohibited from practicing its profession elsewhere. City and Vendor do not intend to nor will they combine business operations under this Contract.
- b. **Laws and Regulations.** The Vendor shall keep fully informed and shall at all times during the performance of its duties under this Contract ensure that it and any person for whom the Vendor is responsible remains in compliance with all rules, regulations, ordinances, statutes or laws including, but not limited to, the following: (1) existing and future City and County ordinances and regulations; (2) existing and future state and federal statutes and regulations; and (3) existing and future Occupational Safety and Health Administration standards.
- c. **Amendments.** This Contract may be modified only by a written amendment signed by persons duly authorized to enter into contracts on behalf of the City and the Vendor.
- d. **Provisions Required by Law.** Each and every provision of law and any clause required by law to be in the Contract will be read and enforced as though it were included herein and, if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either party, the Contract will promptly be physically amended to make such insertion or correction.
- e. **Severability.** The provisions of this Contract are severable to the extent that any provision or application held to be invalid by a Court of competent jurisdiction shall not affect any other provision or application of the Contract which may remain in effect without the invalid provision or application.
- f. **Entire Contract; Interpretation; Parol Evidence.** This Contract represents the entire contract of the parties with respect to its subject matter, and all previous contracts, whether oral or written, entered into prior to this Contract are hereby revoked and superseded by this Contract. No representations, warranties, inducements or oral contracts have been made by any of the parties except as expressly set forth herein, or in any other contemporaneous written contract executed for the purposes of carrying out the provisions of this Contract. This Contract shall be construed and interpreted according to its plain meaning, and no presumption shall be deemed to apply in favor of, or against the party drafting the Contract. The parties acknowledge and agree that each has had the opportunity to seek and utilize legal counsel in the drafting of, review of, and entry into this Contract.
- g. **Assignment; Delegation.** No right or interest in this Contract shall be assigned or delegated by Vendor without prior, written permission of the City, signed by the City Manager. Any attempted assignment or delegation by Vendor in violation of this provision shall be a breach of this Contract by Vendor. The requirements of this Contract are binding upon the heirs, executors, administrators, successors, and assigns of both Parties.
- h. **Subcontracts.** No subcontract shall be entered into by the Vendor with any other party to furnish any of the Materials or Services specified herein without the prior, written approval of the City. The Vendor is responsible for performance under this Contract whether or not Subcontractors are used.
- i. **Rights and Remedies.** No provision in this Contract shall be construed, expressly or by implication, as waiver by the City of any existing or future right and/or remedy available by law in the event of any claim of default or breach of this Contract. The failure of the City to insist upon the strict performance of any term or condition of

this Contract or to exercise or delay the exercise of any right or remedy provided in this Contract, or by law, or the City's acceptance of and payment for Materials, shall not release the Vendor from any responsibilities or obligations imposed by this Contract or by law, and shall not be deemed a waiver of any right of the City to insist upon the strict performance of this Contract.

- j. **Offset for Damages.** In addition to all other remedies at law or equity, the City may offset from any money due to the Vendor any amounts Vendor owes to the City for damages resulting from breach or deficiencies in performance or breach of any obligation under this Contract.
- k. **Notices and Requests.** Any notice or other communication required or permitted to be given under this Contract shall be in writing and shall be deemed to have been duly given if (1) delivered to the party at the address set forth below, (2) deposited in the U.S. Mail, registered or certified, return receipt requested, to the address set forth below or (3) given to a recognized and reputable overnight delivery service, to the address set forth below:

If to the City: City of Lee's Summit
220 Southeast Green Street
Lee's Summit, Missouri 64063
Attn: Procurement and Contract Services Office

With a copy to: City of Lee's Summit
220 Southeast Green Street
Lee's Summit, Missouri 64063
Attn: City Attorney's Office

If to Vendor: US Lawns
702 Keen Street
Raymore, MO 64083
Attn: Shawn Shelton

or at such other address, and to the attention of such other person or officer, as any party may designate in writing by notice duly given pursuant to this subsection. Notices shall be deemed received (1) when delivered to the party, (2) three business days after being placed in the U.S. Mail, properly addressed, with sufficient postage or (3) the following business day after being given to a recognized overnight delivery service, with the person giving the notice paying all required charges and instructing the delivery service to deliver on the following business day. If a copy of a notice is also given to a party's counsel or other recipient, the provisions above governing the date on which a notice is deemed to have been received by a party shall mean and refer to the date on which the party, and not its counsel or other recipient to which a copy of the notice may be sent, is deemed to have received the notice.

- l. **Confidentiality of Records.** The Vendor shall establish and maintain procedures and controls that are acceptable to the City for the purpose of ensuring that information contained in its records or obtained from the City or from others in carrying out its obligations under this Contract shall not be used or disclosed by it, its agents, officers, or employees, except as required to perform Vendor's duties under this Contract. Persons requesting such information should be referred to the City. Vendor also agrees that any information pertaining to individual persons shall not be divulged other than to employees or officers of Vendor as needed for the performance of duties under this Contract. Vendor shall ensure its subcontractors are aware of and comply with this provision.
- m. **Conflicting Terms.** In the event of any inconsistency, conflict or ambiguity among the terms of this Contract, the IFB, the Specifications/Price Sheet, any City-approved Purchase Orders, invoices and the Vendor's response to the IFB, the documents shall govern in the order listed herein. Notwithstanding the foregoing, and in conformity with Section 2.1 above, unauthorized exceptions, conditions, limitations or provisions in conflict with the terms of this Contract (collectively, the "Unauthorized Conditions"), other than the City's project-specific quantities, configurations or delivery dates, are expressly declared void and shall be of no force and effect. Acceptance by

the City of any invoice containing any such Unauthorized Conditions or failure to demand full compliance with the terms and conditions set forth in this Contract shall not alter or relieve Vendor from, nor be construed or deemed a waiver of, its requirements and obligations in the performance of this Contract. If the Contract is renewed pursuant to Subsection 3.1(B) above and such renewal includes any conflicting terms, other than price, those terms will be null and void.

- n. **Non-Exclusive Contract.** This Contract is entered into with the understanding and contract that it is for the sole convenience of the City of Lee's Summit. The City reserves the right to obtain like goods and Services from another source when necessary.
- o. **Cooperative Purchasing.** The Vendor by submitting a bid acknowledges that other Public Agencies may use this contract (Piggyback) under the same terms and conditions, during the effective period of any resulting contract – services and/or purchases being proposed in this bid, for the same prices and/or terms proposed. Vendor has the option to agree or disagree to allow contract PiggyBacks on a case-by-case basis. Before a Public Agency is allowed to PiggyBack any contract, the Agency must first obtain the vendor's approval – without the vendor's approval, the seeking Agency cannot PiggyBack. The City assumes no responsibility for payment, performance or any liability or obligation associated with any cooperative procurement under this Agreement. The City shall not be responsible for any disputes arising out of transactions made by others.
- p. **Signatory Authority.** Each person signing this Contract represents that such person has the requisite authority to execute this Contract on behalf of the entity the person represents and that all necessary formalities have been met.
- q. **E-Signature and Counterparts.** The Parties agree that this Contract may be signed in two or more counterparts and/or signed electronically, and all such counterparts together shall constitute one and the same contract; such signatures shall bind the signing party in the same manner as if a handwritten signature had been delivered.
- r. **Time of the Essence.** Time is of the essence in this Contract. Unless otherwise specifically provided, any consent to delay in Vendor's performance of its obligation is applicable only to the particular transaction to which it relates, and is not applicable to any other obligation or transaction.
- s. **Work Authorization/E-verify.** Pursuant to § 285.530, RSMo. if Contract exceeds five thousand dollars (\$5,000.00), Vendor warrants and affirms to the City that (i) Vendor is enrolled and participates in a federal work authorization program with respect to the employees working in connection with the contracted services and (ii) Vendor does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. Vendor shall swear to and sign an affidavit declaring such affirmation, and provide the City with supporting documentation of its enrollment and participation in a federal work authorization program with respect to the employees working in connection with this Contract. The required documentation must be from the federal work authorization program provider (e.g. the electronic signature page from the E-Verify program's Memorandum of Understanding); a letter from Vendor reciting compliance is not sufficient.
- t. **Prevailing Wages.** Pursuant to § 290.230.5, RSMo. if this Contract, or a project of which this Contract is a part, exceeds seventy-five thousand dollars (\$75,000.00) and involves construction of public works, Vendor shall pay all its workers the applicable prevailing hourly rate of wages for work of a similar character in Lee's Summit. If there is a dispute whether this Contract is subject to prevailing wages as required by §§ 290.210, et. seq., RSMo. the City's determination shall control.
- u. **Force Majeure.** The Parties shall be excused from performance during the time and to the extent that they are prevented from obtaining, delivering, or performing for reasons beyond the Parties' reasonable control, including without limitation, by act of God, public health emergency, natural disaster fire, strike, loss or shortage of transportation facilities, lock-out, commandeering of materials, products, plants or facilities by the government, and any other events or circumstances beyond the reasonable control of the party, when satisfactory evidence is presented to the City, provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the Party not performing.

EXHIBIT A
SPECIFICATIONS

Scope. To provide Mowing Services on an as needed basis as a yearly contract. Interested Contractors must be in business no less than five (5) years with references comparable to the City's specifications. The contract will be awarded for one year with the potential of four (4) one-year renewals. It is the City's intent for this contract to begin March 1, 2021.

1. Specifications.

2.1 Definitions:

- Project Manager shall mean the duly authorized representative of the responsible department, who shall monitor the contractors' progress.
- Inclement weather shall mean severe weather (rain or drought), or when the condition of the soil is such that the rutting of property will not allow cutting of grass to be accomplished satisfactorily.
- Trash and litter shall mean any debris within the project area such as paper, cans, bottles, limbs (2" or smaller in diameter), rocks, etc. which is not intended to be present as part of the landscape.
- Trimming shall refer to the cutting or removal of all plant material immediately adjacent to or under structures, trees, poles, tables, signs, fences, etc. This also shall include removal of all plant material from expansion joints and any other cracks in curbs, sidewalks, driveways and any other concrete surface within the right of way.
- Chemical trimming shall refer to the use of an herbicide as an alternative to the physical removal or cutting of plant material from areas to be trimmed. The Project Manager must approve any herbicides to be used prior to the application. All herbicide applications must be in compliance with the Missouri Pesticide Use Act.
- Scalping shall refer to any action which results in the mowing of any turf area below a 1-1/2" height, down to and including the soil.
- Mulch or tree rings shall refer to those areas adjacent to trees, shrub beds and other purposefully planted landscape areas in which all plant growth is removed.
- Quality Assurance shall refer to a set of activities intended to ensure that products (goods and/or services) satisfy customer requirements in a systematic, reliable fashion.

2.2 Mowing and Trimming: The contractor shall mow and trim all turf areas on a mowing cycle determined by the Project Manager. Mowing AND Trimming are to be completed in the same visit. Mowing cycles will be determined by need, prevailing weather conditions and availability of funds.

2.3 Trash and Litter: Contractor shall remove all trash and litter from the entire area prior to initiating any mowing of the turf areas. All trash and litter shall be disposed of by the contractor to an off-site location. All trash and litter, cut or broken, during maintenance operations, shall be completely removed from mowed areas immediately before proceeding to maintenance of other areas.

2.4 Equipment: All mowing equipment shall be equipped with sharp blades, so as not to tear, but cleanly cut the blades of the grass. All grass shall be cut at a height of 3", unless otherwise specified by the Project Manager. All park structures, trees, poles, tables, signs, fences and shrub beds are to be trimmed closely. Contractor is not required to trim the back side of privately owned fencing. Special care shall be given to trimming around trees, so as not to inflict damage to the bark of the trees. Contractor will be responsible to replace damaged trees and shrubs. All trimming shall be accomplished by maintaining the 3" cutting height and concurrent with mowing operations. Trimming can be reduced by chemical edging, with prior approval of the assigned Project Manager. Upon completion, a mowed area shall be free of clumped grass and tire tracks or ruts from the mowing equipment. There is no restriction on size or type of equipment used other than as specified herein.

2.5 The turf shall be cut in a professional manner to prevent scalping the turf or leaving areas of uncut grass. Care shall be taken to prevent discharge of grass clippings onto any paved surface, such as streets, parking lots, sidewalks, driveways or onto adjacent properties. Any material so discharged shall be removed immediately prior to proceeding with mowing or other areas.

2.6 Special care must be taken to avoid grass clippings on painted steel water reservoirs at Bowlin, High Service and Harris Park. Contractor will instruct crew(s) to position their mowing equipment so that the discharge of clippings is away from the steel structures. Grass clippings that are allowed to remain on these painted steel structures will accelerate corrosion and compromise the coating system thus reducing its useful life. Once contractor is notified of grass clippings on these structures, they agree to return to the site within two (2) hours to remove all mowing debris from the steel structures.

2.7 All plant growth in cracks, seams and/or joints of paved areas, such as sidewalks, curbs, driveways and multi-use trails shall be cut down to the pavement surface during the completion of each mowing cycle. The use of herbicides may be permitted, with prior approval of the Project Manager. Contractor shall mow up to street curb wherever a mowing site borders on a street.

2.8 Cemetery:

- Care shall be taken to prevent discharge of grass clippings onto monuments. Any material so discharged, shall be removed immediately prior to proceeding with mowing of other areas if requested by the Project Manager. If the soil conditions are too soft for riding mower, the contractor will use a push mower or string line trimmer. Any monuments moved off of the bases shall be put back immediately.
- Monuments shall be inspected by the Project Manager for existing damage prior to any contract work being performed. All damages to monuments, by the contractor's crew or equipment, shall be reported immediately to the Project Manager. The City will contact the owner of the monuments and notify them of the damage. Repair of the monument will be handled between the owner of the monument and the contractor as to whether the monument will be repaired or replaced at the contractor's expense. If the owner cannot be located by the City, the decision to repair or replace the monument will be at the City's discretion.
- The speed of the mower is important when mowing at the cemetery. Excessive speed decreases the quality of the cut and increases potential of damage to monuments. Reasonable mowing speeds are required. Quality of cut, mowing speed and damage to monuments will be monitored by the Cemetery sexton.

2.9 Gamber Center: Gamber Center requires additional services. It was determined that mowing with large equipment will not work on site and the site needs to be mechanically edged and more attention paid to making the site have a crisp, clean look. Original specifications, time and equipment are no longer applicable. Smaller equipment including a 30" push mowers, 52" stand-on mower and mechanical edger are now required.

2.10 Water Utility Operation Center: Water Utility Operation Center requires additional services. This location requires more attention making sure the site has a crisp, clean look. See the Pricing table for specific services.

2.10 Removal of grass clippings will not be required. However, cut grass and debris which falls or is thrown by equipment upon the pavement, streets, sidewalks, driveways or adjacent properties through the action of the work crew, shall be swept or blown from the area prior to work crew leaving the area.

2.10 Mulch rings and mulch areas shall be reshaped within 24 hours when dislodged by mowing equipment.

2.11 Damages and Penalties: Property damage includes, but not limited to:

- Ruts caused by tires, wheels or other equipment on City property more than 1 inch deep.
- Damage to any plant, tree and/or shrub on City property.
- Striking and/or denting fence posts, chain link fencing, light fixtures or other movable/non-movable fixtures on City property.

Contractor is responsible for notifying the Project Manager of all damage done to any property, including but not limited to, ruts, grass, plant/tree/shrub, fencing/posts, lights, signage, and/or movable/non-movable fixtures on City property. Notification will occur on the day the damage occurred. If damaged property resulting from the Contractor's operations requires repair and/or replacement by the City of Lee's Summit, the Contractor will be responsible for all costs.

2.12 Quality Assurance: Contractor will perform regular quality audits to assure the City that contract specifications are being followed. When the Project Manager has concerns about the quality of a site, the Contractor agrees to meet with the Project Manager on-site within 2 hours of receiving the call.

2.13 Equipment: Bidder will provide a list of equipment including but not limited to trucks, push mowers, trimmers, riding mowers, tractors, trailers, brush hogs, etc. The City may request to inspect equipment. Equipment used for mowing shall be of sufficient type, capacity, and quantity to safely and efficiently perform the mowing work as specified. All equipment used by Contractor to perform services shall be operated in a safe manner consistent with the manufacturers' recommendations. Equipment shall be operated at a speed that poses no danger to the public and achieves the desired appearance. Reasonable care shall be taken when working in the vicinity of people, vehicles, buildings and property. Minimum equipment for the Contract shall include the following:

- Push mowers, walk behind mowers, and riding mowers
- All mowers shall be at least twenty-one (21) inches in width and no more than seventy-two (72) inches in width.
- Adequate Support Equipment - Including safety/pickup trucks, service trucks, and any other item of equipment necessary to provide mowing services.

2.14 All work performed under this contract shall be coordinated by the Project Manager or designated representative:

- AIRPORT: John Ohrazda, Airport Manager, 816-969-1180
- ANIMAL CONTROL: Rodney Wagner, Animal Control Manager, 816-969-1646
- CBS: Ron Johnson, Central Building Services Supervisor, 816-969-1860
- FIRE: Brian Austerman, Assistant Fire Chief, 816-969-1302
- PARKS: Brooke Chesnut, Superintendent of Park Operations, 816-969-1575
- POLICE: Mark Liebig, Police Major, 816-969-1758
- PUBLIC WORKS: Bruce Taylor, Public Works Operations Manager, 816-969-1973
- WATER UTILITIES: Brent Dye, Assistant Utility Manager, 816-969-1951

2.15 Prior to beginning the first mowing cycle, a review of all areas to be mowed will be conducted by the Project Manager and attended by the contractor.

2.16 The contractor shall provide supervision of all work crews at all times while performing work under this contract. Personal supervision is not required provided that the contractor is able to communicate with the crew at all times. Each work crew shall have a designated person on the work site that has the authority to respond to inquiries about work details or priorities.

2.17 The Contractor shall provide all staff with clothing that shows the name of the contractor. Contractor identification clothing shall be worn at all times.

2.18 Invoices and payment: The contractor will only invoice the City for scheduled AND completed job(s). The contractor shall submit invoices on Mondays, unless Monday is a federal holiday, in which case invoices shall be delivered on the first subsequent business day. Each department will receive their own invoice. Invoices shall include an itemized detailed statement of services rendered, including the following information: Purchase Order Number, Site location(s), Date(s) of service and Cost per service (cut price).

LOCATIONS and PRICE SHEET

NOTE:

ALL PRICING BLANKS MUST BE FILLED IN. INCOMPLETE/UNFILLED SPACES IN THE SPECIFICATIONS/PRICE SHEET SHALL BE DEEMED AS A NO BID ENTRY FOR THAT ITEM.

~ WHEN REQUESTS FOR MOWING ARE MADE THE ENTIRE AREA(s) HIGHLIGHTED GREEN SHALL BE MOWED AND TRIMMED (including weed eating around all structures found inside highlighted area(s)) ~

MOWING ATLAS PROVIDED

~~~ SEE SEPARATE PRICING ATTACHMENT ~~~

Company Name: U.S. Lawns of Fensw City

Date: 11/30/2020

Location	Address	Acres	Est Freq	Cut Price	Yearly Cost
PARKS					
Miller J. Fields	1301 SE 3 rd Terrace	13.03	32	\$ _____	\$ _____
Lea McKeighan Park-North and South	NE Chipman	15.70	32	\$ _____	\$ _____
Legacy Park Community Center	NE Blackwell Parkway	2.56	32	\$ _____	\$ _____
Legacy Park Drive	NE Blackwell Parkway	2.64	32	\$ _____	\$ _____
Legacy Park Shelter Area	NE Blackwell Parkway	2.42	32	\$ _____	\$ _____
Legacy Park Trail	NE Blackwell Parkway	4.47	32	\$ _____	\$ _____
Legacy Park Amphitheater	NE Blackwell Parkway	0.09	32	\$ _____	\$ _____
Legacy Park Playground	NE Blackwell Parkway	0.65	32	\$ _____	\$ _____
Legacy Park Disc Golf ***Fairways Only Brushhog is Separate***	NE Coneflower Drive	15.83	32	\$ _____	\$ _____
Legacy Park and Colbern Road	NE Colbern Road	1.09	32	\$ _____	\$ _____
Happy Tails Dog Park	601 Jefferson	3.12	32	\$ _____	\$ _____
Harris Park	401 SE Howard	8.62	32	\$ _____	\$ _____
Williams Grant Park	520 NE Noleen	2.96	32	\$ _____	\$ _____
Upper Banner Park	601 NE Park Drive	4.73	32	\$ _____	\$ _____
Lower Banner Park	1901 NW Lowenstein Drive	3.55	32	\$ _____	\$ _____
Lowenstein Park	451 NW Blue Parkway	10.37	32	\$ _____	\$ _____
Summit Park	700 SW Pryor Road	4.27	32	\$ _____	\$ _____
Hartman Park	3498 NE Independence Ave	5.27	32	\$ _____	\$ _____
Hartman Park-Ball Fields Only	1100 SW Walnut Street	4.50	32	\$ _____	\$ _____
Howard Park	1400 Neawanna Drive	9.60	32	\$ _____	\$ _____
Pleasant Lea Park	615 NW Little	4.82	32	\$ _____	\$ _____
Deer Valley	819 SW Lea Drive	8.47	32	\$ _____	\$ _____
Woods Playground	1010 NE Chestnut	0.44	32	\$ _____	\$ _____
South Lea	601 NE Todd George	0.88	32	\$ _____	\$ _____
Wadsworth	4201 SW Pryor Road	1.55	32	\$ _____	\$ _____
McKee Park	Langsford and Todd George	4.79	32	\$ _____	\$ _____
Osage Trails Park	501 SE Blackwell Road	10.99	32	\$ _____	\$ _____
Langsford Plaza	228 SE Main	5.68	32	\$ _____	\$ _____
Canterbury Park	901 NE Blackwell Parkway	2.75	32	\$ _____	\$ _____
William B. Howard Station Park	2 NW Anderson	0.35	32	\$ _____	\$ _____
Velie Park	901 NE Blackwell Parkway	9.10	32	\$ _____	\$ _____
Longview Community Center	3801 SW Longview Road	5.03	32	\$ _____	\$ _____
Pottsberg Park	4 SE Independence	0.83	32	\$ _____	\$ _____
Eagle Creek	SE Ranson Road	8.84	32	\$ _____	\$ _____
Gamber Center	SW Market Street	1.55	32	\$ _____	\$ _____
Sylvia Bailey Park	51 NW Victoria Drive	2.10	32	\$ _____	\$ _____
Longview Community Center	Longview Road	5.03	32	\$ _____	\$ _____
Dogwood Park	120 NE Chipman Road	4.69	32	\$ _____	\$ _____
Arbor Walk	901 NE Blackwell Parkway	6.79	32	\$ _____	\$ _____

PUBLIC WORKS OPERATIONS

Summit Woods Island	NW Chipman Road	0.06	32	\$ _____	\$ _____
Lowenstein Tip & Islands	NW Pryor Road	3.46	32	\$ _____	\$ _____
Blackwell Parkway	NE Blackwell Parkway	7.16	32	\$ _____	\$ _____
Ward Road	SW Ward Road	11.75	32	\$ _____	\$ _____
2 nd & Douglas Parking Lot	SE Douglas Street	0.50	32	\$ _____	\$ _____
Maple & Market Island	NW Market Street	0.06	32	\$ _____	\$ _____
2 nd & Grand Island	SE 2 nd Street	0.13	32	\$ _____	\$ _____
2 nd & Main	SW 2 nd and Main	0.34	32	\$ _____	\$ _____
Ward & Obrien Island	NW Obrien Drive	0.01	32	\$ _____	\$ _____
Howard Cemetery	NE Woods Chapel Road	0.21	32	\$ _____	\$ _____
Woods Chapel to Strother Islands	NE Ralph Powell Road	0.51	32	\$ _____	\$ _____
Cemetery at 3 rd & Independence	SE Independence Avenue	17.59	32	\$ _____	\$ _____
3rd & Pryor Road	SW 3rd Street	0.58	32	\$ _____	\$ _____
Winterset Valley Drive (North Side Only)	SW 3 rd Street	0.29	32	\$ _____	\$ _____
Median between I470 & Todd George	NE Woods Chapel Road	0.22	32	\$ _____	\$ _____

AIRPORT

North Side Colbern Road from Fence to Street	NE Colbern Road	0.51	24	\$ _____	\$ _____
East Side of Douglas, Fence Line to Street, Excluding Paved Areas	NE Douglas Road	1.39	24	\$ _____	\$ _____
West Side of Hagan, East Corner of Strother and Hagan	NE Hagan Road	3.37	24	\$ _____	\$ _____
West Side of Town Center Near Crossroads Apartments	NE Town Centre Blvd	0.02	24	\$ _____	\$ _____

CENTRAL BUILDING SERVICES

City Hall (Old)	207 SW Market Street	0.60	24	\$ _____	\$ _____
Amtrak Station	220 SW Main Street	0.31	18	\$ _____	\$ _____
Customer Service	208 Market Street	0.19	18	\$ _____	\$ _____
City Hall Parking Garage	222 SE Green Street	0.02	24	\$ _____	\$ _____
Police Field – Perimeter Only	Douglas & Tudor SW Corner	2.38	16	\$ _____	\$ _____
VACANT Buildings (all grass areas behind and on sides on vacant buildings between SE Green and SE Johnson Street and from SE Alley to SE 2 nd Street)	201,203,205,and 209 all on SE Green Street	.50	24	\$ _____	\$ _____
VACANT LOT (northeast corner of Green Street and 3rd Street)	200 SE 3rd Street	.27	24	\$ _____	\$ _____

POLICE

Animal Control	1991 SE Hamblen Road	7.36	18	\$ _____	\$ _____
Police Campus	Douglas & Tudor SW Corner	5.00	5	\$ _____	\$ _____

FIRE

Station 7	2150 SW Scherer Road	4.10	23	\$ _____	\$ _____
Station 3	210 SW Pryor Road	.25	23	\$ _____	\$ _____

WATER UTILITIES

Bowlin Pump Station	4801 NE Maybrook Road	0.84	18	\$ _____	\$ _____
Bowlin Road Tank 5.5mg	NE Andrews Circle	0.62	18	\$ _____	\$ _____
Maybrook Water Meter Pit Independence	100 NE Misty Meadows Drive	0.40	14	\$ _____	\$ _____
Velie Road Incoming Water Meter Independence	392 NE Velie Road	0.05	8	\$ _____	\$ _____
Woods Chapel Water Tower 2.5mg	1198 NE Woods Chapel Road	1.58	18	\$ _____	\$ _____
High Service Tank 5.5mg Above Ground	Chipman & NW Main Street	0.67	18	\$ _____	\$ _____
High Service Tank 4mg Underground	Chipman & NW Main Street	5.30	18	\$ _____	\$ _____
Operations & High Service Pump Station	616 NE Douglas Street	1.45	20	\$ _____	\$ _____
Harris Park Standpipe 2.5mg	613 SW Jefferson Street	0.10	24	\$ _____	\$ _____
Scherer Tower 3.0mg	2200 SW Scherer Road	0.74	18	\$ _____	\$ _____
South Terminal Pumping Station 6.7mg and Hills	1399 SW Ward Road	7.92	18	\$ _____	\$ _____
Hook Water Tower 3.0mg	801 SW Hook Road	2.07	18	\$ _____	\$ _____
Rice Road Lift Station	2099 NE Rice Road	0.05	18	\$ _____	\$ _____
Douglas Road Lift Station	1700 NE Douglas Road	0.03	8	\$ _____	\$ _____
Scruggs Road Lift Station	2211 NE Scruggs Road	2.42	18	\$ _____	\$ _____
Scruggs Road 5a & 5b EFHB, Hill & Sidewalk	1249 NE Scruggs Road	5.66	16	\$ _____	\$ _____
Arbores Lift Station & EFHB	1221 Long Ridge Road	0.06	16	\$ _____	\$ _____
Lee's Summit Road Pump Station & EFHB	2290 NW Lee's Summit Rd.	1.41	18	\$ _____	\$ _____
Tudor Road Pumping Station & EFHB	1751 NE Tudor Road	3.06	18	\$ _____	\$ _____
West Prairie Lee Station #6 & EFHB	1300 NE Tudor Road	1.94	18	\$ _____	\$ _____
Lee's Summit Hospital EFHB	2051 NE Shenandoah Drive	.43	16	\$ _____	\$ _____
Kensington Farms EFHB	5298 SW Rupard Drive	1.41	10	\$ _____	\$ _____
Middle Big Creek EFHB	4114 SW Ward Road	2.63	16	\$ _____	\$ _____
Legacy Woods Lift Station & EFHB	3000 NE Legacy Drive	2.17	10	\$ _____	\$ _____
Rice Road and Leinweber Road	2198 NE Rice Road	.05	10	\$ _____	\$ _____
Water Utilities Service Center	1200 SE Hamblin Road	4.78	32		
Mow, Blow, Trim and Litter				\$ _____	\$ _____
Mow No-Mow Grass				\$ _____	\$ _____
Weed Control Plant Beds				\$ _____	\$ _____
Bed Pre-Emergent				\$ _____	\$ _____
Prune Shrubs				\$ _____	\$ _____
Lawn Applications				\$ _____	\$ _____
Spring Clean Up				\$ _____	\$ _____
Fall Clean Up				\$ _____	\$ _____
Irrigation Spring Start-Up				\$ _____	\$ _____
Irrigation Winterization				\$ _____	\$ _____
Irrigation Monthly Inspections				\$ _____	\$ _____
Holding basin locations below can hold moisture in the bottom during rainy seasons. When this occurs, mowers may not be able to mow those areas with normal equipment. These areas still need to be maintained, therefore, the City is requesting separate quotes for these areas to be maintained regardless of the retained water. This may include weed eating, brush hogging, or the use of specialized equipment like a skid steer with tracks. These costs will be incurred when regular mowing cannot take place.					
Scruggs Road Lift Station	2211 NE Scruggs Road	2.42		\$ _____	
West Prairie Lee Station #6 & EFHB	1300 NE Tudor Road	1.94		\$ _____	
Legacy Woods Lift Station & EFHB	3000 NE Legacy Drive	2.17		\$ _____	

EXHIBIT B
SUBSTITUTION/EQUAL REQUEST FORM

~~~~INTENTIONALLY BLANK~~~~





**EXHIBIT D**  
**REFERENCES**

Provide the following information for three clients for whom Bidder has provided Services of **similar size and scope** within the past 36 months. **These references will be checked.** Please ensure all information is accurate and current. Failure to provide three accurate and suitable references may result in disqualification.

1. Company: CITY OF Lee's Summit  
 Address: 220 SE Green St  
 City/State/Zip Code: Lee's Summit, mo 64063  
 Contact: Dee Dee Tschirhart  
 Telephone: 816-969-1087  
 Email: deedeet@cityofls.net
  
2. Company: CITY OF Blue Springs  
 Address: 425 NE mode Ave  
 City/State/Zip Code: Blue Springs, mo 64014  
 Contact: Dennis Dovel / Steve Moore  
 Telephone: 816-228-0265  
 Email: smoore@bluespring.gov.com
  
3. Company: Raymore - Peculiar Schools R-II  
 Address: 21005 S School Rd  
 City/State/Zip Code: Raymore, mo 64083  
 Contact: Scott Dobson  
 Telephone: 816-892-1361  
 Email: Scott.Dobson@raypec.org

**EXHIBIT E**

**Acknowledgement of Addenda received, if any**