

LOGAN COUNTY SCHOOLS

2222 Bowling Green Road - P. O. Box 417 - Russellville, KY 42276
Phone 270-726-2436 Fax 270-726-8892

Dr. Dan Costellow, Superintendent

February 12, 2025

To whom it may concern:

You are hereby notified as a potential vendor that the Logan County Board of Education is soliciting bids for **Bid Number 2025-01: Mowing the Campuses of all Schools**. The opening for this bid number is Wednesday, March 12, 2025 at 2:00 pm, at the District Office.

You will find all necessary information on the following enclosures:

1. A copy of the Bid Advertisement,
2. A Notice to Bidders containing generic instructions to all bidders
3. Specifications specific to this bid
4. A Bid Form that must be used to submit all bids.

If you require further information contact me at the address and/or phone number above. Be advised that all bids should be addressed to the **Bid Officer** and should be **CLEARLY LABELED AS BID FOR BID NUMBER 2025-01**.

On behalf of the Board of Education, I thank you for your acceptance of this invitation.

Sincerely,



Benjamin Kemplin, Bid Officer

Logan County School District

Specifications

Logan County Bid # 2025-01

Mowing All School Campuses

Phone: 270.726.2436

Fax: 270.726.8892

Specifications Part I: Scope of the Job

1. Trim and tractor mow the campus as indicated on the mowing list.
2. Trim with a string trimmer those areas that cannot be reached by a trim or tractor mower. This includes ditches, flower beds, side walks, drives, curbs, parking areas, fence rows, trees, light posts, guide wires, and around buildings.
3. Blow and sweep grass clippings from all sidewalks, drives, and other similar areas.
4. Grass and weed control around parking lots and sidewalk seams will be responsibility of the contractor.
5. Shrubs shall be trimmed twice per year, with debris removed.
6. Weed control shall be applied to the lawns when requested during the growing period.
7. Grass and weed growth in and around the shrubs will be the responsibility of the contractor. Chemical weed control will be allowed around shrubs, provided that the shrubs are not damaged or killed by the control.
8. This bid is for the each of the five elementary school campuses, LCHS, Logan CTC and The Board of Education.
9. It is the responsibility of each bidder to visit the site and to make an evaluation as to the scope of the work.
10. The contract period is from the date of award through December 31, 2025.
11. All billing for work completed under this bid, must be filed with the Logan County Board of Education on a monthly basis.

Specifications Part II: Job Performance

1. Do not mow or trim while students are in classes or in danger zone.
2. Report to the Principal or his/her designee anything that interferes with fulfillment of the mowing contract, such as trees blown down, wires down, students in the danger zone, cars pulled on the lawn, etc.
3. Mowing schedules shall be on a **weekly basis during the growing season**. During periods of drought, mowing may be curtailed as requested by the building principal.

4. Payment shall be for each mowing/trimming performed. Payment shall not be made unless the work is performed.
5. All mowing shall not exceed three (3) inches in height after trimming with the preferred height being two and one half (2 & ½) inches in height.
6. Grass in ditch lines not covered with rip-rap rock must be controlled.
7. The successful bidder must furnish all equipment and supplies necessary for mowing and grounds maintenance.
8. It is understood that the bidder, if awarded the contract *AGREES TO PROTECT, DEFEND, AND SAVE HARMLESS THE BOARD OF EDUCATION FROM ANY SUITS OR DEMANDS FOR PAYMENT THAT MAY BE BROUGHT AGAINST IT FOR THE USE OF EQUIPMENT OR CHEMICALS USED TO FULFILL THE CONTRACT; THE BIDDER FURTHER AGREES TO INDEMNIFY AND SAVE HARMLESS THE BOARD OF EDUCATION FROM SUITS OR ACTIONS OF EVERY NATURE AND DESCRIPTION BROUGHT AGAINST IT FOR, OR NO ACCOUNT OF, ANY INJURIES OR DAMAGES RECEIVED OR SUSTAINED BY ANY PARTY OR PARTEIS BY, OR FOR ANY OF THE ACTS OF THE CONTRACTOR, HIS SERVANTS OR AGENTS.*
9. THE SUCCESSFUL BIDDER MUST FURNISH TO THE BOARD OF EDUCATION PROOF OF GENERAL LIABILITY INSURANCE OF AT LEAST \$1,000,000 AS WELL AS WORKER'S COMPENSATION, EMPLOYER'S LIABILITY AND EMPLOYEE THEFT BOND. THESE DOCUMENTS MUST BE WITHIN THE BID AT THE TIME OF OPENING. IN THE EVENT THAT A SUB-CONTRACTOR DOES THE WORK THE SUB CONTRACTOR MUST ALSO SHOW PROOF OF THE ABOVE MENTIONED.
10. THE SUCCESSFUL BIDDER MUST HAVE AT LEAST A CATEGORY 3-ORNAMENTAL AND TURF CHEMICAL APPLICATION LICENSE. COPY OF LICENSE MUST BE SUBMITTED WITH BID.
11. In the event that the contractor's job is unsatisfactory, the Board reserves the right to cancel the contract with a written 2-week notice.

Campus Descriptions

It is each bidder's responsibility to examine each location to get a detail of the area. The general area to be cared for is marked on the enclosed overhead map. Contact the school principal for more detail or examination of area.

Alternates: *The vendor's bid for this item shall be per one (1) application.*

- A.1. Additional trimming of shrubs, with debris removal, above the two required in the base contract as requested.
- A.2. Spraying of riprap rock areas as needed to keep weed and grass growth to a minimum as requested.
- A.3. Spraying of the lawns when requested by the principal.

All alternate work conducted is to be done at a bid price per hour rate as noted on the bid sheet.