



409 Landing View Dr. Wendell, NC 27591
Telephone: (919) 365-4450 www.townofwendellnc.gov

REQUEST FOR PROPOSALS

RFP #677-PW26-06

Project Title: Landscaping Services

Issue Date: March 27, 2026

Due Date: April 16, 2026 at 3:00PM ET

Issuing Department: Public Works

Direct all inquiries concerning this RFP to:

Kori Garrett

Program Administrator

Email: kgarrett@townofwendellnc.gov

Table of Contents

1	REQUEST FOR PROPOSALS	2
1.1	Introduction	2
1.2	Purpose and Background	2
1.3	Notice to Vendors Regarding RFP Terms and Conditions	2
1.4	RFP Response Timeline	2
1.5	Proposal Questions	3
1.6	Proposal Submission Requirements and Contact Information	3
1.7	Rights to Submitted Material	3
2	PROPOSALS	4
2.1	Request for Proposal Document	4
2.2	Evaluation Criteria	4
2.3	Proposal Evaluation Process	5
2.4	Final Selection	5
2.5	Notice to Proposers Regarding RFP Terms and Conditions	6
3	SCOPE OF SERVICES	6
4	COST PROPOSAL/EXECUTION OF PROPOSAL	10
5	REFERENCES	12
	INSTRUCTIONS TO VENDORS	13

1 REQUEST FOR PROPOSALS

1.1 Introduction

The Town of Wendell is issuing this Request for Proposals (RFP) to solicit qualified vendors for an all-inclusive service contract to provide landscaping services across multiple locations.

1.2 Purpose and Background

The Town of Wendell is seeking proposals for a reliable, professional, and cost-effective Landscaping contractor to provide high-quality service. Required services include mowing, edging, spraying, trimming/pruning, and mulching at multiple locations. The Contractor is responsible for providing services that meet peak seasonal workload demands and maintain all landscaped areas in an attractive and well-kept condition year-round.

1.3 Notice to Vendors Regarding RFP Terms and Conditions

It shall be the Vendor’s responsibility to read the Instructions, all relevant exhibits and attachments, and any other components made a part of this RFP and comply with all requirements and specifications herein. Vendors are also responsible for obtaining and complying with all Addenda and other changes that may be issued in connection with this RFP.

If Vendors have questions, issues, or exceptions regarding any term, condition, or other component within this RFP, those must be submitted as questions in accordance with the instructions in [Section 1.6 Proposal Questions](#). If the Town determines that any changes will be made as a result of the questions asked, then such decisions will be communicated in the form of an RFP addendum. The Town may also elect to leave open the possibility for later negotiation and amendment of specific provisions that have been addressed during the question submission period. Other than through this process, the Town rejects and will not be required to evaluate or consider any additional or modified terms and conditions submitted with the Vendor’s proposal. This applies to any language appearing in or attached to the document as part of the Vendor’s proposal that purports to vary any terms and conditions or Vendor Instructions herein or to render the proposal non-binding or subject to further negotiation. Vendor’s proposal shall constitute a firm offer. By execution and delivery of this RFP Response, the Vendor agrees that Vendor is prepared to enter into a contract should Town select the Vendor’s proposal and that any additional or modified terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect, and will be disregarded. Noncompliance with, or any attempt to alter or delete, this paragraph shall constitute sufficient grounds to reject Vendor’s proposal as nonresponsive.

If a Vendor desires modification of the terms and conditions of this solicitation, it is urged and cautioned to inquire during the question period, in accordance with the instructions in this RFP, about whether specific language proposed as a modification is acceptable to or will be considered by the Town. Identification of objections or exceptions to the Town’s terms and conditions in the proposal itself shall not be allowed and shall be disregarded or the proposal rejected.

1.4 RFP Response Timeline

The RFP process shall adhere to the following schedule:

RFP Process	Date and time	
RFP Posted	March 27, 2026	
Proposers Written Questions Due	April 6, 2026	5:00 pm
Town Responses to Proposers questions	April 9, 2026	
Proposal Submission Deadline	April 16, 2026	3:00 pm

Note: All times shown as Eastern Time (ET).

1.5 **Proposal Questions**

Upon review of the RFP documents, Vendors may have questions to clarify or interpret the RFP in order to submit the best proposal possible. To accommodate the Proposal Questions process, Vendors shall submit any such questions by the above due date. The Town will not entertain any further questions after the due date. **Written questions shall be emailed to kgarrett@townofwendellnc.gov by the date and time specified above.** Vendors should enter “RFP #677-PW26-06: Questions” as the subject for the email. Questions submittals should include a reference to the applicable RFP section and be submitted in the format shown below:

Reference	Vendor Question
RFP Section, Page Number	Vendor question ...?

Questions received prior to the submission deadline date, the Town’s response, and any additional terms deemed necessary by the Town will be posted in the form of an addendum to the North Carolina Electronic Vendor Portal (eVP), <https://evp.nc.gov/solicitations>, and shall become an Addendum to this RFP. No information, instruction or advice provided orally or informally by any Town personnel, whether made in response to a question or otherwise in connection with this RFP, shall be considered authoritative or binding. Vendors shall rely *only* on written material contained in an Addendum to this RFP.

1.6 **Proposal Submission Requirements and Contact Information**

Electronic responses ONLY will be accepted through the [NC eVP website](#). Interested parties must be logged in to submit proposals electronically. Registration information is available at [NC Electronic Vendor Portal \(eVP\)](#). It shall be the Vendor’s sole responsibility to ensure access to the NC eVP website and for submission by the designated time. Proposals must be clearly marked with the name of the submitting company, the RFP number and RFP title. Proposers must submit one (1) *electronic version, submitted as a viewable and printable Adobe Portable Document File (PDF)*.

Submissions that do not comply with the stated submission method will be deemed non-responsive. The Town reserves the right to reject any or all proposals for any reason and to waive any informality it deems in its best interest. Any requirements in the RFP that cannot be met must be indicated in the proposal. Proposers must respond to the entire Request for Proposals (RFP). An incomplete proposal may be eliminated from consideration at the discretion of Wendell.

Proposals must follow the format as defined in [Section 2 PROPOSALS](#).

Respondents are cautioned not to make changes to any of the terms and conditions in this solicitation. Doing so may render a Respondent’s proposal unacceptable and unresponsive for the award. Questions and inquiries must be made in writing as outlined in Section 1.

1.7 **Rights to Submitted Material**

All proposals, responses, inquiries, or correspondence relating to or in reference to this RFP, and all reports, charts, and other documentation submitted by Proposers (other than materials submitted as and qualifying as trade secrets under North Carolina law) shall become the property of the Town when received and the entire proposal shall be subject to the public records laws of the State of North Carolina except where a proper trade secrets exception has been made by the Proposer in accordance with the procedures allowed by North Carolina law.

The Town reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the Proposer of the conditions contained in this Request for Proposal.

2 PROPOSALS

Responses must follow the format outlined herein. The Town may reject as non-responsive at its sole discretion any proposal or any part thereof that is incomplete, inadequate in its response, or that departs in any substantive way from the required format. Proposal responses shall be organized in the following manner:

1. Cover Letter/Letter of Intent

Respondents shall submit a clear and concise response identifying the legal entity that would enter into the Contract with the Town, to include the following information:

- a. Full Legal Name of the Vendor
- b. Primary contact person working on the Town's behalf and their contact information
- c. The Vendor's contact information
- d. Why the Town should select the Firm for this work
- e. Acknowledgement of any Addenda (if applicable)

2. Qualification and Experience

The Proposer should describe its track record in performing services comparable to those specified in the RFP and other information relevant to making a determination as to the ability of the Proposer to perform these services. List at least three (3) references for contracts in the past five (5) years similar to the scope and size of the project specified herein.

3. Project Understanding and Approach

This section shall include a brief summary of the Proposer's understanding of the scope of services presented in this RFP and emphasize any unique aspects or strengths of the Proposal.

4. Organization, Staffing and Certifications

This section must include the proposed staffing and deployment and organization of personnel to be assigned to this project. The Proposer shall provide information as to the qualifications and experience of all personnel to be assigned to this project. For proposed subcontractors, please provide the name of each vendor, the office location, contact name and telephone number, and the services to be provided.

5. Cost Proposal

Complete, Sign and Submit Cost Proposal/Execution of Proposal section number 4. Proposals shall include pricing for the scope of work, all labor, time, and materials. Sales Tax shall not be included in any proposed prices. The Town is not tax-exempt and will pay sales tax where applicable. Any applicable Sales tax shall be invoiced as a separate item.

2.1 Request for Proposal Document

The RFP is comprised of the base RFP document, any attachments, and any addenda released before Contract award. All attachments and addenda released for this RFP in advance of any Contract award are incorporated herein by reference.

2.2 Evaluation Criteria

This is not a bid. There will not be a public bid opening. Proposals will be evaluated based on the following criteria:

Criteria	(a) Weight	(b) Score (0-3)	(a) x (b) Weighted Score
Qualifications and Experience	40%		
Project understanding and approach	10%		
Organization and Staffing	10%		
Cost Proposal	40%		
Final Score			

Score Points

0- Missing or Does Not Meet Expectation

2- Meets Expectation

1- Partially Meets Expectation

3- Exceeds Expectation

2.3 Proposal Evaluation Process

The Town shall review all Vendor responses to this RFP to confirm that they meet the specifications and requirements of the RFP.

All proposals must be received by the issuing agency not later than the date and time specified on the cover sheet of this RFP.

At that date and time, the package containing the proposals from each responding firm will remain sealed and opened at the time of review. Interested parties are cautioned that these costs and their components are subject to further evaluation for completeness and correctness and therefore may not be an exact indicator of a Vendor's pricing position.

At their option, the evaluators may request oral presentations or discussion with any or all Vendors for the purpose of clarification or to amplify the materials presented in any part of the proposal. Vendors are cautioned, however, that the evaluators are not required to request presentations or other clarification, and often do not. Therefore, all proposals should be complete and reflect the most favorable terms available from the Vendor.

Proposals will generally be evaluated according to completeness, content, and experience with similar projects, the ability of the Vendor and its staff, and cost. Specific evaluation criteria are listed in 2.2 EVALUATION CRITERIA, above.

Vendors are cautioned that this is a request for offers, not an offer or request to contract, and the Town reserves the unqualified right to reject any and all offers at any time if such rejection is deemed to be in the best interest of the Town.

2.4 Final Selection

Proposals will be reviewed after opening and will be ranked in order of choice. A recommendation will then be presented to the Town Manager for approval to negotiate a contract with the #1 choice and, if unsuccessful, to then pursue negotiations with the #2 choice. All Proposers will be notified of their standing following the Town's decision. Price quoted must be held firm for ninety (90) days after the RFP is due. The Town reserves the right to make an award without further discussion of the proposal submitted. The Town shall not be bound or in any way obligated until both parties have executed a contract. The Town also reserves the right to delay the award of a contract or to not award a contract. The RFP may be awarded by individual task or total proposal, whichever is most advantageous to the Town of Wendell.

The general conditions and specifications of the RFP and the selected proposal, as amended by agreement between the Town and the selected Proposer, including e-mail or written correspondence relative to the RFP, may become part of the contract documents. Failure of the awarded Contractor to perform as represented may result in elimination of the Contractor from competition or in contract cancellation or termination.

2.5 Notice to Proposers Regarding RFP Terms and Conditions

It shall be the Proposer's responsibility to read the Instructions, the Town's terms and conditions, all relevant exhibits and attachments, and any other components made a part of this RFP and comply with all requirements and specifications herein. Proposers are also responsible for obtaining and complying with all addenda and other changes that may be issued in connection with this RFP.

3 SCOPE OF SERVICES

These specifications provide for accomplishing landscaping services in a professional and workmanlike manner, in strict and complete compliance with these specifications and subject to the terms and conditions of the resulting contract.

GENERAL SPECIFICATIONS

The contractor will provide comprehensive landscaping services, including mowing, edging, trimming/pruning, and spraying multiple locations. The contractor is responsible for removing all litter and debris before and after each mowing service.

Bagging of grass clippings is not required; however, the contractor must ensure clippings are not blown into any walkways, flower beds, sidewalks, driveways, roadways or parking lots.

The contractor will be responsible for the replacement of any trees, shrubs or bushes damaged due to improper mowing or edging practices. The contractor must promptly repair, at their own expense, any damage to turf and vegetation.

All grass will be mowed to maintain a uniform height between two (2) to three (3) inches. Trimmers will be used in areas that cannot be reached by mowing equipment.

In the event that any trees or shrubs require replacement, the contractor shall notify the Town and submit a written replacement proposal for approval prior to performing any work.

Location and Schedule: See Exhibit A for list of Locations and Exhibit B for Location Maps.

Service Schedule :

- Weekly from April 1st -October 31st
- Monthly from November 1st-March 31st

(Monday is the preferred day for the Senior Center and Future Police Department Site).

The Town reserves the right to reschedule/cancel any visit deemed unnecessary due to inclement weather or due to severe drought conditions.

No services are to be performed on the holidays identified below. The Contractor is responsible for rescheduling and completing all required services on an alternate day within the same week.

Independence Day	July 4 th , 2026
Labor Day	September 7 th , 2026

Veterans Day	November 11 th , 2026
Thanksgiving	November 26 th -27 th , 2026
Christmas	December 23 rd -25 th , 2026
New Years Day	January 1 st , 2027
MLK Jr's Birthday	January 18 th , 2027
Good Friday	March 27 th , 2027
Memorial Day	May 31 st , 2027
Juneteenth	June 18 th , 2027

Staffing: Contractors must be licensed by the North Carolina Landscape Contractors' Licensing Board. Work may require a crew of two to five (2-5) skilled landscape workers per project, with staffing levels determined by the specific scope and seasonal workload demands.

Supplies and Equipment: Contractors are required to provide all equipment necessary to complete the services listed, to include furnishing all labor, tools, specialized equipment, material, supplies, supervision and transportation.

1. WENDELL BOULEVARD

Mow all medians and shoulders from the intersection of Old Battle Bridge Road, Wendell Boulevard, and the median just east of Highway 97, continuing to Three Sisters Road, just west of the Leith Dealership and short of the third stoplight on 64 Business.

Mowing height shall be no less than three (3) inches. Edge all natural areas to maintain a clean and professional appearance of the beds. Apply weed control treatments as needed. Prior to mowing, collect and remove all trash and debris accumulated in the medians.

Prune and trim the Crepe Myrtles, other trees and shrubbery annually.

Mulch the natural areas once per year between January and March using triple-shredded natural mulch that matches the existing color and quality. Mulch shall be applied at a minimum depth of two (2) inches (approximately 1170 square feet). The Contractor is responsible for supplying the mulch for the natural area and providing all labor necessary to install it neatly within the beds.

2. SENIOR CENTER

Mow all the grass areas within the boundaries described at a height not exceeding three (3) inches. Edge along buildings, sidewalks, curb lines, and natural areas. Trim along building edges, steps, walls, fences, and sidewalk areas to maintain a neat, uniform appearance while avoiding damage to trees and shrubs.

Blow off all sidewalks and hardscape surfaces, leaving them clean and visually appealing. Apply weed control treatments as needed in areas where edging and trimming are not feasible, as well as in mulch and flower beds.

Prune and trim all ornamental grasses and shrubbery at least once per year.

During each service visit, remove and properly dispose of all trash, fallen limbs, sticks, branches, leaves, and other debris from the site.

3. **FUTURE POLICE DEPARTMENT SITE**

Mow all grass areas within the described boundaries to a height not exceeding eight (8) inches. Edge along curb lines and trim the edges of natural areas to maintain a neat and well-kept appearance, ensuring that no damage is caused to trees or shrubs.

Blow off curb lines, leaving the area clean and attractive. During each service visit, remove and properly dispose of all trash, fallen limbs, sticks, branches, leaves, and other debris from the site.

4. **GREENMOUNT CEMETERY**

Mow approximately 5.85 acres in and around Greenmount Cemetery. Mowing height shall not exceed three (3) inches. Blow off the headstones to remove any grass clippings immediately after mowing. Clippings shall be removed as soon as possible following each service. String trim around the headstones and monuments.

Apply weed killer to control weeds on only the gravel roads within the cemetery. No weed control applications should be used in the turf areas or around any headstones or monuments.

Prior to mowing, remove all trash, fallen limbs, sticks, branches, leaves, and dispose of them properly.

At no time should any landscaping equipment touch, bump, scrape, or otherwise make contact with any headstone or monument. Landscaping equipment should be operated in a manner that prevents any contact. The contractor must promptly notify the Town of any damage to the headstones or monuments. Contractor will be responsible for the cost of repairing any damage to headstones or monuments.

On a monthly basis, the contractor will be responsible for clearing and removing all flowers, both living and artificial, when they become wilted, impaired, or unsightly. Remove any stones, plantings, obstacles, or ornamental decorations other than approved markers or monuments. See Town of Wendell Ordinances sections: Sec. 8-29. - Removal of floral arrangements & Sec. 8-83. - Stones, plantings, or obstacles:

https://library.municode.com/nc/wendell/codes/code_of_ordinances?nodeId=PTIICOOR_CH8CE

5. **PARK & RIDE**

Mow and edge weekly, and spray weeds as needed.

Prior to mowing, remove and properly dispose of all trash, fallen limbs, sticks, branches, leaves, and other debris from the site.

6. **GRASS ABATEMENT**

Contractor will provide grass and vegetation abatement services for designated vacant or neglected parcels on an as needed on-call basis. Services generally include removal, cutting, and control of overgrown vegetation such as tall grass, weeds, brush, and, when applicable, invasive plant species. The primary objectives are to reduce fire, health, and safety hazards and to maintain a clean, well-kept appearance on the properties.

The Contractor shall ensure the designated area complies with the following vegetation height limits:

- Improved property: Grass or weeds shall not exceed eight (8) inches in height.
 - Unimproved property: Grass or weeds shall not exceed twenty-four (24) inches in height.
- Vegetation that constitutes or threatens to cause a hazard detrimental to public health or safety shall be removed or abated, including noxious weeds, brush, or unmanaged growth.

Upon notification by the Town, the Contractor must complete all requested abatement work within seven (7) calendar days, unless otherwise approved in writing. If the Contractor arrives on site and the designated area has already been serviced by another party, the Town shall pay the pre-approved mobilization fee to the Contractor in lieu of full-service payment.

Prior to mowing, remove and properly dispose of all trash, fallen limbs, sticks, branches, leaves, and other debris from the site.

7. GENEARL COMMONS AREAS THROUGH TOWN (per Exhibit A & B):

Mow weekly as needed throughout the growing season. Each visit shall include mowing, string trimming, and edging. Blow all grass clippings from streets and hard surfaces, leaving the area clean and well-maintained. Remove and properly dispose of all trash, debris, fallen limbs, sticks and branches, leaves at each visit. Maintain a neat and attractive appearance year-round.

INSURANCE REQUIREMENTS

Successful Contractor shall procure and maintain, for the duration of the contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work by the Contractor, his agents, representatives, or employees, if applicable.

MINIMUM LIMITS OF INSURANCE:

Minimum limits of insurance coverage are:

General Liability	\$1,000,000 per occurrence/ \$2,000,000 aggregate
Commercial Automobile Liability	\$1,000,000 CSL
Commercial Excess/Umbrella Liability	\$1,000,000 per occurrence
Workers' Compensation	Statutory Limits
Employer's Liability	\$500,000 per occurrence

A successful Contractor will be required to provide a Certificate of Insurance with the Town, its elected officials, officers, employees and volunteers listed as additional insured.

4 COST PROPOSAL/EXECUTION OF PROPOSAL

Description	Frequency	*Weekly Price	**Monthly Price	Annual Total
Wendell Boulevard –Mowing	Per Service Schedule	\$ _____	\$ _____	\$ _____
Wendell Boulevard – Trees & Shrubbery	Yearly	N/A	N/A	\$ _____
Wendell Boulevard – Mulch	Yearly	N/A	N/A	\$ _____
Senior Center – Mowing	Per Service Schedule	\$ _____	\$ _____	\$ _____
Police Dept Site – Mowing	Per Service Schedule	\$ _____	\$ _____	\$ _____
Greenmount Cemetery – Mowing	Per Service Schedule	\$ _____	\$ _____	\$ _____
Park & Ride – Mowing	Per Service Schedule	\$ _____	\$ _____	\$ _____
Park & Ride – Mulch	Yearly	N/A	N/A	\$ _____
Grass Abatement	Per Acre	\$ _____	N/A	N/A
	Minimum Charge	\$ _____		
	Mobilization Fee	\$ _____		
General Common Areas – Mowing	Per Service Schedule	\$ _____	\$ _____	\$ _____

Service Schedule –

*Weekly from April 1st -October 31st

**Monthly from November 1st-March 31st

For services performed semi-annually and/or annually, payment will be made after services are completed and an invoice is received from the contractor. The Town shall not be obliged to pay the contractor any payments, fees, expenses, or compensation other than those authorized by this section.

By submitting this proposal, the potential contractor certifies the following:

- This proposal is signed by an authorized representative of the firm.
- The cost and availability of all equipment, materials, and supplies associated with performing the services described herein have been determined and included in the proposed cost.
- All labor costs, direct and indirect, have been determined and included in the proposed cost.
- The potential contractor has read and understands the conditions set forth in this RFP including general conditions/service terms, any addenda, and all attached exhibits and agrees to them with no exceptions.

By: _____
(Signature)

Name: _____
(Printed)

Company Name: _____

Title: _____

Date _____

5 REFERENCES

Offeror must supply (3) three Governmental Agency or Private Company references for which Landscaping Services have been performed during the past (5) five years. Offerors are cautioned to provide accurate reference information. References will be checked during the evaluation period.

OFFEROR: _____

CITY, STATE, ZIP: _____

Reference # 1

Firm Name & Contact Name: _____

Business Address _____

City: _____ State: _____ Zip Code: _____

Phone Number: (____) _____

Email Address: _____

Reference # 2

Firm Name & Contact Name: _____

Business Address _____

City: _____ State: _____ Zip Code: _____

Phone Number: (____) _____

Email Address: _____

Reference # 3

Firm Name & Contact Name: _____

Business Address _____

City: _____ State: _____ Zip Code: _____

Phone Number: (____) _____

Email Address: _____

INSTRUCTIONS TO VENDORS

1. **READ, REVIEW AND COMPLY**: It is the Vendor's responsibility to read this entire document, review all enclosures and attachments, and any addenda thereto, and comply with all requirements specified herein, regardless of whether they appear in these Instructions to Vendors or elsewhere in this RFP document.
2. **ACCEPTANCE AND REJECTION**: The Town reserves the right to reject any and all proposals, to waive any informality in proposals and, unless otherwise specified by the Vendor, to accept any item in the proposal. If either a unit price or an extended price is obviously in error and the other is obviously correct, the incorrect price will be disregarded.
3. **BASIS FOR REJECTION**: The Town reserves the right to reject any and all offers, in whole or in part, by deeming the offer unsatisfactory as to quality or quantity, delivery, price or service offered, non-compliance with the requirements or intent of this solicitation, lack of competitiveness, error(s) in specifications or indications that revision would be advantageous to the Town, cancellation or other changes in the intended project or any other determination that the proposed requirement is no longer needed, limitation or lack of available funds, circumstances that prevent determination of the best offer, or any other determination that rejection would be in the best interest of the Town.
4. **EXECUTION**: Failure to sign the EXECUTION PAGE in the indicated space will render the proposal non-responsive, and it shall be rejected.
5. **ORDER OF PRECEDENCE**: In cases of conflict between specific provisions in this solicitation or those in any resulting contract, the order of precedence shall be (high to low): (1) The Contract Terms, (2) RFP Terms, (3) Instructions in INSTRUCTIONS TO VENDORS, and (4) Vendor's Proposal.
6. **INFORMATION AND DESCRIPTIVE LITERATURE**: Vendor shall furnish all information requested and, in the spaces, provided in this document. Further, if required elsewhere in this proposal, each Vendor must submit with their proposal sketches, descriptive literature and/or complete specifications covering the products offered. References to literature submitted with a previous proposal or available elsewhere will not satisfy this provision. Proposals that do not comply with these requirements shall be subject to rejection without further consideration.
7. **MINORITY WOMEN BUSINESS ENTERPRISES (MWBE)**: The Town invites and encourages participation in this procurement process by minority women business enterprises (MWBE) in accordance with North Carolina General Statute 143-129.
8. **CONFIDENTIAL INFORMATION**: To the extent permitted by applicable statutes and rules, the Town will maintain confidential trade secrets that the Vendor does not wish disclosed. As a condition to confidential treatment, each page containing trade secret information shall be identified in boldface at the top and bottom as "CONFIDENTIAL" by the Vendor, with specific trade secret information enclosed in boxes or similar indication. Cost information shall not be deemed confidential under any circumstances. Regardless of what a Vendor may label as a trade secret, the determination whether it is or is not entitled to protection will be made in accordance with G.S. 132-1.2. Any material labeled as confidential constitutes a representation by the Vendor that it has made a reasonable effort in good faith to determine that such material is, in fact, a trade secret under G.S. 132-1.2. Vendors are urged and cautioned to limit the marking of information as a trade secret or as confidential so far as is possible.
9. **COMMUNICATIONS BY VENDORS**: In submitting its proposal, the Vendor agrees not to discuss or otherwise reveal the contents of its proposal to any source, government or private, outside of the using or issuing agency until after the award of the Contract or cancellation of this RFP. All Vendors are forbidden from having any communications with the using or issuing agency, or any other

representative therein, concerning the solicitation, during the evaluation of the proposals (i.e., after the public opening of the proposals and before the award of the Contract), unless the Town directly contacts the Vendor(s) for purposes of seeking clarification or another reason permitted by the solicitation. A Vendor shall not: (a) transmit to the issuing and/or using agency any information commenting on the ability or qualifications of any other Vendor to provide the advertised good, equipment, commodity; (b) identify defects, errors and/or omissions in any other Vendor's proposal and/or prices at any time during the procurement process; and/or (c) engage in or attempt any other communication or conduct that could influence the evaluation and/or award of the Contract that is the subject of this RFP. Vendors not in compliance with this provision may be disqualified, at the option of the Town, from the Contract award. Only communications with the using agency or issuing agency authorized by this RFP are permitted.

10. **WITHDRAWAL OF PROPOSAL**: A Proposal may be withdrawn only in writing and actually received by the office issuing the RFP prior to the time for the opening of Proposals identified on the cover page of this RFP (or such later date included in an Addendum to the RFP). A withdrawal request must be on the Vendor's letterhead and signed by an official of the Vendor authorized to make such a request. Any withdrawal request made after the opening of Proposals shall be allowed only for good cause shown and in the sole discretion of the Town.
11. **INFORMAL COMMENTS**: The Town shall not be bound by informal explanations, instructions or information given at any time by anyone on behalf of the Town during the competitive process or after award. The Town is bound only by information provided in this RFP and in formal Addenda issued through the eVP website.
12. **COST FOR PROPOSAL PREPARATION**: Any costs incurred by the Vendor in preparing or submitting offers are the Vendor's sole responsibility; the Town will not reimburse any Vendor for any costs incurred prior to award.
13. **VENDOR'S REPRESENTATIVE**: Each Vendor shall submit with its proposal the name, address, and telephone number of the person(s) with authority to bind the firm and answer questions or provide clarification concerning the firm's proposal.
14. **SUBCONTRACTING**: Unless expressly prohibited, a Vendor may propose to subcontract portions of the work to identified subcontractor(s), provided that its proposal clearly describes what work it plans to subcontract and that Vendor includes in its proposal all information regarding employees, business experience, and other information for each proposed subcontractor that is required to be provided for Vendor itself.
15. **INSPECTION AT VENDOR'S SITE**: The Town reserves the right to inspect, at a reasonable time, the equipment/item, plant, or other facilities of a prospective Vendor prior to Contract award, and during the Contract term as necessary, for the Town determination that such equipment/item, plant or other facilities conform with the specifications/requirements and are adequate and suitable for the proper and effective performance of the Contract.

Attachment A

Landscaping Area	Address
Wendell Boulevard	From the intersection of Old Battle Bridge Road, Wendell Boulevard and median just East of Highway 97 to Three Sisters Rd, just West of the Leith Dealership and short of the third stop light on 64 business
Senior Center	323 Lake Drive
Police Department Site	3000 Wendell Boulevard
Greenmount Cemetary	536 W. Academy Street and 0 Industrial Drive
Park-and-Ride	7 N. Oakwood Avenue

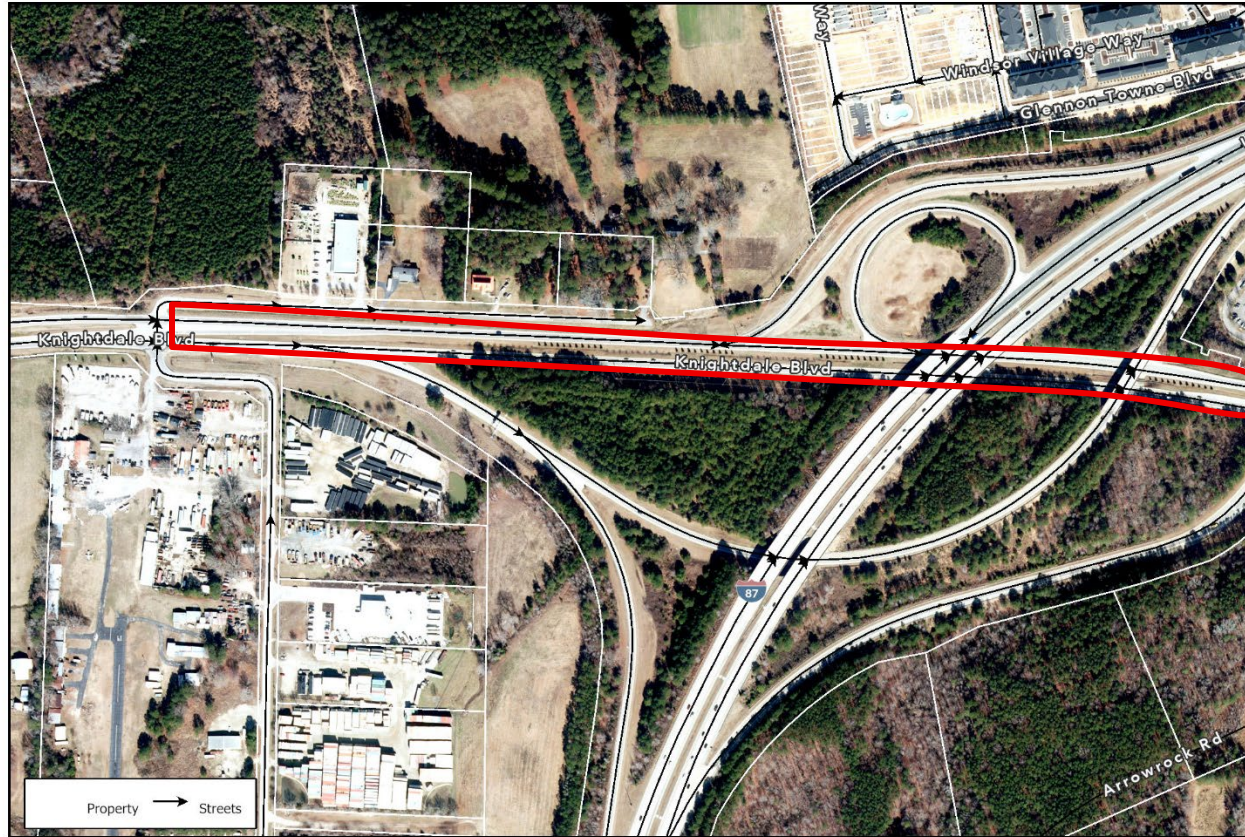
General Common Areas Grass Routes:

2859 Wendell Blvd (Subway) stopping at Hankdale Way (north shoulder)
 Stop light at Liles Dean to City Limit sign (2750 Wendell Blvd)
 600 Industrial to City Limit sign on right & left side; weed eat sign area (NCDOT right of way)
 Island at intersection of Wendell Blvd & Marshburn Rd (3169 Wendell Blvd)
 From exit of Snappy Lube (2903 Wendell Blvd) to sewer top on Hanor Ln to include ditch bank (NCDOT right of way)
 From Post Office (40 Hanor Ln) to Marshburn Rd west bound (NCDOT right of way) Edge the sidewalks in the Town and DOT ROW
 From property line at 962 Marshburn Rd to Todd Ln (ditch bank) (NCDOT right of way)
 Weed eat wood line on Marshburn Rd between Todd Rd and Stratford Dr (left side) (NCDOT right of way)
 On Marshburn Rd from Hanor Ln to 621 Marshburn Rd on right hand side
 End of sidewalk both sides at 20 Stratford to Green Willow Circle
 Baron Dr from Main St (left side) to the watershed; on right side from culvert exit down right of way to apartment entrance
 On Wendell Blvd starting at Whitley Way down Wendell Blvd both sides to 1637 Mac Todd (NCDOT right of way)
 1637 Mac Todd Rd cut both sides in front of and behind guardrails (NCDOT right of way)
 4405 Wendell Blvd to include water way both sides of road to 4401 Wendell Blvd (NCDOT right of way)
 Crosswalk at 4230 Wendell Blvd. North side of Wendell Blvd.
 Dead end at Cedarmere Dr
 From 1 Deer Lake to back of property corner at 4431 Wendell Blvd right side
 Manhole on Cedarmere Dr to property line
 Weed eat around dead-end sign on Raymond Dr
 Selma Rd from Wendell Blvd both sides to 3rd street (NCDOT right of way) Edge the sidewalks in the Town and DOT ROW
 Hall St dead end
 Weed eat Bobbitt St dead end (X2)
 Griffin and Hillcrest ROW dead end
 Selma Rd at end of Lion's Club to gas marker (NCDOT right of way)
 City Limit sign and grass patch Selma Rd (NCDOT right of way) Wooded lot beside 411 S. Selma Rd.
 Hollybrook from Boxley Dr to Compacta Dr from road to fence (NCDOT right of way) Make sure to get all the way to the neighborhood sign at Boxely.
 Hollybrook from Darecrest (skipping white house) to Mayor's Ln from road to fence
 From Boxley Dr, north West side of Main to dead end signs
 320 S Main street Dead end from end of street to the storm water ditch.
 Water way left and right-side S. Main St dead end
 Weed Eat the ditch bank on Fowlkes St at Stormwater culvert
 ROW on Haywood at Pine St both sides
 Wendell Falls Parkway from Landing Place to bridge under guardrails before golf course on left side; right side from end of sidewalk to end of bridge (NCDOT right of way)
 Wendell Falls Parkway at Martin Pond Rd west bound from Zoso Ave to Martin Pond (Veterinary Office) (NCDOT right of way)
 Median at Wendell Falls and Martin Pond (NCDOT right of way)
 South/East bound side of Wendell Falls from Martin Pond Rd at white pipes to just before lane ending sign (NCDOT right of way)
 Elk Falls Dr on left side down sidewalk to Broken Falls Ln (NCDOT right of way) Edge the sidewalks in the Town and DOT ROW
 S. Hollybrook Rd. from Hollybrook park to Jasmine St.

TOWN OF WENDELL LANDSCAPING SCOPE MAPS

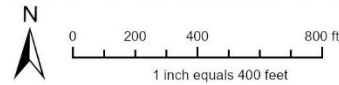


Wendell Blvd. (Page 1)



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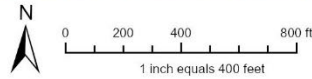
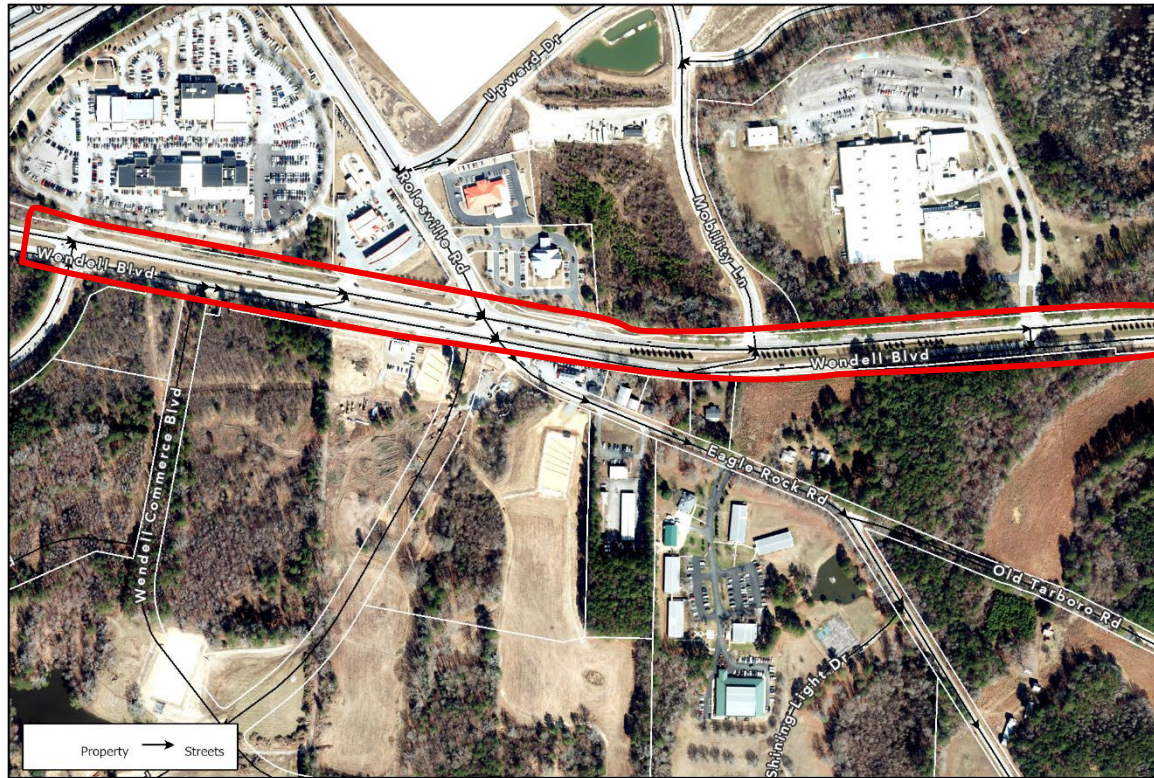


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Wendell Blvd (Page 2)



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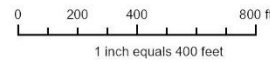
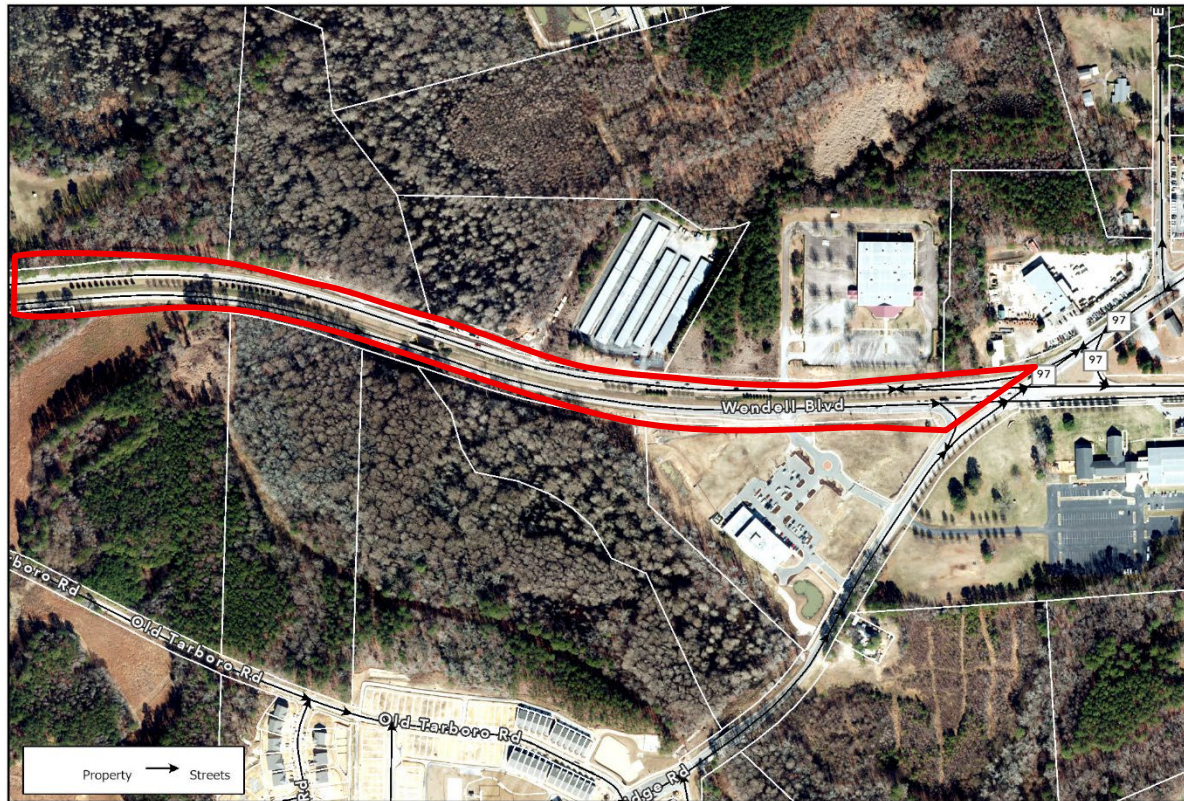
TO

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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Wendell Blvd (Page 3)



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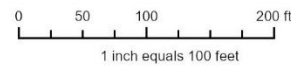
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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Senior Center (323 Lake Dr.)



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TOWN OF WENDELL LANDSCAPING SCOPE MAPS

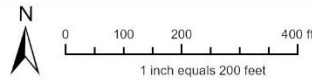


Future Police Dept. (3000 Wendell Blvd.)



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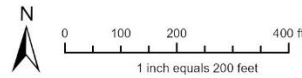


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Greenmount Cemetery



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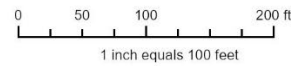
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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Park and Ride Lot (7 N Oakwood Ave)

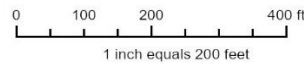


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



2859 Wendell Blvd. (Subway) stopping at Hankdale way (North Shoulder)

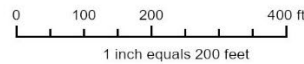


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Stop light at Liles Dean to City Limit sign (2750 Wendell Blvd)

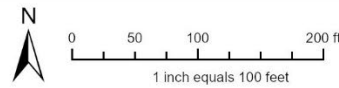
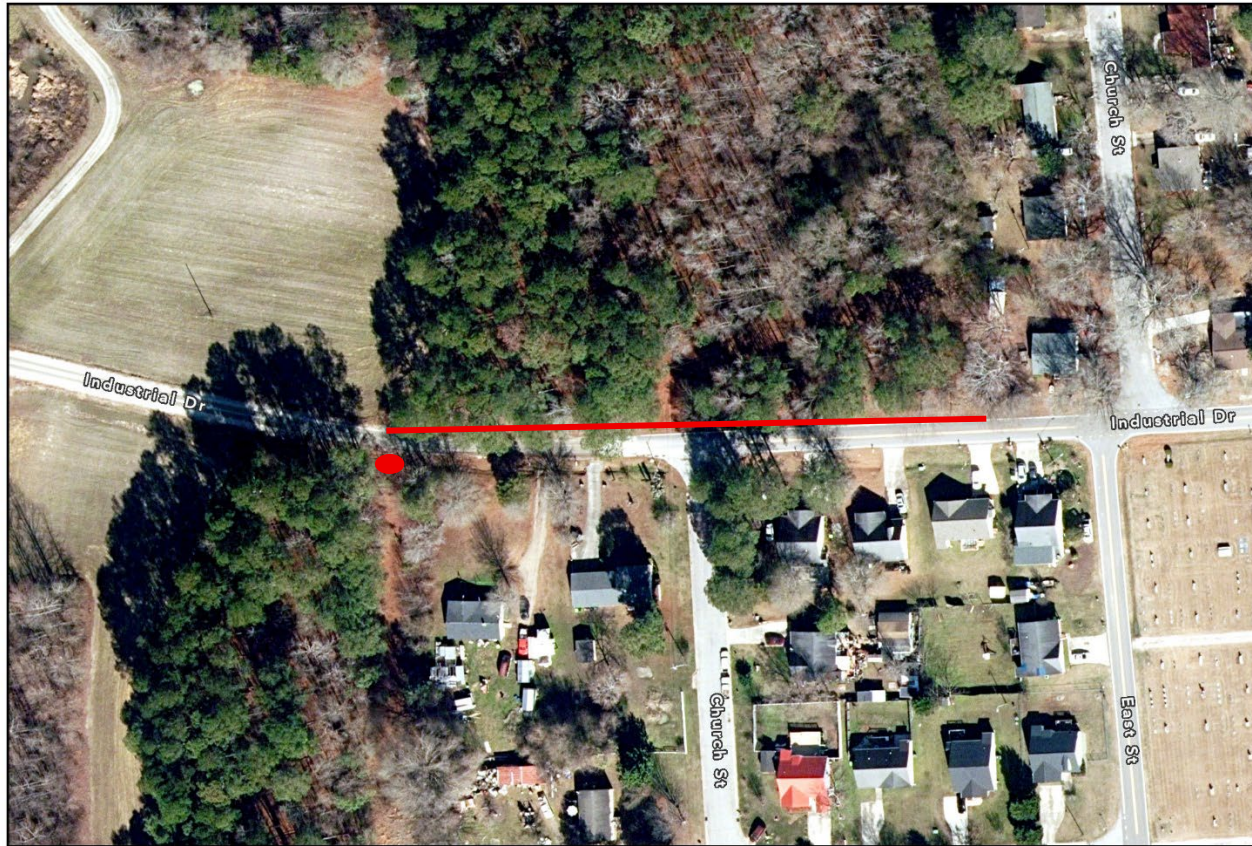


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



600 Industrial to City Limit sign on right & left side; weed eat sign area (NCDOT right of way)



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Road Ditch from 600 industrial Dr

TOWN OF WENDELL LANDSCAPING SCOPE MAPS

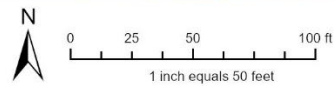


Across the road around the City Limit sign Island at intersection of Wendell Blvd & Marshburn Rd (3169 Wendell Blvd)



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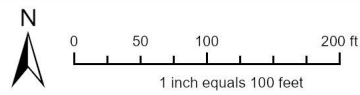
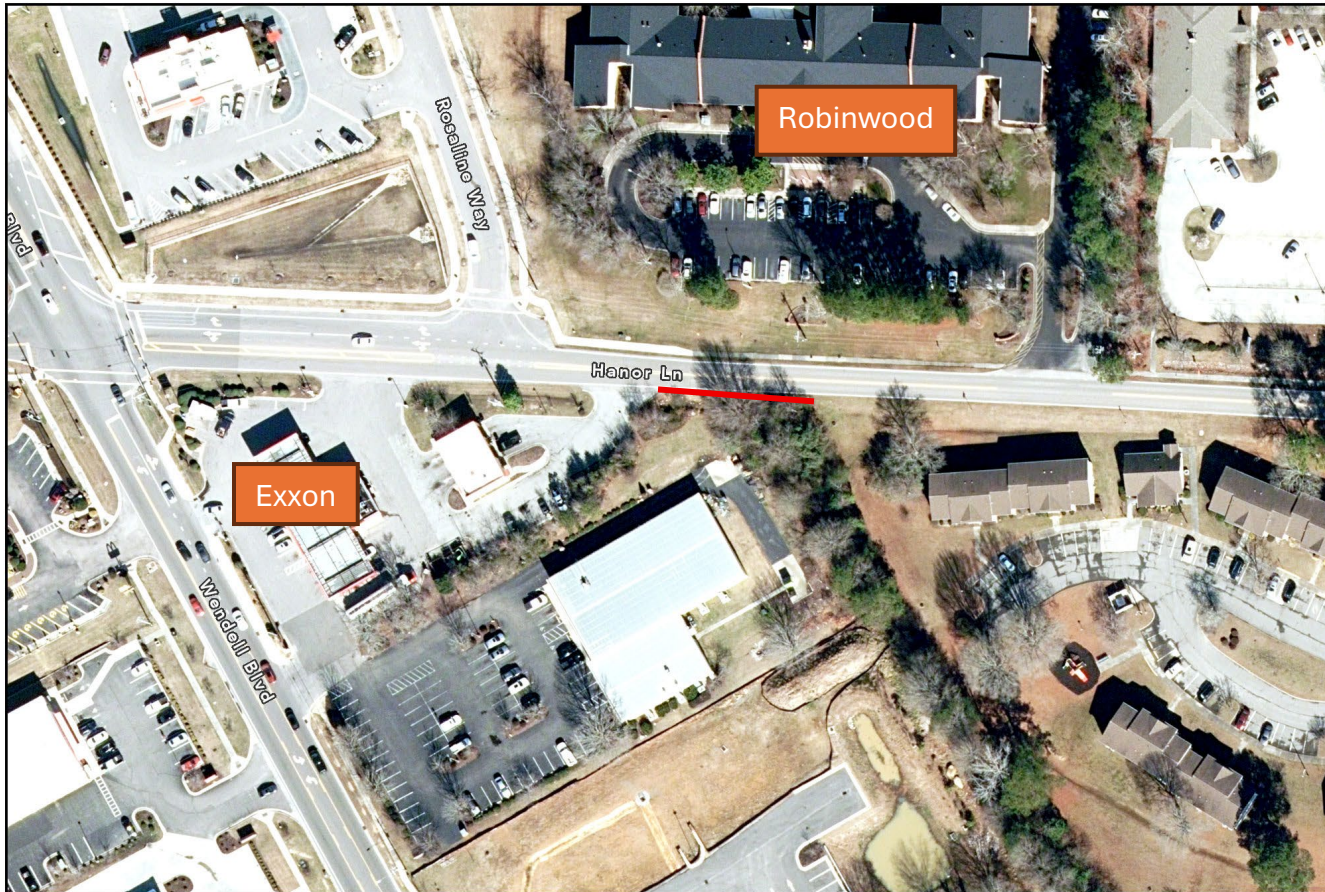


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



From exit of Snappy Lube (2903 Wendell Blvd) to sewer top on Hanor Ln to include ditch bank (NCDOT right of way)



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TOWN OF WENDELL LANDSCAPING SCOPE MAPS

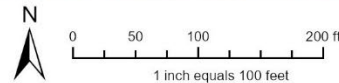


From Post Office (40 Hanor Ln) to Marshburn Rd west bound (Both sides of Sidewalk)



TC

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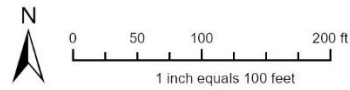


From property line at 962 Marshburn Rd to Todd Ln (ditch bank) (NCDOT right of way)



TC

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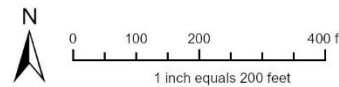


On Marshburn Rd from Hanor Ln to 621 Marshburn Rd on right hand side



TC

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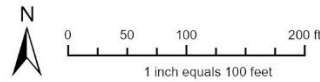


End of sidewalk both sides at 20 Stratford to Green Willow Circle



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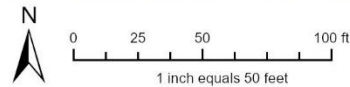


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Baron Dr from Main St (left side) to the watershed; on right side from culvert exit down right of way to apartment entrance

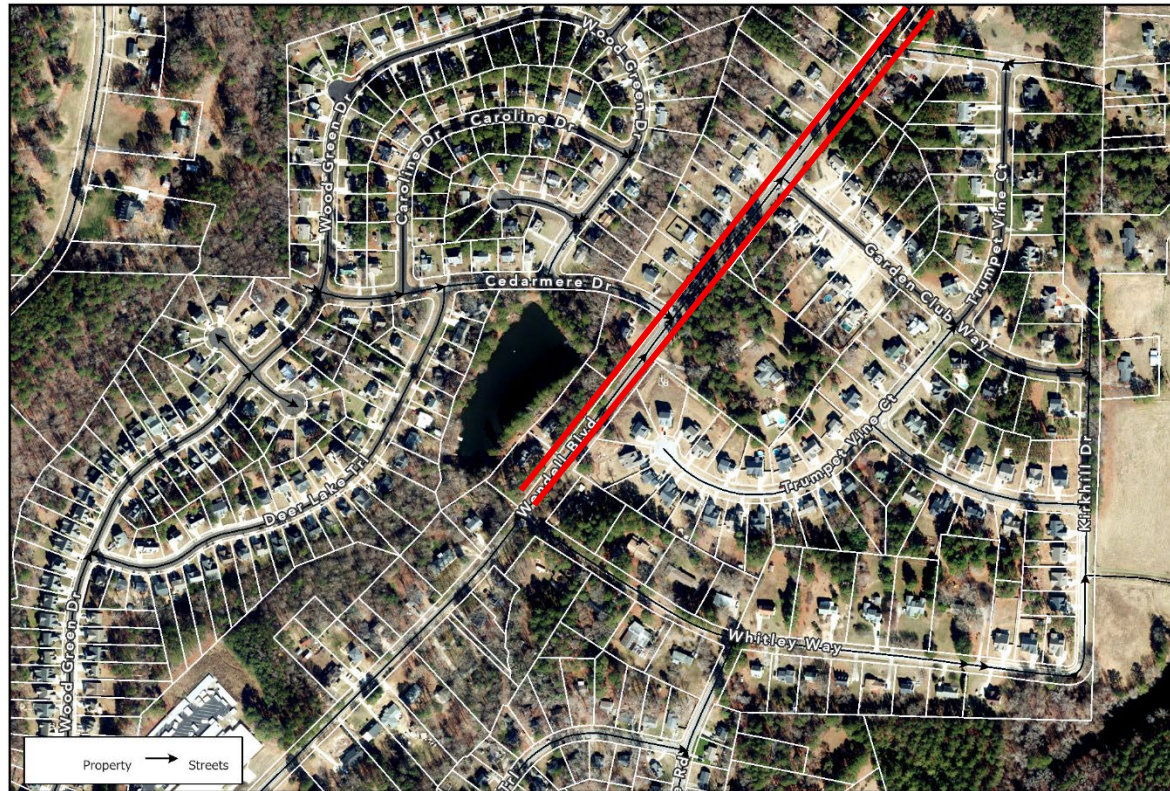


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



On Wendell Blvd starting at Whitley Way down Wendell Blvd both sides to 1637 Mac Todd (NCDOT right of way) (Page 1)



TO

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TOWN OF WENDELL LANDSCAPING SCOPE MAPS

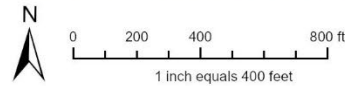


On Wendell Blvd starting at Whitley Way down Wendell Blvd both sides to 1637 Mac Todd (NCDOT right of way) (Page 2)



TC

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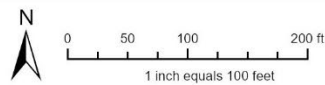


1637 Mac Todd Rd cut both sides in front of and behind guardrails (NCDOT right of way)



TO

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TOWN OF WENDELL LANDSCAPING SCOPE MAPS

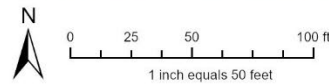


4405 Wendell Blvd to include water way both sides of road to 4401 Wendell Blvd (NCDOT right of way)



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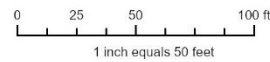


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Crosswalk at 4230 Wendell Blvd. North side of Wendell Blvd.



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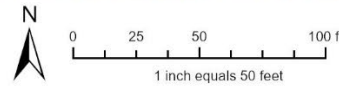


Dead end at Cedarmere Dr



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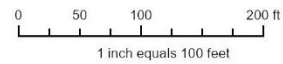


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



From 1 Deer Lake to back of property corner at 4431 Wendell Blvd right side

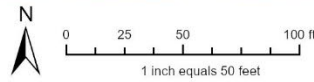


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Manhole on Cedarmere Dr to property line



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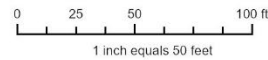
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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Weed eat around dead-end sign on Raymond Dr



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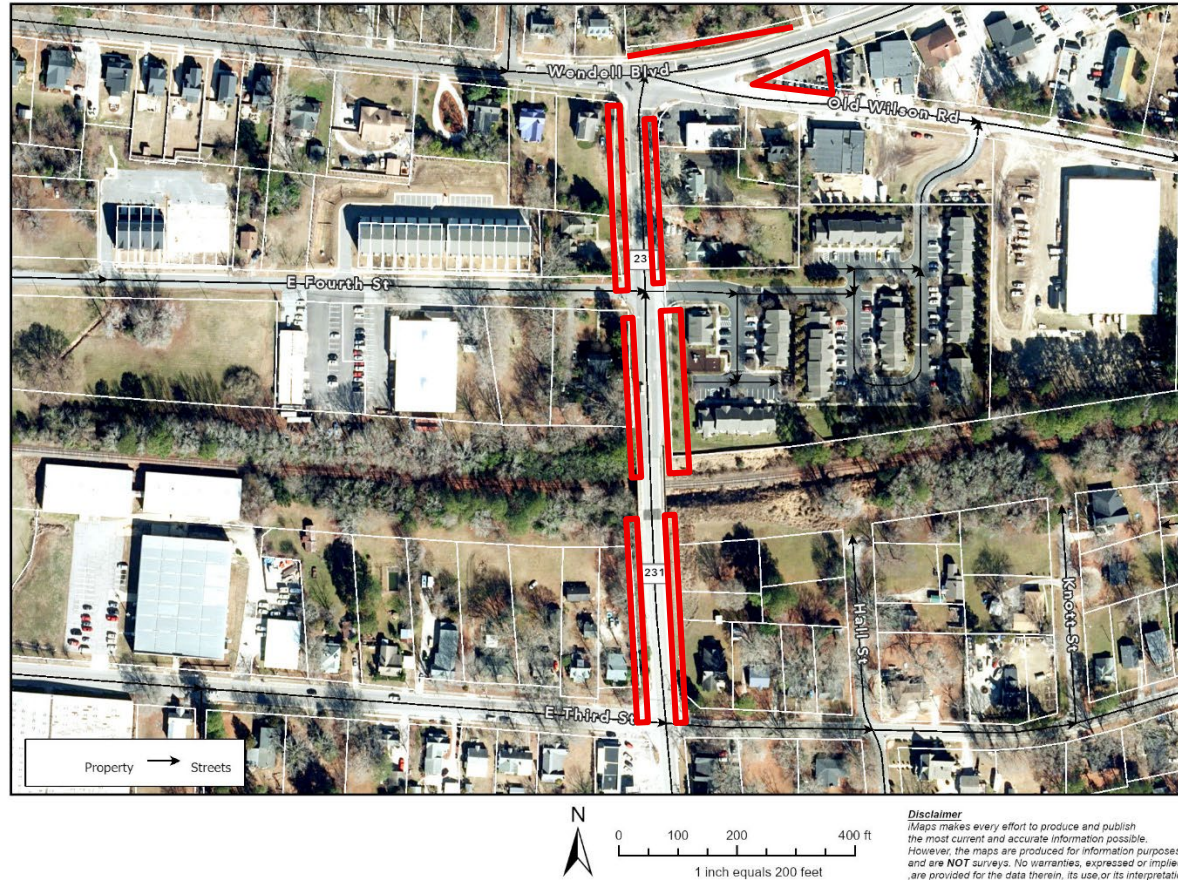
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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



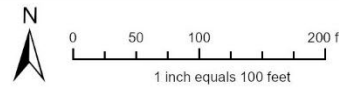
Selma Rd from Wendell Blvd both sides to 3rd street (NCDOT right of way) Edge the sidewalks in the Town and DOT ROW



TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Hall St. dead end



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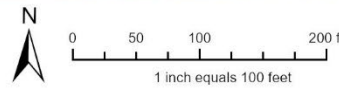
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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Weed eat Bobbitt St dead end (X2)

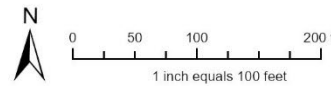


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Griffin and Hillcrest ROW dead end

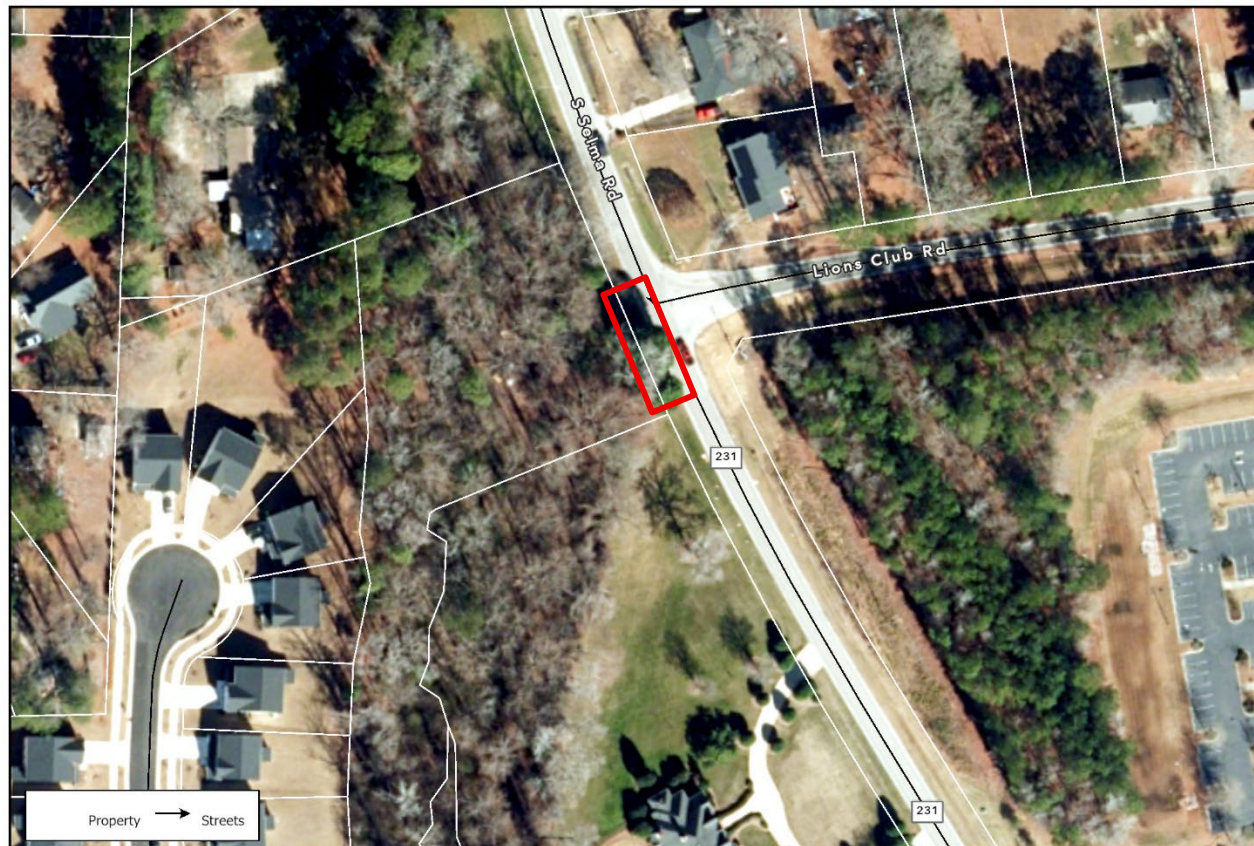


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Selma Rd at end of Lion's Club to gas marker (NCDOT right of way)



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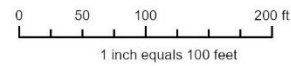
0 50 100 200 ft
1 inch equals 100 feet

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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



City Limit sign and grass patch Selma Rd (NCDOT right of way) Wooded lot beside 411 S. Selma Rd.



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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Hollybrook from Boxley Dr to Compacta Dr from road to fence (NCDOT right of way) Make sure to get all the way to the neighborhood sign at Boxely



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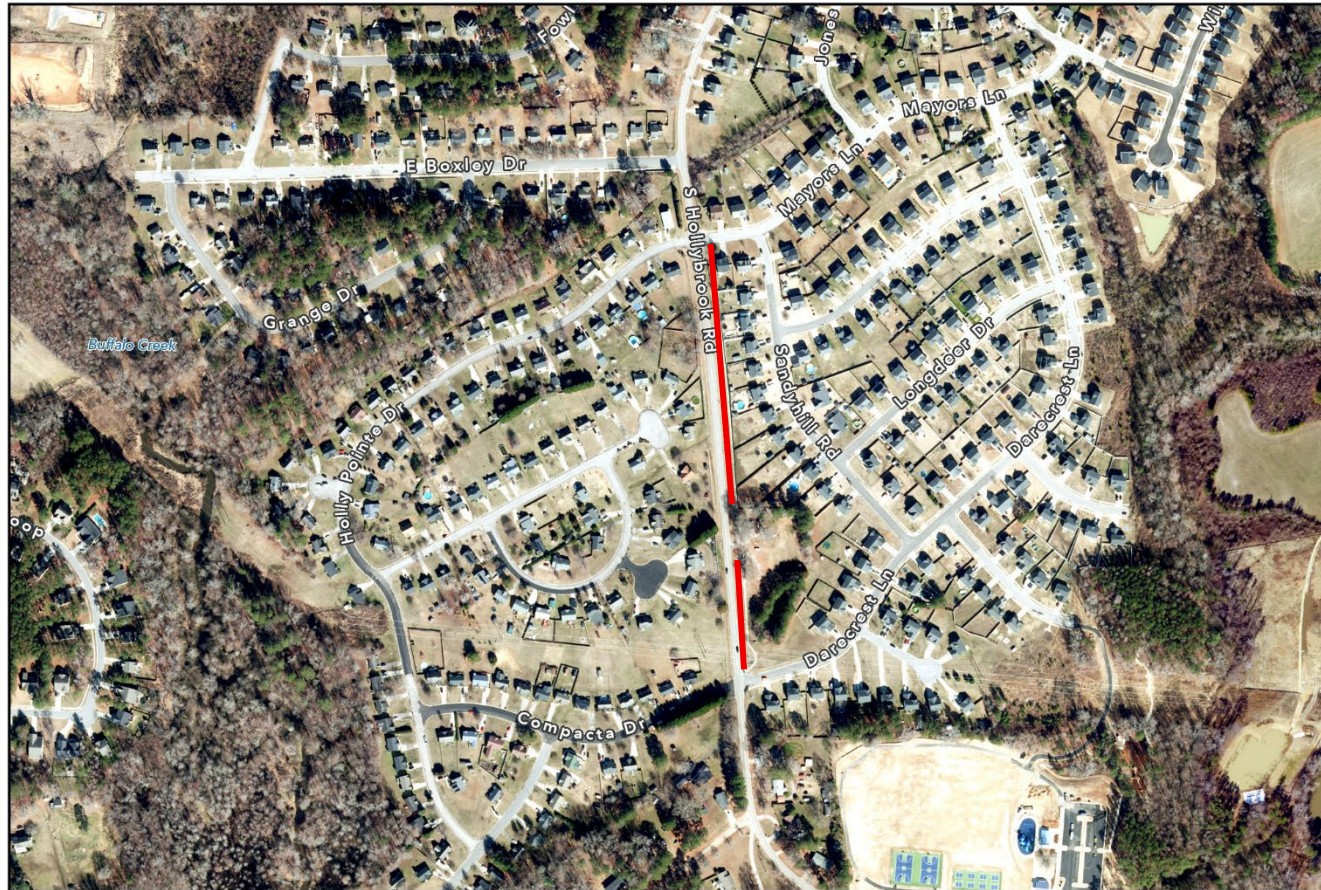
0 200 400 800 ft
1 inch equals 400 feet

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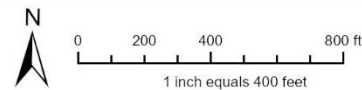


Hollybrook from Darecrest (skipping white house) to Mayor's Ln from road to fence



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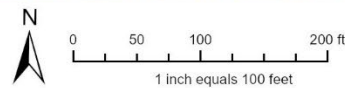
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Skip the area of 957 S. Hollybrook, this resident is not in the Town of Wendell City Limits.

TOWN OF WENDELL LANDSCAPING SCOPE MAPS



From Boxley Dr, Northwest side of Main to dead end signs



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TC

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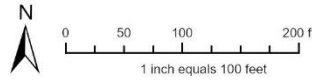


320 S Main street Dead end from end of street to the storm water ditch.



TO

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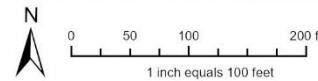


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Water way left and right-side S. Main St dead end



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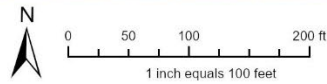
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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Weed Eat the ditch bank on Fowlkes St at Stormwater culvert



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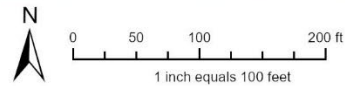
TO

NC

TOWN OF WENDELL LANDSCAPING SCOPE MAPS



ROW on Haywood at Pine St both sides

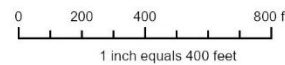
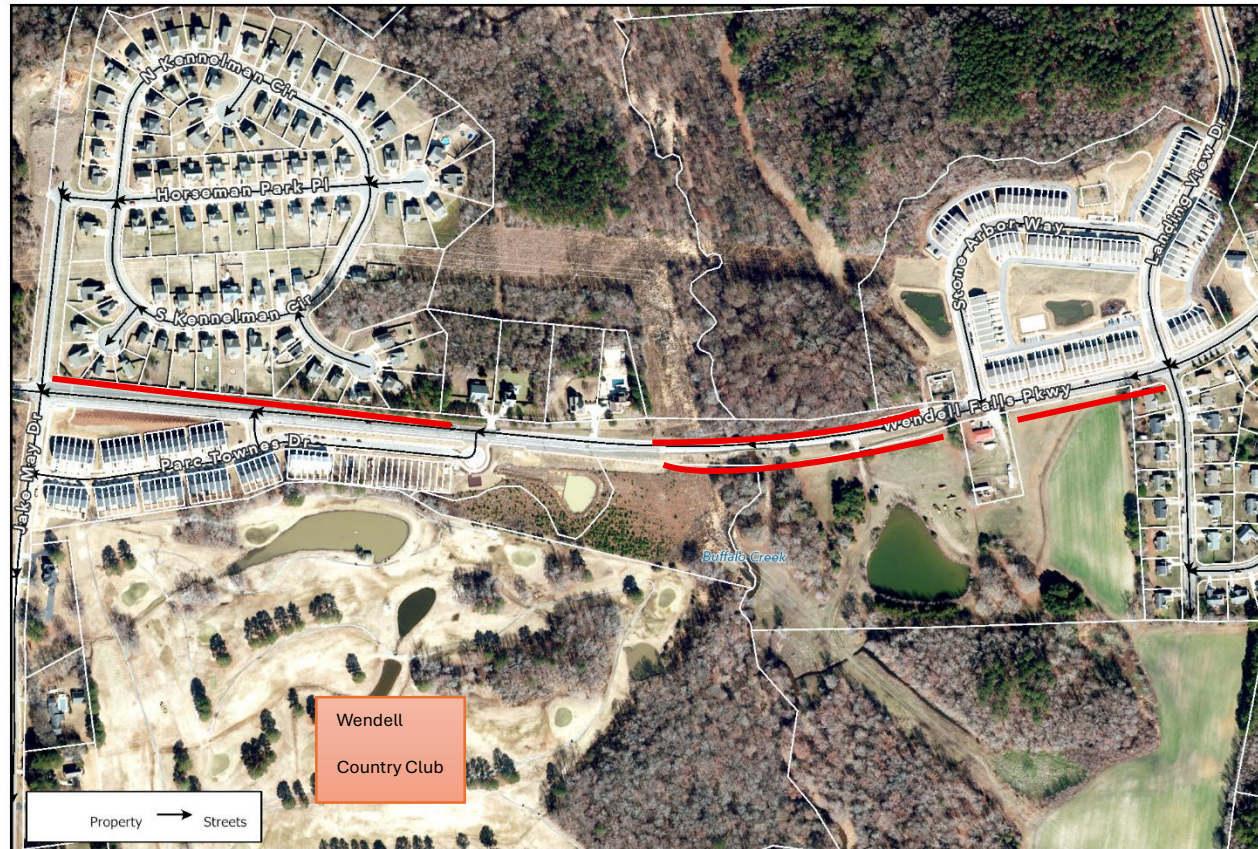


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Wendell Falls Parkway from Landing Place to bridge under guardrails before golf course on left side; right side from end of sidewalk to end of bridge (NCDOT right of way)



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TOWN OF WENDELL LANDSCAPING SCOPE MAPS

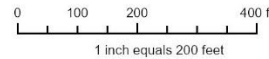


Wendell Falls Parkway at Martin Pond Rd west bound from Zoso Ave to Martin Pond (Veterinary Office) (NCDOT ROW)



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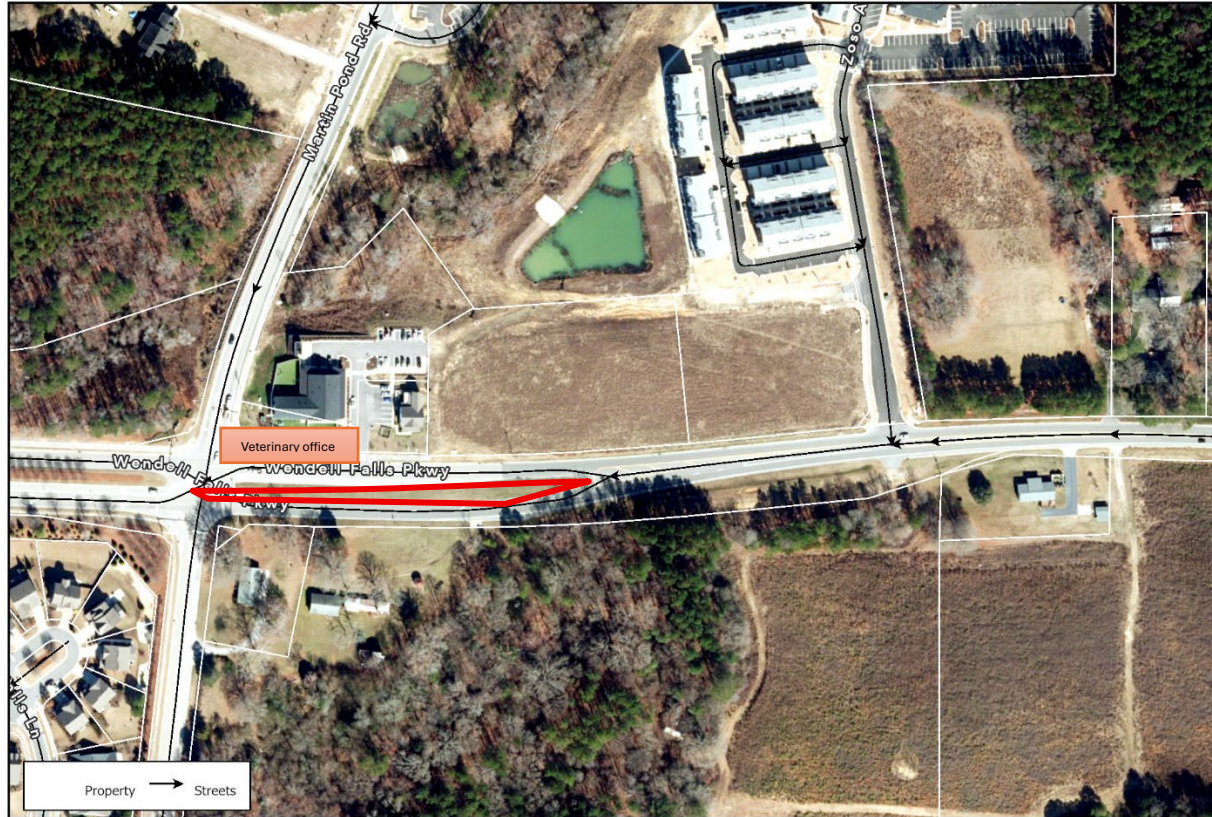


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS

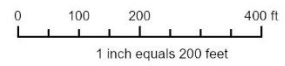


Median at Wendell Falls and Martin Pond (NCDOT right of way)



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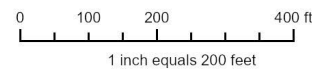


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



South/East bound side of Wendell Falls from Martin Pond Rd at white pipes to just before lane ending sign (NCDOT ROW)

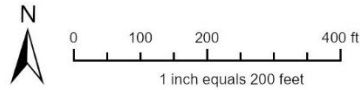


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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



Elk Falls Dr on left side down sidewalk to Broken Falls Ln (NCDOT right of way) Edge the sidewalks in the Town and DOT ROW

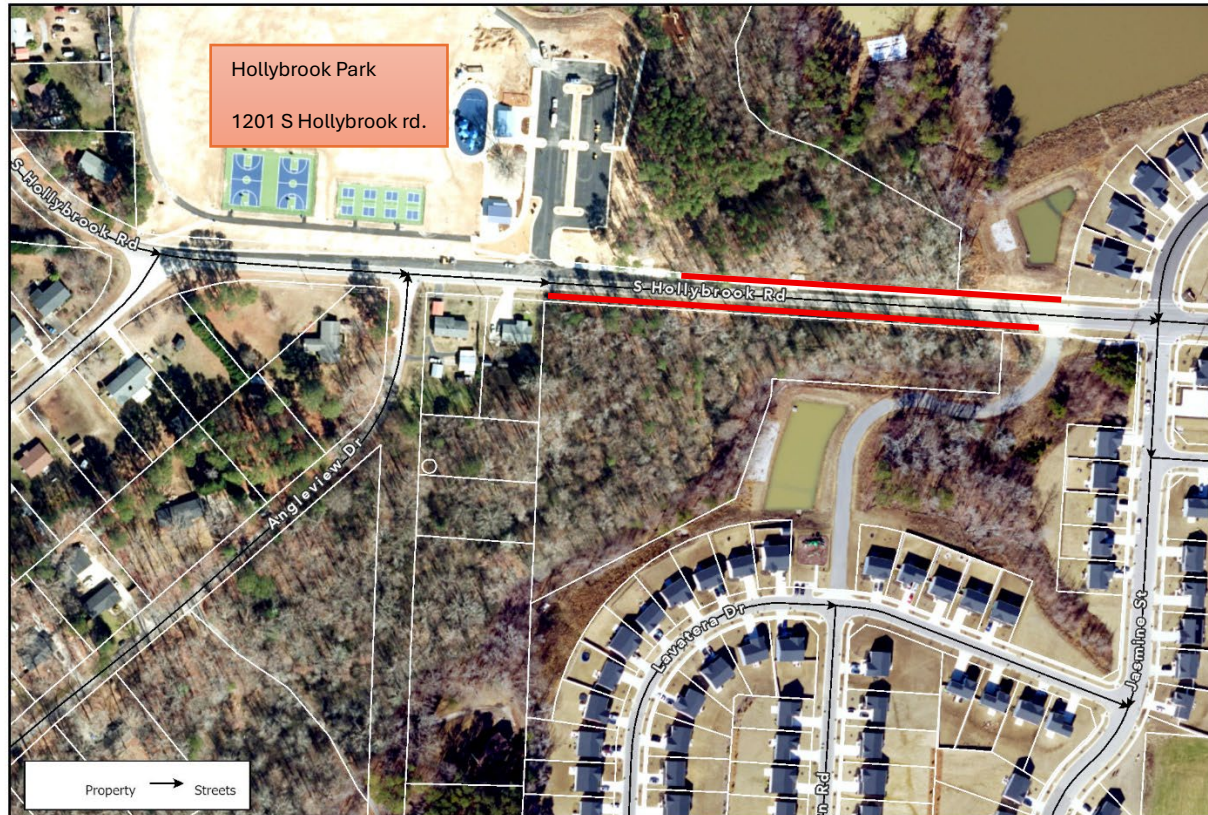


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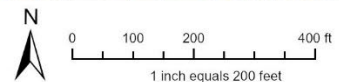


S. Hollybrook Rd. from Hollybrook park to Jasmine St



TO

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TOWN OF WENDELL LANDSCAPING SCOPE MAPS



SCHEDULED SERVICE – weekly from July-October 31st and April 1st-June 30th, and monthly from November 1st-March 31st
(Monday is the preferred day for #2 & 3 above).

NOTE – *The Town of Wendell reserves the right to reschedule/cancel any visit deemed unnecessary due to inclement weather or due to severe drought conditions.*

NOTE – *If any trees or bushes need replacing, contact the Town of Wendell with a replacement quote for approval.*

NOTE – *Contractor will be responsible for damages incurred at all locations listed above.*

TOWN OF WENDELL NC