



The Nassau County School District

1201 Atlantic Avenue
Fernandina Beach, Florida 32034

"Empowering others through a commitment to excellence"

John L. Ruis, Ed.D.
Superintendent of Schools

Phone (904) 491-9900
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www.nassau.k12.fl.us

CAMPUS MOWING OF SCHOOL GROUNDS

BID # 2013-02

Date Due: May 21, 2013, 2:00 P.M.

The Nassau County School District is requesting sealed bids for the furnishing of all equipment, labor and insurance to provide campus grass maintenance at four Nassau County schools. The successful bidder agrees to enter into contract to provide these services for a twelve-month period, beginning July 1, 2013 and ending June 30, 2014. This bid may be extended for two (2) additional twelve (12) month periods before by approval of the successful Bidder and The Nassau County School District.

1. There will be a pre-bid conference and inspection of the school sites on May 7, 2013 beginning at 8:00 a.m. and only those bidders who accompany Mr. Jeffrey Bunch on the pre-bid conference and inspection will be eligible to bid on this project. Prospective bidders shall meet at the Nassau County School Board Maintenance Facility, located at 86334 Goodbread Drive, Yulee, Florida.
2. The prospective bidders may bid on one, two or all four sites. The bid will be awarded to the lowest best bid for each site. Each site is to be cut every other week according to the schedule agreed upon by both parties.
3. Proof of Liability and Worker's Compensation Insurance is required with minimums of \$100,000/\$300,000 for Liability and State Requirements for Worker's Compensation. Certificates of insurance will need to be provided prior to July 1, 2013. Renewed certificates shall be provided prior to July 1 for each additional contract period. **THE NASSAU COUNTY SCHOOL DISTRICT SHALL BE LISTED AS ADDITIONAL NAMED INSURED ON THE CERTIFICATE OF INSURANCE.**
4. The schedules for mowing will be agreed to, in advance, by the various Principals and Mr. Jeffrey Bunch, prior to any work being done. Schedules may not be changed without Mr. Bunch approving the changes. The successful bidder will be permitted to mow on weekends, holidays and after 3:00 p.m. There may be after school activities, which may necessitate the changing of this schedule. Mr. Bunch shall approve all changes.
5. The day after the mowing of each campus, a site inspection will be performed by NCSB to determine if all required areas have been mowed. Any areas that are not satisfactory shall result in a re-call to perform the agreed upon work. The contractor will be notified via email and telephone to ensure notification. The contractor shall have 5 calendar days to satisfy the agreement. Failure to mow the site within the time period shall result in non-payment for that period.

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6. When an unforeseen event does not allow for mowing, the contractor may be excused upon agreement by NCSB and contractor. Unforeseen events are excessive rain, tropical disturbances, wildfires and other agreed to events that may alter the mowing schedule.
7. THERE WILL BE NO MOWING WHEN THE STUDENTS ARE IN OR ADJACENT TO THE MOWING AREA. There will be no exceptions to this requirement. Failure to follow this requirement may result in termination of the contract.
8. This bid includes all campus mowing with the exception of athletic fields such as football fields, softball fields, and baseball fields, other areas may be added/deleted during the site visit. This includes only areas within the fences of the athletic fields. All areas outside of the athletic fields are included in this contract. The areas on the outside of the track are included in this bid, only the playing field is excluded at Fernandina Beach High School and West Nassau County High. These are the only exclusions to what is to be maintained at the four campuses.
9. Any damages to School Board property, as a result of the mowing operation, shall be reported immediately to Mr. Bunch. Any damaged property noticed during the pre-bid conference and inspection on May 7, 2013 should be brought to the attention of Mr. Bunch.
10. Mowing Equipment shall be maintained in a condition, which will provide a clean cut, will not tear the grass, and will not cause injury to students and employees or damage school property. Mowers pulled behind tractors are acceptable for the large fields as long as they are finish type mowers or high-speed blade tip mowers. Bush hog, brush type mowers are not acceptable. Mowers used to cut the grass around the buildings shall be industrial type mowers designed for finishing mowing. These mowers shall be used to cut all grass, which is within one hundred feet (100') of all buildings, parking lots athletic fields and playgrounds.
11. Grass shall be cut no closer than three inches (3") or be higher than four and one half inches (4-1/2") for field mowing and no closer than two inches (2") or be higher than three inches (3") for campus mowing.
12. Grass shall be cut as close as possible to fences, pavement, sidewalks, curbs, trees, shrubs, playground equipment and structures. Trimming shall be provided around the above one time per month. Trimming shall not include the use of herbicides, i.e. weed killer.
13. Grass in ditches, wastewater treatment plants and retention ponds shall be cut with mowers or trimmers, as required, one time per month. Retention ponds shall be cut to the water's edge.

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14. Work Included:
 - A. Cut all grasses, campus and field, as scheduled.
 - B. Trim all shrubs and hedges, a minimum of 4 times per year as approved by the Operations Manager. Remove all trimmings and debris.
 - C. Edge/trim all sidewalks, trees, curbs, driveways, fences, flower beds, playground equipment and structures once per month.
 - D. All planting areas shall be free of weeds and debris.

15. The four schools to be maintained are Callahan Elementary School, West Nassau High, Yulee Elementary School, and Fernandina Beach High.

16. Whenever the Contractor shall be and declared by the owner to be in default of the contract, the owner may terminate the contractor's right to complete the remainder of the contract with thirty (30) days notice in writing.

17. All questions concerning this bid shall be directed to Jeffrey Bunch, at 86334 Goodbread Drive, Yulee, Florida 32097 or by calling at (904) 225-0573.

18. The successful bidder must meet the requirements of Section 1012.32, Florida Statutes, commonly referred to as the Jessica Lunsford Act. For additional information concerning the requirements please visit our website at www.nassau.k12.fl.us and click on the quick link to Jessica Lunsford Act.

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