CITY OF DUNN
LAWN MAINTENANCE RFP

Memorandum

TO: Prospective Bidders
FROM: Brian McNeill, Parks and Recreation Director
DATE: September 2, 2026
RE: Request for Proposal for Lawn Maintenance Contract

The City of Dunn is seeking proposals for lawn maintenance for several areas of the City. This is to notify you that the City will receive proposals for an initial three (3) year lawn maintenance contract; with option for two (2) year extension. You are invited to submit a proposal for consideration. Your proposal must provide a complete bid, on the enclosed quotation sheet (page 37) of this document, the bid is for services at all the following properties in the manner described in specifications that are described below:

1) Site A: Dunn Public Library, 110 E. Divine St
2) Site B: Dunn City Hall, 401 E. Broad St
3) Site C: Parking Lot, Corner of e. Edgerton St & N. Clinton Ave
4) Site D: Corner of W. Broad St & W. Cumberland St
5) Site E: Caboose Area
6) Site F: Median on Hwy 421/E. Cumberland St from Walgreens Intersection to Walmart left turn & welcome sign
7) Site G: Parking Lot, Corner of N. Railroad Ave & E. Edgerton St
8) Site H: Roundabout at Ashe Ave & N. Powell Ave
9) Site I: Veterans Memorial to Splash Pad at Tyler Park including surrounding highlighted properties
10) Site J: Highway 55 East median and shoulders
11) Site K: Resthaven Cemetery
12)Site L: Greenwood Cemetery
13) Site M: Memorial Cemetery
14) Site N: Former Exit 72, Spring Branch Rd/Pope Rd
15)Site O: Exit 73, E. Cumberland St
16) Site P: Exit 75, Jonesboro Rd

- Bidders shall submit proposals for a three (3) year contract.
- Bidders shall also propose an optional two (2) year extension with any increase that is requested by the contractor.
- The proposed contract(s) will begin ___1.1.2027_____and end_____12.31.2029____.

Attached please find the request for proposals for the City of Dunn Lawn Maintenance Contract. Enclosed are the general and technical provisions for each site. Completed proposals must be received by 3:00 P.M., Wednesday, 9.30.2026_____ to be considered. This is an informal bid so bids will not be officially opened and read aloud.

All proposals shall include the following items/information:

- A completed quotation sheet (page 37 of this document)
- Evidence insurance as specified in the general provisions.
- Copy of your North Carolina Pesticide Applicator's License(s)
- Three references of properties maintained. The references shall indicate the property address, contact person, and daytime telephone number.
- Copy of Landscape & Irrigation contractor's license

The City of Dunn specifically reserves the right to reject any and all proposals, and to negotiate the terms of the contract if it is deemed to be in the best interest of the City. The city reserves the right to adjust the scope or frequency of the work to allow the contract to fall within the budget of the City, for lawn maintenance.

Proposals shall be submitted to:

City of Dunn
Attn: Brian McNeill, Parks and Recreation Director
PO Box 1065 / 401 E. Broad Street
Dunn, NC 28335

If delivered by mail, please seal and clearly mark on the outside of the envelope or package with the following information:

1. "SEALED LAWN MAINTENANCE PROPOSAL--DO NOT OPEN"
2. Your Company Name, Contact Name, Address, and Phone Number.

If delivered in person, the proposal shall be delivered to the Administration Department, Dunn Municipal Bldg. located at 401 E. Broad Street, Dunn, NC 28334.

Incomplete proposals may be disqualified. The City of Dunn is not responsible for errors or omissions. You are encouraged to visit these areas prior to submission of your bid. Directions to the sites and additional information may be obtained by contacting Brian McNeill at 910-892-2976. Thank you for your interest in bidding on this service for the City.

CITY OF DUNN
LAWN MAINTENANCE CONTRACT REQUEST FOR PROPOSALS

GENERAL PROVISIONS
The general provisions apply to each contract(s) and properties included in the proposal, unless specifically excluded in the area description/requirements.

I. MATERIALS, LABOR, AND EQUIPMENT
The Contractor shall provide all materials, labor, and equipment necessary to perform the specifics of this contract and ensure that all properties are kept in a neat appearance. As the properties are high profile areas, the properties are required to be maintained weekly throughout the terms of the contract.

The Contractor shall perform the operations provided for in these specifications in a manner that will promote the continued life and healthy growth of all plants.

2. MINIMUM CONTRACTOR QUALIFICATIONS

Due to the requirements of this contract and the highly visible location of the project areas, the City is seeking a contractor who has training and expertise in lawn maintenance, including seeding methods, chemical application methods for herbicides, pesticides and fungicides, and knowledge of insect and disease problems.

The Contractor shall be qualified to maintain lawn and plant areas and shall meet the following criteria:

- Meet all NCDOT requirements for performing work in NCDOT rights-of-way.
- North Carolina Pesticide Applicators License
- A minimum of two years' experience maintaining and installing turf areas on commercial sites.
- Landscape and Irrigation Contractors License

3. INSURANCE and INDEMNITY

To the fullest extent permitted by laws and regulations, the **CONTRACTOR** shall indemnify and hold harmless the **CITY** and its officials, agents, and employees from and against all claims, damages, losses, and expenses, direct, indirect, or consequential (including but not limited to fees and charges of engineers or architects, attorneys, and other professionals and costs related to court action or arbitration) arising out of or resulting from the performance of this Contract or the actions of the **CONTRACTOR** or its officials, employees, or contractors under this Contract or under the contracts entered into by the **CONTRACTOR** in connection with this Contract. This indemnification shall survive the termination of this contract.

In addition, **CONTRACTOR** shall comply with the North Carolina Workers' Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by this Act**.**

CONTRACTOR shall supply **CITY** with certification of insurance for workers' compensation coverage with North Carolina statutory limits.

CONTRACTOR shall maintain, at its expense, the following minimum insurance coverage: General Liability with Combined Single Limit Bodily Injury and Property Damage not less than $5,000,000 and Products and Completed Operations Liability not less than $5,000,000.

CONTRACTOR agrees to furnish **CITY** with a certificate of insurance from an insurance company, licensed to do business in the State of North Carolina and acceptable to **CITY** verifying the existence of any insurance coverage required by **CITY**. The certificate should name the **CITY** as an additional insured entity and will provide thirty (30) days advance notice in the event of termination or cancellation of coverage.

4. CONTRACT TIME AND COMPLETION DATE

The contract is proposed to go into effect on January 1, 2027, and will end on December 31, 2029

5. ***BASIS OF PAYMENT***
The City of Dunn will pay the Contractor in equal monthly installments billed in arrears. The first payment will be paid after the first month of the contract is complete, upon receipt of an invoice from the contractor. Payment will be rendered within 30 days of receipt of invoice. The City of Dunn will routinely inspect the sites to ensure compliance with the conditions of the contract.

6. ***SUBLETTING OF CONTRACT***
The Contractor shall not sublet, sell, transfer, assign or otherwise dispose of the contract or any portion thereof; or of his right, title, or interest therein, without prior written consent of the City of Dunn which may be withheld at the sole and absolute discretion of the City.

7. ***TRAFFIC CONTROL***
Where high traffic situations exist, the Contractor will be required to maintain traffic on the roadway during maintenance and to provide, install and maintain all traffic control devices in accordance with NC DOT Standards. The Contractor will furnish, erect, and remove necessary traffic control signs as required by NC Law.

8. ***SAFETY REQUIREMENTS***
The Contractor is solely responsible for meeting required safety policies. The contractor shall also provide necessary safety equipment (including but not limited to vests, hearing protection, safety glasses, and shoes).

9. ***EXTENSION OF CONTRACT***
The City reserves the right to enter into negotiations with the awarded Contractor to extend the term of this Contract, through a written amendment executed by both parties, for a period not to exceed twenty-four (24) months beyond the original end date.

10. ***CANCELLATION OF CONTRACT***
The contract may be cancelled by either party hereto upon a 60-day written notice from the City, and a 180-day written notice from the bidder. The City may cancel the contract with a 30-day written notice if the contractor fails to meet the requirements of the contract or is negligent.

11. ***SPECIAL EVENTS SCHEDULING***
The City has special and annual events, which take place throughout the year. All areas impacted by the event must be cut and serviced two days prior to each event. Verbal notice of an event will be given to the contractor at least two (2) weeks prior to each event. Unless otherwise stated herein, scheduling of work is at the discretion of the contractor.

12. ***MOWING***
Turf areas will be mowed weekly during the normal growing season (March I -October 31) and as otherwise needed to maintain a neat and uniform appearance. The lawn area is defined as the area between planting areas and the paved areas, or the areas between buildings and the paved areas. The grass will be maintained at a height of one and one half (1.5) to two (2) inches unless otherwise requested by the City Manager or its designee.

13. *TRIMMING*
All immovable objects and areas that cannot be mowed will be trimmed at the same interval as the lawn area is mowed.

14. *TRASH REMOVAL*
All trash and other debris will be removed from all lawn areas weekly to maintain a neat appearance. The contractor shall be solely responsible for the disposal of the trash and debris removed. Trash shall be removed on a weekly basis, year-round. This trash and debris shall be transported off site and disposed of in a manner consistent with applicable regulations.

15. *LEAF AND CLIPPINGS REMOVAL*
All leaves and clippings will be mulched or removed from turf areas, parking lots, alley ways, and sidewalks weekly during the contract. The contractor shall be solely responsible for the disposal of the leaves and clippings removed. The leaves and clippings shall be transported off site and disposed of in a manner consistent with applicable laws and regulations.

16. *BARE SPOTS*
All bare spots larger than twenty (20) square feet will be prepared, seeded, and mulched with wheat straw in November and early May, or at other times as determined by the City.

17. *AERATION*
Aeration will be completed once per year in all locations other than along right of ways, alleys, and the developed portions of the cemeteries.

18. *HERBICIDE USE*
Spring and fall preparation are to include herbicide application for pre- and post-emergent control of broad leaf weeds, grassy weeds, and sedges. The Contractor will be required to use pre- or post-emergent herbicides to eliminate any weed problems. The Contractor will be liable for damage to plants which result from the application of herbicides. Contract or must follow all safety rules and regulations concerning any use of herbicides pertaining to work under this contract.

19. *SPRAYING PESTICIDES/FUNGICIDES*
The application of pesticides or fungicides may be necessary if turf areas become diseased, suffer from insect infestation, or suffer any other related problem. If the Contractor finds an insect or disease problem, the Contractor will meet with the City to determine corrective measures, including the application of pesticides or fungicides. The Contractor is required to have a pesticide applicators license. All the areas maintained under this contract, except for the street right of ways, shall be treated annually (and spot treated as needed) to prevent fire ants.

SCOPE OF TREE AND SHRUB MAINTENANCE

The contractor will be responsible for trees, shrubs, and groundcover located in any maintained areas, unless otherwise specified. Plant beds are defined as the mulched area where trees, shrubs, and groundcover exist, and individual tree areas are defined as the mulched area around each individual tree.

1. PRUNING
All trees, shrubs, and groundcovers in plant beds will be pruned as necessary for shaping, removing dead, diseased or damaged wood, water sprouts or suckering, or other corrective pruning. Crape Myrtles will NOT be pruned unless under the guidance and direction of a City representative.

2. EDGING
All plant beds will be edged with a trencher or other edging device approved by the City to create a uniform edge along the entire plant bed. Weed eaters will not be used for edging. Edging will be performed at least two times during the contract. (1) January prior to mulching and (2) June. If additional edging is necessary as determined by the City, the Contractor will edge plant beds.

3. SOIL SAMPLE, FERTILIZATION, AND LIME
No soil sampling, fertilization, or lime application will be required.

4. WEEDING/HERBICIDE USE
All plant beds and individual tree areas will be weeded weekly by hand to maintain them weed free and with a neat appearance. The Contractor may need to use additional pre- or post-emergent herbicides or a gas-powered weed eater to eliminate any weed problems. Spring and fall preparation may include an herbicide application for pre- and post-emergent control. The Contractor will be liable for damage to plants which result from the application of herbicides.

5. SPRAYING PESTICIDES/FUNGICIDES
The application of pesticides or fungicides may be necessary if plants become diseased, suffer from insect infestation, or suffer any other related problem. If the Contractor finds an insect or disease problem, the Contractor will meet with the City to determine corrective measures, including application of pesticides or fungicides. The Contractor is required to have a pesticide applicators license.

6. TRASH REMOVAL
All trash and other debris will be removed from all lawn areas biweekly to maintain a neat appearance. The contractor shall be solely responsible for the disposal of the trash and debris removed. This trash and debris shall be transported off site and disposed of in a manner consistent with applicable laws and regulations.

7. LEAF REMOVAL
All leaves will be removed from turf areas, parking lots, alley ways, and sidewalks weekly during the fall season. The contractor shall be solely responsible for the disposal of the leaves removed. The leaves shall be transported off site and disposed of in a manner consistent with applicable laws and regulations.

8.REMOVAL OF DEAD PLANT MATERIAL
The Contractor will remove all dead trees, shrubs, or groundcover in late August, or at other times determined by the City. The dead plant material shall be transported off site and disposed of in a manner consistent with applicable laws and regulations.

9. REPLACEMENT PLANTS

The cost of replacing trees, shrubs, and groundcover which are not in a living, healthy condition or do not conform to the specification s contained in the "American Standard for Nursery Stock", or which have been damaged or stolen, are not included in this contract. If a plant needs to be replaced, the Contractor shall submit a cost estimate including labor and that estimate must be approved by the City prior to replacement. The City reserves the right to reject any unacceptable plant material.

Replacement plants shall be installed in accordance with current horticultural practices. The City will inspect all replacement plants for correct horticultural planting techniques. Prior to planting replacement plants, the City will visually inspect plant material for conformance with the specifications outlined in the "American Standard for Nursery Stock." Replacement plants are required to be guaranteed for three months.

Watering during the establishment period will be required at designated intervals. Replacement plants will be watered in by the Contractor, so that the root ball and soil around each plant is thoroughly saturated, at the time of initial planting and weekly thereafter for one month. Replacement plants will also be watered if a drought situation arises or other situation in which plants require water. Watering shall be performed in such a manner which will not cause holes or washes around the plant root system or damage to plants. Equipment for watering will be provided by the Contractor. Water can be provided by the City upon request.

MATERIALS

1. FERTILIZER

The quality of all fertilizer and lime and all operations in connection with the application of fertilizer and lime shall comply with the with the rules and regulations, adopted by the North Carolina Board of Agriculture in accordance with the provisions of said law, in effect at the time of application.

2. HERBICIDES

All herbicides shall be properly labeled and registered with the United States Department of Agriculture and the North Carolina Department of Agriculture. A container shall contain only the herbicide which meets the analysis guaranteed on the label. All herbicides shall be kept in such original labeled containers until used. The Contractor is required to have a pesticide applicators license.

3. FESCUE TYPE TURF GRASS

Fescue type turf grass seed will be true to name and contain no weed or other seed types.

4. WATER

Water used in the planting or care of vegetation shall be free from oil, acids, alkalis, salts, or any other substance that is toxic and otherwise harmful to vegetation.

Site A: DUNN PUBLIC LIBRARY, 110 E. DIVINE STREET

ADDITIONAL SCOPE OF LAWN MAINTENANCE SERVICES

1. SOIL SAMPLE, FERTILIZATION, AND LIME

The Contractor will take soil samples of area to determine fertilizer and lime needs. A copy of the soil sample report is required to be submitted to the City in September and March prior to fertilizing. All trees, shrubs, and groundcovers are to be fertilized two times a year in April and October at the recommended rate and type from the soil sample report. A granular slow-release fertilizer is recommended. Spring and fall fertilization is to include herbicide for pre- and post-emergent control. The Contractor will meet with the City Representative at the time of fertilizer and/or lime application to discuss fertilizer needs.

2. SEEDING

No reseeding or over seeding will be required.

3. BARE SPOTS

All bare spots larger than **1** square foot will be prepared, seeded, and mulched with wheat straw in November and early May, or at other times as determined by the City.

4. PLANTERS/PLANT BEDS

Install seasonal annuals two times per year as follows: Install pansies early fall and remove late spring. Install summer annuals late spring and remove late fall.

5. WEEDING/HERBICIDE USE

All plant beds and individual tree areas will be weeded weekly by hand to maintain them weed free and with a neat appearance. The Contractor may need to use additional pre- or post-emergent herbicides or a gas-powered weed eater to eliminate any weed problems. Spring and fall fertilization is to include an herbicide application for pre- and post-emergent control. The Contractor will be liable for damage to plants which result from the application of herbicides.

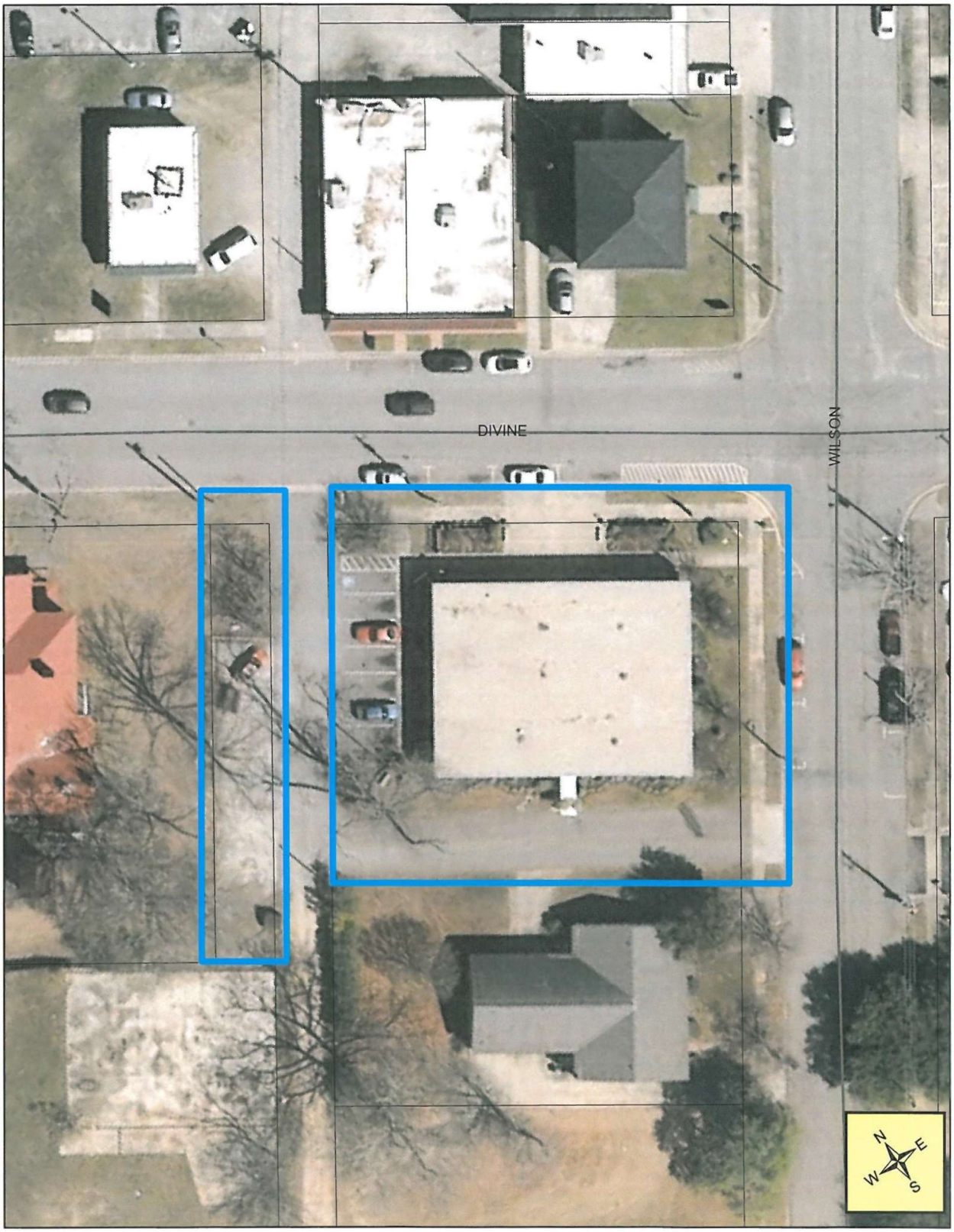
6. BLOWING OF PARKING LOT AS NEEDED.

Avoid blowing any debris in public streets or rights-of-way as well as any adjacent properties.

7.MAINTAIN AND WINTERIZE IRRIGATION SYSTEM LOCATED ON SITE.

Assure system is always operational and watering areas adequately.

Site A: DUNN PUBLIC LIBRARY, 110 E. DIVINE STREET



Site B: DUNN CITY HALL, 401 E. BROAD STREET

ADDITIONAL SCOPE OF LAWN MAINTENANCE SERVICES

1.SOIL SAMPLE, FERTILIZATION, AND LIME

The Contractor will take soil samples of area to determine fertilizer and lime needs. A copy of the soil sample report is required to be submitted to the City in September and March prior to fertilizing. All trees, shrubs, and groundcovers are to be fertilized two times a year in April and October at the recommended rate and type from the soil sample report. A granular slow-release fertilizer is recommended. Spring and fall fertilization is to include herbicide for pre- and post-emergent control. The Contractor will meet with the City Representative at the time of fertilizer and/or lime application to discuss fertilizer needs.

2.SEEDING

No reseeding or over seeding will be required.

3. BARE SPOTS

All bare spots larger than I square foot will be prepared, seeded, and mulched with wheat straw in November and early May, or at other times as determined by the City.

4.EDGING

All sidewalks, curbs, and concrete paver areas will be edged weekly during the regular growing season (March-November) and once a month thereafter for a neat appearance. Clippings and debris will be blown or removed from the walks, curbs, street, parking lots, and other necessary things after mowing or edging each week.

5. WEEDING/HERBICIDE USE

All plant beds and individual tree areas will be weeded weekly by hand to maintain them weed free and with a neat appearance. The Contractor may need to use additional pre- or post-emergent herbicides or a gas-powered weed eater to eliminate any weed problems plant beds. Spring and fall fertilization is to include an herbicide application for pre- and post-emergent control. The Contractor will be liable for damage to plants which result from the application of herbicides.

6. BLOWING OF PARKING LOT AS NEEDED.

Avoid blowing any debris in public streets or rights-of-way as well as any adjacent properties.

7.MAINTAIN AND WINTERIZE IRRIGATION SYSTEM LOCATED ON SITE.

Assure system is always operational and watering areas adequately.

Site B: DUNN CITY HALL, 401 E. BROAD STREET

Site C: PARKING LOT, CORNER OF E. EDGERTON STREET & N. CLINTON AVENUE

ADDITIONAL SCOPE OF LAWN MAINTENANCE SERVICES

1. SOIL SAMPLE, FERTILIZATION, AND LIME

All trees, shrubs, and groundcovers are to be fertilized two times a year in April and October at the recommended rate and type from the soil sample report. A granular slow-release fertilizer is recommended. Spring and fall fertilization are to include an herbicide for pre- and post-emergent control. The Contractor will meet with the City Representative at the time of fertilizer and/or lime application to discuss fertilizer needs.

2. WEEDING/HERBICIDE USE

All plant beds and individual tree areas will be weeded weekly by hand to maintain them weed free and with a neat appearance. The Contractor may need to use additional pre- or post-emergent herbicides or a gas-powered weed eater to eliminate any weed problems. Spring and fall fertilization is to include an herbicide application for pre- and post-emergent control. The Contractor will be liable for damage to plants which result from the application of herbicides.

3.SPRAY AND WEEDEAT ALLEYWAY

Spray round-up and weed-eat small alleyway located between the buildings.

Site C: PARKING LOT, CORNER OF E. EDGERTON STREET & N. CLINTON AVENUE

Site D: CORNER OF W. BROAD STREET & W. CUMBERLAND STREET

ADDITIONAL SCOPE OF LAWN MAINTENANCE SERVICES

I. SOIL SAMPLE, FERTILIZATION, AND LIME

All trees, shrubs, and groundcovers are to be fertilized two times a year in April and October at the recommended rate and type from the soil sample report. A granular slow-release fertilizer is recommended. Spring and fall fertilization is to include herbicide for pre- and post-emergent control. The Contractor will meet with the City Representative at the time of fertilizer and/or lime application to discuss fertilizer needs.

2. WEEDING/HERBICIDE USE

All plant beds and individual tree areas will be weeded weekly by hand to maintain them weed free and with a neat appearance. The Contractor may need to use additional pre- or post-emergent herbicides or a gas-powered weed eater to eliminate any weed problems. Spring and fall fertilization is to include an herbicide application for pre- and post-emergent control. The Contractor will be liable for damage to plants which result from the application of herbicides.

3. BLOW AND REMOVE DEBRIS

Blow and remove trash and debris located at both highlighted areas monthly.

Site D: CORNER OF W. BROAD STREET & W. CUMBERLAND STREET

Site E: CABOOSE AREA

ADDITIONAL SCOPE OF LAWN MAINTENANCE SERVICES

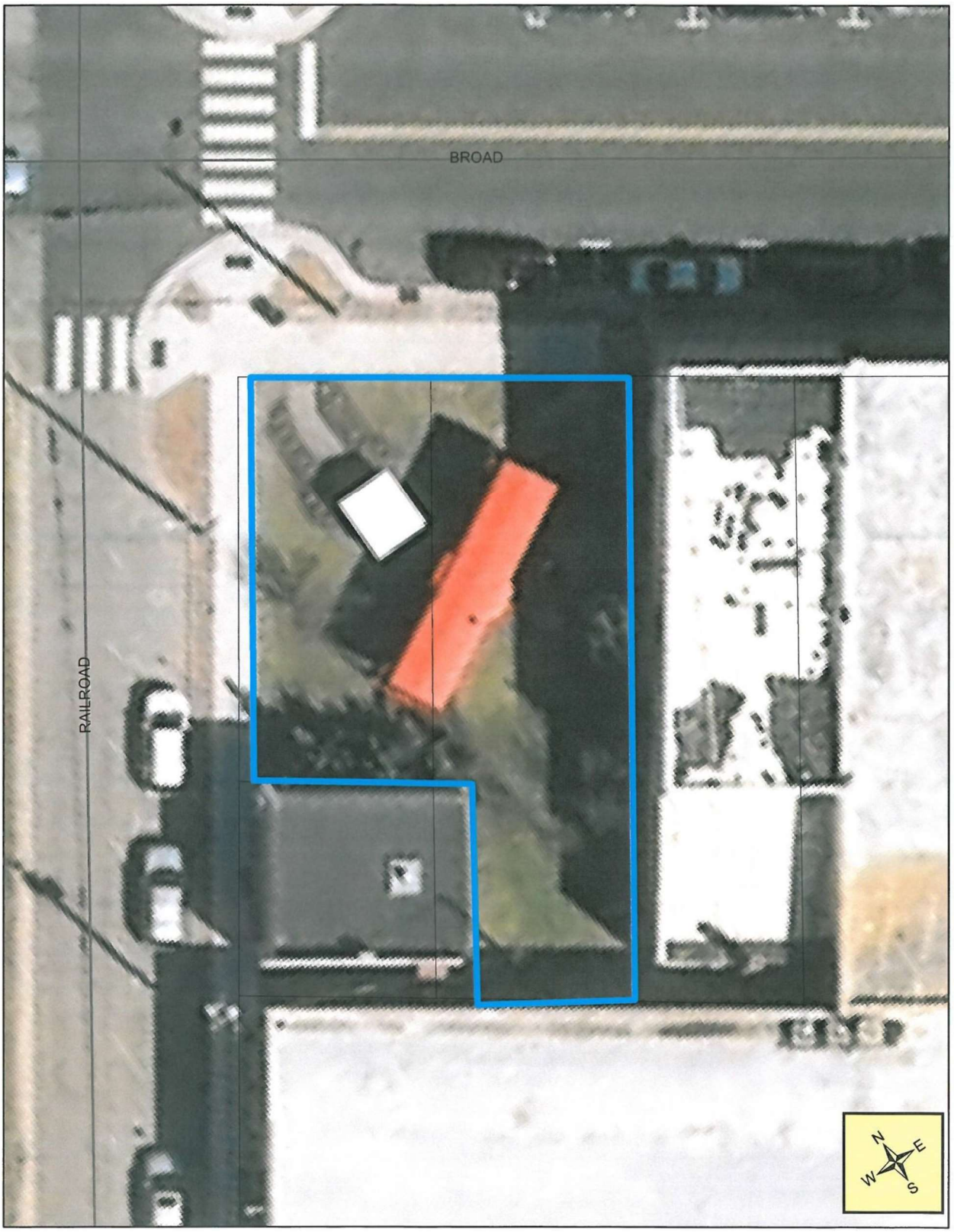
1. SOIL SAMPLE, FERTILIZATION, AND LIME

All trees, shrubs, and groundcovers are to be fertilized two times a year in April and October at the recommended rate and type from the soil sample report. A granular slow-release fertilizer is recommended. Spring and fall fertilization is to include herbicide for pre- and post-emergent control. The Contractor will meet with the City Representative at the time of fertilizer and/or lime application to discuss fertilizer needs.

2. WEEDING/HERBICIDE USE

All plant beds and individual tree areas will be weeded weekly by hand to maintain them weed free and with a neat appearance. The Contractor may need to use additional pre- or post-emergent herbicides or a gas-powered weed eater to eliminate any weed problem s. Spring and fall fertilization is to include an herbicide application for pre- and post-emergent control. The Contractor will be liable for damage to plants which result from the application of herbicides.

Site E: CABOOSE AREA



Site F: MEDIAN ON HWY 421/E. CUMBERLAND STREET FROM WALGREENS INTERSECTION TO WALMART LEFT TURN & WELCOME SIGN

ADDITIONAL SCOPE OF LAWN MAINTENANCE SERVICES

1. ***WEEDING/HERBICIDE USE***

All plant beds and individual tree areas will be weeded weekly by hand to maintain them weed free and with a neat appearance. The Contractor may need to use additional pre- or post-emergent herbicides or a gas-powered weed eater to eliminate any weed problems. Spring and fall fertilization is to include an herbicide application for pre- and post-emergent control. The Contractor will be liable for damage to plants which result from the application of herbicides.

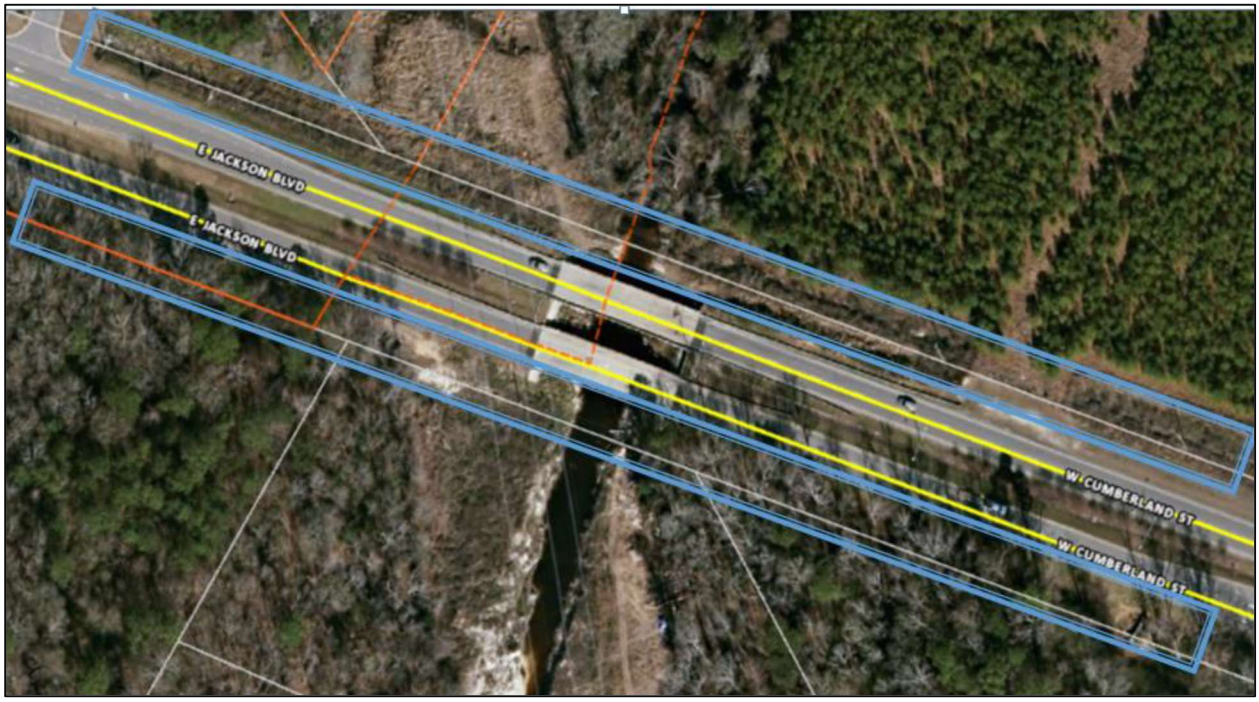
2. PLANT AREA (Welcome Signs)

Keep sign area trimmed and maintained in such a manner to allow the welcome signs to be visible by oncoming traffic.

3.MEDIAN MAINTENANCE ALONG HWY 421

Mow, weed-eat, edge, and maintain median along HWY 421. Remove trash and debris as well as keep any trees trimmed back off highway. This maintenance area will extend from the HWY 421 / Dunn Erwin Rd. Intersection down to the main intersection leading into Walmart.

Site F: MEDIAN ON HWY 421/E. CUMBERLAND STREET FROM WALGREENS INTERSECTION TO WALMART LEFT TURN & WELCOME SIGN



Site G: PARKING LOT, CORNER OF N. RAILROAD AVENUE & E. EDGERTON STREET

ADDITIONAL SCOPE OF LAWN MAINTENANCE SERVICES

1. SOIL SAMPLE, FERTILIZATION, AND LIME

All trees, shrubs, and groundcovers are to be fertilized two times a year in April and October at the recommended rate and type from the soil sample report. A granular slow-release fertilizer is recommended. Spring and fall fertilization is to include herbicide for pre- and post-emergent control. The Contractor will meet with the City Representative at the time of fertilizer and/or lime application to discuss fertilizer needs.

2. WEEDING/HERBICIDE USE

All plant beds and individual tree areas will be weeded weekly by hand to maintain them weed free and with a neat appearance. The Contractor may need to use additional pre- or post-emergent herbicides or a gas-powered weed eater to eliminate any weed problems. Spring and fall fertilization is to include an herbicide application for pre- and post-emergent control. The Contractor will be liable for damage to plants which result from the application of herbicides.

Site G: PARKING LOT, CORNER OF N. RAILROAD AVENUE & E. EDGERTON STREET

Site H: ROUNDABOUT AT ASHE AVENUE AND N. POWELL AVENUE

ADDITIONAL SCOPE OF LAWN MAINTENANCE SERVICES

I. SOIL SAMPLE, FERTILIZATION, AND LIME

The Contractor will take soil samples of the area to determine fertilizer and lime needs. A copy of the soil sample report is required to be submitted to the City in September and March prior to fertilizing. All trees, shrubs, and groundcovers are to be fertilized two times a year in April and October at the recommended rate and type from the soil sample report. A granular slow-release fertilizer is recommended. Spring and fall fertilization is to include herbicide for pre- and post-emergent control. The Contractor will meet with the City Representative at the time of fertilizer and/or lime application to discuss fertilizer needs.

2. WEEDING/HERBICIDE USE

All plant beds and individual tree areas will be weeded weekly by hand to maintain them weed free and with a neat appearance. The Contractor may need to use additional pre- or post-emergent herbicides or a gas-powered weed eater to eliminate any weed problems. Spring and fall fertilization is to include an herbicide application for pre- and post-emergent control. The Contractor will be liable for damage to plants which result from the application of herbicides.

3.MAINTAIN AND WINTERIZE IRRIGATION SYSTEM LOCATED AT THE ROUND-A-BOUT

Assure system is always operational and watering areas adequately.

Site H: ROUNDABOUT AT ASHE AVENUE AND N. POWELL AVENUE

Site I: VETERANS MEMORIAL/SPLASH PAD/SURROUNDING HIGHLIGHTED PROPERTIES AT TYLER PARK

ADDITIONAL SCOPE OF LAWN MAINTENANCE SERVICES

1. SOIL SAMPLE, FERTILIZATION, AND LIME

The Contractor will take soil samples of the project area to determine fertilizer and lime needs. A copy of the soil sample report is required to be submitted to the City in September and March prior to fertilizing. All trees, shrubs, and groundcovers are to be fertilized two times a year in April and October at the recommended rate and type from the soil sample report. A granular slow-release fertilizer is recommended. Spring and Fall fertilization is to include herbicide for pre- and post-emergent control.

The Contractor will meet with the City Representative at the time of fertilizer and/or lime application to discuss fertilizer needs.

2.MAINTNENCE OF ALL HIGHLIGHTED PROPERTIES

Cut/trim/edge/blow when needed all highlighted properties in subsequent map.

3. BLOWING OF PARKING LOT AS NEEDED.

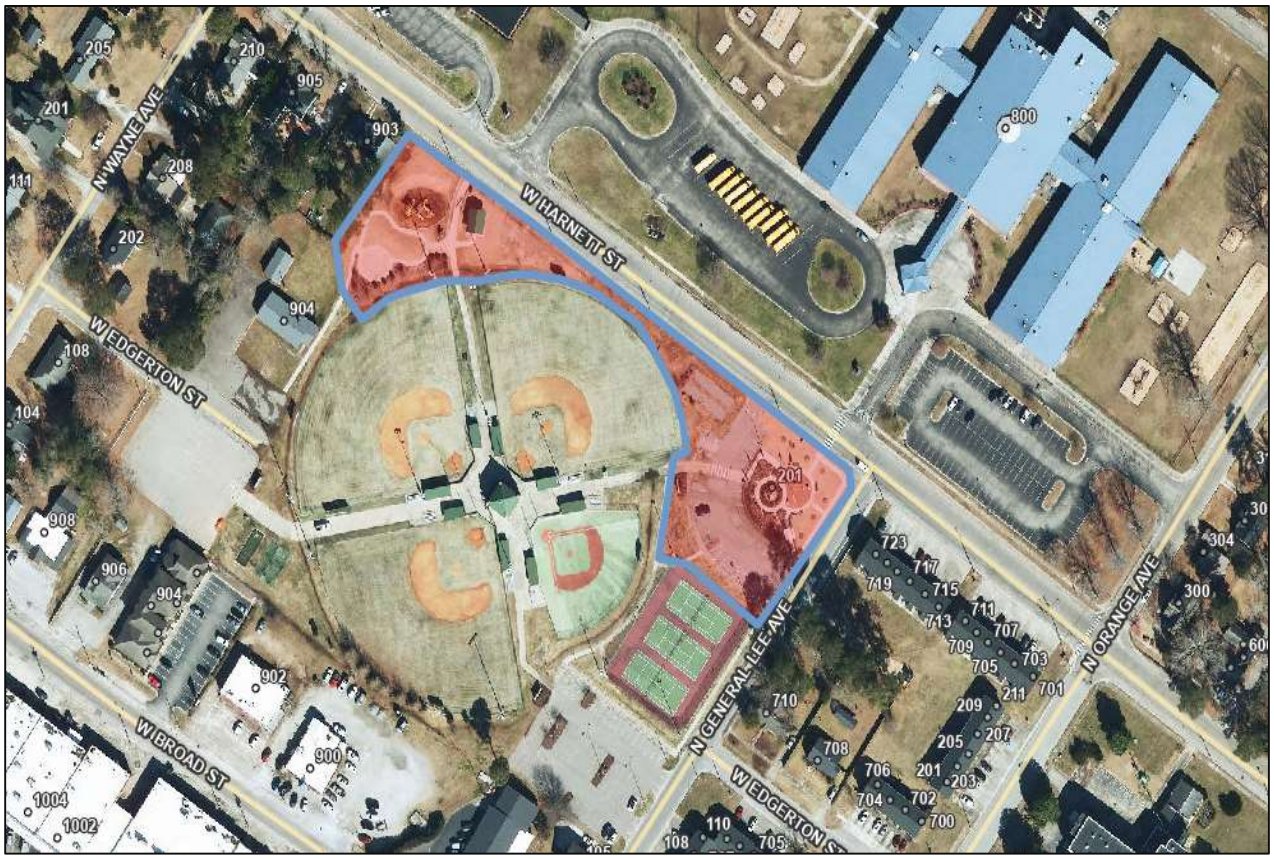
Avoid blowing any debris in public streets or right-of-way as well as any adjacent properties.

4.MAINTAIN AND WINTERIZE IRRIGATION SYSTEMS AT VETERANS MEMORIAL & SPLASH PAD.

Assure system is always operational and watering areas adequately.

****Areas to maintain are shaded in red.**

Site I: VETERANS MEMORIAL/SPLASH PAD/SURROUNDING HIGHLIGHTED PROPERTIES AT TYLER PARK



Site J: HIGHWAY 55 EAST MEDIAN AND SHOULDERS

ADDITIONAL SCOPE OF LAWN MAINTENANCE SERVICES

1. SOIL SAMPLE, FERTILIZATION, AND LIME

The Contractor will take soil samples of the plant beds in the median to determine fertilizer and lime needs. A copy of the soil sample report is required to be submitted to the City in September and March prior to fertilizing. All trees, shrubs, and groundcovers are to be fertilized two times a year in April and October at the recommended rate and type from the soil sample report. A granular slow-release fertilizer is recommended. Spring and fall fertilization is to include herbicide for pre- and post-emergent control. The Contractor will meet with the City Representative at the time of fertilizer and/or lime application to discuss fertilizer needs.

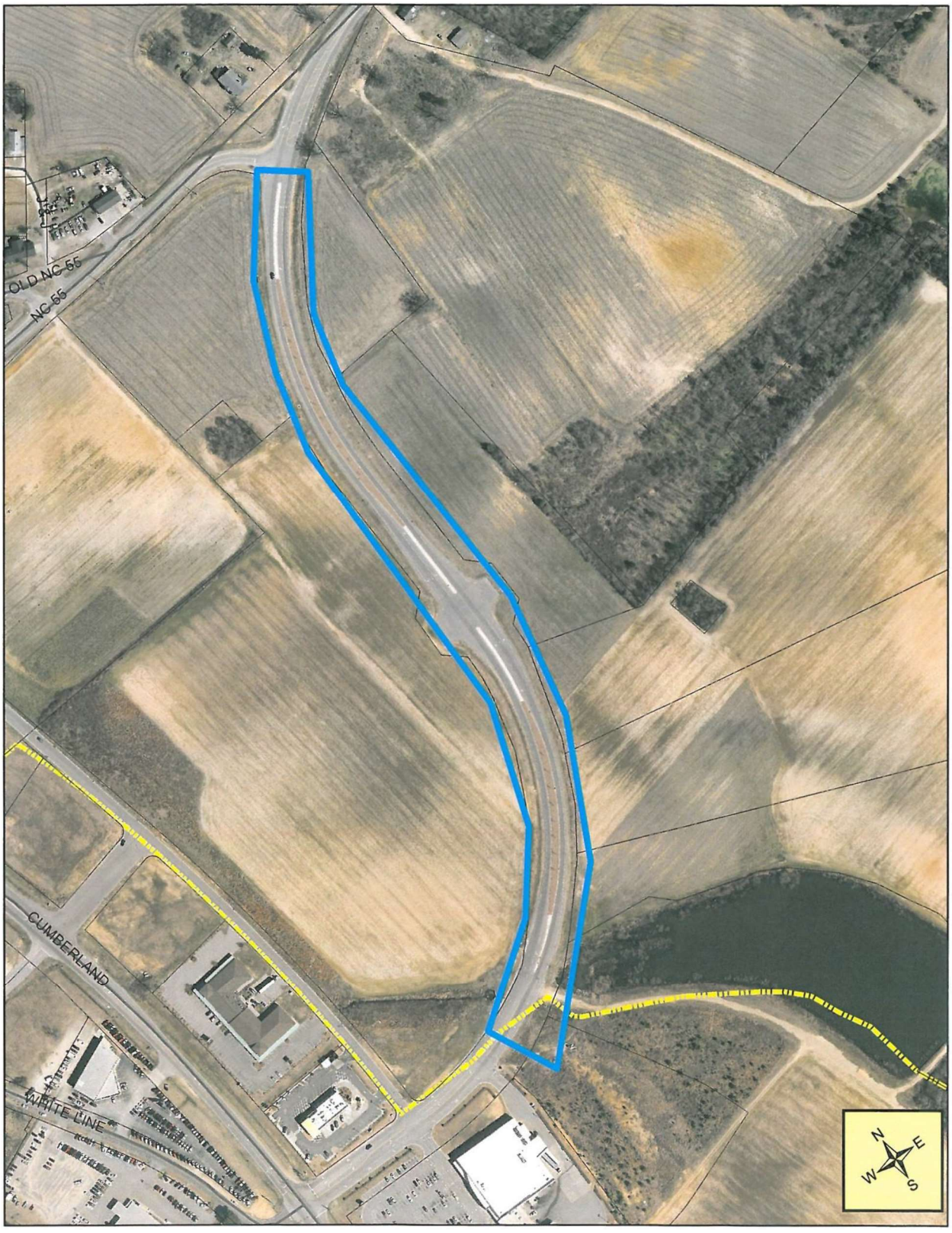
2. BARE SPOTS

All bare spots larger than twenty (20) square feet will be prepared, seeded, and mulched with wheat straw in November and early May, or at other times as determined by the City.

3. WEEDING/HERBICIDE USE

All plant beds and individual tree areas will be weeded weekly by hand to maintain them weed free and with a neat appearance. The Contractor may need to use additional pre- or post-emergent herbicides or a gas-powered weed eater to eliminate any weed problems. Spring and fall fertilization is to include an herbicide application for pre- and post-emergent control. The Contractor will be liable for damage to plants which result from the application of herbicides.

Site J: HIGHWAY 55 EAST MEDIAN AND SHOULDERS



Site K: RESTHAVEN CEMETERY

ADDITIONAL SCOPE OF LAWN MAINTENANCE SERVICES

Contractor and employees will conduct themselves professionally with the highest respect of this hallowed ground, while working in the cemeteries.

1.EDGING
All sidewalks, curbs, and concrete paver areas will be edged weekly during the regular growing season (March-November) and once a month thereafter for a neat appearance. The streets will be edged twice a year. Clippings and debris will be blown from the walks, curbs, street, parking lots, and other necessary things after mowing or edging each week.

2. TRIMMING SPECIAL PROVISIONS
All immovable objects, (such as tomb stones and markers) and areas that cannot be mowed will be trimmed at the same interval as the lawn area is mowed, herbicides shall not be used.

3. SOIL SAMPLE, FERTILIZATION, AND LIME
No soil sampling or fertilization will be required at this location.

4. LIME
No lime application will be required at this location.

5.SEEDING
Seeding or sodding of disturbed areas (after burials, and the earth has settled) will be required.

6. BARE SPOTS
All bare spots larger than twenty (20) square feet will be prepared, seeded, and mulched with wheat straw in November and early May, or at other times as determined by the City.

7.AERATION
Aeration is required only in the undeveloped areas of the cemetery.

8. HERBICIDE USE
It is not permissible to spray herbicides on the perimeter of the head stones and markers.

9. DAMAGE TO MONUMENTS AND MARKERS
If in the event of routine maintenance, damage occurs to any monument, marker, isle marker, or other permanent or semi-permanent fixture (including metal tag markers and vases), etc., it shall be the sole responsibility of the contractor to repair the damage.

10. FIRE ANT TREATMENT
The Contractor shall provide annual treatment for fire ant control across all cemetery properties between March and early April. Treatment shall include all turf areas, burial plots, and areas surrounding headstones, trees, shrubs, and fences.

The Contractor shall utilize EPA-approved products labeled for fire ant control and apply them in accordance with manufacturer specifications and all applicable state and federal regulations.

All equipment used for application must be properly calibrated to ensure accurate and effective treatment. Turf areas shall not be mowed for a minimum of three (3) days following application.

The Contractor shall achieve and maintain effective fire ant control and provide a minimum one (1) year performance guarantee. Retreatments shall be performed as necessary at no additional cost to the City to maintain acceptable control levels.

CESSATION OF WORK

Any activities shall be suspended during funeral/burial services to give the family the proper respect deserved during the time of the services. There are three cemeteries in which to work leaving two remotely located cemeteries to work, in the event of a burial. Scheduled burials will be communicated to the contractor in advance when possible.

Site K: RESTHAVEN CEMETERY

Site L: GREENWOOD CEMETERY

ADDITIONAL SCOPE OF LAWN MAINTENANCE SERVICES

Contractors and employees will conduct themselves professionally with the highest respect of this hallowed ground, while working in the cemeteries.

1.EDGING
All sidewalks, curbs, and concrete paver areas will be edged weekly during the regular growing season (March-November) and once a month thereafter for a neat appearance. The streets will be edged twice a year. Clippings and debris will be blown from the walks, curbs, street, parking lots, and other necessary things after mowing or edging each week.

2. TRIMMING SPECIAL PROVISIONS
All immovable objects, (such as tomb stones and markers) and areas that cannot be mowed will be trimmed at the same interval as the lawn area is mowed, herbicides shall not be used.

3. SOIL SAMPLE, FERTILIZATION, AND LIME
No soil sampling or fertilization will be required at this location.

4.LIME
No lime application will be required at this location.

5.SEEDING
Seeding or sodding of disturbed areas (after burials, and the earth has settled) will be required.

6. BARE SPOTS
All bare spots larger than twenty (20) square feet will be prepared, seeded, and mulched with wheat straw in November and early May, or at other times as determined by the City.

7.AERATION
Aeration is required only in the undeveloped areas of the cemetery.

8. HERBICIDE USE
It is not permissible to spray herbicides on the perimeter of the head stones and markers.

9. DAMAGE TO MONUMENTS AND MARKERS
If in the event of routine maintenance, damage occurs to any monument, marker, isle marker, or other permanent or semi-permanent fixture (including metal tag markers and vases), etc., it shall be the sole responsibility of the contractor to repair the damage.

10. FIRE ANT TREATMENT
The Contractor shall provide annual treatment for fire ant control across all cemetery properties between March and early April. Treatment shall include all turf areas, burial plots, and areas surrounding headstones, trees, shrubs, and fences.

The Contractor shall utilize EPA-approved products labeled for fire ant control and apply them in accordance with manufacturer specifications and all applicable state and federal regulations.

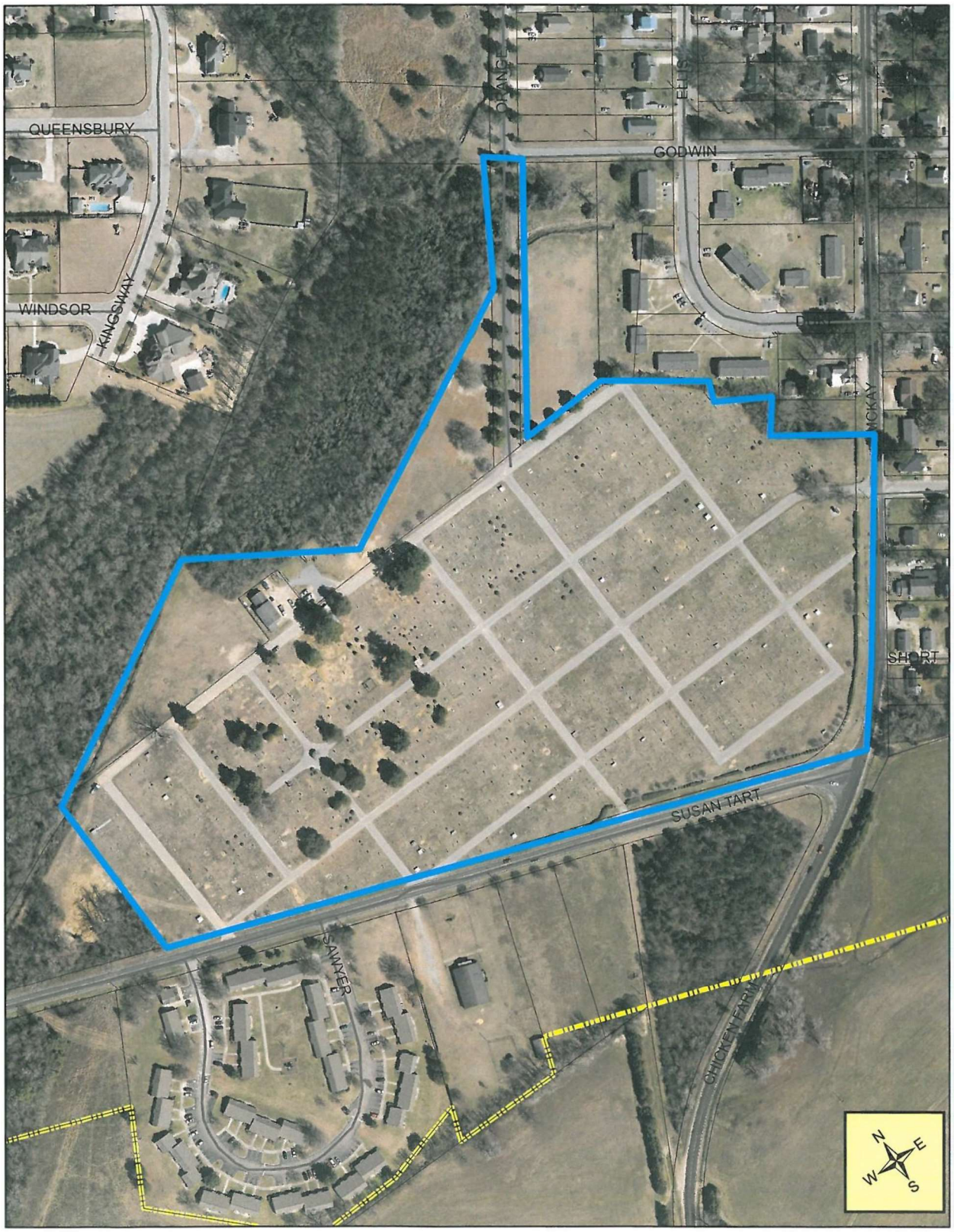
All equipment used for application must be properly calibrated to ensure accurate and effective treatment. Turf areas shall not be mowed for a minimum of three (3) days following application.

The Contractor shall achieve and maintain effective fire ant control and provide a minimum one (1) year performance guarantee. Retreatments shall be performed as necessary at no additional cost to the City to maintain acceptable control levels.

CESSATION OF WORK

Any activities shall be suspended during funeral/burial services to give the family the proper respect deserved during the time of the services. There are three cemeteries in which to work leaving two remotely located cemeteries to work, in the event of a burial. Scheduled burials will be communicated to the contractor in advance when possible.

Site L: GREENWOOD CEMETERY



Site M: MEMORIAL CEMETERY

ADDITIONAL SCOPE OF LAWN MAINTENANCE SERVICES

Contractors and employees will conduct themselves professionally with the highest respect of this hallowed ground, while working in the cemeteries.

1.EDGING
All sidewalks, curbs, and concrete paver areas will be edged weekly during the regular growing season (March-November) and once a month thereafter for a neat appearance. The streets will be edged twice a year. Clippings and debris will be blown from the walks, curbs, street, parking lots, and other necessary things after mowing or edging each week.

2. TRIMMING SPECIAL PROVISIONS
All immovable objects, (such as tomb stones and markers) and areas that cannot be mowed will be trimmed at the same interval as the lawn area is mowed, herbicides shall not be used. No clippings or debris shall be allowed to remain on tomb stones or markers.

3. SOIL SAMPLE, FERTILIZATION, AND LIME
No soil sampling or fertilization will be required at this location.

4.LIME
No lime application will be required at this location.

5.SEEDING
Seeding or sodding of disturbed areas (after burials, and the earth has settled) will be required.

6. BARE SPOTS
All bare spots larger than 50 square feet will be prepared, seeded, and mulched with wheat straw in November and early May, or at other times as determined by the City.

7.AERATION
Aeration is required only in the undeveloped areas of the cemetery.

8. HERBICIDE USE
It is not permissible to spray herbicides on the perimeter of the head stones and markers.

9. DAMAGE TO MONUMENTS AND MARKERS
If in the event of routine maintenance, damage occurs to any monument, marker, isle marker, or other permanent or semi-permanent fixture (including metal tag markers and vases), etc., it shall be the sole responsibility of the contractor to repair the damage.

10. FIRE ANT TREATMENT
The Contractor shall provide annual treatment for fire ant control across all cemetery properties between March and early April. Treatment shall include all turf areas, burial plots, and areas surrounding headstones, trees, shrubs, and fences.

The Contractor shall utilize EPA-approved products labeled for fire ant control and apply them in accordance with manufacturer specifications and all applicable state and federal regulations.

All equipment used for application must be properly calibrated to ensure accurate and effective treatment. Turf areas shall not be mowed for a minimum of three (3) days following application.

The Contractor shall achieve and maintain effective fire ant control and provide a minimum one (1) year performance guarantee. Retreatments shall be performed as necessary at no additional cost to the City to maintain acceptable control levels.

CESSATION OF WORK

Any activities shall be suspended during funeral/burial services to give the family the proper respect deserved during the time of the services. Scheduled burials will be communicated to the contractor in advance when possible.

Site M: MEMORIAL CEMETERY

CITY OF DUNN

LAWN MAINTENANCE CONTRACT

QUOTATION SHEET

COMPANY INFORMATION

Company Name: _____

Address: _____

Phone: _____

Email: _____

Federal ID Number: _____

Authorized Representative: _____

Signature: _____

Date: _____

PRICING SUMMARY (REQUIRED)

Base Contract (3 Years: 2027–2029)

Description	Amount ($)
Total Annual Cost	_____
Monthly Cost	_____
Total 3-Year Cost	_____

Optional Contract Extension (2 Years)

Description	Amount ($)
Year 4 Annual Cost	_____
Year 5 Annual Cost	_____
% Increase (if any)	_____

ADDITIONAL COSTS

Description	Cost ($)
Fire Ant Treatment (if not included)	_____
Additional Services (describe below)	_____

Description of Additional Services:

_____

CERTIFICATION

By signing below, the Contractor certifies that:

- All pricing includes labor, equipment, and materials required to perform the work.
- The Contractor has reviewed the full RFP and site conditions.
- The Contractor agrees to comply with all specifications and requirements.

Authorized Signature: _____

Date: _____

NOTES

- All pricing must be clearly written and complete.
- Incomplete quotation sheets may result in disqualification.
- The City reserves the right to request clarification on any submitted pricing.