



Carmichaels Lawn Care, LLC
1201 E Hendron Chapel Rd
Knoxville, TN 37920
(865)386-4112
Carmichaelslawncare@gmail.com
www.carmichaelslawncare.com

Response To Request For Proposal:
RFP - Mowing and Ground Maintenance for Zone D

Solicitation Number 99578

Closing Date: 01/13/2025 11:00 AM EST

Principal Officer Authorized For Submission:

Kori Carmichael

Print

Kori Carmichael

Sign

Authorization Date: 01/02/2025

Company: Carmichaels Lawn Care, LLC

Response to RFP: Mowing and Ground Maintenance for Zone D

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**City of Knoxville
Request For Proposal**

RFP - Mowing & Grounds Maintenance for Zone D

Submission Form S-1: Solicitation # 99578

**Proposals must be received by January 13, 2025 at 11:00:00 a.m. Eastern Time
City of Knoxville Purchasing Department
City/County Building
Suite 667-674
400 Main Street
Knoxville, TN 37902**

IMPORTANT: All submissions of proposals shall comply with the instructions found in Section 7, Instructions to Submitting Entities. These instructions ensure that (1) submissions contain the information and documents required by the City's RFP and (2) the submissions have a degree of uniformity to facilitate evaluation; **do not email your submission.**

Please complete the following:

Legal Name of Proposer: Carmichaels Lawn Care, LLC

Address: 1201 E Hendron Chapel Rd, Knoxville TN 37920

Telephone Number: 865-386-4112

Contact Person: Kori Carmichael

Email Address: carmichaelslawncare@gmail.com

DUNS #: 117525660

Signature: *Kori Carmichael*

Name and Title of Signer: Kori Carmichael, Owner

Note: Failure to use these response sheets may disqualify your submission.

**City of Knoxville
Request For Proposal**

RFP - Mowing & Grounds Maintenance for Zone D

Submission Form S-2: Solicitation #99578

Cost for one (1) mowing/maintenance cycle: \$ 4,510 / \$3,605

Total annual cost for one (1) full year of service: \$ 108,210.00

Provide information below regarding contracts of similar size and scope from the past 24 months. Response must include details on who the work was performed for, length of the contract, and scope of work performed. (Response may be included on a separate page if desired.)

City Of Knoxville, Zone D-South March 2022-March 2025

- Contract Price: \$77,520.00 Annually
- Scope of Work :Annual, Bi-weekly Mowing, Weedeating, Edging, Litter/Debris Removal, Limb Removal, Leaf Blowing
- ***Awarded the “Quality Assurance Incentive” every contract year.**

Properties Maintained:

S201M-1 Cherokee Blvd from Kingston Pike to Scenic Drive

S201M-2 Talahi Park from Cherokee Blvd to Kenesaw Ave

S201M-3 Kingston Court from Kingston Pike to dead end

S201S-1 Sutherland Ave ROW's- From Middlebrook Pike to Concord

S202M-1 S Northshore Dr and Weisgarber, just South of Walden Drive

S202S-1 Calumet Dr (dead end)

S203S-1 Westland Dr @ Nubbin Ridge Dr- triangle

S204M-1 Creswell Court at dead end

S204S-1 Lockett Rd at Kingston Pike and Dean Hill two circles

S205M-1 Ray Mears and Downtown West Blvd from Kingston Pike to Gleason Dr

S205M-2 Kingston Pike, Buckingham, Montvue, Leonard Rogers Way: medians, 3 triangle and lot

S206-S-1 Colonial Village Pond, Easton Rd

S207S-1 Joe Foster Park, 115 Ave D (0.6) Acres

S207S-2 Scottish Pike Park (2.5 Acres)

S208M-1 Sevierville Pike from Woodlawn Pike to Decatur

S209M-1 Virginia heights: June St and Sevierville Pike

S209M-2 Island Home Blvd from Maplewood Dr to Willis Place

S209S-1 Maplewood Dr @ Spence Place

S209S-2 Cottrell St from Sevier Ave to Anita Dr (ROW & sidewalk areas both sides)

S210M-1 Sevier Ave and Anita Drive at Island Home Ave

S210M-2 Taliwa Court at Chapman Hwy
S201S-1 Druid Lot: at Glenhurst Rd and Chapman Hwy
S201S-2 Cecil Webb Rec Center (1.0) Acre 923 Baker Ave
S201S-3 Rock City Ballfield (3.3 acres) plus curblin

**City Of Knoxville, I275 and Asheville Highway TDOT Controlled Access Mowing March
2024-Present**

- Contract Price: \$59,460.00 Annually
- Scope of Work :Annual, Bi-weekly Mowing, Weedeating, Edging, Litter/Debri Removal, Limb Removal, Leaf Blowing
- ***Awarded the “Quality Assurance Incentive” every contract year.**

Properties Maintanenced:

TDOT7- Asheville Hwy Medians (4 miles) I-40 to Brakebill Rd
TDOT8- I275 Ramps at Baxter Ave
TDOT9- I275 Ramps at Woodland
TDOT10- I275 Ramps at Heiskell Ave

**Public Building Authority of the County of Knox and the City of Knoxville (PBA) February
2024- Present**

- Contract Price: \$16,800
- Scope of Work: Seasonal Maintenance, Bi-Weekly Mowing, Weedeating, Edging, Litter/Debri Removal, Limb Removal, Leaf Blowing/Removal

Properties Maintanenced:

6.1.1 -Carter Convenience Center- 8815
Asheville Hwy, 37924
6.1.2- Corryton Convenience Center- 7201
Tazewell Pike, 37721 \$ 85.00
6.1.3 -Dutchtown Convenience Center- 10618
Dutchtown Rd, 37932
6.1.4 -Halls Convenience Center- 3608 Neal
Dr, 37918
6.1.5- John Sevier Convenience Center- 1950
W Governor John Sevier Hwy, 37920
6.1.6- Karns Convenience Center- 6930

Karns Crossing Ln, 37931

6.1.7 - Powell Convenience Center- 7311

Morton View Ln, 37849

Hatcher-Hill Properties, LLC 2018-Present

- Contract Price \$65,340.00 Annually
- Scope of Work: Annual, Weekly Mowing, Weedeating, Edging, Litter/Debris Removal, Limb Removal, Leaf Blowing/Removal

Properties Maintained:

Carmichaels Lawn Care, LLC is contracted to provide grounds maintenance services for many of Hatcher-Hill LLC's commercial properties in Knoxville, and Alcoa, TN- including several shopping centers, retail stores, restaurants, and professional office spaces.

Maynard Glenn Ball Fields S209S-4 - 2024-Present

- Contract Price: Free, Services Donated to South Knox Youth Sports
- Scope of Work: Litter/Debris removal from parking lot, fields, public spaces. Mowing of Interior Fields weekly or as requested by commissioner Julia Weissinger.

Provide the current number of staff available to perform under this contract and details regarding how staff will be hired and/or maintained in order to fulfill the requirements of this contract. (Response may be included on a separate page if desired.)

About Our Team

Carmichaels Lawn Care, LLC currently employees 12 experienced team members, divided into three crews. As our company continues to grow, we utilize resources such as Indeed, Ziprecruiter, and word of mouth to recruit new qualified applicants. All applicants are required to go through a thorough hiring process to ensure that they will be a good fit for our company and align with our company values.

Once hired, employees go through an extensive training process. During training, employees will become safety certified, learn how to properly operate equipment, and perform services to our company's standards and expectations. We focus on employee satisfaction by providing sufficient wages, benefits, and performance based incentives. This formula enables our company to successfully maintain a high employee retention rate.

DIRECT CONTACTS:

Kori Carmichael, Owner/Administration

POC for all contracting, service requests,
invoicing, questions/concerns

Phone: (865)386-4112

Email: Carmichaelslawncare@gmail.com

Chad Carmichael, Operation/Field Management

Secondary POC for all on-site related questions

Phone: (865)208-8802

Email: CCarmichaeltn@gmail.com

List all equipment owned which will be utilized to fulfill this contract. (Response may be included on a separate page if desired.)

Equipment List

- *Carmichaels Lawn Care, LLC uses only commercial grade equipment.*
- *Regular maintenance is performed by a professional at the equipment dealership to ensure that all equipment is properly functioning .*
- *Equipment has been professionally modified to include safety enhancements (such as grass flaps on mowers) to ensure the safety of our employees, the public, and surrounding structures.*

1. 60' Scag Cheetah 2 Zero Turn Mower
2. 60' Scag Cheetah 2 Zero Turn Mower
3. 60' Snapper Pro Zero Turn Mower
4. Ferris FW25 Walk Behind Mower
5. 48' Exmark Turf Tracer
6. 48' Ferris Walk Behind
7. Redmax EBZ8560 Blower x3
8. Redmax EBZ7500 Blower x3
9. Redmax Trimmer BC2260TS x5
10. Redmax Trimmer BCZ230TS x3
11. STHIL HL94 Hedge Trimmer x2
12. STHIL HL45 Hedge Trimmer x2
13. STHIL FC 56 C-E Edger x2
14. 20ft Utility Trailer x2
15. 16ft Utility Trailer
16. Enclosed Leaf Trailer
17. Billy Goat Debris Loader
18. 2019 2500 Chevy Silverado
19. 2020 1500 Chevy Silverado x2
20. 61' Scag Vride XL

Reference #1: City of Knoxville Horticulture

Contact Name: Chris Webster
Phone Number: (865)755-8611
Email Address: cwebster@knoxvilletn.gov

Reference #2: Public Building Authority of the County of Knox and the City of Knoxville (PBA)

Contact Name: Brittany Daniels
Phone Number: (865)215-4681
Email Address: bdaniels@ktnpba.com

Reference #3: Hatcher-Hill Properties, LLC

Contact Name: Kendall Hill
Phone Number: (865)776-6767
Email Address: kendall@hatcherhill.com

Reference #3: South Knox Youth Sports

Contact Name Julia Weissinger
Phone Number: (865)406-1048
Email Address: info@skysyouthsports.com

Reference #4: Hatcher-Hill Properties, LLC

Contact Name: Jesse Crisp
Phone Number: (865)599-1059
Email Address: jesse@hatcherhill.com

Submission Affidavits and Certifications

We Carmichaels Lawn Care, LLC - Kori Carmichael
 (Bidder/Proposer Company Name)

do certify that on the

99578 - RFP - Mowing & Grounds Maintenance for Zone D
 (Solicitation Title/Project Name)

we are in receipt of the following checked items and do hereby certify or affirm as follows:

SUBCONTRACTOR/CONSULTANT STATEMENT

Please select one:

Option A: Intent to subcontract using Diverse Businesses

A Diversity business will be employed as subcontractor(s), vendor(s), supplier(s), or professional service(s). The estimated percentage of the amount that we plan to pay is:

_____ %

Total Estimated Percentage of Subcontractor Service:

Diversity Business Enterprise Utilization (See Section 7.5 for Classifications)			
Description of Work/Project	Percentage	Diverse Classification (MBE, WBE, SBE, SDVBE, PDBE)	Name of Diverse Business

Option B: Intent to perform work “without” using Diverse Businesses

We hereby certify that it is our intent to perform 100% of the work required for the contract, work will be completed without subcontracting, or we plan to subcontract with non-diverse companies.

Option C: Intent to self-perform work as a Diversity Business Enterprise

We intend to self-perform 100% of the work required for the contract as a Diversity Business Enterprise.

Carmichaels Lawn Care, LLC is a WBE certified through the Governor's Office of Diversity Business Enterprise.

NON-COLLUSION AFFIDAVIT

- (1) Submitted proposal is genuine and is not a collusive or sham proposal;
- (2) Neither the said firm nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this signatory, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other vendor, firm or person to submit collusive or sham proposal in connection with the contract or agreement for which the attached proposal has been submitted or to refrain from making a proposal in connection with such contract or agreement, or collusion or communication or conference with any other firm, or, to fix any overhead, profit, or cost element of the proposed price or the proposed price of any other firm, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City of Knoxville or any person interested in the proposed contract or agreement; and
- (3) The scope of service outlined in the proposal is fair and proper and is not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the firm or any of its agents, representatives, owners, employees, or parties including this signatory.

NO CONTACT/NO ADVOCACY AFFIDAVIT

1. **NO CONTACT POLICY:** After the posting of this solicitation to the Purchasing Division's website, any contact initiated by any proposer with any City of Knoxville representative concerning this proposal is strictly prohibited, unless such contact is made with the Purchasing Agent (Penny Owens) or the listed point of contact. Any unauthorized contact may cause the disqualification of the proposer from this procurement transaction
2. **NO ADVOCATING POLICY:** To ensure the integrity of the review and evaluation process, companies and/or individuals submitting proposals for any part of this project, as well as those persons and/or companies representing such proposers, may not lobby or advocate to the City of Knoxville staff including, but not limited to, members of City Council, Office of the Mayor, Public Service Department/Office, or any other City staff.

Any company and/or individual who does not comply with the above stated “No Contact” and “No advocating” policies may be subject to having their proposal rejected from consideration.

DRUG-FREE WORKPLACE AFFIDAVIT

Bidder has personal knowledge of the policies of the above-named firm with respect to the maintenance of a drug-free workplace; and certifies that all provisions and requirements of the Tennessee Drug-Free Workplace Program, as established by Tenn. Code Ann. §§ 50-9-101 et. seq., have been met and implemented.

CHILD CRIME AFFIDAVIT

The proposer agrees not to allow any employee or volunteer who is awaiting trial or has been convicted of a felony crime involving the sexual exploitation of children, sexual offenses involving children or violent crimes to participate in this Agreement at sites where children may be present. Failure by the proposer to comply with this requirement is grounds for immediate termination of the Agreement.

IRAN DIVESTMENT ACT

CERTIFICATION OF NONINCLUSION

NOTICE: Pursuant to the Iran Divestment Act, Tenn. Code Ann. § 12-12-106 requires the State of Tennessee Chief Procurement Officer to publish, using creditable information freely available to the public, a list of persons it determines engage in investment activities in Iran, as described in § 12-12-105. Inclusion on this list makes a person ineligible to contract with the state of Tennessee; if a person ceases its engagement in investment activities in Iran, it may be removed from the list. A list of entities ineligible to contract in the State of Tennessee Department of General Services or any political subdivision of the State may be found here:

[https://www.tn.gov/content/dam/tn/generalservices/documents/cpo/library/public-information-library/List_of_persons_pursuant_to_Tenn. Code Ann. 12-12-106 Iran Divestment Act updated with%20NY12.04.23.pdf](https://www.tn.gov/content/dam/tn/generalservices/documents/cpo/library/public-information-library/List_of_persons_pursuant_to_Tenn._Code_Ann._12-12-106_Iran_Divestment_Act_updated_with%20NY12.04.23.pdf)

By submission of this form, the proposer certifies that the above-named firm, under penalty of perjury to the best of its knowledge and belief, and any proposed suppliers are not on the list created pursuant to § 12-12-106.

NON-BOYCOTT OF ISRAEL

For submissions with a total cost of \$250,000 or greater, the Signatory certifies that the proposed firm and any subcontractors or suppliers certify that the firms, subcontractors and suppliers are not boycotting Israel pursuant to Tenn. Code Ann. §12-4-1 and will not during the term of any award.

Notarization of Affidavits

In order for a submission to be considered for award, the following section must be notarized hereby certifying or affirming that the Bidder/Proposer is in receipt and has acknowledged each clause in the Submission Affidavits and Certifications section above. At the discretion of the City of Knoxville Purchasing Division, a submission that has not been notarized may be deemed non-responsive.

State of Tennessee County of Knox

Proposer's Name: Kori Carmichael

Being duly sworn, deposes, and says that:

They are a principal officer of Carmichaels Lawn Care, LLC, the firm submitting the attached proposal, their title being Owner, and has authority to affirm and/or certify the listed declarations.

Kori Carmichael

Signature

Owner

Title

Subscribed and sworn to before me this 30th day of December, 2024.

Robin Carmichael

NOTARY PUBLIC

7-07-2027

My Commission expires



Exceptions to Terms and Conditions

Applicants shall be presumed to be in agreement with the terms and conditions of the RFP unless the Applicant takes specific exception to one or more of the conditions on this form. RESPONDERS ARE CAUTIONED THAT BY TAKING ANY EXCEPTION THEY MAY BE MATERIALLY DEVIATING FROM THE RFP SPECIFICATIONS. IF A RESPONDER MATERIALLY DEVIATES FROM A RFP SPECIFICATION, ITS PROPOSAL MAY BE REJECTED.

A material deviation is an exception to a specification which 1) affords the Responder taking the exception a competitive advantage over other Responders, or 2) gives the City something significantly different than the City requested.

INSTRUCTIONS: Responders must explicitly list all exceptions to City terms and conditions. Reference the actual number of the City's term and condition and page number for which an exception(s) is being taken. If no exceptions exist, state "NONE" specifically on the form below. Whether or not exceptions are taken, the Responder must sign and date this form and submit it as part of their Proposal. (Add additional pages if necessary.)

Responder Name:		
Term & Condition	Number/Provision	Explanation of Exception
N/A		

By signing this form, I acknowledge that the above named Responder accepts, without qualification, all terms and conditions stated in this RFP except those clearly outlined as exceptions above.

Kori Carmichael

Signature

Owner

Title

12/30/2024

Date



CAPABILITITES STATEMENT

ABOUT CARMICHAELS LAWN CARE

Carmichaels Lawn Care, LLC provides professional lawn care and grounds management services to the federal government, state, and local municipalities. We are proud to say that we have serviced our community for over a decade with zero complaints, or injury incidents. We believe that the extensive mechanical, and safety training we provide to each crew member has been an essential part of our success. We take great pride in the work that we perform and continuously strive to exceed expectations, and deliver outstanding service.

PAST PERFORMANCE

- 12+ Years of Industry Experience working with municipalities in Tennessee
- 5 Years- Registered Supplier for the State of Tennessee

CORE COMPETENCIES

- Professional Service
- Project Management
- Operational Efficiency
- Public and Employee Safety
- Continuous Education

CODES AND CERTIFICATIONS

- Women Owned Business Certified by The Governor’s Office of Diversity Business Enterprise #021521-01
- Limited Herbicide Applicator License #137036
- Workplace Safety Certified

SERVICES OFFERED

- Mowing
- Weed eating
- Edging
- Blowing of Debris
- Litter Pickup/Removal
- Limb Pickup/ Removal
- Leaf Mulching/Removal
- Herbicide Application
- Weed Removal
- Mulch Delivery/Installation
- Bush/Hedge Trimming
- Seasonal Flower Installation

CAGE CODE: 9RNG5

NAICS CODE: 561730

Service Plan- Mowing and Grounds Maintenance Services for Zone D

Management of Work

- Carmichaels Lawn Care, LLC agrees to adhere to all terms listed in the “Mowing and Grounds Maintenance Services for Zone D” RFP.
- Carmichaels Lawn Care, LLC intends to perform 100% of the work outlined in the contract as a Women Owned Business certified by the Tennessee Governor's Office of Diversity Business Enterprise (GO-DBE). No subcontractor will be hired.
- Carmichaels Lawn Care, LLC is experienced and familiar with documenting completed service, and submitting the required “checklist” to the Horticulture Manager at the end of each cycle.
- Carmichaels Lawn Care, LLC is experienced and familiar with the City of Knoxville’s invoicing procedures and requirements.
- Carmichaels Lawn Care, LLC is currently compliant with all insurance requirements as stated in the “Mowing and Grounds Maintenance Services for Zone D” RFP. We agree to continue to maintain such insurance from the time services commence until services are completed.
- If awarded the contract for “Mowing and Grounds Maintenance Services for Zone D” RFP, Carmichaels Lawn Care, LLC intends to renew for all years available. In the event that the contract is extended, our company will extend the initial pricing proposed to the City of Knoxville without increase.

Proposed Sites

Mowing and Maintenance will be performed for the 30 Zone D sites outlined in the RFP.

Service / Cycles

Year-round service will be performed on a fourteen (14) calendar day cycle for a total of twenty six (26) cycles.

Mowing Cycles

- Sixteen (16) “Mowing Cycles” will be performed March 17th, 2025 to October 31st, 2025. (Per dates outlined in the RFP)
- Mowing Cycle service will include: mowing, weed eating, and edging; litter pickup/removal; brush, leaf, debris removal; blowing off grass, soil and debris from paved surfaces for each site following the specifications and requirements outlined in the RFP.

- All weed removal will be performed mechanically. Herbicide will **not** be used unless specifically requested by the Horticulture Manager.

Maintenance Cycles

- Ten (10) "Maintenance Cycles" will be performed November 1st 2025- March 14th 2026. (Per dates outlined in the RFP)
- Maintenance Cycle service will include: littering, cleaning up leaves and cutting out underbrush as well as repairing erosion problems, seed and straw.

Service Completion

- Service will be completed within the first 1-2 days of each fourteen (14) calendar day cycle.
- In the event of inclement weather, the schedule will immediately resume on the following day or as soon as weather/ground conditions improve, unless specifically instructed otherwise by the Horticulture Manager.
- Work will be performed Monday-Friday (Crews will be available to work on Saturday in the event of a weather delay). Work will **not** be performed on Sundays, unless specifically requested by the Horticulture Manager.
- Every cycle, the invoice and checklist documenting the service completion date(s) for each site will be submitted to the Horticulture Manager within one (1) day of completion via email.

Employees Performing Service

Safety

- All Carmichaels Lawn Care, LLC employees performing services under this contract will be safety certified.
- While performing services under this contract, all Carmichaels Lawn Care, LLC employees/representatives will be required to wear provided Personal Protective Equipment Protective Equipment including: all required safety clothing, masks, eye and ear protection, footwear, etc., as required by law, regulation, ordinance, and/or manufacturer's instructions for material and as required/recommended by OSHA and DOT.
- All equipment used by any Carmichaels Lawn Care, LLC employee/representatives will be commercial grade, in proper working condition, and professionally enhanced for safety.

Uniform

While performing services under this contract, all employees/representatives of Carmichaels Lawn Care, LLC will be required to wear an appropriate uniform displaying our company name and logo in addition to all required PPE.

Emergency Services

Our company understands that the appearance of the Zone D sites are a reflection of the City of Knoxville. It is our priority to ensure that the sites are maintained to the highest standards at all times. To ensure the highest quality of maintenance, our company will be available for on-call services in the event that an unforeseen maintenance issue arises within the 14 day cycle (I.E.: A fallen limb needs to be removed.) We will send a crew out to take care of it immediately, rather than waiting for the next cycle.