**Request for sealed bids for outdoor maintenance (landscape maintenance and snow removal services) for Bighorn Valley Health Center clinics.**

**Please submit sealed bids via mail to:**

 **Bighorn Valley Health Center**

 **310 Center Ave**

 **Hardin, MT 59034**

 **Attn: David Mark**

**Deadline to submit sealed bids: 8/15/2020 5:00p.m.**

**DESCRIPTION OF SERVICES.** To provide all management and labor necessary to ensure that landscape maintenance services are performed at Bighorn Valley Health Center. Vendors that can also provide/arrange for snow removal services will be given preference during the review process. Areas to be included in the service(s) include:

Landscape Maintenance:

* Campus Building (located 1223 N Center Ave, Hardin)
	+ Lawn Care:
		- Mow area north of the building at an appropriate frequency to maintain grass at or taller than 4 inches
		- Fertilize lawn three times per year.
	+ Sprinklers/irrigation (Rain Bird system)
		- Regular system inspections should be conducted throughout the year for proper operation.
		- Vendor should provide proper winterization of the sprinkler system annually prior to the first freeze.
	+ Bed Maintenance:
		- Beds will be kept free of weeds, debris, leaves, etc. Any weeds, debris, etc. that are in beds or mulched areas will be removed regularly either by machine or manually.
		- All mulched areas will be replenished once per year.
	+ Tree Care:
		- Plants will be pruned and trimmed throughout the year depending on the plant or shrub.
		- Shrubs and trees should be fertilized once per year.
	+ Weed Control
		- Weed control to be conducted as needed to ensure a weed-free appearance, starting after the first year of new seed.
* *NOTE: To reduce risk of exposure to potential toxins, all chemicals, fertilizers and proposed treatments for use in landscape maintenance need to be pre-approved by the organization prior to application on the property.*

Snow Removal Service:

**PERFORM SNOW/ICE REMOVAL.** Snow and ice shall be removed on an as needed frequency (site specific, see below) to ensure a safe and satisfactory facility condition and present a clean, neat and professional appearance.

**Basic Services.** The contractor shall remove snow and ice from all paved areas, parking lots, sidewalks, steps, stairs, landings and entrance ramps. The contractor shall ensure a pathway of three feet wide is free of snow accumulation, piles or drifts by removing all snow and ice from sidewalks, steps, landings and entrance ramps. The contractor shall remove snow, including drift or piles, from all remaining paved surfaces.

**Remove Ice.** The contractor shall remove ice to provide secure footing or safe driving conditions by the snow removal operation and by applying salt.

**Locations**:

* Campus building (located 1223 N Center Ave, Hardin): Monday through Saturday.
* Wilson building (located 10 4th St West, Hardin): Monday through Friday.
* Annex building (located 310 N Center Ave, Hardin): Monday through Friday.