

ADVERTISEMENT FOR BIDS

Fertilizing/Spraying

The Tipton Community School Corporation is accepting sealed quotations at the Superintendent's Office 1051 South Main Street, Tipton, IN 46072, for fertilizing services for the identified school property for the 2021-22 season until 1:00 pm, March 19, 2021. At that time, quotations will be taken under advisement with anticipated awarding of the contract at the March 23, 2021 Special School Board meeting. All quotations should be marked "TCSC Fertilizing/Spraying quote". Specifications and bidding material may be picked up at the Superintendent's Office.

Bidder is responsible for visiting the site to familiarize themselves with the area. Bidders should contact the Director of Operations at 765-675-2147, for any questions. The Board of School Trustees reserves the right to reject any or all bids in part or in whole and to waive any information or irregularities, and to accept the lowest, most responsible and responsive bid, not necessarily the low bid.

Tipton Community School Corporation
Gary Plumer, President
Jennifer Humrichous, Secretary

Tipton Tribune 2 publications
1. March 11, 2021
2. March 18, 2021

TIPTON COMMUNITY SCHOOL CORPORATION

Fertilizing/Spraying Specifications 2021/2022

Instructions to Contractors:

1. The Tipton Community School Corporation, acting by and through its Board of School Trustees, will receive at the office of its Superintendent, 1051 South Main Street, Tipton, Indiana, until 1:00 pm., March 19, 2021, sealed quotations to provide fertilizing of the identified school property. All proposals received after that time will be returned unopened.
 2. Contract Period – It is the intent of this corporation to award the fertilizing contract for a one year period, with rates guaranteed for the one year period of 2021-2022.
 3. The fertilizing contract shall be subject to a thirty-day (30) cancellation clause by either party if the school corporation is not satisfied with the performance of the contractor.
 4. The responsibility for the school corporation is to provide reasonable access to the sites. The Director of Operations or his designee shall be responsible for coordinating the fertilizing program with the contractor.
 5. The responsibilities for the fertilizing/spraying contractor will be to safely fertilize/spray the school grounds as per contract. Every effort must be made to avoid using fertilizer equipment when children are present. There will be no fertilizing during recess times, outdoor physical education classes, during athletic team practices, or any other time when children are present. There will be no fertilizing near buildings during regularly scheduled school days.
 6. The contractor is responsible for obtaining and maintaining all applicable licenses and permits. Copies of these documents are to be filed at the Office of the Superintendent.
 7. A certificate of insurance must be filed in the Office of the Superintendent verifying a general liability policy is being carried by the fertilizing contractor with liability limits of one (1) million dollars that include five (5) thousand dollars of medical coverage. The insurance company shall carry a minimum rating of “A” as designated by the A.M. Best. This certificate must be provided by the contractor’s insurance agent and be on file prior to any work being initiated.
- * As an alternative to the one (1) million dollar general liability policy, the contractor may carry a general liability policy with a one (1) million dollar umbrella.

8.
 - a. A contractor who is incorporated must provide a worker compensation insurance policy even if that person is the sole stockholder and the sole employee. The insurance policy must be on file prior to any work being initiated.
 - b. It is preferred that a self-employed fertilizing contractor carry workers compensation coverage for him or herself, but if a self-employed contractor does not, then he/she must file with the State of Indiana the State Form 45899, (R2/@/95) titled "Independent Contractor Affidavit of Exemption". A state approved copy of this form must be filed in the Office of the Superintendent prior to any work being initiated.
 - c. In the event the contractor has at the time of inception of the contract an employee(s), or if an employee(s) is/are added during the contract period, there must be a certificate of insurance filed as per item number (7) seven specifications.
 - d. The selected contractor must provide a signed letter of Affidavit of Compliance enclosed in this packet. In addition, the contractor must provide documentation verifying enrollment and participation in the EVerify program as required by Indiana Code 12-5-1.7. (Failure to provide will void this contract immediately).
9. Quotations are to be based on fertilizing/spraying per tract per time fertilized/sprayed (cost for one treatment). There are four different property tracts to be fertilized/sprayed; for a bid to be considered there must be a quotation for each of the four tracts. No partial bids will be accepted. The bid for each tract should include the totals cost for fertilizing that tract, including all equipment and labor costs.
10. The contractor will provide a list of three references that can speak to the quality of work related to mowing/trimming.
11. Quotations for the fertilizing contract must be completed, signed and submitted on the "Fertilizing/Spraying Form" furnished with the specification.
12. The School Corporation will make payment on a monthly basis provided the contractor submits all required paperwork by the twenty-fifth (25) of each month. The School Board will approve payment at the regular scheduled monthly meeting. The contractor should submit the following: Statement providing dates of fertilizing; number of employees fertilizing on each date. Additional fertilization must be requested by the Superintendent or designee

and submitted on a separate statement with the number of workers involved, hours worked.

13. A tour of the area to be fertilized can be scheduled by calling 765-675-2147 and asking for the Director of Operations.
14. The Board of School Trustees of Tipton Community School Corporation reserves the right to accept or reject any or all quotations or proposals, or part of such quotations or proposals, to waive information or irregularities in quotations or proposals, received and to accept the lowest most responsible and responsive bid, not necessarily the low bid.

SCHEDULE OF FERTILIZATION

NOTE: all areas should be fertilized as per contract. The contractor shall be responsible for fertilizing the competition playing fields for baseball, football, softball, and soccer. For these competition fields the contractor will fertilize according to the schedule of activities and season.

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| Tract 1: | Competition soccer field and the competition softball diamond. |
| Tract 2: | Practice football fields, competition football field and the competition baseball diamond |
| Tract 3: | Perimeter of all schools, including elementary playground (both sides of fence). |
| Tract 4: | Outer perimeter, including: Park Road frontage north of tennis courts; west and south of tennis courts between sidewalk and high school parking lot; State Road 19 frontage; both sides of drainage ditch south of elementary; south side of southernmost drive bordering Lutheran Church; western frontage of Nature Center, both sides of bus barn drive to County Road 100 West, except areas included as part Tract 1. |
| Tract 5: | None. |
| Tract 6: | None |

PREVIOUS COST

20/21 Fertilization Area Cost (per time fertilized)

Track One	\$420
Track Two	\$955
Track Three	\$741
Track Four	\$1144
Grub Control	\$1548.75
Grand Total	\$3260

- * A minimum of four fertilizations should occur:
Early Spring, Late Spring, Early Fall, Late Fall.
- * Grub control should be included for all competition athletic fields.

PREVIOUS COST

20/21 Spraying Area Cost (per time sprayed)

Track One	\$165
Track Two	\$176
Track Three	\$275
Track Four	\$176
Grand Total	\$792

- * A minimum of four per year

**TIPTON COMMUNITY SCHOOL CORPORATION
FERTILIZATION/SPRAYING QUOTATION FORM 2021-22**

Fertilizing

Track One	
Track Two	
Track Three	
Track Four	
Grub Control	
Grand Total Tracks 1-4	

* A minimum of four fertilizations should occur Early Spring, Late Spring, Early Fall, Late Fall.

* Grub control should be included for all competition athletic fields.

Spraying

Track One	
Track Two	
Track Three	
Track Four	
Grand Total Tracks 1-4	

* Minimum of four sprays a year

References:

	Name	Phone Number
1		
2		

3		
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Contractor Name

Name	
Address	
Phone #	
Date Completed	

Please attach a sheet describing the Equipment you have to use.

AFFIDAVIT OF COMPLIANCE

Required by Indiana Code 22-5-1.7

Pursuant to IC 22-5-1.7, the undersigned being duly sworn upon (his) (her) oath, now says that I, do hereby represent _____

(business entity name)

and state this business entity does not knowingly employ an unauthorized alien nor contract or subcontract with a person or business entity that knowingly employs an unauthorized alien. Also, it will not retain an employee, not continue to contract or subcontract with a person or business entity that subsequently learns is/employs an unauthorized alien and fails to remedy the violation within thirty days.(30)

I further affirm this business entity participates in the E-Verify program when it hires new employees to confirm their work eligibility. Attached to this affidavit is documentation verifying enrollment and participation in the E-Verify program.

I hereby verify, under penalty of perjury that the foregoing statements are true.

Dated this _____ day of _____, _____.
Month Year

Business entity representative signature

Business entity representative title

Printed Name