



SYRACUSE
EST. CITY 1935

REQUEST FOR PROPOSAL

Grounds Maintenance

October 31, 2025

Invitation

Syracuse City invites contractors to submit a bid to perform grounds maintenance of Syracuse City Hall, Police Station, Museum, two fire stations, a street parkstrip as well as two grass detention basins. Bid packets may be obtained from our website. Syracuseut.gov or by making a request by phone 801-825-7235 or email aburst@syracuseut.gov Bidders must be on the plan holders list prior to submitting a bid. Bids must be received by Syracuse City Public Works, 3061 South 2400 West, Syracuse, Utah, 84075 no later than 11:00 A.M. Thursday November 20, 2025. Late bids will not be accepted. Syracuse City reserves the right to reject any, portions of, or all bids and to accept any bid that best serves its needs and is in the best interest of the city.

Scope of Work

Syracuse City is requiring grounds maintenance services for eight city properties. The properties include: City Hall, Police Station, Museum, two fire stations, a street parkstrip, and two grass detention basins. Grounds maintenance services are expected to typically have an eight-month duration (March 30 to November 30). This is anticipated as a twenty-four month contract period having four potential renewal options to extend for an additional twenty-four month period each, provided the city and the contractor mutually agree to exercise the renewals.

Landscape areas for each of the city properties are included on exhibits and are approximately:

City Hall: 1979 West 1900 South
33,890 SF Lawn and 6,870 SF Planters

Police Station: 1751 South 2000 West
8,400 SF Lawn and 22,300 SF Xeriscape with plantings

Museum: 1891 West 1700 South
19,810 SF Lawn and 6,870 SF Planters

Fire Station 31: 1869 South 3000 West
15,000 SF Xeriscape with plantings

Fire Station 32: 3418 Bluff Rd
44,000 SF Xeriscape with plantings

Sand Ridge Parkway (1900 S to 2700 S)
64 x 75sf planters

Country Bluff 2355 West 2200 South
6400 SF Lawn

Hansen Meadows 2450 South Bluff Road
9850 SF Lawn

Minimum expectations for work on all properties shall include:

At the beginning of the season

Spring cleanup of winter debris

Aerate lawn

Prune trees

Apply spring fertilizer with pre-emergent

Fill the sprinkler system

Check the entire sprinkler system operation

Check for leaks and make repairs as necessary

Check filters and clean or replace as necessary

Check sprinkler timer and set it as appropriate for the watering needs of lawn, trees, and plants

Replenish wood mulch in all planters as necessary in locations where wood mulch has become thin or bare.

Two times during the growing season

Apply fertilizer on lawn as appropriate for the season and lawn conditions

Apply broadleaf herbicide to lawn as appropriate for weed control

Once each week through the growing season

Mowing

Trimming/Edging

Clear clippings (sweep or blower). Fine mulched particles may be returned to the lawn. Large collections must be disposed.

Collect and dispose of litter and debris.

Weed removal in all planters

Weed spraying in all xeriscape areas

Removal of weeds in xeriscape areas having a height or spread of 4 inches and greater.

Check sprinkler system for leaks and make repairs as necessary

Check filters and clean as necessary

Check sprinkler timer and adjust as necessary based upon temperature, wind, and precipitation

Once a week at the end of the growing season

Collect and remove leaves

Collect and dispose of litter and debris

Weed removal in all planters

Weed spraying in all xeriscape areas

Removal of weeds in xeriscape areas having a height or spread of 4 inches and greater.

At the end of the season after secondary water when mains are depressurized

Blow out all sprinkler lines

Aerate lawn

Prune trees

Apply fall fertilizer

Important Notes:

1. Clippings that are left in gutters, storm drains, sidewalks, parking lots and any other conveyance draining into the storm drain is prohibited according to EPA storm water regulations.
2. Onsite dumpsters may be used for small amounts of collected leaves, weeds, pruning, litter, and debris.
3. Syracuse City will cover the cost of all replacement sprinkler parts.
4. Checking filters weekly and cleaning the filters are included on the contract price.

Respondents Qualifications

Respondents to this request shall be able to demonstrate capability to fully perform the functions described in the scope of work and must have a business license to perform the work.

Interpretations

In order to be fair to all bidders, no oral interpretations will be given to any bidder as to the meaning of the specification documents or any part thereof. Any request for such consideration shall be made in writing to the City. Based upon such inquiry, the City may choose to issue an addendum to this bid. Questions may be directed to: lkendall@syracuseut.com or 801-825-7235

Submittal

Each bidder must be on the plan holders list prior to submitting a bid. Each bidder is required to submit one copy of the bid at the time and location indicated in the Invitation to Bid with the REQUEST FOR QUOTATION form completed. This can be submitted by email to rcw@syracuseut.gov or by mail or in person to 3061 South 2400 West, Syracuse UT 84075. Emailed submissions are acceptable, however the city will not guarantee receipt of email and will not be responsible for emails that do not get delivered.

Considerations

The specification herein states the minimum requirements of the City. All bids must be regular in every aspect. Unauthorized conditions, limitations, or provisions shall be cause for rejection. The City will consider as “irregular” or “non-responsive” and reject any bid not prepared and submitted in accordance with the Invitation to bid form or any bid lacking sufficient technical literature to enable the City to make a reasonable determination of compliance to the specifications.

Deviations

It shall be the bidder’s responsibility to carefully examine each item of the Scope of Work. Failure to offer a completed bid will cause the bid to be rejected without further review as “non-responsive.” All exceptions and/or deviations shall be fully described. Deceit in responding to the specification will be cause for automatic rejection. The bidder must include a separate sheet where any and all deviations to the specifications are listed.

Award of Bid

The award of this bid is anticipated within four weeks after the bid date. Syracuse City reserves the right to reject any, portions of, or all bids and to accept any bid that best serves its needs and is in the best interest of the city.

SYRACUSE CITY CORPORATION
REQUEST FOR PROPOSAL
(THIS IS NOT A REQUEST FOR SERVICES)

Please include this sheet as the cover for your proposal. Mark proposals as follows:

Mail / Hand Deliver to: Syracuse City Public Works _____
 Robert Whiteley, Public Works Director _____
 3061 South 2400 West, Syracuse, UT 84075
 rcw@syracuseut.gov _____

Proposals will be accepted until: Thursday November 20, 2025 at 11:00 AM MDT _____

Description of service(s): Includes the full grounds maintenance service as described in the
Scope of Work _____

Company Name: _____

Address: _____

Telephone: _____ email: _____

Specify Services Provided: _____

Proposal Price: _____

Hourly Rate for Sprinkler Repairs (labor only): _____

Price per cubic yard to furnish and place landscape wood mulch in planter beds: _____

Payment Terms: _____

Proposal Honored Through: _____

Contact Person: _____ Telephone: _____

Reference #1 Name: _____ Telephone: _____

Reference #2 Name: _____ Telephone: _____

Reference #3 Name: _____ Telephone: _____

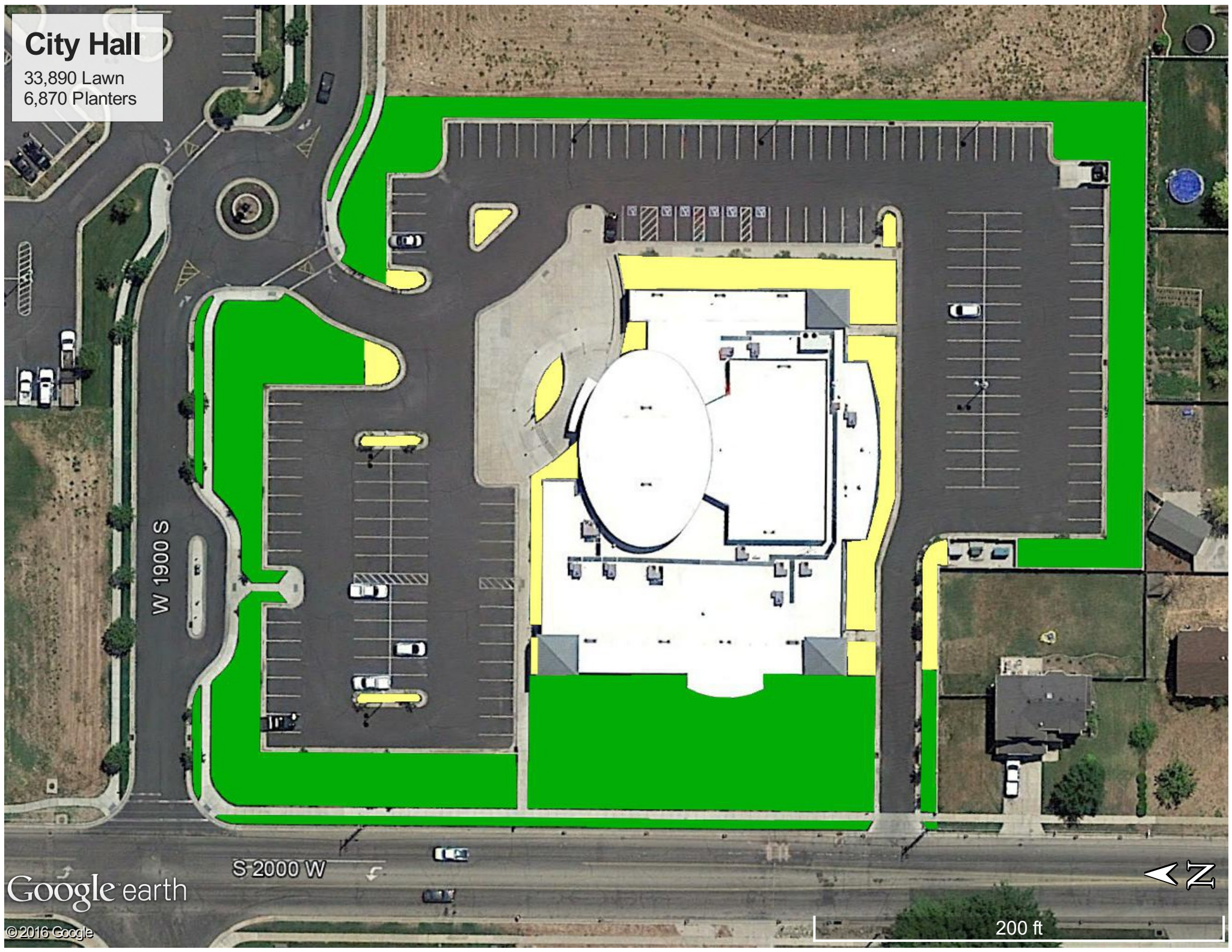
Additional Comments: _____

Syracuse City reserves the right to accept or reject this proposal, or any portion thereof, and call for new proposals if their interests or convenience are better served by such a course.

Authorized Signature: _____ Date: _____

City Hall

33,890 Lawn
6,870 Planters



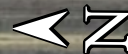
W 1900 S

S 2000 W

Google earth

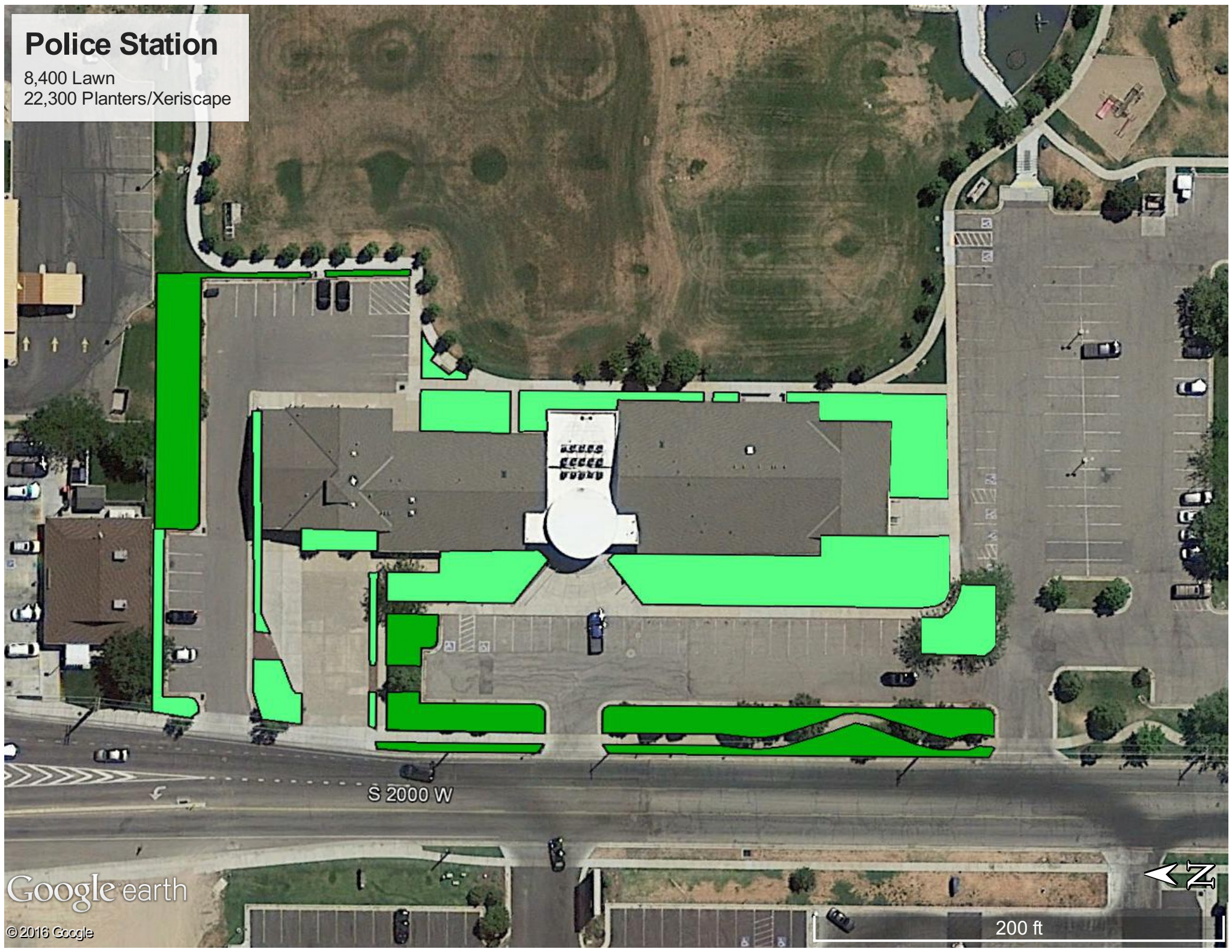
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200 ft



Police Station

8,400 Lawn
22,300 Planters/Xeriscape



Google earth

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S 2000 W

200 ft

Museum

19,810 Lawn
6,870 Planters



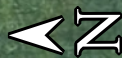
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Fire Station 31

1869 South 3000 West

Google Earth



Syracuse City, Utah Fire Department Station 31

200 ft



Fire Station 32

3418 South Bluff Rd

Google Earth

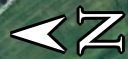
Image © 2025 Airbus



200 ft

SandRidge Parkway

1900 South to 2700 South
parkstrip along west side of road



Jesse D Barlow Park

Google Earth

Gordon Ave

Taxes by Tara

3700 W

S 400 W

S 450 W

W 2225 S

500 W

500 W

Antelope Dr

S 325 W

S 350 W

2000 ft

Country Bluff Detention Basin

2355 West 2200 South

2200 South°

1Manifold, 4 Stations

W 2200 S

Google Earth

© 2018 Google

100 ft



Hansen Meadows Detention Basin

2450 South Bluff Road



2450 South

Bluff Road

○ Main Valve

○ Manifold A (4 Stations)

○ Manifold B (4 Stations)

Google Earth

© 2018 Google

100 ft

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