

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES DIVISION
OFFICE OF PROCUREMENT FROM COMMUNITY REHABILITATION PROGRAMS
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

MANDATORY USE CONTRACT FOR: Lawn Care Services, Elman Richards & Mackey Ford Access

CONTRACT No.: CRP30262

EFFECTIVE DATES: 04/13/2018 to 03/31/2021*

The Department of Administrative Services (DAS), Office of Procurement from Community Rehabilitation Programs (OPCRP) has accepted the proposal submitted in response to the Contract Number listed above by the certified Community Rehabilitation Program (CRP) and/or the certified Agent of a Community Rehabilitation Program (Agent). The CRP and/or Agent listed herein has been awarded a contract for the services or supplies listed. The respective ordering office contract approval form, [contract terms and conditions, supplemental terms and conditions](#), pricing schedules, specifications, and any attachments incorporated by reference and accepted by DAS become a part of this Mandatory Contract.

This Mandatory Contract is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Contract is renewed, terminated or cancelled in accordance with the Contract Terms and Conditions.

This mandatory contract is available to Ohio Department of Natural Resources, Division of Wildlife, 1500 Dublin Road, Columbus, OH 43215 .

This contract award by Office of Procurement from Community Rehabilitation Program is in accordance with Sections 125.60 to 125.6012 of the Revised Code.

Agencies are eligible to make purchases of the listed supplies and/or services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that agencies will purchase the volume of supplies and/or services as initially advertised or described.

State agencies may make purchases under this Mandatory Contract up to \$2500.00 using the State of Ohio Payment Card. Any purchase that exceeds \$2500.00 will be made using the official state of Ohio purchase order (ADM-0523). Any non-state agency, institution of higher education or Cooperative Purchasing member will use forms applicable to their respective agency.

This mandatory contract and any amendments thereto are available from the DAS Web site at the following address:

www.procure.ohio.gov

Signed: _____
Matthew M. Damschroder, Director Date

* This amendment is issued to terminate this contract for convenience at supplier's request effective 07/01/2020.

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SPECIFICATIONS

I. SCOPE OF WORK

To provide lawn care and trash pickup services at Richards Access, US Hwy 22, Circleville, OH 43113 and Mackey Ford River Access and Wildlife Area, State Route 762, Pickaway County, Ohio.

II. SERVICES PROVIDED

A. Richards Access Location

1. Contractor shall be deemed to have knowledge of the nature of the work and areas to be mowed.
2. Vendor shall furnish all necessary personnel, supplies and equipment to provide mowing, weed trimming and trash pickup services on the following periods/days below.
3. Vendor can choose the day of the week to perform the lawn maintenance, however weekly mowing must be performed within 6-8 days of the last mowing and biweekly mowing must be performed within 13-15 days of the last mowing. Any deviation from this schedule due to weather must be approved by District 1 Fish Management.
4. The vendor can decide the grass does not need mowed in a given week due to weather conditions like draught or severe wetness, but this must be approved by Fish Management District 1 by making a phone call to the district office.
5. Trash pickup is all trash within site of the mowed areas including rip rap, brushy areas, ditches, fishing piers etc.
6. Large items do not need to be removed by vendor such as couches, refrigerators, tires, etc. However, the vendor must contact Fish Management District 1 and inform them of the large item so it can be removed.
7. Off season trash pickup can be performed any day of the week but must be performed within 25-31 days of the last pickup.
8. Off season trash pickup does not need performed if the ground is snow covered.
9. Areas to be weed trimmed include posts, signs, curbs, sea walls and any other areas within the mowed sections that become unsightly with tall weed growth. Areas outside the maintained areas do not need to be weed trimmed.
10. Vendor can choose the day and week to weed trim, however, consecutive trims must take place within 25 -30 days of the last trim.
11. Richards Access -Map D -Vendor shall mow and remove trash from the red highlighted area
 - a. April -June every week
 - b. July -October every other week
 - c. April -October weed trim 1 time monthly
 - d. November-March trash pickup 1 time monthly

B. Mackey Ford Access and Wildlife Area

1. Contractor shall be deemed to have knowledge of the nature of the work and areas to be mowed.
2. Vendor shall furnish all necessary personnel, supplies and equipment to provide mowing and trash pickup services on the following periods/days below.
3. Vendor can choose the day of the week to perform the lawn maintenance, however weekly mowing must be performed within 6-8 days of the last mowing and biweekly mowing must be performed within 13-15 days of the last mowing. Any deviation from this schedule due to weather must be approved by District 1 Fish Management.

SPECIFICATIONS

4. The vendor can decide the grass does not need mowed in a given week due to weather conditions like draught or severe wetness, but this must be approved by Fish Management District 1 by making a phone call to the district office.
5. Trash pickup is all trash within site of the mowed areas including rip rap, brushy areas, ditches, fishing piers etc.
6. Large items do not need to be removed by vendor such as couches, refrigerators, tires, etc. However, the vendor must contact Fish Management District 1 and inform them of the large item so it can be removed.
7. Off season trash pickup can be performed any day of the week but must be performed within 25-31 days of the last pickup.
8. Off season trash pickup does not need performed if the ground is snow covered.
9. Mackey Ford Access - Vendor shall mow and remove trash at boat ramp access and wildlife area.
 - a. April-October- 2 times per month
 - b. November-March-Remove trash 1 time per month

III. WORKING HOURS

Services shall be performed Monday -Friday between the hours of 7:00 AM and 7:00 PM.

IV. DRESS CODE

Employees of the vendor must wear suitable clothing to perform services.

V. INSPECTION

Area personnel may inspect the performance of work after each occurrence.

VI. CHEMICALS

No chemicals are to be used on grounds.

VII. OTHER PROCEDURES

After all mowing/trimming operations have been completed; the premises shall be left in an orderly condition at the end of each occurrence.

At no time shall the vendor bring any items to or on ODNR properties for disposal.

VIII. BID SUBMISSION

Bid must depict cost of 1 mowing and trimming event, 1 mowing event and 1 trash pickup event per the defined map provided.

Bid submissions should be emailed to ethan.simmons@dnr.state.oh.us

IX. BASIS OF PAYMENT

Payment shall be made at quoted price monthly. Vendor must submit an invoice to ethan.simmons@dnr.state.oh.us at the beginning of every month after services have been rendered. The invoice must contain the PO number which will be provided by Fish Management District 1 at the beginning of service. There will be no payment made for services not spelled out in this document.

COST SUMMARY

ITEM NUMBER	ITEM	PRICE PER
34230	Initial Spring Trash Removal Services, Elman Richards Access State Route 22, Circleville, OH 43113	\$20.00 / per occurrence
34231	Mowing and Trash Removal Services, Elman Richards Access State Route 22, Circleville, OH 43113	\$167.00 / per occurrence
34232	Add-On Weed Trim Services, Elman Richards Access State Route 22, Circleville, OH 43113	\$5.00 / per occurrence
34233	Winter Trash Removal Services, Elman Richards Access State Route 22, Circleville, OH 43113	\$45.00 / per occurrence
34803	Mowing and Trash Removal Services, Mackey Ford River Access State Route 762, Pickaway County, OH	\$167.00 / per occurrence
34804	Winter Trash Removal Services, Mackey Ford River Access, State Route 762, Pickaway County, OH	\$45.00 / per occurrence

Submit Invoices to:

Ohio Department of Natural Resources, Division of Wildlife
1500 Dublin Road
Columbus, OH 43215

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

CONTRACT NO: CRP30262



OAKS ID: 0000132824
REMITTANCE ADDRESS:
Brooks Yates Center Diversified Opportunities
548 Lancaster Pike
Circleville, OH 43113

TERMS: Net 30 Days

CONTRACTOR'S CONTACT:

Tom Dixon

Telephone: (740) 474-1522
Fax: (740) 474-1133
Email: tdixon4748@hotmail.com

SUMMARY OF AMENDMENTS

Amendment Number	Effective Date	Description
3	07/01/2020	This amendment is issued to terminate this contract for convenience at supplier's request effective 07/01/2020.
2	09/13/2019	This amendment is issued to correct a typographical error on the cost summary page effective 09/13/2019.
1	08/01/2018	This amendment is issued to add a location to the scope of work, update the contract title and the price list effective 08/01/2018. It is also issued to add a summary of amendments page effective 08/01/2018.