



Request for Proposal (RFP): Lawn Mowing Services

Excelsior Village Academies
School Year 2024–2025

Release Date: Monday, June 30, 2025

Proposal Due Date: July 7, 2024

Proposal Review Date: July 9, 2024

Interviews (by invitation only): July 11, 2024

Recommendation to Board: July 19, 2024

Notification of Award: July 21, 2024

1. Purpose

Excelsior Village Academies is seeking proposals from qualified vendors to provide lawn mowing and grounds maintenance services for the 2024–2025 school year, commencing August 2024 and ending May 2025.

2. Scope of Services

The selected vendor will be responsible for:

- Providing **biweekly** lawn mowing and grounds maintenance services from August through November and from March through May.
- Providing **monthly** services during the winter months of December, January, and February.
- Maintaining all grass areas, including trimming, edging, and removal of debris.
- Ensuring all services are performed to maintain a safe and visually appealing school environment.

3. Service Schedule

- **Fall (August–November):** Biweekly service
- **Winter (December–February):** Monthly service
- **Spring (March–May):** Biweekly service



4. Proposal Requirements

Interested vendors must submit proposals including the following:

- Company profile and relevant experience
 - References for similar work performed
 - Proposed pricing structure
 - Proof of insurance and licensing
 - List of equipment to be used
 - Staffing plan and background check policy
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5. Evaluation Criteria

Proposals will be evaluated based on:

- Experience and qualifications
 - Pricing competitiveness
 - References and reputation
 - Ability to meet the described schedule
 - Completeness of proposal
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6. Submission Instructions

Proposals must be submitted electronically to:
mflowers@excelsiorvillageacademies.org
by **July 7, 2024** at 5:00 PM EST.

7. Selection Timeline

- **Proposal Review:** July 9, 2024
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EXCELSIOR
VILLAGE ACADEMIES

If you have any questions or require additional information, please contact:

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