

# CITY OF FULTON, MISSOURI

## INVITATION FOR BID

<b>MAIL BIDS TO:</b> CITY OF FULTON C/O Kathie Ratliff, City Clerk P.O. BOX 130 FULTON, MO 65251-0130 <b>HAND DELIVER TO City Clerks Office: 18 EAST 4<sup>TH</sup>. STREET</b> <b>EXPRESS LETTER DELIVERIES ADDRESS TO</b> <b>18 EAST 4<sup>TH</sup> STREET FULTON MO 65251 C/O Kathie Ratliff</b>	<b>IFB NO. B210544</b> <hr/> <b>DATE 4/05/2024</b> <b>PAGE 1 OF 6</b> <hr/> REQ. NO. <hr/> SEALED BIDS MUST BE RECEIVED IN THE OFFICE OF THE CITY CLERK NO LATER THAN <b>3 P.M. Tuesday 4/23/2024</b>
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Purchasing Agent: Jason A. Harris	Telephone: (573) 592-3141
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RECEIVED FROM:

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Please provide a contact email address

TERMS _____ % _____ DAYS	

Prospective bidders are hereby invited to submit their bid for Cutting and removal of Hay from five separate areas through out the City of Fulton MO. The bid submitted will be for a 3-year term 2024 through the 2027 cutting season (Please see special instructions on page 2 and cutting specifications beginning on Page 4)  <b>Area 1 - Tennyson Road, 33 acres</b>  <b>Area 2 - Harbison-Walker, 4 acres</b>  <b>Area 3 - Airport 18 acres</b>  <b>Area 4 - Westminster Ave., South of St. Eunice, 7 acres</b>  <b>Area 5 - Seaman Field/Water Facility 2.6 acres</b>				Area #  Area 1  Area 2  Area 3  Area 4  Area 5	BID AMOUNT Per Acre  \$ _____  \$ _____  \$ _____  \$ _____  \$ _____
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Requested delivery is \_\_\_\_\_ days ARO, Bidders State Best Delivery Date: \_\_\_\_\_

**BID MUST BE SIGNED TO BE VALID**

The bidder hereby agrees to furnish and/or service, at the price quoted pursuant to all requirements and specifications contained in this document, upon either the receipt of an authorized purchase order from the purchaser, or when this document is countersigned by the Purchasing Department as a binding contract. The bidder further agrees that the language of this document shall govern in the event of a conflict with his or her bid.

COMPANY NAME \_\_\_\_\_ TITLE: \_\_\_\_\_  
 AUTHORIZED SIGNATURE: \_\_\_\_\_ Print: \_\_\_\_\_ DATE: \_\_\_\_\_  
 PHONE NUMBER: \_\_\_\_\_ Fax: \_\_\_\_\_ FEDERAL ID OR SSN: \_\_\_\_\_

NOTICE OF AWARD : (City use only)	CONTRACT NO. C -
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ACCEPTED AS TO ITEMS:

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Purchasing Agent _____	Director of Administration _____	Date _____
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**CUTTING OF HAY CITY OF FULTON MO.**

**B240422**

**INTRODUCTION**

The City of Fulton is soliciting invitations to bid for the cutting and removal of hay from **FIVE SEPARATE AREAS** throughout the City of Fulton MO. for a **three year term 2024 through 2027 cutting season**

**Please read specifications beginning on page 4**

**SPECIAL INSTRUCTIONS TO BIDDERS**

**1 Bidder's Contract:**

**1.A**

All questions regarding the specifications, bid process, etc. should be directed to Jason A. Harris Purchasing Agent, City of Fulton MO. **573-592-3141** or by email **fpagent@fultonmo.org**

**2 Clarification of Requirements:**

It is the intent and purpose of the City of Fulton that this request permits competitive bidding. It shall be the bidder's responsibility to advise the Purchasing Department, at the address noted on page one of this IFB, if any language, requirements, etc., or any combinations thereof, inadvertently restricts or limits the requirements stated in this IFB to a single source. Such notification must be submitted in writing and must be received by the Purchasing Department not later than five (5) days prior to bid closing date. A review of such notifications will be made.

## CUTTING OF HAY CITY OF FULTON MO.

**B240422**

### **3 Submission of Bids:**

Bids must be priced, signed and returned (with all necessary attachments) to the office of the City Clerk by the closing date and time specified. **All bid envelopes must be marked in the lower left hand corner with the bid number and the due date and time.**

**Mail to: City of Fulton**

**Attn. Kathie Ratliff, City Clerk**

**P.O. Box 130**

**Fulton, Missouri 65251**

**Hand Deliver to: 18 E. 4<sup>th</sup>. Street, Fulton, Missouri 65251**

**Express Mail and Overnight Envelopes address to City of Fulton 18 E. 4th. Street, Fulton, Missouri 65251 Attn. Kathie Ratliff, City Clerk**

The bidder must respond to this IFB by submitting all data required herein in order for this bid to be evaluated and considered for award.

To facilitate evaluation of the bids, it is highly desirable that the bids be organized to respond to each paragraph of the IFB.

### **4 Bid Evaluation/Contract Award:**

- 4.1** Any contract resulting from this request shall be awarded in response to a bid providing the **HIGHEST** and best bid amount per acre to the City of Fulton.
- 4.2** Any award of a bid resulting from this invitation will be made by phone and written notification (**email**) from the Purchasing Department.
- 4.3** Bidders may be disqualified if they failed to perform hay cutting previously, or if they are in arrears to the City for utility bills or municipal court fines.
- 4.4** **Each of the five area's will be awarded separately for the entire 2024 - 2027 growing season.**
- 4.5** You may bid on one or all five areas.
- 4.6** Bids submitted should be dollar amount offered per acre  
**Please submit bids using the cover page 1**

**CUTTING OF HAY CITY OF FULTON MO.**

**B240422**

**Item Specifications**

**As previously stated in section 4.4**

- IS 1** The City of Fulton is accepting bids for the cutting, and removal of hay from five separate areas for the **2024 through 2027 season. You may bid on one or more areas.**
- IS 2** All areas are plus or minus the amount of acres described

**THE FIVE AREAS TO BID**

**Area 1 Tennyson Road, 33 acres**

**Area 2 Harbison-Walker, 4 acres**

**Area 3 Airport 18 acres ( Please see Airport Special Specification # IS 10 )**

**Area 4 Westminster Ave., South of St. Eunice, 7 Acres**

**Area 5 Seaman Field/Water Facility 2.6 acres**

- IS 4** The first cutting must be done by **July 3 2024**
- IS 5** Payment is due by **July 3** or before any hay is removed, whichever come first
- IS 6** If the hay is not cut by **July 3**, the City may award it to the next best bidder, or if no bidder wants to cut the area, the City may give it away or mow it.
- IS 7** Winning bidders may cut as early and as often as they like
- IS 8** The City does not in any way warrant that the areas are free of debris or entirely safe to mow. Anyone who is preparing a bid may examine the five areas before submitting a bid.
- IS 9** The City may require the successful bidder(s) to sign a hold harmless agreement, but all persons who win bids for cutting and removing hay do and shall hold the City and all city employees harmless from any damage to personal property.

**CUTTING OF HAY CITY OF FULTON MO.**

**B240422**

**IS 10 (AREA 3 Airport Special specification)**

- IS 10 A** The successful bidder must contact and coordinate the hay cutting and baling work with the Airport Manager, Matt Easley or his duly appointed representative to ensure safety for all. The manager can be reached at **(573) 220-0569**.
- IS 10 B** Hay that has been baled shall not be placed within **200 feet** of the ends of the runway for any reason.
- IS 10 C** Bales must not be set within **50 feet** from the edge of any hard surfaces. Hay that has been baled must be removed from the airport property within **72 hours** after created.
- IS 10 D** If the bales are determined to be left for an extended period of time or in an unsafe location, the City will promptly have the bales relocated or removed.

CUTTING OF HAY CITY OF FULTON MO.

NOTICE

The City of Fulton is soliciting bids as follows:

For the cutting, and removal of hay from five separate areas for a 3 year term 2024 through the 2027 cutting season. Those interested may bid on one or more areas.

For details or if you have questions regarding this bid request or to view aerial pictures of the sites, please contact Kyle Bruemmer at (573)-592-3111 or Matt Easley at (573) 220-0569. You may also stop by City Hall at 18 East 4th Street

Copies of the bid may be obtained from the office of the Purchasing Agent  
1303 Westminster, Fulton, Mo 65251,  
(573) 592-3141  
or request a copy by email [fpagent@fultonmo.org](mailto:fpagent@fultonmo.org)  
or visit [fultonmo.org/bids](http://fultonmo.org/bids).

<u>BID NUMBER</u>	<u>CLOSING DATE</u>	<u>TIME</u>
B240422	Tuesday 4 / 23 / 2024	3 pm

Please run the above ad the following dates  
Saturday 4/6 /2024  
Saturday 4/ 13 /2024

Bill to: City of Fulton  
P.O. Box 130  
Fulton, Missouri 65251

Please send affidavit of publication and verification copy with invoice.

Sent by: Jason A. Harris Purchasing Agent 573-592-3141  
[fpagent@fultonmo.org](mailto:fpagent@fultonmo.org)