MOBILE AREA WATER & SEWER SYSTEM
Joyce Sawyer, Buyer II
(251) 694-3110 Office
jasawyer@mawss.com

Mobile Area Water and Sewer System
4725 Moffett Road
Mobile, AL 36618-2236

PO Box 180249
Mobile, AL 36618-0249

INVITATION FOR BID
November 5, 2026

INVITATION FOR BID NUMBER	**IFB 26-065**
NAME OF BID	**Annual Contract for Mowing and Grounds Maintenance – Zones 1-12**
BIDS WILL BE RECEIVED AT	**MAWSS Purchasing Dept. Bid Box** **East Visitor Entrance** **4725 Moffett Road** **Mobile, AL 36618** **If sending bids by UPS/Fed Ex, deliver to:** **1610 Shelton Beach Rd. Ext., Mobile, AL 36618** **Attn: Purchasing** **with IFB# marked on envelope**
MANDATORY PREBID	**8:30 am on November 18, 2026 in the Board Room located at 4725 Moffett Road, Mobile, AL 36618**
BID OPENING DATE	**December 3, 2026**
BID CLOSING TIME	**10:30 am Central Time**
AWARD WILL BE MADE BY	**Total Unit Cost per Zone**
CONTRACT PERIOD	**2/1/27 – 1/31/28 with 2 possible one-year ext. options**
ADDITIONAL INFORMATION CONTACT	**Zone Managers:** **Chad Bailey – Zones 1-3 – abailey@mawss.com – 251-327-3299** **Steve Davis – Zones 4-6 – sdavis@mawss.com – 251-463-7021** **Jed Barbour – Zone 7 – jbarbour@mawss.com – 251-222-2363** **Terry Herman – Zone 8-9 – therman@mawss.com – 251-689-6962** **Zack Butler – Zone 10-11 – zbutler@mawss.com – 251-591-7372** **Randy Sullivan – Zone 12 – lsullivan@mawss.com – 251-401-2795**
APPLICABLE SDP POLICY	**17-01**

Sealed bids must be in the Purchasing Department no later than the time specified to be considered. Submissions received after the deadline will not be considered. Envelopes must bear the name of the supplier, company address and the words "**IFB 26-065 Mowing & Grounds Maintenance**" or "**IFB 26-065 NO QUOTE**." Facsimile or email bids will not be accepted.

All bids must be submitted on the attached forms, or your bid will be disqualified. Bidder shall furnish all the information required by the solicitation. The bidder's name must be typed or printed on the bid sheet and signed by the bidder or appropriate authorized executive officer of the bidder's company. Bidders must initial any changes or erasures. Bidders should retain a copy of bids for their records.

Bidders shall acknowledge receipt of all addenda to this solicitation by signing and returning each addendum or by identifying the addendum number and the date on the bid form. Failure to acknowledge receipt of any addendum by a bidder will result in rejection of the bid if MAWSS determines the addendum contains information that materially changes the requirements.

All bids shall be quoted FOB Destination, freight prepaid with no additional charges. Unless otherwise specified in the bid, all prices will be on a firm-fixed price basis and are not subject to adjustments based on costs incurred. MAWSS reserves the right to reject any or all bids submitted, to waive any informality in any bid or in the bid process, or to terminate the bid process at any time, if deemed by MAWSS to be in MAWSS's best interest.

This "Invitation for Bid" with "Specifications," "Conditions," "Bid Form," signed by the successful bidder's authorized representative, and all attached drawings and other documents furnished by MAWSS to the bidders with the Invitation for Bid in order to illustrate the contract requirements, will constitute a contract for the goods and/or services to be purchased.

Joyce Sawyer, Buyer II
Board of Water and Sewer Commisioners

IFB 26-065 MOWING & GROUNDS MAINTENANCE
CONDITIONS

The Board of Water and Sewer Commissioners of the City of Mobile will accept bids for **Mowing & Grounds Maintenance for Zones 1-12** in our **Purchasing Department Bid Box** located at the East Visitor Entrance at 4725 Moffett Road, Mobile, AL. 36618 **no later than 10:30 a.m**. local time on **December 3, 2026**. Bids will be opened immediately after bid closing time in the Operations Center Board room located at the East Visitor Entrance. Award will be by **Total Unit Cost per Zone**. The bidder offers and agrees, if this bid is accepted, to furnish the items/services, as defined in the specifications, for the unit price set opposite each item. Pricing shall be FOB Mobile, Alabama. All items shall be delivered or services rendered to the job site as needed.

A mandatory Pre-Bid meeting will be held between representatives of Contractor and representatives of MAWSS prior to the bid opening. The Pre-Bid meeting is scheduled for **November 18, 2026 at 8:30 am** in the MAWSS Operations Center Board Room located at 4725 Moffett Road, Mobile, AL 36618.

Bidder understands that his/her bid shall be good and may not be withdrawn for a period of sixty (60) calendar days after the scheduled closing time for receiving bids.

MAWSS shall not be committed to the purchase of a pre-established minimum quantity for any one item or service.

A bidder may not modify its bid after bid opening. Errors in the extension of unit prices stated in a bid or in multiplication, division, addition or subtraction in a bid may be corrected by the MAWSS Purchasing Buyer prior to award. In such cases, unit prices shall not be changed.

It is the responsibility of the bidder to determine prior to the bid opening whether any amendment, additions, deletions or changes of any type have been made to this Invitation for Bid, Conditions, Specifications, Bid Form or any other bid documents. Bid documents and any amendments made to this bid will be posted on our website at www.mawss.com.

A copy of the SDP (Supplier Diversity Program) policy that applies to this Invitation For Bid can be furnished upon request. It is the responsibility of the bidder to read and make efforts to meet the goals of this policy. Please contact the Supplier Diversity Department at supplier.diversity@mawss.com for any questions regarding ths policy. **Bidders MUST acknowledge receipt of this policy by submitting the SDP Policy Acknowledgement and the Subcontracting Plan/Good Faith Effort form with the bid proposal, regardless if using a Diverse Contractor/Supplier or not.** Contractors are required to use Contractors/Suppliers only in the areas for which the Contractors/Suppliers are certified.

Reporting Requirements, if using a diverse contractor/supplier:

> "The Contractor **must file a written report** with MAWSS's Supplier Diversity Office with a copy delivered to Accounting **once a month** documenting the Contractor's continuing compliance with the MAWSS Supplier Diversity Program. This report will list all Diverse Contractor/Supplier's subcontractors and supplier's currently performing work or providing supplies for the contract."

Invoicing Requirements: MAWSS requires additional information for all work performed and services provided. On the vendor's invoice for payment should be a detailed listing of work performed, services provided, dates completed, locations involved, and any other pertinent information needed to verify the work and/or services were completed in accordance with the bid specs. This additional information can be supplied in the form of detailed invoices, work orders, checklists or any other documents used to track the work performed or services provided but details must be included on the actual invoice. A copy of the invoice and these additional details must be sent to the "ADDITIONAL INFORMATION CONTACT" found on Page 1 of the bid documents and a copy emailed to Accounts Payable at AcctsPayable@mawss.com. **See page 4 for more info.**

END OF CONDITIONS

IFB 26-065 MOWING & GROUNDS MAINTENANCE
GENERAL SPECIFICATIONS

- Contractors submitting bids must have all applicable City, County, and State Licenses. A General Contractors license is required for bids over $100,000. A general contractors license is required if the total value of the bid submitted is over $100k, not each individual zone/award.

- All bid requirements listed in the Board of Water & Sewer Commissioners Standard Specifications must be complied with, unless changed by this specific bid document.

- Guarantee will be required with each bid as follows:

    - At least 5% of the amount of the bid, not to exceed $1,000, shall be filed in the form of a certified check or bid bond, payable to the Board of Water & Sewer Commissioners of the City of Mobile.

- The successful bidder must provide proof of insurance as required but does not have to name MAWSS as an additional insured on their policy unless awarded a contract.

- Bids must be submitted on the forms furnished in this bid package. The completed bid forms must be submitted in a **sealed** envelope to Joyce Sawyer, at 4725 Moffett Road, Mobile, AL 36618, via our Purchasing Bid Box no later than **10:30 am on December 3, 2026**.

- The Board of Water and Sewer Commissioners of the City of Mobile retains its right to reject any and all bids.

- Bids will be considered only from Contractors with experience in related type work with a proven record of customer satisfaction. The bidder must submit, as part of the bid document, a list of customers where similar work has been performed within the last two (2) years. **See last page.**

    - The following information must be included:
        - Name and address of customer
        - Contact person and phone number
        - Description of work performed, including the size of area cut

- The bidder shall have adequate personnel to complete the required in the time allowed by Mobile Area Water & Sewer System.

- **Site visitation** to review the locations to be cut is strongly encouraged and can be arranged by contacting the Zone Manager per zone.

NOTE: Contract will be awarded to the lowest responsive bidder in each Zone. The Board reserves the right not to award any Location where the cost given is not in the best interest of the Board.

IFB 26-065 MOWING & GROUNDS MAINTENANCE
GENERAL SPECIFICATIONS (Cont'd)

- There will be a **mandatory Pre-Bid meeting** scheduled at **8:30 am on November 18, 2026.** This meeting will be held in our Board Room located at 4725 Moffett Road, Mobile, AL 36618. **Site visits are strongly encouraged before** submittal of bids & can be scheduled after the Pre-Bid meeting has concluded. Site visits will need to be scheduled with the zone managers.

- **After awarding this bid**, but prior to any work being performed, **a pre-construction meeting** will be held between the bidder and Zone Managers. The purpose of the meeting will be to review all matters concerning the Project. **This meeting will be scheduled as soon as possible after the Bid Award Notification.**

  NOTE: Once the contract is awarded, the contractor is responsible for coordinating the scheduled work with the Zone Manager.

- This Grass Mowing Project consists of cutting grass, weed eating, removing debris at the locations, including downed limbs and leaves, trimming hedges, and pruning Crepe Myrtle trees (as specified). The contractor is to provide all the labor, supervision, equipment, and materials to successfully complete this project. MAWSS will not provide any equipment or materials for this project. The number of cuts required for each location for a one (1) year period is given. The specific frequency is shown on the Bid Sheet. **This frequency of cuts may be increased or decreased at the Owner's discretion.**

- **A list of sites completed on a daily basis must be sent to the Zone Manager. This list must include Date of Completion, Location(s), and name of Crew Supervisor.**

- One (1) Original Invoice for work completed may be submitted at the end of each month to the Accounts Payable Department to MAWSS, P.O. Box 180249, Mobile, AL 36618-0249, ATTN: Accounts Payable or emailed to acctspayable@mawss.com and one (1) copy of the Original Invoice marked "RECEIPT" is to be emailed to the Zone Manager. **All work must be itemized, per site, on the pay estimate (Invoice) and must be completed and inspected by MAWSS before any payment will be approved.**

  NOTE: The vendor's invoice for payment should be a detailed listing of work performed, services provided, dates completed, locations involved and any other pertinent information needed to verify the work and/or services were completed in accordance to the bid specs. This additional information can be supplied in the form of detailed invoices, work orders, checklists or any other documents used to track the work performed or services provided but details must be included on the actual invoice.

- All field personnel working on this project shall wear uniforms identifying themselves as employees of the Contractor. All personnel working for Contractor must be permitted to work in the United States.

- The bidder shall provide an emergency telephone number where a company representative can be reached twenty-four (24) hours per day for the duration of the contract.

- Background checks will be done on successful bidders.

END OF GENERAL SPECIFICATIONS

IFB 26-065 MOWING & GROUNDS MAINTENANCE
SCOPE OF WORK

This Grounds Maintenance Grass Mowing Project consists of mowing grass, weed eating/edging, trimming hedges and shrubs, weeding out the flower beds, trimming Crepe Myrtles (seasonal) and removing all debris at every location listed on the following pages. This includes picking up the trash and **removing** all downed limbs **before** mowing. The contractor is to provide all labor, equipment, materials, and supervision to successfully complete this project. MAWSS will not provide any equipment or materials for this project.

The required work is described as follows:

- **Mowing:** Each site must be maintained by correct mowing at the correct height to give it a manicured appearance with **no scalping.**

- **Weed eating/Edging:** All sidewalks, curbs driveways, flowerbeds, manholes, ditches, reservoirs, fences, and parking areas must be edged and weeds removed. Weed-eating will be done in all areas where a mower cannot travel such as along fence lines, around trees, rocked parking areas, etc.

- **Hedge and Shrub trimming:** All hedges and shrubs are to be trimmed on an 'as needed' basis to keep up the appearance of the location.

- **Flower bed weeding:** All flower beds should be kept weed-free (as applicable) to keep up the location's appearance.

- **Trimming of Crepe Myrtles:** This is to be done as needed in a seasonal rotation (February of each year) to keep them neat and healthy.

- **Debris Removal:** All trash, grass clippings, leaves, limbs, and other trimmed vegetation are to be cleaned up and hauled away. There will be **no** 'blowing' of leaves and debris into the street or onto other properties.

- **Damages:** The Contract Holder will be responsible for any damages resulting from negligence by the Contractor, or any representative thereof, to MAWSS property or a customers' property during this project, will be repaired and/or replaced at no cost to MAWSS or the customer by the Contractor.

- **Cleaning Work Site**: After completion of the work, the Contractor will clean the work site area, pick up all tools and equipment, and make sure there is no debris or dirt left around the work area.

- **Safety:** All work must be done in a safe manner. The Contractor shall designate an on-site Safety Officer who will be responsible for ensuring that all aspects of the project are conducted in a safe manner.

Work Orders: After awarding this bid, MAWSS shall provide log-on credentials to (Hexagon – HxGN EAM), the MAWSS work order system. A work order shall be completed for each site completed on a weekly basis. A work order **must** be completed with photos attached of completed work, and work inspected by MAWSS **before** approval of payment.

Frequency of mowing is shown for each location on the Bid Form and other attached pages. The schedule must be adhered to unless otherwise pre-approved by the Zone Manager. Additional cuts may be requested for the same price and following the same provisions as described herein.

The agreement shall remain in effect for a period of one year with two (2) additional one (1) year extension options, at the same price, if agreed to in writing by both parties and upon approval by the Board of Water and Sewer Commissioners of the City of Mobile, Alabama.

The order in which this work is to be completed will be agreed upon in the **Pre-construction Meeting**. This work must be **started within 7 calendar days** after the execution of the contract. Time and performance are essential in the completion of this contract. **Therefore, if the contractor cannot perform the required work with the frequency stated and in a satisfactory manner, then this contract will be voided.**

IFB 26-065 MOWING & GROUNDS MAINTENANCE ZONES

Zones	Locations	Address	No. of Cuts per Year		Frequency
1. A.	Park Forest Plaza ***	4725 Moffett Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
	• Park Forest Plaza includes the main building, bank building, kiosk payment area, and chain link fence located around the front & back of property.				
B.	Bienville Reservoir	4757Moffett Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
C.	Shelton Beach Complex ***	1610 Shelton Beach Ext.	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
	• Shelton Beach Complex includes three pipe yards, holding tanks, retention pond, tank yard, dirt pit, and fence around the property.				
2.	Easements and Lots	See Attachment "A"	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
3.	Large Water Meters	See Attachment "B"	4	November – February	1 time per month
			16	March – October	2 times per month
			20 total cuts		
4.	Canal ****	Saraland, AL	5	TBD	1 times per month
			5 total cuts		
5. A.	Gaillard Pumping Station *****	1450 Pumping Station Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
B.	Rigby Place	10075 Rigby Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
C.	Highway 98 Bridge Area	Hwy 98 @ Bridge	4	November - February	1 time per month
			16	March - October	2 times per month
			20 total cuts		
D.	Converse Lake Dam *****	Tanner Williams Rd	4	November - February	1 time per month
			16	March - October	2 times per month
			20 total cuts		
E.	Old Tanner Cemetery	Past the dead-end Ellen Dr near Big Creek Lake	4	November - February	1 time per month
			16	March - October	2 times per month
			20 total cuts		
F.	Fox Landing	11900 Howells Ferry Rd	4	November - February	1 time per month
			16	March - October	2 times per month
			20 total cuts		
6. A.	Saraland Station	198 Station St	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
B.	Bucks Station	Hwy 43, Bucks, AL	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		

IFB 26-065 MOWING & GROUNDS MAINTENANCE ZONES (Cont'd)

Zones	Locations	Address	No. of Cuts per Year		Frequency
C.	Regulator House	1201 Paper Mill Rd	4	November - February	1 time per month
			16	March - October	2 times per month
			20 total cuts		
7. A.	CC Williams WWTP **	1600 Yeend St	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
B.	Wright Smith WWTP ** & *****	Conception St Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
8.	Lift Stations ** where specified on Attachment C	See Attachment "C"	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
9.	Halls Mill Plant **	4115 Riviere Du Chien Rd	4	November – February	1 times per month
	Three Mile SWAT **	1751 Boltz Ln	16	March – October	2 times per month
	Eslava SWAT, Tank & LS **	1557 San Souci Rd	**20 total cuts**		
	Nortons SWAT	951 Navco Rd			
	Bucker Rd LS229	1272 Bucker Rd			
10. A.	Springhill Tank, Reservoir, Station and EMA Building	348 & 360 McGregor Ave	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
B.	Old Shell Road Station	48 Hillcrest Road	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
C.	Fairgrounds Tank	350 Fairway Dr	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
D.	Mississippi Street Tank 6 Vacant Properties	1511 Mississippi St near 1579 Mississippi St	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
E.	Johnson Road Station	3301 Scott Dairy Loop W	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
F.	Johnson Road Tank	9700 Johnson Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
G.	Snow Road Station	1300 Snow Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
H.	Airport/Snow Road Station	710 B Snow Rd N	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
I.	Grelot Tank and Station	1703 Hillcrest Rd 1705 Hillcrest Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		

IFB 26-065 MOWING & GROUNDS MAINTENANCE ZONES (Cont'd)

Zones	Locations	Address	No. of Cuts per Year		Frequency
J.	Hillcrest Reservoir	2029 Hillcrest Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
K.	Cottage Hill Station	3728 Cottage Hill Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
L.	Cottage Hill Tank	717 University Blvd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
M.	Adobe Ridge Tank	2370 Schillinger Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
N.	Schillinger Road Station	1371 S. Schillinger Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
O.	Moffett & Schillinger Tank	3331 Schillinger Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
P.	Bear Fork Road Station	5676 Bear Fork Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
Q.	Island Road Tank	4600 Hamilton Blvd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
R.	Island Road Station	4763 Park Drive	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		
11.	Stickney Plant *****	4800 Moffett Rd	4	November – February	1 times per month
	Moffett Road Booster	4757 Moffett Rd	16	March – October	2 times per month
			20 total cuts		
12.	Myers Plant **	1475 Hubert Pierce Rd	4	November – February	1 times per month
			16	March – October	2 times per month
			20 total cuts		

****These locations require hedge and Crepe Myrtle trimming.**

*****These locations require grounds maintenance and mowing after 5:00 p.m. Monday-Friday, or to be done on Weekends**.

******This location requires a track hoe with mower attachment.**

*******This location requires a slope cutting mower.**

NOTE: Herbicides - This mowing contract does not permit the use of herbicides at any location.

END OF SCOPE OF WORK

IFB 26-065 MOWING & GROUNDS MAINTENANCE
PROPOSAL

TO: BOARD OF WATER AND SEWER COMMISSIONERS
OF THE CITY OF MOBILE, ALABAMA

Submitted:_____
(Date)

The undersigned, as Bidder, hereby declares that he has examined the site of the Work and informed himself fully in regard to all conditions pertaining to the place where the Work is to be done; that he has examined the Plans and Specifications for the Work and contractual documents relative thereto, and has read all General Conditions and Special Provisions furnished; and that he has satisfied himself relative to the Work to be performed.

The Bidder proposes and agrees, if this Proposal is accepted, to contract with the Board of Water and Sewer Commissioners of the City of Mobile, Alabama in the form of contract specified to furnish all materials, equipment, machinery, tools, apparatus, permits, means of transportation and labor necessary to complete the construction of:

MAWSS MOWING & GROUNDS MAINTENANCE
ANNUAL CONTRACT 2027

in full and complete accordance with the shown, noted, described and reasonably intended requirements of the Plans, Specifications and Contract Documents to the full and entire satisfaction of the Board of Water and Sewer Commissioners of the City of Mobile, Alabama with a definite understanding that no money will be allowed for extra work except as set forth in the attached General Conditions and Contract Documents for the lump sum or unit prices listed opposite each item.

It is agreed that the description under each item, being briefly stated, implies, although it does not mention, all incidentals and that the prices stated are intended to cover all such work, materials and incidentals as constitute Bidder's obligations as described in the Specifications and any details not specifically mentioned, but evidently included in the Contract shall be compensated for the item in which it most logically is included.

The quantities for bid items listed on the Bid Form are estimated quantities only for the purpose of comparing bids. Any differences between these estimated quantities and actual quantities services required shall not be taken as a basis for claims by the Contractor for extra compensation. Compensation will be based on the lump sum or unit prices and actual service quantities.

The Bidder further proposes and agrees hereby to commence the Work with an adequate force, plant and equipment at the time stated in the notice to the Contractor from the Owner to proceed, and fully complete performance within duration specified in the scope of work.

If agreed to by the contractor and approved by the Board of Water and Sewer Commissioners of the City of Mobile, Alabama by means of a written approval, the contract may be extended up to two (2) additional one (1) year increments. However, no guarantee is implied or expressed that said extension of the contract time will be approved after the initial duration of the contract. With no exceptions, the unit prices bid shall remain in effect for the duration of the contract. The contractor shall not exceed the contract amount or termination date without a written approval from the board. Any work performed without said written approval will be at the contractor's expense. With no exceptions, the unit prices bid shall remain in effect for the duration of the contract.

CONTRACTOR ADDRESS: _____

CONTRACTOR'S LICENSE NO: _____

IFB 26-065 MOWING & GROUNDS MAINTENANCE
BID BOND

The undersigned further agrees that, in case of failure on his part to execute the said Contract and the bond within ten (10) consecutive calendar days after written notice being given of the award of the Contract, the check or bid bond in the amount of five percent (5%), of this bid, not to exceed $1,000, accompanying this bid, and the monies payable thereon, shall be paid into the funds of the Board of Water and Sewer Commissioners of the City of Mobile, Alabama as liquidated damages for such failure; otherwise the check or bid bond accompanying this Proposal shall be returned to the undersigned:

Attached hereto is a certified check or bid bond on the Bank of _____
(Name of Bank or Surety)

for the sum of _____Dollars and _____ ($_____)

made payable to the Board of Water and Sewer Commissioners of the City of Mobile, Alabama.

KNOW ALL MEN BY THESE PRESENT:

THAT we:_____
(Name of Contractor) By: Title:

And_____
(Name of Bank or Surety) By: Title:

Are held and firmly bound unto The Board of Water and Sewer Commissioners of the City of Mobile, Alabama, as Obligee, in the full and just sum of:

_____Dollars and_____ ($_____)

lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

By_____
(Legal Signature)

_____
(Printed Name and Title)

Witness:_____
(Legal Signature)

Witness:_____
(Legal Signature)

SIGNED, SEALED AND DELIVERED ON _____
Date

BIDS WILL NOT BE CONSIDERED, UNLESS ACCOMPANYING BID BOND IS SIGNED BY PRINCICPAL AND SURETY, OR IN LIEU THEREOF, A CERTIFIED CHECK, OR IRREVOCABLE UNCONDITIONAL LETTER OF CREDIT FROM YOUR BANK MUST ACCOMPANY THE PROPOSAL.

CONTRACTOR'S LICENSE NO: _____

BIDDER acknowledges receipt of the following ADDENDA:

_____

IFB 26-065 MOWING & GROUNDS MAINTENANCE
INSURANCE REQUIREMENTS

A. **General**: The Supplier shall provide insurance in accordance with the required specifications. A current certificate of insurance must be provided with your bid. MAWSS does not need to be named as an additional insured on this certificate until bid is awarded.

B. **Supplier Coverage**: The Supplier shall not commence work under this Contract until he has obtained all insurance required under the following paragraphs and until such insurance has been approved by the Owner, nor shall the Supplier allow any subcontractor to commence work on his subcontract until all similar insurance required of the subcontractor has been obtained and approved. If the subcontractor does not take out insurance in his own name, the Supplier shall provide such insurance protection for the subcontractor and such subcontractor's employees.

C. **Casualty Insurance**: The following insurance coverages (with limits not less than specified herein) shall be maintained by the Supplier for the duration of the Contract, affording coverage for any claim arising out of Supplier's operations herein, whether by the Supplier or by any subcontractor or by any Employee or Agent of either:

1. Claims of employees under Worker's Compensation and other similar employee benefit acts, including claims because of bodily injury, occupational sickness or disease, or death.

2. Claims arising out of bodily injury, sickness, disease, or death of any person other than employee.

3. Claims for damages arising out of libel, slander, false arrest, detention or imprisonment, malicious prosecution, defamation or violation of right of privacy, wrongful entry or eviction or other right of private occupancy, including claims as a result of an offense related to the employment of a claimant by Contractor (so-called "Personal Injury").

4. Claims arising out of damage to or destruction of tangible property, including loss of use.

5. The Supplier shall furnish certification of insurance and policies verifying that the above coverages are in effect before commencing any work, and that each policy is endorsed to give the Owner 30-day notice in writing in the event of cancellation or material change therein.

   Policies of Insurance shall state that the Owner and the Owner's employees be named as additional insureds on the Supplier's Automobile Liability and Commercial General Liability policies. In respect to Worker's Compensation, a Waiver of Subrogation shall be issued in favor of the Owner. If Supplier is exempt from Worker's Compensation, the Supplier shall provide written documentation as to why they are exempt. Where applicable, the U.S. Longshore and Harbor Workers' Compensation Act Endorsement shall be attached to the policy. Where applicable, the Maritime Coverage Endorsement (to include coverage under Jones Act) shall be attached to the policy. Both the U. S. Longshore and Harbor Workers and the Maritime Coverage shall have limits equal to or greater than the employer's liability coverage.

6. Rated by AM Best – A- or better. For non-admitted companies, a rating of A or better by AM Best.

   a. At the discretion of the Board, worker's compensation insurance may be placed through a qualified worker's compensation self-insurance fund.

b. **Limits of Liability:**

Worker's Compensation	Statutory
Employers' Liability	$500,000 Each Accident $500,000 by Disease, Policy Limit $500,000 by Disease, Each Employee
Commercial Automobile	$1,000,000 Each Accident Bodily Injury and Property Damage Combined Business Auto Includes All Owned, Leased, Hired and Non-Owned Automobiles
Commercial General Liability	$1,000,000 per Occurrence $1,000,000 Personal &Advertising Injury $2,000,000 General Aggregate per Project $2,000,000 Products &Completed Operations Aggregate $100,000 Fire Damage Liability

Umbrella Liability: In addition to the basic limits previously set out for Commercial General Liability, Products and Completed Operations, Automobile Liability and Worker's Compensation, coverage shall be issued with a "pay on behalf of" wording, including Personal Injury and other extensions, and provide coverage at least as broad as that afforded by the primary insurance policies.

Extensions (only if applicable):

Blanket Contractual Liability
Personal Injury
Host Liquor Liability
Non-owned Watercraft Liability
Worldwide Products
Fire Legal Liability
Newly Acquired Organizations
Blanket Collapse and Underground Coverage
Broad Form Property (including Completed Operations)
Employees as Additional Insureds
Incidental Medical Malpractice
Extended Bodily Injury (Assault and Battery)

When and if the use of explosives for blasting purposes appears necessary or desirable, such methods shall not be undertaken without written authorization of the Owner, and then only provided that acceptable extensions of liability coverage have been obtained specifically to include the explosion ("X") hazard and the collapse ("C") hazard. The policy of general liability shall include the special underground property damage coverage (providing the so-called "U" hazard) on a blanket basis.

D. **Property Insurance:** The Contractor shall assume complete responsibility for safe guarding all portions of the work in progress, whether completed or not, until such work has been accepted by the Owner, and shall maintain such insurance to protect himself against perils which may cause such property to be damaged or destroyed. This coverage shall be similar to the former All Risks of Physical Loss Form, including, if available, Collapse. Title to such work in progress, whether completed or not, shall remain vested in the Contractor until finally accepted by the Owner.

E. **Owner's Protective Liability**: The Supplier shall furnish from a carrier acceptable to the Owner, a policy of liability insurance, commonly called "Owner's Protective Liability" in the name of the Board of Water and Sewer Commissioners of the City of Mobile, d/b/a MAWSS, providing "Independent Contractor's Coverage" for the operations embraced by this Contract with limits of $1,000,000 bodily injury and $1,000,000 property damage. Policy shall be endorsed so that the premium is to be paid by the named Supplier.

END OF INSURANCE

IFB 26-065 MOWING & GROUNDS MAINTENANCE
SDP POLICY ACKNOWLEDGEMENT*

A copy of the SDP (Supplier Diversity Program) policy that applies to this Invitation For Bid has been included in this package. It is the responsibility of the bidder to read and make efforts to meet the goals of this policy. Please contact the Supplier Diversity Department at supplier.diversity@mawss.com for any questions regarding this policy. **Bidders MUST acknowledge receipt of this policy and submit the documention with the bid proposal.**

Bidders shall take all necessary and reasonable steps in accordance with this Policy to ensure that Diverse Contractors/Suppliers have the maximum allowable opportunity to compete for subcontracts and contracts for services, supplies, or other goods. Bidders shall not discriminate in awarding subcontracts and supplier contracts on the basis of race, color, national origin, ethnicity, or sex, during the bid process as well as during performance of a MAWSS contract.

The following documentation must be included in the bid proposal.

- SDP Policy Acknowledgement **and**
- Subcontracting Plan

Please refer to the attached policy for more information regarding these requirements as well as all other requirements, if participating in the SDP Program.

The signer declares under penalty of perjury that she/he is authorized to sign this document and bind the company or organization to all requirements of this policy.

Company Name_____

Submitted By_____ Title _____
Please Print

Signature_____ Date _____

***Required to sign and return with bid**

IFB 26-065 MOWING & GROUNDS MAINTENANCE
SUBCONTRACTING PLAN/GOOD FAITH EFFORT*

In order for your proposal to be considered, you must complete all blanks in this Subcontracting Plan and sign with a handwritten signature where indicated below and include this form in your proposal.

Failure to fill in the blanks on this Subcontracting Plan and/or to include a handwritten signature may cause for rejection of your bid.

It is MAWSS's goal that in all contracts, contractors shall make a demonstrated good faith effort to award 15% of the contract amount to certified Diverse Contractors/Suppliers as subcontractors and/or suppliers performing commercially useful functions which are consistent with contract requirements.

Copies of MAWSS SDP Policy 16-01 (for public works projects), SDP/Supplier Diversity Policy 17-01 (for contracts for other goods and services), and links to organizations that have information on SDPs/Diverse Suppliers can be found by visiting our website at https://www.mawss.com/bids/supplier-diversity-program/.

STATE WHAT PERCENTAGE OF THE WORK FOR THIS CONTRACT YOU PLAN TO AWARD TO SDP/DIVERSE SUPPLIER SUBCONTRACTORS AND/OR VENDORS	**TOTAL %**
ESTIMATED TOTAL DOLLAR AMOUNT TO BE AWARDED TO SDP/DIVERSE SUPPLIER	**TOTAL $**
AMOUNT BID FOR THIS CONTRACT	**TOTAL $**

Please list below all subcontractors and suppliers which you plan to use for this contract. Also indicate which of these are SDPs / Diverse Suppliers by writing "Yes" or "No" where indicated. Also list for each the percentage of the total contract amount to be performed by each and the certification group the SDP / Diverse Supplier is certified with. Attach additional sheets if needed.

SUBCONTRACTOR/VENDOR NAME	SDP/DIVERSE SUPPLIER (Yes or No)	% OF CONTRACT	CERTIFICATION GROUP (ALDOT, ADECA, SRMSDC, BCIA, WBENC)

CAUTION: ACCURATELY COMPLETE ALL PARTS OF THIS FORM AND SIGN BELOW.

GOOD FAITH EFFORT AKNOWLEDGEMENT/AFFIDAVIT

I/WE EXERCISED GOOD FAITH TO COMPLY WITH THIS PLAN AND MAWSS' SDP REQUIREMENTS.

_____

BIDDER/COMPANY

_____

BY (Signature)

***Required to sign and return with bid**

IFB 26-065 MOWING & GROUNDS MAINTENANCE
BID FORM

The following prices are submitted for the Mobile Area Water & Sewer System Mowing and Grounds Maintenance Annual Project – Zones 1-12. Bid will be awarded to the lowest responsive bidder in each Zone

ZONE NO.	LOCATION	ANNUAL No. OF CUTS	UNIT PRICE	EXT. TOTAL:
1. A	Park Forest Plaza***	20	_____	$_____
B.	Bienville Reservoir	20	_____	$_____
C.	Shelton Beach Complex ***	20	_____	$_____
	Zone 1 Unit Price Total:		**$**_____	
2.	Easements and Lots	20	_____	$_____
	Zone 2 Unit Price Total:		**$**_____	
3.	Large Water Meters	20	_____	$_____
	Zone 3 Unit Price Total:		**$**_____	
4.	Canal ****	5	_____	$_____
	Zone 4 Unit Price Total:		**$**_____	
5. A.	Gaillard Pumping Station *****	20	_____	$_____
B.	Rigby Place	20	_____	$_____
C.	Highway 98 Bridge Area	20	_____	$_____
D.	Converse Lake Dam *****	20	_____	$_____
E.	Old Tanner Cemetery	20	_____	$_____
F.	Fox Landing	20	_____	$_____
	Zone 5 Unit Price Total:		**$**_____	
6. A.	Saraland Station	20	_____	$_____
B.	Bucks Station	20	_____	$_____

IFB 26-065 MOWING & GROUNDS MAINTENANCE
BID FORM (Cont'd)

ZONE NO.	LOCATION	ANNUAL No. OF CUTS	UNIT PRICE	EXT. TOTAL:_____
C.	Regulator House	20	_____	$_____
	Zone 6 Unit Price Total:		**$**_____	
7. A.	CC Williams WWTP **	20	_____	$_____
B.	Wright Smith WWTP ** & *****	20	_____	$_____
	Zone 7 Unit Price Total:		**$**_____	
8.	Lift Stations ** where specified on Attachment C	20	_____	$_____
	Zone 8 Unit Price Total:		**$**_____	
9.	Halls Mill Plant, Three Mile SWAT Eslava SWAT, Tank & LS ** Nortons SWAT & Bucker Rd LS229	20	_____	$_____
	Zone 9 Unit Price Total:		**$**_____	
10. A.	Springhill Tank, Reservoir, Station and EMA	20	_____	$_____
B.	Old Shell Road Station	20	_____	$_____
C.	Fairgrounds Tank	20	_____	$_____
D.	Mississippi Street Tank & Station, & 6 vacant properties	20	_____	$_____
E.	Johnson Road Station	20	_____	$_____
F.	Johnson Road Tank	20	_____	$_____
G.	Snow Road Station	20	_____	$_____
H.	Airport/Snow Road Station	20	_____	$_____
I.	Grelot Tank and Station	20	_____	$_____
J.	Hillcrest Reservoir and Station	20	_____	$_____
K.	Cottage Hill Station	20	_____	$_____
L.	Cottage Hill Tank	20	_____	$_____

IFB 26-065 MOWING & GROUNDS MAINTENANCE
BID FORM (Cont'd)

ZONE NO.	LOCATION	ANNUAL No. OF CUTS	UNIT PRICE	EXT. TOTAL:_____
M.	Adobe Ridge Tank	20	_____	$_____
N.	Schillinger Road Station	20	_____	$_____
O.	Moffett & Schillinger Tank	20	_____	$_____
P.	Bear Fork Road Station	20	_____	$_____
Q.	Island Road Tank	20	_____	$_____
R.	Island Road Station	20	_____	$_____
		Zone 10 Unit Price Total:	**$**_____	
11. A.	Stickney Plant *****	20	_____	$_____
B.	Moffett Road Booster Station	20	_____	$_____
		Zone 11 Unit Price Total:	**$**_____	
12.	Myers Plant **	20	_____	$_____
		Zone 12 Unit Price Total:	**$**_____	

**** These locations will require hedge and Crepe Myrtle trimming.**
***** These locations will require ground maintenance and mowing after 5:00 p.m. Monday-Friday, or on weekends.**
****** These locations require a track hoe with mower attachment.**
******* These locations require a slope cutting mower.**

Company Name_____ Payment Terms_____

Address_____

City, State, Zip_____

Submitted By_____ Title_____
Please Print

Phone_____ Email Address_____

The signer declares under penalty of perjury that she/he is authorized to sign this document and bind the company or organization to all terms and conditions of this agreement.

Signature_____ Date _____

Attachment "A"
MAWSS Easements and Lots – Zone 2

1.	516 Springhill Plaza Court	Property/Easement
2.	Lot #47 Victory Avenue	Vacant Lot
3.	5014 Border Drive	Vacant Lot
4.	2262 Dog River Court	Sewer Easement
5.	1475 Hubert Pierce Road	Water Easement
6.	929 Nellie Street	Vacant Lot
7.	1363 Central Drive	Water/Sewer Easement
8.	2972 Dawes Road	Water Easement
9.	658 Jemison Street	Vacant Lot
10.	6900 Overlook Road	Water/Sewer Easement
11.	5750 Overlook Road	Sewer Easement
12.	1518 Rachel Drive	Water Easement
13.	1165 Houston Street	Vacant Lot
14.	7820 Moffett Road	Vacant Lot
15.	Bay Bridge Road	Sewer Easement
16.	702 Whitney Street	Vacant Lot
17.	9450 Alderway St	Waterline/Ditch
18.	1519 Gash Ln	Sewer Easement
19.	1523 Woodley Rd	Water Easement
20.	1569 Homestead	Water/Sewer Easement
21.	1441 Navco	Vacant Lot
22.	1510 Dr Martin Luther King Jr Ave	Sewer Easement
23.	1103 W Gimon Cir	Sewer Easement

Attachment "B"
Large Water Meter Locations – Zone 3

1. Sweeney Lane at Dubose Street
2. Bay Bridge Road at Grover Street
3. O'Neal Lane at Railroad Street
4. Viaduct Road at Howell Street
5. Bear Fork Road at Jarrett Street
6. 251 Industrial Street
7. 736 Short Street
8. 2170 Main Street
9. Craft Highway at Messer
10. Mobile Street at Burden Lane

Attachment "C"
Lift Station Locations – Zone 8
Areas 1-2

LS #	LS Name	Lift Station Location	Area
3	CHIN ST	309 Chin St. Prichard, AL 36610	1
5	STIMRAD RD	498 Stimrad Rd.	1
7	CONCEPTION MARION	1200 Conception St. Rd.	1
9	MORGAN ST	415 Morgan St.	1
11	BELSAW ST	702 Belsaw St.	1
17	SHELL RD PL	122 Shell Rd. Pl.	1
49	JAKES LN	1138 Jakes Ln.	1
51	MOBILE ST	1259 Mobile St.	1
60	WATER ST	414 N. Water St.	1
71	SALT DOCKS	1300 Jarvis Rd. (Behind)	1
77	REAVES	2648 Reaves St.	1
78 **	LEVERT **	2200 Levert (next to it)	1
81	SOUTHERN FASTENER	1641 Conception St. Rd.	1
82	PINTO ISLAND	530 Dunlap Dr.	1
134	BLAKLEY ISLAND	2710 Battleship Pkwy.	1
164	EIGHT MILE	2364 Dickson Lane	1
165	STATE DOCKS RD	999 Industrial Canal Rd.	1
202	RIDGE RD	2340 N. Ridge Rd.	1
2	HOUSTON & SLIGO	1165 Houston St.	2
12	EAGLE DR	1954 Eagle Dr.	2
23	RALSTON RD	3162 / 3166 Ralston Rd.	2
25	BISHOPS LN	66 Bishop Ln. S.	2
30	GHENT ST	1010 Ghent St.	2
32	FLORIDA ST	99 S. Florida Unit 32	2
38	SIDNEY PHILLIPS	60 Sidney Phillips Dr.	2
47	CRENSHAW ST	172 Crenshaw St.	2
53	BEL AIR MALL	3101 International Dr. (across from JC Penney)	2
67	LOTT & VIRGINIA	1651 Virginia St.	2
69	PILLANS & CONCEPTION	1056 S. Conception St. Rd.	2
154	VIRGINIA ST	110 Virginia St.	2
210	CONTI ST LS210	1705 Conti St.	2
216	DEMETER ST	2921 Airport Blvd.	2

Attachment "C"
Lift Station Locations – Zone 8
Areas 3-5

LS #	LS Name	Lift Station Location	Area
20	FAYE LN	2068 Faye Ln / 2070 Faye St. Unit 20	3
31 **	DOG RIVER DR S **	2309 S. Dog River Dr. Unit 31	3
37	REST INN	3651 Gov't Blvd.	3
73	RIVIERE DU CHIEN #1	3700 St Andrews PL	3
74	RIVIERE DU CHIEN #2	3811 Riviere Du Chien Rd.	3
126	RIVIERE DU CHIEN #3	3513 Riviere Du Chien Ct.	3
127	LEE'S LN	3320 Lee Lane	3
136	VENETIA RD #1	2456 Venetia Rd.	3
137	VENETIA RD #2	2153 Venetia Rd.	3
147	RIVIERA DR E	1415 Riviera Dr.	3
174	GIMON CIRCLE	2102 Gimon Circle N.	3
63	FURMAN	4501 Rangeline Rd. (Behind house at 4521 Furman Rd)	4
91	GIBLIN RD	4315 Giblin Rd.	4
92	OLD MILITARY RD	107 Old Military Rd.	4
94	KERR MCGEE	629 Rangeline Rd.	4
99	GAMMX - MARION OIL	4681 Hamilton Blvd. Unit 9	4
133	HALIBURTON	4531 Hamilton Blvd.	4
140	LIGHT COMMERCE IND PARK	5550 Todd Acres Dr.	4
149	BENSON DR	4600 Benson Rd.	4
26	DANIELS RD	2520 Daniels Rd. W. Unit 26	5
28	NOTTINGHAM DR	2702 Nottingham Dr.	5
41	PERCH CREEK SS	2022 DIP	5
42	DRIFTWOOD DR	1417 Driftwood Dr. N.	5
44	PERCH CREEK	4300 DIP	5
48	SCENIC DR	3815 Scenic Dr.	5
50	PERCH POINT DR	4120 Perch Point Dr. Unit 50	5
58	ELOONG DR	2474 Eloong Dr.	5
100	BAY RD #1	6775 Bay Rd.	5
124	MARCIA DR	3121 Marcia Dr.	5
201	ZIEBACH	4601 Park Rd.	5

Attachment "C"
Lift Station Locations – Zone 8
Areas 6

LS #	LS Name	Lift Station Location	Area
88	DENMARK	3700 A Schillinger Rd.	6
89	BAKER SCHOOL	8785 Airport Blvd.	6
103	ABILENE DR	850 Blackburn Dr. (300 yards past) 36608	6
106	SMOKERISE	1330 Burnt Tree Rd.	6
112	SUMMER PLACE	6220 Summer Place Dr. N.	6
132	PRINCETON WOODS #2	1803 Princeton Woods Dr.	6
160	BAKERFIELD	Behind 9610 Oak Forrest Dr.	6
161	WOODLAND HILLS #1	7825 Woodland Hills Ct.	6
163	SNOW @ AIRPORT	Snow Rd. Across from 9948 Airport Blvd	6
167	SEMMES MIDDLE SCHOOL	3810 Wulff Rd. E.	6
173	WOODLAND HILLS #2	1671 Woodcock Ct. (Behind)	6
178	WARDS	8251 Wards Lane	6
204	WOODLAND HILLS #3	8290 Woodland Hills Dr. N. (Behind)	6
206	MAGNOLIA SPRINGS #1	2445 Fernwood Loop West	6
207	MAGNOLIA SPRINGS #2	2301 Edison Dr.	6
213	SCHILLINGER RD	1902 Schillinger Rd. N.	6

Areas: These sites for Zone 8 are broken into 6 Areas. The cuts per area provided by Terry Herman must be completed before moving on to the next area. For example, you must finish all cuts in Area 1 before starting on Area 2.

Note: The requirements of this contract will be to maintain the access drive also at the lift stations.

IFB 26-065 MOWING & GROUNDS MAINTENANCE
REFERENCES

The following is a list of customers where the bidder has done related work:

_____

Name of Customer Address

_____

Contact Person Phone Email

_____

Type of Work

_____

_____

Name of Customer Address

_____

Contact Person Phone Email

_____

Type of Work

_____

_____

Name of Customer Address

_____

Contact Person Phone Email

_____

Type of Work

_____

MOBILE AREA WATER & SEWER SYSTEM

IFB 26-065 Mowing & Grounds Maintenance

Purchasing Bid Checklist

Vendor must initial each section below indicating compliance with statement. Failure to complete this form and provide requested documentation could result in rejection of your company's bid.

_____ 1. All licenses required per the bid specs and any other state and local licenses, if applicable.

_____ 2. Bid Bond or Cashier's Check included in bid package.

_____ 3. Insurance Requirements met and copy provided.

_____ 4. Mandatory Pre-Bid Meeting attended.

_____ 5. Supplier Diversity Package. This includes both forms signed & returned. If using a DBE sub-contractor, a copy of the sub-contractor's DBE certification needs to be included as well.

_____ 6. References included.

_____ 7. Understand Proposal, General Conditions, Special Provisions, Specifications & Scope outlined in bid package.

_____ 8. Agree to invoicing and work order requirements outlined in bid package.

By signing below, bidder agrees they have read and understand the terms of this bid.

_____

Business Name of Bidder

_____ _____

Signature of Bidder or Authorized Agent Date