

ADVERTISEMENT FOR BID

Sealed proposals will be received by:

Nunez Community College
Purchasing Department
c/o Property Warehouse
3710 Paris Road
Chalmette, LA 70043
Bid #40015_Nunez_GMS2026

Until: September 16, 2026

For the: Grounds Maintenance Services

Bid Proposal No. 40015_Nunez_GMS2026

At 2:00 p.m. on the same date, the bids will be opened and publicly read aloud. No bids will be accepted after the scheduled opening time, and no bid may be withdrawn for a period of 90 days following bid opening.

There will be a pre-bid meeting on September 9, 2026 at 9:00 a.m. located in the Conference Room on the first floor of the Administration Building. Mandatory site visits will be conducted on September 9, 2026 and September 10, 2026. Please contact Mike Pritchard at 504-228-2136 to schedule.

All bids shall be on a per-visit basis. The College reserves the right to reject any or all bids and to waive technicalities and informalities.

Bids must be submitted on the proper bid form in a sealed envelope with the bid number on the outside. Any bid received without the bid number on the outside of the envelope and/or not on the proper bid form will be canceled. Copies of specifications and forms are enclosed.

BID PRICE SHEET
BID
Grounds Maintenance Services
9/16/2026

Bid Submitted By: _____

Signature: _____

Print Name: _____

Date: _____

Company Name: _____

Company Address: _____

Telephone Number: _____

Fax Number: _____

Total Amount of Bid to Provide Grounds Maintenance Services per visit: _____

Service*	Price Per Visit
Basic Lawn Service	
Basic Landscape Service	
Landscape Bed/Ornamental Plant/Tree – Chemical Applications	
Irrigation Monitoring	
Pine Needle Mulch	
*The College reserves the right to choose in whole or part for the bid services being requested	

SPECIFICATIONS

It is the intent of these specifications to invite bids for high-quality services related to providing Grounds Maintenance Services.

Services to be Provided	Description	Est. Frequency on Annual Basis (Subject to Change)
Basic Lawn Service	a. Provide grass cuts, including trimming around all buildings, structures, and other obstacles within the area, and all sidewalks, driveway areas, and curbs will be edged; and all seams and cracks in sidewalks and curbs will be managed for weeds through chemical or manual control as needed. b. All debris will be removed from the area before mowing. All excess grass clippings will be raked or bagged as needed to maintain a neat appearance. Contractor is responsible for coordinating with Nunez management on the locations in which the contractor will perform basic lawn services. Note: May-September-weekly cuts, Oct-April-biweekly cuts. This may be adjusted as needed based on weather conditions.	30-40
Basic Landscape Maintenance	Includes all bed edging, hand weeding, cleanup of any debris generated during servicing, pruning and shaping of shrubs and trees under 8' No use of chemicals in flower beds	20-30
Landscape Bed/Ornamental Plant/Tree – Chemical Applications	Includes all plant fertilizations, insect control, pre-emergent and post-emergent weed control, crack and crevice weed control in concrete joints, and ant control	Once Monthly
Irrigation Monitoring	Includes a survey of the system with identification and notification to Facilities Foreman of any repairs or work required on the system. Includes adjustment of irrigation timing based on weather conditions, plant needs, and events on property on a weekly basis	Once Monthly
Pine Needle Mulch	Includes labor and materials to mulch all landscaped beds and tree rings utilizing pine needle mulch.	1 - 2x Annually
Tree Pruning	All tree limbs below 7' must be trimmed	As Needed

The following terms in the Scope of Work shall have the meanings indicated:

1. Grass Cut – cutting of grass to an acceptable groomed level customary for well-maintained occupied lots accomplished by a standard push/ride lawn mower; weed eating and edging where grass meets all concrete or other hard surfaces. Removal of all clippings, tree limbs, etc., as well as cleaning of the street and other concrete surfaces of all clippings.
2. Bids shall include the cost of providing services to maintain all utility fence enclosures.
3. Bids shall include the cost of providing each service on a per-visit basis.
4. Bids shall include a fixed-price contract on a per-visit basis for three (3) years with the option for two additional one-year periods.
5. All bidders shall furnish references and a brief history of their company's background.
6. All bidders are required to perform a site visit and have the attached certification signed by a College representative.
7. All bidders must carry Workman's Compensation Insurance (benefits at least equal to meet the requirements of Louisiana Law), Comprehensive General Liability Insurance with limits of not less than \$1,000,000.00 for each occurrence and \$2,000,000.00 in the Aggregate (must include Contractual Liability Coverage for Contractor's obligation assumed hereunder; Premises/Operations and Products/Completed Operation Coverage; Coverage for occurrences resulting from blasting, explosion, or collapse, damage to underground property, and injury or destruction of any property resulting there from; Independent Contractors Coverage; and Broad Form Damage), and Automobile Liability Insurance (including coverage for hired and non-owned automobiles with limits of not less than \$1,000,000.00). Successful bidder must furnish Certificate of Insurance with Nunez as a holder.
8. If awarded contract, please state the number of employees to be involved, and in the event of an employee out sick, how the service will be continued.
9. In the event that hydraulic fluid or trash is left on the ground, it shall be cleaned or picked up as not to be unsightly or create an environmental hazard.
10. In the event that any glass is damaged by the contractor, it is the Contractor's responsibility to replace and pay for said glass.

11. Contractor shall correct all work rejected by Nunez as failing to conform to this bid within seven (7) calendar days from notification without any additional costs to Nunez.
12. Contractor shall indemnify and hold harmless owner from any and all claims, damages, losses, and expenses including attorney's fees arising out of or resulting from the performance of the work provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease, death, or damage to property of whatsoever nature, including the loss of use resulting there from, and whether or not is caused in whole or in part by any of them or anyone for such acts any of them may be liable, unless it is caused by the sole negligence of Nunez.
13. If a breach of service provided by this contract would cause serious and substantial damages to the College, and the nature of this contract would render it impracticable or extremely difficult to fix the actual damage sustained by the College by such breach, it is agreed that in case of breach of service the College may elect to collect liquidated damages as specified below and not as a penalty, the amount set forth below such sums being agreed as the amount which the College will be damaged by the breach of such service. The decision to seek such remedies shall not be construed as a waiver of any legal remedies the College may have as any subsequent breach of service under this contract.
14. If the contractor fails to provide the grounds maintenance services required by this agreement for a period in excess of two (2) consecutive scheduled working days, the College may take the following actions:
 - a. Employ such means, as it may deem advisable and appropriate to continue work until such matter is resolved and the contractor is again able to carry out his operations under this agreement.
 - b. Deduct any and all operating expenses incurred by the College from any money then due or to become due the contractor, collect the amount due, either from the contractor or surety or both.
 - c. If contractor is unable, for any cause, to resume performance at the end of ten (10) days, all liability of the College to the contractor under this agreement shall cease and the College shall be free to negotiate with other contractors, for the operation of said grounds maintenance services and/or take the actions provided below for bankruptcy default, breach of contract. Such actions shall not release the contractor herein of his liability to the College for such breach of agreement.
 - d. In the event the contractor shall be adjudged bankrupt, either by voluntary or involuntary proceedings, then this contract shall immediately terminate and in no event shall this contract be, or be

treated as, an asset of contractor after adjudication of bankruptcy. If contractor shall be proven insolvent, or fail in business, this contract may be terminated at the option of the College.

- e. All terms, conditions, and specifications of the contract are considered material and failure to perform any part of the contract shall be considered a breach of contract. Should contractor fail to perform any of his contractual obligations, the College may, at its option, terminate the contract, ten (10) days after written notification to the contractor to remedy the violation within said time.

15. No subcontractors shall be awarded without written approval from Nunez Community College's Facilities Foreman.

JOB SITE VISIT CERTIFICATION

Grounds Maintenance Services

This signed statement certifies that the Vendor named below has visited the job site and is familiar with all conditions surrounding fulfillment of the specifications for the project.

College Representative

Vendor's Company Name

College Representative Signature

Vendor Representatives Signature

NOTE: This certification must be signed by the vendor and a College Representative and must be submitted with bid proposal.

**FAILURE TO SUBMIT A JOB SITE VISIT
CERTIFICATION FORM WITH BID PROPOSAL SHALL CAUSE
YOUR BID TO BE DISQUALIFIED.**

**Please call and make an appointment for your job-site visit with
Mike Pritchard @ (504) 228-2136**