



# Burnett County Forest & Parks



8150 State Road 70, Siren, WI 54872-9007  
(715) 349-2157  
FAX #: (715) 349-5677

## **BURNETT COUNTY PARKS GRASS MOWING AND SEASONAL PARK MAINTENANCE**

The Burnett County Natural Resources Committee is soliciting bids for the grass mowing and seasonal maintenance on eight county managed parks for the next three years. Sealed bids for the desired work must be received by **4:30 p.m. December 12, 2018** at the Burnett County Forest and Parks Department, 8150 State Road 70, Siren WI 54872. Bids will be reviewed by the Committee after 9:30 am in Room 165 of the Burnett County Government Center, on December 13, 2018. Burnett County reserves the right to accept or reject any or all bids.

The eight parks included under this contract are:

1.	Charles Tollander Park	SWNW Sec. 21	T of Meenon
2.	Clam Dam Park	SWNE Sec. 26	T of Meenon
3.	Jefferies Landing Park	SWSE Sec. 29	T of Oakland
4.	Devils Lake Beach	SESE Sec. 27	T of Oakland
5.	Thoreson Am. Leg. Park	NWSW Sec. 27	T of Wood River
6.	Ralph Larrabee Park	NWSE Sec. 33	T of Swiss
7.	Milton E. Stellrecht Park	NESE Sec. 34	T of Meenon
8.	Mel Daniels Memorial Park	SWNW Sec.32	T of Siren

### **Grass Mowing Responsibilities include:**

1. Prior to the beginning of mowing on May 15<sup>th</sup> each park is to be vacuumed to remove leaf and needle debris. Debris to be dumped in approved area as designated by Forest and Parks Department.
2. Mow each park once a week from May 15<sup>th</sup> to June 30<sup>th</sup>. From July 1<sup>st</sup> to September 15<sup>th</sup>, each park will be mowed at least once every two weeks or when grass length exceeds 4". Weed trimming around trees, posts, fences and buildings within the mowed areas will be completed.
3. All mowing shall be completed no later than 5:00 p.m. on Fridays.
4. Contractor will furnish all lawn mowing equipment, fuel, labor, tools, and transportation to each park.
5. All natural debris such as limbs, rocks, and leaves shall be disposed of off the mowed areas.

**Seasonal Park Maintenance includes:**

1. Pickup and removal of all trash, litter, and other non-natural debris once a week at each park prior to Saturday. Contractor will bear the expense for disposal of normal park trash and shall be disposed of in a proper manner.
2. Park shelter(s) will be swept periodically and kept clean.
3. Barbecue grills and picnic tables will be cleaned as needed.
4. The contractor will promptly report to Burnett County any injuries as well as any repairs needed on park facilities.

**Other terms:**

1. The Contractor is not an employee of Burnett County and is considered an independent contractor providing services to Burnett County. The contractor shall provide the county with a certificate of general liability and worker's compensation insurance for all employees working under this contract. The County will be held harmless for injuries that are sustained by the contractor or employees while performing duties under this contract.
2. The Contractor will provide an annual bid price for the mowing and seasonal maintenance work for each year for a three-year period.  
(See attached bid sheet).
3. Complete and return a Form W-9.

**The COUNTY will:**

1. Make weekly inspections of the parks and services provided by the contractor.
2. Perform repairs on all structural park equipment and buildings as well as pressure wash toilet stalls as needed.
3. Remove trash from trash containers placed by the County at selected parks.
4. Reserve the right to make park modifications and improvements during the summer season.
5. Pay contractor upon satisfactory completion of the described services in monthly installments beginning in June and ending in October.
6. Award this mowing and seasonal maintenance contract for a three-year period beginning May 2019 and ending October 2021.

Use the attached bid sheet to submit bids. All bids should state the total cost for the proposed work on the eight parks. Bidders will also list equipment and references for comparable work done previously. Any other conditions of the bid should be stated.

**Bids must be received by 4:30 p.m. on December 12, 2018** to the Burnett County Forestry and Parks Department, 8150 State Road 70, Siren WI 54872. To request additional information contact the above department at (715) 349-2157.



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## BURNETT COUNTY PARKS BID FORM LAWN MOWING AT EIGHT COUNTY PARKS

I submit the following bid for the lawn mowing at eight Burnett County Parks:

YEAR:                      2019                      2020                      2021

Total Bid Per year: \_\_\_\_\_

Please list equipment to be used while performing this work:

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

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

Owner's Name: \_\_\_\_\_

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

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

Please include any references from previous work.

**Burnett County must have received bids by 4:30 p.m. on December 12, 2018.  
Bids will be reviewed by the Natural Resources Committee after 9:30 a.m. in  
Room 165 of the Burnett County Government Center on December 13, 2018.**