

**Taylor's Lawn Service**  
**Bid Proposal**

*Mowing Services*  
*For City of Knoxville*  
*Zone A*

# **Taylor's Lawn Service Bid Proposal**

*Zone A  
For City of Knoxville*

## **Table of Contents**

<b>ITEM</b>	<b>Page Number</b>
Submission Forms.....	3
Body of Proposal.....	10
Qualification/Experience/Equipment.....	11

**City of Knoxville  
Request For Proposal**

**RFP - Mowing & Grounds Maintenance for Zone A**

**Submission Form S-1: Solicitation #99574**

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: Taylor's Lawn Service LLC

Address: 10918 Richland Rd. Blaine TN 37709

Telephone Number: 423-736-1258

Contact Person: Keith Taylor

Email Address: ktaylor-1963@yahoo.com

DUNS #: \_\_\_\_\_

Signature: KTaylor

Name and Title of Signer: Owner / Keith Taylor

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

**City of Knoxville  
Request For Proposal**

**RFP - Mowing & Grounds Maintenance for Zone A**

**Submission Form S-2: Solicitation #99574**

Cost for one (1) mowing/maintenance cycle: \$ Mowing \$7,250 / Maint \$3,500

Total annual cost for one (1) full year of service: \$ 151,000.00

**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.)**

*See separate page*

**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.)**

*See separate page*



## Submission Affidavits and Certifications

We Taylor's Lawn Service  
(Bidder/Proposer Company Name)

do certify that on the

Mowing & Grounds Maintenance for Zone A  
(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.

☒ **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: Taylor's Lawn Service LLC / Keith Taylor

Being duly sworn, deposes, and says that:

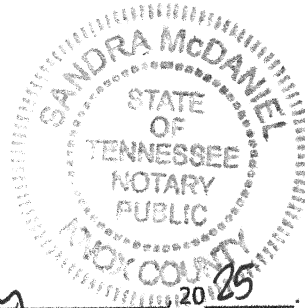
They are a principal officer of Taylor's Lawn Service LLC, the firm submitting the attached proposal, their title being Owner, and has authority to affirm and/or certify the listed declarations.

Signature Keith Taylor

Title Owner

Subscribed and sworn to before me this 13th day of January, 2025.

NOTARY PUBLIC [Signature] My Commission expires June 1, 2025



## 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: <u>Taylor Lawn Service LLC</u>		
Term & Condition	Number/Provision	Explanation of Exception
<u>None</u>		

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.

[Signature]  
Signature

Owner  
Title

1/13/25  
Date

Taylor's Lawn Service LLC  
10918 Richland Rd  
Blaine, TN 37709  
423-736-1258  
Ktaylor\_1963@yahoo.com

1/13/2025

RE: RFP-Mowing & Grounds Maintenance for Zone A

Thank you for the opportunity for Taylor's Lawn Service LLC to bid on the mowing services for the City of Knoxville. We are a small, locally owned business that has been serving the City of Knoxville and KCDC for 20+ years. We know that we can meet your lawncare needs in a timely and professional manner.

Taylor's Lawn Service LLC has various sites of mowing with Tennessee Wildlife Resource Agency and the City of Knoxville. We are a growing business and are able and willing to perform other services if the opportunity presents itself. We are dedicated to making sure our employees are always safe and responsible. We have meetings each day to discuss the job at hand and how it is to be performed. The owner is always onsite to ensure quality and performance.

Again, thank for you for the opportunity and we look forward to serving you.

Respectfully,

*Keith Taylor*

Owner Operator

Taylor's Lawn Service LLC

#### Approach:

I have personally reviewed the contract site maps and visited each area to assess my company's ability to maintain them as outlined within the contract scope. During the mowing Season, we will litter remove, mow, edge and blow off all sites in a professional manner, using quality equipment and tools. We will also have a crew litter all sites every two weeks during the non-mowing times of the year; the end of November until mid-March. We will bag up the trash and properly dispose of it. Any hazardous materials will also be disposed of properly; for example, needles and syringes will be carefully inserted into a strong box, then disposed of at an approved disposal point (ex: Fire Department or Hospital).

We have the manpower and equipment to mow all sites listed in this contract within four (4) working days, beginning the first Monday of each two-week mowing cycle. We will use one crew of four employees and add crews as necessary to make sure sites are completed within this four-day period. As each site is completed, we will have the crew leader check every site for quality control. All issues will be addressed immediately. This schedule will be followed all year long, for example; if sites are mowed on the first Monday of each mowing cycle, we will do our best to mow these same sites on that same day during each cycle. Some of the factors that may affect this schedule are; extremely wet days, holidays or if the City asked for help preparing for a special event.

#### Non-Mowing Season

From mid-November until mid-March we will litter (bag/dispose) every site once per two-week cycle. We will also maintain flower beds, water drains, blow all leaves and debris off of paved surfaces, parking lots, sidewalks, picnic shelters and greenway trails located within each contract site. We will coordinate with city officials to maintain walkways (add gravel). In addition, we will coordinate with the horticulture department of necessary tree trimming and any other maintenance that may be required.

We will maintain each site listed every two-weeks in accordance with our Company standards which meet or exceed those listed within the scope of this contract:

1. Prep Work: Trash/litter and debris will be picked up and removed/not cut up by mowing. We will also remove all downed limbs prior to mowing or trimming. All tree limbs and trash will be hauled away by us after completing each site.

2. Mowing: All grass will be cut evenly with no scalping, rutting or missed areas; especially along wooded areas and under trees. Grass will not be mowed during extremely wet or dry conditions where turf damage or ruts may occur. Any excess clumps of grass or windrows will be broken down. The lawn/turf will be cut to three (3) inches high during the cooler seasons and up to four (4) inches high during hot, dry seasons. This will help keep the roots cool and moist in case there's draught conditions.
3. Conditions: When lawn fertilizer/weed control or insect treatments are necessary we will report it to the Horticulture Manager. All turf areas that need seeded or erosion repairs will also be reported. We always take responsibility for our mowing operations and will repair any damages as soon as possible.
4. Trim Work: Trimming will occur every cycle; this includes: curb-lines, gutters, sidewalks, parking lots, buildings, picnic shelters, playgrounds, signs, fencing, poles, benches, ditches, trees, concrete end caps, cracks in pavement and sprayed as necessary.
5. Cleanup: All drains, streets, sidewalks and curb lines will be blown off and maintained free of weeds, grass, and debris.
6. Tree and Damage Prevention: All tree mulch rings will be kept free of debris, making sure that mowers and string trimmers do not damage trees. We understand that we may be held responsible for any damage caused by our operations to plants, trees, shrubs, fences, signs, vehicles and any other property.
7. Herbicide Treatments: We will obtain approval from the Horticulture Service Manager to apply weed control chemicals, using the City of Knoxville guidelines:
  - NEVER SPRAY PLAYGROUNDS OR WHERE CHILDREN FREQUENT! THIS ALSO INCLUDES THE OUTER PERIMETER, BENCHES, TABLES AND ANY LOCATION WHERE PEOPLE EAT.
  - Keep spraying to a minimum: consider cost and environmental concerns
  - Spray when the weather is suitable: avoid windy and breezy conditions; high and low temperatures, avoid spraying when rain is expected or after a rain event
  - Most herbicides work best when sprayed in the early morning after a few days of dry weather
  - Do not spray when people are present; never inadvertently expose the public to chemical exposure
  - Employees must be qualified and wear proper PPE
  - Dispose of waste and clean containers properly
  - Do not overspray or mix too strong
  - Comply with all label requirements
  - Never spray near waterways; creeks, streams, rivers, lakes



### Equipment

All equipment used will be in good working condition and have all safety features required by law. When applicable, we will use discharge chutes suitable for mowing narrow median strips. All rotary type mowers are equipped with skirt guards to control discharge of objects from getting thrown from the machine. We will accept full responsibility for all damages caused by our operations. We have an outstanding preventive maintenance program to keep our equipment in great condition. All blades will be changed or sharpened every week or as needed more frequently.

### Safety

We have an exceptional safety record and do our absolute best to maintain it. We have daily safety talks and have well-trained employees with great attitudes. We wear highly visible clothing and safety vests, hearing protection, safety shoes and all applicable PPE, such as sun screen, wet weather gear, gloves, etc. Anytime we work in areas with potential traffic hazards we use warning signs, cones, flashing lights and when needed lane closure and flagging operations. All mowing and trimming discharges will be directed away from traffic. We use weed-trimmers on steep banks and use caution when mowing near waterways, rocks, pedestrians and parked vehicles. Anything out of the ordinary that isn't within the scope of this contract will be reported to the Horticulture Service Manager, such as: deep holes, washed out areas, damaged signs, utility poles, potentially hazardous or downed trees, accident damage, broken curbs, guardrails and graffiti.

Current Workload: Our company is Knoxville based, we maintain 34 residential lots and 10 commercial sites during the growing season. We also do general contracting jobs during the four non-mowing months. This contract will be managed closely with all existing work ensuring quality performance at all locations, every time out.

Respectfully,  
*Keith Taylor*  
Owner Operator  
Taylors Lawn Service LLC



## Experience and Services:

19 Years in business

Located at 10918 Richland Rd. Blaine, TN. 37709

- Taylors Lawn Service is currently under contract with the City of Knoxville and responsible for mowing, weed eating, removing litter and spraying multiple sites throughout the city of Knoxville. Services are rendered bi-weekly at all locations. Taylors Lawn Service has maintained these sites intermittently for over 6 years.

Contact: Chris Webster  
City of Knoxville  
3131 Morris Ave.  
Knoxville, TN 37909  
cwebster@knoxville.tn.gov  
865-755-8611

- Taylors Lawn Service is currently under contract with Tennessee Wildlife Resource Agency. Taylors Lawn is responsible for mowing, weed eating and removing litter from TWRA Access ramps throughout Middle and East Tennessee. Services are rendered bi-weekly at all locations. Taylors Lawn Service has maintained these sites for over 11 years.

Contact: Tommy Whitehead  
Tennessee Wildlife Resource Agency  
330 Wildlife Way  
Morristown, TN 37814  
tommy.whitehead@tn.gov  
423-522-2452

- Taylors Lawn Service is currently under contract with the Frontier Communications and responsible for mowing, weed eating, removing litter and spraying 20 sites scattered throughout Clinton and Rutledge, TN. Tree Installation and Landscaping services are required throughout this contract as well. Services are rendered bi-weekly at all 20 locations. Taylors Lawn Service has maintained these sites for over 6 years.

Contact: Brandon Lee  
Frontier Communications  
106 City Hall Plaza, Durham, NC 27701  
brandon.lee@ftr.com  
919-308-5059

Equipment:

Misc Equipment

- 25 Horse Power Diesel Massey Ferguson Tractor
- 2019 Ranger XP 900
- KFI Complete Snow Plow/Winch Combo

Mowers

- 2024 Wright 72' Stander
- 2023 Wright 61" ZXT Stander (2)
- 2022 Scag Turf Tiger Zero Turn Mower (2)
- 2022 Hustler Hyper Drive 60" Zero Turn Mower
- 2017 Scag Turf Tiger Zero Turn Mower
- 2016 Gravely 54" Zero Turn Mower
- 2015 Scag Turf Tiger Zero Turn Mower
- 2014 Scag 54" Walk-behind

Weedeaters

- Redmax Weedeaters (8)
- Stihl Weedeaters (2)

Blowers

- Stihl Blowers (4)
- Redmax Blowers (3)

Edgers/Trimmers

- Edgers that mount on Weedeaters (2)
- Stihl hedge trimmers (2)

Chainsaws:

- Stihl Chainsaws (3)
- Redmax Chainsaw (1)

Fertilization:

- Scotts Turf Builder Fertilize Spreader (1)
- Weed Killer Handheld Pump Sprayers (2)
- Weed Killer backpack sprayer (1)

Trucks

- 2023 Isuzu Landscape Truck
- 2022 Chevy Silverado 2500
- 2014 Isuzu Landscape Truck
- 2005 Ford F-250 Truck

Trailers

- 16' Trailers (2)
- 12' Trailer (2)
- 14' Enclosed Trailer (1)
- 20' Gooseneck Trailer (1)

Services:

- Mow, Trim, Edge & Blow
- Shrub and Hedge Trimming
- Small Tree Trimming and Removal
- Brush Clearing
- Leaf-Cleanup, Removal
- Misc. Yard Clean Up
- Fall/Spring Clean Up
- Gutter Cleaning
- Bed Mulching
- Fertilizing

Employees:

- 8 Full-Time
- 3 Seasonal