**Request for Proposals - Landscaping Services**

**West Michigan Airport Authority**

**July 27, 2021**

The West Michigan Regional Airport Authority is seeking landscaping services for the Business Center at 60 Geurink Boulevard, Holland, Michigan. This is a relatively small site (see attached landscaping drawing), but serves as an important first impression to visitors to this community. The initial contract period for this project will be five (5) years ranging from Spring of 2022 through fall of 2027. The final agreement may be extended up to an additional three (3) years at the sole discretion of the Airport Authority.

The Authority is seeking proposals for maintaining the landscaped areas including:

A: General Maintenance

1. Weeding (Seasonal and ongoing maintenance)
2. Application of seasonal lawn fertilizer and weed control (Front of Building & Ramp Side).
3. Replacement of bark in garden beds.
4. Replacement of Key plantings as needed (to be reviewed and approved by Airport Authority Staff based on contractors recommendation). Contractor will perform a preliminary site visit, when weather allows, to propose an estimated budget for the Authority to Consider.
5. Other items that may arise at the request of the Authority or as suggested by the contractor.

B: Ramp-side garden

The plantings in the gardens located near the airport ramp, on the southside of the building and adjacent to the Business Center’s main public viewing area, need to be replaced. The majority of the original plantings have died off. Contractor will propose native plantings, that are hardy and perennial. Contractor should propose options for consideration ranging from $500 - $1,000. Contractor will provide a detailed drawing of planting placement for staff consideration as well.

**Proposals are due by 5:00 p.m. on Thursday August 26, 2021**. Two (2) sealed hard copies and one (1) PDF (USB or electronic) copy must be delivered to the reception desk at the City of Holland. The envelope should be addressed to:

**City of Holland Finance Office**

**270 River Avenue**

**Holland, MI  49423**

And conspicuously labeled as:

**Bid for 2022-2027 Airport Business Center Landscaping Proposal**

The prospective contractor is encouraged to visit the site prior to submitting a proposal.

**Proposal**

A: General Maintenance:

1. Weeding:
	1. Cost per session:\_\_\_\_\_\_\_\_\_ estimated total sessions per year\_\_\_\_\_\_\_\_\_ total\_\_\_\_\_\_\_\_\_
2. Application of seasonal fertilizer and weed control:
	1. Cost per session:\_\_\_\_\_\_\_\_\_ estimated total sessions per year\_\_\_\_\_\_\_\_\_ total\_\_\_\_\_\_\_\_\_
3. Replacement of Bark in Garden Beds (annually)
	1. Cost per session:\_\_\_\_\_\_\_\_\_
4. Monitoring of Irrigation System:
	1. Cost per session:\_\_\_\_\_\_\_\_\_ estimated total sessions per year\_\_\_\_\_\_\_\_\_ total\_\_\_\_\_\_\_\_\_

Annual Escalator:

B: Ramp-side Gardens:

Contractor will include Proposals (titled as “Proposal A”, “Proposal B”, “Proposal C”, and so on) including a drawing, budget, and list of plants (including color photos) for each proposal. Contractors are recommended to include at least two proposals with incremental price structures going from low (Proposal A) to High (Proposal Z); for example: Proposal A. $500.00, Proposal B. $750, Proposal C $1,000.

**Warranty**

Contractor shall perform the work as described in a workmanlike manner consistent with Owner's airport operations requiring safety, aesthetics, and visual enhancement of the airport. In the event the Contractor fails to meet these standards, Contractor will redo and reperform the work to Owners satisfaction.

If/when applicable, the contractor will handle warranty issues on behalf of the Authority in the event a manufacturers default becomes public knowledge related to products utilized by the contractor. In the event of a manufacturers default, the Authority will work with the contractor to establish the best means of correction, including negotiation of prices for reapplication of products.

The contractor will be responsible for planting appropriate species that are native and tolerant to climates in West Michigan. Any default in the selection of appropriate species will be the sole responsibility of the contractor to resolve and replace.

**INDEMNIFICATION**

The Contractor will agree to defend, indemnify, and save harmless the Airport Authority, its officers, agents, and employees, from any and all claims and liabilities that may result from the Contractors work. This covenant of indemnification shall include reasonable attorney’s fees and costs incurred by the Airport Authority, its officers, agents, and employees in defense of such claim or liability.

**INSURANCE**

The Contractor is to maintain the appropriate coverage necessary for completion of the work as described.

The Contractor shall name the Airport Authority, its officers, agents, and employees as additional insureds and the insurance coverage for general liability, automobile liability, and property damage shall waive subrogation against the Airport Authority, its officers, agents, and employees.

Please send anyquestions to Airport Authority Project Administrator, Amanda Davio, at a.davio@wmraa.org by 5pm on **Monday, August 16th**.