

VILLAGE OF BEISEKER – REQUEST FOR PROPOSAL

PROPERTY CLEAN UP AND LAWN MAINTENANCE SERVICES – TRI-COMMUNITY ENFORCEMENT SERVICES (ACME, BEISEKER, IRRICANA)

1. General Information:

The Village of Beiseker, herein after referred to as “The Village” is requesting proposals from YARD and LAWN MAINTENANCE COMPANIES to provide GRASS CUTTING/TREE AND SHRUB TRIMMING/JUNK REMOVAL AND STORAGE OF ITEMS OF VALUE for PROPERTIES THAT REQUIRE REMEDIAL ACTION.

The Village reserves the right, where it may serve the Village’s best interest, to request additional information or clarifications from proposers, or to allow corrections of errors or omissions (excluding prices).

Submission of the proposal indicates acceptance of the Contractor, the conditions contained in this request for proposal, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the Municipality and the Contractor selected.

The Village reserves the right to reject any or all proposals for any reason or to accept any proposal in whole or in part on the basis of the proposals received, which the Village in its sole unrestricted discretion deems most advantageous to itself. The lowest proposal may not necessarily be accepted.

The proponent acknowledges the Village’s rights under this clause and absolutely waives any right of action against the Village concerning the Village’s failure to accept its proposal or any proposal whether such right of actions arises in contract, negligence, bad faith or any other cause of action. The acceptance of any proposal is subject to budget funds being available, as well as the approval of the Village Council.

Each proponent is responsible to ensure they have obtained and considered all information necessary to understand the Request for Proposal and to prepare and submit their proposal. The Village will not be responsible for any loss, damages, or expenses incurred by a proponent as a result of any inaccuracy or incompleteness in this Request for Proposal, or as a result of any misunderstanding or misinterpretation of the terms of the Request for Proposal by any proponent.

Proposals may be withdrawn before the closing time and date, provided written notice to withdraw is received by the Village contact person noted herein at least 24 hours prior to the closing time and date. Email notification will be accepted.

The Village of Beiseker is subject to the provisions of the *Freedom of Information and Protection of Privacy Act*. Therefore, while Section 20 of the Act does offer some protection for third party business interests, the Village cannot guarantee that any information provided to the Village can or will be held in confidence.

2. Eligibility:

The Contractor will be engaged in related services, preferably in a location local to Beiseker, Acme and Irricana in the province of Alberta. The Contractor must have a proven (written) record of experience for the services required, insurance and WCB.

3. Requirement and Scope of Work

The Contractor will provide all labour, materials, tools, equipment, transportation and supervision necessary to provide services as determined by Tri-Community Enforcement Services as well as the removal of cut vegetation and the storage of items deemed to have value.

4. Proposal Submission

a. Proponents must submit the following documents:

- i. Identification of the primary contact for the proposal (signed by the authorized company representative)
- ii. At least three references from similar sized/type clients including current contact information.
 - Type of services provided
 - Number of years services have been provided
- iii. Estimate for cost of services (as described in the Scope of Work) for the first year and any increases over the five (5) year period of the contract. This should include hourly rates, travel charges and any other related charge for service.

b. Written proposals must be received before 5:00 pm on July 22, 2024

By Mail: Box 349, Beiseker AB T0M 0G0

By Email bylaw@beiseker.com

In Person 700 1st Avenue, Beiseker AB T0M 0G0

c. For any further questions, please contact Sgt. Donna Taylor, Tri-Community Enforcement Services 403-947-3774 bylaw@beiseker.com before 3:00 pm on July 15, 2024.