

Cullman Parks, Recreation, and Sports Tourism Bid Specifications

Date: January 23, 2026

Subject: Landscape Maintenance Services (Bid 26.006)

1. Cullman Parks, Recreation, and Sports Tourism will receive bids to provide landscape maintenance services (maintain shrub beds) for up to three (3) years* at specified locations (details listed under "4. Minimum Bid Requirements"). The successful vendor shall provide labor, personnel, and ancillary resources needed to perform the services pursuant to the specifications and other requirements as listed in this bid.
2. Bids will be opened in the Cullman Parks and Recreation Train Depot Board Room on February 6, 2026 at 2:00 pm.
3. It is required that all interested parties schedule and complete a pre-bid meeting/tour with Michael Graveman, phone 256-339-4911, no later than February 2, 2026.
4. Bids are to be submitted to the following address:

Cullman Parks, Recreation, and Sports Tourism
ATTN: Kyle Clark
Landscape Maintenance Services (Bid 26.006)
PO Box 788
Cullman, Alabama 35056

5. The bid must be placed in a sealed envelope and clearly marked "**Landscape Maintenance Services (Bid 26.006)**".
6. The Cullman Parks, Recreation, and Sports Tourism Board reserves the right to reject any/or all bids or any part thereof. It is not the policy of the Park Board to accept bids based solely on price. Quality, conformity with specifications, promptness in delivery, previous service and experience are also considered.
7. The Park Board reserves the right to withdraw bids prior to purchase of any item.
8. The Cullman City Park Board reserves the right to suspend service intervals on any of the listed properties with a 2-week notice.
9. There is no guarantee that all listed properties will be awarded to the same bidder.
10. Questions concerning this bid are to be directed to Michael Graveman, 256-339-4911.

Sincerely,
Kyle Clark
Director of Operations

**Contract period and prices shall be for one year from contract effective date. At the end of the contract period, the contract amount may be extended in one-year intervals two times upon agreement of both parties in writing.*

Landscape Maintenance Services

(Bid #26.006)

1. **General:** Vendors should meet minimum specifications on the items listed and will be given credit for exceeding the specifications.
2. **Vendor Qualifications:**
 - a. Must have and maintain State of Alabama Horticulture License.
 - b. Must have 5 years experience providing horticulture services.
 - c. Must have and maintain OTPS and SLP licenses.
 - d. Must have and maintain a current City of Cullman business license.
 - e. Must have and maintain 1-million-dollar per occurrence and a policy of general liability insurance coverage (to include property damage) having a combined single limit of not less than 2-million-dollars per occurrence, written by a company satisfactory to Cullman Parks, Recreation, and Sports Tourism. Such policy will list the City of Cullman dba Cullman Parks, Recreation, and Sports Tourism as an additional insured under said policy. Bidder shall furnish Cullman Parks, Recreation, and Sports Tourism with a certificate of insurance satisfactory to evidence compliance with this provision prior to being awarded said bid. Bidder waives any right of subrogation.
 - f. Must have and maintain workers compensation insurance on employees.
 - g. Must sign a hold harmless agreement.

Exceptions to this will be considered on a case-by-case basis.

3. **Administrative Procedures:**

- a. Bids should be sent to the following address:

Cullman Parks, Recreation, and Sports Tourism
ATTN: Kyle Clark
Landscape Maintenance Services (Bid #26.006)
PO Box 788
Cullman, Alabama 35056
- b. Bids must be placed in a sealed envelope and the envelope must be clearly marked "Landscape Maintenance Services Bid #26.006". **Bids will not be accepted via email or fax and will not be accepted after the listed opening date and time.**
- c. The Park Board reserves the right to reject any and all bids. Bids will be awarded on multiple criteria such as quality, service, promptness of delivery, previous service and not on price alone. On the attached response sheet, vendors are invited to offer additional product/service information (other than price) that should be considered. This could include components that exceed RFP specifications, exceptional warranty or support services offerings, etc.
- d. It is required that all interested parties schedule and complete a pre-bid meeting/tour with Michael Graveman, phone 256-339-4911, no later than February 2, 2026.
- e. No bid price shall include Federal or State taxes.
- f. All bid prices will include costs associated with shipping and handling, etc.

- g. Cullman Parks, Recreation, and Sports Tourism will not reimburse any cost incurred by vendors in developing or submitting bids.
- h. Vendors must fully explain the warranty as to what items are not covered by the warranty and the procedure for replacement of defective units.
- i. Questions should be directed to Michael Graveman, phone 256-339-4911.

4. **Minimum Bid Requirements:** Cullman Parks, Recreation, and Sports Tourism is accepting bids to perform landscape maintenance services at locations listed in Appendices A and B. Price will be per month and work performed 12 months.

- a. Price must be itemized per location.
- b. Service is required biweekly (26 visits per year).
- c. Long leaf pine straw replacement is required twice per year and the facilities requiring pine straw are listed in Appendix A.
- d. Some facilities require seasonal flowers in the spring and fall and those are listed in Appendix B.
- e. Prospective bidders must also supply a price per installed roll of pine straw, should other locations require it.

5. **Exceeding Minimum Proposal Requirements:** Vendors who exceed minimum bid requirements will be given consideration for doing so.

6. **Failure to Meet Minimum Bid Requirements:** Because of unique variations in some vendor product lines, failure to meet minimum bid requirements will not automatically eliminate a bidder from consideration. Failure to meet any minimum requirements should be explained on the response page.

APPENDIX A

Install rolls of long leaf pine straw at the following:

- Active Adult Center
- Ingle Park
- Art Park
- Skate Park
- Terri Pines
- Dog Park
- Tennis Courts
- Heritage Park

Schedule of Work:

January – February

- Dormant cut backs & pruning
- Correctional plant pruning
- Limb up trees
- Spray/pull weeds in shrub bed
- Debris/trash removal
- Turf program

March – October

- Spray/pull weeds
- Prune & deadhead plant material as needed
- Debris/trash removal

October – December

- Leaf & pinecone removal
- Spray/pull weeds in flower beds
- Cut back perennials
- Debris/trash removal

26 visits per year

Annual color twice per year (spring & fall) for facilities listed in Appendix B
2-3" of settled pine straw installed in beds twice per year

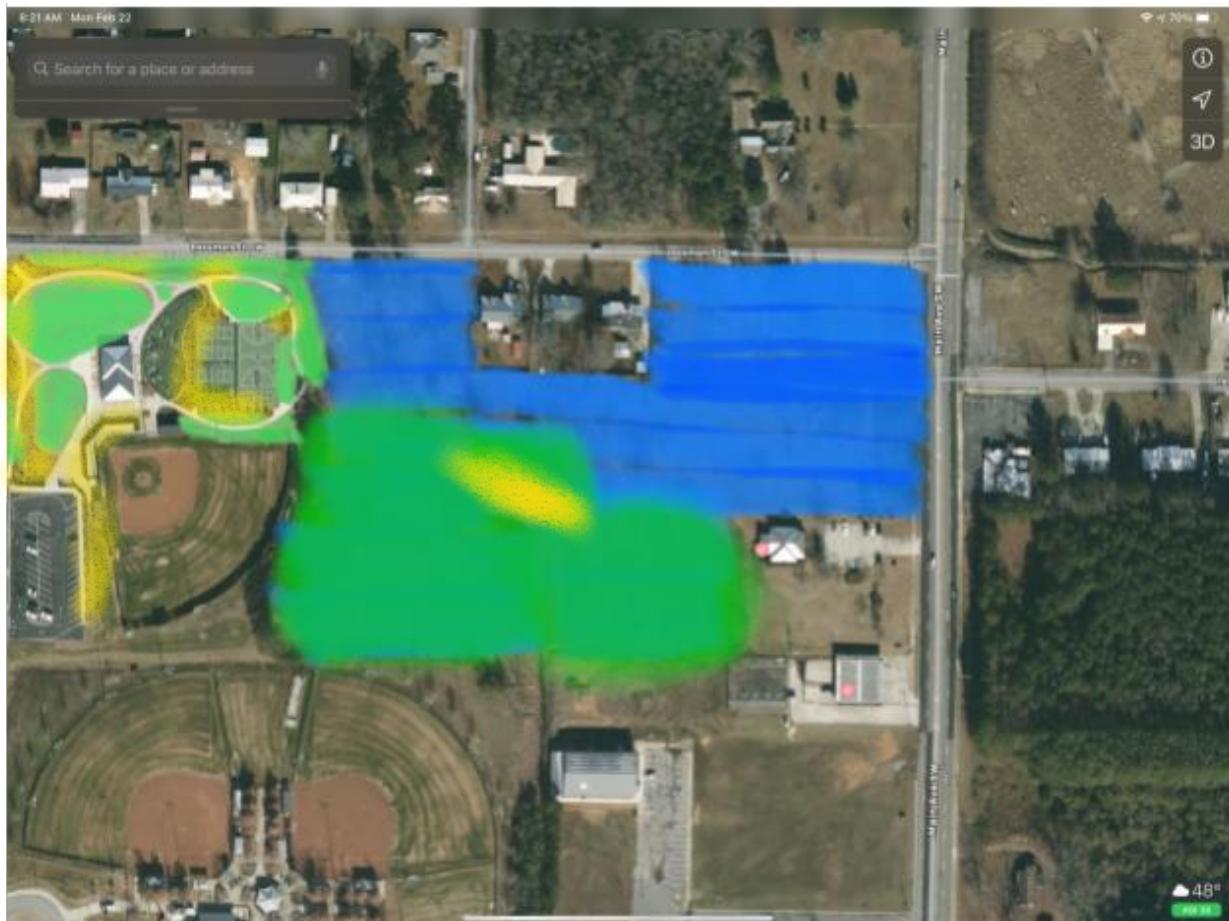
APPENDIX B

ACTIVE ADULT CENTER



KEY:	
YELLOW	ANNUAL BEDS

INGLE PARK (INCLUDING DOG PARK)



KEY:	
YELLOW	ANNUAL BEDS

ART PARK



KEY:	
YELLOW	ANNUAL BEDS

SKATE PARK



KEY:	
RED	SEMI-ANNUAL FLOWERS
YELLOW	ANNUAL BEDS

TERRI PINES



KEY:	
RED	SEMI-ANNUAL FLOWERS
YELLOW	ANNUAL BEDS

TENNIS COURTS



KEY:	
RED	SEMI-ANNUAL FLOWERS
YELLOW	ANNUAL BEDS

HERITAGE PARK



KEY:	
RED	SEMI-ANNUAL FLOWERS
YELLOW	ANNUAL BEDS

CULLMAN GYMNASTICS AND CHEER ACADEMY (CGCA)



KEY:	
RED	SEMI-ANNUAL FLOWERS
YELLOW	ANNUAL BEDS

Landscape Maintenance (Bid #26.006)

Vendor Response:

I/We have read and understand and agree to all requirements and specifications for Cullman Parks, Recreation, and Sports Tourism (Bid #26.006) except as noted below. I/We understand that failure to provide a "No Bid" response may result in disqualification from all future bids offered by Cullman Parks Recreation and Sports Tourism.

Name of vendor: _____

Printed name of person submitting bid: _____

Signature of person submitting bid: _____

Price individually per location (including long leaf pine straw)**ACTIVE ADULT CENTER****INGLE PARK****ART PARK**

PER MONTH _____

PER MONTH _____

PER MONTH _____

PER YEAR _____

PER YEAR _____

PER YEAR _____

SKATE PARK**TERRI PINES****TENNIS COURTS**

PER MONTH _____

PER MONTH _____

PER MONTH _____

PER YEAR _____

PER YEAR _____

PER YEAR _____

HERITAGE PARK**CGCA**

PER MONTH _____

PER MONTH _____

PER YEAR _____

PER YEAR _____

Price per installed roll of long leaf pine straw (other locations as needed): _____

Variation from stated minimum bid specifications are as follows:

References- (Name of organization, person to contact, phone, email)