



INVITATION FOR BID

CACHE COUNTY SCHOOL DISTRICT LAWN MOWING SERVICES

BID #CCSD-LAWN032626

Cache County School District (CCSD/OWNER) is soliciting bids from vendors to provide Lawn Mowing Services.

1. SCOPE OF WORK

Provide lawn-mowing services for 17 schools. Mow, trim, and remove debris from the sidewalks and driveways once per week at each site. If additional mowing is needed, CCSD shall contact the selected vendor to request the extra service at the proposed cost to CCSD

2. MINIMUM REQUIREMENTS

- Provide a copy of the license to do business in the State of Utah
- Provide a copy of the Certificate of Liability Insurance
- Mowing will only be done after school hours (4 pm), except for when school is not in session

3. PROPOSAL REQUIREMENTS

Responsiveness to the bid will be established only if the bid meets the following requirements:

- Each bid will be completed on the form provided in this document. Failure to completely fill out this form will result in disqualification
- Before submitting a bid, the vendor shall carefully examine all contract documents, paying special attention to the locations and traveling distances to each School in the District
- Bidder is responsible for verifying the square footage of each site as outlined in the attached file
- You are invited to bid on all or part of the schools listed. If no bid is warranted, please indicate NO BID on the bidding sheet. The contract pricing from this IFB must be the same throughout the contract period
- Bidders must respond in each and every area as specified in the bid documents, and the bid must be returned in its entirety
- Responses must be legible and on the attached Cache County School District Schedule A
- Prices shall NOT include any tax. All prices should be rounded to the nearest dollar

**All information requested must be completed and submitted by:
Thursday, March 26, 2026, at 2:00 pm MST.**

If the required information is not submitted in a timely manner, the bid will be deemed late and will not be accepted.

All bids must be in hardcopy format and signed on the form (Schedule A) provided in this document. The **sealed** envelope must be marked:

Cache County School District Lawn Service
Bid #CCSD-LAWN032626
and delivered to:
Cache County School District
Purchasing Department-Karma Leatham
84 E 2400 North
North Logan, Utah 8434

4. BID AWARD

The Bidder(s) who fully complied with all of the bid requirements and whose past performance, reputation, and financial capability are deemed acceptable, and who have offered the most advantageous pricing or cost-benefit, based on the criteria stipulated in the bid documents. CCSD may award either by individual school(s) or group(s) of schools, as determined by the District to be in their best interest.

5. CONTRACT

CCSD will issue a contract to the vendor to be signed by both parties

The winning bidder will begin lawn mowing services starting March 30, 2026, and continue service until November 30, 2027. This contract and pricing will be for 21 months. Bid(s) may be cancelled by either party upon 30 days' written notice.

6. PAYMENTS

- Upon award of contract(s), CCSD will issue a "Standing Purchase Order" to each vendor(s) for the contract period.
- Invoicing from vendor shall include: name, address, contact name, and phone # of company, invoice #, PO #, date(s) of service, location of service, and number of mows.
- CCSD payment terms are Net 30 days.

The Board of Education reserves the right to reject any or all bids and to waive any informality or technicality in any proposal in the best interest of the School District.

Should a bidder find any ambiguity, inconsistency, or error in the contract documents, or be in doubt as to their meaning, the bidder shall at once notify the owner. Clarifications will be issued to all bidders of record. The owner will not be responsible for any oral instructions or clarifications. Should a conflict occur with the specifications and no interpretation is requested, prior to the proposal due date, the bidder will be deemed to have estimated and included in its proposal the more expensive method of doing the work.

All inquiries related to this bid must be directed to Karma Leatham, Purchasing Manager, 435-792-7622, karma.leatham@ccsdut.org

No other Cache County School District employee or board member should be contacted concerning this bid during the selection process. Failure to comply with this requirement may result in disqualification.

After the initial award and throughout the contract, successful bidders will work with Casey Hillyard, the Custodial Manager. He may be reached at the Cache County School District Office-Legacy Campus, 2063 North 1200 East, North Logan, Utah 84341. 435-752-3925, ext. 7623 or casey.hillyard@ccsdut.org.



PROPOSED COST SHEET IFB-LAWN032626

LAWN MOWING SERVICES 2026-2027

SOUTH LOCATIONS	ADDRESS	COST PER MOWING
CANYON ELEMENTARY	270 S 1300 E, Hyrum	
HERITAGE ELEMENTARY	925 W 3200 S, Nibley	
LINCOLN ELEMENTARY	90 S Center, Hyrum	
MILLVILLE ELEMENTARY	67 S Main, Millville	
MOUNTAINSIDE ELEMENTARY	235 E 125 N, Mendon	
NIBLEY ELEMENTARY	2545 S 660 W, Nibley	
RIVER HEIGHTS ELEMENTARY	780 E 600 S, River Heights	
SPRING CREEK ELEMENTARY	350 W 100 N, Providence	
WELLSVILLE ELEMENTARY	525 N 200 W, Wellsville	

NORTH LOCATIONS	ADDRESS	COST PER MOWING
BIRCH CREEK ELEMENTARY	675 W 220 N, Smithfield	
GREENVILLE ELEMENTARY	2450 N 400 E, North Logan	
LEWISTON ELEMENTARY	181 S 200 E, Lewiston	
NORTH CACHE MIDDLE SCHOOL	157 W 600 S, Richmond	
NORTH PARK ELEMENTARY	2800 N 800 E, North Logan	
SUMMIT ELEMENTARY	80 W Center, Smithfield	
SUNRISE ELEMENTARY	225 S 455 E, Smithfield	
WHTIE PINE ELEMENTARY	184 W 100 N, Richmond	

Legal Company Name _____

Address: _____

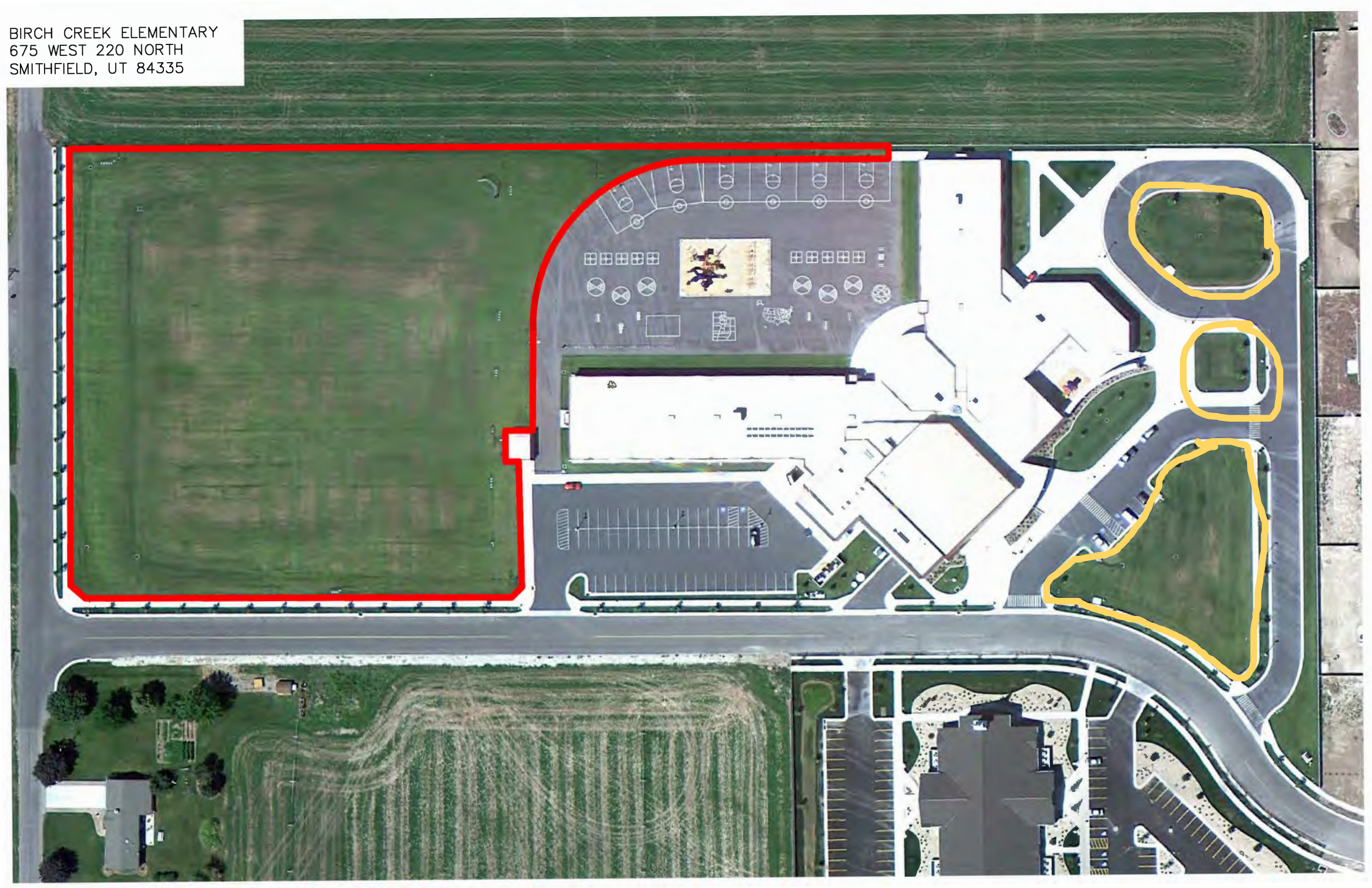
Representative Contact Name: _____ Telephone

Email: _____

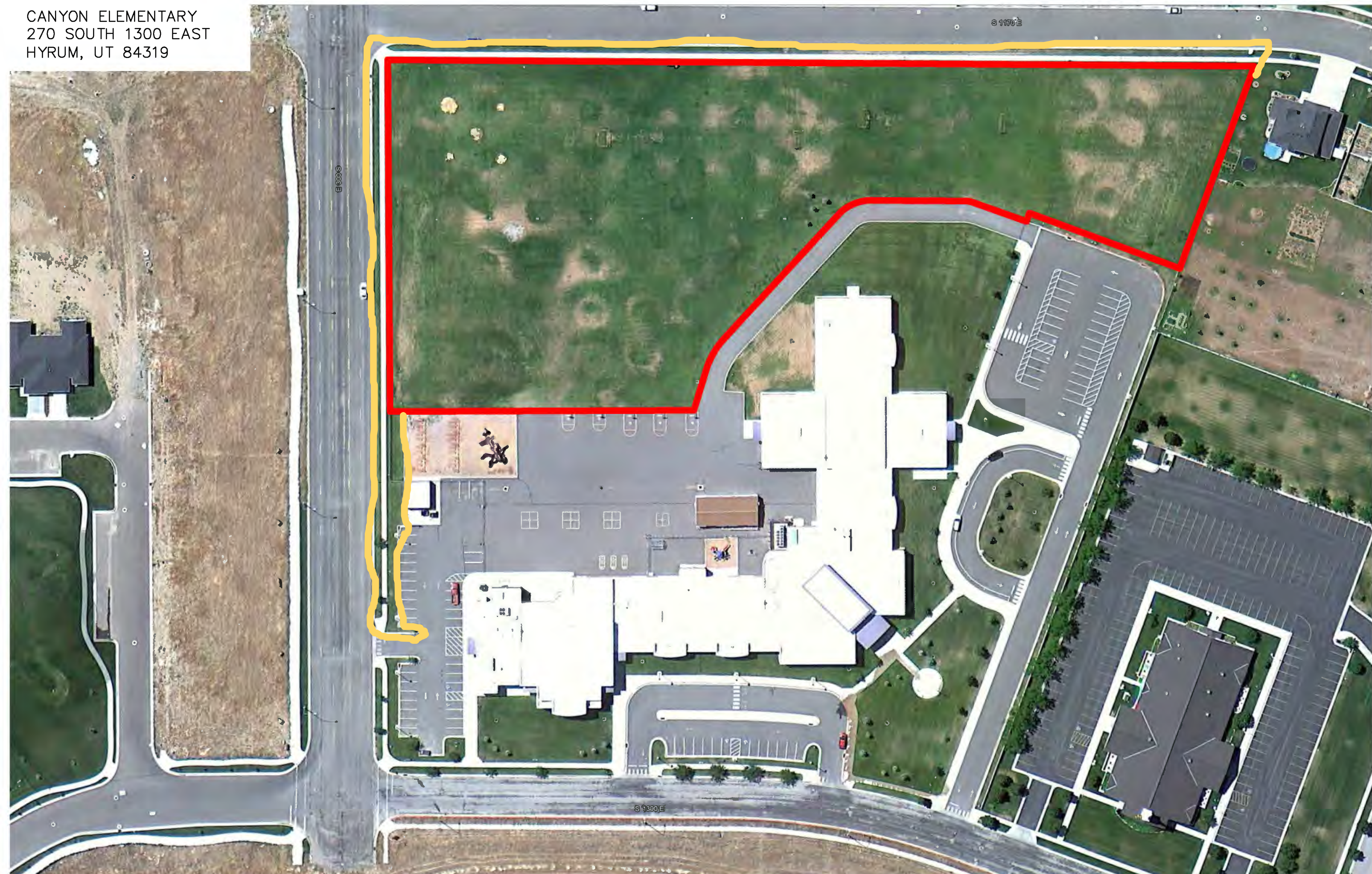
Authorized Signature _____

Title: _____

BIRCH CREEK ELEMENTARY
675 WEST 220 NORTH
SMITHFIELD, UT 84335



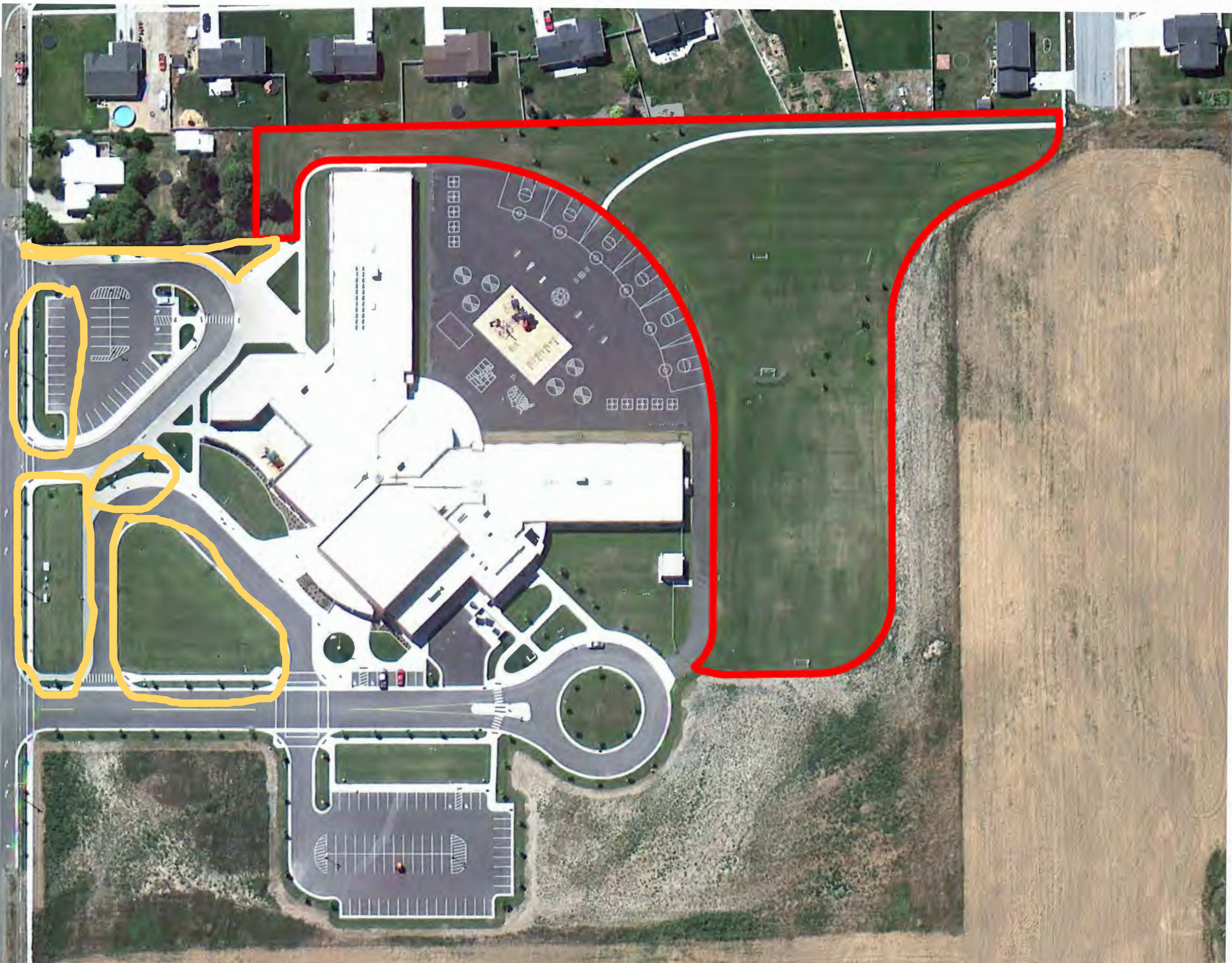
CANYON ELEMENTARY
270 SOUTH 1300 EAST
HYRUM, UT 84319



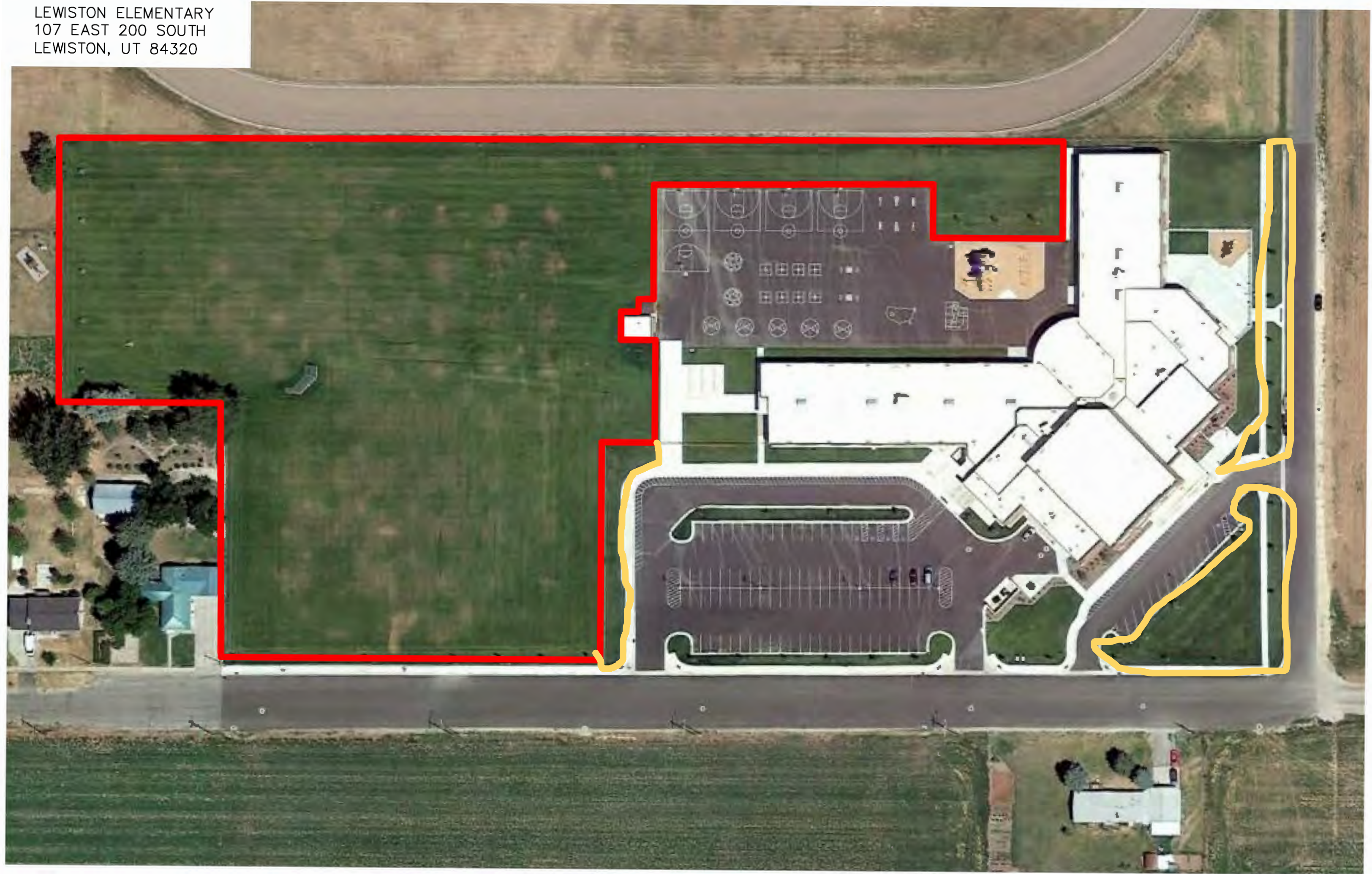
GREENVILLE ELEMENTARY
2450 NORTH 400 EAST
NORTH LOGAN, UT 84341



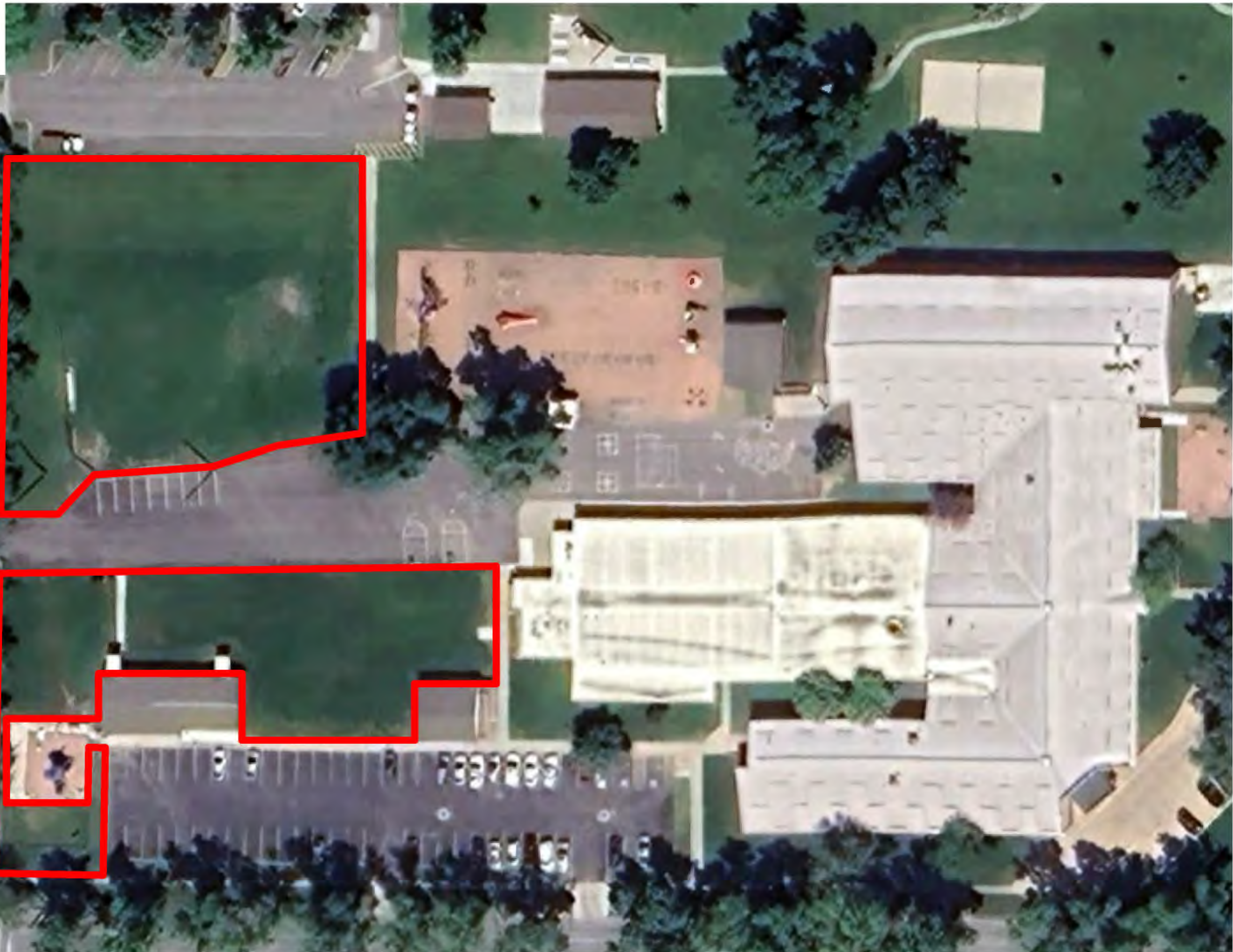
HERITAGE ELEMENTARY
925 WEST 3200 SOUTH
NIBLEY, UT 84321



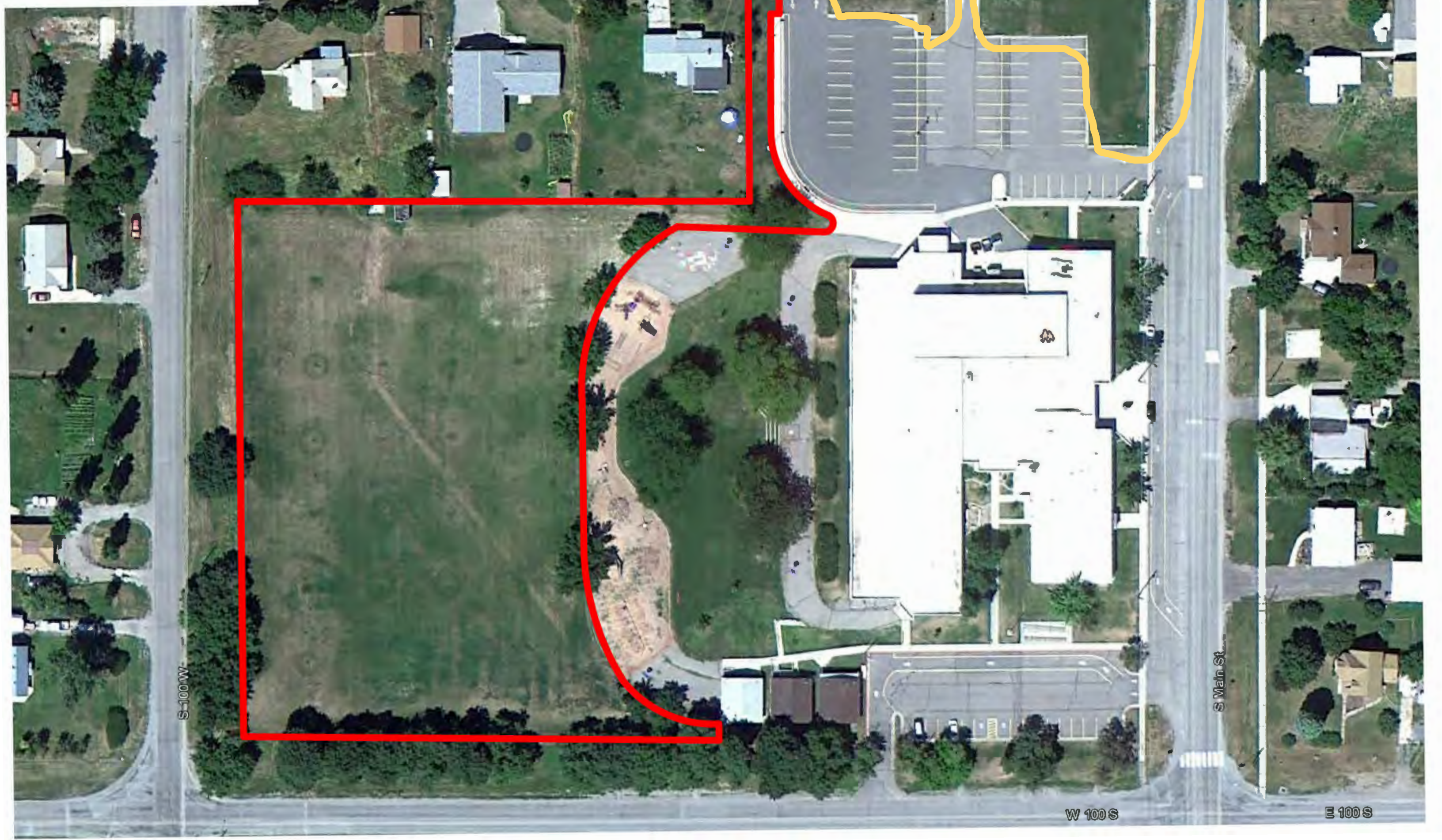
LEWISTON ELEMENTARY
107 EAST 200 SOUTH
LEWISTON, UT 84320



LINCOLN ELEMENTARY
90 SOUTH CENTER
HYRUM, UT 84319



MILLVILLE ELEMENTARY
67 SOUTH MAIN
MILLVILLE, UT 84326



W Center St

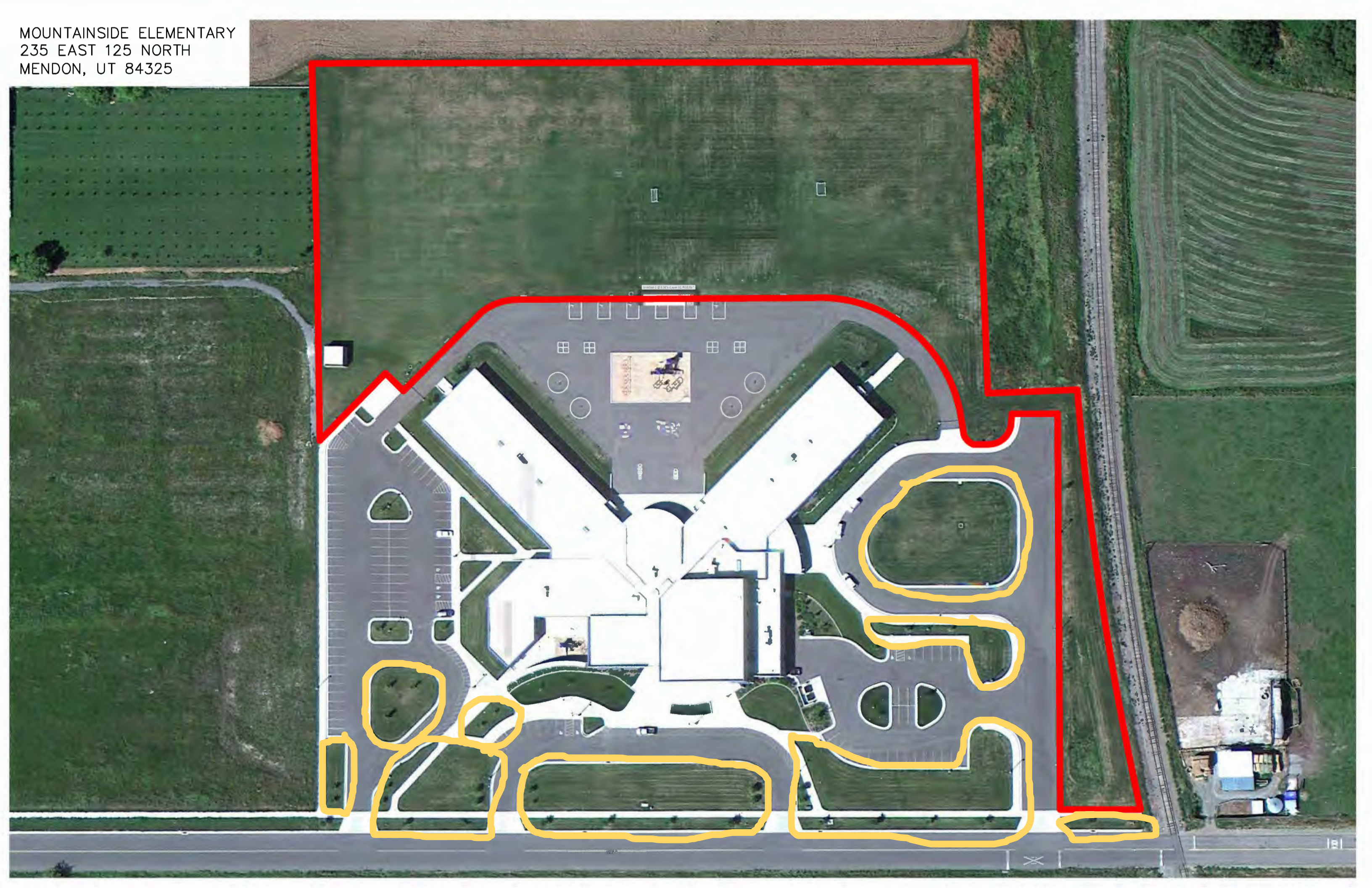
S-100 W

S Main St

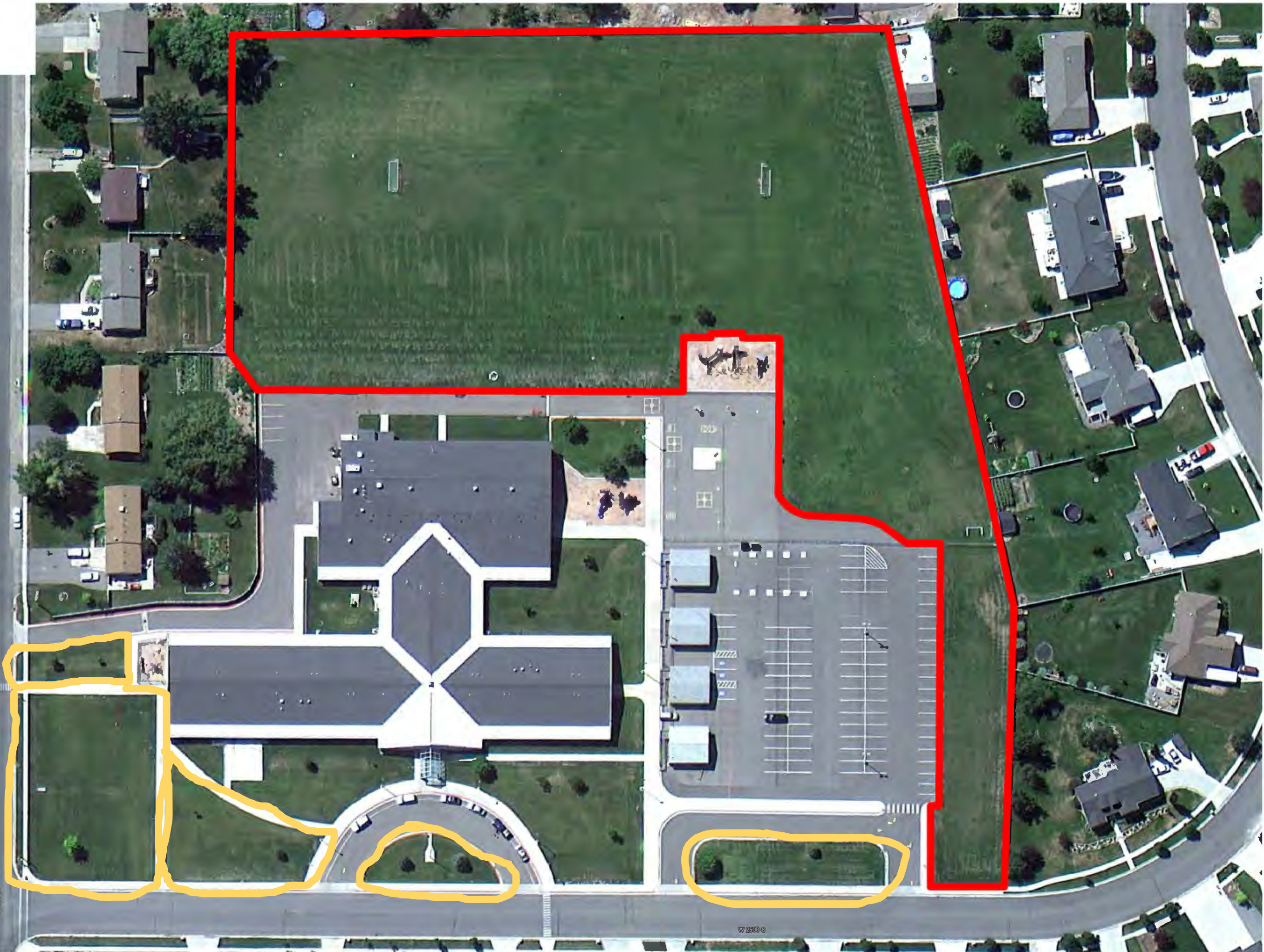
W 100 S

E 100 S

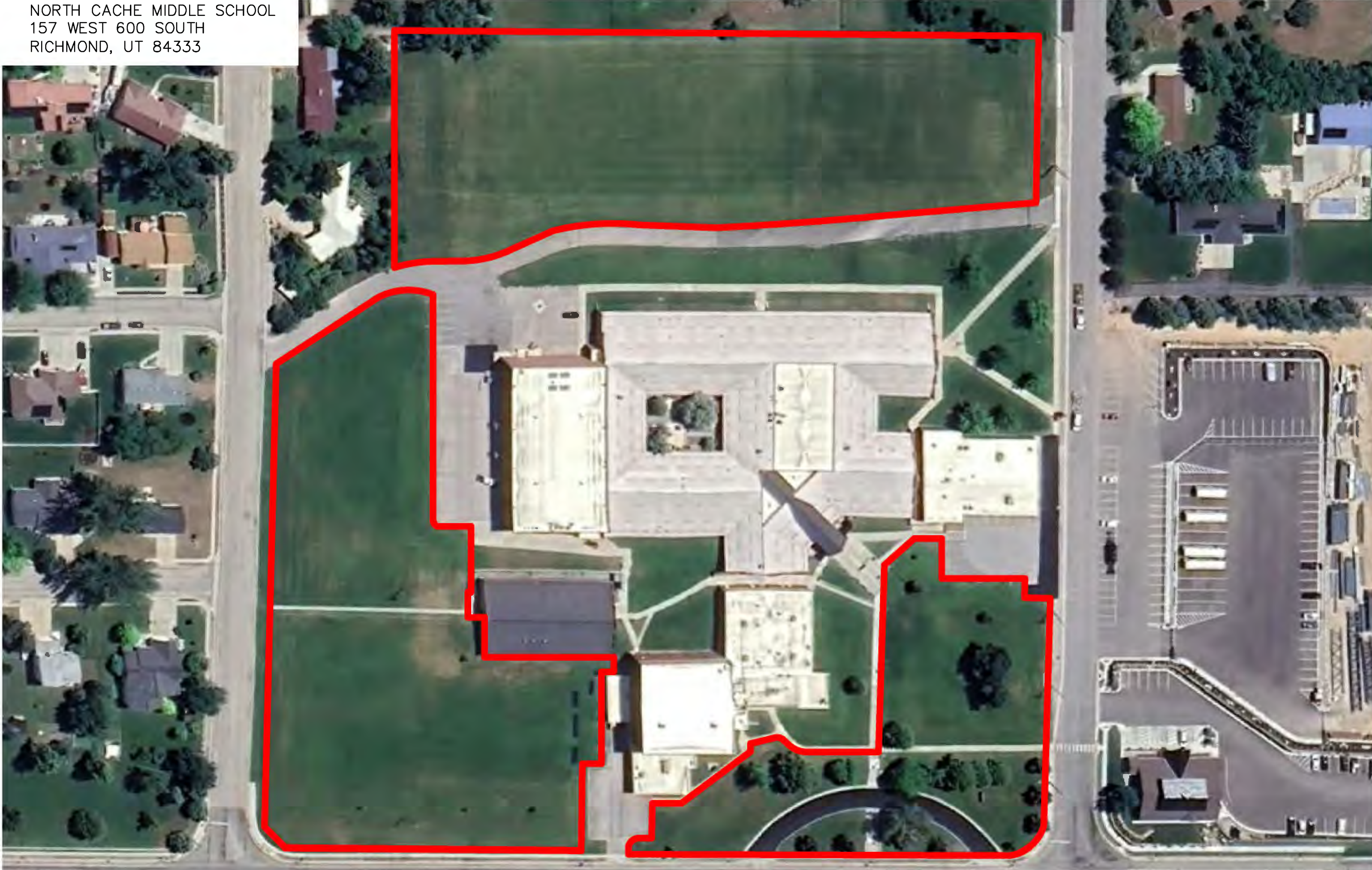
MOUNTAINSIDE ELEMENTARY
235 EAST 125 NORTH
MENDON, UT 84325



NIBLEY ELEMENTARY
2545 SOUTH 660 WEST
NIBLEY, UT 84321



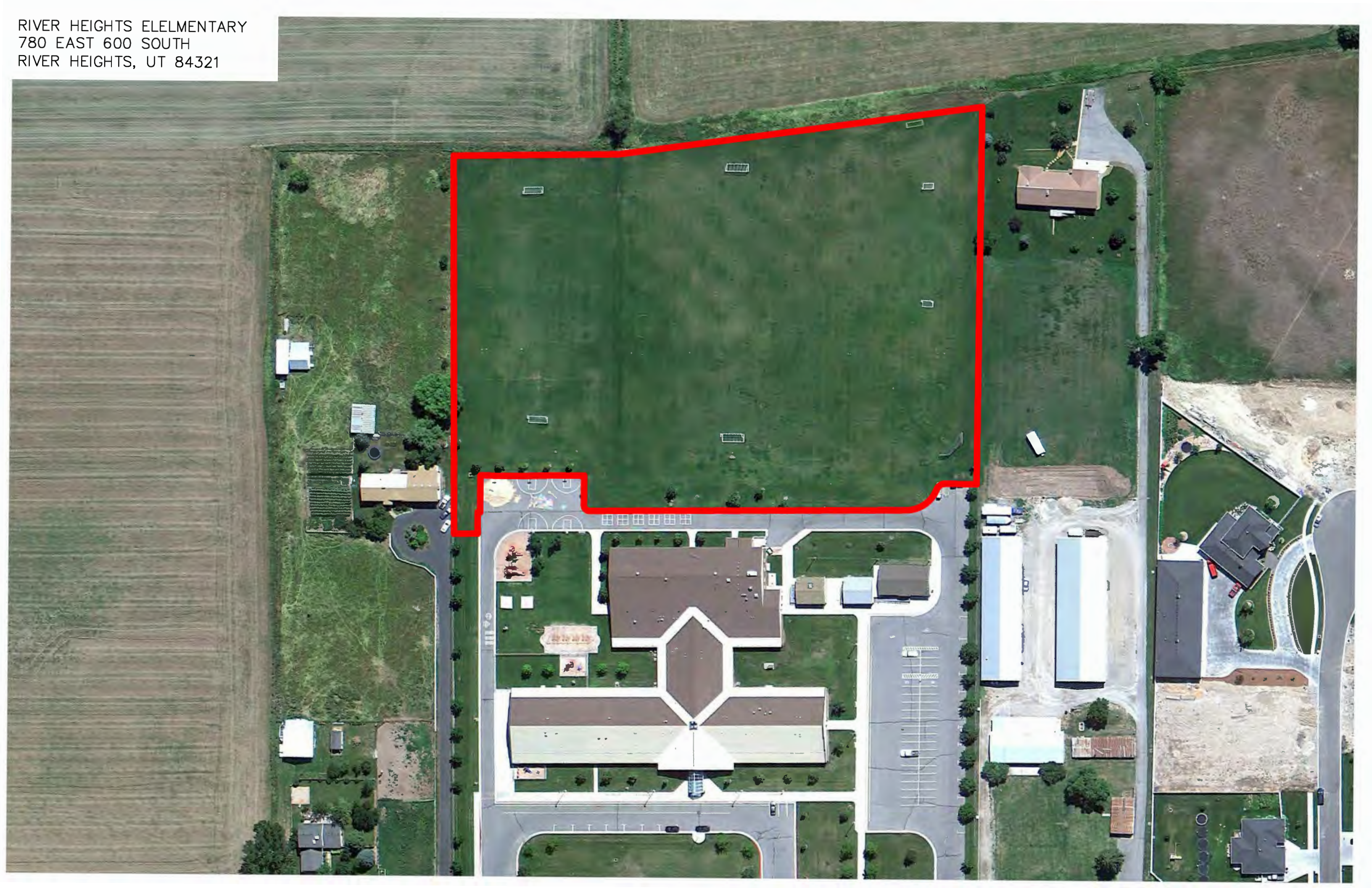
NORTH CACHE MIDDLE SCHOOL
157 WEST 600 SOUTH
RICHMOND, UT 84333



NORTH PARK ELEMENTARY
2800 NORTH 800 EAST
NORTH LOGAN, UT 84341



RIVER HEIGHTS ELEMNTARY
780 EAST 600 SOUTH
RIVER HEIGHTS, UT 84321



Spring Creek
350 W 100 N
Providence, UT

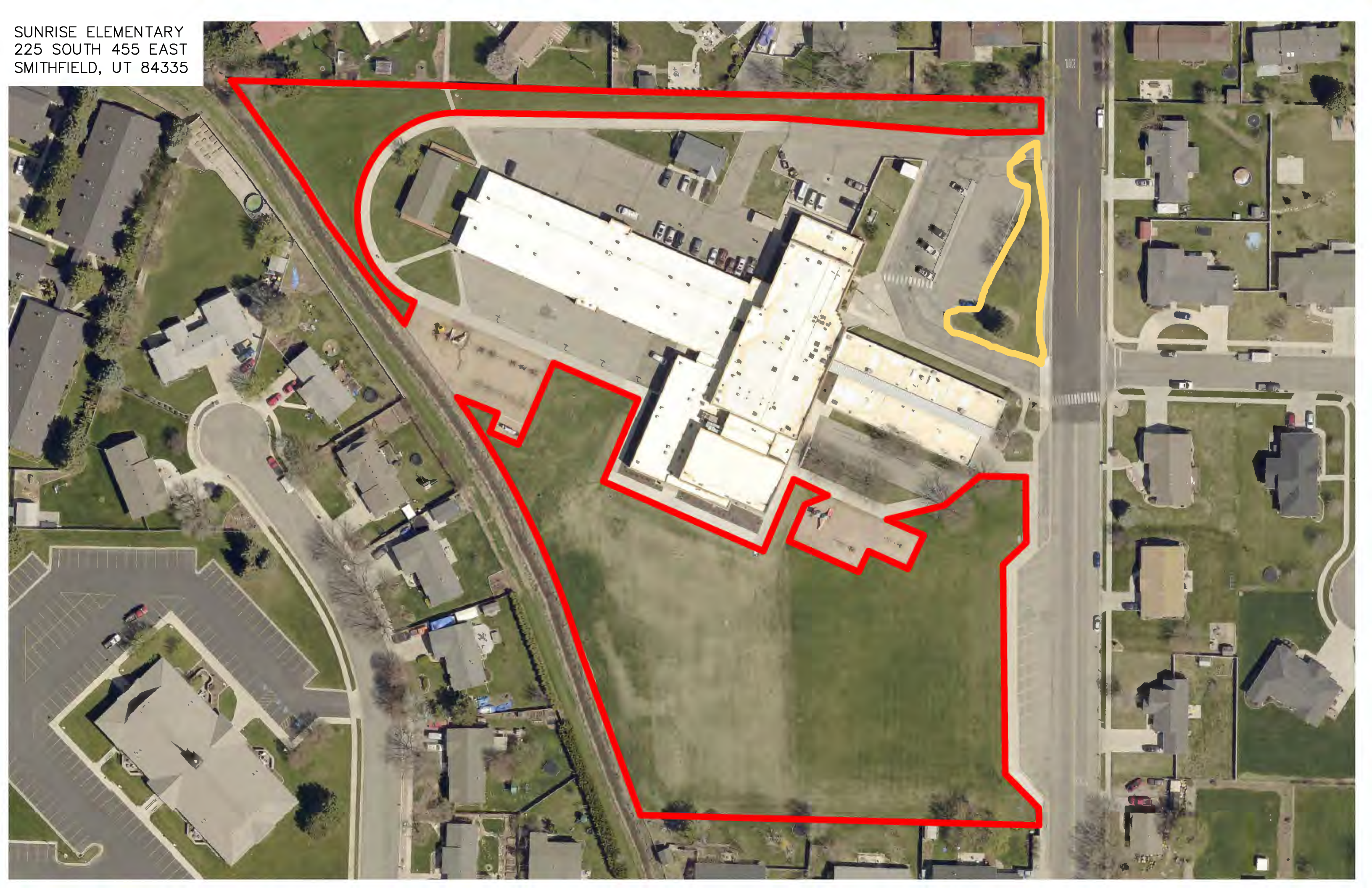
02-096-0055
BOARD OF EDUCATION
CACHE COUNTY

02-096-0081
PROVIDENCE CITY

SUMMIT ELEMENTARY
80 WEST CENTER
SMITHFIELD, UT 84335



SUNRISE ELEMENTARY
225 SOUTH 455 EAST
SMITHFIELD, UT 84335



WELLSVILLE ELEMENTARY
525 NORTH 200 WEST
WELLSVILLE, UT 84339



WHITE PINE ELEMENTARY SCHOOL
184 WEST 100 NORTH
RICHMOND, UT 84333

