

INDEPENDENT SCHOOL DISTRICT 2149
Minnewaska Area Public Schools
Engage every student every day!

Call for Bids, Instruction to Bidders, and Official Bid Form

1. Call For Bids

1.1 Sealed bids will be received for the purchase of

MAS BASEBALL FIELD MAINTENANCE AND GAME PREP

1.2 Bid forms and specifications may be obtained at the District Office of Independent School District 2149, 25122 State HWY 28, Glenwood, MN 56334

1.3 **Bids will be opened on MARCH 4, 2024, at 1:00 P.M.** at the District Office of Independent School District 2149, 25122 State HWY 28, Glenwood, MN 56334

1.4 The School Board reserves the right to reject any or all bids and to waive any informality in the bidding.

Angie Reichmann, Board Clerk Independent
School District 2149, 25122 State HWY 28,
Glenwood, MN 56334

Instructions to Bidders

1.5 **Notice for Bids** – Sealed bids will be received for the purchase of _____

MAS BASEBALL FIELD MAINTENANCE AND GAME PREP

1.6 **The obligation of the Bidder to Examine Instructions and Specifications** – Before submitting a bid, each bidder is required to examine all bidding requirements and specifications. Submission of a bid shall prove that such examinations have been made and that bidder has recorded his or her own investigation and has become thoroughly familiar with all requirements.

1.7 **Interpretations** – Interpretations, classifications, modifications, and supplemental instructions in the form of written addenda will be provided to all bidders on record in the District Office. District 2149 will not be responsible for nor honor any claims resulting from or alleged to be the result of a misunderstanding by the bidder.

1.8 **Inquiries Regarding Bid** – All inquiries concerning the bid shall be directed to Independent School District 2149, 25122 State HWY 28, Glenwood, MN 56334, telephone (320) 239-4800. It is the bidder's responsibility to bring all discrepancies, ambiguities, omissions, or matters in need of clarification to the attention of the ISD 2149 Superintendent of Schools.

1.9 **Specifications** – Specifications and bid forms are attached.

1.10 **Preparation of Bid** – Submit bids to District 2149 in accordance with the following requirements:

1.10.1 Bidders must bid all quantities per item;

1.10.2 Bid must be submitted on the prescribed form, which is furnished with the specifications, with the full name and address of the bidder;

1.10.3 All blank spaces on the bid form must be completely filled in with ink or

typewriter, without interlineations, alteration, or erasure, and

1.10.4 The bid must be signed in longhand and executed by a principal duly authorized to enter into an agreement.

1.11 Receiving and Opening Bids

1.11.1 Bids must be sealed in an envelope with the name and address of the bidder and the words "**BID FOR MAS BASEBALL FIELD MAINTENANCE AND GAME PREP**" on the outside of the envelope. (Faxed bids will not be accepted.)

1.11.2 Bids will be received as stated in the Call for Bids. They will be opened immediately after the bid closing hour of **MARCH 4, 2024, AT 1:00 P.M.**

1.11.3 **Submit bids to Independent School District 2149, District Office, Attention: Superintendent, 25122 State HWY 28, Glenwood, MN 56334**, on or before the time and date specified. Bids received after this time will not be opened or considered.

1.11.4 Bids will be tabulated and awarded at a regular School Board meeting.

1.12 **Withdrawal of Bids** – A bidder may withdraw his or her bid before the date set for receiving bids or authorized postponement thereof. After that, bids may be withdrawn only after 30 days have elapsed after the bid date, provided District 2149 has not acted thereon. Bids may be withdrawn only by written request.

1.13 **Qualification of Bidders** – District 2149 may make such investigations as deemed necessary to determine the ability and responsibility of the bidder. Any bidder shall furnish to District 2149 all such information and data for this purpose as the district may request. District 2149 reserves the right to reject any bid if the evidence submitted by, or investigation of, such Bidder fails to satisfy the district that such bidder is properly qualified to perform under the terms of the specifications. The competence and responsibility of the bidder will be considered in making an award.

1.14 **District Rights** – District 2149 reserves the right to 1) delete from or add to quantities listed, 2) purchase by specific item, 3) reject all bids, and 4) waive minor irregularities or discrepancies defined by the district in the bidding procedure.

Specifications: MAS BASEBALL FIELD MAINTENANCE AND GAME PREP.

Duration: High School Season (March through First Week of June) & Non-ISD 2149 Season (June-October)

Communication & Spending Authority: Before maintaining, fixing, or addressing any maintenance needs, the Building and Grounds director shall be consulted to authorize any expenditure beyond the bid call for this work. This includes, but is not limited to, fixing any equipment, improving any equipment, seeding or re-seeding any areas, and dispensing any ag line. **Any unauthorized purchases or charges will be the responsibility of the bidder.**

Facilities: Jr. High Baseball Fields at Starbuck (Lakeshore Park & WIN Academy) JV, and Marthaler Baseball Fields at Minnewaska Area High School

Stock Area: Clean, maintain, and keep stock area of infield dirt located outside the center field fence of the stadium field. Eradicate and maintain growth of weeds and grass around this area.

Equipment: The district may allow usage of district equipment when needed on a case-by-case basis.

Mowing:

*Mow Varsity /JV baseball outfields at Minnewaska Area High School

*Hand mow Varsity/JV baseball infields

*Mow areas surrounding baseball fields (Outside of fences- approx. 30-50 feet))

**Mowing is to be completed either the day before or the day of all game events (or 2-3 times/week.)

Chalking & Painting (OPTIONAL as the district can provide this service if necessary):

*Paint baseball foul lines on all three fields

*WIN Academy, and City Lakeshore Park baseball fields (Starbuck) are chalked and dragged for JH BB games during the spring school season.

*Chalk baseball lines/boxes on all game days (3 fields at MAHS)

*Chalk JH baseball lines and boxes on all game days at WIN Academy and Starbuck Lakeshore Park

*Drag Starbuck JH baseball fields (Game days only? Have players and coaches rake fields after practice?)

*Drag and scarify JH baseball infields (2 fields) (When necessary)

*Power edge infield/outfield dirt areas (5 fields) bi-weekly

*Drag and scarify varsity baseball warning track (weekly)

Irrigation, Seeding, Weed Prevention:

*Regulate and watch over irrigation systems for all fields and adjust water levels as needed

*Fix minor/major irrigation issues and adjust heads as needed (Call Alex Irrigation)

*Schedule all reseeding projects (yearly)

*Schedule all fertilization/weed spraying projects (4 times/year)

*Aerification of 3 baseball fields and mark irrigation heads (twice yearly)

*Weed Whack fence line to remove weeds

*Spray and remove weeds on baseball fields and warning tracks (3 fields)

Infield Maintenance:

*Top dress baseball fields with agri-lime (yearly) (3 fields)

*Top dress baseball fields with vitrified clay (2 times/year) (2 fields)

*Mound repair/ rebuilds on baseball fields (3 fields)

*Batter's box repair on baseball fields (3 fields)

*Fertilize baseball infields each spring with pure Nitrogen