



# County of Burleigh

SUBJECT: Missouri Valley Complex Mowing Services Request for Quote

Burleigh County is requesting a **sealed price quote** for County Parks mowing services.

All quotes must be received in the Burleigh County Auditor's Office, Attn: Mark Splonskowski, 221 N 5<sup>th</sup> street, Bismarck, North Dakota, 58501 or Mailing Address PO Box 5518 Bismarck ND, 58506. by **February 18, 2026, no later than 12:00 p.m. CT**, at which time they will be opened.

Sealed quotes and proof of insurance must be marked "**Missouri Valley Complex Mowing**" on the outside of the envelope to ensure the sealed price quote is received by the proper person.

Mark Splonskowski  
Burleigh County Auditor  
221 N 5<sup>th</sup> Street  
Bismarck, ND 58501  
(office) 701-222-6718  
msplonskowski@nd.gov

## **GENERAL SPECIFICATIONS**

1. Quotes may be rejected if they show any alteration of form, additions not called for, conditional or alternate quotes, irregularities of any kind, or if they contain a clause in which the contractor reserves the right to accept or reject a contract awarded. Quotes in which the prices are obviously unbalanced or quotes otherwise regular, which are not accompanied by a satisfactory proposal guarantee, may be rejected.
2. Quote must be received using the provided form.
3. The total price is to include all discounts and deductions and is to be less North Dakota Sales Tax for which an exemption certification will be furnished, if required.
4. The Burleigh County Commission reserves the right to reject any and all quotes and to waive technicalities or to accept such as may be determined to be for the best interest of Burleigh County.
5. Burleigh County reserves the right to hold all quotes for a period of thirty (30) days after the date fixed for the opening thereof.
6. Contractor will be liable and responsible for repair of any and all damages caused by contractor to Burleigh County properties. Contractor is responsible for noting and reporting any pre-existing damage prior to work commencing. All costs associated with restoring properties to a mutually agreed to satisfactory state will be responsibility of the contractor. Burleigh County reserves right to withhold payment for work until repairs are complete.

## **DETAILED SPECIFICATIONS**

1. The successful contractor will provide mowing services every week between the dates of May 1 to September 30 in years 2026 and 2027 with an option to add one additional year (2028). The request to extend the agreement must be made in writing to the County Commission no later than November 1, 2027, for Board action to follow at a later date.
2. Contractor shall furnish all labor, tools, materials, equipment, supplies, transportation and supervision necessary to accomplish mowing services at the following areas as shown in the exhibits:
  - a. Missouri Valley Complex 3805 E Bismarck Expressway.

**Note:** Areas are approximate, and exhibits are meant to provide a general area to be maintained. Contractor and Burleigh County representative will walk the area prior to start up if requested.

3. Grass shall be cut at a minimum height of 3 inches. All debris will be removed from the grounds by the contractor before mowing. Mulching mowers shall be used so that it will not be necessary to bag or remove grass clippings.
4. Care must be taken not to damage trees, newly seeded areas or structures. If damage does occur, contractor will be responsible for the repair or replacement of trees, seeded areas, or structures.
5. Equipment breakdown shall not relieve the contractor of the responsibility of performing the work as specified. It shall be the contractor's responsibility to ensure that he/she can obtain, on short notice, sufficient backup equipment to continue the services as specified without interruption in the event of a mechanical failure of the primary equipment. All equipment that is utilized for mowing purposes shall not be stored on Burleigh County property.
6. Contractor shall obtain commercial general liability insurance in the minimum amount of \$500,000 for property damage, bodily injury or death to any one person and \$1,750,000 for property damage, bodily injury or death resulting from any one accident or occurrence. **Proof of insurance MUST be enclosed with quote proposal.**
7. Contractor is not allowed to sub-contract the mowing services.
8. It is the contractor's responsibility to inspect the property before the submission of a quote.

9. Contractor will bill Burleigh County monthly, and payment will be made within thirty (30) days of the billing date. The billing must list the dates that the properties were mowed.
10. Submittal of quote proposal indicates contractor has visited the sites, is familiar with them and is satisfied with the general conditions that may affect the cost and performance of work.
11. Either party may terminate the original contract upon sixty (60) days written notice to the other party. The contract may be modified with the written consent of both parties.
12. Burleigh County will create an agreement with the successful contractor.

Exhibit A.



**Missouri Valley Complex  
Price Quote Form**

- I certify that I have read and can meet all the specifications.
- Copy of Insurance certificate is enclosed.

<b>Total Monthly Quote for All areas</b>	
<b>Total Seasonal Rate (monthly x 5)</b>	

**Business:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone(s):** \_\_\_\_\_

**Date:** \_\_\_\_\_

**By (Signature):** \_\_\_\_\_

