

Commodore Perry School District
3002 Perry Highway
Hadley, PA 16130
Phone: 724-253-3255 Fax: 724-253-3467

LAWN CARE SERVICES RFP

October 13, 2026

The Board of Directors of the Commodore Perry School District will accept proposals for Grounds and Lawn Care Maintenance for the grounds located at 3002 Perry Highway Hadley, PA 16130.

Proposals will be accepted until Friday, November 6th at 1:00 pm and will be opened publicly at that time in the District Administration Office. No proposals will be accepted after 1:00 pm on November 6, 2026.

All envelopes containing proposals must be sealed and clearly marked "PROPOSAL FOR GROUNDS MAINTENANCE".

Proposals may be awarded by the Board of Directors at the regular meeting of the Commodore Perry School Board to be held on Monday, November 16, 2026 at 6:30 pm.

The Board of Directors reserves the right to reject any or all proposals and to waive any and all irregularities that serve the interests of the Commodore Perry School District.

To receive a copy of the Request for Proposal and Bid Form please contact Jarrod Breese, Supervisor of Buildings & Grounds at 724-253-3255 ext. 1304.

All proposals must be on a lump sum basis; segregated proposals will not be accepted.

Instructions:

- This solicitation is for the purpose of entering into a Contract to provide Grounds Maintenance and Lawn Care for the Commodore Perry School District grounds located at 3002 Perry Highway Hadley, PA 16130.
- This will be a fixed price, lump sum contract. Segregated proposals will not be accepted.
- All proposals must be submitted on the form provided.
- All Proposals must be sealed in an envelope and clearly marked "PROPOSAL FOR GROUNDS MAINTENANCE".
- All Proposals are to be submitted to Dr. Kim Zippie, Superintendent, Commodore Perry School District, 3002 Perry Highway Hadley, PA 16130 no later than 1:00 pm on Thursday September 30, 2021 and will be opened and read publicly at that time.
- The Commodore Perry School District reserves the right to reject any or all proposals and to waive any and all irregularities that serve the interests of the Commodore Perry School District.
- The submission of a proposal shall serve as conclusive evidence that the Contractor is satisfied with all requirements outlined in the Instructions and to all conditions serving to control the execution of any Contract which may ensue. The Contractor shall not at any time after the submission of the proposal, set up any claim whatsoever based upon insufficient data or incorrectly assumed conditions
- Award shall be made to the qualified and responsible Contractor whose financial, technical and other resources indicate an ability to perform the services required by this solicitation. Qualifications and experience will be factors considered in awarding the Contract.
- Each Contractor shall be prepared to present evidence of experience, qualifications and the financial ability to carry out the work in accordance with this proposal request.
- Any award is contingent upon entering into a Contract as drafted and approved by the district Solicitor.
- The Commodore Perry School District is not liable for any costs incurred by the Contractor prior to the final approval of a Contract by all parties.
- The initial Contract for GROUNDS MAINTENANCE shall be for a period of one year beginning on April 10, 2021 and ending on November 30, 2021 with the School District having the option to annually extend the Contract terms for an additional year (April 10 to November 30) or for up to four (4) additional years. In the event the District elects to extend the Contract, it shall provide the Contractor with written notification of that on or before March 1st of each year.
- The successful Contractor shall procure and maintain at his or her own expense, insurance for liability damages imposed by law, of the kinds and amounts hereinafter provided, with insurance companies authorized to do such business in the state of Pennsylvania covering all operations under the Contract.
- Each insurance policy shall have limits of not less than one million dollars (\$1,000,000.00) coverage for bodily injury liability and property damage liability.
- The successful Contractor shall procure Workers' Compensation insurance in the amount of \$100,000.00/\$100,000.00/\$500,000.00 dollars and provide Commodore Perry School District with a Certificate of Insurance form indicating such coverage.

Contract and Clearances:

The Contractor will furnish a list of employees who are assigned to work at the District facilities. This list shall include the full names and complete home address of each employee. Contractor's employee's whom may come in contact with any student will require the approval of the Board of Directors of the Commodore Perry School District. Further each employee must satisfy the requirements of all mandatory background checks and submit the results of these background checks to the Superintendent of the Commodore Perry School District prior to employment of any worker who will be assigned to GROUNDS MAINTENANCE at the Commodore Perry School District. These background checks are to be completed at the expense of the Contractor or employee. The background checks are; FBI fingerprint Clearance, Child Abuse Clearances CY113, and Act 34 Criminal Record Check. Additional information regarding clearances can be obtained by contacting the District Facilities Manager or from the Commodore Perry School District website.

The District reserves the right to terminate the Contract if it is unsatisfied with the quality of the work provided by the Contractor. In the event the District terminates the Contract, it will be required to provide the Contractor with thirty (30) days advanced notice of the same.

In the event that the Contractor defaults in the performance of the Contract and the District incurs legal costs and fees to enforce its Contractual rights, the Contractor shall be liable to the Commodore Perry School District for said costs and fees.

SCOPE:

The Contractor will furnish labor, services, articles, operation, equipment and incidentals necessary for completion of grounds maintenance and lawn care as outlined in this specification. The District will provide top soil, grass seed, mulch and other products to be used on the District grounds. No other products are to be used on the District grounds without prior authorization by the District Buildings and Grounds Supervisor.

Work shall include the following:

- Mowing all District grounds (approximately 11 acres) as needed to include schoolyards, and grounds with a trigger of approximately 3 to 3.5 inches.
- Mowing sports and athletic fields including soccer field, baseball field and softball field with a trigger of 2.5 inches. Special mowing of athletic fields may be requested during athletic seasons for special events and home games.
- Trim all edges of the grounds with appropriate equipment including line trimmers and push mowers.
- Maintain weed control around buildings, curbs, courts and playground with Contractor provided string trimmers. NO chemical edging is permitted.
- Roll grounds as needed but with emphasis in the spring.
- Repair and reseed any areas as they occur and as directed by the District Buildings and Grounds Supervisor.
- Maintain running track including weed control or grading as directed by the District Buildings and Grounds Supervisor. Materials would be provided by the District.
- Trim bushes and shrubs as needed.
- Maintain Cross-Country trail including grass cutting and branch trimming and removal.
- Leaf blowing and mulching of leaves on grounds and parking lots to be completed during the fall.
- Trash, tree limbs, brush and debris to be picked up before mowing and disposed of.