4.0 The purpose of these specifications is to describe the requirements for fertilizer, insecticide, herbicide, grass
seed and other miscellaneous horticultural products for use by the City of Savannah Greenscapes Division
and Parks and Recreation Department.

To submit pricing electronically for this event, enter pricing for each line item shown under the lines tab on
the event summary. To enter pricing manually, complete the attached bid proposal form. Manually
submitted bids must be submitted on the bid proposal forms contained in these specifications in order to be
considered.

A pre-bid conference has been scheduled to be conducted at the Purchasing Office, Second Floor, 1375
Chatham Parkway, Savannah, Georgia 31405. This meeting will allow contractors to discuss the
specifications and resolve any questions and/or misunderstandings that may arise with City staff. You are
invited to attend.

4.1 Fertilizer, Insecticide, and Herbicide

4.1.1 The chemicals acquired in these products shall be suitable for use on newly sprigged or established
laws of St. Augustine, Zoysia, Centipede, Bermuda Grass, and Rye Grasses.

4.1.2 The fertilizer acquired shall be a slow release, dust-free, ready-to use granular product that is
uniform in size and formulated to produce shoot growth and root development.

4.1.3 The fertilizer in this product shall be an easy-spreading, non-burning, long-lasting maintenance
fertilizer.

4.1.4 All fertilizer products will be of standard particle size with an SGN Rating of 240 or less – unless
specified otherwise.

4.1.5 Products shall be specially formulated for high-traffic turfgrass areas such as public parks, schools,
and athletic fields

4.1.6 Clumping and/or trash found in product will be grounds for canceling contract.

4.2 Grass Seed

4.2.1 Types of seed: See Attachment A. Acceptable varieties: Three Way Blend Professional Grade, or
approved equal.

4.2.2 Seed must be certified seed with a germination rate that is a minimum of 90%.
4.3 This is an annual contract and prices shall remain firm. This agreement may be renewed for up to three (3) additional twelve (12) month periods, if all contracting parties so agree and services provided by the vendor have been satisfactory. The first term of this contract shall begin upon award and shall end on December 31, 2019. All remaining renewal options, if exercised, shall begin on January 1 and end on December 31 of each subsequent year.

5.0 General Conditions

5.1 The bid response must include the following documents in this order:

- Bid Proposal Form (as a cover sheet)
- Exception Sheet
- Non-Discrimination Statement
- Proposed Schedule of DBE Participation
- Other submittals as stated

All referenced documents must be completed and returned in their entirety to constitute a complete bid.

5.2 Original invoices should be sent to:

City of Savannah
Accounts Payable
P.O. Box 1027
Savannah, Georgia 31402

5.3 The vendor is responsible for determining and acknowledging any addenda issued in connection with this bid solicitation. All addenda issued for this event must be acknowledged in order for a bid to be considered.

5.4 To be awarded bids, vendors must be registered as suppliers on the City of Savannah’s website at www.savannahga.gov.

5.5 This contract will be awarded to the vendor offering the lowest net price to the City, and meeting or exceeding all specifications herein.
EXCEPTION SHEET

Event # 6599

If the commodity(ies) and/or services proposed in the response to this bid is in anyway different from that contained in this proposal or bid, the bidder is responsible to clearly identify by specification section number, all such differences in the space provided below. Otherwise, it will be assumed that bidder's offer is in total compliance with all aspects of the proposal or bid.

Below are the exceptions to the stated specifications:

______________________________  ______________________________
Date                              Signature

______________________________  _____________________________
Company                           Title
BID PROPOSAL FORM
(SUBMIT AS THE COVER SHEET)

City of Savannah Purchasing Department
1375 Chatham Parkway
2nd floor
Savannah, Georgia 31405
ATTN: Purchasing Director

EVENT NUMBER: 6599

Business Location: (Check One)
_____ Chatham County
_____ City of Savannah
_____ Other

ALL BIDDERS MUST BE REGISTERED VENDORS ON THE CITY’S WEBSITE TO BE AWARDED AN EVENT. PLEASE REGISTER AT WWW.SAVANNAHGA.GOV.

MANUALLY SUBMITTED BIDS MUST BE SUBMITTED ON THIS BID PROPOSAL FORM IN ORDER TO BE CONSIDERED.

Name of Bidder: ____________________________________________

Street Address: _____________________________________________

City, State, Zip Code: _________________________________________

Phone: _______________     Fax: ______________________________

Email: __________________________

DO YOU HAVE A BUSINESS TAX CERTIFICATE ISSUED IN THE STATE OF GEORGIA? (CHECK ONE)
YES: _______     NO: _______

FROM WHAT CITY/COUNTY __________________
TAX CERTIFICATE #:_____________ FED TAX ID #: __________________

INDICATE LEGAL FORM OF OWNERSHIP OF BIDDER (STATISTICAL PURPOSES ONLY):
CHECK ONE:     ______CORPORATION     ______PARTNERSHIP
               ______INDIVIDUAL     ______OTHER (SPECIFY: ____________)

Do you plan to subcontract any portion of this project? Yes_____     No _____
If yes, please complete the attached schedule of DBE participation. Also complete the schedule if you will be using any DBE suppliers.
ADDENDA ACKNOWLEDGEMENT
My signature below confirms my receipt of all addenda issued for this proposal.

________________________________
Signature

*This acknowledgement is separate from my signature on the fee proposal form. My signature on the fee proposal form will not be deemed as an acknowledgement of addenda.

THE UNDERSIGNED PROPOSES TO FURNISH THE FOLLOWING ITEMS IN STRICT CONFORMANCE TO THE BID SPECIFICATIONS AND BID INVITATION ISSUED BY THE CITY OF SAVANNAH FOR THIS BID. ANY EXCEPTIONS ARE CLEARLY MARKED IN THE ATTACHED COPY OF BID SPECIFICATIONS.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>PRODUCT</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>24-2-11  (*See Attachment A)</td>
<td>50 pound bag</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Top Choice</td>
<td>50 pound bag</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Trimec Southern</td>
<td>2.5 gallon</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Turface (Pro Choice)</td>
<td>ton</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Perennial Rye – Three Way Blend Professional Grade. Acceptable varieties include: Southeast Eagle Blend, PHD, Valley Select, Top Flight</td>
<td>50 pound bag</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Annual Rye</td>
<td>50 pound bag</td>
<td></td>
</tr>
</tbody>
</table>

**PLEASE SEE ATTACHMENT B FOR APPROXIMATE USAGE**

TOTAL BID (sum of unit prices) $

PAYMENT TERMS: PLEASE CHECK ONE AND FILL IN BLANKS
(Minimum of 10 working days must be allowed for discount to be considered in bid award)

Less ____%  ____Days Prompt Payment Discount (if offered) (__________)

Net - 30 Days (no discount offered) - 0 -

TOTAL NET BID $

TIME REQUIRED FOR DELIVERY AFTER RECEIPT OF ORDER: ________ DAYS
I certify this bid complies with the General and Specific Specifications and Conditions issued by the City except as clearly marked in the attached copy.

Please Print Name ___________________ Authorization Signature ___________________ Date ___________________
By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Savannah has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the City of Savannah, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Savannah at the time the subcontractor(s) is retained to perform such service.

---

EEV / Basic Pilot Program* User Identification Number

BY:

Contractor Name

Date

Signature of Authorized Officer or Agent

Printed Name of Authorized Officer or Agent

Title of Authorized Officer or Agent of Contractor

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*As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the “EEV / Basic Pilot Program” operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).
Instructions for Completing Contractor Affidavit and Agreement Form

As required under Senate Bill 529 – “Georgia Security and Immigration Compliance Act” of 2006, O.C.G.A. Section 2, Article 3 13-10-91, public employers, their contractors and subcontractors are required to verify the work eligibility of all newly hired employees through an electronic federal work authorization program. The Georgia Department of Labor has added a new Chapter 300-10-1, entitled “Public Employers, Their Contractors and Subcontractors Required to Verify New Employee Work Eligibility Through a Federal Work Authorization Program,” to the Rules and Regulations of the State of Georgia. (See website: [http://www.dol.state.ga.us/pdf/rules/300_10_1.pdf](http://www.dol.state.ga.us/pdf/rules/300_10_1.pdf).) The new rules designate the “Employment Eligibility Verification (EEV) Basic Pilot Program” operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security as the electronic federal work authorization program to be utilized for these purposes. The EEV/Basic Pilot Program can be accessed at: [https://everify.uscis.gov/enroll/StartPage.aspx?JS=YES](https://everify.uscis.gov/enroll/StartPage.aspx?JS=YES). Bidders shall comply with this new rule and submit with your bid the attached “Contractor Affidavit and Agreement.”
Affidavit Verifying Status for City of Savannah Benefit Application

By executing this affidavit under oath, as an applicant for a City of Savannah, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for a City of Savannah contract for ______________________________. [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

1.) __________ I am a citizen of the United States.

OR

2.) __________ I am a legal permanent resident 18 years of age or older.

OR

3.) __________ I am an otherwise qualified alien (8 § USC 1641) or nonimmigrant under the Federal Immigration and Nationality Act (8 USC 1101 et seq.) 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant: ____________________________ Date ____________________________

Printed Name: ___________________________________

SUBSCRIBED AND SWORN ____________________________

BEFORE ME ON THIS THE _____DAY OF __________, 20___

Notary Public
My Commission Expires: ____________________________

* Alien Registration number for non-citizens.
Instruction for Completing Systematic Alien Verification for Entitlement (SAVE) Form

O.C.G.A. § 50-36-1, requires Georgia’s cities to comply with the federal Systematic Alien Verification for Entitlements (SAVE) Program. SAVE is a federal program used to verify that applicants for certain “public benefits” are legally present in the United States. Contracts with the City are considered “public benefits.” Therefore, the successful bidder will be required to provide the Affidavit Verifying Status for City of Savannah Benefit Application prior to receiving any City contract. The affidavit is included as part of this bid package but is only required of the successful bidder.
Below is the product analysis we are seeking in our request for 24-2-11 Fertilizer.

<table>
<thead>
<tr>
<th><strong>24-2-11 Desired Product Analysis</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Nitrogen:</strong> 24.00%</td>
</tr>
<tr>
<td>0.8% Ammoniacal Nitrogen</td>
</tr>
<tr>
<td>23.2% Urea Nitrogen**</td>
</tr>
<tr>
<td><strong>8.64% Slowly Available Urea Nitrogen from Polymer Coated Sulfur Coated Urea</strong></td>
</tr>
<tr>
<td><strong>Available Phosphate:</strong> 2.00%</td>
</tr>
<tr>
<td><strong>Soluble Potash:</strong> 11.00%</td>
</tr>
<tr>
<td><strong>Sulfur Total:</strong> 2.90%</td>
</tr>
<tr>
<td>2.90% Free Sulfur</td>
</tr>
<tr>
<td><strong>Iron Total:</strong> 6.00%</td>
</tr>
<tr>
<td>0.06% Water Soluble Iron</td>
</tr>
<tr>
<td><strong>Manganese Total:</strong> 1.00%</td>
</tr>
<tr>
<td>0.14% Water Soluble Manganese</td>
</tr>
</tbody>
</table>

Derived From: Polymer Coated Sulfur Coated Urea, Urea, Ammonium Phosphate, Muriate of Potash, Iron Sucrate, Manganese Sucrate
ATTACHMENT B
Quantities are estimates only. The City reserves the right to order more or less of quantities indicated.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>PRODUCT</th>
<th>ESTIMATED QUANTITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>24-2-11 (*See Attachment A)</td>
<td>25 TONS</td>
</tr>
<tr>
<td>2</td>
<td>Top Choice</td>
<td>7,250 POUNDS</td>
</tr>
<tr>
<td>3</td>
<td>Trimec Southern</td>
<td>30 GALLONS</td>
</tr>
<tr>
<td>4</td>
<td>Turface (Pro Choice)</td>
<td>6 TONS</td>
</tr>
<tr>
<td>5</td>
<td>Perennial Rye – Three Way Blend Professional Grade. Acceptable varieties include: Southeast Eagle Blend, PHD, Valley Select, Top Flight</td>
<td>6 TONS</td>
</tr>
<tr>
<td>6</td>
<td>Annual Rye</td>
<td>6 TONS</td>
</tr>
</tbody>
</table>