

CITY OF JASPER, ALABAMA
P. O. Box 1589
121 17th Street West
Jasper, Alabama 35502

Date: September 16th, 2025

Bids to be opened at 11:00 A.M.
Date: October, 6th, 2025

To Whom It May Concern:

Sealed bids will be received by the City of Jasper, Alabama, at Purchasing Agent's office in Jasper, Alabama, until the above time and date, and then opened as soon thereafter as practicable.

Jessica Cook, Accountant/Purchasing Agent
City of Jasper, Alabama

Specifications: JASPER CITY HALL LANDSCAPING PROJECT

SEE ATTACHED SHEETS

If you are unable to furnish an item as specified and desire to offer a substitute, give full description of the item. No errors will be corrected after bids are opened. No prices shall include State or Federal Excise Taxes. Tax exemption certificates furnished upon request. City reserves the right to accept or reject all bids or any portion thereof.

TO BE COMPLETED BY BIDDER

We are in position to furnish the above at the prices shown and can make shipment within _____ calendar days after receipt of order. Any attachment hereto is made and becomes a part of this inquiry and must be signed by the Bidder.

I hereby affirm I have not been in any agreement or collusion among bidders or prospective bidders in restraint of freedom of competition, by agreement to bid at a fixed price or to refrain from bidding, or otherwise.

Name of Firm

By _____
Name

Title _____

(Bids made out in pencil will not be accepted.)

ALL BIDDERS MUST USE OUR BID FORM AND SHOW ON ENVELOPE THE OPENING DATE.

CITY OF JASPER, ALABAMA JASPER CITY HALL LANDSCAPING PROJECT

SPECIFICATIONS

SCOPE:

The City of Jasper, AL is seeking proposals for the purchase, delivery, and installation of landscaping at the newly renovated Jasper City Hall located at 121 17th Street West, Jasper, Alabama 35501. The historic Sherer Auditorium in downtown Jasper has undergone a complete interior renovation to restore the original 1939 Work Progress Administration (WPA) stone building. Qualified landscaping professionals ("Bidders") are requested to provide bids to supply the landscaping items and related services as outlined in this document. This contract includes an architectural drawing of the type and quantity of the landscaping materials needed. An irrigation conduit system has previously been installed under raised beds and concrete sidewalks around the perimeter of the building. This plan only involves the landscaping area around the Jasper City Hall and does not include does not involve the full Town Creek development which will be handled later.

Please see attached sketched drawings for reference. The bidder may visit (by appointment only) the site location. Contact the Purchasing Agent, Jessica Cook at (205) 385-7968 to schedule an appointment.

PROJECT SCHEDULE AND MILESTONES: Project must begin within thirty (30) days of bid award and be completed within ninety (90) days.

MINIMUM REQUIREMENTS FOR PARTICIPATION:

1. Workmen's Compensation and General Liability Insurance (Preferred).
2. Each bidder must supply with the bid a certificate signifying the contractor has one of the following coverage:
 - a. City waiver of injury/damages.
 - b. Warranty and guarantee of products/services.
3. Bidder shall have a minimum of five (5) years of experience within the area of landscaping installation of similar or greater complexities to those identified in this bid.
4. Successful vendor shall maintain in force at its own expense all insurance required by any applicable federal, state or local statutes, laws, rules or regulations. Vendor shall obtain any and all federal, state and local permits and licenses required to execute the contract as described. Vendor further agrees to abide by all applicable federal, state and local codes, regulations statutes, ordinances and laws including but not limited to Equal Employment, Anti-Discrimination, Immigration, Wage and Salary, Drug Free Workplace and Disability. The vendor must maintain all necessary licenses, permits and insurance for the entire of this contract.
5. Bids shall be clearly identified on the exterior of the package with the bidder's name, address, the Bid number, the name of the project being bid, and time and place of the bid opening. Furthermore, a copy of your business license, indicating that you are qualified to bid on this work, must be submitted with your Bid Proposal.

The relationship of the Vendor and its employees to the City is that of independent contractors and not of employees of the City. Vendor and its employees shall not be entitled to any benefits that accrue to an employee of the City and shall not be covered by Workers' Compensation, leave, retirement, and group health insurance. The City reserves the right to waive minor variances from the specifications, provided these differences do not violate the specification intent, materially affects the operation for which the item or items are being purchased, nor increase the estimated maintenance and repair cost to the City. The City reserves the right to terminate this agreement with seven (7) calendar days written notice for: (1) Failure to perform in a manner deemed acceptable to the City, (2) Convenience, without cause and without prejudice to any right or remedy, whenever the City determines that such termination is in the best interest of the City. (3) Failure to maintain the above-mentioned insurances. Bid will be awarded to the lowest responsive

and responsible bidder. The determination of lowest responsive and responsible bidder may involve all or some of the following factors: price, conformity to specifications, financial ability to meet the contract, previous performance, facilities and equipment, availability of repair parts, experience, delivery promise, compatibility as required, other costs, or other objective and accountable factors which are reasonable.

SALES TAX EXEMPTION REQUIREMENTS AND PROCEDURE

At the time of Bid, provide an accounting of sales tax on the accounting of sales tax form provided. Failure to provide an accounting of sales tax shall render the bid non-responsive. Other than determining responsiveness, sales tax accounting shall not affect the bid pricing nor be considered in the determination of the lowest responsive and responsive Bidder. Legislative Act 2013-205, Code of Alabama (1975) Section 40-9-14.1, is applicable to certain construction contracts with the City of Jasper, Alabama. This law allows a sales and use tax exemption. When applicable, all business entities entering into construction contracts with the City of Jasper, Alabama, will comply with the requirements of Section 40-9-14.1. 3

INQUIRY AND SUBMITTAL

All requests for interpretation of any portion of bid may be made to the City Purchasing Agent by either telephone (205) 385-7968 or email jcook@jaspercitey.com. All replies of any inquiry and advise, if deemed vital by Purchasing Agent, will be made available to each prospective bidder. All bids/proposals shall be submitted in the form and manner indicated by the bid documents and bid forms. Any bid/proposal which is not submitted in form and manner indicated which contains information, statements, conditions, or qualifications which place conditions or qualifications on the proposal submittal for the purposes of making an award, or which alter any proposal terms, conditions specifications, or forms, which has not been previously by written addendum from Purchasing Agent, or which does not meet legal requirements, shall be declared as a qualified, conditional, or non-responsive and shall be rejected. Any proposals that do not fully respond to all detailed specifications or requests for information including execution of proposal forms may be declared "non-responsive" and recommended for rejection.

CONTACT INFORMATION

Any questions please contact:
Jessica Cook, Accountant/Purchasing Agent
E-mail: jcook@jaspercitey.com
Phone: (205) 385-7968

BID SHEET

Bidder/Company Name: _____

Authorized Representative: _____

Signed: _____

Title: _____

Address: _____

City, State, & Zip: _____

Date: _____

Telephone: _____

Cell: _____

Fax Number: _____

E-Mail Address: _____

ACCOUNTING OF SALES TAX
Attachment to Bid Response

Project: Landscaping Project Jasper City Hall

To: City of Jasper, AL

Date: _____

Sales Tax Accounting

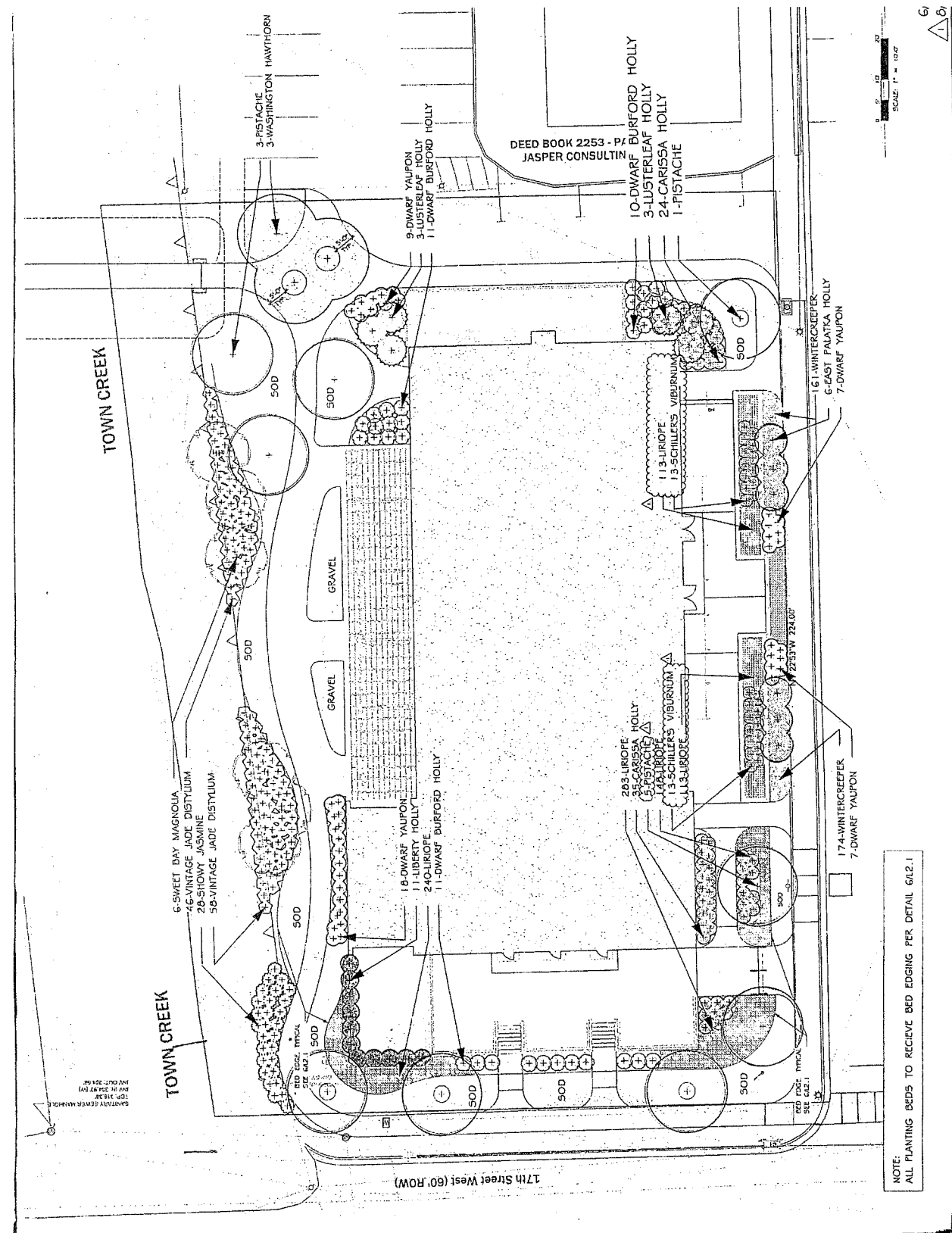
Pursuant to Code of Alabama(1975) Section 40-9-14.1, the Contractor accounts NOT included in the bid proposal form as follows:

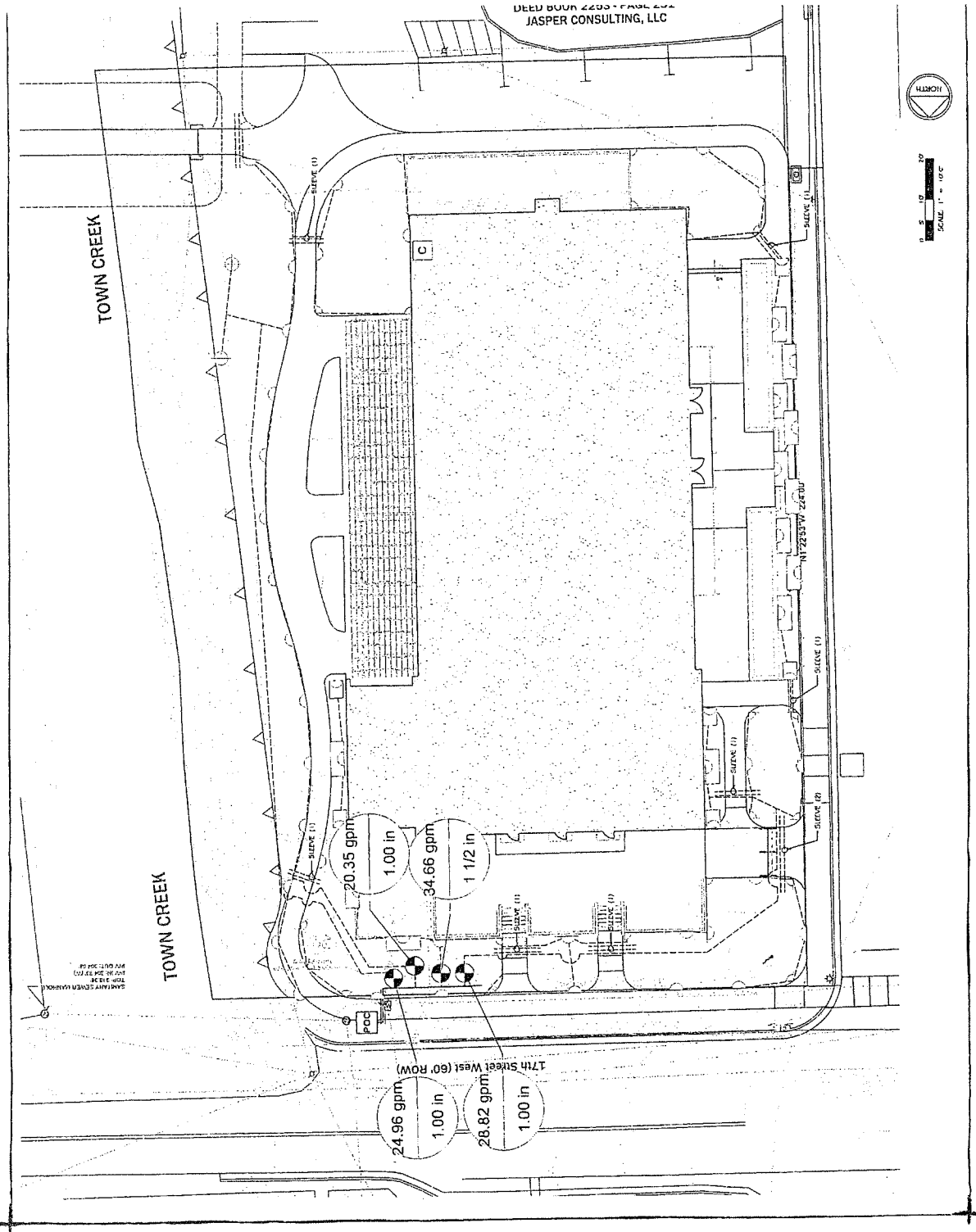
ESTIMATED SALES TAX AMOUNT

BASE BID: \$ _____ \$ _____

Alternate No. 1 (.) (add)(deduct)	\$ _____
Alternate No. 2(...) (add)(deduct)	\$ _____
Alternate No. 3 (.) (add)(deduct)	\$ _____
Alternate No. 4 ...) (add)(deduct)	\$ _____
Alternate No. 5 ...) (add)(deduct)	\$ _____
Alternate No. 6 (.. ...) (add)(deduct)	\$ _____

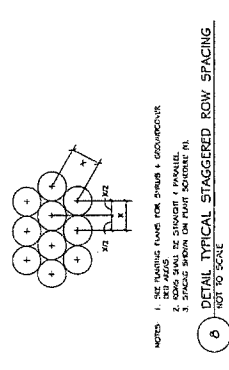
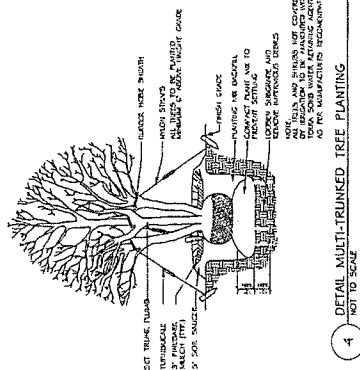
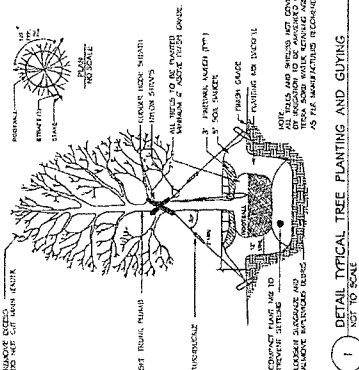
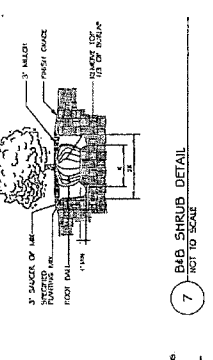
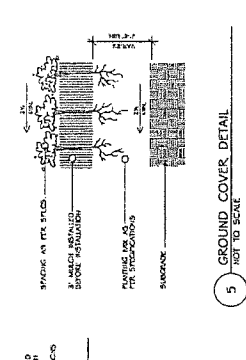
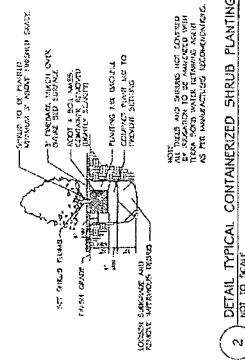
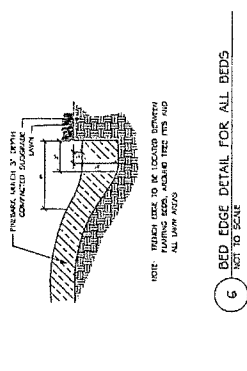
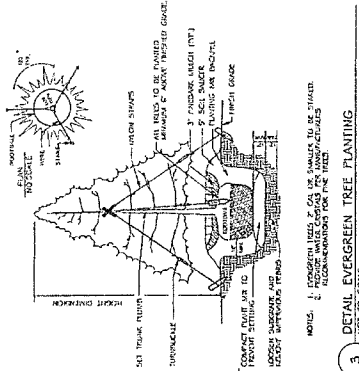
Failure to provide an accounting of Sales Tax shall render the bid non-responsive. Other than determining responsiveness, sales tax accounting shall not affect the bid pricing nor be considered in the determination of the lowest responsible and responsive Bidder.





GENERAL PLANTING NOTES:

1. CONTRACTOR SHALL BE RESPONSIBLE FOR THE SITE INSPECTION PRIOR TO LANDSCAPE CONSTRUCTION AND INSTALLATION IN ORDER TO ASCERTAIN TRAILBLAY WITH EXISTING CONDITIONS. CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING EXISTING UNDERGROUND UTILITIES AND RECORDING THE LOCATION OF ANY EXISTING UTILITIES. CONTRACTOR SHALL SUBMIT THEIR REPORT OF MATERIAL TO BE USED FOR PLANTING BACKFILL INCLUDING TOPSOIL.
2. CONTRACTOR SHALL VERIFY PLANT SCHEDULE COUNT FROM PLANT TOTALS AND REPORT DIFFERENCE PRIOR TO BEGINNING.
3. CONTRACTOR SHALL SUBMIT SPECIMEN PLANT MATERIAL SHALL BE LOCATED BY THE CONTRACTOR ARCHITECT AT THE JOB SITE.
4. CONTRACTOR SHALL LAYOUT TREES AND SHRUBS FOR LANDSCAPE ARCHITECT PRIOR TO PLANTING. A MINIMUM 24 HOUR NOTICE SHALL BE GIVEN TO ARCHITECT PRIOR TO THE COMMENCEMENT OF PLANTING.
5. GROUND SHALL BE PREPARED FOR REMOVAL BY LANDSCAPE ARCHITECT BEFORE SODDING.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING 3% POSITIVE DRAINAGE IN ALL PLANT AREAS.
7. ALL PLANTS SHALL BE WELL FORMED, VIGOROUS, GROWING SPECIMENS WITH GROWTH HABITS SUITABLE FOR THE PROJECT. ALL PLANTS SHALL BE FREE FROM DISEASE AND DEFOLIATION. PLANTS SHALL BE ADAPTED TO LOCAL CLIMATE AND SOILS. PLANTS SHALL BE STANDARD FOR NURSERY STOCK, AND 20% CROWNED SPECIES.
8. 100% PLANT MATERIAL SHALL BE CONTAINER GROWN OR BALLED & BURLAPPED, NO BARE ROOT.
9. TREES AND GROUND COVERS SHALL BE PLANTED WITH A SOIL MIXTURE CONSISTING OF 50% TOPSOIL AND 50% ORGANIC MATERIAL PER SPECIFICATIONS.
10. 12' FRONT ROW OF SHRUBS SHALL BE PLANTED A MINIMUM OF 24" BEHIND BOLD LINE AT LAWNS OR WALKS AND A MINIMUM OF 36" BEHIND OF CURBS AT PARKING AREAS.
11. BACK ROW OF SHRUB PLANTING SHALL BE PLANTED AT 36" OFF FACE OF BUILDING WALL. GROUND COVERS SHALL BE 12" OUT FROM BUILDING AS REQUIRED BY PLANTING SPECIFICATIONS.
12. ALL PLANTING BIDS ON SLOPES STEEPER THAN 4:1 SHALL BE MULCHED WITH A 2" DEEP LAYER OF MULCH. ALL PLANTING BIDS ON SLOPES FLATTER THAN 4:1 SHALL BE MULCHED WITH THE DARK AS SPECIFIED. CONTRACTOR SHALL PROVIDE MULCH TO ALL PLANTING BIDS AND ALL OTHER PLANTING BIDS AND TREE BALLS ON SLOPES LESS THAN 4:1 SHALL RECEIVE A DEPTH OF PINE BARK AS SPECIFIED ABOVE.
13. ALL AREAS TO BE GRADED SHALL BE TILED AND GRADED TO A DEPTH OF 10" BELOW FINISH GRADE. ALL AREAS TO BE GRADED SHALL BE APPLIED AT A RATE OF 50 TONS PER 1000 SQ. FT. AND TYPICAL GREEN OR COAL (12-5-8 SLOWRELEASE) AT A RATE OF 50 TONS PER 1000 SQ. FT. SEEDS AREAS SHALL BE COVERED WITH A THIN LAYER OF WHEAT STRAW.
14. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PLANT MATERIAL, INCLUDING GRASS FOR ONE YEAR GUARANTEE PERIOD OF SUBSTANTIAL COMPLETION. (SEE SPEC.)
15. ALL NEWLY PLANTED PLANT MATERIAL SHALL BE FERTILIZED, AT TIME OF PLANTING, BY MEANS OF SLOW-RELEASE, HIGH-NITROGEN FORM FERTILIZER TABLETS. SUBMIT TECHNICAL INFORMATION FOR LANDSCAPE ARCHITECTS REVIEW.
16. CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ALL EROSION CONTROL DEVICES SURROUNDING PLANTING AREAS. CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ALL EROSION CONTROL DEVICES TO PREVENT BARK WASH AND OTHER DEVICES WASHING INTO STORM DRAIN SYSTEM.
17. PRIOR TO INSTALLATION OF PLANT MATERIAL, A PRE-DETERMINED SCHEDULE SHALL BE APPLIED TO ALL AREAS TO REMOVE GROUNDCOVER, TREES, AND SHRUBS BUT NOT SPECIFIED PLANTS. THE PRE-DETERMINED SCHEDULE SHALL BE APPLIED PER MANUFACTURERS RECOMMENDATION.
18. CONTRACTOR SHALL PROVIDE AND INSTALL TERRA-SOBS IN EACH PLANT HOLE PER MANUFACTURERS RECOMMENDATION.
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[illegible]

6/18/24
8/20/24