



Fertilizing & Other Lawn Care Request for Sealed Bids

All bids are due by 1/29/2026, at 1:30 PM

*Contact Information:
Tom Swifney
Director of Buildings and Grounds
3600 152nd Ave.
Holland, MI 49424
Phone: 616-786-2035
Email: swifneyt@westottawa.net*

Notice to Bidders

Fertilizing/Other Lawn Care for 2026, 2027, and 2028

West Ottawa Public Schools will accept sealed bids for district wide lawn fertilizing and other lawn care as described in the attached specifications. Bids will be accepted until 1:30 PM local time, 1/29/2026, at which time they will be publicly opened and read aloud. No oral, telephonic, telegraphic, e-mail or facsimile proposals will be accepted.

Bid submissions shall be firm for ninety (90) days from the date of bid opening. Bids must be submitted on the attached bid form and be signed by the bidder. Two (2) signed copies of the bid form should be addressed to the attention of:

**Chris Lahaie
West Ottawa Public Schools
Administration Building
1138 – 136th Avenue
Holland, MI 49424
Re: Bid for Lawn Care**

All bids shall be accompanied by a sworn statement disclosing any familial relationship that exists between the owner(s) or any employee of the bidder and any member of the WOPS Board of Education or the Superintendent of West Ottawa Public Schools. The WOPS Board of Education shall not accept a bid that does not include a sworn and notarized familial relationship disclosure statement. All bids shall include an Affidavit of Compliance – Iran Economic Sanctions Act in compliance with “Iran linked business” within the meaning of the Iran Economic Sanctions Act. Bids must be marked on the envelope, “BID FOR LAWN CARE,” and the bidder’s name must be identified on the envelope. Bids should be addressed to Chris Lahaie, Associate Superintendent for Business Services, West Ottawa Public Schools. West Ottawa Public Schools reserves the right to accept or reject all or any portion of a bid, and is not bound to accept the low bid. A bid may be rejected, if not accompanied by any data required by the Bidding Documents, or which is in any way incomplete or irregular. West Ottawa Public Schools shall have the right to waive informalities or irregularities in a bid received, and to accept a bid which, in the judgment of West Ottawa Public Schools, is in the best interests of West Ottawa Public Schools.

Questions should be directed to Tom Swifney, Director of Buildings & Grounds, during the **pre-bid meeting on 1/22/2026, at 10:30 AM at the South High School located at 3600 152nd**. It is highly recommended that bidders attend this meeting with Mr. Swifney prior to submitting a bid as the District has a number of sites that are unique and complex. Attendance at the meeting will be part of the selection criteria used to select the contractor.

Specifications for Fertilizing & Lawn Care

General Requirements

I. Scope of Work

The District desires to obtain bids for each of the following, although it may determine that it is in the District's best interest to award multiple contracts to multiple bidders after reviewing the responses:

- Weeding of landscaped areas as needed to maintain a presentable and aesthetically appealing site. Weed removal of hardscape areas (including sidewalks, parking lots, fence lines, softball fields, and outdoor learning pea gravel paths at 9 elementary schools) utilizing pre-emergent and post-emergent weed killer, as necessary. Clear landscaping of perennial plants at the end of the season. Weeding shall take place at least three times during the summer, once in May/June, once in July/August, and at the end of the season fall clean-up in October.
- Fertilizer and herbicide application.
- Mowing of High School & Middle School Athletic Fields

II. Specifications

- The contractor shall examine each site where work is to occur to become familiarized with the conditions involved.
- Bid price shall be for the 2026, 2027 and 2028 season. The District reserves the right to terminate the bid award and/or contract at any time due to the contractor's failure to comply with the terms of the specifications. The District will notify the contractor of termination thirty (30) days prior to any action being instituted. The contractor will be permitted a rebuttal during this period.
- Contractor shall submit a list of three (3) references complete with names, addresses, phone numbers and a contact person to allow the District to verify the bidder's ability to perform and meet the terms of this document.
- Contractors should complete only the portions they are interested in on the Bid Proposal sheet. It is anticipated that more than one contractor will be awarded work.
 - Fertilizing of the entire site shall occur at:
 - Los Lagos Elementary
 - Sheldon Woods Elementary
 - Lakeshore Elementary
 - Lakewood Elementary
 - Waukazoo Elementary
 - Riley Farms Elementary
 - WOVA & District Transportation
 - Woodside Elementary
 - Harbor Lights Middle School (includes courtyards)
 - Great Lakes Elementary
 - Macatawa Bay Middle School (includes courtyard)
 - Pine Creek Elementary and Administration Building
 - North High School (includes courtyard)
 - South High School

II. Specifications (Cont.)

- Fertilizing of the athletic fields:
 - *Middle School Athletics*
 - Football Stadium
 - Soccer Stadium
 - Practice Fields
 - Softball/Baseball Fields
 - High School Athletics
 - Baseball & Softball Fields
 - Practice Fields
 - Common Areas
- Mowing of Athletic Fields
 - *Middle School Athletics Fields*
 - Football Stadium
 - Soccer Stadium
 - Practice Fields
 - Softball/Baseball Fields
 - High School Athletics *Fields*
 - Baseball & Softball Fields
 - Practice Fields
 - Track Field Events
- ❖ It is highly recommended that bidders attend the pre-bid meeting in order to obtain a better understanding of the areas to be fertilized and maintained by District staff and the areas that will be the responsibility of the contractor.
- Not all areas require fertilizer and herbicide application. Please consult Tom Swifney at the pre-bid meeting for a better understanding of these areas.
- Contractors will need to provide their own equipment.
- Contractors shall list the names of any potential subcontractors. The awarded contract may not be assigned.

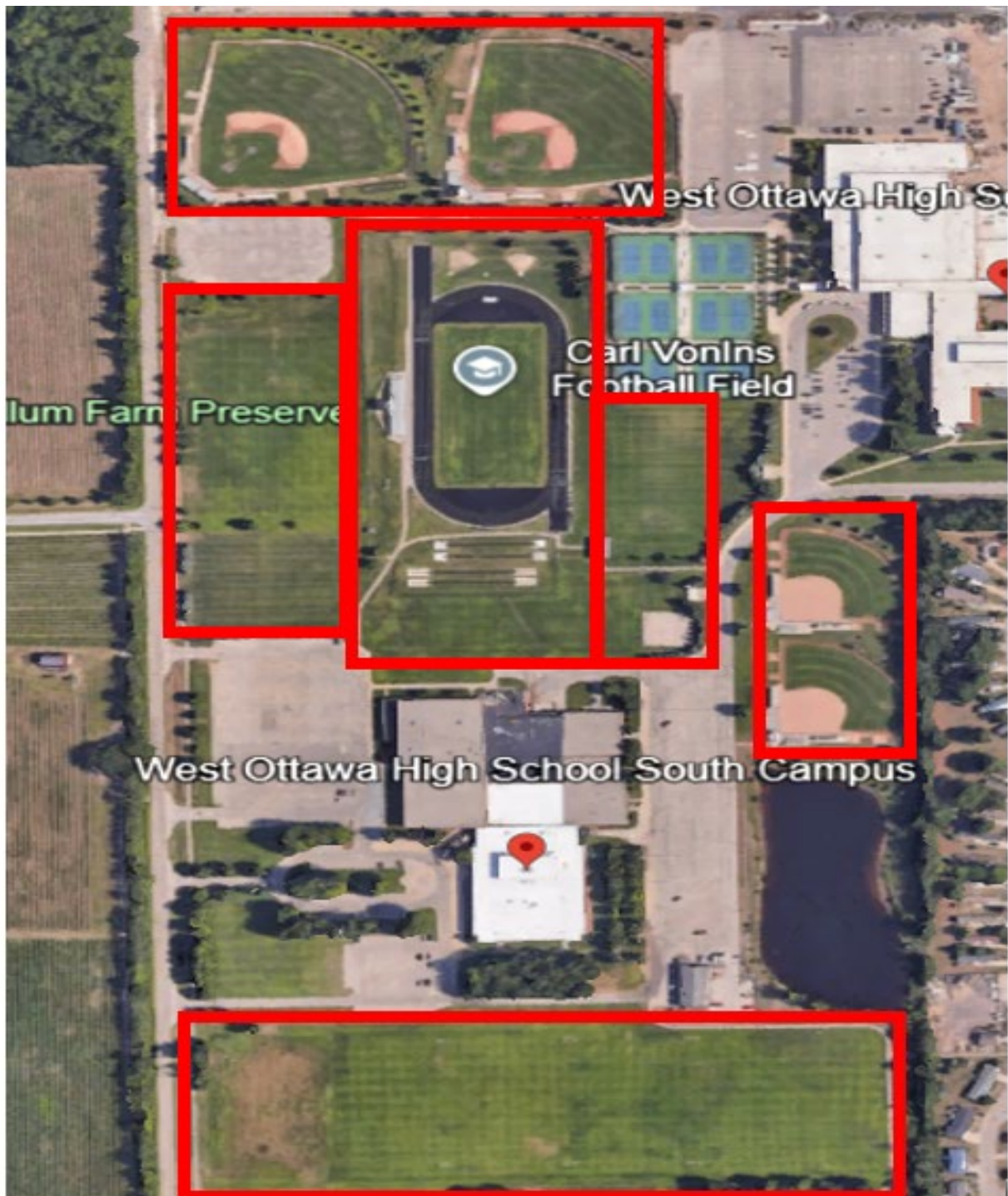
Middle School Athletic Fields



West Ottawa provided fertilizer in the red squares and also where Alcelepryn grub control is required.



High School Athletic Fields



**West Ottawa Public Schools
Bid Proposal for Lawn Care
Mowing**

Contractor's Information

Contractor's Name:	Phone #:
Address:	

MOWING ONLY: High School & Middle School Athletic Fields

Provide the 2026 Seasonal Price

High School Athletic Fields _____

Middle School Athletic Fields _____

Along with Description of Sites Included:

Provide a per Hour Price if a 2nd Mowing is Needed in a Week for an Athletic Field _____

Provide a per Square Foot Price if a 2nd Mowing is Needed in a Week for an Athletic Field _____

Please list the names of any subcontractors _____

Complete Percentage Increase in Mowing Cost (if any) for 2027 and 2028, if Awarded

	2027 Percent Increase	2028 Percent Increase (above 2027)
For All Bids Submitted Above	_____	_____
Percent Increase for Years After 2028	_____	

Submit all areas of interest in the Bid Proposal along with the Affidavits required as instructed in the Bid Documents

West Ottawa Public Schools Bid Proposal for Lawn Care Fertilizing and Herbicide

Contractor's Information

Contractor's Name:	Phone #:
Address:	

FERTILIZING AND HERBICIDE APPLICATION: Complete any Areas of Interest

WO provided fertilizer and Acelepryn Grub Control is to be used at the Middle School Soccer Stadium and Soccer Practice fields. Middle School Football field and the 3 Football practice fields.

	Per Application Price Pre-Emergent Crab Grass	Per Application Price Slow Release 3# Nitrogen	Per Application Price Broadleaf Herbicide	Per Application Price Maintenance for Grub Control
Harbor Lights MS, Macatawa Bay MS, Administration, Pine Creek Elementary	_____	_____	_____	_____
Great Lakes Elem., West Ottawa High School – North & South	_____	_____	_____	_____
Sheldon Woods, North Holland, Lakeshore, Lakewood, Waukazoo, Woodside Elementary, Building Services (Glerum), Riley farms and Transportation (Eight Sites)	_____	_____	_____	_____
Indicate Discount (if any) for Award of Multiple or All Sites, Along with Description of Sites Included: _____	_____	_____	_____	_____

Must Comply with Notification of Chemical Application to Parents/Students as Required by Law

Please list the names of any subcontractors: _____

Complete Percentage Increase in Fertilizing and Herbicide Cost (if any) for 2027 and 2028, if Awarded

	2027 Percent Increase	2028 Percent Increase (above 2027)
For All Bids Submitted Above	_____	_____
Percent Increase for Years After 2028	_____	

Submit all areas of interest in the Bid Proposal along with the Affidavits required as instructed in the Bid Documents

**West Ottawa Public Schools
Bid Proposal for Lawn Care
Spring and Fall Clean-Up**

Contractor's Information

Contractor's Name:	Phone #:
Address:	

SPRING & FALL CLEAN-UP: Complete any Areas of Interest

	Spring Clean-up Price	Fall Clean-up Price	(leaf removal/mulching as needed)
All District Sites (annual price—preferred)	_____	_____	_____
All District Sites (hourly price) and Estimated hours	_____	_____	_____

Please list the names of any subcontractors: _____

Complete Percentage Increase in Clean-Up (if any) for 2027 and 2028, if Awarded

	2027 Percent Increase	2028 Percent Increase (above 2027)
For All Bids Submitted Above	_____	_____
Percent Increase for Years After 2028	_____	

Submit all areas of interest in the Bid Proposal along with the Affidavits required as instructed in the Bid Documents

**West Ottawa Public Schools
Bid Proposal for Lawn Care
Weeding**

Contractor's Information

Contractor's Name:	Phone #:
Address:	

WEEDING: Complete any Areas of Interest

	Landscape Weeding Price	Hardscape Weed, Grass, Fence Lines, Trees and Stone Dust Outdoor Learning Areas Removal Price (utilize herbicide as needed)
All District Sites (annual price--preferred)	_____	_____
All District Sites (hourly price)	_____	_____
and Estimated hours	_____	_____

Must Comply with Notification of Chemical Application to Parents/Students as Required by Law

Please list the names of any subcontractors: _____

Complete Percentage Increase in Weeding Cost (if any) for 2027 and 2028, if Awarded

	2027 Percent Increase	2028 Percent Increase (above 2027)
For All Bids Submitted Above	_____	_____
Percent Increase for Years After 2028	_____	

Submit all areas of interest in the Bid Proposal along with the Affidavits required as instructed in the Bid Documents

AFFIDAVIT OF BIDDER

The undersigned, owner or authorized officer of _____ (the bidder), pursuant to the familial disclosure requirement, hereby represent and warrant that no familial relationships exist between the bidder or any employee of the bidder, and any member of the Board of Education of West Ottawa Public Schools or the Superintendent of the District.

BIDDER:

(Company Name)

By: _____
(Signature)

Title: _____

STATE OF MICHIGAN)
) SS.
COUNTY OF _____)

This instrument was acknowledged before me on the _____ day of _____ 23_.

(Notary Public Signature)

_____ County, Michigan

My commission expires: _____

Acting in the county of: _____

IRAN LINKED BUSINESS AFFIDAVIT

All Bids shall be accompanied by a sworn statement disclosing any Iran Linked Business relationship that exists within the owners, including its officers, directors and employees.

The undersigned, owner or authorized officer of _____ (the bidder), pursuant to Michigan Public Act No. 517 of 2012, the "Iran Linked Business" requirement provided in the Ottawa Area ISD Universal Service Fund Request for Proposals hereby represents and warrants that the bidder, including its officers, directors and employees, is not an "Iran Linked Business" within the meaning of the applicable Public Act, and that in the event bidder is awarded a contract as a result of this RFP, the bidder will not become an "Iran Linked Business" at any time during the course of performing under the contract. The bidder further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or 2 times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of the District investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on future Requests for Proposals (RFPs) for three (3) years from the date that it is determined that the person has submitted the false certification.

There is not an "Iran Linked Business" that exists within the bidder and/or owner, officers, directors and employees.

Bidder: _____
(Company Name)

By: _____
(Signature)

(Title)

This instrument was acknowledged before me, a Notary Public, in and for

_____ County, on this _____ day of _____, 20____,

_____ **SS:**

(Notary Public Signature)

My Commission expires: _____

Acting in the County of: _____