

REQUEST FOR PROPOSAL  
MOWING/LANDSCAPING OF COUNTY PROPERTY

Through the Request for Proposal, the Grayson County Board of Supervisors will accept bid proposals for the mowing/landscaping of county properties.

Complete bid packet must be obtained from the County Administration Office.

Please deliver or mail copies of your proposal to the Grayson County Administration Office located at 129 Davis Street, Independence, VA or mail to Attn: Kenneth Wilson, Director of Maintenance P.O. Box 217, Independence, VA 24348. **All responses shall be clearly marked Grayson County Mowing/Landscaping.** Proposals must be submitted on the form provided in the bid packet and must be received no later than **5:00 p.m. on Friday, March 26, 2021.**

Preservations of Rights: It is the intent of Grayson County to award this contract based upon the lowest and/best proposal that is in the best interest of Grayson County. The County has the right to reject any and/or all proposals and waive all minor technicalities, informalities, and irregularities. The County reserves the right to accept the proposal, which in the judgment of the County, is in its best interest. If you have any questions concerning this request of the submission of this proposal, you may contact Kenneth Wilson at (276) 773-2471 x142 or by email at [kwilson@graysoncountyva.gov](mailto:kwilson@graysoncountyva.gov). Grayson County is an EOE.



## Grayson County, Virginia

129 Davis Street  
P.O. Box 217  
Independence, Virginia 24348  
(276) 773-2322 (276) 236-8149 FAX: (276) 773-0305

### **REQUEST FOR PROPOSALS FOR SERVICES MOWING/LANDSCAPING OF COUNTY PROPERTY**

#### **Request for Proposals for Grayson County Website Refresh**

Notice is hereby given that the County of Grayson, VA will be accepting requests for proposals from qualified contractors for the mowing / landscaping of county properties located within the county Bids will be received until **March 26, 2021 at 5:00 P.M.**, at the **Grayson County Administrator's Office**, Attn: Kenneth Wilson, Director of Maintenance, P.O. Box 217, 129 Davis Street, Independence, VA 24348. Proposals received after 5:00 P.M. will not be considered. Submittal information can be obtained online at the Grayson County Government website ([www.graysoncountyva.gov](http://www.graysoncountyva.gov)) or in the Grayson County Administration Office.

Direct questions/inquiries about this request for proposals to:

**Grayson County Administration Office**  
**Attn: Kenneth Wilson, Director of Maintenance**  
**P.O. Box 217**  
**129 Davis Street**  
**Independence, VA 24348**

**[kwilson@graysoncountyva.gov](mailto:kwilson@graysoncountyva.gov)**

**Re: Mowing Services** (\*note this on the outside lower left corner of the submittal envelope)

\*Note: Bidders must contact Kenneth Wilson by email or telephone ([kwilson@graysoncountyva.gov](mailto:kwilson@graysoncountyva.gov) or 276-773-2471 to indicate that they will be offering a qualifications package to receive addendum and/or changes to the RFP. No contact with any Grayson County employee is allowed during this process without first submitting the written question/inquiry to Kenneth Wilson ([kwilson@graysoncountyva.gov](mailto:kwilson@graysoncountyva.gov)).

All proposals must be in accordance with specifications provided by the county, as outlined in the attached information packet. Prospective bidders may submit proposals, and the county shall evaluate all proposals and accept the proposal deemed in the best interest of the county. The accepted proposal shall include the following scope of work.

- Mowing of all grass including banks
- Trimming of fence lines and around buildings
- Clearing sidewalks or parking lots of grass clippings
- Leaf removal at Grayson County Courthouse Complex only
- Spray to kill weeds as needed
- General bed maintenance at the Grayson County Sheriff's Office only

No payment shall be made to Contractor for services rendered or goods and/or services until Contractor has submitted an invoice consistent with the requirements of the Project Manual,

if applicable. Requests for payment shall be submitted monthly. Such requests shall be paid within 30 days from the date of receipt by GCSB.

This proposal shall be for an initial period of one year (mowing season) with options for three (3) one-year extensions if both contractor and Grayson County Board of Supervisors agree. The Contract shall cover the mowing season of Calendar Year 2021 (January to December) unless otherwise terminated.

Contractor shall provide Grayson County Board of Supervisors with acceptable evidence of the following Insurance Coverage:

Liability insurance (Minimum of \$1 million)

Workers' Compensation Insurance (if applicable)

Commercial Pesticide Applicator License

Non-discrimination (required in all agreements over \$10,000.00) during the performance of this agreement, the Contractor agrees as follows:

- The Contractor will not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to all employees and applicants for employment, notices setting forth the provision of this non-discrimination clause.
- The Contractor, in all solicitations or advertisements for employees placed by or on the behalf of the Contractor, will state that such Contractor is an equal opportunity employer.
- Notices, advertisements, and solicitations placed in accordance with federal law, rules or regulations shall be deemed sufficient for the purpose of meeting the requirements of this section.
- The contractor will include the provisions of the foregoing paragraphs A., B., and C. in every subcontract or purchase order of over \$10,000.00, so that the provisions will be binding upon each subcontractor or vendor.

The County of Grayson reserves the right to reject any or all proposals to, waive any informality and base all conclusions, decisions, and actions, in accordance with the best interest of Grayson County.

**Grayson County Board of Supervisors**

**Lawncare Price Information Packet**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

Site (Bid Each Site Separately)	Bid Amount
<b>Grayson County Courthouse Complex</b> 129 Davis Street (Rt T1101) Independence, VA 24348	\$
<b>Grayson County Recreation Park Complex (excluding ball fields)</b> 85 County Park Lane Independence, VA 24348	\$
<b>Grayson County Recreation Park Ball Fields 1 and 2</b> 85 County Park Lane Independence, VA 24348	\$
<b>Grayson County Recreation Park Ball Fields 3 and 4 (dependent upon Softball Season)</b> 85 County Park Lane Independence, VA 24348	\$
<b>Powerhouse Falls Property (sites on both sides of road)</b> Powerhouse Road Independence, VA 24348	\$
<b>Grayson County Library</b> 147 South Independence Ave Independence, VA 24348	\$
<b>G.A.T.E. Center</b> 122 Davis Street Independence, VA 24348	\$

Site (Bid Each Site Separately)	Bid Amount
<b>Mount Rogers School</b> 11337 Highlands Pkwy Whitetop, VA 24292	\$
<b>Grayson Pedestrian Trail including Industrial Park Sign area</b> East Main from sign near Nautilus Way to Industrial Ln Independence, VA 24348	\$
<b>Public Works</b> 1216 N. Independence Ave Independence, VA 24348	\$
<b>Baywood Technical Center</b> 47 Grammar Lane Galax, VA 24333	\$
<b>Grayson County Sheriff's Office (including bed maintenance)</b> 304 Davis Street (Rt T1101) Independence, VA 24348	\$
<b>Grayson County Courthouse Complex (leaf removal)</b> 129 Davis Street (Rt T1101) Independence, VA 24348	\$

**\*Trimming of fences, buildings, cleaning of sidewalks and spraying for weeds must be included in the bid amount at each site.**

**Insurance:**

Liability Insurance Carrier: \_\_\_\_\_

Amount of Coverage: \_\_\_\_\_ (Please attach certificate)

Workers' Compensation Carrier: \_\_\_\_\_ (Please attach certificate)

**Employees:**

Please list below current number and proposed number of employees.

	Current	Proposed
Number:	_____	_____

**Equipment:**

Please list below current equipment owned and proposed equipment additions.

Current	Proposed
_____	_____

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**References:**

<b>Name/Address</b>	<b>Phone Number</b>
1. _____	_____
2. _____	_____
3. _____	_____

**List additional Services on a separate sheet and attach to this bid.**

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