

UNION GAP SCHOOL DISTRICT NO. 2

REQUEST FOR PROPOSAL 2019-01
GROUNDS MAINTENANCE SERVICES

The UNION GAP SCHOOL DISTRICT (UGSD) is looking to contract grounds maintenance services for the months of March through October 2019. Below is a detailed description of services to be performed. Please provide a bid for all services listed below.

1. Bagged mowing, trim and edge around school campus (approximately 230,000 square feet of grass area equal to 5.28 acres) once per week. All mowed and trimmed areas must be edged. Pick-up garbage around entire campus as needed. Blow debris from all sidewalks and parking lots, red rock areas, and both play courts once per week including student drop off area and bus lane. Mow Ahtanum grass strip and blow sidewalk.
2. Five annual lawn feedings using granular feed (not spray) - Early Spring, Summer, Early Fall, Late Fall, Winter Guard.
3. Two annual - core crossed aerations using 3 ½ inch core tines for optimum results (early Spring and Mid – Summer).
4. Repair/Replace all broken or non-functioning ball valves, on school property only (not City's) to include water pressure regulators. Repair or replace control box, manifolds, solenoids and broken sprinklers as necessary.
5. Maintain all shrubs and juniper trees around red rock and clean up red rock of debris.
6. Irrigation Start up and Winterize – blow water lines
7. Bi-weekly sprinkler adjustments or calibration conducted
8. Spray for weed control as needed around campus and cleanup as necessary (right of ways, landscape areas).

REQUIRED: During the school calendar (see attached), all services are to be performed outside business hours only (usually before 7:00 am or after 3:30 pm, subject to change due to athletics and activities schedule).

SERVICE PROVIDER QUALIFICATION FORM

Company Name	
Tax ID Number (EIN)	
WA UBI Number	
Years in Business	
Contact Person/Title	
Mailing Address	
Telephone Number	
E-Mail Address	

References – 2 required

Reference #1	
Contact Person	
Phone Number	
E-Mail Address	
Dates Services Provided	
Description of Services Provided	
Reference #2	
Contact Person	
Phone Number	
E-Mail Address	
Dates Services Provided	
Description of Services Provided	

Suspension and Debarment – Service provider certifies to the best of their knowledge/belief that neither as an individual and/or the company and its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded for the award of contracts by any Federal governmental agency or department. Service provider shall provide immediate written notice during the term of the Agreement if such certification was erroneous when made or has become erroneous by reason of changed circumstances. Based on such notification, or if district/client should determine at any time that this certification is false, district/client reserves the right to review the status of the service provider and if necessary, terminate the agreement.

Signature: _____ Date: _____

Deciding factors:

- Total Cost
- References
- How close the proposal is to requested services

Customer Requirements:

- All **SEALED** bids/quotes must be received by February 25, 2019 no later than 3:00 p.m. PST. **UGSD will be opening and reviewing all bids at 3:15 p.m. PST on February 25, 2019.** Emailed quotes and bids will not be accepted; **hard copy only.** Please mail to or deliver to the address below:

Attn: Lisa Gredvig, Superintendent
Union Gap School District
3201 S 4th Street
Union Gap, WA 98903

- Vendor questions and requests should be submitted via email to lgredvig@uniongap.org.