

Loudon County Government

Request for Bids

Matt Kleinschmidt, CPPB, Purchasing Director
100 River Road, Suite 110
Loudon, Tennessee 37774

kleinschmidtm@loudoncounty-tn.gov
Phone 865-458-4663
Fax 865-458-4871

January 14, 2026

**Lawn and Grounds Maintenance Services
Loudon County Government Properties
Bid Number 2026-490**

**Pre-bid Meeting: January 27, 2026, 10:15 AM
Bid Opening: February 10, 2026, 10:30 AM**

LOUDON COUNTY GOVERNMENT IS SOLICITING SEALED BIDS FOR LAWN AND GROUNDS MAINTENANCE SERVICES FOR SIXTEEN GOVERNMENT PROPERTIES. TERMS, CONDITIONS, AND SPECIFICATIONS ARE ATTACHED.

A PRE-BID MEETING WILL BE CONDUCTED ON JANUARY 27, 2026. THE MEETING WILL BEGIN AT 10:15 AM AT THE COUNTY OFFICE BUILDING'S CONFERENCE ROOM. TERMS, CONDITIONS, AND SPECIFICATIONS ARE ATTACHED.

SUBMISSION OF YOUR BID MUST BE IN A SEALED ENVELOPE AND MARKED "**COUNTY LAWN AND GROUNDS MAINTENANCE SERVICES 2026-490**" ON THE FRONT OF THE ENVELOPE WITH YOUR COMPANY NAME AND DELIVERED TO THE LOUDON COUNTY PURCHASING OFFICE, 100 RIVER ROAD, SUITE 110, LOUDON, TENNESSEE 37774. BIDS WILL BE OPENED AT THE SPECIFIED DATE AND TIME. LATE BIDS WILL NOT BE ACCEPTED.

PLEASE REVIEW THESE DOCUMENTS CAREFULLY. BIDS SUBMITTED MUST INCLUDE THE ATTACHED VENDOR INFORMATION SHEET AND REQUESTED DOCUMENTS.

ANY QUESTIONS OR CONCERNS REGARDING THE PROPOSAL SHOULD BE DIRECTED TO MATT KLEINSCHMIDT AT 865-458-4663, MONDAY THRU FRIDAY BETWEEN THE HOURS OF 8:00 AM AND 4:30 PM

**Lawn and Grounds Maintenance Services
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Bid Number 2026-490**

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VENDOR INFORMATION

Vendor Name _____

Vendor Address _____

City _____ State _____ Zip _____

Telephone Number _____ Fax Number _____

Contact Person _____
(Please Print)

Contact Person's Email Address _____

Authorized By: (Please print) _____

Authorizing Signature _____

Do you Accept the Terms and Conditions of the bid? Yes _____ No _____

With Exceptions? _____

REFERENCES

Provide the name and contact information of three references for similar projects or contracts completed in the last three years.

1. Company Name _____

Address _____

Contact Person _____

Telephone Number _____

Email _____

2. Company Name _____

Address _____

Contact Person _____

Telephone Number _____

Email _____

3. Company Name _____

Address _____

Contact Person _____

Telephone Number _____

Email _____

IRAN DIVESTMENT ACT FORM

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the Iran investment activities list created pursuant to T.C.A. § 12-12-106.

Authorized By: (Please print) _____ Title: _____

Authorizing Signature: _____ Date: _____

Non-Collusion Affidavit

State of _____

Bid No. _____

County of _____

I state that I am _____ of _____, the firm that has submitted
(Title) (Name of Firm)
the attached Proposal and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers.

I state that:

1. I am fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;
 2. The price(s) and amount of this bid has been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.
 3. Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before bid opening.
 4. No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.
 5. The bid of my firm is made in good faith 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 affiant.
 6. Neither its officers, directors, partners, owners, agents, representatives, and employees are are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:
-

I state that _____, understands and acknowledges that the above
(Name of Firm)

representation are material and important and will be relied on by Loudon County Government in awarding the contract(s) for which this bid is submitted, I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from Loudon County Government true facts relating to submission of bids for this contract.

(Name and Company Position)

SWORN TO AND SUBSCRIBED
BEFORE ME THIS _____ DAY

OF _____, 20_____

NOTARY PUBLIC
My commission Expire

**LOUDON COUNTY GOVERNMENT
ATTESTATION
REGARDING THE USE OF ILLEGAL IMMIGRANTS IN THE
PERFORMANCE OF ANY CONTRACT**

In compliance with the requirements of Chapter 878 Public Acts of 2006 (Tennessee Code Annotated 12-4-124), the undersigned Contractor/Vendor hereby attests, warrants and assures that it will not knowingly utilize the services of an illegal immigrant in the performance of this contract/purchase order and shall not knowingly utilize the service of any subcontractor who will utilize the services of an illegal immigrant in the performance of this contract/purchase order.

Name of Contractor/Vendor _____

Federal ID Number or Social Security Number _____

Loudon County Contract or Purchase Order Number _____

Date Attested _____

Signature _____

Printed Name _____

Title _____

Note: Individual signing must have contractual authority to bind the entity.

AFFIDAVIT OF COMPLIANCE
WITH
TENNESSEE CRIMINAL HISTORY RECORDS CHECK
TENNESSEE CODE ANNOTATED, SECTION 49-5-413

(To be submitted with bid by contractor)

I, _____, president or other principal
Officer of _____, swear or affirm that the
Name of Company
Company is in compliance with Public Chapter 1080 of 2008, codified at Tennessee Code
Annotated 49-5-413, in effect at the time of this bid submission at least to the extent required of
governmental entities. I further swear or affirm that the company is in compliance with Tennessee
Code Annotated, § 49-5-413.

President or Principal Officer

For: _____
Name of Company

STATE OF TENNESSEE}
COUNTY OF }

Subscribed and sworn before me by _____,
President or principal officer of _____,
On this _____ day of _____ 2_____.

Notary Public

My Commission expires: _____

**AFFIDAVIT OF COMPLIANCE
WITH
DRUG-FREE WORKPLACE REQUIREMENTS OF
TENNESSEE CODE ANNOTATED, § 50-9-113**

(To be submitted with bid by construction contractor with 5 or more employees)

I, _____, president or other principal Officer

Of _____, swear or affirm that the Company has a drug-free workplace program that complies with Title 50, Chapter 9, Tennessee Code Annotated, in effect at the time of this bid submission at least to the extent required of governmental entities. I further swear or affirm that the company is in compliance with Tennessee Code Annotated, § 50-9-113.

President or Principal Officer

For _____
Name of Company

STATE OF TENNESSEE }

COUNTY OF _____ }

Subscribed and sworn before me by _____.

President or Principal Officer of _____,

On this _____ day of _____, 2_____.

Notary Public

My commission expires: _____

**Lawn and Grounds Maintenance Services
Loudon County Government Properties
Bid Number 2026-490**

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SECTION 1

GENERAL TERMS AND CONDITIONS

1. **ADDITIONAL INFORMATION:** ALL requests for additional information *MUST* be routed to the Loudon County Purchasing Office, Matt Kleinschmidt at 865-458-4663. Questions may be faxed to 865-458-4871 or emailed to KleinschmidtM@loudoncounty-tn.gov.
2. **BIDDER'S QUALIFICATIONS:** Bidders, upon request, must provide satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these specifications. The County may make investigations as are deemed necessary to determine the ability of the bidder to perform the work and the bidder shall furnish all such information and data for this purpose as the County may request. Loudon County will make the final determination as to the bidder's ability. The County reserves the right to reject any bid if the evidence submitted by, or investigation of such bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.
3. **CONFLICT OF INTEREST:** Vendor, by submitting a signed bid, certify that *no gratuity of any kind and no part* of the total contract amount provided herein shall be *paid directly or indirectly to any officer or employee of Loudon County as wages, compensation, or gifts in exchange for acting as officer, agent, employee, subcontractor or consultant to Vendor in connection with any goods provided or work contemplated or performed relative to the agreement.* A breach of ethical standards could result in civil or criminal sanction and/or debarment or suspension from being a supplier, contractor or subcontractor under County contracts.
4. **CRIMINAL HISTORY BACKGROUND CHECK:** Any successful vendors, vendor employees, and any vendor sub-contractors and its employees must submit to a criminal history records check, at vendor's expense, conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation prior to permitting the employee to have contact with students or enter school grounds when students are present. Reference Tennessee Code Annotated Section 49-5-413.
5. **DRUG-FREE WORKPLACE:** It is the policy of Loudon County Government to operate in compliance with the Drug-Free workplace Act of 1988. The unlawful manufacture, distribution, dispensation, possession, sale, or use of a controlled substance in the workplace, on County premises is prohibited. Intoxication or use of alcohol while on duty is also strictly prohibited.
If a Contractor for construction services has five or more employees receiving pay, the Contractor shall have a drug-free workplace program that complies with Title 50, Chapter 9 of the Tennessee Code Annotated and shall provide the attached Drug-Free Workplace affidavit. Failure to submit the affidavit will result in the disqualification of your bid.
6. **INFORMED BIDDER:** Bidders are expected to fully inform themselves, by personal examination or by such other means, as they prefer, as to the conditions stated in the bid document and the accuracy of pricing submitted. Failure to do so will be at the bidders own risk and they cannot secure relief on the plea of error.
7. **INSURANCE:** By submitting a bid, the bidder acknowledges that it has read and understands the insurance requirements for the bid. The successful Vendor shall obtain and keep in force for the term of the contract or services, workman's compensation, comprehensive general liability insurance and bodily injury and property damage insurance sufficient to hold the County harmless in the event of accident or injury to Bidder or any employee or subcontractor of Bidder. Submission of a copy of your insurance coverage will be mandatory within 30 days of award; otherwise, the County may rescind its acceptance of the Bidder's bid.

- A. General Liability: \$1,000,000.00 per occurrence - \$2,000,000.00 General Aggregate
 - B. Worker's Compensation and Employer's Liability in the amount of \$1,000.000.00
 - C. Comprehensive Automobile Liability minimum limits of \$1,000,000.00
8. **NON-COLLUSION:** Vendors, by submitting a signed bid, certify that the accompanying bid is not the result of, or affected by, any unlawful act of collusion with any other person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Tennessee or United States law. No person, firm, or corporation under the same or different name, shall make, file, or be interested in more than one bid for the same work unless alternate bids are called for. A person, firm, or corporation who has submitted a sub-Bid to a Bidder, or who has quoted prices on materials to a Bidder, is thereby disqualified from submitting a sub-Bid or quoting prices to other Bidders.
9. **NON-DISCRIMINATION:** Contractor agrees that no person on the grounds of handicap, age, race, color, religion, sex or national origin, shall be excluded from participation in, or be denied benefits of, or be otherwise subjected to discrimination in the performance of this agreement, or in the employment practices of Vendor. Contractor shall upon request show proof of such non-discrimination, and shall post in conspicuous places available to all employees and applicants notices of non-discrimination. Contractor covenants that it complies with the Fair Wage and Hour Laws, the National Labor Relations Act, and other federal and state employment laws as applicable. Contractor covenants that it does not engage in any illegal employment practices.
10. **PROCESSING TIME FOR PAYMENT:** Vendors are advised that a minimum of 30 days be required to process invoices for payment.
11. **REQUEST FOR CLARIFICATION:** The County may conduct discussions with responsible Bidders determined to be reasonable susceptible of being selected for award for the purpose of clarification to assure full understanding of, and responsiveness to solicitation requirements. Request for clarifications shall not alter the Vendor's pricing information contained in its cost bid.
12. **RESTRICTIVE OR AMBIGUOUS SPECIFICATIONS:** It is the responsibility of the prospective bidder to review the entire request for bid packet. If a bidder discovers any ambiguity, conflict, discrepancy, omission, or other error in this RFP, it shall immediately notify the County of such error in writing and request modification or clarification of the document. The bidder shall also notify the County in writing if the specifications are formulated in a manner that would unnecessarily restrict competition. Any such protest or questions regarding the specifications or bidding procedures must be received in the Purchasing Department not less than seventy-two hours prior to the time set for bid opening. The County will make modifications, if needed, and issue a written revision and will give written notice to all parties who are on file in the Purchasing Office as having received a copy of this RFP.
- The failure of a specific bidder to receive business, once it has been added to the awarded vendors' list, shall not be grounds for a contract controversy.
13. **SIGNING OF BID FORMS:** Vendors are to complete the bid forms contained in the bid package. Failure to complete the bid forms may result in bid rejection.
14. **SUBCONTRACTING:** Loudon County will award this bid to one vendor. The successful vendor may not assign or subcontract the "award agreement", its obligations or rights" hereunder to any party without the written consent of Loudon County Purchasing Agent. If the bid includes the use of subcontractors, Proposers must identify the specific subcontractors and the specific requirements of this RFP for which each proposed subcontractor would perform services.
15. **SUBMISSION OF BID:** Loudon County does not accept telegraphic or electronically transmitted bids. Bids and modifications shall be enclosed in sealed envelopes and delivered to the Loudon County Purchasing Department, 100 River Road, Suite 110, Loudon, Tennessee 37774. The bidder shall show on the outside of the envelope bid name. At the specified date and time, as noted on the front cover, bids will be opened and read aloud. Late bids will not be accepted.
16. **TAXES:** Loudon County purchases are not subject to taxation. Tax exemption certificates will be provided upon request.

17. **TITLE VI OF THE CIVIL RIGHTS ACT:** It is the policy of Loudon County Government that all its services and activities be administered in conformance with the requirements of Title VI – “Nondiscrimination in Federally Assisted Programs” – No person in the United States shall, on the ground of race, color, gender, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” 42 U.S.C. section 2000 et seq.

SECTION II OBLIGATIONS, RIGHTS AND REMEDIES

These terms and conditions shall be part of the contract. Loudon County reserves the right to negotiate other terms and conditions it deems appropriate and necessary under the circumstances to protect the public's trust.

1. **APPROPRIATION:** In the event no funds are appropriated by Loudon County for the goods or services in any fiscal year or insufficient funds exist to purchase the goods or services, then the Contract shall expire upon the expenditure of previously appropriated funds or the end of the current fiscal year, whichever occurs first, with no further obligation owed to or by either party.
2. **AWARD:** Loudon County intends to award this contract to the responsible Bidder or multiple Bidders whose bid is most advantageous to the Loudon County Government, taking into consideration price and the other factors set forth in this bid. All participating vendors will be notified by mail when an award is made. Loudon County reserves the right to withdraw this Request for Bid at any time, for any reason and to issue such clarifications, modifications, and/or amendments, as it may deem appropriate. Loudon County reserves the right not to award this bid.
3. **AWARD PROTEST PROCEDURE:** Loudon County Purchasing Department has an established procedure concerning protest of awards. A complete copy of the Award Protest Procedure may be obtained by contacting the Purchasing Office. A vendor who believes there has been a problem with the process or decision should notify the Purchasing Department, in writing, within five business days after notification of the award decision. Complaints received after five business days of the award notification has been made will not be considered for review.
4. **CHILD LABOR:** Contractor agrees that no products or services will be provided or used under this Contract which have been manufactured or assembled by child labor.
5. **COMPLIANCE WITH ALL LAWS:** By submitting a response to this RFB the vendor commits to be familiar with and agrees to observe and comply with all federal, state, and local laws, statutes, ordinances, and regulations in any manner affecting the provision of goods and /or services, and all instructions and prohibitive orders issued regarding this work and shall obtain all necessary permits.
6. **DEFAULT:** If Contractor fails to perform or comply with any provision of this contract or the terms or conditions of any documents referenced and made a part hereof, Loudon County may terminate this contract immediately in whole or in part, and may consider such failure or noncompliance a breach of contract. Loudon County expressly retains all its rights and remedies provided by law in case of such breach, and no action by Loudon County shall constitute a waiver of any such rights or remedies. In the event of termination for default, Loudon County reserves the right to purchase its requirements elsewhere, with or without competitive bidding.
7. **GOVERNING LAW:** The laws of the State of Tennessee shall govern this Contract, and all obligations of the parties are performable in Loudon County, Tennessee regardless of any language in any attachment or other document that the Vendor may provide. Any legal action between the parties arising from this agreement shall be maintained in the Chancery Court and / or Circuit Court of Loudon County, Tennessee and shall have exclusive and concurrent jurisdiction of any disputes that arise hereunder.
8. **IDEMNIFY AND HOLD HARMLESS:** The Contractor agrees to indemnify and hold harmless Loudon County, its officers, agents and employees from and against:
 - a. Any and all suits, claims, liabilities, losses, and causes of action which may arise, accrue, or result to any person, firm, corporation, or other entity which may be injured or damaged as

- result of any nature brought because of, arising out of, or due to breach of the agreement by Vendor, its subcontractors, suppliers, agents, or employees or due to any negligence acts, omissions, bad faith, or willful misconduct on the part of the Vendor, its officers, its employees, or any person acting for or on its or their behalf relating to this Contract; and
- b. Any claims, damages, penalties, costs, and attorney fees arising from any failure of Vendor, its officers, employees, and/or agents, including its sub- or independent contractors, to observe applicable laws, including, but not limited to, labor and minimum wage laws.

The Contractor further agrees it shall be liable for the reasonable cost of attorneys for the Buyer in the event such service is necessitated to enforce the terms of this Contract or otherwise enforce the obligations of the Contractor to the Buyer. In the event of any such suit or claim, the Contractor shall give the Buyer immediate notice thereof and shall provide all assistance required by the Buyer in its defense.

The County will not indemnify, defend, or hold harmless in any fashion the Vendor for any claims, regardless of any language in any attachment or other document that the Vendor may provide.

9. **INSPECTION AND ACCEPTANCE:** Warranty periods shall not commence until Loudon County inspects and formally accepts the goods and / or services. Loudon County reserves the right to reject all items or services not in conformance with applicable specifications, and Contractor assumes the costs associated with such nonconformance. Acceptance of goods or services does not constitute a waiver of latent or hidden defects or defects not readily detectable by a reasonable person under the circumstances.
10. **MODIFICATIONS OR AMENDMENTS:** This contract may be modified only by a written amendment executed and signed by all parties hereto and approved by the appropriate Local Government agency officials in accordance with applicable local and state laws, charters, private acts, codes, rules, policies, and regulations. Modifications or amendments shall not be binding on Loudon County without the prior written approval of the County Purchasing Agent.
11. **POSTPONEMENT:** The County reserves the right to postpone the opening of any bid under circumstances warranting such action, including but not limited to instances when the County receives fewer than two responses.
12. **REJECTION OF BIDS:** Loudon County reserves the right to reject any bid, all bids, or any part of a bid. The County shall reject any bid that is determined to be non-responsive. The County also reserves the right to reject the bid of any Bidder who previously failed to perform adequately for Loudon County or any other governmental agency. Loudon County expressly reserves the right to reject the bid of any Bidder who is in default on the payment of taxes, licenses, or other monies due Loudon County.
13. **REMEDIES:** Loudon County shall have all rights and remedies afforded under the U.C.C. and Tennessee law in contract and in tort, including but not limited to rejection of goods, rescission, right of set-off, refund, incidental, consequential and compensatory damages and reasonable attorney's fees.
14. **SEVERABILITY:** If any provision of this Contract is declared illegal, void or unenforceable, the remaining provisions shall not be affected but shall remain in force and in effect.
15. **TERMINATION:** Loudon County may terminate this agreement with or without cause at any time with thirty-day (30) written notice. In the event of termination by either party, fees due for services satisfactorily performed or goods accepted prior to the termination date shall be paid.
16. **WAIVING OF INFORMALITIES:** Loudon County reserves the right to waive minor informalities or technicalities in the bid when it is in the best interest of Loudon County. Any such waiver shall not modify any remaining bid requirements or excuse the Bidder from full compliance with the requested specifications and other contract requirements if the Bidder is awarded the Contract.

SECTION III SPECIAL TERMS, CONDITIONS AND PRICING

1. SCOPE OF WORK: Loudon County is soliciting bids for Lawn and Grounds Maintenance services for sixteen County properties as listed on the enclosed pricing sheet. All locations will require mowing and trimming, however, not all locations require landscaping services (leaf removal, Bed maintenance, herbicide application and mulching). A list of locations with required services is listed on Attachment A

- Mowing shall be performed every 7 days during mowing season.
- Trim around all trees, hydrants, benches, posts, fences, etc. at each mowing, including mowing and trimming under bleacher seats. Fence lines may be sprayed with "Environmentally Friendly" herbicide to prevent kudzu and other weeds from climbing fencing.
- Standard black bark mulch shall be used in mulch beds.
- Beds shall be mulched one time per year and be maintained at aesthetically proper height and appearance. Pre-emergent herbicide shall be applied prior to mulching. Post-emergent herbicide shall not be used in beds. Any weeds that appear must be pulled.
- Prune all shrubbery as needed, equivalent to three (3) full cuttings per contract period (year).
- Removal of old mulch is not required. New mulch shall be added to existing as needed.
- Weed shrubbery beds if necessary to keep beds clean as well as gravel areas around property in areas that cannot be mowed. Post-emergent herbicide may be used on gravel areas to help control weeds. No herbicide shall be used on gravel landscaping beds.
- Apply fertilizer to all shrubbery beds once annually if applicable
- Strip cracks and crevices of unwanted vegetation; Apply residual herbicides to prevent pre-growth.
- No mulch is required in hedge row on the back side of the Courthouse lawn.
- Blow, rake and remove leaves in fall.
- Low hanging/broken small branches shall be trimmed as needed.
- Animal Shelter includes mowing inside of the outdoor dog kennels every visit and mowing inside of the horse lot every two weeks.
- Overgrowth in front of the Maintenance shop near and along Highway 11 is excluded from mowing.
- Dead plants or shrubs shall be removed.
- Fence lines at all Convenience Centers shall be maintained.

- Any loose trash, small debris or small branches must be removed by the successful bidder prior to mowing.
- While mowing around parked vehicles, mower's discharge chutes shall be pointed away from the vehicles.
- Control fire ants when present on county grounds.
- Blow off all paved areas each mowing.
- The trees around the parking lot at the Health Department shall be trimmed/shaped one time per year.
- The Crepe Myrtles at the Annex building shall be trimmed to the ground one time per year.
- **Dixie Lee Junction:** The retention pond is not included in this contract. The County Highway Department mows inside the pond. Outside of the pond is the responsibility of the successful bidder.

2. **BIDDERS QUALIFICATIONS:** Contractor, upon request, must provide satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these specifications. The County may make investigations as are deemed necessary to determine the ability of the Proposer to perform the work and the Proposer shall furnish all such information and data for this purpose as the County may request. Loudon County will make the final determination as to the Proposer's ability. The County reserves the right to reject any proposal if the evidence submitted by, or investigation of such Proposer fails to satisfy the County that such Proposer is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.
3. **TERM OF CONTRACT:** The contract is scheduled to begin on March 1, 2026. Prices will remain in effect for the term of the contract. The contract will be for one (1) year, with an option to renew annually, for up to four (4) additional years. The maximum contract time is five (5) years or 60 months.

Renewal offers will be based on satisfactory performance. Both parties must agree for renewals, contractual changes, and/or price adjustments and must be authorized and signed by the County Purchasing Director. Price increases may only be negotiated on the anniversary date of the contract.

4. **PRE-BID MEETING:** A pre-bid meeting will take place on January 27, 2026, at 10:15 AM, at the Loudon County Office Building at 100 River Road, Loudon, TN 37774.
5. **EQUIPMENT:** The Contractor shall be responsible for providing the necessary equipment, and any expenses associated with the equipment, required to perform the services requested in this solicitation. Bidders shall include a detailed equipment list of all equipment applicable to this contract.
6. **PRICE ADJUSTMENT:** The successful vendor may request an annual price. Price adjustments shall be by mutual agreement. Price increases may only be negotiated during the renewal of the contract. Contract extensions and price increase adjustments must be in writing and signed by the Purchasing Director.

7. Questions Submittal Deadline: The final day for bidders to submit questions is February 3, 2026, at 3:00 PM. This will ensure that there will be proper time to issue a bid addendum if necessary. Questions regarding the scope of work submitted after this deadline will not be answered. Questions general bidding information will be answered until bid opening.

Properties and Addresses

1. Animal Shelter
250 Jamie Drive
Loudon, TN 37774
2. Convenience Center
Lenoir City location
500 Halls Ferry Road
Lenoir City, TN 37771
3. Convenience Center
Loudon location
300 Rock Quarry Road
Loudon, TN 37774
4. Convenience Center
Greenback location
3840 Hwy. 95 South
Greenback, TN 37742
5. County Office Building
100 River Road
Loudon, TN 37774
6. Courthouse
601 Grove Street
Loudon, TN 37774
7. Courthouse Annex
101 Mulberry St.
Loudon, TN 37774
8. Dixie Lee Junction County Sign
Intersection of Hwy 11 and Hwy 70
Lenoir City, TN 37772
9. Health Dept.
600 Rayder Ave.
Loudon, TN 37774
10. Highway Department
292 Blair Bend Drive
Loudon, TN 37774
11. Justice Center
12680 Hwy 11 W
Lenoir City, TN 37774
12. Juvenile Center
12665 Hwy 11, East
Lenoir City, TN 37771
13. Loudon Public Library
210 River Road
Loudon, TN 37774
14. Maintenance
1203 West Broadway
Lenoir City, TN 37771
15. Senior Center
901 Main Street
Loudon, TN 37774
16. Lenoir City County Clerk's Office
510 Hwy 321
Lenoir City, TN 37771

**Lawn and Grounds Maintenance Services
Loudon County Government Properties
Bid Number 2026-490**

**Pre-bid Meeting: January 27, 2026, 10:15 AM
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<u>LOCATION</u>	<u>ANNUAL PRICE</u>
1. Animal Shelter	_____
2. Conv. Center - Lenoir City	_____
3. Conv. Center - Loudon	_____
4. Conv. Center - Greenback	_____
5. County Office Bldg.	_____
6. Courthouse	_____
7. Courthouse Annex	_____
8. Dixie Lee Junction	_____
9. Health Department	_____
10. Highway Department	_____
11. Justice Center	_____
12. Juvenile Center	_____
13. Loudon Public Library	_____
14. Maintenance	_____
15. Senior Center	_____
16. Lenoir City County Clerk's Office	_____

TOTAL ANNUAL PRICE ALL LOCATIONS _____

***Please Provide a Detailed Equipment List with bid.**

Company Name: _____

Authorized Signature: _____ Date _____

Lawn and Landscape Services for
Loudon County Government Grounds
Bid No. 2026-490
Bid Opening: February 10, 2026

LOCATION	MOWING	TRIMMING	BLOWING	LEAF REMOVAL	BED MAINT	HERBICIDE APP	LAYING MULCH
Animal Shelter	X	X	X	X	X	X	X
Annex	X	X	X	X	X	X	X
County Office Building	X	X	X	X	X	X	X
Courthouse	X	X	X	X	X	X	X
Dixie Lee Junction	X	X	X				
Greenback Convenience Center	X	X	X				
Health Dept.	X	X	X	X	X	X	X
Highway Department	X	X	X				
Justice Center	X	X	X	X	X	X	X
Juvenile Center	X	X	X	X	X	X	X
Lenoir City Convenience Center	X	X	X				
Loudon Convenience Center	X	X	X				
Loudon Library	X	X	X	X	X	X	X
Facilities Maintenance	X	X	X				
Senior Center	X	X	X	X	X	X	X
Lenoir City County Clerk Office	X	X	X	X	X	X	X