



Scott County Schools  
Grounds Maintenance

**Invitation to Bid:**

The Scott County Board of Education invites you to submit a sealed bid in accordance with detailed Specifications and General Conditions of this bid. Bids must be mailed or hand delivered to Scott County Board of Education Maintenance Facility located at 2168 Frankfort Road, Georgetown, KY 40324. Attention to Dwayne Ellison, Director of Maintenance. Bids are due no later than December 13, 2018 at 2pm.

**Pre-Bid Meeting:**

A pre-bid meeting scheduled for November 29 at 2pm at Scott County Board of Education, 2168 Frankfort Road, Georgetown, KY 40324. Questions will be answered at that time. No follow up questions or communications will be allowed with Scott County Staff once that meeting ends. All enquires to be directed to Dwayne Ellison. Not required to attend for eligibility to bid.

**Time and Place of Bid Opening:**

Bids will be opened at 2pm on December 13 at the Scott County Board of Education, 2168 Frankfort Road, Georgetown, KY, 40324. All bids will be opened and read aloud, any and all parties welcome to attend. No decisions on bids made on the date of the opening.

**Conditions of the Proposal:**

- A. Contractor will provide proof of liability insurance of at least one million dollars and carry worker's compensation on all employees.
- B. Contract will run for one year (complete mowing season). The normal mowing season will be April 8 through October 11 each year. Contract may be extended for up to (3) three one-year extensions each, provided both parties agree.
- C. Contractors able to bid individual campus or the whole district.
- D. Acceptable Contractors/Bids shall have three years of experience in commercial lawn service Business. Each qualified contractor will list at least three references below with contact information and email.
  - 1. \_\_\_\_\_
  - 2. \_\_\_\_\_
  - 3. \_\_\_\_\_
- E. In accordance with Kentucky Revised Statute 160.380, any outside contractor and its employees must submit state and FBI fingerprint background checks and a Cabinet for Health and Family Services Child Abuse and Neglect (CAN) central registry report in order to perform work at a school when students are present. This is to be completed at the expense of the contractor.
- F. Any work beyond the scope of the proposal must be approved by the Director of Maintenance.
- G. No alcohol, smoking or tobacco products, drugs, or firearms permitted on school grounds.
- H. No employees of contractor are to use the school facilities for any purpose including use of restrooms.
- I. Scott County Schools reserves the right to reject any and all bids.
- J. Fuel surcharges and other similar charges not permitted.

**EQUAL OPPORTUNITY EMPLOYER**

Dr. Kevin F. Hub • Superintendent

P.O. Box 578 • Georgetown, Kentucky 40324 • Phone: 502.863.3663 • [www.scott.kyschools.us](http://www.scott.kyschools.us)

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**Scope and Specifics of Mowing:**

- A. Mowing to be completed once weekly within agreed upon mowing season.
- B. Height of mowing to be set at 3 and 1/2.
- C. Mowing to be completed within 48 hours of starting an individual campus.
- D. Grounds are to be cleared of trash and debris weekly prior to mowing.
- E. Campus to be weeded weekly.
- F. Grass clippings to be kept clear of sidewalks and buildings.
- G. Parking locations to be directed by SCS staff.
- H. Contractor or employees are not to use the school facilities for any reasons including restroom use.
- I. Mowing pattern should be neat and well-groomed look.
- J. NOT to apply herbicides.
- K. NOT to apply pesticides.
- L. NOT to address landscaping islands
- M. NOT to address athletic fields including RSMS/GMS practice and game fields, LME baseball/softball, and AME softball.
- N. Playgrounds are not to be mowed with children present.
- O. Middle School recess time will need to be adjusted to and again no mowing with students present.
- P. Personnel should wear "uniforms" with company logos while on campus.
- Q. Contractor will need to understand traffic patterns of parent pick-ups and bus traffic.
- R. NO subcontracting of the bids allowed.
- S. Must be aware of school event schedule and have the ability to alter schedule accordingly.

**Payment:**

Payment for bid items are normally approved at the regularly scheduled meeting of the Board of Education provided bid items and invoices are properly received by the approved deadlines.

**Contract:**

Scott County Schools reserves the right to cancel the contract if in the staff's opinion the contractor's work is unsatisfactory or their ability to meet completion schedules is unsatisfactory. Contractor may terminate the contract if Scott County Schools fails to meet the specified payment terms.



**SCOTT COUNTY SCHOOLS**

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28 minimum mowings per campus: Creekside, GCHS, and GCHS athletics to be decided based on construction schedule.

Campus:	Price Per Mow	Total Mowing Season
RSMS\AME	_____	_____
SCHS\SCM\ATC	_____	_____
Northern	_____	_____
Eastern	_____	_____
Stamping Ground	_____	_____
Southern	_____	_____
GMS	_____	_____
LME	_____	_____
Garth	_____	_____
ECS	_____	_____
Western	_____	_____
Preschool	_____	_____
Creekside	_____	_____
GCHS	_____	_____
GCHS Athletics	_____	_____

