



Town of Fountain Hills

16705 East Avenue of the Fountains

Fountain Hills, Arizona 85268

Phone: 480-816-5100

Fax: 480-837-3145

www.fh.az.gov

**REQUEST FOR QUOTATION
FOR
COTTONWOODS LANDSCAPE MAINTENANCE**

C2016-202

All quotes due by November 3, 2015, 3:00 P.M., Local Time, Phoenix, Arizona.

The Town of Fountain Hills (the "Town") is seeking a licensed and qualified Vendor to provide all material and labor required as described below on an as-needed basis for a period of one year, with four renewable one-year options)

Section I – Project Information.

Vendor will provide landscape maintenance for the Cottonwoods district, which will consist of pruning, weeding, trimming trees, blowing, raking, applying herbicide (when necessary) and ensuring adequate water delivery.

The Contract created by this request and the resulting quotation will automatically renew for up to four successive one-year terms, unless the Vendor notifies the Town in writing of its desire to terminate the Contract. If extended, the then-current prices shall be applicable during the subsequent renewal year unless the Vendor notifies the Town in writing of any rate increase and the Town approves the increase with an authorized signature, prior to the end of the then-current term.

Section II – Instructions and Conditions

1. Quantities as described in Section I above are estimates only, based upon available information. The Town reserves the right to adjust the quantities as necessary to meet its needs.
2. All quotations must contain the quoting firm's name and be signed by an authorized agent, officer or employee.
3. Award will be made to the Vendor whose quotation is the most advantageous to the Town.
4. Please attach your Quotation behind the Exhibit A cover sheet and submit this document to the address above.

If you need additional information or have questions please contact Justin T. Weldy by email at jweldy@fh.az.gov.

Section III – Pricing

The Quotation shall be attached hereto as Exhibit A and shall contain pricing. **Note:** Prices offered shall include applicable state and local taxes.

Section IV – Execution and Submission

By executing this document and submitting a quotation to the Town of Fountain Hills, the authorized agent agrees (i) he/she has read the Town’s Standard Terms and Conditions, dated December 3, 2014, as set forth on the Town of Fountain Hills website (<http://www.fh.az.gov/164/PO-Terms-Conditions>), which are incorporated into and become a part of the company’s quotation offer as if set forth fully herein and (ii) the company shall be bound by the Standard Terms and Conditions, dated December 3, 2014. By signing below the company is offering to provide the services set forth in Exhibit A and upon written acceptance of the company’s offer by the Town, it will have entered into a binding agreement. The offer shall be considered held open for 60 days from the quotes due date set forth above.

Signature:  Date: 11/2/15
Printed Name: Sam Moya Title: _____
Company Name: Lalla Salma dba Verde Valley Nursery
Address: 12025 N. Saguaro Blvd
City: Fountain Hills State: AZ Zip: 85268
Email Address: info@verdevalley-nursery.com Telephone No. 480-837-8131

Quotations for \$30,000 or greater will not be authorized and will require a formal procurement process.

ACCEPTANCE OF OFFER AND CONTRACT AWARD (For Town of Fountain Hills Use Only)

The Contractor Offer is hereby accepted. The Contractor shall not commence any billable work or provide any materials or service under this Contract prior to the date this Contract is executed.

Town of Fountain Hills, an Arizona municipal corporation

 Date: 12/7/2015
Grady E. Miller, Town Manager

Town Attorney Approval: 2023011

EXHIBIT A
TO
REQUEST FOR QUOTATION
FOR
COTTONWOODS LANDSCAPE MAINTENANCE

[Vendor's Quotation]



Verde Valley Nursery

**12025 N. Saguaro Blvd.
Fountain Hills, AZ 85268**

September 29, 2015

Justin Weldy
Town of Fountain Hills

Re: Cottonwood

The yearly cost to maintain the grounds at Cottonwood will remain the same as previous years.

Yearly cost: \$3000.00

If you should have any questions please contact the office at 480-837-8131.

Thanks.

Sandra Sixtos
Office Manager
Verde Valley Nursery
480-837-8131