

Request for Proposal

District Yard Maintenance

Issued By

Savannah R-III School District
408 W. Market St.
Savannah, MO 64485
www.savannah3.com

February 2024

Due
March 7, 2024

The Savannah R-III School District is seeking bids for yard maintenance at John Glenn Elementary, Amazonia Elementary, and Helena Elementary for the 2024 season. Upon completion of the 2024 season, the District may choose to extend the contract for up to two (2) additional years, for a total of 3 years per contract.

Request for Proposals shall be submitted in a sealed envelope, plainly marked with the respondent's name, address, and date.

Company Requirements

To be considered, the company must meet the following minimum requirements:

- The proposer must have a minimum of five (5) years of experience in commercial or residential lawn care.
- Provide proof of insurance.
- The proposer shall provide a single point of contact (POC) for all matters related to the proposal.
 - Name
 - Phone Number
 - Email Address

Scope of Work

Proposal #1: John Glenn Elementary

12401 County Road 438 St.
Joseph Mo. 64505

Provide all labor and materials needed to mow and trim:



Proposal #2: Amazonia Elementary

845 6th St. Amazonia Mo. 64421

Provide all labor and materials needed to mow and trim:



Proposal #3: Helena Elementary

21080 Osage St. Helena Mo. 64459

Provide all labor and materials needed to mow and trim:



Contractor is responsible for:

- All mowing and trimming around all schools listed for the 2024 season.
- Pick up and dispose of small tree limbs.
- Lawn care should be conducted before or after school operating hours to avoid teacher and student disruption.
- Normal school operating hours are Monday - Friday, 7:40 am - 2:40 pm.
- When school is out of session for summer break work can be performed at any time.
- The last day of the 2023-2024 school year is currently May 21st, 2024.
- The first day of the 2024-2025 school year is August 19th, 2024.

COST DESCRIPTIONS

All proposals should be broken down by individual building locations.

Please provide pricing for weekly mowing for the 2024 season as well as the 2025 and 2026 mowing seasons.

SUBMISSION OF PROPOSALS

Proposal requests shall be submitted by mail or in person in a sealed envelope plainly marked with the respondent's name, address, and date.

The proposal must be received by 4:00 p.m. CDT, Thursday, March 7th, 2024.

Submissions are to be delivered to the Savannah R-III School District 408 W Market St. Savannah Mo. 64485 Attn. Jason Boyer.

QUESTIONS AND CLARIFICATIONS

All communication during the RFP period should be submitted by email, and directed to Jason Boyer, Director of Maintenance, Savannah R-III School District, jboyer@savannah3.com.

TIMELINE

The Request for Proposal closes at 4:00 p.m. Thursday, March 7th, 2024.

The District will evaluate and present the proposals to the Board of education on March 14th, 2024.

Disclaimer

Savannah R-III School District reserves the right to reject any or all proposals and to accept the proposal considered most advantageous to the Savannah R-III School District. The District also reserves the right to continue the proposed contract for up to 3 years.