

Request for Bid

For

Contracted Mowing at the following School Campuses:

Raytown South High-8211 Sterling , Raytown, Mo 64138

Raytown High School- 66019 Blue Ridge Blvd, Raytown, Mo 64133

Central Middle School- 10601 E 59th St. Raytown, Mo 64133

Raytown South Middle School- 8401 E. 83rd St. Raytown, Mo 64138

Raytown Middle School- 4900 Pittman Rd, Kansas City, Mo 64133

RSECC- 10750 E. 350 Hwy, Raytown, Mo 64138

Herndon Career Center- 11501 E. 350 Hwy, Raytown, Mo 64138

Southwood Elementary- 8015 Raytown Rd, Raytown, Mo 64138

Spring Valley Elementary- 8838 Raytown Rd, Raytown, Mo 64138

Westridge Elementary- 8500 E. 77th Kansas City, Mo 64138

Fleetridge Elementary- 13001 E. 55th St. Kansas City, Mo 64133

Norfleet Elementary- 6140 Norfleet Rd, Kansas City, Mo 64133

Little Blue Elementary- 13900 E. 61st Kansas City, Mo 64133

Northwood School- 4400 Sterling Kansas City, Mo 64133

Laurel Hills Elementary- 5401 Lane Raytown, Mo 64133

Eastwood Hills Elementary- 5290 Sycamore Kansas City, Mo 64129

Blue Ridge Elementary/New Trails -6410 Blue Ridge Blvd Raytown, Mo 64133

Robinson Elementary 6707 Woodson Rd Raytown, Mo 64133

Three Trails Preschool- 8812 E. Gregory Raytown, Mo 64133

Wellness Center- 10301 E. 350 Hwy Raytown, Mo 64133

**From the
Raytown School District**

Raytown Quality Schools

Raytown, Missouri

January 10th, 2023

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Information:

Raytown Quality Schools is seeking bids for a Contracted Mower.

All submitted proposals should be sealed and labeled "Mowing Contractor" on the outside of the envelope containing your company name and will be considered the property of Raytown Quality Schools. The request for proposal does not commit the District to any specific course of action.

School District:

Raytown C-2 School District

5911 Blue Ridge Blvd

Raytown, Missouri 64133

District Contact:

Josh Hustad

Raytown Quality Schools

5911 Blue Ridge Blvd

Raytown, MO 64133

816-268-7160

josh.hustad@raytownschools.org

Submit Sealed Proposal:

Josh Hustad

Raytown School District

5911 Blue Ridge Blvd

Raytown, MO 64133

Bid Opening Date: January 27th, 2023, 10:00am

Sealed bids will be opened by Josh Hustad

Overview

Raytown C-2 School District is requesting a proposal and a statement of qualifications from qualified licensed companies to provide Contract Mowing.

Products and Services needed:

- Weekly Mowing (will adjust depending on weather)
- Trimming of curbs, sidewalks and weed eating.
- Clean off all walkways and parking areas of clippings.

Proposal Due Date and Time

In order to be considered, one (1) sealed copies of the proposal must be received by Raytown C-2 at 5911 Blue Ridge Blvd, Raytown, MO 64133 by personal delivery or by U.S. Mail by the following date and time:

January 27th, 2023, 10:00am

District Terms

Proposals will be date and time stamped upon receipt by the Raytown C-2 School District.

The District reserves the right to waive minor technical defects in a bid, reject any and all bids, reject any part of a bid, advertise for new bids, or make the purchase on the open market if the product or service can be obtained at a better price.

The District reserves the right to design the evaluation criteria to be used in selecting the best bid.

The District reserves the right to provide the final contract for mutual consideration and agreement.

Should any differences arise as to the meaning or intent of the specifications, the District's decision shall be final and conclusive.

If the scope of the purchase changes substantially, the district will rebid the product or service unless otherwise provided in this procedure.

The District reserves the right to reduce or increase numbers of items or services for the original request for bid/proposal/quote.

Proposals including any additional information other than what is requested may be rejected.

Proposals not following indicated format and/or incomplete may be rejected.

The District reserves the right, after opening the Proposals, to reject any of all or the Proposals, or to accept the Proposal that in its sole judgment may be in the best interest of the District.

Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the time and date specified shall not be considered.

Federal and State laws, Local ordinances and Board policies apply to contracted services. No portion of any master service agreement or contract may defy these laws, ordinances, and policies. Any such portion of a master service agreement or contract that does defy these laws, ordinances, and policies will be considered null and void.

Payment and Retainage

The District is exempt from sales tax and use taxes. Taxes shall not be listed in a bid/proposal/quote or on invoices. A copy of the letter exempting the District from paying these taxes is available from the District upon request by the contractor/vendor.

A payment schedule shall be decided on with the chosen contractor/vendor. Said schedule shall be part of the contract between the contractor/vendor and District.

There shall be no hidden costs associated with this bid/proposal/quote. If the contractor/vendor foresees any additional or unexpected costs or charges to be made, these charges need to be explained in the bid/proposal/quote.

Purchasing and payments shall be in accordance with Board policy DJF as outlined in administrative procedure DJF-AP1. This procedure can be found on the District website.

Contact Person and Address for Submission of Proposals

Interested, qualified firm and persons are invited to submit proposals to the following contact person and address:

Josh Hustad

Raytown C-2 School District

5911 Blue Ridge Blvd

Raytown, MO 64133

Telephone: 816-268-7160

Selection Process and Minimum Requirements

Each Company must meet the following minimum qualifications (company may not use subcontractors to fulfill any obligation within its contract)

Firm shall conform to the requirements listed in this request.

The selected firm shall have the responsibility to ensure that the products that are delivered to the District match the request and specifications listed.

The firm shall have responsibility for any damage incurred during the mowing.

The selected firm shall not increase pricing, they must follow their bid unless mutually agreed between the district and firm.

Firm must be licensed with the necessary legal entities such as the State of Missouri, the City of Raytown, and the city of Kansas City to perform necessary duties if applicable.

Firm must provide 3 references of commercial accounts.

Firm must have a minimum of 3 years commercial mowing experience.

Firm must submit letters of recommendation.

Required Proposal Format and Content

Two copies should be submitted on 8 ½"x 11" paper, single sided , with consecutive page numbers.

The proposal should contain the following sections in the order presented below. Proposals that do not include these sections may be considered non-responsive and as such may not be considered.

- Bid/Proposal
- Letter of Interest
- Profile and Experience
- Staff Experience
- Litigation History
- References

1. Bid/Proposal/Qualification Submitted By

The last page of this document contains a form to be filled out and placed on the top of your bid package.

2. Bid Template

Use attached template

The proposal should be introduced with a letter or interest that includes a synopsis of the firm's services and highlights the capacity to perform the work.

Selection

The Raytown District will select the lowest, best bid according to Board Policy.

Bid/Proposal/Qualification Submitted By

Company Name

Authorized Name/Title (printed)

Authorized Signature

Contact Person for the Bid/Quote/Proposal process

Date

Telephone

Fax

Email

Bid Form

2023	2024	2025	2026	2027	Total