

Delta Area Economic Opportunity Corporation

Invitation For Bid

Head Start Mowing Services

IFB #289-19

Date: 2/4/2019

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IFB #289-19 Head Start Mowing Date: 2/4/19

*The Delta Area Economic Opportunity Corporation (DAEOC) is currently accepting sealed bids for mowing services for eighteen (18) Head Start Program locations within a six-county area. Contract shall run for a period of one (1) year per the following specifications:*

For one basic fee per visit, the contractor shall maintain the entire yard area on a regular basis, which includes mowing, trimming, blowing & spraying. The contractor will mow every ten (10) days, under normal circumstances. If more frequent mowing is required, the contractor must work with the Head Start Facilities Coordinator to establish an alternative schedule.

Contractor guarantees that all work will be completed in a professional manner according to standard practices.

Since all the locations to receive services are Head Start schools, the contractor assures that he/she will take precautions to insure that the safety and welfare of the children are foremost.

The contract period will be from April 1, 2019 through March 31, 2020. Bid prices will stay in effect for the duration of the contract period. For each visit, a ticket must be signed by the site supervisor. Payment will be made on a monthly basis after receipt of your statement, which must include signed copies of all tickets. All statements and correspondence should be mailed to DAEOC Purchasing Department, 99 Skyview Road, Portageville, MO 63873.

The contractor acknowledges that funds expended for the purpose of the contract are appropriated by State and/or Federal sources; therefore, the contract will automatically terminate without penalty or termination cost if such funds are not appropriated.

**The contractor agrees to maintain General Liability Insurance and Automobile Insurance during the contract period and shall furnish DAEOC current insurance certificates.** All insurance certificates must be received by the agency before the contractor can begin work. All insurance certificates and policies shall not be cancelled or allowed to expire until at least thirty (30) days prior written notice has been given to the agency. **Note: Workers Compensation Insurance is not required.**

In the event that the agency feels the services are not satisfactory, DAEOC reserves the right to cancel this contract at any time.

Company Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Bidder agrees when this document is countersigned by an authorized DAEOC representative it shall become a binding contract. The bidder further agrees that the language of this document shall govern in the event of a conflict with his/her bid.*

**NOTICE OF AWARD (Agency Use Only)**

Accepted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**NOTE: There will be an informational pre-bid meeting held on Monday, February 26, 2018 at 10:00 a. m. The meeting will be held at the DAEOC Central Office, 99 Skyview Rd, Portageville, MO, in the large conference room. It is important that all interested bidders or their representative attend. If you are unable to attend, you will need to make an appointment with Emily Morgan to set up an individual meeting to discuss the bid requirements. Failure to attend the pre-bid meeting or make an appointment will result in you bid being disqualified**.

Please return your bid, along with three (3) professional references, to DAEOC Purchasing Department, 99 Skyview Road, Portageville, Missouri, 63873, no later than **12:00 p.m., Tuesday, March 5, 2019**, in a sealed envelope that has been clearly marked, “**SEALED BID, MOWING SERVICES – Head Start**.”

If you have any questions, please feel free to contact Emily Morgan at (573) 379-3851, ext. 113 or Keith Atchley at ext. 129.

Please provide the following information:

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

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City, State, Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Federal ID or Social Security No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

A signature below indicates willingness and acceptance of all terms and conditions of the Invitation for Bid, including insurance.

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

Authorized Signature Date

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

Printed Signature Title

* **All requested information and references must be provided in order for bid to be considered.**
* **Small, Women – owned & Minority Businesses are encouraged to participate.**
* **DAEOC reserves the right to reject any or all bids.**

**Bid Form**

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**Services to be provide for the following locations:**

**Site Address Mowing Fee \*\***

Arbyrd Head Start 206 N. Douglas, Arbyrd, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Bell City Head Start 25925 Spear St., Bell City, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Caruthersville Head Start 710 E. 18th St., Caruthersville, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Chaffee Head Start 611 N. Main, Chaffee, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Charleston Head Start 711 East Commercial, Charleston, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Dexter Head Start 1124 N. Outer Road, Dexter, MO $\_\_\_\_\_\_\_\_\_\_\_\_

East Prairie Head Start 115 N. Lincoln, East Prairie, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Hayti EHS & Head Start 310 S. Pemiscot St., Hayti, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Kennett Head Start 1100 Homecrest, Kennett, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Kennett Early Head Start 918 Compress Rd., Kennett, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Malden Head Start 507 Arnold Ave., Malden, MO $\_\_\_\_\_\_\_\_\_\_\_\_

New Madrid Early Head Start 801 N. Main, New Madrid, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Parma Head Start 210 W. Main, Parma, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Portageville Head Start 801 King Ave., Portageville, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Senath EHS & Head Start 206 E. Hornbeck St., Senath, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Sikeston Early Head Start 528 N. West St., Sikeston, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Sikeston Head Start 115 S. West Street, Sikeston, MO $\_\_\_\_\_\_\_\_\_\_\_\_

Steele Head Start 507 Beasley, Steele, MO $\_\_\_\_\_\_\_\_\_\_\_\_

*\* You may bid on any or all locations*

*\*\*Please state mowing fee per visit*

References

Name Address Phone Number

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