Request for Proposal

Lawn Mowing Services

November 2, 2026

ISSUED BY

BRISTOL* MONKTON * NEW HAVEN * STARKSBORO

Mount Abraham Unified School District
72 Munsill Avenue, Building 6, Suite 601
Bristol, VT 05443

REPRESENTATIVE

Joseph Wesley
Director of Facilities & Grounds
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802-453-6957

Purpose and Objective

The Mount Abraham Unified School District (MAUSD) is accepting proposals from qualified contractors to provide lawn mowing and trimming services for schools in the district including Bristol Elementary School (BES), Monkton Central School (MCS), Beeman Elementary School (BEE) located in New Haven, Mt. Abraham Union Middle/High School (MTA) located in Bristol and Robinson Elementary School (RES) located in Starksboro. The selected contractor(s) will maintain a neat, clean, and safe grass height across five district campuses during the active growing season.

This contract will be for the 2027-2028 school year starting July 1, 2027 (or longer if you bid on a multi-year contract). MAUSD will accept 12, 24, 36 month durations with stated increases indicated at and for 12 month intervals. MAUSD is asking bids be submitted in the following groupings:

Group 1: BES & MTA
Group 2: BEE
Group 3: MCS
Group 4: RES
Group 5: All schools in the district (BEE, BES, MCS, MTA, RES)

Contractors may bid on any of the first four groups or Group 5. Preference may be given to contracts with durations longer than one year and for those who choose Group 5.

Scope of Work

The contractor must supply all labor, fuel, and commercial machinery necessary to execute the following requirements:

- Removal of all papers, trash and debris from lawns prior to mowing.
- Height of grass to remain at 2 ¾ to 3" after cutting. Length of playing fields may vary as determined by the Athletic Director.
- Double mowing cross-hatching of athletic fields when needed.
- Clippings removed from walks, beds, drives, playgrounds, and curbs at each mowing.
- Trimming of all obstacles - poles, trees, walls, fences, plantings, gardens and sports equipment that are within the boundaries of the lawns being mowed.
- No mowing will be conducted during a rainfall or after a rainfall or if the ground is so wet that damage may occur. Grass clippings or clumps of grass left on lawns and/or the damage of lawns due to this condition and any subsequent repairs are the sole responsibility of the contractor.

- Grass clippings blown onto personal or public property will be removed per occurrence.
- Contract includes weekly mowing and trimming of the general property beginning at the start of the growing season. Additional cuttings, or changes in the cutting schedule to coincide with special activities or functions are often necessary during the spring.
- The schedule will be verified with the Director of Facilities & Grounds before the mowing season starts and may be adjusted based on individual campus requirements.
- Mowing required beyond the number and frequency as stated above will be by approval of the Director of Facilities & Grounds.

Mowing Locations & Specifications

Beeman Elementary School (50 North Street, New Haven) - Height of grass to remain at 2 ¾ to 3" after cutting.

Bristol Elementary School (57 Mountain Street, Bristol) - Height of grass to remain at 2 ¾ to 3" after cutting.

Monkton Central School (1036 Monkton Road, Monkton) - Height of grass to remain at 2 ¾ to 3" after cutting.

Robinson Elementary School (41 Parsonage Road, Starksboro) - Height of grass to remain at 2 ¾ to 3" after cutting.

Mount Abraham Union Middle/High School (220 Airport Drive, Bristol) - Height of grass to remain at 2 ¾ to 3" after cutting. Additional mowing of grounds and under graduation tent in June.

Mount Abraham Union Middle/High School Athletic Fields (220 Airport Drive, Bristol) - **Mowing of Athletic Fields:** Contract includes thirty (30) trimmings and cuttings per year for all sports fields except for the main stadium sports field. The frequency and height of the grass will be determined by the Athletic Director with special attention to coincide with home games.

MTA Field Hockey Field: Starting on or around August 1 mow field hockey field down to 1.5", continue to cut to this height at least 2x/week until season end estimated November 1.

MTA Varsity Soccer Field: Starting on or around August 1 mow field down to 1.5", continue to cut to this height at least 2x/week until season end estimated November 1.

MTA Varsity Girls Lacrosse Field: Start and end date to be determined. Mow field down to 1.5", continue to cut this height at least 2x/week.

ADD ALTERNATE 1: Fall Cleanup Services Scope of Work:

The Contractor shall provide comprehensive fall cleanup services across all designated campus grounds. Services shall include, but are not limited to:

- **Leaf Removal:** Complete collection, removal, and off-site disposal (or district-designated on-site disposal) of all fallen leaves, foliage, and related organic debris from lawns, parking lots, walkways, flower beds, and hardscapes.
- **Plant & Shrub Trimming:** Cut back perennial plants, ornamental grasses, and prune shrubs/small trees as appropriate for winter preparation and aesthetic maintenance.
- **Weeding & Bed Care:** Thorough weeding and debris clearing of all landscape beds, tree rings, and fence lines.
- **Final Site Clearance:** Ensure all hard surfaces, entrances, and high-traffic areas are thoroughly blown clean prior to final inspection.

ADD ALTERNATE 2: Spring Cleanup & Mulch Installation Scope of Work:

The Contractor shall provide complete spring landscape preparation and mulching services for all district campuses. Services shall include, but are not limited to:

- **Spring Site Preparation:** Removal of winter debris, fallen branches, trash, and accumulated organic matter from all lawn areas, planting beds, and walkways.
- **Bed Edging & Weeding:** Mechanically or manually edge all existing landscape beds and tree rings to establish clean, crisp borders, and perform thorough pre-season weed removal.
- **Landscape Maintenance:** Prune winter kill on shrubs and trees, apply pre-emergent weed control where specified, and prepare beds for new seasonal plantings.
- **Mulch Application:** Supply and evenly spread a high-quality, commercial-grade shredded hardwood mulch to a uniform depth of two to three inches (2"–3") across all designated plant beds and tree rings, taking care not to pile mulch directly against tree trunks or plant stems.

Safety and Operational Rules

Student, employee, visitor, and public safety is a primary requirement. The contractor must adhere to the following operational guardrails:

- **Safety Buffer Zone:** Operators must instantly disengage mower blades if students or staff

members approach within a 50-foot safety buffer zone.

- Comply with applicable federal, Vermont and local laws and regulations.
- Maintain equipment in safe operating condition and ensure operators are trained and appropriately equipped. Mower blades should be sharpened per original equipment manufacturer's expectations to prevent damage to the grass.
- Keep sidewalks, entrances, fire lanes, emergency access routes, and building egress points clear.
- Secure equipment, fuel, and materials when not in use.
- Property damage, personal property damage, or any injury resulting from the mowing activity, will be reported in full to the Director of Facilities & Grounds within one business day of the occurrence. Repair of any property damage shall be the sole responsibility of the contractor.
- **Operational Hours: For the elementary schools:** No mowing or heavy equipment operation is allowed during student arrival (7:30 AM – 8:30 AM) or student dismissal (2:30 PM – 3:30 PM). **For Mount Abraham Union Middle/High School:** mowing may occur during these times but may not occur near the parking lots or the entrance.
- School grounds may remain occupied during summer months by camps, athletics, maintenance staff, and community programs. The district may stop work when conditions present an unacceptable safety risk.

Environmental and Property Protection

- No herbicides, pesticides, fertilizers, or other chemical treatments may be applied under this contract unless separately authorized in writing.
- Separately authorized chemical applications must comply with applicable Vermont requirements and be performed by appropriately licensed or certified personnel where required.
- Handle and store fuel, oil, and other hazardous materials appropriately; report and address spills immediately.
- Protect drainage systems, catch basins, athletic surfaces, trees, landscaping, and underground infrastructure.
- Notify the district before operating heavy equipment where underground utilities or sensitive infrastructure may be present.

Performance Management

If work fails to meet contract requirements, the district may notify the contractor of the deficiency, require correction within a specified reasonable period, dispute charges for services not performed as permitted by the contract, or exercise termination and other contractual remedies. Repeated missed visits, unsafe practices, or failure to correct deficiencies may constitute grounds for termination under the agreement.

The final agreement shall address termination for cause, termination for convenience where permitted, notice requirements, and payment for satisfactory services performed through the effective termination date. The contractor shall promptly notify the district of circumstances that materially affect performance.

Severe weather, flooding, equipment failure, and other events affecting performance shall be addressed through prompt communication and reasonable schedule adjustments. A delay does not authorize additional charges or changes to contract price without written approval.

Personnel Standards and Professional Conduct

Contractor personnel shall maintain a high standard of professionalism at all times while on site. All crew members are required to wear clean, identifiable company uniforms, display appropriate professional conduct, and utilize language suitable for an educational/school environment. The Contractor shall strictly enforce a drug-free, alcohol-free, and tobacco-free workplace policy across all district properties and facilities.

Insurance and Legal Indemnification

Bidders must submit verifiable certificates of insurance matching or exceeding these thresholds:

- **Commercial General Liability:** $1,000,000 per occurrence / $2,000,000 aggregate.
- **Automobile Liability:** $1,000,000 combined single limit for all fleet vehicles.
- **Workers' Compensation:** Statutory Vermont state limits.
- **Additional Insured:** The contract requires naming the *Mount Abraham Unified School District* as an additional insured party.

Invoicing and Payment

The contractor shall submit itemized invoices to ap@mausd.org in accordance with the final contract. Each invoice shall identify the service location, date or period of service, work performed, and any authorized additional work with the written authorization supporting it.

Payment shall be processed under the district's established accounts payable procedures and applicable contract terms. The district may dispute charges for services not performed and withhold disputed amounts as permitted by the contract and applicable law. Additional services require prior written authorization.

RFP Timeline

Request for Proposal Issuance	11/2/26
Questions to Owner	11/9/26
Owner's Response to Questions	11/23/26
Selection of Top Bidders / Contract Award Notification to Unsuccessful Bidders	12/1/26

Submission Guidelines & Requirements

The following submission guidelines & requirements apply to this RFP:

- Interested bidders are encouraged to visit and inspect each school site before submitting a bid in order to familiarize themselves with work requirements.
- Interested bidders must submit an electronic copy of the proposal to Joseph Wesley at joseph.wesley@mausd.org and Emma Reen at emma.reen@mausd.org no later than **NOVEMBER 13, 2026 at 4:30 p.m**. Proposals received after this date will not be considered.
- The district reserves the right to reject any and all bids. A contract will be awarded to the contractor(s) whose proposal is determined to be the most advantageous to the district, taking into consideration the price and the factors set forth in the RFP.
- If you have any questions or would like to walk the properties to understand expectations, please email joseph.wesley@mausd.org or by phone at 802-453-6957.