

## **BID PACKAGE**

### **LAWN CARE/MAINTENANCE SERVICES**

#### **STORY CENTENNIAL PARK**

**Proposal Due Date:  
Tuesday, May 11, 2021**

Return to:  
Sheridan County Parks & Recreation Board  
224 S. Main, Suite B-2  
Sheridan, WY 82801  
307-675-2910

#### **INFORMATION TO BIDDERS**

1. Submittal of Bid
2. Contract Documents
3. Certificate of Insurance
4. Examination of Site
5. Specification of Services
6. Bid Form
7. Story Park Map & details

#### **TENTATIVE TIMELINE**

Tuesday, May 11, 2021 at 1:00 PM, Bids Due

Late May 2021 Contract Start Service (Or mutually agreed upon date)

October 2021 Contract End Service (or sooner depending on water availability)

1. **SUBMITTAL OF BID**

A. Bids will be opened on Tuesday, May 11th at 5:00 pm. at the following location:

**Sheridan County Courthouse  
Public Meeting Room, 2<sup>nd</sup> Floor new Courthouse  
224 S. Main Street, Sheridan, WY 82801**

B. Bids received after designated bid receipt deadline will not be considered.

C. Bids must be sealed with Bidders's name, address and phone number on the outside of the envelope and designated as follows:

Sheridan County Parks & Recreation Board  
224 S. Main, Suite B-2  
Sheridan, WY 82801  
Sealed Proposal for Story Centennial Park Mowing

D. Bids shall be submitted on the Bid Form furnished with all blank spaces filled in.

E. Any bid may be withdrawn prior to the scheduled time for opening of proposals.

F. The bid form will be considered a portion of the contract document.

2. **CONTRACT DOCUMENTS**

A. Sheridan County Park & Recreation Board reserves the right to reject any and all bids, to waive any informality or technical defect in the bids, or to award the contract in whole or in part, if deemed to be in their sole opinion in the best interest of the Board to do so.

B. The successful Bidder will be required to enter and sign a formal contract with Sheridan County Park & Recreation Board, and the bid document shall become a part of the contract.

3. **CERTIFICATE OF INSURANCE**

Before commencement of any work, a Certificate of Insurance executed by Bidders's insurance agent or carrier showing required insurance coverage shall be submitted. .

4. **EXAMINATION OF SITE**

The Bidder shall be held to have toured the site to compare them with the map of the Park and specifications and to have satisfied themselves as to the condition of the premises and other factors necessary for carrying out the work before the delivery of their proposal. No allowances or extra payment will be made to a Contractor for or on account of costs or expenses occasioned by failure to comply with the provisions of this paragraph, or by reason of error or oversight on the part of the Bidder, or on account of interference by the Owner's or other Contractor's activities. It shall be expressly understood that the Owner's operations will take precedence over any other activity.

5. **SPECIFICATION OF SERVICES**

Mowing of grass area within the boundaries of Fish Hatchery Road, Penrose Ln. and Spring Creek. Approximately 4 acres. Trimming along fence lines, around parking lot, playground equipment, around baseball diamond and around any other obstacles (i.e., trees or disc golf holes).

6. **BID FORM**

Sheridan County Wyoming  
Story Centennial Park Lawn Mowing/Maintenance Service Bid Form

-----  
DUE DATE: **Tuesday, May 11, 2021 @ 5:00 pm**

TO: Sheridan County Parks & Recreation Board  
224 S. Main Street, Suite B-2  
Sheridan, WY 82801

Company \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Company Representative placing this bid: \_\_\_\_\_

Date: \_\_\_\_\_

**\* Bid Price –Story Centennial Park** \$ \_\_\_\_\_

\*Please attach documentation to support this bid price.  
(i.e., hourly rate, weekly rate, monthly rate, frequency of moving etc.)

*The undersigned understands that the Owner reserves the right to reject all bids and to waive informalities and irregularities in the bidding process. if in the Owner’s opinion it is in his/her best interest, the contract may be awarded to other than the lowest Bidder, for reason of establishing uniformity, delivery time, etc.*

*If award is made to us under this bid, we agree to enter into an Agreement with Sheridan County Park & Recreation Board to furnish products and/or services, in strict accordance with this bid, documents and all pertinent portions of map and specifications.*

Signature of Bidder: \_\_\_\_\_ Date: \_\_\_\_\_

**7. Story Centennial Park Map (Attached)**



Mowing of grass area within the boundaries of Fish Hatchery Road, Penrose Ln. and Spring Creek. Approximately 4 acres. Trimming along fence lines, around parking lot, picnic shelter, playground equipment, around baseball diamond and around any other obstacles (i.e., trees or disc golf holes).