

REQUEST FOR PROPOSAL (RFP)
FOR
2020 LAWN CARE MAINTENANCE
September 16, 2019

The Strasburg Metropolitan Parks and Recreation District (hereinafter referred to as SMPRD) requests proposals for Lawn Care Maintenance. Proposals will be received in the office of the SMPRD Manager of Parks and Recreation office 1932 Burton Street, Strasburg, CO 80136 until 2:00 pm **9/30/19**.

The successful proposer (hereinafter referred to as "Contractor") shall furnish all permits, materials, equipment and labor necessary for performing all work associated with mowing and trimming at SMPRD's Facilities named in this RFP.

The Request for Proposal is available at www.strasburgparks.org, by calling Nick Dickens at (303) 622-4260 or by e-mail request made to nick@strasburgparks.org. Technical questions related to this Request for Proposal shall be addressed to Nick Dickens, Manager of Parks and Recreation at 303-622-4260, or by e-mail to: nick@strasburgparks.org.

SMPRD reserves the right to reject any and all Bid Proposals, in part or in whole, and to award the Bid to the most responsive and responsible Proposer as deemed in the best interests of SMPRD; further, the right is reserved to waive any formalities or informalities contained in said Bid Proposals.

SCOPE OF SERVICES

The successful Contractor shall furnish all permits and provide all materials, equipment and labor necessary to perform the services noted in this Scope of Services.

SPORTS FIELD MOWING: Mowing will be performed on a bi-weekly basis. The grass shall be cut to a uniformed height, no greater than 2.75" from the ground or as requested by SMPRD, without skips or gaps. Properties include: South Softball Field, North Baseball Field, Five Acres Softball Field and Five Acres Multi-purpose field.

PARKS MOWING: Mowing will be performed on a weekly basis. The grass shall be cut to a uniformed height, no greater than 3.5" from the ground or as requested by SMPRD, without skips or gaps. Properties include: Community Park, Lyons Park and at Rec Center Building.

TRIMMING AND EDGING: All curbs, sidewalks, ditches, buildings and poles will be edged or trimmed at the time of the bi-weekly grass cutting. This should include expansion joints in the sidewalks and concrete curbing/gutter along the roads. Precautions shall be taken to maintain blades on edging equipment in a sharp condition to provide a clean, even cut and to prevent uneven edging. Trimming with string trimmers will be done in ditches, around trees, foundations, walls, and other structures to insure a neat appearance. The contractor shall replace all items that have been damaged during mowing and trimming operations.

USE OF HERBICIDE: No spraying of herbicide is allowed around any SMPRD facility included in this contract unless approved, in writing, by SMPRD.

GRASS CLIPPINGS & DEBRIS: The contractor will remove all grass clippings that blow onto sidewalks, parking lots and roads. In the event of adverse weather causing trees or limbs to fall in the specified areas the Contractor will coordinate with SMPRD's representative on the extent of their responsibilities. Small sticks and branches along with trash will be removed by the Contractor during the bi-weekly mowing.

RECORD KEEPING: The Contractor shall keep and maintain records which will enable SMPRD, as well as the Contractor, to ascertain and determine clearly and accurately the sites that have been mowed. The method of record keeping shall be provided by the Contractor and approved by SMPRD prior to beginning the contract. Records shall conform to all applicable federal, state and local regulations. The work shall be performed in accordance with all federal, state and local requirements. The Contractor shall obtain all necessary permits, and shall monitor and perform required regulatory agency reporting associated with the work.

INSURANCE: The Contractor shall provide proof of Worker's Comp insurance, as well as General Commercial liability insurance covering owned-auto liability, as well as property damage liability (one million dollar single combined limit). The contractor shall provide a Certificate of Liability Insurance (COI) naming SMPRD as additionally insured.

ADDITIONAL SERVICES: SMPRD may, in its discretion, request additional services be performed by the Contractor of the type provided for in the Contract. Such additional services shall be documented and billed to SMPRD.