

## **Request for Quotes**

### **Mowing Services**

### **Ross Local Schools**

#### **Description of Request**

The Ross Local School District Board of Education is requesting quotes for lawn care services. Sites include the District Office Building at 3371 Hamilton Cleves Rd.; Ross Middle School at 3425 Hamilton Cleves Rd.; Ross High School at 3601 Hamilton Cleves Rd.; Elda Elementary School 3980 Hamilton Cleves Rd.; and Morgan Elementary School 3427 Chapel Rd.. The area to be mowed does not include the Varsity Baseball or Varsity Softball field on the main campus. Contractors are responsible for verifying the size of each site. A school official is available to conduct site visits with potential contractors to verify the areas to be mowed and maintained.

#### **Scope of Work**

The contractor will perform twenty-six (26) cuttings throughout the mowing season. The contractor will trim curbs, sidewalks, etc. every other week or as necessary. Sign posts and fences can be sprayed under the direction of the district. The contractor will remove all grass and trimmings from pavement, sidewalks, benches and other like common areas upon the completion of each cutting. All areas in front of School buildings are to be striped and CANNOT be cut with a Wide Area Mower. The contractor will also provide a price on an additional (1) fall cleanup day with leaf cleanup and a mow. Contractor must notify the district contact when they are going to be on site for any work and when any changes are made to the mowing schedule. The contractor also agrees to work with the district where special circumstances require the contractor to work special hours due to testing or other events. The contractor must have in place a back-up plan in the event of failure of any mowing equipment. A point of contact from the contractor must be provided, available 24 hours a day, 7 days a week, including holidays that will ensure a response time of four (4) hours or less.

#### **Terms**

The contractor will quote a flat rate for the total for twenty-six (26) cuttings each year. The contractor will invoice the district in seven (7) monthly billings. The contractor shall maintain liability insurance in the amount of one million dollars (\$1,000,000.00) and will provide a Certificate of Liability Insurance that names the Ross Local School District as an additional insured. The contractor shall also provide proof of Ohio Bureau of Workers' Compensation coverage for employees engaged in working on the school site. The duration of the contract will be three (3) mowing seasons for spring, summer and fall of 2025, 2026, & 2027.

#### **References**

Potential contractors shall provide a list of at least three (3) references, including school district and/or commercial clients. List contact names, address and contact information.

#### **Submission and Deadline**

Potential contractors shall complete the Quote Submission Form or provide the information in a similar format.

Quotes shall be received up to and no later than (3:00pm) on August 30th 2024.

#### **Quote forms shall be submitted to:**

Ross Local School District

Attn: Devin Huff, Business Operations Supervisor

3371 Hamilton Cleves Rd. Hamilton, OH 45053

#### **Site review or questions contact:**

Devin Huff, Business Operations Supervisor

Phone: 513-863.1253 ext. 2915

Email: [devin.huff@rossrams.com](mailto:devin.huff@rossrams.com)

**Ross Local Schools**  
**District Mowing Services**  
**Quote Submission Form**

Contractor Name: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_

Contact Person Phone: \_\_\_\_\_

Contact Person Email: \_\_\_\_\_

Flat Rate Quote for twenty-six (26) cutting per year per the Scope of Work:

2025: \_\_\_\_\_ 2026: \_\_\_\_\_ 2027: \_\_\_\_\_

Hourly Rate Quote for Mowing Services beyond the 26 cuttings: \_\_\_\_\_

Flat Rate Quote for Fall Cleanup per year : \_\_\_\_\_

Description of equipment to be utilized in providing the requested services:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

In order to be considered a complete quote submission, the quote must include each of the following:

- Certificate of Liability Insurance in the amount of at least \$1,000,000.00
- Proof of Ohio Bureau of Workers' Compensation coverage
- Three Commercial or school district references including name, address and contact information.

**Certificate of Quote**

I have read and understand all of the terms of the Request of Quotes for Mowing Services for the Ross Local School District. I certify this quote and our company's ability to fulfill all of the obligations of the Scope of Work and Terms of the Request of Quotes for three (3) years.

Name (printed) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_