

Invitation to Bid

The Richmond County School Board is requesting bids for lawn cutting, spraying, trimming shrubs and mulching for a two-year period from April through October, beginning April 1, 2018 for the following properties:

- Richmond County Elementary and Middle School
- Rappahannock High School
- Athletic Complex
- Mackey-Thompson Learning Center
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Bids should be broken down as follows:

1. Lawn Cutting per cutting basis for all properties including parking lots- (including spraying and weed control-must be done by a licensed applicator).
2. Trimming Bushes and Mulching for all properties twice - spring and fall

The following grass areas are not to be included in your bid:

The areas inside all ball fields and the football field

The successful bidder:

1. Is responsible for picking up all paper and other trash before mowing.
2. Is responsible for providing and upkeep of all mowers, trimmers and other equipment necessary to complete the contracted services.
3. Shall submit proof of Workmen's Compensation Insurance coverage as well as proof of General Liability Insurance with a one million dollar minimum level of protection. Richmond County Public Schools must be named insured on the liability policy.
4. Must submit monthly invoices for work performed.
5. Will clean all sidewalks of grass clippings.
6. Is responsible for parking lots, sidewalks, under bleachers, fence lines, and weed control.

Bids must be submitted on the attached bid form to the Richmond County School Board Office, 92 Walnut Street, Warsaw, VA by 2:00 p.m. on Friday, March 23, 2018. Bids should be addressed to the attention of Susan Johns, Director of Finance, Richmond County School Board, P.O. Box 1507, Warsaw, VA 22572. The attached bid form must be used or the bid will be disqualified.

The successful bidder must have proper equipment to adequately accomplish the job. Price alone will not necessarily be the only determining factor of consideration for award of the contract. The school system reserves the right to make a decision which it seems to be in its own interest, and reserves the right to reject any and/or all bids.

The Richmond County School Board does not discriminate on any basis and encourages responses from all qualified bidders.

For questions please contact Dr. Greg Smith, Superintendent, at 804-333-3681.

**RICHMOND COUNTY SCHOOL BOARD
BID FORM**

**TWO-YEAR PERIOD FROM APRIL THROUGH OCTOBER
BEGINNING APRIL 1, 2018**

<u>Lawn Cutting, Spraying/Weed Control</u> (all areas <u>except</u> areas inside ball fields and football field)	Per Time Price
Richmond County Elementary School, Rappahannock High School, Athletic Complex, Mackey-Thompson Learning Center (including Parking Lot Areas)	

<u>Trimming Shrubs and Mulching</u> (to be done twice - spring & fall)	Per Time Price
Richmond County Elementary School, Rappahannock High School, Athletic Complex and Mackey-Thompson Learning Center	

Please provide three references:

Name	Address	Phone #

The Richmond County School Board does not discriminate on any basis and encourages responses from all qualified bidders.

Company Name _____

Address _____

City/State/Zip _____

Contact Person/Phone # _____

Signature of Person Submitting Bid

Date