



REQUEST FOR PROPOSAL
RFP #2025-8
LANDSCAPE MAINTENANCE SERVICES
JASPER COUNTY, SOUTH CAROLINA
July 29, 2025

Notice is hereby given that proposals will be received for **Landscape Maintenance Services** for seven (7) community centers and **Field, Lawn and Landscape Maintenance** for the Jasper Ridgeland Youth Baseball Field (JRYB) by Jasper County, South Carolina, until Thursday, August 21, 2025, at 2:00 p.m. at which time all proposals will be read aloud in the Jasper County Council Chambers.

To be deemed "received," a proposal may be submitted electronically through the County's Vendor Registry webpage. A link to Jasper County's Vendor Registry webpage may be found under "Bids and Solicitations" on the County's website at www.jaspercountysc.gov. A proposal may also be submitted to Kimberly Burgess, Director of Administrative Services, at the Clementa C. Pinckney, Jasper County Government Building, 358 Third Avenue, Post Office Box 1149, Ridgeland, SC 29936, prior to the proposal reading day and time. Proposals received after the proposal reading date and time will not be considered.

The announcement of proposer submitters will take place in Jasper County Council Chambers at the address below:

Clementa C. Pinckney
Jasper County Government Building
358 Third Avenue, Third Floor
Ridgeland, SC 29936

DESCRIPTION

Jasper County, South Carolina, seeks proposals for Landscape Maintenance Services for **seven (7) community centers** and the Field, Lawn and Landscape Maintenance for the **JRYB Baseball Field** as described in the **SCOPE OF WORK** for an initial period of twelve (12) months. **A mandatory meeting with proposers will be held on August 11, 2025, at 10:00 a.m. with Corey Bivens, Parks and Recreation Director at Tillman-Wagon Branch Community Center, 3833 Tillman Road, Ridgeland, SC 29936.**

SCOPE OF WORK for the 7 community centers

Services to be performed bi-weekly: Bi-weekly landscape maintenance includes mowing, edging, pruning, litter, and debris pickup, as more fully described below.

- **Lawn Care: Mowing & Blowing:** Grass is to be mowed bi-weekly or as often as necessary to maintain a neat appearance (generally weekly during the growing season - April, May, June, July, August, and September).
- **Edging:** Mechanical edging around plant beds, playground area, basketball courts and walkways is desirable to maintain a neat appearance weekly.
- **Trees:** Palm fronds, dead limbs, tree pruning and "trash" will be removed on an annual basis to eliminate potentially dangerous conditions and to enhance the tree's natural appearance.



REQUEST FOR PROPOSAL
RFP #2025-8
LANDSCAPE MAINTENANCE SERVICES
JASPER COUNTY, SOUTH CAROLINA
July 29, 2025

- Clean Up of Litter: Parking lots, sidewalks, and ditches: to be clear of all debris as required to ensure a neat appearance, not less than weekly.
- Chemical Spray Program: Apply post-emergent herbicides for the control of broadleaf weeds on brick areas and beds.
- Pine Straw: Pine straw will be laid down twice a year in the months of January and June.

LOCATIONS

- **Levy-Limehouse Comm. Center** 2.12-acre park, 470 Mitchell's Court, Hardeeville, SC 29927
- **Tillman-Wagon Branch Comm. Center** 5-acre park, 3833 Tillman Road, Ridgeland, SC 29936
- **Robertsville Community Center** 10-acre park, 9731 Cotton Hill Road, Pineland, SC 29934
- **Tarboro Community Center** 6.12-acre park, 370 Pinehaven Drive, Tillman, SC 29943
- **Cherryhill Community Park** 7-acre park, 361 Bridgetown Drive, Ridgeland, SC 29936
- **Grays Community Park** 2 ½ acre park, 15297 Grays Highway, Early Branch, SC 29916
- **Mitchellville Community Park** 1 ½ acre park, 21 Old Logan Street, Ridgeland, SC 29936

SCOPE OF WORK for JRYB Baseball Field

Services to be performed: Ongoing maintenance and care of the baseball field and surrounding areas to ensure a safe, clean, and visually appealing facility.

A. Turf Care (Outfield and Surrounding Lawn Areas)

1. Mowing

- Turf areas shall be mowed regularly to maintain a uniform, athletic-grade appearance.
- Mowing will occur at least once per week during the growing season or more frequently as needed based on turf conditions. (Weekly during growing season - April, May, June, July, August, and September.)

2. Edging

- Mechanical edging will be performed along fence lines, walkways, dugouts, and plant beds to maintain clean and defined borders.

B. Infield Edging and Lip Maintenance

1. Edging

- Transition areas between grass and infield dirt will be edged regularly to prevent overgrowth and maintain field playability.
- Care will be taken to prevent the development of "lips" or uneven transitions.

C. Pruning and Tree Maintenance

1. Tree Pruning

- Low-hanging or dead limbs within reach (6–10 feet from ground level) will be pruned to improve appearance and safety.



REQUEST FOR PROPOSAL
RFP #2025-8
LANDSCAPE MAINTENANCE SERVICES
JASPER COUNTY, SOUTH CAROLINA
July 29, 2025

- Palm fronds and debris will be removed as needed.
- Any additional pruning work requiring specialized equipment or personnel will be quoted separately.

D. Clean-Up and Debris Removal

1. Hard Surfaces and Common Areas

- Walkways, dugouts, batting cages, bleachers, and driveways will be cleared of grass clippings, leaves, and litter by blowing or sweeping as needed.
- Trash and debris will be removed from all mowing areas prior to servicing.

E. Fertilization Program

1. Turf Fertilization

- A balanced fertilizer will be applied three (3) times annually to all turf areas to promote healthy growth and recovery.
- Applications will be scheduled to optimize nutrient uptake based on seasonal conditions.

F. Weed and Pest Control

1. Turf and Fence Lines

- Post-emergent herbicides will be applied to control broadleaf weeds in turf areas.
- Fence lines, backstops, bleachers, batting cages, and dugouts will be treated and/or mechanically cleared to maintain a weed-free and trash-free environment.

2. Warning Track and Gravel Areas

- Weed growth in non-turf areas, such as warning tracks or gravel zones, will be treated with appropriate herbicides or mechanically removed.

LOCATION

- **JRYB Baseball Field** 552 Volunteer Park Road, Ridgeland, SC 29936

PROPOSAL INSTRUCTIONS

Proposals should be typed on company letterheads or on a document which provides the Proposer's name, address, phone number, and other pertinent contact information. The successful Proposer will be required to furnish an Internal Revenue Form W-9, all appropriate business licenses, and a certificate of insurance showing evidence of liability and workers compensation coverage in the amounts listed below.

All Proposals will remain subject to acceptance for sixty (60) days after the day of the Proposal reading. The Jasper County (Owner) reserves the right to cancel this solicitation, or all proposals may be rejected, including without limitation, the right to reject any or all nonconforming, non-responsive, unbalanced, or conditional proposals. The Owner also reserves the right to waive all informalities not involving price, time, or changes in the Work and to negotiate contract terms with the Successful Proposer.



REQUEST FOR PROPOSAL
RFP #2025-8
LANDSCAPE MAINTENANCE SERVICES
JASPER COUNTY, SOUTH CAROLINA
July 29, 2025

INSURANCE REQUIREMENTS

1. Workers' Compensation - The vendor shall provide coverage for its employees with statutory workers' compensation limits, and no less than \$1,000,000.00 for Employers' Liability. Said coverage shall include a waiver of subrogation in favor of the OWNER and its agents, employees, and officials.

2. Commercial General Liability - The vendor shall provide coverage for all operations including, but not limited to Contractual, Products and Completed Operations, and Personal Injury. The limits shall be no less than \$1,000,000.00, per occurrence, with a \$2,000,000.00 aggregate.

3. Business Automobile Liability - The vendor shall provide coverage for all owned, non-owned and hired vehicles with limits of not less than \$1,000,000.00, per occurrence, Combined Single Limits (CSL) or its equivalent.

Please submit additional information or clarification requests to:

Corey Bivens

Parks and Recreation Director

Jasper County Government

(843) 784-5130

cbivens@jaspercountysc.gov