

**St. James Township  
Invitation to Bid  
2018 Lawn Maintenance**

St. James Township is accepting bids for **2018** Spring, Summer, and Fall lawn maintenance (mowing, weed trimming, and picking up debris as needed) at the following township owned properties:

- |  |   |
|--|---|
| A. St. James Township Hall                   | L. Twp. Lot on King's Hwy & Hannon Dr.                                    |
| B. <b>Lighthouse Park</b>                    | M. Twp. Lot at Font Lake Landing Area                                     |
| C. Gull Harbor Pathway                       | N. <b>Township Campground</b>   |
| D. McDonough Ball Park                       | O. Drain Field  |
| E. Sheriff's Residence                       | P. <b>Bike Path</b>   |
| F. Empty Lot across from Sheriff's Residence | Q. Tennis Court   |
| G. Empty Lot next to Veteran's Park          | R. Assist Township Personnel with Labor for Bike Path & Sidewalk Clean Up |
| H. <b>Public Restrooms</b>                   | S. Main Street & Bike Path Trimming                                       |
| I. <b>Municipal Dock</b>                     | T. <b>Public Beach/Play Ground</b>  |
| J. <b>Paradise Park</b>                      |   |
| K. Township Cemetery                         |   |

1. Each bid must be submitted on the attached Bid Submittal Form.
2. Please bid on each item on a per occurrence basis.
3. Successful bidder(s) will provide proof of commercial general liability insurance, workers compensation insurance, motor vehicle insurance, and a completed Form W-9 – Request for Taxpayer Identification Number.
4. Successful bidder shall furnish labor, equipment, material, and supplies necessary to perform the work. Damage to trees shrubs, other vegetation, structures, etc. shall be the responsibility of the bidder.
5. All work will be performed as needed; however, it is expected that the areas above indicated by **bold type** are given priority to ensure groomed properties for major weekends and events from Memorial Weekend through Labor Day.
6. The Township Board reserves the right to accept and/or reject all bids in whole or in part.
7. Bids must be received in the office of the St. James Township Clerk, Governmental Building 37830 King's Highway, P O Box 85, Beaver Island, MI 49782) **by 11:00 a.m. on Tuesday, April 26, 2018.**
8. For additional information regarding this bid contact:

Alice Belfy, St. James Township Clerk

[belfy.stjamestwp.bi@gmail.com](mailto:belfy.stjamestwp.bi@gmail.com)

(231) 448-2761 – office

(231) 675-1044 - cell

## St. James Township 2018 Lawn Maintenance Bid Submittal Form

Bidder Contact Information

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone/Email \_\_\_\_\_

Bid

**St. James Township 2018 Lawn Maintenance**

Property	Bid Amount per Occurrence	Property	Bid Amount per Occurrence
A. St. James Township Hall		K. Township Cemetery	
B. Lighthouse Park		L. King's Hwy & Hannon Drive	
C. Gull Harbor Pathway		M. Font Lake Landing Area	
D. McDonough Ball Park		N. Township Campground	
E. Sheriff's Residence		O. Drain Field	
F. Lot Across from Sheriff's Resid.		P. Bike Path	
G. Lot next to Veteran's Park		Q. Tennis Court	
H. Public Restrooms		R. Assist Twp w/Labor for Bike Path and Sidewalk Cleanup	
I. Municipal Dock		S. Main St. & Bike Path Trimming	
J. Paradise Park		T. Public Beach/Playground	

Bidder Signature \_\_\_\_\_ Date \_\_\_\_\_

<b>For Office Use Only:</b>			
Proof of Worker's Compensation/Liability Insurance	_____ Yes	_____ No	_____ Initial
Form W-9 Request for Taxpayer Identification.	_____ Yes	_____ No	_____ Initial