

BELTON PREPARATORY ACADEMY

RFP

3201 Highway 29 North

Belton, SC 29655

1. Introduction

Belton Preparatory Academy (BPA) is seeking proposals from qualified, bonded, and insured vendors to provide comprehensive lawn care and grounds maintenance services for the school campus. The purpose of this RFP is to secure a reliable provider who will maintain a clean, safe, and attractive outdoor environment throughout the year.

2. Scope of Services

The selected vendor will be responsible for the following services:

A. Routine Lawn Maintenance

- Weekly mowing from **March - October**
- Cutting, edging, and blowing
- Weed control in beds and around fencing
- Spraying mulch beds for weeds

B. Seasonal & Winter Maintenance

- Every-other-week visits during **November–January** to:
 - Maintain lawn
 - Blow sidewalks and entry areas

C. Retention Pond Upkeep

- Maintenance of the retention pond **at least twice during the growing season**

3. Schedule Requirements

All work must be completed:

- **After 3:30 PM on school days, OR**
- **Anytime on Saturdays or Sundays**

4. Vendor Qualifications

Vendors must:

- Be **bonded and insured**
- Demonstrate experience in commercial lawn care
- Provide all necessary equipment for services
- Ensure personnel follow all safety protocols while on school property

5. Proposal Requirements

Interested vendors must submit a complete proposal that includes:

1. **Company Information**
 - Business name, address, contact person, phone, and email
2. **Proof of Bonding and Insurance**
3. **Overview of Experience**
 - Relevant commercial or school-based lawn care experience
4. **Detailed Pricing Structure**
 - Total yearly cost and/or itemized service costs
5. **Any Additional Services Offered**
6. **Three (3) References** from current or recent clients

6. Submission Instructions

All proposals must be submitted electronically to:

Email: dmccullough@beltonprep.us

Subject Line: *BPA Landscaping*

Deadline: 5:00 PM on Saturday, November 8, 2025

Late submissions may not be considered.

7. Evaluation Criteria

Proposals will be evaluated based on:

- Cost effectiveness
- Vendor qualifications and experience

- Quality and completeness of proposal
- References and past performance
- Ability to meet BPA's scheduling requirements

8. Award Notification

BPA will notify the selected vendor after proposals have been reviewed. BPA reserves the right to reject any or all proposals, to waive informalities, and to select the proposal deemed most beneficial to the school.