

### **Request for Proposals**

(Mountview Park Pollinator Garden)

<u>Description of Desired Services</u>. The city of Cottonwood Heights (the "City") is seeking qualifications and proposals from qualified landscaping companies to assist the City in procuring and installing pollinator-friendly plant species, including but not limited to site improvements such as determining adequate irrigation, and mulching and weeding along the entry hillside of the City's Mountview Park located at 1651 East Fort Union Blvd. in the City (the "Park"). The City will review all proposals and may select a successful proposer based on its relevant experience (weighted 40%) and costs (weighted 60%). The City reserves the right to accept or reject any or all proposals.

<u>Project Conditions/Caveats</u>. This project (the "*Project*") includes the following condition which shall be deemed to have been accepted by submission of a proposal that is responsive to this request (this "*Request*"):

- The City may decide to postpone or cancel the Project.
- The scope of the Project, including the square footage to be planted, will be determined in the final contract between the selected proposer and the City. Any square footage figures provided in this Request are estimates only.
- The selected proposer must present Project information at one or more public meetings of the City as requested.

**Proposal Content**. Each of the following items shall be specifically addressed in the respondent's proposal or a reason shall be given for its omission:

- <u>Contact Information</u> Provide the respondent's name, address, phone number, and email address. Proposals should be signed by the authorized, primary contact of the respondent.
- *Qualifications and Relevant Experience* Provide relevant qualifications (including proof of licensure) and examples of similar work completed by the respondent.
- <u>Proposed Costs</u> Provide proposed costs for labor, mulching, and plant procurement and installation for approximately 9,000 square feet. A concept map of species type and project area is attached to this Request for reference.
- <u>Estimated Timelines</u> Provide an estimated timeline for undertaking and completing the Project.

<u>Submittal Requirements</u>. Response should be no longer than three pages in length. Two copies of the response shall be submitted no later than 12:00 p.m. on Friday, March 22, 2024, to

City of Cottonwood Heights Attn: City Recorder 2277 East Bengal Boulevard Cottonwood Heights, UT 84121 <u>Contract</u>. The successful proposer may be required to enter into a comprehensive written agreement with the City for the Project. If so, then the City's attorney (the "City Attorney"), working with the selected proposer, will draft such agreement based on negotiations, which will be in compliance with applicable laws, rules and regulations, and will contain such terms and conditions as the City reasonably may require. If the selected proposer and the City Attorney are unable to negotiate an acceptable agreement, then another proposer will be selected by the City and negotiation will continue with such other proposer until an acceptable agreement is completed.

Suspension of Process, Etc. The City reserves the right to reject (in whole or in part) any and all responses to this Request; to amend, modify or waive any requirement set forth in this Request; and to accept any response deemed to be in the best interest of the City, subject to legal requirements. Response to this Request is at the proposer's sole risk and expense, and the City shall not be liable for any cost associated with preparation by any party of any response to this Request. Although the City anticipates selecting one of the proposers, there is no guaranty that any proposer will be selected or that the Project will be commenced or completed by the City. The City also reserves the right to cancel award of this contract at any time before execution of the contract by both parties if cancellation is deemed to be in the City's best interest. In no event shall the City have any liability for the cancellation of the award.

<u>Insurance Coverage</u>. Insurance coverage will be required in accordance with the City's standard requirements (attached). Each proposer should thoroughly examine such insurance requirements and shall include appropriate proof of insurance certificates with its proposal. Failure to meet the insurance requirements may result in cancellation of the proposal acceptance.

<u>Miscellaneous</u>. This Request and any resulting contract with the selected proposer shall be interpreted, construed, and given effect according to the laws of the State of Utah and all applicable ordinances of the City. No contract with the selected proposer may be assigned by the proposer, in whole or in part, without the City's prior written consent.

Contact Person. For further information, contact Ian Harris, Associate Planner, at (801) 944-7065.

#### Attachments.

- Insurance Requirements for Parties Contracting with the city of Cottonwood Heights
- Pollinator Garden Planting Concept Plan (area subject to change)
- Bid sheet

# Insurance Requirements for Parties Contracting with the city of Cottonwood Heights

The contracting party shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the contracting party, his agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the contracting party's bid.

#### A. MINIMUM LIMITS OF INSURANCE.

The contracting party shall maintain limits no less than:

- 1. *Professional Liability*: \$2,500,000.00 combined single limit per occurrence for bodily injury, personal injury and property damage, including "tail coverage" for at least one year after completion of all services.
- 2. Automobile Liability: \$2,500,000.00 combined single limit per accident for bodily injury and property damage. "Any Auto" coverage is required.
- 3. *Worker's Compensation*: Worker's compensation limits as required by applicable law for all employees and other persons.
- 4. Commercial General Liability: \$2,500,000.00 combined single limit per occurrence for personal injury and property damage; \$2,500,000.00 annual aggregate. Broad Form Commercial General Liability is required (ISO 1993 or better). Personal injury, premises-operations, products-completed operation, independent contractors and subcontractors fire legal liability and, when appropriate, coverages for explosion, collapse and underground (XCU) hazards.
  - 5. *Excess Liability*. \$5,000,000.00.

#### B. DEDUCTIBLES AND SELF-INSURED RETENTIONS.

Any deductibles (5% limit), self-insured programs or retentions must be declared to and approved by the city of Cottonwood Heights (the "City"). At the option of the City, either: the insurer may be required to reduce or eliminate such deductibles or self-insured retentions as respect to the City, its officers, officials and employees; or the contracting party may be required to procure a bond guaranteeing payment of losses and related investigations, claim distribution and defense expenses.

#### C. NOTICE OF INCIDENT OR ACCIDENT.

The contracting party shall agree to promptly disclose to the City all incidents or occurrences of accident, injury, and/or property damage covered by the insurance policy or policies.

#### D. OTHER INSURANCE PROVISIONS.

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages.

- (a) The City, its officers, officials, employees and volunteers are to be covered as additional insured as respects: liability arising out of activities performed by or on behalf of the contracting party; products and completed operations of the contracting party; premises owned, leased, hired or borrowed by the contracting party. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers.
- (b) The contracting party's insurance coverage shall be a primary insurance as respects to the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the contracting party's insurance and shall not contribute with it.
- (c) Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its officers, officials, employees or volunteers.
- (d) The contracting party's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respects to the limits of the insurer's liability.

#### 2. Worker's Compensation and Employer's Liability Coverage.

The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, employees and volunteers for losses arising from work performed by the contracting party for the City.

#### 3. All Coverages.

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice (from the insurer) by certified mail, return receipt requested, has been given to the City.

#### E. ACCEPTABILITY OF INSURERS.

Insurance is to be placed with insurers with a Bests' rating of no less than A:VII, unless approved by the Manager.

#### F. VERIFICATION OF COVERAGE.

The contracting party shall furnish the City with certificates of insurance and with original endorsements effecting coverage required by this clause. The certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be on forms provided before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, with all endorsements, at any time.

#### G. SUBCONTRACTORS.

The contracting party shall include all subcontractors as insureds under its policy or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

### MOUNTVIEW PARK POLLINATOR GARDEN

LANDSCAPE SET

DRAWING LIST

0.0 COVER

1.0 SITE PLAN - SECTIONS
1.1 SECTION 1 PLANTING PLAN

1.2 SECTION 2 PLANTING PLAN

1.3 SECTION 3 PLANTING PLAN1.4 SECTION 4 PLANTING PLAN

### PLANT LIST

ABBR. BOTANICAL NAME		COMMON NAME	SIZE	
AMCG	Achillea millefolium 'Coronation Gold'	Yellow Yarrow	1#	
ARAS	Agastache rupestris 'Apache Sunset'	Apache Sunset Hyssop	1#	
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ALHY	Allium hybrid	Flowering Onion	1#	
ACRM	Aquilegia caerulea 'Rocky Mountain Blue'	Rocky Mountain Blue Columbine	1#	
ARMA	Armeria maritima	Sea Thrift	1#	
BFPP	Buddleia 'Flutterby Petite Pink'	Petite Pink Butterfly Bush	5#	
CACL	Caryopteris x clandonensis 'Dark Knight'	Dark Knight Blue Mist Spirea	5#	
CMBL	Centaurea montana 'Bluet'	Bluet Cornflower	1#	
CETO	Cerastium tomentosum	Snow-in-Summer	1#	
CHVI	Chrysothamnus viscidiflorus	Yellow Rabbit Brush	1#	
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SOFI	Solidago 'Fireworks'	Goldenrod	1#	
THSE	Thymus serphyllum	Mother of Thyme		
ZIGR	Zinnia grandiflora	Rocky Mountain Zinnia		

PLANT COUNT

1 GAL - 192

5 GAL - 12

1 GAL - 184

5 GAL - 5

1 GAL - 278

5 GAL - 15

1 GAL - 267

5 GAL - 14

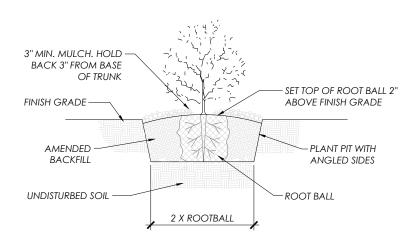
SECTION 1

SECTION 2

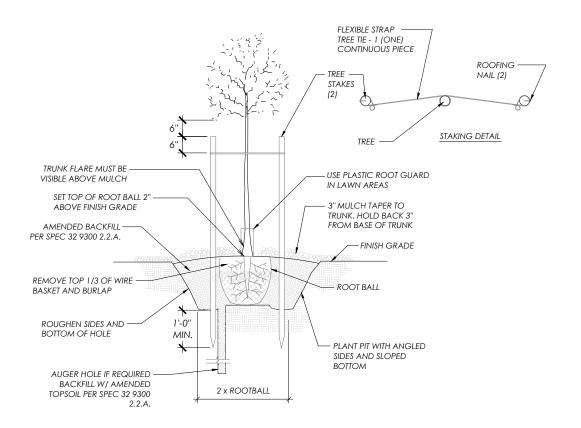
SECTION 3

SECTION 4

### PLANTING DETAILS



## A SHRUB PLANTING DETAIL NOT TO SCALE



R TREE PLANTING AND STAKING

### GENERAL NOTES



- LANDSCAPE CONTRACTOR TO EXAMINE SITE CONDITIONS UNDER WHICH WORK IS TO BE PERFORMED. IF CONDITIONS ARE UNSATISFACTORY CONTRACTOR TO CONTACT OWNER'S REPRESENTATIVE IN WRITING. DO NOT PROCEED UNTIL CONDITIONS ARE SATISFACTORY.
- 2. BEFORE EXCAVATING, DIGGING, OR DISTURBING SITE FOR ANY REASON, LANDSCAPE CONTRACTOR TO HAVE AREA "BLUE STAKED" IN ORDER TO LOCATE UNDERGROUND UTILITIES. LANDSCAPE CONTRACTOR TO ALSO NOTE LOCATION OF NEW AND PROPOSED UTILITIES AND WORK IN SUCH A MANNER TO PROTECT EXISTING AND PROPOSED UTILITIES FROM DAMAGE.
- 3. THE LANDSCAPE CONTRACTOR TO COORDINATE THE WORK WITH OTHER CONTRACTORS. LANDSCAPE CONTRACTOR TO BE FAMILIAR WITH ALL ASPECTS OF THE SITE AND WORK IN SUCH A MANNER AS TO AVOID DAMAGING ANY PORTION OF THE SITE OR STRUCTURE. LANDSCAPE CONTRACTOR TO REPAIR ANY DAMAGE, AT NO EXPENSE TO THE OWNER, THAT IS INCURRED BY THE LANDSCAPE CONTRACTOR.
- 4. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR FINISH GRADE ELEVATIONS IN ALL LANDSCAPED AREAS. ALLOW FOR 3" OF ROCK MULCH IN ALL PLANTING BEDS.
- 5. LANDSCAPE CONTRACTOR TO LAYOUT PLANTS PRIOR TO PLANTING. ADJUSTMENT MAY BE REQUIRED. NOTIFY OWNER'S AUTHORIZED REPRESENTATIVE TO RECEIVE APPROVAL OF PLANT LAYOUT BEFORE PROCEEDING WITH PLANTING.
- 6. ALL PLANT MATERIALS MUST MEET SIZES INDICATED IN SCHEDULES, SHALL MEET ANSI STANDARDS, AND SHALL MEET MINIMUM REQUIREMENTS OF LOCAL CODES. THE OWNER'S AUTHORIZED REPRESENTATIVE RESERVES THE RIGHT TO REFUSE PLANT MATERIALS WHICH DO NOT MEET SPECIFICATIONS OR DO NOT MEET THE QUALITY STANDARDS OF THE OWNER. ALL PLANT MATERIAL SHALL HAVE WELL DEVELOPED FIBROUS ROOT SYSTEM THAT ARE FREE OF PHYSICAL DAMAGE, DISEASE, AND INSECT INFESTATION.
- 7. CONTRACTOR TO PROVIDE 3" OF ROCK MULCH IN ALL PLANTER AREAS.
- 8. ANY PLANT DAMAGED DURING ANY STAGE OF THE INSTALLATION PROCESS SHALL BE REPLACED AT NO EXPENSE TO THE OWNER.
- 9. ANY PLANT QUANTITIES SHOWN ARE FOR THE CONVENIENCE OF THE CONTRACTOR. CONTRACTOR SHALL VERIFY ALL QUANTITIES REQUIRED AND PROVIDE THE PLANTS NECESSARY TO COMPLETE THE PLANTINGS. PLANT MATERIAL QUANTITIES INDICATED FOR BEDS/PLANTERS ARE ESTIMATES. VERIFY QUANTITY TO MATCH DETAILED DESIGN INTENT. PLANT QUANTITIES ARE FOR INDIVIDUAL PLANTS ONLY.
- 10. LANDSCAPE CONTRACTOR TO PROVIDE A ONE YEAR WARRANTY (MINIMUM) ON ALL PLANTING INSTALLATION. CONTRACTOR SHALL REPLACE, AT NO EXPENSE TO OWNER, ANY PLANT MATERIAL THAT DOES NOT SURVIVE.
- 11. SEE SPECIFICATIONS FOR PLANTING PROCEDURES, SOIL COMPOSITION, AND INFORMATION PERTINENT TO LANDSCAPE INSTALLATION.

### PLANTING NOTES

- 1. THE INTENTION OF THE OWNER AND DESIGNER IS TO HAVE CONSTRUCTED UNDER THE CONSTRUCTION CONTRACT, A COMPLETE PROJECT READY FOR USE. THE GENERAL LANDSCAPE CONTRACTOR AND HIS SUB-CONTRACTORS SHOULD VIEW THESE DOCUMENTS ACCORDINGLY. ANY APPARENT QUESTION, INCOMPLETE AREA, AREAS OF DISCREPANCY OR CONTRADICTION IN THESE DOCUMENT IS TO BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT AND OWNER PRIOR TO BIDDING. BY SUBMITTING A BID ON THIS PROJECT THE BIDDER CERTIFIES THAT HE HAS FULLY INFORMED HIMSELF OF THE REQUIREMENTS OF THE CONSTRUCTION DRAWINGS AS THEY RELATE TO HIS WORK AND HAS READ AND UNDERSTANDS THE NOTES AND SPECIFICATIONS. ALSO, THAT ANY QUESTIONS, INCOMPLETE AREAS, DISCREPANCIES OR CONTRADICTIONS HAVE BEEN BROUGHT TO THE ATTENTION OF THE LANDSCAPE DESIGNER AND THE OWNER AND THAT THEY ARE ALL RESOLVED.
- 2. WILLFUL INSTALLATION OF THIS WORK WHEN IT IS OBVIOUS THERE EXISTS JOB/SITE CONDITIONS OR DISCREPANCIES ON PLANS THAT ARE DETRIMENTAL TO THE PROJECT AND THAT SHOULD BE BROUGHT TO THE ATTENTION OF THE OWNER OR THE LANDSCAPE DESIGNER WILL BE BACK CHARGED TO THE INSTALLER. THE INSTALLER ASSUMES FULL RESPONSIBILITY TO CORRECT THE WORK AT HIS OWN EXPENSE IF HE FAILS TO GIVE THE REQUIRED NOTIFICATION FOR RESOLUTION.
- 3. LANDSCAPE CONTRACTOR IS RESPONSIBLE TO COMPLETE ROUGH GRADING, FINE GRADING AND PLACING AND GRADING OF TOPSOIL.
- SEE PLANS, DETAILS AND SPECIFICATIONS FOR ADDITIONAL INFORMATION.
   EXISTING LANDSCAPE TO REMAIN SHALL BE PROTECTED AND MAINTAINED BY
- CONTRACTOR.

  6. COMPACTED LANDSCAPE AREAS SHALL BE REPAIRED BEFORE PLANTING OCCURS.
- 7. PRE-EMERGENT HERBICIDE APPLICATIONS ARE REQUIRED DURING LANDSCAPE INSTALLATION. THE APPLICATION IS TO OCCUR AFTER THE LANDSCAPE AREA IS WEED FREE AND BEFORE THE WEED BARRIER OR WOOD MULCH IS INSTALLED.
- 8. QUANTITIES ARE TO BE VERIFIED BY THE CONTRACTOR. IF DISCREPANCIES EXIST THE PLAN QUANTITIES SHALL DICTATE.
- 9. DECORATIVE ROCK PLACED AROUND PAVERS AND IN GRAVEL AREAS IS TO BE PLACED AT 3" DEPTH OVER DEWITT PRO 5 WEED BARRIER OR APPROVED EQUAL. SPRAY PRE-EMERGENT HERBICIDE PRIOR TO PLACEMENT OF WEED BARRIER AND AFTER PLACEMENT OF ROCK.
- 10. BETWEEN ALL PLANTING, LAWN, AND GRAVEL AREAS, INSTALL METAL EDGING. USE COL-MET 1/8" X 5" BLACK EDGING OR APPROVED EQUAL.
- 11. SHREDDED DYED BROWN WOOD MULCH SHALL BE PLACED AT 3" DEPTH ON SOIL IN
- MULCHED AREAS. SPRAY PRE-EMERGENT HERBICIDE PRIOR TO AND AFTER PLACEMENT.

  12. SUBSTITUTIONS ARE NOT ALLOWED UNLESS APPROVED BY OWNER.

Mountview Park 1651 Fort Union Blvd Cottonwood Heights, UT



Cover

P22-09

late 15 September 2022

Month/lew Parties and Parties

Planting Plan Section 1

6 ACRM

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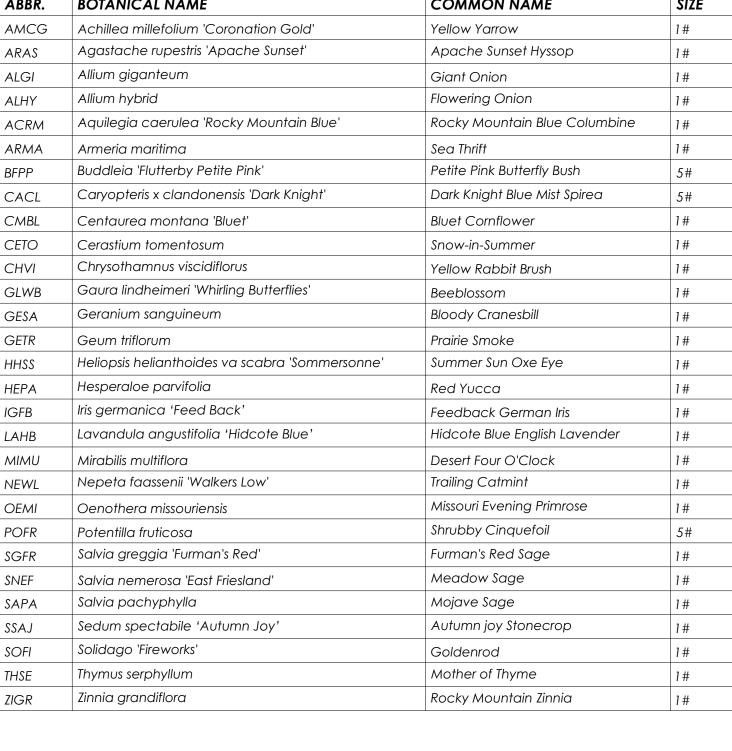
Project P22-09
Date 15 September 2022
Scale 1/8" = 1'

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SOFI	Solidago 'Fireworks'	Goldenrod		
THSE	Thymus serphyllum	Mother of Thyme		
ZIGR	Zinnia grandiflora	Rocky Mountain Zinnia	1#	

NOTES:
1. Locate new plant groupings between existing plants per actual conditions on the ground.

10 ALGI

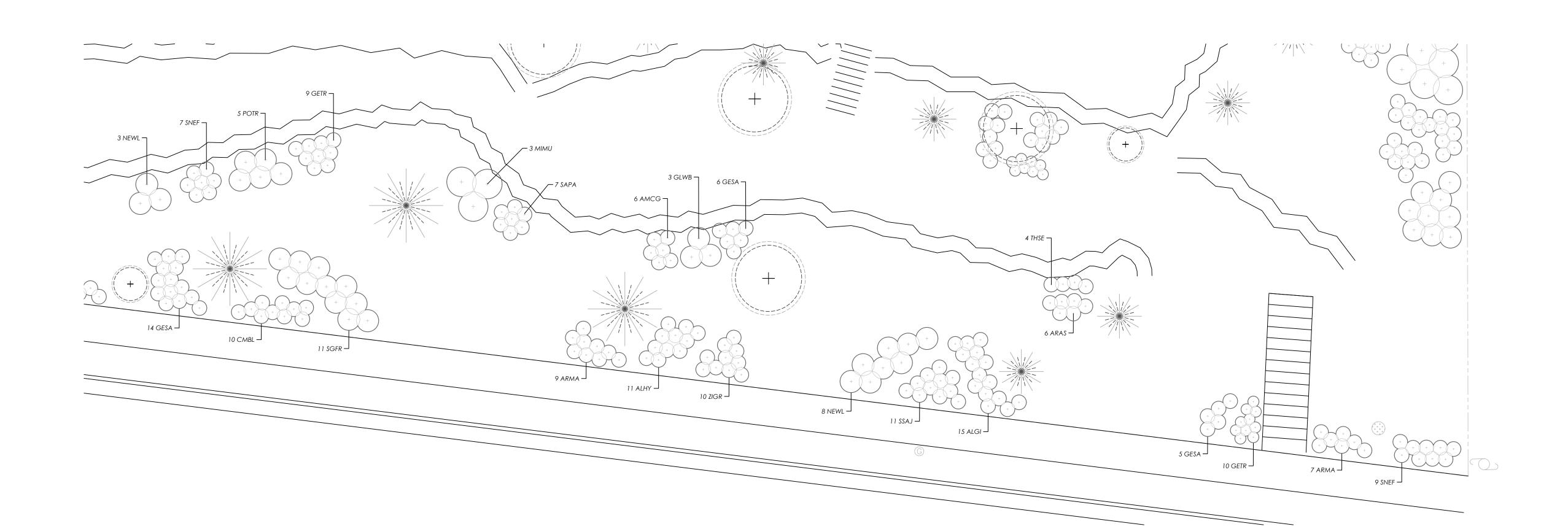


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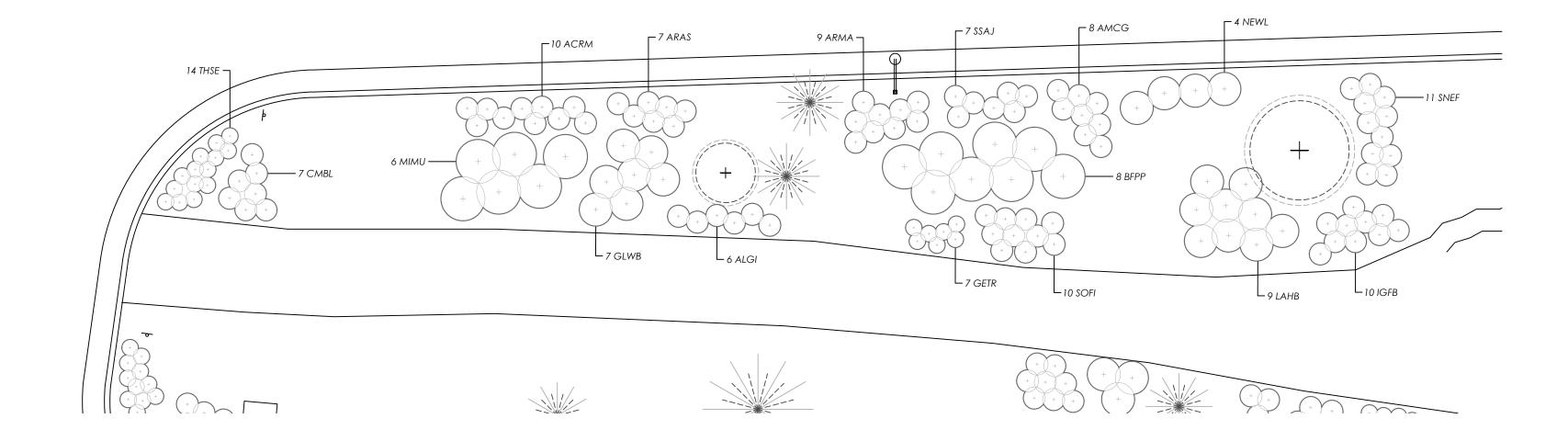
No. Revision/Issue Date

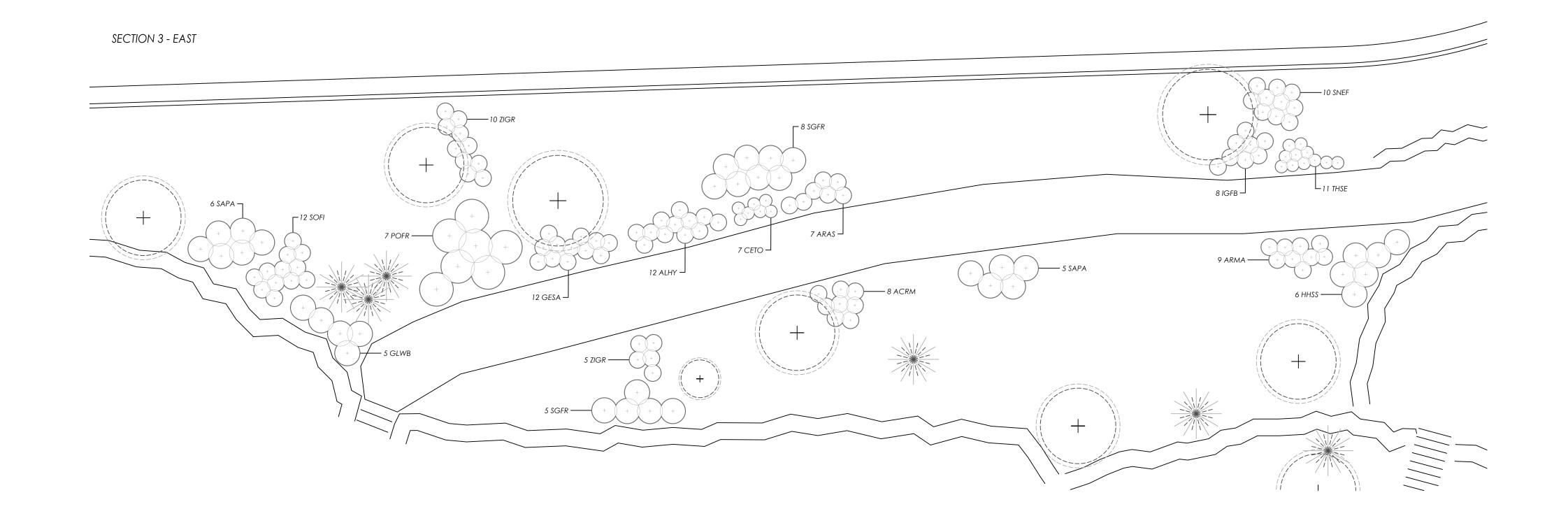
Planting Plan
Section 2

Project P22-09
Date 15 September 2022
Scale 1/8" = 1"

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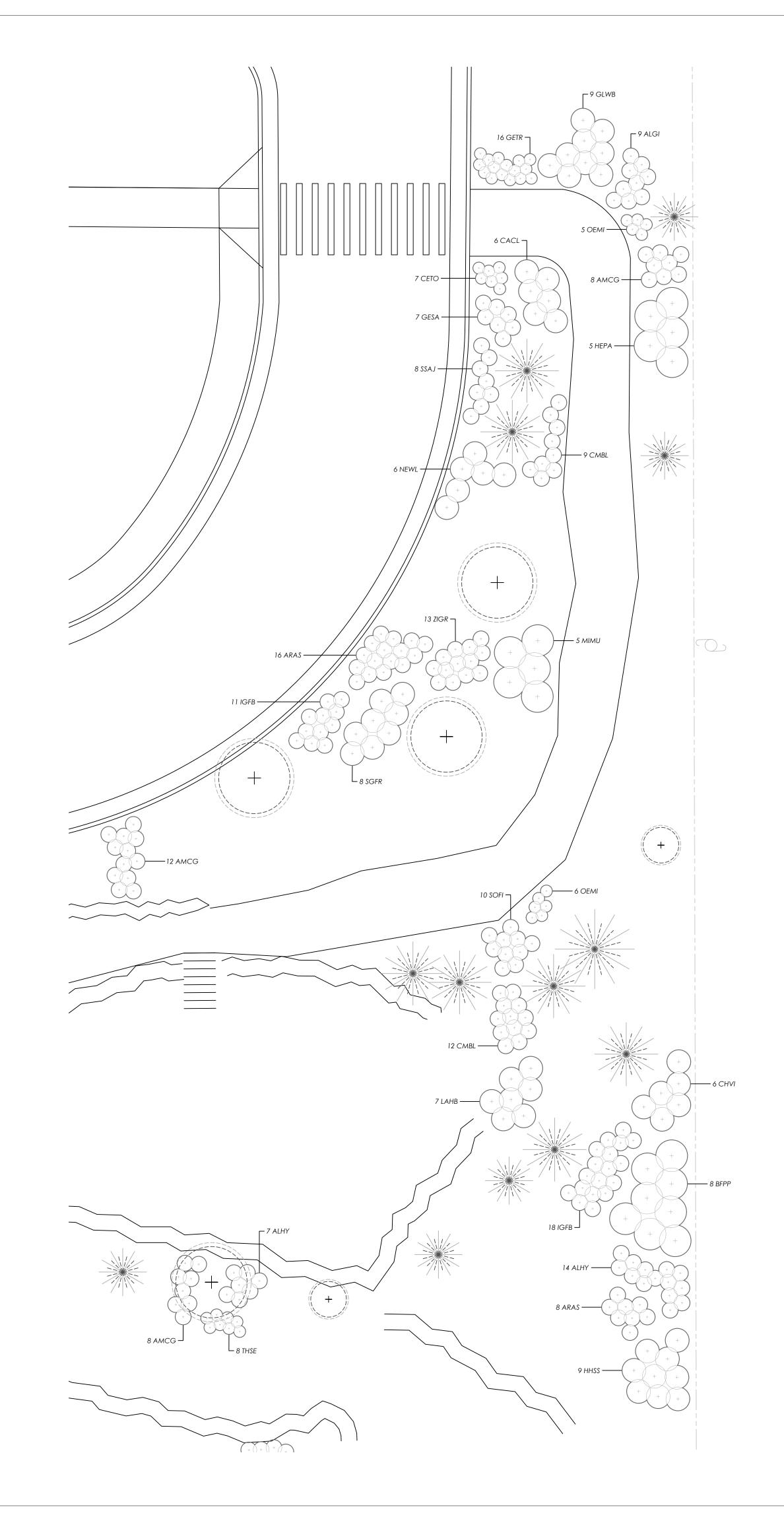


SECTION 3 - WEST

Planting Plan Section 3

### SUPPLEMENTAL POLLINATOR PLANT LIST

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CETO	Cerastium tomentosum	Snow-in-Summer	1#	
CHVI	Chrysothamnus viscidiflorus	Yellow Rabbit Brush	1#	
GLWB	Gaura lindheimeri 'Whirling Butterflies'	Beeblossom	1#	
GESA	Geranium sanguineum	Bloody Cranesbill	1#	
GETR	Geum triflorum	Prairie Smoke	1#	
HHSS	Heliopsis helianthoides va scabra 'Sommersonne'	Summer Sun Oxe Eye	1#	
HEPA	Hesperaloe parvifolia	Red Yucca	1#	
IGFB	Iris germanica 'Feed Back'	Feedback German Iris	1#	
LAHB	Lavandula angustifolia 'Hidcote Blue'	Hidcote Blue English Lavender	1#	
MIMU	Mirabilis multiflora	Desert Four O'Clock	1#	
NEWL	Nepeta faassenii 'Walkers Low'	Trailing Catmint	1#	
ОЕМІ	Oenothera missouriensis	Missouri Evening Primrose	1#	
POFR	Potentilla fruticosa	Shrubby Cinquefoil	5#	
SGFR	Salvia greggia 'Furman's Red'	Furman's Red Sage	1#	
SNEF	Salvia nemerosa 'East Friesland'	Meadow Sage	1#	
SAPA	Salvia pachyphylla	Mojave Sage	1#	
SSAJ	Sedum spectabile 'Autumn Joy'	Autumn joy Stonecrop		
SOFI	Solidago 'Fireworks'	Goldenrod		
THSE	Thymus serphyllum	Mother of Thyme	1#	
ZIGR	Zinnia grandiflora	Rocky Mountain Zinnia		



Planting Plan
Section 4 1/8" = 1'

NOTES:

1. Locate new plant groupings between existing plants per actual conditions on the ground.

SECTION 1		<u>PI</u>	RICE PER	TOTAL COST		
	1 GAL	192				
	5 GAL	12				
	MULCH SF	4000				
		_				
SECTION 2						
	1 GAL	184				
	5 GAL	5				
	MULCH SF	7900				
SECTION 3						
	1 GAL	278				
	5 GAL	15				
	MULCH SF	6100				
SECTION 4						
	1 GAL	267				
	5 GAL	14				
	MULCH SF	6050				
		TO	OTAL:			
Additional line items:		SITE PREPARAT	ION			
		IRRIGATION UP	DATES			
		SITE REPAIR				
				<del></del>		