

ST. BERNARD PARISH SCHOOL BOARD

REQUEST FOR PROPOSALS

DISTRICT-WIDE GRASS CUTTING & GROUNDS MAINTENANCE SERVICES

RFP No. 2026 Grass Cutting Services

Issued by St. Bernard Parish School Board
200 East St. Bernard Highway
Chalmette, Louisiana 70043

Issued under the authority of Mary Lumetta, Superintendent of Schools

Initial Advertisement: August 21, 2026 | Sealed Proposal Deadline: September 21, 2026 at 10:00 AM CT

Initial Contract Term: October 1, 2026 – September 30, 2029

The School Board, at its sole discretion, may issue up to three (3) additional one-year renewal terms.

Purpose of this edition

This vendor-facing edition consolidates repetitive provisions from the full procurement manual while preserving the solicitation's core scope, service standards, vendor qualifications, evaluation criteria, pricing structure, legal protections, and required certifications.

1. Solicitation Overview

The School Board invites qualified contractors to submit sealed proposals for all labor, supervision, equipment, fuel, transportation, materials, and incidental services necessary to provide complete district-wide grass cutting and grounds maintenance. The objective is safe, attractive, consistently maintained campuses with proactive service requiring minimal School Board oversight.

1.1 Procurement Schedule

Event	Date
Advertisement Begins	August 21, 2026
Mandatory Pre-Proposal Conference	September 14, 2026 - School Board Administrative Office, 200 E. St. Bernard Hwy, Chalmette, LA 70043
Deadline for Written Questions	September 16, 2026 at 4:30pm
Final Addendum, if needed	Prior to proposal deadline, if necessary
Proposal Deadline / Opening	September 21, 2026 - 10:00 AM CT
Evaluation	Following proposal opening
Recommendation to School Board	Following evaluation
Notice of Award	Following School Board approval
Contract Begins	October 1, 2026

The School Board may modify the schedule by written addendum.

1.2 Questions, Addenda, and Submission

Questions must be submitted by the published deadline to Jason Dewey, Director of School Operations, at jason.dewey@sbpsb.org and Laura.Carlin@sbpsb.org. Only written addenda are binding. Each proposer must acknowledge all addenda.

Submit the proposal in a sealed envelope marked "RFP No. 2026 Grass Cutting Services, showing the proposer's legal business name and return address. Sealed proposals must be delivered to the front desk of the St. Bernard Parish School Board Administrative Office, 200 E. St. Bernard Hwy, Chalmette, Louisiana 70043, no later than 10:00 AM Central Time on September 21, 2026. Late, faxed, or emailed proposals will not be accepted unless specifically authorized by written addendum. Proposals remain valid for 30 calendar days after opening.

1.3 School Board Rights

The School Board reserves the right, to the extent permitted by law, to reject any or all proposals; waive minor informalities; request clarification or additional documentation; verify information, references, equipment, facilities, and qualifications; conduct interviews or presentations; negotiate when permitted; award all, part, or none of the services; issue addenda; cancel the solicitation; and make the award determined to be in its best interest. Submitted proposals become public records as provided by Louisiana law after the procurement process, except information protected by law.

2. Scope of Services

The Contractor shall maintain all School Board schools, support sites, vacant lots, and vacant sites listed in Appendix A and the Section 7 annual pricing schedule. The School Board may add, remove, open, close, or modify locations, with equitable pricing adjustments under Section 7.

2.1 Required Work

- Mow all assigned turf, including playgrounds, courtyards, athletic fields, and areas around signs, utilities, HVAC equipment, trees, and landscape beds.
- String-trim around buildings, sidewalks, curbs, trees, poles, hydrants, fences, bleachers, athletic equipment, scoreboards, backstops, signage, HVAC equipment, and similar obstructions during every mowing cycle.
- Mechanically edge sidewalks, curbs, parking islands, building slabs, entrances, and courtyard walkways during every mowing cycle.
- Maintain fence lines and gate areas free of excessive vegetation without damaging fencing, irrigation, or athletic facilities.
- Remove ordinary litter encountered during mowing; remove clippings from sidewalks, parking lots, roadways, ramps, entrances, stairs, and other paved areas before leaving the campus.
- Complete final cleanup, secure gates, remove equipment and operational debris, and leave each campus in a safe condition.

2.2 Mowing Frequency and Completion

A minimum of thirty-nine (39) complete district-wide mowing cycles is required each contract year. A cycle is complete only after every contracted location has received required mowing, trimming, edging, cleanup, and correction of identified deficiencies. During the primary growing season, no campus may exceed ten (10) calendar days between complete mowing cycles unless authorized by the Director of School Operations because of severe weather or extraordinary circumstances. The Contractor shall complete the district-wide cycle before beginning the next cycle unless otherwise approved.

The School Board may authorize additional complete mowing cycles when growth, weather, athletic schedules, or operational needs warrant. Additional cycles are paid at the approved unit price.

2.3 Appearance and Turf Standard

Unless otherwise directed, turf shall be maintained uniformly between approximately 2½ and 4 inches. Scalping, missed strips, excessive rutting, overgrowth, seed-head development, clumping, and unfinished areas are unacceptable and must be corrected.

2.4 Athletic Facilities and Events

Baseball, softball, football, soccer, track, spectator, press box, dugout, bullpen, batting cage, and similar athletic areas require enhanced attention. When notified of contests or special events, the Contractor shall coordinate service so facilities are ready in advance whenever practicable.

2.5 Weather, Emergency, and Property Protection

The Contractor shall monitor weather and adjust staffing and equipment to restore the schedule promptly after delays. The Contractor must be capable of initiating response to authorized emergency or special-event requests within one (1) business day unless otherwise directed. The Contractor is responsible for damage caused by its operations and shall repair or reimburse the School Board for such damage.

3. Performance Standards and Quality Assurance

Performance Measure	Minimum Standard
Annual mowing cycles	39 complete district-wide cycles
Campus completion	100% of assigned locations before next cycle
Grass height	Approximately 2½–4 inches unless directed otherwise
Trimming & edging	Every mowing cycle
Paved-surface cleanup	100% before departure
Missed-area correction	Within 1 business day of notification unless another deadline is stated
Emergency requests	Response initiated within 1 business day unless directed otherwise
Athletic/event readiness	Serviced before scheduled events whenever practicable

3.1 Inspection and Deficiencies

The School Board may inspect any property at any time. Work is accepted only after the School Board determines it complies with the contract. A written deficiency notice may identify the location, issue, corrective action, and deadline. The Contractor shall acknowledge the notice within one (1) business day, correct the deficiency within the required timeframe, and confirm completion. Repeated or uncorrected deficiencies may result in increased inspections, corrective action plans, payment reductions, suspension, default, or termination.

3.2 Contractor Quality Control and Documentation

The Contractor shall maintain internal supervisory inspections and promptly correct observed deficiencies. After each completed mowing cycle, the Contractor shall provide electronic service documentation sufficient to verify the date, campuses serviced, crew/supervisor, and completion of mowing, trimming, edging, and cleanup. The School Board may request arrival/departure times, equipment used, personnel assigned, or photographs when necessary.

3.3 Performance Review

The Director of School Operations or designee may conduct periodic performance reviews addressing quality, schedule compliance, responsiveness, documentation, professionalism, safety, staffing, equipment, weather impacts, and upcoming events. Performance history may be considered for payment, corrective action, renewal, and future responsibility determinations.

4. Contractor Qualifications and Operations

4.1 Minimum Qualifications

- At least five (5) consecutive years of commercial or governmental grounds maintenance experience immediately preceding the proposal deadline.
- Demonstrated experience on contracts of comparable institutional, governmental, educational, commercial, or industrial size and complexity.
- Sufficient financial capacity, staffing, supervision, commercial-grade equipment, backup equipment, and organizational resources to perform without interruption.
- All licenses, registrations, insurance, tax registrations, and legal authority required to conduct business and perform the work in Louisiana; proposer must not be debarred or suspended from public contracting.
- A written safety program addressing employee orientation/training, accident reporting, heat illness, severe weather, equipment safety, and applicable OSHA requirements.

4.2 Staffing and Management

The Contractor shall designate a Contract Manager with authority to commit company resources, dispatch personnel, resolve issues, coordinate corrective action, and serve as the primary contact. Each crew shall have an experienced supervisor. Staffing shortages, leave, illness, equipment failure, labor disputes, or contractor scheduling decisions do not excuse failure to meet performance standards.

4.3 Equipment

The Contractor shall own or have continuous access to sufficient commercial-grade mowing, trimming, edging, blowing, hauling, transportation, and backup equipment. Equipment must be safe, properly guarded, maintained, suitable for school environments, and free from significant fuel or hydraulic leaks. The School Board may inspect equipment and prohibit unsafe or repeatedly damaging equipment.

4.4 Campus Safety and Conduct

Student, staff, and visitor safety is the highest operational priority. Crews shall maintain safe distances, control debris discharge, reduce speed, use warnings or barricades when needed, and suspend operations when necessary. Personnel shall wear company-identifying apparel, follow campus procedures, act professionally, refrain from smoking/vaping and alcohol/illegal drug use on School Board property, and comply with safety directives. The School Board may require removal of personnel whose conduct or presence creates a legitimate safety, security, or operational concern.

4.5 Communication, Access, and Work Hours

Routine work will generally occur between 7:00 a.m. and 6:00 p.m., with reasonable efforts to avoid student arrival/dismissal, instruction, practices, and events. The Contractor shall provide office, mobile, email, and 24-hour emergency contact information and acknowledge routine action requests by the next business day. Gates must be secured, inaccessible areas reported promptly, and utilities/buildings/improvements protected.

5. General Contract Conditions

The following conditions apply to the RFP and resulting contract:

- Governing law and venue: Louisiana law; appropriate court of competent jurisdiction in St. Bernard Parish, Louisiana.
- Compliance: all applicable federal, state, and local laws, regulations, ordinances, codes, and School Board policies.
- Independent contractor: Contractor is solely responsible for its employees, wages, taxes, benefits, permits, licenses, and obligations.
- Insurance: Commercial General Liability \$1,000,000 each occurrence / \$2,000,000 aggregate; Automobile Liability \$1,000,000 combined single limit for owned, hired, and non-owned vehicles; Workers' Compensation as required by Louisiana law; Employer's Liability \$1,000,000. The School Board shall be named Additional Insured on applicable liability policies. Coverage must remain in force throughout the contract.
- Indemnification: to the fullest extent permitted by Louisiana law, Contractor shall defend, indemnify, and hold harmless the School Board and its members, officers, employees, and agents from claims arising from Contractor negligence or omissions; no provision requires indemnification for the School Board's own negligence where prohibited by law.
- Subcontracting/assignment: no subcontracting or assignment without prior written School Board approval; Contractor remains fully responsible for performance.
- Force majeure: delays caused by circumstances beyond reasonable control require prompt notice and resumption of performance as soon as practicable.
- Default/cure: failures to perform, maintain insurance/staffing/equipment, meet performance standards, complete cycles, comply with law, or cure material breaches may constitute default. Except when immediate action is warranted for safety, legal, or operational reasons, the School Board will ordinarily provide written notice and five (5) business days to cure.
- Termination: the School Board may terminate for cause as provided by the contract, or for convenience upon thirty (30) calendar days' written notice; payment upon convenience termination is limited to satisfactory services performed through the effective date.
- Records/audit: authorized entities may inspect contract-related records as permitted by law; Contractor shall retain records for five (5) years after final payment or longer if required by law.
- Equal opportunity/conflict: Contractor shall comply with applicable nondiscrimination laws and disclose actual or potential conflicts of interest.

- Entire agreement: the executed agreement, RFP, addenda, accepted proposal, pricing, and written amendments constitute the agreement; oral statements do not modify it.

6. Proposal Requirements and Evaluation

6.1 Vendor Response Format

To reduce proposal preparation burden, submit one concise response organized in the following seven parts:

- Signed Vendor Information & Certifications Form (Section 8).
- Qualifications & Comparable Experience: company history, at least three comparable contracts from the previous five years, and references.
- Staffing & Management Plan: Contract Manager, crew structure, number of crews/employees assigned, supervision, and backup staffing.
- Equipment & Operational Capacity: major equipment quantities, ownership/lease status, backup equipment, maintenance approach, and ability to meet the 39-cycle/10-day requirements.
- Quality Assurance & Safety: brief description of inspection, corrective action, complaint response, documentation, safety training, heat/weather procedures, and emergency response.
- Pricing Proposal (Section 7).
- Exceptions: identify every requested exception. If none are listed, the proposer is deemed to accept the RFP requirements.

The School Board may request financial statements, banking references, insurance evidence, licensing documents, litigation/claims information, or other responsibility documentation from the apparent successful proposer or any proposer when needed for evaluation.

6.2 Evaluation Criteria

Evaluation Category	Points
Relevant Experience & Past Performance	25
Staffing & Management Plan	20
Equipment & Operational Capacity	15
Quality Assurance & Safety	15
References	10
Cost Proposal	15
TOTAL	100

The evaluation committee may verify references, inspect equipment, seek clarifications, request presentations/interviews, and request Best and Final Offers when permitted by law. Award is based on best overall value and is not required to be made to the lowest-cost proposer. The School Board retains final award authority. To the fullest extent permitted by applicable law, the School Board reserves the right to interpret and apply the requirements, evaluation criteria, and scoring methodology stated in this RFP; determine the responsiveness, responsibility, qualifications, and relative merits of each proposer; assign scores within the published evaluation categories based on the evaluators' reasonable judgment and the information submitted or lawfully obtained during evaluation; resolve ambiguities or inconsistencies in a manner consistent with the stated requirements and the School Board's operational needs; and select the proposal determined to provide the best overall value and to be in the best interest of the School Board. No evaluation factor or basis for award other than those disclosed in this RFP or permitted by applicable law shall be used. The School Board's determinations shall be final to the extent permitted by law and shall not be deemed arbitrary solely because reasonable evaluators may exercise professional judgment differently.

7. Pricing and Payment

All pricing must be firm for the initial term and include all labor, supervision, equipment, fuel, maintenance, transportation, insurance, applicable taxes, administration, profit, cleanup, and incidentals. No additional compensation is due unless specifically authorized in writing.

7.1 Annual Campus Pricing – 39 Cycles

School / Support Location	Property Description	Annual Price (39 Cycles)
#2 Mustang Dr., Arabi, LA 70032	Vacant Site	\$_____
#1 Mustang Dr., Arabi, LA 70032	Vacant Site	\$_____
Maumus Center, 710 Friscoville Ave., Arabi, LA 70032	Education Center	\$_____
Arabi Elementary, 7200 Alexander Ave., Arabi, LA 70032	Elementary School	\$_____
100 Llama Dr., Arabi, LA 70032	Vacant Site	\$_____
100 Puma Dr., Arabi, LA 70032	Vacant Lot	\$_____
104 Puma Dr., Arabi, LA 70032	Vacant Lot	\$_____
112 Puma Dr., Arabi, LA 70032	Vacant Lot	\$_____
116 Puma Dr., Arabi, LA 70032	Vacant Lot	\$_____
120 Puma Dr., Arabi, LA 70032	Vacant Lot	\$_____
7513 Patricia St., Arabi, LA 70032	Vacant Lot	\$_____
7521 Patricia St., Arabi, LA 70032	Vacant Lot	\$_____
7525 Patricia St., Arabi, LA 70032	Vacant Lot	\$_____
Andrew Jackson Middle, 201 8th Street, Chalmette, LA 70043	Middle School	\$_____
Chalmette Elementary, 75 East Chalmette Cir., Chalmette, LA 70043	Elementary School	\$_____
Rowley Alternative, 49 Madison Ave., Chalmette, LA 70043	Alternative School	\$_____
St. Bernard Parish School Board, 200 E. St. Bernard Hwy., Chalmette, LA 70043	Admin Office	\$_____
Meraux Elementary School, 4004 Paris Rd., Chalmette, LA 70043	Elementary School	\$_____
Chalmette High School, 1100 East Judge Perez Dr., Chalmette, LA 70043	High School	\$_____
Chalmette High 9th Grade, 1101 East Judge Perez Dr., Chalmette, LA 70043	High School	\$_____
Lacoste Elementary, 1625 Missouri St., Chalmette, LA 70043	Elementary School	\$_____
Joseph Davies Elementary, 4101 Mistrot Dr., Meraux, LA 70075	Elementary School	\$_____
N.P. Trist Middle, 1 Pirate's Cove, Meraux, LA 70075	Middle School	\$_____
Transportation/Maint. Ctr., 5921 E. St. Bernard Hwy., Violet, LA 70082	Transportation & Maintenance	\$_____
#7 Provincial Ct., Violet, LA 70092	Vacant Lot	\$_____
Smith Elementary, 6701 East St. Bernard Hwy., Violet, LA 70092	Elementary School	\$_____
St. Bernard Middle, 2601 Torres Dr., St. Bernard, LA 70085	Middle School	\$_____
Old Gauthier School, 2214 Bobolink Dr., St. Bernard, LA 70085	Vacant Site	\$_____
Gauthier Elementary, 1200 E. LA Hwy 46, St. Bernard, LA 70085	Elementary School	\$_____
Toca House / Warehouse, Bayou Rd., Toca, LA 70085	Transportation Support	\$_____
4301 Bayou Rd., St. Bernard, LA 70085	Vacant Site	\$_____
TOTAL FOR ALL LOCATIONS		\$_____

7.2 Additional and Optional Services

Description	Unit	Price
One additional complete district-wide mowing cycle	Cycle	\$_____
Storm debris removal associated with grounds maintenance	Hour	\$_____
Brush cutting – non-routine	Hour	\$_____
Mulching, if requested	Cubic Yard	\$_____
Sod replacement requested by School Board*	Square Foot	\$_____
Topsoil placement, if requested	Cubic Yard	\$_____
Emergency weekend response	Hour	\$_____

*Contractor remains responsible, at its own expense, for repair/replacement of damage caused by Contractor operations.

7.3 Facility Changes, Invoicing, and Escalation

Added or removed facilities will be adjusted using submitted campus pricing where applicable; otherwise the parties will negotiate an equitable adjustment consistent with the proposal pricing methodology. The Contractor shall submit one monthly invoice identifying the contract month, campuses serviced, completed mowing cycles, authorized additional services, and required supporting documentation. Payment is subject to verification and may be reduced for incomplete or deficient services or failure to correct deficiencies.

8. Required Vendor Forms and Certifications

8.1 Vendor Information & Signature

Field	Vendor Response
Legal Company Name	
DBA, if applicable	
Business Address	
City / State / ZIP	
Telephone	
Email / Website	
Federal Tax ID	
Louisiana Contractor License, if applicable	
Years in Business	
Authorized Representative / Title	
Representative Phone / Email	

By signing below, the proposer certifies that the signer is authorized to bind the company; the proposal is independently prepared and valid for 30 days; the proposer reviewed the RFP and addenda; the information submitted is true and accurate; the proposer has or will maintain required personnel, equipment, licensing, and insurance; the proposer is authorized to conduct business in Louisiana and is not debarred or suspended; and the proposer agrees to perform the work except for expressly stated exceptions.

Authorized Signature: _____ Date: _____

Printed Name / Title: _____

8.2 Addenda Acknowledgment

Addendum No.	Date
1	
2	
3	
4	
5	

8.3 Disclosures and Certifications

Non-Collusion. The proposer certifies that its proposal was prepared independently and without collusion, agreement, or arrangement with another proposer to restrict competition or influence pricing.

Conflict of Interest. Disclose any actual or potential conflict involving the School Board, its employees, or Board members. If none, state "None."

Conflict Disclosure: _____

Litigation / Regulatory Matters. Identify any litigation, arbitration, administrative proceeding, or regulatory action during the previous five years involving grounds maintenance or similar contracts, or state "None."

Disclosure: _____

Insurance. Proposer acknowledges the insurance requirements in Section 5 and agrees to furnish acceptable certificates before work begins.

8.4 References

Organization	Contact	Phone / Email	Years Served	Approx. Value

At least three references should be governmental agencies, educational institutions, or other public entities for which similar services were performed.

8.5 Equipment Summary

Equipment Category	Quantity	Owned / Leased	Backup Available
Zero-Turn / Large-Area Mowers			
Walk-Behind Mowers			
String Trimmers			
Mechanical Edgers			
Backpack Blowers			
Trucks / Utility Vehicles			
Trailers			
Other Major Equipment			

8.6 Staffing Summary

Item	Vendor Response
Contract Manager	
Number of mowing crews	
Typical crew size	
Total employees assigned	
Crew supervisor structure	
Backup staffing approach	

9. Contract Administration and Agreement Summary

The successful proposer will execute a written agreement incorporating this RFP, issued addenda, the accepted proposal, pricing, notice of award, and written amendments. The Director of School Operations will serve as Contract Administrator unless otherwise designated. The Contract Administrator may inspect work, issue deficiency notices, require corrective action, verify completion, recommend payment, and recommend contractual remedies.

The Contractor's continuing obligations include the 39-cycle minimum, all performance and safety standards, required insurance, documentation, corrective action, and compliance with applicable law. Repeated deficiencies, missed cycles, failure to maintain staffing/equipment/insurance, unsafe practices, false representations, or other material breaches may result in payment deductions, suspension, default, or termination.

Appendix A – District Facilities

The contracted properties are all schools, support sites, vacant lots, and vacant sites listed in the Section 7 annual pricing schedule and Appendix A. The School Board may provide maps, acreage, boundaries, or site-specific instructions during the procurement process or by addendum.

School / Support Location	Property Description
#2 Mustang Dr., Arabi, LA 70032	Vacant Site
#1 Mustang Dr., Arabi, LA 70032	Vacant Site
Maumus Center, 710 Friscoville Ave., Arabi, LA 70032	Education Center
Arabi Elementary, 7200 Alexander Ave., Arabi, LA 70032	Elementary School
100 Llama Dr., Arabi, LA 70032	Vacant Site
100 Puma Dr., Arabi, LA 70032	Vacant Lot
104 Puma Dr., Arabi, LA 70032	Vacant Lot
112 Puma Dr., Arabi, LA 70032	Vacant Lot
116 Puma Dr., Arabi, LA 70032	Vacant Lot
120 Puma Dr., Arabi, LA 70032	Vacant Lot
7513 Patricia St., Arabi, LA 70032	Vacant Lot
7521 Patricia St., Arabi, LA 70032	Vacant Lot
7525 Patricia St., Arabi, LA 70032	Vacant Lot
Andrew Jackson Middle, 201 8th Street, Chalmette, LA 70043	Middle School
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Rowley Alternative, 49 Madison Ave., Chalmette, LA 70043	Alternative School
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Meraux Elementary School, 4004 Paris Rd., Chalmette, LA 70043	Elementary School
Chalmette High School, 1100 East Judge Perez Dr., Chalmette, LA 70043	High School
Chalmette High 9th Grade, 1101 East Judge Perez Dr., Chalmette, LA 70043	High School
Lacoste Elementary, 1625 Missouri St., Chalmette, LA 70043	Elementary School
Joseph Davies Elementary, 4101 Mistrot Dr., Meraux, LA 70075	Elementary School
N.P. Trist Middle, 1 Pirate's Cove, Meraux, LA 70075	Middle School
Transportation/Maint. Ctr., 5921 E. St. Bernard Hwy., Violet, LA 70082	Transportation & Maintenance
#7 Provincial Ct., Violet, LA 70092	Vacant Lot
Smith Elementary, 6701 East St. Bernard Hwy., Violet, LA 70092	Elementary School
St. Bernard Middle, 2601 Torres Dr., St. Bernard, LA 70085	Middle School
Old Gauthier School, 2214 Bobolink Dr., St. Bernard, LA 70085	Vacant Site
Gauthier Elementary, 1200 E. LA Hwy 46, St. Bernard, LA 70085	Elementary School
Toca House / Warehouse, Bayou Rd., Toca, LA 70085	Transportation Support
4301 Bayou Rd., St. Bernard, LA 70085	Vacant Site

Appendix B – Condensed Grounds Inspection Standard

This standard is used by both the School Board and Contractor for inspection and quality control. It consolidates the detailed inspection manual into the following acceptance criteria:

Area	Acceptable Standard	Examples of Unacceptable Conditions
Overall appearance	Clean, neat, professional; no visibly neglected areas	Tall grass, missed strips, excessive weeds/clippings, trash, unfinished work
Grass / mowing	Uniform approx. 2½–4 in.; no scalping, rutting, clumping, or missed rows	Over 4 in., scalping, uneven cut, unmowed areas, rutting
Trimming	All obstructions, buildings, fences, utilities, athletic features trimmed to match adjacent turf	Tall grass at structures/fences/signs/HVAC; poor transitions
Edging	Clean, straight mechanical edge each cycle	Grass encroachment, irregular or missing edging
Fence lines	Trimmed beneath/along fencing and gates; no excessive vegetation	Missed gates/corners, overgrowth, weeds
Athletic areas	Professional, event-ready appearance; no overgrowth/debris	Tall grass, missed fence lines, poor edging, unsafe conditions
Cleanup	No clippings, litter, or operational debris on paved surfaces; no equipment left behind	Clippings/trash/debris/equipment left on site
Property protection	No Contractor-caused damage, leaks, or spills	Damage to irrigation, fencing, signs, buildings, vehicles; hydraulic/fuel leaks
Safety	Safe equipment operation, controlled debris, safe parking and separation from students	Flying debris, unsafe speeds/parking, blocked access, unsafe operation near students
Schedule	Campus and district cycle completed on time; events addressed as required	Missed campuses, repeated delays, partial cycles, failure to meet mowing schedule

Appendix C – Deficiency / Service Verification

The School Board may use its own electronic or paper format. At minimum, a deficiency record should identify campus, date, observed issue, required correction, deadline, inspector, Contractor acknowledgment, and date corrected. Service verification should identify the cycle/date and campuses completed.