

**Okeechobee County Board of County Commissioners**  
**Okeechobee County Mowing Contract**  
**PROJECT NO. #2024-10**  
**INVITATION TO BID**

Sealed BIDS will be received in-person by Okeechobee County Board of County Commissioners at the **Okeechobee County Historical Courthouse, 304 NW 2nd Street, Room 123, Okeechobee, FL 34972 no later than 3:00pm on Wednesday September 11, 2024**. Bids will be received on the first floor, Room 123, and publicly opened in Room 201 and read aloud. Any BIDS received after the time specified will not be accepted.

**Okeechobee County is soliciting mowing of all roadsides along designated County Right of Way (ROW). The necessary materials, equipment, machinery, tools, apparatus, means of transportation and labor necessary to complete the work in full and complete in accordance with the shown, noted, described and intended requirements of the Contract Documents to the full and entire satisfaction of the Board of County Commissioners of Okeechobee County, Florida, with a definite understanding that no money will be allowed for extra work except as set forth in the Contract Documents.**

**1. DEFINITIONS:** ROW – Right of Way

**2. DELIVERABLES:** The Contractor shall deliver the following product/service:

**THE REQUIRED PRODUCTS/SERVICES ARE:**

**2.1** All designated ROW must be mowed in the number of cycles indicated in the bid documents: Batwing Mowing List & Neighborhoods Mown by Tractors with 7' Mowers.

**2.2** Picking up trash in the ROW prior to mowing.

**2.3** Weed-eating around culverts, structures, and bridge areas.

**2.4** All grass clippings and debris shall be removed from on-site sidewalks and internal driveways. All cut areas shall have a "wind-rows" or clumped grass clippings remaining on-site.

**3. SCOPE OF WORK**

**The scope of work includes the service of mowing designated County Right of Way (ROW). The County seeks to reduce costs to our citizens. The Contractor must efficiently provide this mowing service to meet the requirements of the County. Upon mutual agreement between the Contractor and County, additional road segments and acreages may be added to the Batwing Mowing List as described in the bid documents.**

Any questions pertaining to the project specifications or scope of work will be addressed to the Purchasing Agent, Jessica Schooley, no later than Monday September 2, 2024, at 3:00pm. The final addendum will be issued on Wednesday September 4, 2024 by 5:00pm, if necessary.

Bid documents may be downloaded from the Okeechobee County website at: [www.okeechobeecountyfl.gov](http://www.okeechobeecountyfl.gov) under Bids and Proposals tab.

All materials furnished and all work performed shall be in accordance with the Drawings, Specifications and Contract Documents pertaining thereto.

Okeechobee County Board of County Commissioners  
Jessica Schooley, Purchasing Agent  
304 NW 2nd Street  
Okeechobee, FL 34972  
[jschooley@okeechobeecountyfl.gov](mailto:jschooley@okeechobeecountyfl.gov)

Each bid must be accompanied by an acceptable Bid Security in the form of a Bid Bond, or Certified Check, made payable to "Okeechobee County Board of County Commissioners", in the amount of not less than five percent (5%) of the total Bid Amount. The Bidder, if awarded the Contract and the bid amount is \$100,000 or more, will execute and file acceptable performance and payment bonds equal to 100% of the contract price within ten (10) calendar days after written notice of the award of contract. No bidder may withdraw their bid for a period of ninety (90) calendar days after the date set for opening of bids. **The Payment and Performance Bonds must show the Owner's name, Project Name and Project Number.**

Okeechobee County accepts no responsibility for any expense related to preparation or delivery of proposals. The Owner reserves the right to reject any or all Bids, accept Bids in any order or combination, accept or reject portions of Bids, make modifications to the work after bidding, and waive any informality/inconsistency in the Bids if they deem it in their best interest to do so.

Unless specifically prohibited by law or regulation, said bid includes an assignability clause that allows for the assignment of all or part of the specified deliverable items.

Okeechobee County has a local vendor preference which is contained within the County's current procurement policy. Definitions, allowances, and exemptions can be found in this policy. You are encouraged to review the latest version to ensure compliance with and exceptions to the local vendor preference policy. The County's vendor preference policy can be found on the County's website at : <http://www.okeechobeecountyfl.gov/government/county-procurement-policy>.

If it becomes necessary to revise or amend any part of this bid, an addendum will be issued and will be posted on the Okeechobee County website at: <http://www.okeechobeecountyfl.gov> under Bids and Proposals tab.

Each Bidder shall ascertain prior to submitting a Bid that the Bidder has received all Addenda issued, and the Bidder shall acknowledge their receipt in the Bid.

The Bidder will provide additional information including, but not limited to, a list of similar projects constructed within the past five (5) years, client references, and, if required, an audited or certified financial statement, other financial references deemed appropriate to Contract Award.

Each bidder will submit with this bid, evidence that the bidder complies with all state and local requirements, to perform the work described in said Bid.

If in the opinion of the bidder, inconsistencies appear to exist in the specifications, it is the bidder's responsibility to seek clarification from the Okeechobee County, Purchasing Agent, as shown above. Additionally, it is incumbent upon all bidders to conduct a personal investigation as to the requirements of the County.

The Board of County Commissioners have the right to accept or reject any or all bids. Bids must be sealed, and the outside of the envelope MUST be marked: **"Okeechobee County Mowing Contract #2024-10"**.

**BIDDER MUST SUBMIT (1) ORIGINAL AND (2) HARD COPIES OF THE BID; AND (1) ELECTRONIC COPY OF THE BID IN A PDF FORMAT ON A THUMB DRIVE.**

David E. Hazellief, Chair  
Board of County Commissioners  
Okeechobee County, FL  
4928 LON 8/21/2024

Jerald D. Bryant,  
Clerk of the Court  
Okeechobee County, FL