

## **Lawn Service Bid Document**

The Wright City R-II School District is seeking bids for lawn service for the 2025 calendar year. The District would like the option to renew the contract for an additional one (2026) or two (2027) calendar years.

**The successful bidder must agree to the following conditions:**

- Must provide a certificate of liability insurance for \$1,000,000 naming Wright City R-II School District as an additional insured.
- Must carry statutory amounts for Workers' Compensation insurance.
- Must participate in E-Verify. Employees must be verified within 30 days of the bid award and to continue using E-Verify throughout the life of the contract. New employees must be verified within 3 days (Form DL0018526 will be provided.)
- Per board policy, no registered sex offenders are allowed on District property.
- Per board policy, no firearms, alcohol, tobacco or illegal substances are allowed on District property.
- Successful bidders must coordinate with the Athletic Director, Administrators, and building maintenance staff on the calendar of events. The contact point for the district will be the Athletic Director.
- The district may add or subtract parcels to be cut marked as needed basis.
- Either party may terminate the contract for failure to perform within service specifications with a 21 day written notice.
- Successful bidders will be responsible for any property damage. This includes mats, sprinkler heads, mailboxes, curbs, etc..
- Various mowing patterns will be employed to ensure the even distribution of clippings and to prevent ruts in the turf caused by mowers. Grass clippings will be left on the lawn to restore nutrients, unless excess clippings create an unsightly appearance.
- Mowers should be set for 3-3/4" min. cutting height during the season. As grass becomes dormant in the fall, the height shall be lowered to 3" min. height for the final cutting before winter.

**Bid Submittal Forms:** Submit the following in order for the Bid to be considered complete.

1. Bid Form: This form must be signed and dated with all information requested completed.
2. References (Past or Current): Minimum of three (3) references that include company name, contact person, and current telephone number.
3. Federal W-9 Form: Completed and signed copy of the current edition.

If you are interested in bidding, bid specifications are posted on our website, [www.wrightcity.k12.mo.us](http://www.wrightcity.k12.mo.us) or you may contact Dr. Jeremy Way at 636.745.7200 for a copy of the bid specifications sheet.

A pre-bid meeting will be held at 90 Bell Road, Wright City, MO 63390 at 9:00 am on Wednesday, October 23, 2024. Bids must be received no later than 9:00 am on Wednesday, November 6, 2024. The Wright City R-II Board of Education reserves the right to accept or reject any/or all bids.

Bids may be mailed or delivered to: (an email copy will not be accepted)  
Wright City School District  
C/O Dr. Jeremy Way, Assistant Superintendent  
90 Bell Road, Wright City, MO 63390

Bids will be awarded at the Board of Education meeting on November 21, 2024.

Bids are to be broken down into the following geographical areas due to the varying usage of our properties. Depending on the weather conditions, you may mow more or less than 25 times. This applies to the other cut seasons as well (12, 4, etc....) Service for cut seasons should include mowing, trimming, and cleaning walks and parking lots of grass clippings. Parking lots should be trimmed if vegetation starts to grow. Trimming will be done concurrent with each mowing. The edge of the turf will be trimmed around all sidewalks, curb lines, concrete and asphalt play areas, playgrounds, valve boxes, meter boxes, backflow devices, or any other structures located within the turf areas will be edged as often as necessary to maintain a neat and manicured appearance. Our property extends to public streets. Property must be maintained up to these streets which include Bell Road, Westwoods Road, and Wildcat Drive.

1. East Elementary School 3675 West Meyer, Foristell, MO 63348
  - a. North fence to south property line, to west fence, to east side of the asphalt play area located on the east side of the building. (25 cut season)
  - b. From the asphalt play area east to property line, south to property line, north to property line, including the practice baseball field. (12 cut season)
2. Bus Garage 50 Wildcat Drive, Wright City, MO 63390
  - a. Around the detention basin fence, along the bus road, from Wildcat Drive to the west fence at the bus garage and inside the bus parking fence area. Include a 10' cut path and trim along the inside and outside of the parking area fence. (12 cut season)
  - b. Detention basin west of Wildcat Drive, north of the bus garage, south of West Elementary. (4 cut season)
3. Early Childhood Center 80 Bell Road, Wright City, MO 63390
  - a. Please see map for area that needs to be cut (25 cut season)
  - b. Brush hog field bordered by Bell Road to the West, Central Office building to the north, bus garage to the east and the church property to the south. (As needed basis)



4. Central Office 90 Bell Road, Wright City, MO 63390
  - a. Please see map for area that needs to be cut (25 cut season)
5. Middle School 100 Bell Road, Wright City, MO 63390
  - a. West to Bell Road to north of Westwoods Road and south to the tree line by the bus garage. East side will split the difference between MS and West Elementary. (25 cut season)
6. West Elementary 100 Wildcat Road, Wright City, MO 63390
  - a. Please see map for the area that needs to be cut. (25 cut season)
7. High School 520 Westwoods Road, Wright City, MO 63390
  - a. Any area that is east of the west entrance that would be considered building/parking lots. This includes the west side of the building around the greenhouse. (25 cut season)
8. High School Athletic Fields 520 Westwoods Road, Wright City, MO 63390
  - a. All remaining areas from above. This is the ground to the west of the west gate/fence, which includes playing fields A, B, C, Softball/Baseball Field, and Stadium Field. Track surface must be covered with 4'x8' sheets of plywood (½ minimum) before driving across. Plywood may be stored under the bleachers. All track surfaces must be blown clean. This includes main track, pole vault, triple jump, shot put, high jump and pads. (25 cut season)
  - b. Detention basin next to Field A. (4 cut season)
  - c. Turf fertilization for playing fields A, B, C, Softball/Baseball Field, and Stadium field. Mechanically broadcast or individually apply fertilizer three (3) times per year during the months of March, May, and September.
    - i. March-Fertilize to promote recovery from winter dormancy, weed control and pre-emergent to control crabgrass.
    - ii. May-Fertilize with a balanced fertilizer to maintain rich green color during high temperatures, apply broadleaf weed control, apply the second half of pre-emergent to increase season long control of crabgrass.
    - iii. September/October- Fertilize with a heavy rate of slow release fertilizer to provide a nutrient source for developing roots throughout the winter.
  - d. Aeration for playing fields A, B, C, Softball/Baseball Field, and Stadium field. Based on temperatures and in coordination with the Owner, aerate annually during fall. (September-October) Apply slit-seeded or aerate-seed and fertilize within one week after seeding.
9. Weed Control and Trimming of Parking Lots
  - a. Spraying weeds in all parking lots and gravel road leading from the bus garage to the Early Childhood Center. Afterward, trimming weeds in all parking lots and gravel road leading from the bus garage to the Early Childhood Center. This will be done four times a year. ( Four times per season: April, May/June, August, October.)

10. New High School 159 Roelker Road, Wright City, MO 63390

- a. All grass areas on the property starting at Roelker Road and moving east to the baseball/softball field will need to be mowed and trimmed. This includes everything around the school.

11. New High School Athletic Fields 159 Roelker Road, Wright City, MO 63385

- a. Turf fertilization for playing field Softball/Baseball Field (outfield), and practice soccer field. Mechanically broadcast or individually apply fertilizer three (3) times per year during the months of March, May, and September.
  - i. March-Fertilize to promote recovery from winter dormancy, weed control and pre-emergent to control crabgrass.
  - ii. May-Fertilize with a balanced fertilizer to maintain rich green color during high temperatures, apply broadleaf weed control, apply the second half of pre-emergent to increase season long control of crabgrass.
  - iii. September/October- Fertilize with a heavy rate of slow release fertilizer to provide a nutrient source for developing roots throughout the winter.
- b. Aeration for playing field Softball/Baseball Field (outfield) and practice soccer field. Based on temperatures and in coordination with the Owner, aerate annually during fall. (September-October) Apply slit-seeded or aerate-seed and fertilize within one week after seeding.

**East Elementary**

Description of Services	Unit Cost	Times per Year	Year 1 Cost	Year 2 Cost	Year 3 Cost
A. Mowing Trimming Cleaning		25			
B. Mowing Trimming Cleaning		12			
Total					

**Bus Garage**

Description of Services	Unit Cost	Time per Year	Year 1 Cost	Year 2 Cost	Year 3 Cost
A. Mowing Trimming Cleaning		12			
B. Mowing Trimming Cleaning		4			
Total					

**Early Childhood Center**

Description of Services	Unit Cost	Time per Year	Year 1 Cost	Year 2 Cost	Year 3 Cost
A. Mowing Trimming Cleaning		25			
B. Brush Hog		As Needed			
Total					

**Central Office**

Description of Services	Unit Cost	Time per Year	Year 1 Cost	Year 2 Cost	Year 3 Cost
A. Mowing Trimming Cleaning		25			
Total					

**Middle School**

Description of Services	Unit Cost	Time per Year	Year 1 Cost	Year 2 Cost	Year 3 Cost
A. Mowing Trimming Cleaning		25			
Total					

**West Elementary**

Description of Services	Unit Cost	Time per Year	Year 1 Cost	Year 2 Cost	Year 3 Cost
A. Mowing Trimming Cleaning		25			
Total					

**High School**

Description of Services	Unit Cost	Time per Year	Year 1 Cost	Year 2 Cost	Year 3 Cost
A. Mowing Trimming Cleaning		25			
Total					



**High School Athletic Fields**

Description of Services	Unit Cost	Time per Year	Year 1 Cost	Year 2 Cost	Year 3 Cost
A. Mowing Trimming Cleaning		25			
B. Detention Basin		4			
Total					

**Weed Control and Trimming of Parking Lots**

Description of Services	Unit Cost	Time per Year	Year 1 Cost	Year 2 Cost	Year 3 Cost
A. Weed Control & Trimming		4			
Total					

**New High School**

Description of Services	Unit Cost	Time per Year	Year 1 Cost	Year 2 Cost	Year 3 Cost
B. Mowing Trimming Cleaning		25			
Total					

**New High School Athletic Fields**

Description of Services	Unit Cost	Time per Year	Year 1 Cost	Year 2 Cost	Year 3 Cost
Mowing Trimming Cleaning		25			
Fertilization		3			
Aeration		1			
Total					

In submitting this bid it is understood that the right is preserved by Wright City R-II School District to reject any and all bids. Should the undersigned refuse to submit necessary paperwork, Wright City R-II School District shall have the right to award the contract to the next lowest bidder.

The name and title of the bidder's representative who visited the project prior to the submission of this bid was:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

The undersigned hereby proposes to complete all the work as described herein in accordance with the requirements herein.

Bidder Signature \_\_\_\_\_ Date: \_\_\_\_\_

Bidder Name and Title: \_\_\_\_\_

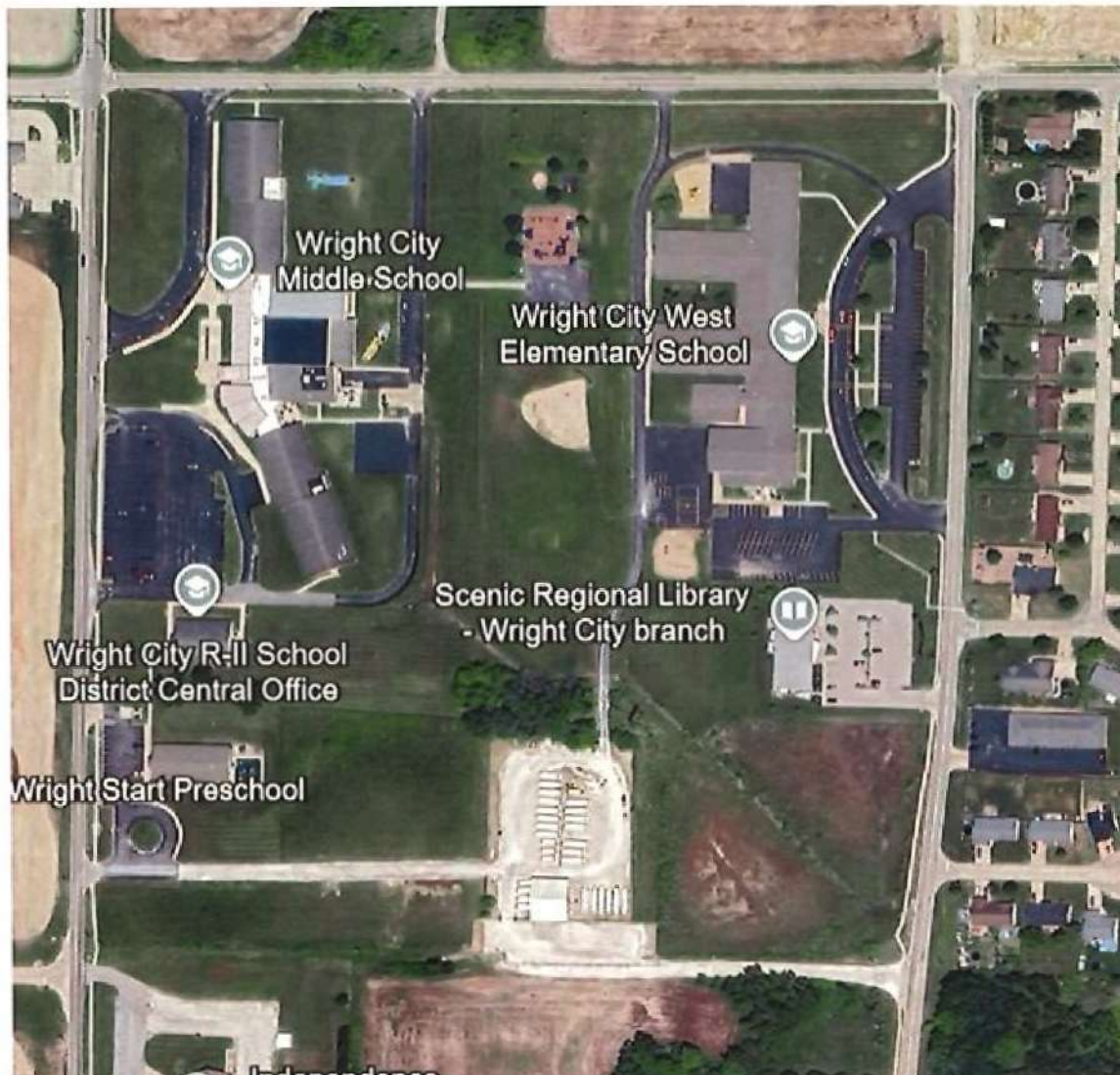
Company Name: \_\_\_\_\_ Federal ID No: \_\_\_\_\_

Official Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Phone: \_\_\_\_\_







ion 5/30/2023







