

REQUEST FOR PROPOSAL
GROUNDS MAINTENANCE & SERVICES

BRIGHTON AREA SCHOOLS
BRIGHTON, MICHIGAN 48116

February 28, 2018

Brighton Area Schools will be receiving bids for Grounds Maintenance for the upcoming school year.

1. Brighton Area Schools is seeking bids for Grounds Maintenance of district facilities from July 1, 2018 through June 30, 2021.
2. A **Mandatory** pre-bid meeting / Walk will take place at **9:00am Wednesday March 21, 2018**, at 7878 Brighton Rd, Brighton, MI. The purpose of the meeting is to clarify the procedures, scope of work and answer any questions.
3. Sealed Proposals will be received not later than **10:00am Wednesday March 28, 2018**, proposals will be opened and read out loud, recorded as received.
4. Description of the information and content required for your bid is attached. Please complete and add necessary information on additional sheets and return to:

Brighton Area Schools
Attn: Director of Operations
125 S. Church St.
Brighton, MI 48116
5. Mark the return envelope: "Grounds Maintenance Bid"
6. Bidders must complete the required attached Familial Discloser Affidavit.
7. All responses must be printed and signed. The bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of Brighton Area Schools. Whether sent by mail or by means of personal delivery, the bidder assumes responsibility for having their bid deposited on time at the place specified.
8. The contract will be awarded to the responsible bidder whose proposal is within the competitive range and determined to be the most advantageous to Brighton Area Schools. Price, experience, references and other factors are considered.

Brighton Area Schools reserves the right to make awards within sixty (60) days after the date of the bid opening during which period bids may not be withdrawn.

9. The Board of Education or its designee reserves the right to reject any or all bids, in part or in total, for any objective or subjective reason whatsoever. Late bids will not be opened.

Please contact Scott Jacobs at 810-299-4123 if there are any questions.

All Inclusive Services for Grounds Maintenance

(a) Purpose

The intent and purpose of this invitation for bids is to establish a term contract to provide Grounds Maintenance services for Brighton Area Schools, hereafter referred to as BAS.

(b) Scope

The Contractor will be responsible for mowing, trimming, edging (and all others areas outlined in this RFP) all School District Facilities. Below is a list of all district buildings requiring grounds maintenance services. Grounds sizes are approximate and do include building footprint. Contractor is responsible for exact measurements and walking the sites.

1. Brighton High School	7878 Brighton Rd.	75 Acres
2. Miller Building	850 Spencer Rd.	10 Acres
3. B.E.C.C	125 S. Church St	12 Acres
4. Maltby Intermediate School	4740 Bauer Rd.	20 Acres
5. Hornung Elementary	4680 Bauer Rd.	20 Acres
6. Transportation Dept.	5800 Borderline Dr.	05 Acres
7. Scranton Middle School	8415 Maltby Rd.	80 Acres
8. Hawkins Elementary	8900 Lee Rd.	40 Acres
9. Spencer Elementary	10639 Spencer Rd.	20 Acres
10. Hilton Elementary	9600 Hilton Rd.	20 Acre

(c) Scheduling

- 1) The Contractor shall ensure that all buildings are maintained on a weekly schedule. Services can be provided during school hours and/or weekends.

- 2) Grounds Services must be available at the Contractor's pricing twenty-four (24) hours a day, seven (7) days a week, including holidays.
- 3) The Contractor will have services available for "on call" services; twenty-four (24) hours a day, seven (7) days a week, the Director of Operations may call for Services. Response time to any Facility is required in thirty (30) minutes.
- 4) Contractor will provide the Director of Operations a yearly schedule of athletic field repairs and applications.

(d) Specifications (Scope of Work)

- 1) The use of tobacco products is prohibited on school property at all times.
- 2) Contractor may Sub-Contract on only Field Repairs, Fertilization and Weed Control services. The Contractor will be responsible for all costs for services outlined in the RFP and costs by the Sub-Contractor. Sub Contractor Information must be provided to the Director of Operations for approval. If you plan to use a sub-contractor, please provide the sub-contractor's company name and contact information at the bottom of Page 16 on your bid form. Brighton Area Schools reserves the right to reject or approve any sub-contractor for any reason.
- 3) All machinery shall be operated by trained and qualified personnel. Under no circumstances shall mower discharge chutes be directed towards students, staff or persons using the school property. Contractor shall perform all work so that no damage to the building, grounds, irrigation system or finished materials results.
- 4) Contractor shall be responsible for all damages to the District's property caused by either equipment or operator error and shall repair any damage to the satisfaction of the District. The District reserves the right to repair all damages with other sources if the Contractor fails to do so. The Contractor shall then be back-charged for all costs required to complete these repairs.
- 5) The Contractor shall provide the Operations Director with a means of immediate communication regarding site completion, emergencies or any other occasion that may arise. A cellular phone number or pager number of the person responsible for managing this contract must be provided on the bid proposal form.

- 6) The Contractor shall not apply any pesticides or herbicides without the Operations Director's written approval.

General Site (Building) Conditions- BASE BID:

Trash Collection – Trash and litter must be removed from the parking lots, sidewalks, courtyards, playgrounds and grassed areas prior to mowing and trimming.

General Mowing – All grassed areas will be mowed, edged and line trimmed around obstructions at least 26 times each year and more often as needed to maintain a neat appearance. The district may require additional mowing as required. The District reserves the right to cancel cuts in the event of extended dry weather. Contractor should also note that mowing is required to property lines, tree lines, fence lines, Etc.

Mowing frequency shall be such that the grass cutting or clippings are not of sufficient quantity to detract from the overall site appearance. If the time between cuttings must be extended for any reason, thereby causing an excessive amount of clippings on the lawn, the clippings shall be eliminated by whatever means are available to the Contractor and at no expense to Brighton Area Schools.

Mowing shall be coordinated to prevent the depositing of mowing debris into planters, flower beds or on glass walls. Any clippings or debris blown into these areas shall be removed immediately.

All mowing operations are to be performed using machines manufactured by companies recognized for producing quality commercial turf equipment. All equipment shall be mechanically sound and reliable. All blades will be sharp and properly adjusted for height and cutting sharpness, with all required guards in place while in operation. List all Equipment to be used with this contract under Exhibit 1.

Field Mowing – Height of cut will be 1.5-3 inches depending on the time of the season or type of field. Grass height can extend past the required height during the off season to repair fields but must be approved by the Director of Operations. Contractor shall remove no more than 1/3 of the grass height to ensure adequate growth or damage of the leaf. Mowing equipment shall be a reel mower or approved rotary mower. Equipment should have freshly sharpened blades. All debris or litter shall be removed before mowing. Excessive clippings on the lawn, shall be eliminated by whatever means are available to the Contractor and at no expense to Brighton Area Schools. Contractor can remove excessive clippings or double cut field in the opposite direction. Example of field sizes and classes can be found in Exhibit 3. (Class 1 Competition Field (Irrigation), Class 2 Game / Practice Field (Irrigation), Class 3 Practice / Youth Field (No Irrigation), Class 4 Synthetic Turf surfaces.)

Field Class 2- 30 cuts per season, alternating direction each occurrence.

Field Class 3- Normal building cutting schedule.

Trimming (weed whacking) - shall be done simultaneously with the mowing operation. Trimming is to be completed each time a site is mowed. Trimming shall be done in all areas that are inaccessible to mowing equipment. This includes areas next to buildings where established plantings are not present, and around all other obstacles to provide a neat and even appearance to the entire site. This also includes any interior courtyards. Care shall be used when trimming around trees and wooden posts to prevent damage to these items.

Trimming will be performed with nylon cord trimming equipment. All litter such as paper, cans, bottles, branches, etc. must be picked up and disposed of prior to mowing and trimming.

Edging - All turf terminations at paving and cement details shall be vertically edged to remove overgrowth. Edges shall be cleaned of all debris following edging process. Edging shall be completed three (3) times during the mowing season. The first edging shall occur no later than May 25th, the second time between July 23rd and August 3rd and the third time between September 25th and October 6th.

Ornamental Care – Shrubs and plants must be trimmed on an ongoing basis to preserve a year round manicured appearance. Shrubs will be pruned with hand shears as needed to provide shape, fullness and blooms. Sucker growth will be removed by hand from the base of trees.

Tree Maintenance – Trees should be kept trimmed to a ten (10) foot height giving special attention to those over walkways and drives.

Allowance – The contractor will be given an allowance of up to \$5,000 to replace small trees, shrubs and flowers. This amount should be included in your bid.

Building Mulch – Shredded Mulch (or other mulch as requested) (environmental die) must be applied to plant beds and bare areas a minimum of one (1) time per year; once in conjunction with the beginning of the new school year (no later than August 1st).

Playground Mulch – All district playgrounds must be maintained as to create a safe playing environment for children. All playground mulch should be maintained at a minimum depth of 9 inches under equipment and 4-9 inches around the playground. Minimum requirements are outlined in the Playground Safety Handbook by the US Consumer Product Safety Commission and the Director of

Operations. Playground Mulch applications will be ongoing during the year and also includes during the winter season if needed.

Weed Control – Shrub beds, tree rings, walkways, driveways, parking lots and playgrounds will be kept free of weeds with manual weeding or chemicals. All applications shall be liquid applications. **All chemical applications must be performed by licensed chemical applicators and only when children are not on the property (preferably weekends).**

Trash, Branches and Debris – Trash, branches and other debris should be monitored and removed from property. Contractor will clean all clippings from sidewalks, curbs, roadways immediately after mowing, trimming, or edging. Contractor will not sweep, blow or otherwise dispose of clippings in sewer drains or ponds.

Spring/Fall Cleanup- Spring/Fall clean-up shall consist of one site visit in the Spring and two site visits in the Fall. Dates of spring and fall cleanup are to be approved by the Operations Director. The site visits shall include the removal and disposal of all debris that has accumulated in the bed and lawn areas. This debris shall include but not be limited to: leaves, paper, trash, dead plant debris, branches, etc. All collected debris is to be removed from the site at no additional charge to the District and disposed of by an environmentally sound practice. Spring/Fall cleanup also include removing debris and weed whacking fence lines. The spring cleanup will include applying mulch to existing mulch bed areas at all buildings. All mulch shall be provided by the Contractor. Mulch must not be placed directly against the bark of plants in order to avoid decay. Existing mulched beds shall be maintained at a minimum mulch depth of two (2) inches, and a maximum mulch depth of three (3) inches.

Leaf Removal (Grounds)

All leaves in landscaped areas are to be swept out of beds and lawn areas at least once between March 30 and April 30, and once again between October 15 and November 15. A final clean up shall take place in mid-late November after a majority of leaves have fallen from the trees. Minor tree clean up and trimming performed as needed. Leaf removal also includes around the curb lines.

Supplies

Contractor shall provide all supplies necessary to maintain contract. These supplies include, but are not limited to fertilizer, grass seed, top soil, top dressing soil, herbicides, pesticides, lining chalk, quick dry, field marking paint, stone dust, pitcher's mound clay, playground sand, ADA approved playground fall surfaces, field marking templates, field drags, field rakes, and mulch. The contractor also shall own and maintain a vehicle designed for athletic field grooming use and/or a like piece of equipment as approved by the district.

Additional Work – Additional work (such as annual flowers) at any property as requested by a school principal or other system official will be billed directly to the school at an agreed upon price between the Contractor(s) and Operations Director. Additional work that is not approved by the Operations Director will not be paid. The Contractor will also be responsible for painting parking lots curbing in front of buildings, removing damaged or relocating parking guards, repairing grass around sidewalks due to foot traffic, light fence repairs (ex. adjusting gates). Mowing Hawkins drainage ditch once per month.

Athletic Site (Building) Conditions (Alternative Bid 1)

Athletic Fields shall be maintained according to the weekly athletic events schedules which an example can be found in Exhibit 02. Athletic fields will be prepared for play no later than 2:00pm on the day of the scheduled athletic event. If the contractor should choose to provide “Alternate Bid 1” and “Base Bid” the contractor shall provide enough resources to be able to maintain district property while concurrently servicing athletic fields. District athletic fields are outlined under Exhibit 03. The Athletic Site Alternative Bid will consist of turf improvement, mowing, fertilizing, weed control, aeration, overseeding and top dressing as necessary or required by the Director of Operations. Contractor will also be required to maintain sponsorship signs and wind screens, minor fence maintenance and repair, paint practice and game lines, groom synthetic turf fields, monitoring and programming irrigation systems.

Field Mowing – Height of cut will be 1.5-3 inches depending on the time of the season. Grass height can extend past the required height during the off season to repair fields. Contractor shall remove no more than 1/3 of the grass height to ensure adequate growth or damage of the leaf. Mowing equipment shall be a reel mower or approved rotary mower. Equipment should have freshly sharpened blades. All debris or litter shall be removed before mowing. Excessive clippings on the lawn, shall be eliminated by whatever means are available to the Contractor and at no expense to Brighton Area Schools. Contractor can remove excessive clippings or double cut field in the opposite direction. Example of field sizes and classes can be found in Exhibit 3.

Field Class 1- Fields -46 cuts per season, alternating direction each occurrence
High School Baseball and Softball Field and Soccer Complex (Sloan Complex)

Trash Collection – Trash and litter must be removed from athletic fields, benches, dugouts, playgrounds, and bleachers. Dugouts must be swept out prior to the start of high school contests.

Fertilization

The Contractor will be responsible for applying fertilization at a minimum of 4 applications per season. The Contractor may be required to apply more

fertilization to repair turf conditions or control weeds or insects. The Contractor may adjust schedule if approved by the Operations Director. All applications are expected to deliver 1LB of Nitrogen per 1M SQ FT. All applications shall be dry application.

Field Class 1- 5 applications per season

Apr- May: Pre-Emergence crabgrass and weed control

Jun- Jul: Fertilization and weed control

Aug: Fertilization with 50% slow release Nitrogen

Sept: Fertilization and weed control

Oct: Over Winter Fertilization

Field Class 2- 3 applications per season

Apr- May: Pre -Emergence weed control/and broad leaf weed control

Jul: Fertilization with 50% slow release fertilizer

Sept: Fertilization with broad leaf weed control.

Field Class 3- 2 applications per season

May: Fertilization with weed control

Sept: Fertilization with weed control.

Weed Control

Contractor will apply a broadleaf herbicide and per-emergent annual grass herbicide. Contractor will provide an ongoing vegetation control program. Applications shall be based on industry standards and turf conditions or need. Turf should be inspected on a weekly basis to determine turf conditions and if applications are needed. Director of Operations may require additional applications to control weed growth. Contractor must follow all pesticide use regulation and Brighton Area Schools Policy. Weed control must be applied on athletic warning tracks, running tracks, tennis courts, basketball courts, sidewalks, parking lots and playgrounds. Applications should be performed as outlined in field schedule. All applications shall be liquid applications.

All chemical applications must be performed by licensed chemical applicators and only when children are not on the property (preferably weekends). Contractor must notify the Director of Operations prior to application.

Irrigation

The Contractor is responsible for the programming of the automatic irrigations systems if the field is equipped. The Contractor is responsible for monitoring and adjusting the irrigations system to assure a healthy turf surface. Contractor will work with district Master Plumber to winterize all field irrigations systems. Contractor will also provide the compressor to winterize. Contractor will be responsible for reporting all problems with the system and perform minor repairs as necessary. All repairs must be approved by district plumber or Operations

Director. Irrigation shall be used to meet the minimum requirements of 1 inch to 1 ½ inches per week in May through October.

Aeration / Rolling

Contractor is responsible for performing aeration of fields three times per year, aeration is recommended in May, August and November. Aeration may be performed at alternative times to relieve compaction. A mechanical aerator, with solid or hollow tines is required; plugs may be left on fields. Rolling fields is required to be performed twice a year or as needed due to field conditions.

Over-seeding

Contractor will only be responsible for over seeding 1 time per year in the fall. For grass repairs or thin areas, the contractor should refer to the "Restoration" section. Seed Mix should be an athletic mix containing 10% Poa supine, 40% Kentucky blue grass, 50% turf type perennial ryegrass. Mixture at 200LBS per 1M SQ FT. Starter fertilizer should also be used at this time per manufacturer rates.

Top Dressing

The Contractor will add top-dressing to low or worn areas as needed. Soil will be similar to that of existing fields. Some fields may require top dressing per year.

Restoration

Performed as necessary in areas where turf has become thin or non-existent. Slit Seeding: Performed as needed. Re-sodding as needed. Soil will be cultivated to ensure seed growth. Periodic repairs on areas destroyed by vehicles will be necessary. 2 lbs per 1M Sq Ft ratio will be used when restoring bare areas or thin areas.

Field Dragging / Grooming

The Contractor will be responsible for dragging fields prior to the start of each baseball and softball game. High School Baseball and Softball Fields will require pre-season grading, filling, and balancing to ensure both safe play as well as efficient drainage.

Synthetic turf surfaces will require grooming and sweeping before each game or once per week (equipment provided). Turf surfaces will be inspected prior to the start of each game to identify any safety issues.

Field Striping/Chalking

The marking shall be consistent with the Athletic Standard for Michigan High Schools. This will include field preparation, lining with paint on turf areas and chalk product on dirt areas. The painting shall be to the approval of the Athletic Director, and or the Director of Operations. This may require touching up lines as needed of both game fields and practice fields. Brighton Athletics estimates the following number of events each year.

Baseball	32 events plus practice and make up games
Softball	26 events plus practice and make up games
Soccer Girls	15 events plus practice and make up games
Soccer Boys	15 events plus practice and make up games
Football	15 events plus practice and make up games
Lacrosse Boys	15 events plus practice and make up games
Lacrosse Girls	15 events plus practice and make up games
Track Girls & Boys	20 events plus practice and make up games
Rugby	07 events plus practice and make up games

Practice and events are scheduled in the spring, summer and fall of the year. The contractor may also be required to perform prep work if the district hosts Districts, Regional and or State Finals. On Baseball and Softball events some require prep and re-chalk between games as requested by the Athletic Director. Paint and chalk materials shall be pre-approved by the Athletic Director and the Director of Operations prior to their use on the athletic fields. (The approved manufacture of field paint is Pioneer Athletics – Brite Stripe). Contractor must chalk and stripe baseball fields as needed. Bases need to be installed and removed at the beginning and end of each season and as part of field prep. The Contractor will be responsible for Elementary and Middle School field day events that will require striping as requested (2-3 per building, per year). The Contractor will also be responsible for striping the high school parking lot for band practice. All supplies must be approved by the Director of Operations prior to the start of the contract.

Leaf Removal on Field

All leaves in landscaped areas are to be swept out of beds and lawn areas at least once between March 30 and April 30 weather permitting, and once again between October 15 and November 15 weather permitting. A final clean up shall take place in mid-late November after a majority of leaves have fallen from the trees. Minor tree clean up and trimming shall be performed as needed. Leaf removal also includes around the curb lines.

Tennis Courts

The Contractor will be responsible for Installing and removing tennis nets at the beginning and end of each season. Power washing tennis courts annually and removing standing water as needed to facilitate contests. Tennis Courts are located at Brighton High School (12) and Scranton Middle School (8).

Track and Field

The Contractor will be responsible for cleaning debris and excess dirt from the track or field event surface. Field Event areas will require field paint marking. Contractor will also be responsible for moving and storing field event matting at the beginning and end of each season.

Cross Country

Contractor will provide paint supplies, equipment and on occasion, labor to facilitate the grooming and lining of the cross country course used by the district teams.

Supplies

Contractor shall provide all supplies necessary to maintain contract. These supplies include, but are not limited to fertilizer, grass seed, top soil, top dressing soil, herbicides, pesticides, lining chalk, quick dry, field marking paint, stone dust, pitcher's mound clay, playground sand, ADA approved playground fall surfaces, field marking templates, field drags, field rakes, and mulch. The contractor also shall own and maintain a vehicle designed for athletic field grooming use and/or a like piece of equipment as approved by the district.

(e) Employees / Safety

AUTHORIZED PERSONNEL: While engaged in the performance of these Professional Lawn Care and Grounds Maintenance Services, only authorized employees of the Contractor are allowed at the locations where the work is being performed. During the performance of these services, the Contractor employees are not to be accompanied in the work area by acquaintances, family members, associates or any other person(s) who are not a current, authorized employee(s) of the Contractor. The Contractor will be responsible to provide a list of employees that will be used during this contract. Contractor employees will be required to wear "Contractor" badges before conducting services on district property.

EMPLOYEE GUIDELINES: The Contractor shall use only qualified personnel to provide the required services. The Contractor shall be responsible for insuring that employees abide by all rules and regulations set forth for the buildings and grounds.

SAFETY: The Contractor and any persons employed by the Contractor shall be required to adhere to all OSHA requirements and regulations that apply while performing any part of the work listed within this RFP. The Contractor and any persons employed by the Contractor shall be required to wear safety items as required by OSHA regulations while performing any part of the work listed within this RFP.

State and Federal Regulations: The Contractor shall perform all work in accordance with State and Federal safety regulations in regards to work zones, work areas, equipment, vehicles, tools and supplies. The Contractor shall provide all necessary and required work zone protective devices and traffic channeling devices as required under State and Federal safety regulations.

Public Safety: The Contractor shall protect the safety and convenience of the general public. The Contractor shall perform work as needed and necessary to protect the general public from hazards.

(f) Services/Equipment/Supplies Provided by Contractor

- 1) 100% of all labor, equipment, supplies and materials to provide the services described in this section are the responsibility of the Contractor.
- 2) Provide a list of ALL service vehicles and equipment that will be used to perform the Grounds Maintenance services for BAS. List them on the form labeled "Exhibit 1" and return with sealed bid.

(g) Services/Equipment/Supplies provided by BAS

- 1) BAS will NOT provide any labor, equipment, supplies or materials for the use of this Contractor. BAS will also not provide storage for supplies or equipment. Equipment may not be left onsite unless agreed upon by the Director of Operations
- 2) BAS WILL provide Synthetic turf groomer at BHS and Scranton Middle School.

(h) Anticipated Work Load

- 1) As needed from March 1st through November 1st of each year.

(i) Performance

- 1) Performance during the contract period will be evaluated based upon the expectation of a neat, professional looking appearance based on RFP requirements. The Director of Operations will evaluate with the contractor.
- 2) The Contractor will be required to provide the Director of Operations with Weekly or Bi-Weekly updates or work performed. (This could be a meeting for work forms)

(j) Basis of Pricing

Base Bid- The School District is seeking price quotes for all Grounds Maintenance, broken down into management and labor. This pricing shall be fixed for all three (3) years. The contractor shall provide Grounds Maintenance as outlined in this bid packet of all building grounds locations.

The contractor shall provide all supplies, equipment and labor to complete services outlined in this bid packet.

Alternative 1 - The contractor shall provide pricing to handle services in the alternate bid for athletic fields. The contractor shall provide all supplies, equipment and labor to complete services outlined in this bid packet.

Alternative 2 - The contractor shall provide a "per field preparation" charge

(k) Additional Specifications (Insurance)

- 1) **Commercial General Liability Insurance:** on an "Occurrence Basis" with limits of liability not less than \$1,000,000 each occurrence, \$3,000,000 aggregate, combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: A) Contractual Liability; B) Products and Completed Operations; C) Independent Contractor's Coverage; D) Broad Form General Liability Extensions or equivalent; E) Deletion of all Explosion, Collapse and Under group (XCU) Exclusions, if applicable.
- 2) **Professional Liability Insurance (Errors & Omissions):** of \$1,000,000 each occurrence and \$3,000,000 annual.
- 3) **Workers Compensation including Employer's Liability Coverage:** of \$100,000 each accident, \$500,000 annual aggregate, in accordance with all applicable Michigan law.
- 4) **Motor Vehicle Liability:** If Contractor, or its employees, will use motor vehicles to satisfy its responsibilities under this contract, then Contractor must have a minimum amount of \$1,000,000 per occurrence combined single limit including coverage for hired or leased vehicles, and owned and non-owned vehicles with No-Fault coverage as required by law. If insurance coverage furnished by Contractor is on a "claims made" basis, the Contractor shall continue the coverage required under this contract for a minimum period of three years after the expiration or termination of this contract.
- 5) In addition, Contractor shall include the following as Additional Insured: Brighton Area Schools including its elected and appointed officials, employees, and volunteers.

(l) Contract Conditions

1. This contract is for Grounds Services for the following time period from July 1, through June 30, of each year the contract is in effect; expiring June 30, 2021.
2. The contract will be automatically renewed each fiscal year starting July 1st and ending June 30th for an initial period of three (3) years, starting with the date services commence hereunder. This agreement is terminated at the end of a three-year period ending June 30, 2021.
3. It is agreed by the parties hereto that in the event of an alleged breach of any provisions of this agreement the offended party shall, by written notice, give to the offending party thirty (30) days, commencing with the receipt of said notice to correct the alleged breach. In the event said breach is not so remedied within the thirty-day period, the offended party may in its discretion give written notice to the offending party at the end of an additional thirty-day period the offended party shall consider this agreement cancelled hereunder. In the event of termination, all amounts due and owing shall be adjusted to the effective date of the termination. This contract may be cancelled by either party, for failure to comply with agreed upon services within this RFP, upon 30 days with written notification from one party to the other.
4. In the event the Contractor shall fail, neglect, or refuse to perform any and all services under this Contract, Brighton Area Schools may perform such duties under the Contract and charge the Contractor, or deduct the amount from subsequent payments. In addition, Brighton Area Schools reserves the right to "contract out" for failed services and charge the Contractor for the services rendered.
5. The Contractor shall indemnify and hold harmless BAS, its administrators and employees, or agents of the district, from and against all liability, claims, suits, damages, and/or loss and expenses, including but not limited to legal fees arising out of personal injury, loss of life, and/or damages to property, including BAS property, and from any penalty, fine or charge incurred for any violation or breach of any law, rule or regulation when any of the aforesaid injuries or damages are caused or occasioned by the acts, errors, omissions, or negligent acts of the Contractor, its employees or agents.

BID PROPOSAL FORM – GROUNDS MAINTENANCE SERVICES

Contractor's Company Name: _____

Name: _____

Signature: _____

Title: _____

Address: _____

Phone #: _____ (Work #) _____ (Cell #)

The above agrees to furnish all labor, material, equipment necessary to provide the services required by the Brighton Area School District Request for Proposal for Grounds Maintenance Services per specifications contained in these bidding documents dated February 28, 2018.

Complete all pricing on the next page of this packet.

Facility	Base Bid (per facility)	Price per Cut (per facility)	Alt. # 1 Athletic Field (App #)
Brighton High School			
Miller Building			
B.E.C.C			
Maltby Intermediate School			
Hornung Elementary			
Transportation Dept.			
Scranton Middle School			
Hawkins Elementary			
Spencer Elementary			
Hilton Elementary			
Total			

Alternative 2

Provide individual unit pricing as requested. Pricing should include labor, materials, and all equipment.

- Field preparation of a Baseball Field (Varsity) \$ _____
(Grooming, Caulking, Lining, Etc.)
- Field preparation of a Softball Field (Varsity) \$ _____
(Grooming, Caulking, Lining, Etc.)
- Field preparation of a Soccer Field (11 v 11) \$ _____
(Lining, Etc.)
- Field preparation of a Soccer Field (6 v 6) \$ _____
(Lining, Etc.)

Exhibit 1

SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT

All bidders must complete the following disclosure compliance with MCL-380.1467 and attach this information to the bid. The bid proposal will be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Brighton Area School Board or the Brighton Area Schools Superintendent. The district will not accept a bid proposal that does not include this sworn and notarized disclosure statement.

The members of the Brighton Area School Board are: Andy Burchfield, Dave Chesney, Bill Trombley, Roger Myers, John Conley, Alicia Reid, Ken Stahl The Brighton Area Schools Superintendent is: Dr Gregory Grey.

The following are the familial relationship(s):

Owner/Employee Name	Related To:	Relationship:
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

BIDDER'S FIRM NAME: _____

BY (SIGNATURE): _____

PRINTED NAME & TITLE: _____

STATE OF MICHIGAN

COUNTY OF _____

Subscribe and sworn before me on this _____

Day of _____, 20____, a Notary Public

In and for _____ County,

Notary Public

My Commission expires _____

Exhibit 2

Exhibit 1

Equipment List

The following vehicles will be made available for Grounds Services at Brighton Area Schools. Please provide a picture of each piece of equipment.

	Make	Model	Year	License Plate Number
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Exhibit 3

FACILITY SCHEDULE

All Events

6/1/2018 to 8/31/2018

Brighton High School
7878 Brighton Rd
Brighton, MI 48116-9681John Thompson
School Phone: 810-299-4184
Fax: 810-299-4188
thompsj@brightonk12.com**Schedule For BHS - Stadium #1.**

<u>Time</u>	<u>Team</u>	<u>Opponent</u>	<u>From</u>	<u>To</u>
Monday, June 04				
5:30 PM	Boys Varsity Lacrosse	(Practice)	5:30 PM	7:30 PM
Tuesday, June 05				
5:30 PM	Boys Varsity Lacrosse	(Practice)	4:30 PM	7:30 PM
Thursday, June 07				
5:30 PM	Boys Varsity Lacrosse	(Practice)	5:30 PM	7:30 PM
Friday, June 08				
5:30 PM	Boys Varsity Lacrosse	(Practice)	5:30 PM	7:30 PM
Tuesday, June 19				
5:00 PM	Boys Varsity Football	7 on 7 (Practice)	4:00 PM	9:30 PM
Tuesday, June 26				
5:00 PM	Boys Varsity Football	7 on 7 (Practice)	4:00 PM	9:30 PM
Tuesday, July 10				
5:00 PM	Boys Varsity Football	7 on 7 (Practice)	4:00 PM	9:30 PM
Tuesday, July 17				
5:00 PM	Boys Varsity Football	7 on 7 (Practice)	4:00 PM	9:30 PM
Tuesday, July 24				
5:00 PM	Boys Varsity Football	7 on 7 (Practice)	4:00 PM	9:30 PM
Wednesday, August 08				
8:00 AM	Girls Varsity Cross Country	1st Day of Official practice	3:00	6:00
Thursday, August 23				
7:00 PM	Boys Varsity Football	Belleville High School	5:30 PM	10:00 PM
Thursday, August 30				
7:00 PM	Boys Varsity Football	Novi High School	5:00PM	10:00PM

FACILITY SCHEDULE

All Events

6/1/2018 to 8/31/2018

Brighton High School
7878 Brighton Rd
Brighton, MI 48116-9681

John Thompson
School Phone: 810-299-4184
Fax: 810-299-4188
thompsj@brightonk12.com

Schedule For BHS Field #2.

<u>Time</u>	<u>Team</u>	<u>Opponent</u>	<u>From</u>	<u>To</u>
Friday, June 01				
3:00 PM	Girls Varsity Soccer	(Practice)	3:00 PM	4:45 PM
6:00 PM	Girls Varsity Lacrosse	(Practice)	6:00 PM	8:00 PM
Monday, June 04				
3:00 PM	Girls Varsity Soccer	(Practice)	3:00 PM	4:45 PM
6:00 PM	Girls Varsity Lacrosse	(Practice)	6:00 PM	8:00 PM
Tuesday, June 05				
6:00 PM	Girls Varsity Lacrosse	(Practice)	6:00 PM	8:00 PM
Wednesday, June 06				
3:00 PM	Girls Varsity Soccer	(Practice)	3:00 PM	4:45 PM
Thursday, June 07				
3:00 PM	Girls Varsity Soccer	(Practice)	3:00 PM	4:45 PM
6:00 PM	Girls Varsity Lacrosse	(Practice)	6:00 PM	8:00 PM
Friday, June 08				
3:00 PM	Girls Varsity Soccer	(Practice)	3:00 PM	4:45 PM
6:00 PM	Girls Varsity Lacrosse	(Practice)	6:00 PM	8:00 PM
Saturday, July 28				
9:00 AM	Boys High School Lacrosse	<i>BLAX Tourney (Practice)</i>	8:00 AM	5:00 PM
9:00 AM	Boys High School Lacrosse	<i>BLAX Tourney (Practice)</i>	8:00 AM	5:00 PM
Sunday, July 29				
9:00 AM	Boys High School Lacrosse	<i>BLAX Tourney (Practice)</i>	8:00 AM	5:00 PM
9:00 AM	Boys High School Lacrosse	<i>BLAX Tourney (Practice)</i>	8:00 AM	5:00 PM

FACILITY SCHEDULE

All Events

6/1/2018 to 8/31/2018

Brighton High School
7878 Brighton Rd
Brighton, MI 48116-9681

John Thompson
School Phone: 810-299-4184
Fax: 810-299-4188
thompsj@brightonk12.com

Schedule For BHS Tennis Courts.

<u>Time</u>	<u>Team</u>	<u>Opponent</u>	<u>From</u>	<u>To</u>
Wednesday, August 08				
TBA	Boys J V Tennis	1st Day of Tryouts	3:00 PM	7:00 PM
Tuesday, August 28				
4:00 PM	Boys Varsity Tennis	Canton High School	3:00PM	8:00PM

FACILITY SCHEDULE

All Events

6/1/2018 to 8/31/2018

Brighton High School
7878 Brighton Rd
Brighton, MI 48116-9681

John Thompson
School Phone: 810-299-4184
Fax: 810-299-4188
thompsj@brightonk12.com

Schedule For Sloan - Game Field.

<u>Time</u>	<u>Team</u>	<u>Opponent</u>	<u>From</u>	<u>To</u>
Saturday, June 02				
2:30 PM	Girls Varsity Soccer	MHSAA Districts vs TBD	3:00 PM	10:00 PM
Sunday, June 10				
3:00 PM	Girls Varsity Soccer	(Practice)	3:00 PM	4:45 PM
Monday, June 11				
3:00 PM	Girls Varsity Soccer	(Practice)	3:00 PM	4:45 PM
Wednesday, June 13				
3:00 PM	Girls Varsity Soccer	(Practice)	3:00 PM	4:45 PM
Thursday, June 14				
3:00 PM	Girls Varsity Soccer	(Practice)	3:00 PM	4:45 PM
Tuesday, August 21				
5:30 PM	Boys J V Soccer	Canton High School	4:30 PM	7:00 PM
7:00 PM	Boys Varsity Soccer	Canton High School	5:00PM	9:30PM
Monday, August 27				
5:30 PM	Boys J V Soccer	Howell High School	4:30 PM	7:00 PM
7:00 PM	Boys Varsity Soccer	Howell High School	5:00	9:30
Wednesday, August 29				
4:00 PM	Boys Freshman Soccer	Canton High School	3:00 PM	5:30 PM
5:30 PM	Boys J V Soccer	Novi High School		
7:00 PM	Boys Varsity Soccer	Novi High School	3:00 PM	9:30 PM

FACILITY SCHEDULE

All Events

6/1/2018 to 8/31/2018

Brighton High School
7878 Brighton Rd
Brighton, MI 48116-9681

John Thompson
School Phone: 810-299-4184
Fax: 810-299-4188
thompsj@brightonk12.com

Schedule For Sloan - Practice Fields.

<u>Time</u>	<u>Team</u>	<u>Opponent</u>	<u>From</u>	<u>To</u>
Wednesday, August 08				
TBA	Boys Varsity Soccer	1st Day of Tryouts	5:00PM	9:30PM
TBA	Boys Freshman Soccer	1st Day of Tryouts		

BRIGHTON AREA SCHOOLS

ATHLETIC FIELDS MASTER PLANS

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- B-2 BRIGHTON HIGH SCHOOL
- B-3 HAWKINS ELEMENTARY SCHOOL
- B-4 HILTON ELEMENTARY SCHOOL
- B-5 HORNUNG ELEMENTARY SCHOOL

- B-7 MALTBY MIDDLE SCHOOL
- B-8 SCRANTON MIDDLE SCHOOL
- B-9 SPENCER ELEMENTARY SCHOOL

PROJECT
BRIGHTON
AREA
SCHOOL

OWNER
BRIGHTON
AREA
SCHOOLS
120 S. CHURCH STREET
BRIGHTON, MA 01520

DESIGNER
KORSAKOW
CORP., INC.
1000 WASHINGTON STREET
BOSTON, MASSACHUSETTS 02118

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DATE	BY	SCALE	1"=1'-0"

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**MALTBY
MIDDLE SCHOOL
SPORT FIELD
MASTER PLAN**

**BRIGHTON AREA
SCHOOLS
PROJECT**

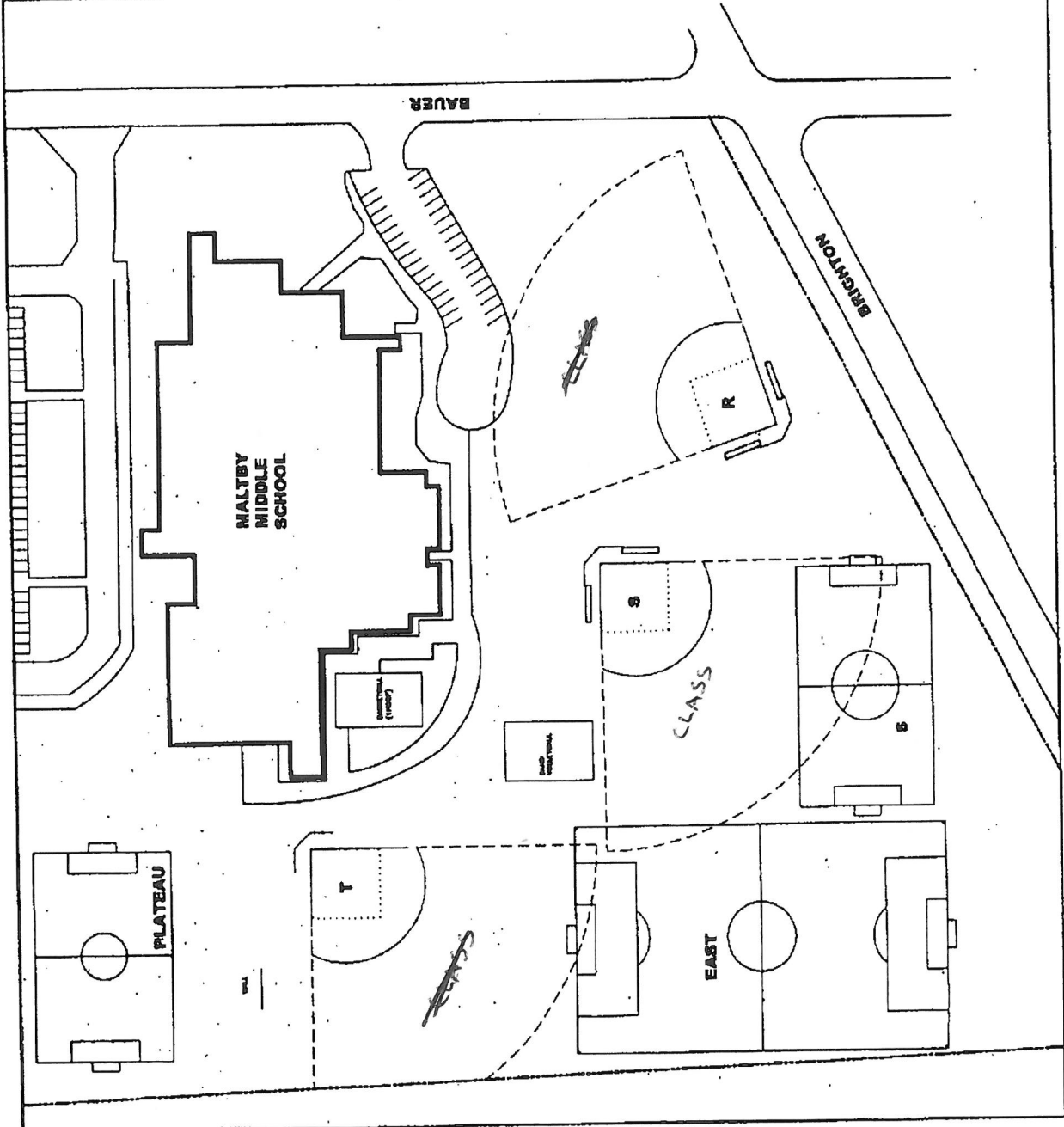
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ARCHITECTS, P.C.**

**10000
SCHOOL STREET
BRIGHTON, MA 02116**

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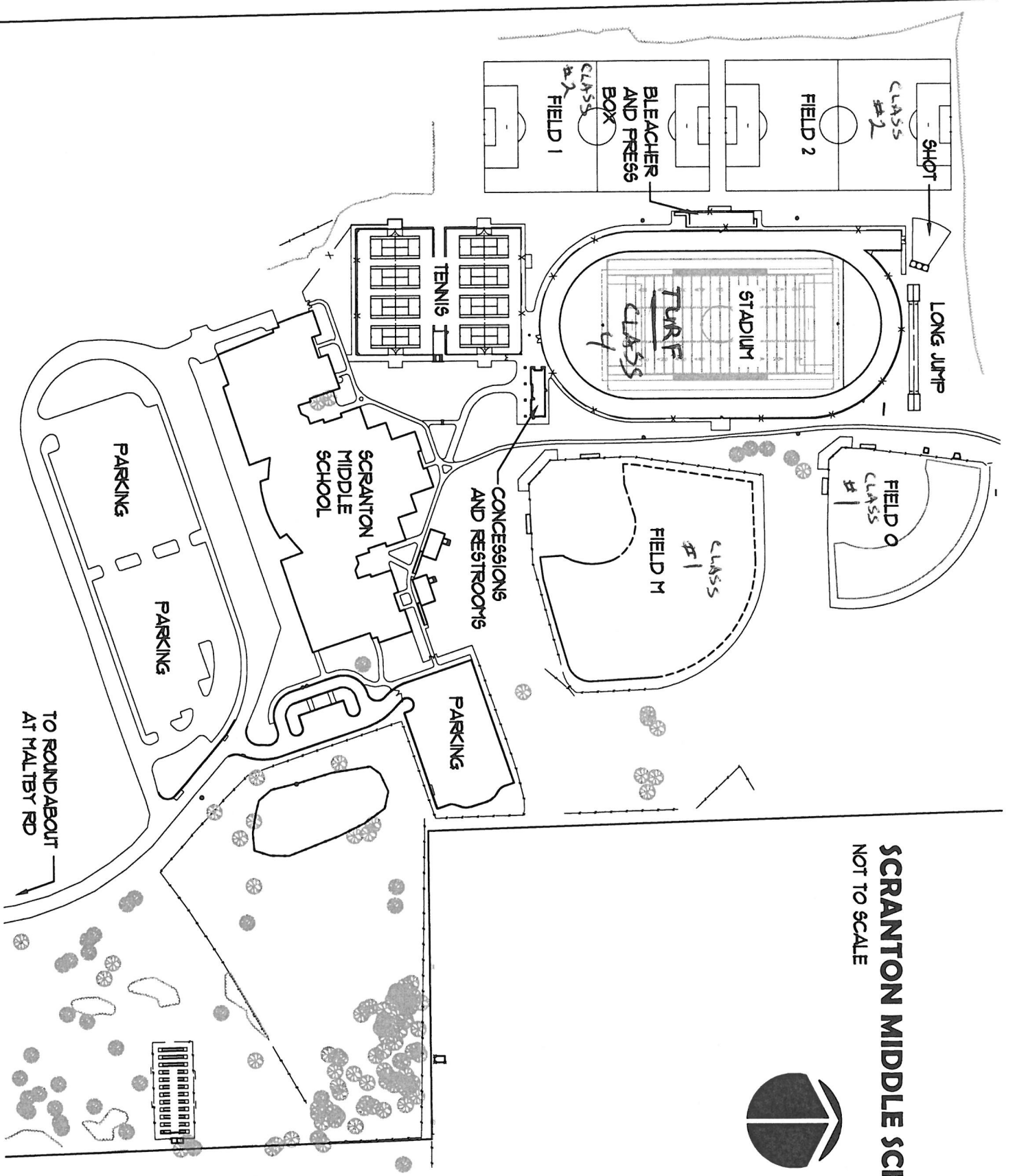
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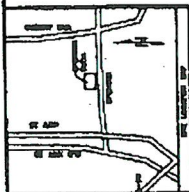


ALL FIELDS CLASS #2

SCRANTON MIDDLE SCHOOL

NOT TO SCALE





PROJECT
SPENCER
ELEMENTARY
SCHOOL SPORT
FIELD MASTER
PLAN

OWNER
 BRINGTON AREA
 SCHOOLS
 125 S. CHURCH STREET
 BRINGTON, NY 04715

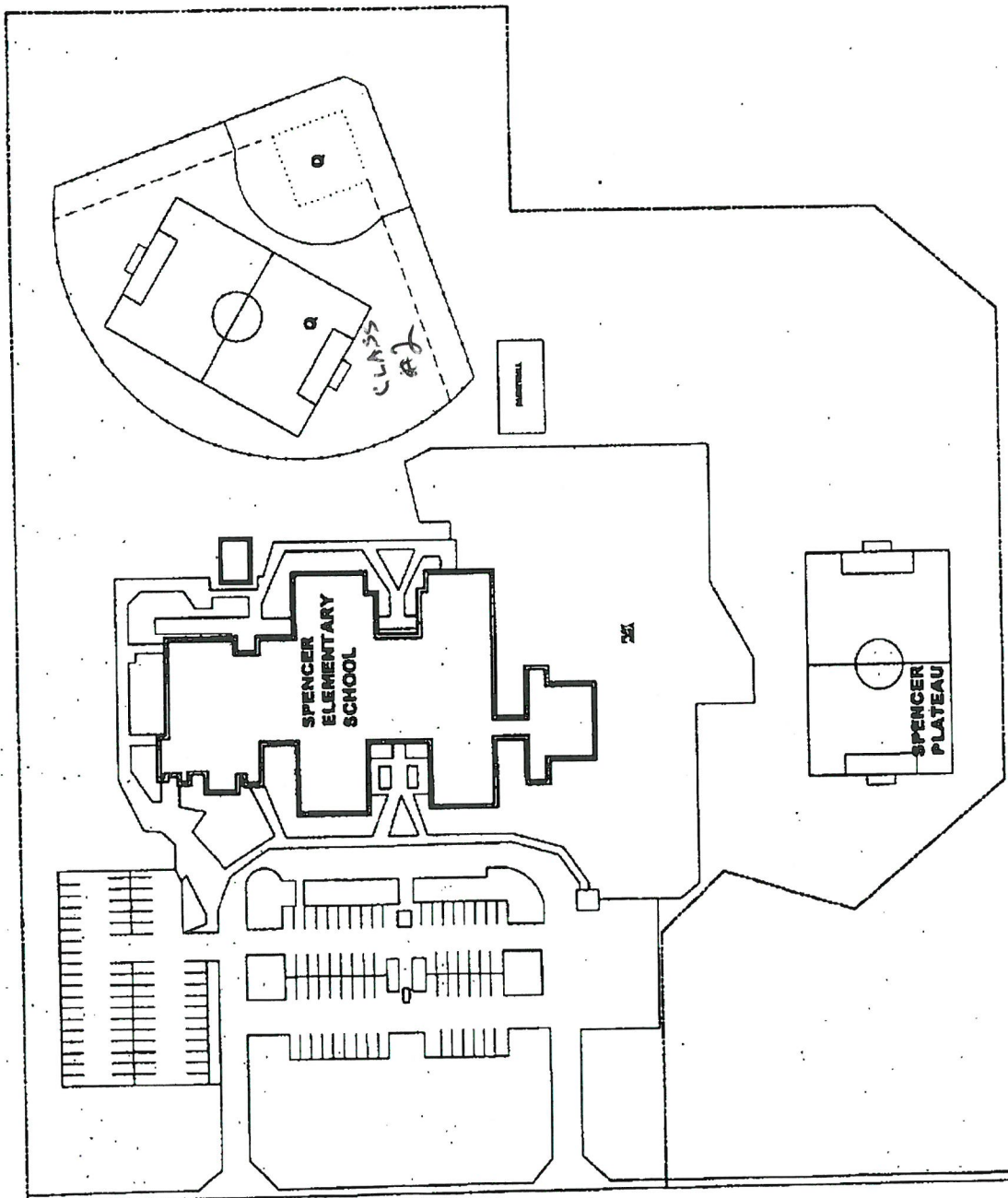
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DATE
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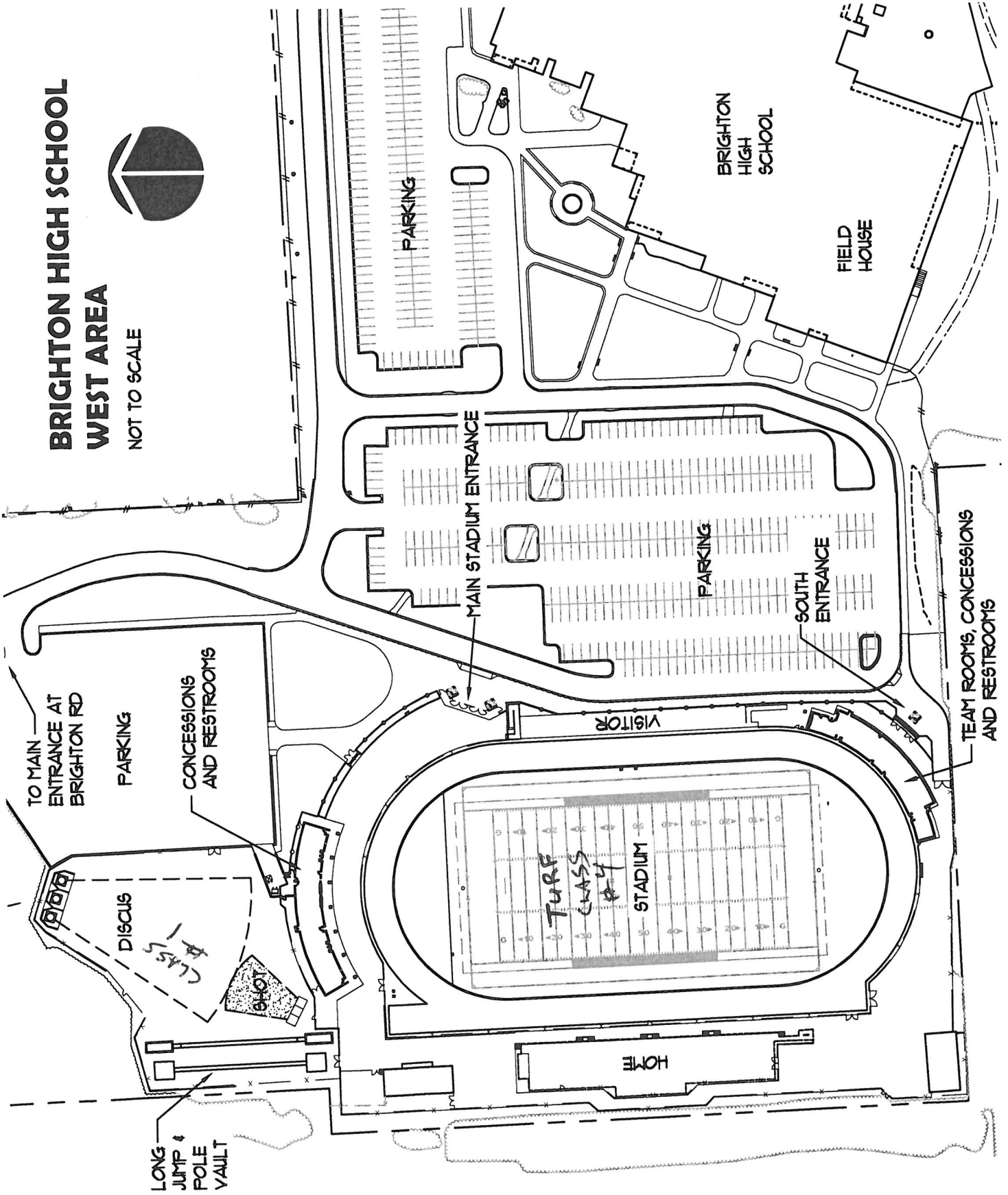
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SPENCER

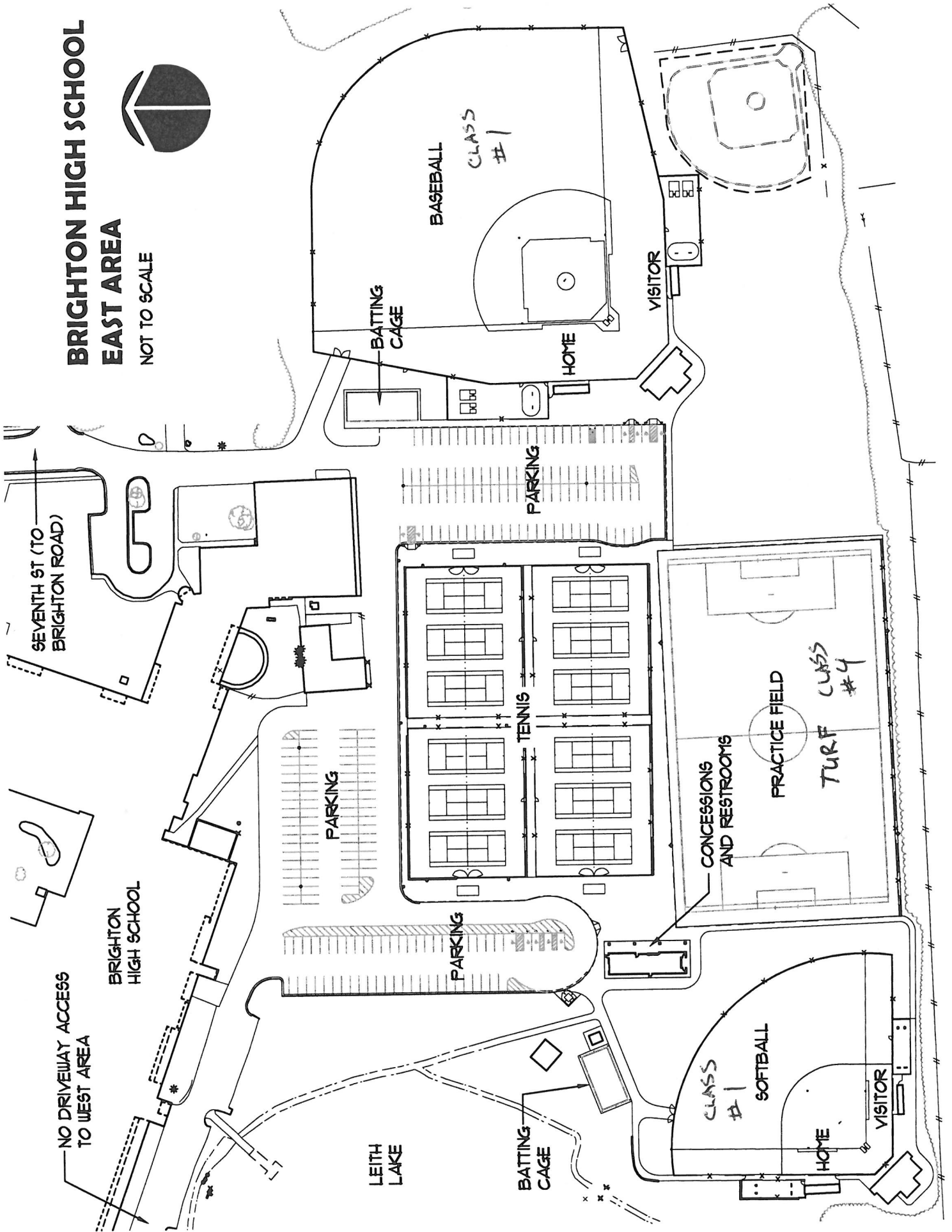
BRIGHTON HIGH SCHOOL WEST AREA

NOT TO SCALE



BRIGHTON HIGH SCHOOL EAST AREA

NOT TO SCALE



DATE	DESCRIPTION

**HAWKINS
ELEMENTARY
SCHOOL SPORT
FIELD MASTER
PLAN**

Brighton Area
Schools
122 S. Cherry Street
Brighton, MI 48116

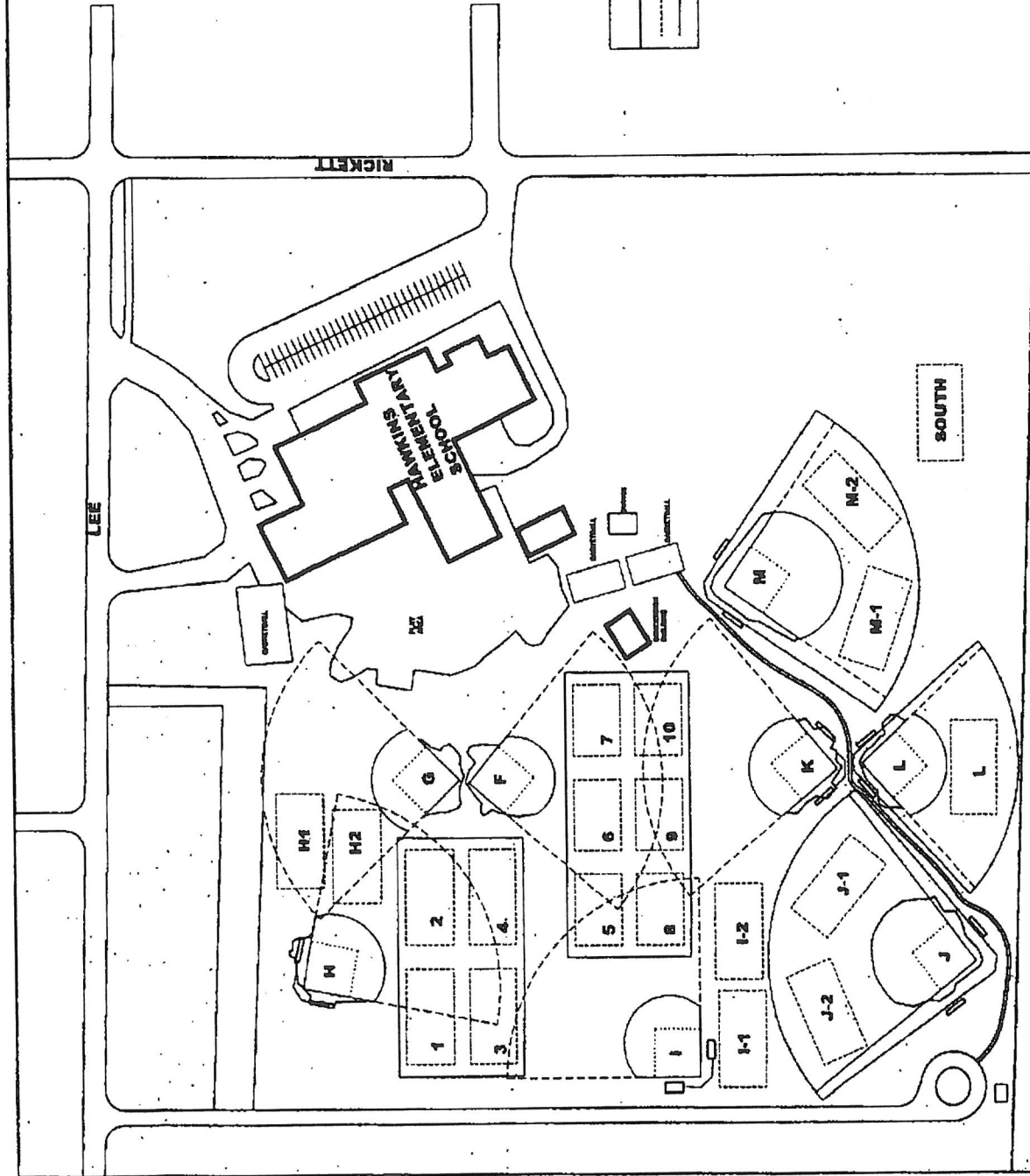
BOYERBROOK
ARCHITECTS, P.C.

DESIGNED AND PREPARED BY THE ARCHITECT
FOR THE USE OF THE APPROVED BOARD OF
DIRECTORS OF THE BRIGHTON AREA SCHOOLS
COMMUNITY SCHOOL DISTRICT

SITE PLAN

DATE OF	DATE OF

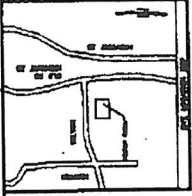
B-3



KEY

-----	SOCCER
—————	FOOTBALL

ALL FIELDS CLASS #2



**HILTON
ELEMENTARY
SCHOOL SPORT
FIELD MASTER
PLAN**

Brighton Area
Schools
251 A. Church Street
Brighton, MA 02116

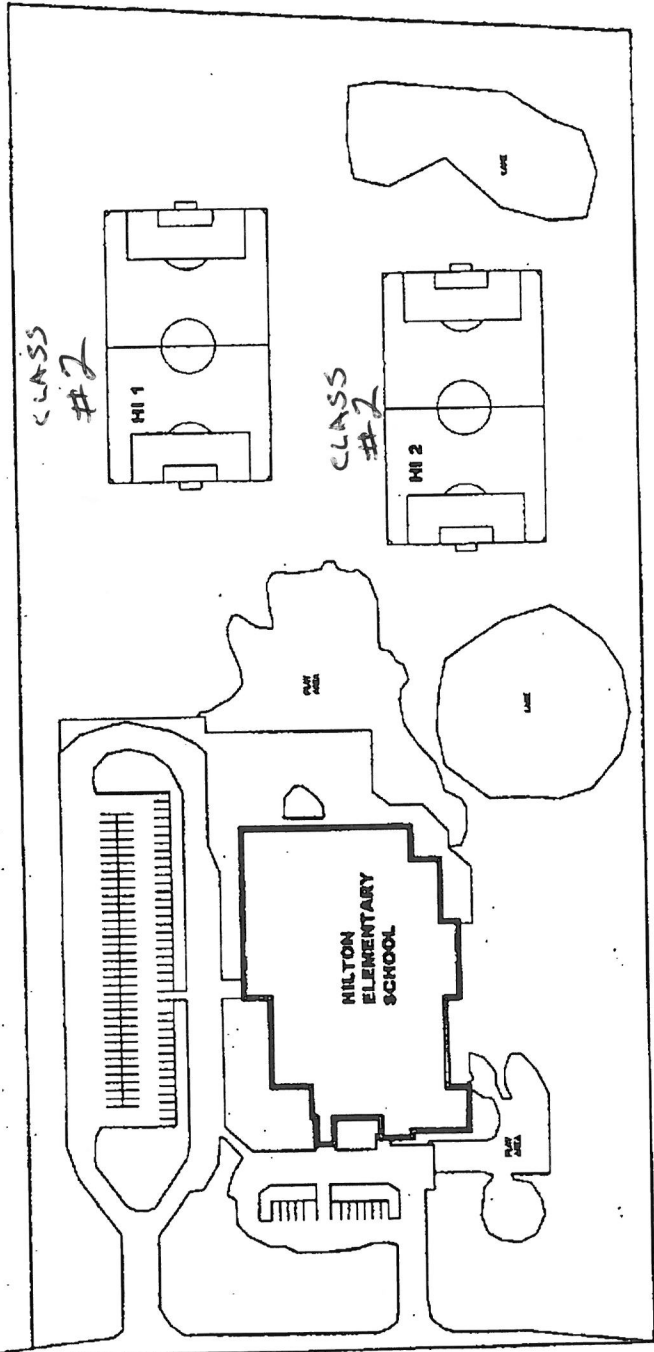
ROBERTSON
ARCHITECTS, INC.

DESIGNED AND IN THE INTEREST OF THE ARCHITECT
AND USER, AND TO THE EXTENT POSSIBLE, WITHOUT
LIABILITY TO ANY PARTY OTHER THAN THE ARCHITECT.

SHEET #12
SITE PLAN

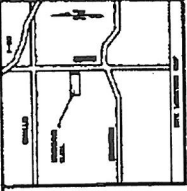
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B-4



HILTON

11/1/85



HORNUNG ELEMENTARY SCHOOL SPORT FIELD MASTER PLAN

**BRIGHTON AREA
SCHOOLS**
120 S. CHANDLER STREET
BRIGHTON, MASS 02116

BAUER ENGINEERING, INC.
100 STATE STREET
BOSTON, MASS 02109

PROJECT NO. 85-001

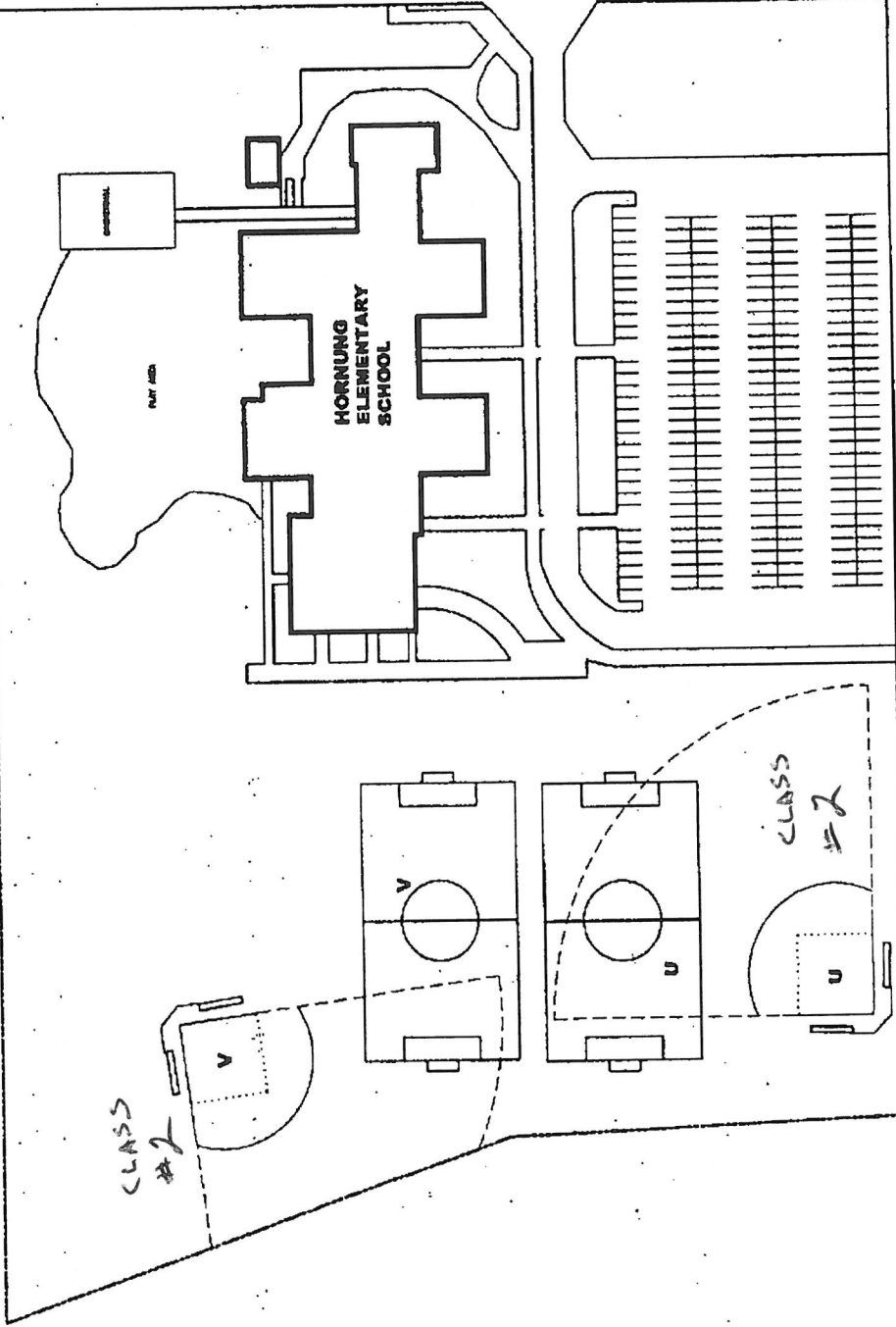
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DESIGNED BY	BAUER	CHECKED BY	BAUER
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B-5



BAUER



CLASS #2

V

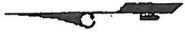
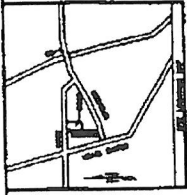
CLASS #2

U

U

PLAY AREA

**HORNUNG
ELEMENTARY
SCHOOL**



PROJECT
BECC
SPORT FIELD
RENOVATION

OWNER
BRIGHTON AREA
SCHOOLS
 128 S. CHURCH STREET
 BOSTON, MA 02110

ARCHITECT
PERKINS+WILL

DATE
11-1-2009

SHEET TITLE
MASTER PLAN

DATE	BY	REV	NO.
11-1-2009			1

SHEET NO. **B-1**

