



CLEAR FORK VALLEY LOCAL SCHOOLS

92 Hines Avenue Bellville, OH 44813-1232 (419) 886-3855 FAX (419) 886-2237

Janice Wyckoff, Superintendent

Jon Mason, Treasurer

January 25, 2023

Re: RFP for Maintenance and Mowing of District Properties

The Clear Fork Valley Local School District is seeking Request for Proposals-RFP for the Maintenance and Mowing of the district's greenspaces. Details are posted under District, Announcements on the District's website, <http://www.clearfork.k12.oh.us>. Please have all proposals submitted to Maintenance Director Kevin Carr at carrk@cfcolts.org by March 8, 2024 by 9am.

Jon Mason, Treasurer

Request for Proposals (RFP)
Lawn Mowing and Associated Services for greenspaces at the three
district facility locations

Proposal deadline: March 8, 2024 by 9AM

The Clear Fork Valley Local School District is seeking quotes for the weekly mowing of the district's facilities for calendar year 2024. The contractor must currently be in the business of providing lawn maintenance services.

The selected contractor will be required to:

- Execute a contract with the Clear Fork Valley Local School District
- Maintain a General Liability Insurance (1,000,000 minimum) and Workers Compensation Insurance (\$100,000) and furnish proof of such insurance.

No contractor who is the recipient of Clear Fork Valley Local School District funds, or who proposes to perform any work or furnish any goods under this agreement shall discriminate against any worker, employee, applicant, or any member of the public because of race, color, sex, gender, sexual orientation, religion, age, marital status, national origin, veteran's status, physical or mental disability or perceived disability, or other criteria protected by law. Discriminatory practices based on the foregoing are declared to be contrary to the public policy of the District. The Clear Fork Valley Local School District complies with all Equal Employment Opportunity requirements. The Clear Fork Valley Local School District does not discriminate in the admission of, or employment in, its programs, activities or services. Minority and women owned businesses, as well as Contractors located in the District, Ohio, are encouraged to submit proposals.

Complete Proposals must be received no later than March 8, 2024 at 9AM and delivered to the District Board Offices, 211 School Street, Bellville, Ohio. Attention: Kevin Carr, Facilities Director. Proposals received after this deadline may be refused and deemed ineligible for consideration at the District's sole discretion.

The approximate area sizes for the scope are listed below, described above. Before submitting the request for proposal it is the contractor's responsibility to examine the scope of work and visit the site of the work to verify all existing area sizes, become familiar with the working conditions and the exact nature and extent of the work taking into account any special or unusual features peculiar to this project. By submitting a proposal, the contractor, if selected for award, shall be deemed to have accepted the terms of this RFP. In providing a quote, it is expected that "best practices" will be used in the performance of the work.

SCOPE OF WORK:

1. Contractor shall furnish all labor, equipment, and materials necessary to complete the scope of work, as specified herein.
2. Prior to each mowing, remove all litter and debris from lawn areas, and perform general upkeep of the area.
3. Ensure that students are not present in the areas when the mowing is occurring.
4. Ensure grass is blown from buildings, walkways, trails, flowerbeds and parking areas into lawn areas (avoiding blowing clippings into flowerbeds and roadways).
5. Contractor is to string trim around all fences, trees, accessories, signs, etc. as present in each area.
6. Contractor is to ensure proper safety equipment is used and guards are in the proper position on all mowers.
7. Base contract pricing to include a per week mowing of locations based on one (1) time per week; however, schedule may be altered (increased or decreased) per the District's request and/or as needed due to climatic conditions. Contract will be paid according to the actual number of mows in the preceding time period invoiced.
8. Grass heights will be set seasonally based on best practices and through communications with the District Facilities Director.

LOCATIONS OF WORK TO BE PERFORMED UNDER RFP AND INCLUDED IN BASE BID:

Butler Elementary located at 125 College Street, approximately 6.5 acres of mowing

Bellville Elementary located at 195 School Street, approximately 4.0 acres of mowing

High School located at 987 State Route 97 East, approximately 7.75 acres of mowing

(PLEASE CONTACT KEVIN CARR WITH ANY QUESTIONS. carrk@cfcolts.org)

Proposal Submission Form Clear Fork Valley Local Schools

Company Name:	Phone Number:
Authorized Representative and Title:	
Address:	

Attach: Proof of Insurance and Worker’s Compensation

Location	Price per Mowing/ Maintenance per week at 1 (one) time per week
Bellville Elementary Facility	\$
Butler Elementary Facility	\$
MS/HS Facility	\$
Total	\$