REQUEST FOR PROPOSAL
FOR
CAMPBELL COUNTY SCHOOL DISTRICT LAWN CARE MAINTENANCE

Campbell County School District (CCSD) is requesting proposals from qualified contractors to perform lawn care maintenance services as described in the following specifications.

Proposals are due back to the purchasing office, 1000 West 8th Street, Gillette, WY 82716 by 10:00 a.m. on August 6, 2024.

SCOPE OF WORK:

Contractor shall perform lawn care maintenance services as described in the following specifications at the Campbell County School District (CCSD) schools.

CONTRACT PERIOD:

It is the intent to have the contract period generally run from mid August 2024 through September 2024 and from mid April 2025 through the end of September 2025 **as needed** during these periods, with the option to renew the contract annually for two (2) additional years at the end of the contract period. Campbell County School District reserves the right to cancel the contract upon a thirty (30) days written notice.

SPECIFICATIONS:

Mowing and Trimming:

- Paper, trash, branches, and other debris will be collected prior to each mowing.
- All turf areas shall be mowed as needed so that no more than 1/3 of the leaf blades are removed per mowing. Mowing shall be with a (reel/rotary/or mulching) mower. Mower blades will be sharp at all times to provide a quality cut. Mowing height will be set at a height of 3" for all areas. Mowing decks will be kept one foot (1') away from tree trunks. Clippings will be left on the lawn as long as no readily visible clumps remain on the grass surface 36 hours after mowing. Otherwise, large clumps of clippings will be distributed by mechanical blowing or collected and removed by the contractor.
- Contractor will trim around all tree rings, plant beds, buildings, sidewalks, fences, driveways, parking lots, and other surfaced areas bordered by grass every other mowing during the growing season or as needed pending growing conditions. Areas with isolated trees and shrubs growing in lawn areas where mulched areas do not exist must be trimmed in a manner as to not damage the bark of trees and shrubs.
- Contractor will clean all clippings from sidewalks, curbs and roadways immediately after mowing and/or edging. Clippings will not be swept, blown, or otherwise disposed of in sewer drains.
- Contractor will not refuel equipment on grass areas.
- During weekly maintenance, the contractor will note and report to CCSD any symptoms of inadequate or excessive irrigation, draining problems, etc.

- Size of areas requiring mowing and trimming may be reduced as seasonal conditions change. Only areas that are in need of mowing and trimming shall be cut. Invoices submitted for payment shall be adjusted accordingly.

Insurance, Licenses, Permits and Liability:

The contractor will carry liability amounts and workmen's compensation coverage required by law on his operators and employees and requires same of any sub-contractors and provide proof of same to CCSD. The contractor is also responsible for obtaining any licenses and/or permits required by the City of Gillette and Campbell County for work performed on CCSD's property.

Situations for which the Contractor will be responsible:

- Any damage due to the operation of his equipment in performing the contract, to include damage to fences, walkways, curbs, coping, plantings, vehicles, buildings, or irrigation systems.
- Damage to plant material due to improper horticultural practices.
- Improper replacement or retrofitting of irrigation system components.
- Any pollution to CCSD property or its groundwater caused by gas, waste oil, herbicides, or pesticides used by the Contractor.
- Check in at building office before proceeding with each mowing/weed eating session.

All work will be performed in a professional and workmanlike manner by *experienced and well trained* personnel, utilizing *clean, well-maintained equipment*.

The practices and procedures employed will be according to accepted industry standards (e.g., Association of Landscape Contractors of America); installations and applications will be made with technical expertise; all vehicles and equipment will be operated both skillfully and safely within the school grounds.

Work performance will comply with the Federal Occupational Safety and Health Act.

All mechanized equipment (power mowers, trimmers, edgers, etc.) must be turned off if you encounter any students or staff (within 20 feet).

Right to Award:

Campbell County School District reserves the right to accept or reject any items, any part or all parts, any section or all sections, any bid or all bids as stated in the specifications; to waive any irregularities or informalities, or to re-bid or re-advertise for bids if it is determined to be necessary or desirable; and reserves the right to let the bid in any manner it sees fit. Campbell County District will not be bound to accepting the low bid, but rather the bid they feel will be in the best interest of the School District.

Sean Mathes
Supervisor to Buildings & Grounds
CCSD Maintenance
(307) 682-2750
(307) 685-4157 fax

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LOCATION	SQUARE FT.	BID PRICE: PER MOWING	PER TRIMMING
Aquatic Center	292,029	$ 325.-	$ 130.-
Buffalo Ridge	125,759	$ 275.-	$ 100.-
CCHS – (excluding football fields)	437,501	$ 600.-	$ 200.-
TBHS (irrigated grass - excluding 3 athletic fields)	855,207	$ 1200.-	$ 400.-
Conestoga (lawn & soccer field)	128,329	$ 285.-	$ 100.-
Hillcrest (irrigated grass)	142,185	$ 300.-	$ 100.-
Lakeview	44,390	$ 150.-	$ 75.-
Lakeway Learning Center	21,743	$ 195.-	$ 75.-
Meadowlark	27,473	$ 195.-	$ 75.-
Paintbrush	43,881	$ 150.-	$ 75.-
Prairie Wind (irrigated grass)	127,402	$ 285.-	$ 100.-
Pronghorn	225,798	$ 325.-	$ 130.-
Rawhide	20,492	$ 195.-	$ 115.-
Ready 4 Learning	195,540	$ 300.-	$ 125.-
Rozet	160,640	$ 395.-	$ 125.-
Sage Valley Jr High (excluding football fields)	206,757	$ 325.-	$ 130.-
Sunflower (lawn & field)	59,504	$ 175.-	$ 100.-
Twin Spruce Jr. High (excluding 3 fields)	52,379	$ 175.-	$ 100.-
Wagonwheel	85,011	$ 225.-	$ 100.-
Westwood	14,226	$ 150.-	$ 75.-

Wyoming Lawn PRO
Company Name

8/6/24
Date

Signature

NEIL C. OUTZEN, PRES.
Print Name