

**Parks, Recreation & Forestry Dept.**

1900 Aviation Drive  
Waukesha, Wisconsin 53188

**Ron Grall, Director**

[rgrall@waukesha-wi.gov](mailto:rgrall@waukesha-wi.gov)

1-262-524-3737

March 1<sup>st</sup>, 2024

**OFFICIAL NOTICE TO DEALERS  
ADVERTISEMENT FOR BIDS**

**TREATMENT FOR BROADLEAF WEED CONTROL AND FERTILIZATION ON  
BOULEVARDS AND OTHER AREAS FOR THE CITY OF WAUKESHA PARKS, REC  
& FORESTRY DEPARTMENT.**

(NOTE: Spring and Fall application)

WAUKESHA, WISCONSIN 53188

**BIDS CLOSE Friday, March 1<sup>st</sup>, 2024 AT 12:00 P.M.**

Proposals can be mailed, emailed, or dropped off until **Friday, March 1<sup>st</sup>, 2024** at 12:00 P.M. at the City of Waukesha Parks, Recreation & Forestry Office and Service Center, 1900 Aviation Drive, Waukesha, Wisconsin, 53188, for furnishing all the labor, equipment and materials in connection with the:

**Treatment for Spring and Fall Broadleaf Weed Control and Fertilization**

All are in accordance with the plans and specifications on file in the Office of the Parks, Recreation, and Forestry Director.

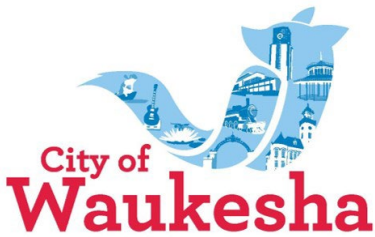
Plans, specifications, and proposal blanks may be obtained at the Office of the Director of Parks, Recreation, and Forestry.

The Parks, Recreation, and Forestry Board hereby reserves the right to accept the bid most advantageous to the City or to reject any or all bids.

**INSTRUCTIONS TO BIDDERS**

Each bidder must state in this proposal their full name and business address. If an incorporated company, the State under which the company was incorporated must be stated. Said company must be licensed to do business in the state of Wisconsin before a contract can be awarded to perform the work described in this proposal. Each proposal must be signed by the party authorized to submit it.

Each bidder must seal their proposal in an envelope that plainly states the title of the work



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for which the proposal is intended. Delivery to the Parks, Recreation, and Forestry Department at its Office must be made no later than the time specified on the Official Notice to Contractors.

No proposal will be considered which is not submitted on the regular forms furnished by the City. The bidder shall make no changes or additions thereto.

**Any of the maps provided give general locations of the areas to be treated. It is each bidder's responsibility to measure and check the boundaries of the spray area.**

Each bidder shall make their own estimate of the quantities and calculate their prices accordingly.

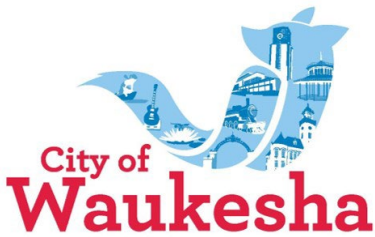
Bidders must satisfy themselves, by personal examination, or by such means as they prefer, as to the location, character, and intent of both the work and specifications. After the submission of the proposal, no complaint or claim of misunderstanding regarding the estimate of the supervisor, or the nature of the quantity of work to be done will be entertained.

A proposal will be disregarded unless the bidders show satisfactory evidence that they have been regularly engaged in the business of lawn care work as herein described.

The work shall be done under the supervision of the Grounds Supervisor and shall be pursued diligently and in a workmanlike manner. Reasonable and consistent progress must be maintained from commencement to completion thereof. The sequence of operations will be determined by the Grounds Supervisor, as deemed fit, to best serve the needs and convenience of the public.

No representations are made by the City, its officers, agents, or employees as to the existence or nature of visible or invisible surface or sub-surface difficulties, obstructions, or obstacles, whether shown on the plans or not, which may be encountered during the course of completing the work covered by the contract. The bid price for the contract, given this condition, must satisfactorily accommodate the completion thereof.

The contractor shall furnish to the City, before commencement of work, a certificate showing full coverage for Workman's Compensation insurance; a public liability insurance policy which shall cover all employees, sub-contractors, and vehicles; having a minimum single limit injury and property damage of \$1,000,000.00



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The contractor shall also carry a comprehensive general liability policy for their operations with a minimum single limit of \$1,000,000.00 injury and property damage. Also, the contractor shall have over and above said insurance, a minimum \$1,000,000.00 umbrella insurance policy coverage.

The City of Waukesha shall be named additional insured in all policies. Also, a clause will be included stating the City of Waukesha and its agents be held harmless.

The contractor shall furnish to the City, before commencement of work, copies of the business applicators license, and individual Wisconsin Department of Agriculture, Trade & Consumer Protection Applicator License for each person working under this contract. This includes but is not limited to: Administrators, mixers, transporters, and applicators.

If any person contemplating submitting a bid for the proposed work is in doubt as to the true meanings of any part of the plans, specifications, or other proposed contract documents, they may submit a written request for an interpretation thereof. The person submitting the request will be responsible for its prompt delivery. Any interpretation of the proposed documents will be made only by a duly issued addendum. Copies of such addenda will be sent to each prospective bidder.

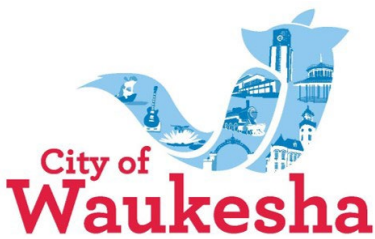
All writing shall be with ink or a typewriter, except the signature of the bidder, which shall be written with ink.

**SPECIAL PROVISIONS**

The following special provisions and revisions of any additions to certain sections and sub-sections or parts thereof of the

**CONTRACT DOCUMENTS  
FOR  
TREATMENT FOR BROADLEAF WEED CONTROL AND FERTILIZATION  
OF BOULEVARDS AND OTHER AREAS  
WAUKESHA, WISCONSIN 53188**

- ITEM NO. 1 - Prospective bidders shall inspect all parks and/or boulevard areas before submitting the quotation.
- ITEM NO. 2 - Work is to be done under the direction and subject to an inspection of the Parks, Recreation and Forestry Director or his duly authorized representative.



**Parks, Recreation & Forestry Dept.**

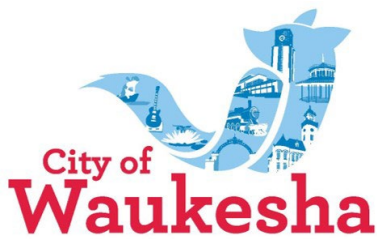
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- ITEM NO. 3 - Any number of personnel may be assigned to one job but there shall be a sufficient number to handle the job. All regulations pertaining to traffic control for street construction and maintenance operations in the City of Waukesha shall be followed.
- ITEM NO. 4 - All Wisconsin Department of Agriculture Trade and Consumer Protection regulations, laws and provisions pertaining to pesticides must be adhered to. The contractor is responsible for complying with any and all recent applicable changes to **Ag. 29, including prior notification requirements to surrounding residents.**
- ITEM NO. 5 - Spray drift or overspray will not be tolerated.
- ITEM NO. 6 - Once begun, all applications must be completed within seven (7) workdays. Special consideration, per request, will be granted to compensate for inclement weather.
- ITEM NO. 7 - **Spring applications are to be started while the broadleaf weeds are actively growing, no earlier than one week before peak dandelion bloom, and completed within seven days. Fall applications to be started while the broadleaf weeds are actively growing beginning no earlier than September 15th, 2024 and completed no later than the fourth (4th) Saturday in October.**
- ITEM NO. 8** - To coordinate WPRF mowing activities and accommodate scheduled events, the **Parks Department Supervisor must be notified 1 week before applications are to begin.** (262) 534-3722.
- ITEM NO. 9 - Contractor must provide proof of proper equipment calibration per DNR-NR  
151 requirements in writing.
- ITEM NO. 10 - Fertilizer should be used a minimum of one (1) pound of nitrogen but no more than one and one-half (1 1/2) pounds per 1000 sq. ft. to be applied per application.
- ITEM NO. 11 - Applications in park areas are to be done in an expeditious manner during early morning hours. No treatments shall be done after 10:00 A.M. in park areas.



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ITEM NO. 12 - Park areas must be posted by the contractor at the time of application and postings must remain for twenty-four (24) hours after the application is completed, or as Ag. 29 requires.

ITEM NO. 13 - Work is to be performed between the hours of 6:00 A.M. and 5:00 P.M. Monday through Friday. **Note: Areas within 500 feet of a school may be done on weekends to avoid conflict. Contact the Grounds Supervisor to schedule these exceptions prior to each application. The additional school contact will be required prior to these applications.**

ITEM NO. 14 - Work will cease when temperatures exceed 80 degrees F or wind speeds exceed 7 mph, unless appropriate "No Drift" equipment is used in the application.

**ITEM NO. 15** - Treatment will be repeated if precipitation occurs within eight (8) hours of application.

ITEM NO. 16 - Amine formulation of 2,4-D and MCPP herbicides or equivalent combination to be used.

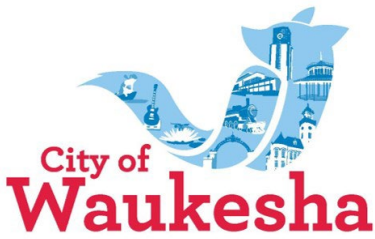
ITEM NO. 17 - A non-phosphorus-based fertilizer is to be used with the bidder supplying the analysis in writing.

ITEM NO. 18 - Formulation rates, application rates, the quantity of material used, date and time applied and completed, will be provided in writing to the City for each individual site application that is made.

**NOTE: This information shall be submitted at the completion of spring and at the completion of fall Applications and before payment is made.**

ITEM NO. 19 - All areas to be treated shall receive Broadleaf Weed Control and fertilization.

ITEM NO. 20 - All or part of the proposed bid areas may be accepted, rejected or modified in writing after the bid is awarded and before the contract is enacted.



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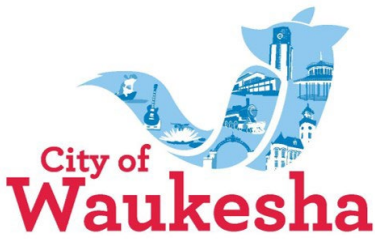
**AREAS TO BE TREATED**

**A. BOULEVARD AREAS** (2-time application)

- 1) Aviation Ave Island: Islands from Northview to Airport Road.
- 2) University Ave Islands: Islands from Northview Rd north to Silvernail Rd and from Madison to Michigan ave.
- 3) Tenny Ave. Islands: Islands from south of W. Sunset dr (2), north to Roberta Ave. Including one island North of Roberta
- 4) Springdale Islands: Islands from Bluemound Rd (hwy JJ) to Moreland Blvd.
- 5) S Grand islands: From Sunset south to Rivera Dr
- 6) Moreland Islands: South Moreland blvd. From west St Paul to Madison St.  
North Moreland blvd. From Madison to North Summit Ave.  
West Moreland blvd.  
From Summit Ave east to Delafield St.  
From Delafield east to Pewaukee Rd.  
From E. St. Paul ave to White Rock.

**B. OTHER AREAS** (2-time application)

- 1) Fire Station #3: #3 1210 Sentry Drive
- 2) Fire Station #4: #4 1700 Northview Road
- 3) Fire Station #5: #5 3051 Summit Ave
- 4) Lowell Park 2201 Michigan Ave
- 5) Merrill Crest 616 S. University Ave
- 6) Rotary Building: 1150 Baxter Street
- 7) Schuetze Building: 1120 Baxter Street: Includes area between the south parking lot driveway and the first north parking lot driveway, from the street to the front of the building and the area around the playground inside the fence.
- 8) Grede Park Wisconsin Ave and St Paul Ave.
- 9) Hoerb Park pool area 300 Springs Street



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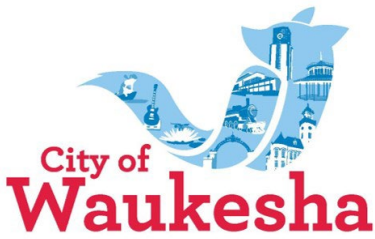
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**C. OTHER AREAS (3-time application)**

- |                             |   |
|-----------------------------|---|
| 1) Youmans Plaza:           | 200 W Broadway  |
| 2) Cutler Park:             | 321 Wisconsin Ave   |
| 3) Rivers Crossing Park:    | 3703 Rivers Crossing Dr   |
| 4) Mindiola Park North      | Corner of Carlton Pl and Estberg Ave  |
| 5) Aviation Admin building: | 1900 Aviation Drive   |
| 6) Waukesha Police Dept     | 1901 Delafield Street   |
| 7) Bethesda Park            | 560 Dunbar  |
| 8) Frame Amphitheater       | 1250 White Rock Avenue  |
| 9) Meadowview Park:         | Two multi-use fields (see map) and two entrances (on Lancaster and Emslie dr) |



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**AREAS TO BE TREATED**

<u>A) BOULEVARD AREA</u>	<u>PRICE PER APP</u>	<u>TOTAL PRICE</u>
1. <u>Aviation islands</u>	_____	_____
2. <u>University ave islands</u>	_____	_____
3. <u>Tenny Islands</u>	_____	_____
4. <u>Springdale islands</u>	_____	_____
5. <u>S. Grand Islands</u>	_____	_____
6. <u>Mooreland Blvd</u>	_____	_____
		<b><u>TOTAL A</u></b>

**B) OTHER AREAS**

1. <u>Fire Station 3</u>	_____	_____
2. <u>Fire Station 4</u>	_____	_____
3. <u>Fire Station 5</u>	_____	_____
4. <u>Lowell Park</u>	_____	_____
5. <u>Merrill Crest Park</u>	_____	_____
6. <u>Rotary Building</u>	_____	_____
7. <u>Schuetze Building</u>	_____	_____
8. <u>Grede Park</u>	_____	_____
9. <u>Hoerb Park</u>	_____	_____
		<b><u>TOTAL B</u></b>

**C) OTHER AREAS (3 time application)**

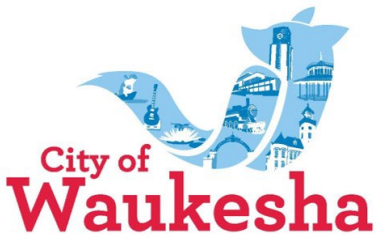
1. <u>Youmans Plaza</u>	_____	_____
2. <u>Cutler Park</u>	_____	_____
3. <u>Rivers Crossing Park</u>	_____	_____
4. <u>Mindiola Park</u>	_____	_____
5. <u>Aviation Administration building</u>	_____	_____
6. <u>Waukesha Police Dept</u>	_____	_____
7. <u>Bethesda Park</u>	_____	_____
8. <u>Frame Ampitheater</u>	_____	_____
9. <u>Meadowview Park</u>	_____	_____
		<b><u>TOTAL C</u></b>

**BIDS MUST BE SUBMITTED TO THE PARKS, RECREATION & FORESTRY OFFICE EITHER MAILED, EMAILED, OR DROPPED OFF TO 1900 AVIATION DRIVE, WAUKESHA, WISCONSIN, 53188**

**NO LATER THAN Friday, March 1<sup>st</sup>, 2024 AT 12:00 P.M.**

**BIDDERS NEED NOT BE PRESENT AT THIS TIME YOU WILL BE NOTIFIED VIA PHONE OR EMAIL OR MAIL.**





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1. DATE: \_\_\_\_\_

2. DEALER'S NAME: \_\_\_\_\_

3. DEALER'S ADDRESS: \_\_\_\_\_

4. PHONE: \_\_\_\_\_

5. EMAIL: \_\_\_\_\_

6. AUTHORIZED SIGNATURE: \_\_\_\_\_

7. TITLE: \_\_\_\_\_

TOTAL PRICE OF A                      \$ \_\_\_\_\_

TOTAL PRICE OF B                     \$ \_\_\_\_\_

TOTAL PRICE OF C                    \$ \_\_\_\_\_

TOTAL BID \$ \_\_\_\_\_

**PLEASE NOTE:**  
**THIS PRICE INCLUDES ALL SPRING & FALL APPLICATIONS.**