



# POLICE

## CITY OF MARIETTA

### Requirements for Persons Bidding on the Abatement of Properties in Violation of City Ordinance

Thank you for your interest in contacting with the City of Marietta for the abatement of properties which the City has determined are in violation of city ordinances and/or state law. Below are the conditions the City sets forth for removing tall grass and weeds, and trash and debris from properties.

Contractors will be required to complete required documents and submit the following information to become eligible to receive bid lists and submit bids:

- Affidavit of Exempt Status under the Worker's Compensation Act (Workers' Compensation insurance is required if you have someone working with you other than immediate family.)
- Affidavit of Work Status Eligibility
- Documentation of a current liability insurance policy with a minimum coverage of \$100,000, listing the City of Marietta as additional insured.

A solicitation for bids will be posted at the Marietta Police Department, located at 105 South Third Avenue, on Friday, pending the need for abatement exists. Sealed bids will be accepted until noon the next Wednesday, and will be awarded at 4:00 PM on the same day. Contractors will not be eligible to bid on the abatement of properties until previously awarded jobs have been completed.

**Contractors must bid separately on the type of work to be performed (i.e. the removal of tall grass and weeds shall be bid separately from the removal of trash and debris).** The bid should reflect the total price to bring the property into compliance. In most cases, the job will be awarded to the Contractor submitting the lowest and best bid. However, the City may select the most appropriate and best qualified Contractor based upon financial, public safety, and time constraints. The City reserves the right to reject any and/or all bids. In the case of a tie bid, the job will be awarded based on a coin toss.

City ordinance allows for a property to be summarily abated by the City if any reoccurrence of the violation occurs within six months of the original violation. Therefore, any person who is awarded a job will be eligible to mow or clean the property, at the City's direction, every time it is determined to be in violation of City ordinance, and shall be paid at the rate of the original bid.

**Contractors must complete the mowing and/or cleaning within 10 days of the bid award, unless an extension is granted by the City.**

Contractors must take photographs before and after the lot is mowed and/or cleaned. The photographs must be a minimum of 4" x 6" in size, and clear enough to show that

105 South Third Avenue  
Marietta, Oklahoma 73448

Phone (580) 276-9371

Fax (580) 276-4629

[www.mariettapolice.org](http://www.mariettapolice.org)



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the work was performed. Digital photographs are preferred but not required. Photographs must be taken of the entire property. Contractors will be allowed to add a \$5.00 fee for the photographs taken at each job. Contractors who fail to submit photographs with their invoice will not be paid for the job.

If the job is not satisfactorily completed, Contractors will be required to return to the property and complete the cleaning without extra pay. If a Contractor starts a job and find it entails more than what was expected, they may walk away, but will not be paid for any work done. In the event a Contractor does not complete a job, the next lowest Contractor will be awarded the job.

Contractors are required to mow and/or clean the entire property, including; the sight triangle, half of the alley easement, and the drainage easement.

Contractors are required to mow grass and weeds to a height of 4 inches or less. In some instances the property owner may mow a property prior to the Contractor performing the work. Contractors will not be paid for mowing any property where the height of the grass and weeds is less than 8 inches. Contractors are required to weed eat around house foundations, fences and trees on the property. It is a violation of City ordinance to allow grass clippings to be left in the street or roadway, and Contractors may be cited for such violation.

**Invoices for completed jobs must be submitted, with photographs described above, to the Marietta Police Department no later than 20 days from the date of the bid award.**

A "pass" to the City's sanitation site, located at 701 N. Brentwood Street, will be issued to each Contractor who is awarded a job for the cleanup of trash and debris. Contractors are not responsible for any charges incurred at the sanitation site when removing trash and debris, as long as the appropriate information is recorded on each pass and the pass is submitted with the Contractor's invoice.

A Contractor will not be paid if the incorrect property is mowed and/or cleaned. Contractors are encouraged to verify the location of the property by accessing the Love County Assessors webpage, at <http://love.okcountypassors.org/>, and referencing the parcel listed on the bid list.

Even though a Contractor is considered contract labor, citizens view them as City employees. Do not argue with a property owner or tenant; if a problem arises, or if a Contractor is threatened or assaulted by a property owner or tenant, leave the property and contact the Police Department immediately.

If a Contractor resides within the City Limits, they must maintain their property in compliance with municipal ordinances to be eligible to bid on abatements. Contractors

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may not store trash/debris from contracted jobs on their property.

Any Contractor arrested for a violent crime or any felony while under contract with the City of Marietta will not be allowed to complete any awarded contract, and will become ineligible to bid on any future jobs.

By signing below, I acknowledge that I have received these guidelines, and further I agree to follow the rules and procedures herein.

\_\_\_\_\_  
CONTRACTOR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
DATE

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