

The City of Grand Forks
REQUEST FOR QUOTE – HANGING BASKETS 2013

The City of Grand Forks is requesting quotes to provide all labour and materials to build sixty (65) hanging baskets. In the event that the City requires more baskets than is specified, the contractor agrees to supply up to an additional ten (10) baskets at the awarded per basket price.

Quotes are due by 1:00PM February 8, 2013

SPECIFICATIONS

1. CONSTRUCTION

1.1 Plastic baskets shall be supplied by the City of Grand Forks. All other materials, including and not limited to plants, growing medium, fertilizer and liners shall be supplied by the Contractor.

- a. 65 baskets with 21 1/2" tops
- b. All baskets are plastic.

1.2 The growing medium shall be soilless sunshine mix, or equivalent

1.3 The fertilizer shall be Nutricote 14.14.14 (100 day) or approved equivalent, supplemented by regular applications of 20.20.20 water soluble fertilizer.

2. HANGING BASKET MATERIAL

2.1 All plant material shall be as outlined below. The contractor shall choose plant varieties based on colour schemes and overall proven performance in hanging baskets to provide a colourful display all season. The City shall approve in writing all plant material chosen.

2.2 Each basket shall have:

- a. A minimum of twelve (12) plants per 21 1/2" basket
- b. A minimum of three (3) colours (complimentary or analogous)
- c. A minimum of six (6) proven winners per basket.
- d. A minimum of three (3) plant types per basket.

2.3 Plant material chosen for the hanging baskets shall include plants from the following list:

- a. Proven winners such as superbell, Supertunia, Superbena and Lantana
- b. Ivy geraniums, Surfina Petunias, Bacopa, Trailing Verbena and Brachycome Calibrachoa
- a. All other grower recommended plants subject to approval by the City

- 2.4 All planted hanging baskets must be greenhouse grown, hardened off in bloom and ready for display by May 13, 2013 .
- 2.5 All plant material shall be free of weeds, insects and diseases.
- 2.6 Growth regulators shall not be used on any plant material.
- 2.7 All plant material shall be available for inspection at the growing area by a City of Grand Forks Parks Department Representative, prior to delivery.

3 DELIVERY

- 3.1 All prices to be F.O.B. Grand Forks Address

Contractor will deliver baskets to individual sites and assist City staff in installing baskets. Delivery will take place during the a.m. in the week of May 13, 2013 Monday through Friday, weather permitting. If at the time there is a possibility of frost damage, the City reserves the right to postpone the delivery until the danger of frost is past.

Contractor shall notify a City representative minimum two (2) days prior to delivery date to allow the City representative to schedule work.

4. WINTER BASKETS

Specifications

- 4.1 Supply Winter Hanging Baskets
 - a) Contractor to build 30 winter hanging baskets. The City will provide the basket with soil (the summer baskets with the foliage removed). All other material to be supplied by the contractor.
 - b) The evergreen foliage shall hide the basket and liner. Colourful twigs and berries are to fill the top portion of the basket. The sides of the baskets will also have three bows attached or other approved decorations.
 - c) The baskets shall be built to withstand winter weather.
 - d) Suggested materials depending on availability
 - a. Pine, Fir and Spruce bows
 - b. Red and/or yellow twig Dogwood, Oregon Grape, Holly
 - c. Or other material as approved by City of Grand Forks staff
 - e) **Delivery to be the week of Nov. 25, 2013 no later than Friday Nov. 29, 2013 to the City of Grand Forks, Public Works Yard or another determined location at the discretion of the City of Grand Forks.**



SCOPE OF WORK

Please provide a cost for the completion of all the outlined works in a lump sum price that is all inclusive of all costs with providing this service. Please include prices for individual baskets for Winter and Summer baskets as the City may purchase more at our discretion.

Please forward all questions to: Hal Wright, Manager of Operations

Phone: 1-250-442-4149

Fax: 1-250-442-8263

E-mail: hwright@grandforks.ca

or

Please forward your quote to: Diane Heinrich, Corporate Officer

Fax: 1-250—442-8000

Email: dheinrich@grandforks.ca

The City of Grand Forks reserves the right to accept or reject any and all quotes and to waive irregularities and informalities at its discretion. The City reserves the right to accept a quote other than that with the highest evaluated score without stating reasons. By submitting a quote, the proponent waves any right to contest, in any proceedings or action, the right of the City to accept or reject any proposal in its sole and unfettered discretion. Without limiting the generality of the foregoing, the City may consider any other factor besides capability to perform the work, in its sole and unfettered discretion.

This Request for Quote does not commit the City to award a contract or pay any costs incurred in the preparation of a proposal, or attendance at an interview meeting with City staff.