CITY OF ROBERTSDALE
FLOWER BED MAINTENANCE AND CHANGE OUT
REQUEST FOR BIDS

NOTICE IS HEREBY GIVEN that the City of Robertsdale shall receive and open bids to provide flower bed maintenance and change out for the City of Robertsdale, Alabama.

The bids will be received at Robertsdale City Hall located at 22647 Racine Street in Robertsdale, Alabama until 10:00 AM Central Time on Tuesday December 1, 2026. Time is of the essence in submitting bids and only bids received and date stamped by 10:00 AM Central Time on Tuesday, December 1, 2026, will be opened and considered. One award will be made pursuant to the procedures set out herein. Bidders and any other interested individuals are invited to attend the bid opening.

THE INVITATION PACKAGE

The complete invitation package can be obtained from:

Donna Benefield, Purchasing Agent
23580 E. Chicago St
Robertsdale, AL 36567
(251) 947-8915
donnabenefield@robertsdale.org.

The invitation package for this request for bids includes: this Request for Bids, the Bid Submittal Form, and Reference Form. All forms are to be included when submitting a bid. Bidders should verify that they have received all pages of the invitation package. If there are any omissions, the bidder should contact the City of Robertsdale Purchasing Agent, Donna Benefield, by e-mail at donnabenefield@robertsdale.org to request missing pages. It is the responsibility of the bidder to make this request in sufficient time to prepare and submit the bid in time for opening.

All bids shall include all documentation required in the specifications. Bids submitted without such documentation will not be considered. Only information contained on the attached Bid Submittal Form and accompanying required documentation will be considered in evaluating bids.

Envelopes containing a "no bid" shall also include the words "NO BID" on the outside of the envelope. Facsimiles and e-mails will not be accepted. Bids submitted by "express/overnight" services must be in a separate inner envelope or package sealed and identified as stated above. All bids must be received prior to the bid opening. Bids received after the deadline will be returned unopened.

All sealed bids should be mailed or delivered to:

City of Robertsdale – ATTN: City Clerk
P.O. Box 429
22647 Racine Street
Robertsdale, AL 36567
Telephone No. (251) 947-8900

All bidders and all program participants must be in compliance with any applicable federal, state, county, and municipal laws, rules, regulations, resolutions, and ordinances, including but not limited to, licensing, permitting, and taxation requirements. All bidders should

be prepared to submit any evidence or documentation as proof that they are properly licensed and permitted under any applicable laws and rules upon request. Additionally, all bidders shall provide proof that they are in compliance with the E-Verify requirements of Alabama's Immigration Law (Ala. Code § 31-13-1 et seq.).

The awarding authority reserves the right to reject any and all bids, to waive any informality in bids, and to accept in whole or in part such bid or bids solely at its discretion.

The successful bidder will be required to execute a written contract with the City of Robertsdale, which contract will bind the successful bidder to terms requiring compliance with all items required in these bid specifications.