

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

Title 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 FOOTBALL/TRACK 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 FOOTBALL/TRACK FIELD MAINTENANCE AND GAME PREP

1.6 **The obligation of the Bidder to Examine Instructions and Specifications** – Before submitting a bid, each bidder must 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 FOOTBALL/TRACK 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 and 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 then awarded at a regular School Board meeting.

1.12 **Withdrawal of Bids** – A bidder may withdraw his or her bid at any time 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, and 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 as defined by the district in the bidding procedure.

Specifications: MAS FOOTBALL/TRACK FIELD MAINTENANCE & GAME PREP

Date and Time of Opening: **MARCH 4, 2024 AT 1:00 P.M.**_____

Bidder acknowledges receipt of A. Specifications and bid form, and
 B. Instruction to Bidders.

Total of enclosed bid: \$_____

PLEASE PRINT OR TYPE

Company Name: _____

Address: _____

Phone Number: _____

Bidder certifies that the bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting the bid for the same materials, supplies, or equipment and is in all respects fair and without collusion or fraud. The bidder understands collusive bidding violates state and federal law and can result in fines, prison sentences, and civil damage awards.

Bidder agrees to abide by all conditions of this bid and certifies that the person submitting this bid is authorized to enter into an agreement.

Submitted By _____ Title _____

Signature _____ Date _____

Specifications: MAS FOOTBALL/TRACK FIELD MAINTENANCE AND GAME PREP.

Duration: Football High School Season (August-November) and Track Season (March-June), Summer Maintenance

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: Veterans Field and Glenwood State Bank Stadium & Practice Football/Track Fields.

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

Mowing:

*Mow stadium grass inside the fenced enclosure and surrounding areas in and around cedar trees and storage sheds surrounding Glenwood State Bank Stadium

*Field event areas outside of the stadium as well as C-Squad or "Swamp" Baseball Field

*Mow 4 practice football fields weekly or as needed during the growing season. Practice fields #1 and #2 are used each year and are irrigated. Fields #3 and #4 are used when necessary and may not be lined but still must be mowed.)

Weed Prevention:

*Weed Whack fence line to remove weeds

*Weed whip around trees, etc., around baseball/stadium field

Other duties:

*Clean/maintain equipment as needed

*When mowing grass around the track, make sure grass is blown away from the track



