



# JOLIET JUNIOR COLLEGE

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JOLIET JUNIOR COLLEGE  
REQUEST FOR QUOTATION  
FERTILIZATION & WEED CONTROL

You are invited to submit a quote for FERTILIZATION & WEED CONTROL. Please include delivery charges in your pricing. The College is exempt from all sales tax. Quotes are due by **2:00 pm** on **September 21, 2017**.

Joliet Junior College reserves the right to award all items to one vendor or to multiple vendors depending on what is considered to be in the best interest of the College.

Vendors must submit their quote on the attached pricing sheet.

**BLACKOUT PERIOD:**

After the College has advertised for quotes, no pre-quote vendor shall contact any College officer(s) or employee(s) involved in the solicitation process, except for interpretation of quote specifications, clarification of quote submission requirements or any information pertaining to pre-quote conferences. Such bidder or sub-bidder making such request shall be made in writing at least seven (7) days prior to the date for receipt of quotes. No vendor shall visit or contact any College officers or employees until after the quotes are awarded, except in those instances when site inspection is a prerequisite for the submission of a quote. During the black-out period, any such visitation, solicitation or sales call by any representative of a prospective vendor in violation of this provision may cause the disqualification of such bidder's response.

You may fax your quote to: (815) 280-6631  
Attention: Roxanne Venegas

Or mail to: Roxanne Venegas  
Purchasing Manager  
Joliet Junior College  
1215 Houbolt Road Room A3103  
Joliet IL 60431

Email to: Purchasing@jjc.edu

Further information may be obtained by contacting Roxanne Venegas at (815) 280-6678.

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**QUOTE SPECIFICATIONS:**

**Scope of Work:** Joliet Junior College is seeking bids for fertilization and weed control on general lawn and athletic areas at the following locations:

- Main Campus, 1215 Houbolt Rd., Joliet, IL,
- Romeoville Campus, 1125 Romeo Rd., Romeoville, IL.
- Weitendorf Agricultural Education Center, 17840 Laraway Road, Joliet, IL.

The contract period will be for three (3) annual periods, with years 2 and 3 renewals subject to the approval of both parties. The first annual contract will cover applications in Fall 2017 and Spring 2018.

**1. APPLICATIONS**

All applications will be coordinated through the Roads & Grounds Division of the Facility Services Department. The contractor will provide a fertilization and weed control schedule to the owner prior to July 31st and April 15th for the for the fall and spring applications respectively. It is preferred that Main Campus, Romeoville Campus and Weitendorf Agricultural Education Center sites be completed on the same date whenever possible. The contractor shall arrange adequate equipment and personnel to meet all performance standards set forth in the specifications. Equipment failure and personnel shall not be used as a reason for failing to meet performance standards contracted herein.

**2. FERTILIZER**

- a. Material: Granular fertilizer containing a ratio of 10-0-10 with 50% of the nitrogen derived from methylol urea and the balance from low biuret urea. The potassium shall be derived from muriate of potash.
- b. Rate: Mid-fall application will contain 1 lb. of actual nitrogen per 1,000 square feet. Mid-spring application will contain 1 lb. of actual nitrogen per 1,000 square feet.
- c. No fertilizer applications within 20 feet of any drainage swale at any location, or within 20 feet of the JJC Lake edge at Main Campus.

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**3. BROADLEAF WEED CONTROL**

- a. Material: Any combination of products containing the following:
  
- b. Rate: 1.37 lb. MCPA per acre 0.55 lb. MCPP per acre 0.15 lb. Dicamba per acre  
The use of 2,4-D or any product containing 2,4-D is prohibited from this specification. The owner reserves the right to test for 2,4-D and if evidence is found the penalty can be but not limited to immediate termination of this agreement.

**4. TIMING**

- All applications will take place on weekends (Saturday or Sunday) when students are present in lesser numbers with prior notice of 48 hours given to the owner.
- Special consideration for scheduling purposes will be granted to owner for Athletic and other special events on campuses.
- Both Fall and Spring applications must be completed within 48 hours (i.e. Saturday or Sunday).
- Fall applications must be completed in September.
- Spring applications must be completed before Graduation Ceremony (usually held on the second Friday in May).
- Applications must be timed when broadleaf weed control is optimum, when air temperatures are greater than 60 degrees F. and there is adequate soil moisture. Wind speeds must be less than five (5) miles per hour.
- Successful bidder must guarantee application.
- Application must be down for five (5) hours before rainfall; If not, a re-application of weed control will be necessary at no additional cost to owner.

**5. LICENSURE AND RECORDS**

- a. Any person making material applications on owner's property must be licensed by the State of Illinois. A photocopy of the Applicators and Operators licenses must be presented to the owner prior to each application.

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- b. Contractor shall include, with bid, a list of fertilization and weed control equipment owned by the company. The list should include size and capacity of equipment.
- c. Material Safety Data Sheets (MSDS) must be provided on any and all products which may be applied to meet specifications. These documents must be submitted with the bid.

**6. SIZE OF PROPERTY**

- a. Main Campus general lawn and athletic areas is 98.6 acres.
- b. Romeoville Campus general lawn area is 20.55 acres.
- c. Weitendorf Agricultural Education Center general lawn area is 17 acres.
- d. Contractors are responsible to measure all sites to insure the accuracy of the acreage.

Total general lawn and athletic areas at Main, Romeoville and Weitendorf Campuses is approximately 129.6 acres.

**7. SAFETY**

Precautions shall be exercised at all times for the protection of persons and property.

**8. SUPERVISION OF WORK**

The contractor is to supervise or provide a competent supervisor to oversee all work. The contractor will perform all work duties in a workmanlike manner causing as little disturbance and inconvenience to owner. The contractor shall not let, transfer or assign this contract in part or whole without the consent of the owner. The contractor shall schedule four (4) site inspections with the owner through the season to monitor and insure that quality service is being provided. These scheduled inspections will be during the months of May, July, September and November. All work shall be done in conformance with all applicable Federal, State and Local laws.

**9. INSURANCE REQUIREMENTS:**

The successful bidder will be required to furnish a certificate of insurance in the

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following amounts:

The insurance coverage required here-in-under shall be the minimum amounts maintained by the Contractor and Subcontractors until all Work is completed and accepted by the Owner.

The Contractor will purchase and maintain "all risks" Builder's Risk property insurance subject only to such exclusions as have been specifically approved by the Owner in writing.

A. Workers Compensation

1. State: Statutory
2. Applicable Federal: Statutory
3. Employer's Liability:
  - a. \$1,000,000 per Accident
  - b. \$1,000,000 Occupational Disease

B. Commercial Comprehensive Liability

1. Each Occurrence: \$2,000,000
2. Products/Completed Operations Aggregate: \$2,000,000
3. Personal/Advertising Injury: \$2,000,000
4. General Aggregate: \$2,000,000
5. Policy shall include: \$2,000,000
  - a. Premises: Operations
  - b. Independent Contractors Liability
  - c. Products and Completed Operations: Maintained for minimum of one year after date of final Certificate for Payment, in full amount of the limits specified above.
  - d. Contractual Liability
  - e. Coverage for explosion (x), collapse (c), and underground (u).
6. The Commercial Comprehensive Liability policy shall include a contractual liability endorsement insuring the indemnity required by the contract. The indemnities shall be named as additional insured on the Contractor's Commercial Comprehensive Liability policy using Form CG 20 10 or its equivalent and shall name Joliet Junior College, its Board of Trustees, officers, employees and agents as additional insured's at a minimum. The Contractor hereby agrees to effectuate the naming of such additional insured's as unrestricted additional

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insured's on the Contractor's policy. The additional insured endorsement shall provide the following:

- a. That the coverage afforded the additional insurance will be primary insurance for the additional insurance with respect to claims arising out of operations performed by or on behalf of the Contractor.
- b. That the policy shall contain a thirty (30) day notice of cancellation prior to the effective date thereof.
- c. That the additional insureds have other insurance which is applicable to the loss, such other insurance will be on an excess or contingent basis.
- d. That the amount of the company's liability under the insurance policy will not be reduced by the existence of such other insurance.
- e. That the additional insureds will not be given less than thirty (30) days prior written notice of any cancellation thereof.
- f. That the Contractor agrees to indemnify the College for any applicable deductibles.
- g. That the insurance policy from an A.M. Best rated "secured" Illinois State licensed insurer.
- h. The Contractor shall provide the College with a copy of its insurance policy or in the alternative and subject to the College's agreement, an excerpt of a page from the actual policy evidencing the additional insureds as provided for herein.
- i. Contractor acknowledges that failure to obtain such insurance on behalf of the College constitutes a material breach of the contract and subjects Contractor to liability for damages, indemnification and all other legal remedies available to College. The Contractor is to provide the College at all times with a certificate of insurance, evidencing the above requirements have been met. The failure of the College to object to the contents of the certificate or the absence of it shall not be deemed a waiver of any and all rights held by the College.
- j. That enclosed is a copy of the endorsement providing additional insured's status and that the Contractor will furnish a Certificate of insurance evidencing the foregoing provisions.
- k. Please include clause below in the policy:  
It is agreed that Joliet Junior College, its Board of Trustees, officers, employees, agents and (Architect/Engineer Name) are additional insureds on the policy.

C. Business Auto Liability (including owned, non-owned and hired vehicles).

1. Bodily injury

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- a. \$1,000,000 per person
- b. \$2,000,000 per accident
2. Property damage: \$1,000,000 OR
3. Combined Single limit: \$1,000,000

D. Umbrella

1. Umbrella Excess Liability: \$4,000,000
2. If the Contractor's Workers Compensation, Commercial General Liability and Business Auto policies do not have these minimum limits, an Umbrella policy written by an insurance company acceptable to the Owner may be used to meet the minimum limits required.

All such policies of insurance shall be written by companies approved by the College and Certificates of Insurance shall be furnished to the College. The College shall be listed as an additional insured under such policies. Each policy shall require at least 30 days notice to the College in the event of cancellation. The contractor agrees to indemnify, defend, and hold harmless the College from and against all suits or claims, which may be based upon any injury to or death of any person or persons or damage to property, which may occur or which may be alleged to have occurred in the course of the performance of this Agreement by the Contractor, whether such sum claim shall be made by an employee of the Contractor, by a third person or their representatives, or whether or not it shall be claimed that the said injury, death, or damage or cause through a negligence act or omission of the Contractor; and the all charges of attorneys and all costs and other expenses arising there from or incurred in connection therewith; and if any judgment shall be rendered against the College in any such action or actions, the Contractor, at its own expense, shall satisfy and discharge the same.

**10. EXAMINATION OF DOCUMENTS AND SITE**

Before submitting a bid for work each contractor shall carefully examine the sites and the bid document, fully inform themselves of existing conditions and limitations of the sites, rely entirely upon their own judgment in making the bid, and include in their bid all sums sufficient to provide all work required by the bid documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work that would have been apparent by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that they have made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient,

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adequate and satisfactory for completion of the work.

The Undersigned, after having carefully studied the specifications and made a site visit for Fertilization and Weed Control at the Main Campus, Romeoville Campus and Weitendorf Agricultural Education Center and having fully acquainted himself with the conditions affecting the work, proposed to furnish all labor, materials and incidentals necessary to complete the said project for Joliet Junior College, Illinois Community College District 525, Joliet, Will County, Illinois, in accordance with said bid documents for the following sums:

**Base Bid:** All work for the Fertilization and Weed Control at the Main Campus, Romeoville Campus, and Weitendorf Agricultural Education Center as set forth in the bid documents, for the first annual contract (fall and spring application) for the stipulated sum of:

\_\_\_\_\_ Dollars\$(\_\_\_\_\_)

For purposes of adjustment to the bid, if Joliet Junior College changes the scope of area to be fertilized the following price adjustment per application will apply. For additions to the bid, each acre added (fall and spring application) will be an additional:

\_\_\_\_\_ Dollars\$(\_\_\_\_\_)

For deductions from the bid, each acre subtracted will be a deduct of:

\_\_\_\_\_ Dollars\$(\_\_\_\_\_)

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Choose one option listed below (this cost will be considered in award of the contract):

1. For the annual renewals after the initial one-year term, we will provide annual service at the bid cost plus an escalator of \_\_\_\_\_ percent per year.

YES \_\_\_\_\_ NO \_\_\_\_\_

2. For the annual renewals after the initial one-year term, we will provide annual service at the bid cost plus inflation as determined by the increase in the CPI for the Chicago area.

YES \_\_\_\_\_ NO \_\_\_\_\_

3. For the annual renewals after the initial one-year term, we will provide annual service at the bid cost plus an inflation factor tied to (specify your index or means of computing the increase)

\_\_\_\_\_.

4. We will provide years 2 and 3 service at the annual cost included in this bid with no increase.

YES \_\_\_\_\_ NO \_\_\_\_\_

**Substitution:**

The Undersigned agrees to furnish material in accordance with Contract Documents. The Undersigned further proposes to substitute the following alternate materials, equipment or methods of construction, for the indicated changes in contract amount, if such substitutions are approved in writing by the Owner. Data and description of proposed substitutions are attached.

| Description | Add      | Deduct   |
|-------------|----------|----------|
| _____       | \$ _____ | \$ _____ |
| _____       | \$ _____ | \$ _____ |
| _____       | \$ _____ | \$ _____ |

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\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
CITY            STATE            ZIP

\_\_\_\_\_  
DATE

\_\_\_\_\_  
E-MAIL ADDRESS

\_\_\_\_\_  
FAX NO.                    PHONE NO.

Results from this quote may be viewed at [www.jjc.edu/info/purchasing](http://www.jjc.edu/info/purchasing)