



City of Montgomery

Request for Proposals

Right of Way Mowing

&

Lift Station Weed Control

January 2020

CITY OF MONTGOMERY
REQUEST FOR PROPOSALS
BID – RIGHT OF WAY MOWING & LIFT STATION WEED CONTROL

PROJECT DESCRIPTION

Contractor to furnish all labor, equipment, and materials needed for the completion of the work described below. Please complete the Price Schedule for each section. Additional maintenance/mowing visits will be paid on the per visit price as defined in the Price Schedule. Added maintenance/mowing areas shall be based upon a negotiated price agreed to by the City and the selected contractor. Invoices are to be submitted at the first of each month for payment on the previous month's service. This contract is not considered a salary and payments will only be made for work performed.

1.) RIGHT OF WAY ("ROW") MOWING MAINTENANCE

AREAS TO BE MAINTAINED:

- The detailed ROW Facilities and street names are included in Price Schedules 1 and 2.

DESCRIPTION OF WORK TO BE PERFORMED:

- Mowing of approximately 17.39 miles of ROW (includes Hwy 105, FM 1097, and FM 149 inside the City Limits) and ROW Facilities owned by the City.
- Monofilament trimming of all borders – concrete, along fence lines, around trees in ditches, and any other obstacles.
- Sweep/power blow to clean up landscaped grass. Clippings shall not be blown into any street or roadway as this can cause a hazard to bicycles and motorcycles.
- Remove all trash from ROW areas.

SCHEDULE:

- Monthly from October to March and bi-weekly from April to September, as proposed by contractor (not to exceed 18 times per year).

2.) LIFT STATION WEED CONTROL

AREAS TO BE MAINTAINED:

- Includes eleven (11) sites detailed in Schedule 3.

DESCRIPTION OF WORK TO BE PERFORMED:

- Chemical weed control of all areas within listed lift stations owned by the City.

SCHEDULE:

- Monthly as needed.

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PRICE SCHEDULE

1.) ROW FACILITIES:

Location	Price per occurrence
1. Water Plant No. 2 – Stewart St.	
2. Water Plant No. 3 – FM 1097	
3. Town Creek WWTP – Liberty St.	
4. Stewart Creek WWTP – South Buffalo Springs Drive	

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This section has been prepared to answer any questions relative to the approximate ROW widths that may be mowed in the City. This section should not be the basis for an exact calculation, but as an estimate of anticipated mowing areas. Circumstances on each street are different and numbers below may not be exact. For example, some property owners may have landscaped improvements or maintain the area(s) themselves, or sidewalks may be present, etc. This information can, however, help in estimating some areas.

2.) STREET NAMES:

Street Name	Right of Way width in feet	Pavement width in feet	Roadway length in linear feet
Prairie	40	18	960
Sheppard	30	18	460
Maiden	30	18	700
Westway	30	18	750
McCown	30	18	820
Eugenia	30	18	430
John A. Butler	30	28	350
College (to include easement behind Burger Fresh)	30	18	2,900
Caroline	30	18	2,760
Lawson	30	18	600
Mason	30	18	200
Simonton	30	18	620
Clepper	60 & 80	24	3,070
Community Center Dr.	60	18	2,460
Pond	30	18	1,560
Dr. MLK	60	20	2,840
Cemetery	30	20	220
Baja	30	17	950
Church	30	17	180
McGinnis	30	18	410
Louisa	40	20	1,200

Street Name	Right of Way width in feet	Pavement width in feet	Roadway length in linear feet
Houston	30	18	930
Flagship	80	29	2,000
Rankin	30	15	300
Old Plantersville	40 – 50	20	6,180
Stewart	30	20	490
Wade	30	16	300
Womack Cemetery	50	18	775
Worsham	40	18	1,140
CB Stewart	80	24	2,020
Berkley (from 149 to entrance of Buffalo Springs neighborhood)	70	24	380
Buffalo Springs (including driveway to WWTP)	80	28	7,820
Summit Business Park	90	36	1,750
Emma's Way	75	35	1,200
Lone Star Bend	70	27	2,570
Plez Morgan	110	28	2,460
Business Park (By Water Plant 3)	60	24	355
Gardner	80	34	935
Ditch to the east of 281 Berkley	70	24	50
FM 1097 (From FM 149 to city limits)	60	30	5,800
Hwy 105 (Eva St.) (From CB Stewart to Stewart Creek Road)	225	85	5,500
Hwy 105 (Eva St.) (From CB Stewart to Lone Star Parkway on west end)	110	64	12,650
FM 149 (in city limits)	60	26	10,600
FM 2854 (From Hwy 105 to city limits)	150	35	1,200

Total Feet	91,845
Total Miles	17.39
Price for ROW mowing per occurrence	

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3.) LIFT STATION WEED CONTROL:

Lift Station	Address
#3	13790 Liberty St.
#4	651 Old Plantersville Rd.
#5	2150 Eva St.
#6	22678 Eva St.
#7	2510 Lone Star Pkwy.
#8	1600 Lone Star Pkwy.
#9	1355 Buffalo Springs Dr.
#10	1191 Buffalo Springs Dr.
#12	300 CB Stewart Dr.
#13	22400 FM 1097
#14	115 Peninsula Pt.

Total price per occurrence as needed	
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Attached forms to be submitted with Bid:

- **Form 1295 Instructions**
- **Israel Prohibition on boycotting Israel Verification Form**

Sealed bids are due by 2:00 p.m. on February 28, 2020 to:

By Mail or hand-delivered:

Susan Hensley, City Secretary
City of Montgomery
101 Old Plantersville Road
Montgomery, TX 77316

Bid opening on February 28, 2020 at 2:05 p.m.

Montgomery City Hall
Conference Room
101 Old Plantersville Road
Montgomery, TX 77316

_____ Initial to indicate acceptance and understanding of the Project Description details.

**VENDOR CONTRACTS APPROVED BY CITY COUNCIL
AND/OR IN EXCESS OF ONE MILLION DOLLARS**

Effective January 1, 2016 there is now a requirement for Certificates of Interested Persons (Form 1295) to be filed with the city secretaries and they in turn electronically file notice with the Texas Ethics Commission (TEC).

The TEC website is <https://www.ethics.state.tx.us/tec/1295-Info.htm>

Summary of law:

1. All contracts that must be approved by the city council must be given a contract tracking number.
2. Vendors or business entities (but not other governmental entities) must be given the Form 1295 and directed to fill it out.
3. The Form 1295 must be signed by an authorized person from the business entity and notarized.
4. The Form 1295 must be submitted to the city secretary.
5. The city secretary must in turn electronically file the notice of the Form 1295 to the Texas Ethics Commission at its website:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm
6. The city secretary must electronically file all such forms within 30 days of the contract approval.
7. Form 1295 will be executed by the Vendor and filed with the City Secretary prior to the Contract being executed.

Vendor Training and Registration

Form 1295:

Step One - Set up Account

For a video detailing how you register your company for the first time with the Texas Ethics Commission go to:

<https://www.ethics.state.tx.us/filinginfo/videos/Form1295/FirstLogin-Business/Form1295Login-Business.html>

Step Two - Create Certificate Form 1295

For a video detailing how to create a Form 1295, following registration go to:

<https://www.ethics.state.tx.us/filinginfo/videos/Form1295/CreateCertificate/CreateCertificate.html>

To complete your Form 1295 you will need to obtain a Contract Tracking Number from the City of Montgomery City Secretary at (936) 597-3288 or via email at shensley@ci.montgomery.tx.us.

You will print out your completed Certificate – Form 1295 and have it notarized. The Form 1295 will then be submitted to the City of Montgomery City Secretary for acknowledgment of the Certificate.

Prohibition on Boycotting Israel Verification

This Verification is hereby incorporated into the terms of the contract by and between (Owner) **City of Montgomery** and **[Contractor]** _____ entered into this the _____ day of _____, 2020.

1. **Contractor**, in conjunction with the execution of the above referenced contract and in accordance with Chapter 2270 of the Texas Government Code, effective September 1, 2017, does hereby agree, confirm, and verify that it:

- A. Does not Boycott Israel; and
- B. Will not Boycott Israel during the term of the contract.

"Boycott Israel" has the meaning given to it in Chapter 808 of Subtitle A, Title 8 of the Texas Government Code. As of the effective date of the statute, the term means "refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action make for ordinary business purposes."

2. Contractor hereby acknowledges and agrees that this verification is a material term of the contract and Owner is expressly relying on this verification in agreeing to enter into the contract with Contractor.
3. **TO THE MAXIMUM EXTENT PERMITTED BY LAW, CONTRACTOR AGREES TO INDEMNIFY, DEFEND AND HOLD HARMLESS OWNER FROM ALL CLAIMS, CAUSES OF ACTION, LEGAL PROCEEDINGS, DAMAGES, COSTS, FEES AND EXPENSES ARISING OUT OF OR RELATED TO AN ACTUAL OR ALLEGED MISREPRESENTATION BY CONTRACTOR PROVIDED HEREUNDER.**

[Signatures on Following Page]

Prohibition on Boycotting Israel Verification [Continued]

Name: _____

State of Texas
County of Montgomery

Before me, a notary public, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing document and, being by me first duly sworn, declared that the statements therein contained in Paragraph 1A and B are true and correct.

(Personalized Seal)

Notary Public's Signature

Receipt and incorporation into the above referenced contract hereby agreed to and acknowledged by:

Richard Tramm, City Administrator
City of Montgomery, Texas

The City of Montgomery, Texas is seeking sealed bids for the following two (2) contracts:

- All bids will be subject to the general conditions, instructions and scope as provided in the bid submittal packs.

Publication dates: