

# VERDE VISTA RESOURCES , INC.

November 20, 2024

Broken Arrow Public Schools  
Independent School District I-3  
701 S Main Street  
Broken Arrow OK 74012

RE: Bid 25-02 Lawn Maintenance Bid Proposal


Dear Sirs and Madams:

Thank you for the opportunity to bid on your lawn maintenance needs. My wife, Janet and I, own our business and we have been in business for 40 years. Our son, Michael Van Zant, joined our company full-time in 2016 after graduating from OSU with a degree in Ag-Econ and Environmental Science. He is a big asset to our company.

We have specialized in large commercial properties in the Tulsa and surrounding areas. We have maintained parks for the City of Tulsa Parks Department ranging in all sizes including a 80 plus-acre soccer complex. We have been mowing for BAPS for several years looking back to 2009. We have an erosion control side to our company now and perform all aspects of meeting requirements for DEQ. We employ an average of 8-19 employees throughout the year. If chosen for this contract we will gladly furnish the required insurance certificates as requested, as well as furnish and pay for a 100% Performance Bond. We have enclosed an equipment list with the equipment needed to fulfill this contract.

Thank you for considering our local company to serve your lawn maintenance needs. If you have any questions about our proposal, please feel free to call me at 918-519-0788.

Sincerely,



Greg A. Green  
President

GAG:jgg

---

# **VERDE VISTA RESOURCES, INC.**

405 E KENOSHA ST; BROKEN ARROW, OK 74012

[www.verdevistaresources.com](http://www.verdevistaresources.com)

## **OUR COMPANY**

Owned and operated by Greg and Janet Green. Starting in 1985, VVR has been in business for 40 years.

## **SIZE and SERVICES**

Annual Revenue of \$1.2-2.3M/yr with 8-18 employees during the mowing season; we provide all aspects of commercial landscape maintenance including all services needed for this contract; Sod Installation, Hydro-mulching; Grass Seeding; Silt Fence Installation; Erosion Control

## **LICENSES**

2025 Oklahoma State Applicator's License is included

## **INSURANCE REQUIREMENTS**

Copy of current COI included

## **REFERENCES**

Broken Arrow Public Schools (13 years of contracts -2010, 2012-2024) 918-259-4530

City of Tulsa (20 years of contracts – 2005-2025) – Tim Thornton -918-519-8701

Capital Homes ( 5 years plus) – Bart Morris – 918-697-1091



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
5/2/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|   |  |  |
|---|--|--|
| <b>PRODUCER</b> License # 0C36861<br><b>Broken Arrow</b><br>2720 Hemlock Ct Ste A<br>Broken Arrow, OK 74012 | <b>CONTACT NAME:</b> Shannon McCoy<br><b>PHONE (A/C, No, Ext):</b> (918) 258-6681 <b>FAX (A/C, No):</b> (918) 251-7893<br><b>E-MAIL ADDRESS:</b> |  |
|   | <b>INSURER(S) AFFORDING COVERAGE</b>   |  |
| <b>INSURED</b><br><br>Verde Vista Resources, Inc.<br>405 E. Kenosha<br>Broken Arrow, OK 74012               | <b>INSURER A:</b> Employers Mutual Casualty Company <b>NAIC #</b> 21415  |  |
|   | <b>INSURER B:</b> Accident Fund Insurance Company of America <b>10166</b>  |  |
|   | <b>INSURER C:</b>  |  |
|   | <b>INSURER D:</b>  |  |
|   | <b>INSURER E:</b>  |  |

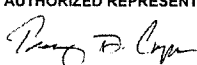
|                  |                            |                         |
|------------------|----------------------------|-------------------------|
| <b>COVERAGES</b> | <b>CERTIFICATE NUMBER:</b> | <b>REVISION NUMBER:</b> |
|------------------|----------------------------|-------------------------|

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE  | ADDL INSD | SUBR WVD | POLICY NUMBER    | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS   |
|----------|--|-----------|----------|------------------|-------------------------|-------------------------|--|
| A        | <input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b><br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: |           |          | 6D4430924        | 5/1/2024                | 5/1/2025                | EACH OCCURRENCE \$ <b>1,000,000</b><br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>500,000</b><br>MED EXP. (Any one person) \$ <b>10,000</b><br>PERSONAL & ADV INJURY \$ <b>1,000,000</b><br>GENERAL AGGREGATE \$ <b>2,000,000</b><br>PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b> |
| A        | <input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b><br><input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY   |           |          | 6E44309          | 5/1/2024                | 5/1/2025                | COMBINED SINGLE LIMIT (Ea accident) \$ <b>1,000,000</b><br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$   |
| A        | <input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR<br><input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br>DED <input checked="" type="checkbox"/> RETENTION \$ <b>10,000</b>  |           |          | 6J4430925        | 5/1/2024                | 5/1/2025                | EACH OCCURRENCE \$ <b>2,000,000</b><br>AGGREGATE \$ <b>2,000,000</b>   |
| B        | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N<br>If yes, describe under DESCRIPTION OF OPERATIONS below   |           | N/A      | AF WCP 100046812 | 5/1/2024                | 5/1/2025                | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER<br>E.L. EACH ACCIDENT \$ <b>1,000,000</b><br>E.L. DISEASE - EA EMPLOYEE \$ <b>1,000,000</b><br>E.L. DISEASE - POLICY LIMIT \$ <b>1,000,000</b>   |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

|                           |                     |
|---------------------------|---------------------|
| <b>CERTIFICATE HOLDER</b> | <b>CANCELLATION</b> |
|---------------------------|---------------------|

|  |  |
|--|--|
| <b>Broken Arrow Public Schools</b><br>Cathy Metevelis<br>701 S. Main<br>Broken Arrow, OK 74012 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. |
|  | AUTHORIZED REPRESENTATIVE<br>  |

PLEASE REMOVE LICENSE SHOWN BELOW AND DISPLAY IN A PUBLIC PLACE. THIS IS YOUR RECEIPT FOR PAYMENT AND LICENSE TO PERFORM THE TYPE OF WORK SHOWN IN THE STATE OF OKLAHOMA.

THIS LICENSE WILL EXPIRE ON THE DATE SHOWN.

Pesticide Application Categories Are As Follows:

|                               |   |
|-------------------------------|---|
| 1a: Agricultural Plant        | 8: Public Health                              |
| 1b: Agricultural Animal       | 9: Regulatory                                 |
| 2: Forestry                   | 10: Demonstration & Research                  |
| 3a: Ornamental & Turf Outdoor | 11a: Bird & Vertebrate Animal                 |
| 3b: Interiorscape             | 11b: Predatory Animal                         |
| 3c: Nursery/Greenhouse        | 12a: Pressure Facility Timber Treating        |
| 4: Seed Treatment             | 12b: Ground Line Utility Pole Timber Treating |
| 5: Aquatic                    | 13: Antimicrobial                             |
| 6: Right-of-Way               | 14a: Sewer Root                               |
| 7a: General Pest              | 14b: Cooling Tower                            |
| 7b: Structural Pest           | 14c: Specialtv                                |
| 7c: Fumigation                |   |



OKLAHOMA DEPARTMENT OF AGRICULTURE, FOOD & FORESTRY  
P.O. BOX 528804 OKLAHOMA CITY OK 73152-8804 (405) 521-3864.

PESTICIDE APPLICATOR'S LICENSE  
UNDER AND SUBJECT TO THE PROVISIONS OF THE OKLAHOMA AGRICULTURAL CODE,  
PESTICIDE APPLICATOR'S LICENSE VALID IN THE CATEGORIES INDICATED BELOW

LICENSE TYPE: Commercial  
LICENSE NUMBER: 1309

3A;

ISSUED TO:  
VERDE VISTA RESOURCES INC  
405 E KENOSHA ST  
BROKEN ARROW OK 74012

RECEIPT: 7309656  
DATE OF ISSUE: 11/19/2024  
EXPIRATION DATE: 12/31/2025

2025

AGN020891

UNLESS CANCELLED OR SUSPENDED FOR VIOLATION OF LAW AND REGULATIONS

OKLAHOMA DEPARTMENT OF AGRICULTURE, FOOD, & FORESTRY  
P.O. BOX 528804  
OKLAHOMA CITY OK 73152-8804

LICENSE ENCLOSED

VERDE VISTA RESOURCES INC  
405 E KENOSHA ST  
BROKEN ARROW OK 74012

VERDE VISTA RESOURCES, INC. EQUIPMENT LIST FOR BAPS  
11/21/2024

- Appropriate Trucks and Trailers
- 7 Cub Cadet Pro – 60” Mowers
- 1 Cub Cadet Stand-on 52” Mowers
- 2 Hustler 104’ Batwing Mowers
- 1 Toro – 5900 – 16 ft Batwing Mowers
- Stihl Weed eaters, edgers and all needed hand tools
- Buffalo Turbine Blower
- Kubota 9960 (100 HP) Tractor with 15 ft Batwing Brush hog
- Kubota 7060 (70 HP) Tractor with 12 ft Batwing Brush hog
- Kubota 6060 (60 HP) Tractor with 6 ft Brush hog
- Forestry Head for Brush Cleanups
- 2 Kubota RTV equipped for Turf Spraying
- 3 Kubota and Ditch Witch Skid steers with sweepers and attachments
- Sod Layers and Rollers and equipment for Sod Install
- 1000 Gallon Hydro Mulch Machine
- Tree Sprayer

# INVITATION TO BID



**BID 25-02**  
**LAWN MAINTENANCE SERVICES**  
**BID OPENING DATE:**  
**1:30 PM, THURSDAY, NOVEMBER 21, 2024**

Broken Arrow Public Schools  
701 S Main Street  
Broken Arrow, Oklahoma 74012  
(918) 259-5700

**INSTRUCTIONS:** This sealed bid must be submitted to the Purchasing Office, Broken Arrow Public Schools, 701 South Main Street, Broken Arrow, Oklahoma, 74012, no later than 1:30 PM, Thursday, November 21, 2024. The Broken Arrow Board of Education cannot be responsible for lateness of bids due to mail delays. This bid form or a reproduction showing the identical information must be used to submit the bid. Please bid in accordance with the bid specifications and complete all blanks on the proposal. Bids submitted by facsimile machines are not acceptable. Bid pricing shall be written in numbers and in words. If there is a discrepancy in pricing, the bid written in words will govern. The "Non-Collusion Statement," "Felony Compliance Affidavit," "Business Relationship Affidavit," and "Non-Kickback Affidavit" must be dated, signed, and notarized according to Oklahoma State Law. No bidder may withdraw their bid for a period of thirty (30) days after the bid opening.

The right is reserved by the Broken Arrow Board of Education to reject any or all bids or parts of bids, and to award the bid in the best interest of the school district. All bids are public record and are available during regular office hours. The Broken Arrow Board of Education reserves the right to waive informalities or minor irregularities in the bid. The chosen bid will be awarded by the Board of Education at a regularly scheduled Board of Education Meeting.

The bid proposal shall be enclosed in a sealed envelope marked clearly on the outside "**Bid 25-02 Lawn Maintenance Services.**"

**PREBID CONFERENCE:** A mandatory prebid conference will be held at 9:00 AM, Wednesday, November 13, 2024, at the Broken Arrow Public Schools Maintenance Department, 1504 E. Joliet, Broken Arrow, OK 74012. A tour of a few sites with special instructions will be conducted by District personnel. Bidders shall provide their own transportation. Bidders shall be responsible for visiting each site on their own time. Bidders must attend the prebid conference in order to be considered for the lawn maintenance contract.

SEALED BID: Bid 25-02 Lawn Maintenance Services  
Bid Opening Date: 1:30 PM, Thursday, November 21, 2024  
ATTN: ELIZABETH SAPP, PURCHASING DEPARTMENT  
701 S Main Street, Broken Arrow, OK 74012

## **LAWN MAINTENANCE SERVICES INSTRUCTIONS TO BIDDERS**

**SCOPE:** Broken Arrow Public Schools, hereinafter referred to as "BAPS" or "DISTRICT", wishes to contract for lawn maintenance services, at thirty-eight (38) sites plus additional requirements at a variety of different locations (Please see Specifications). The contract will consist of mowing, edging, weed eating, flower bed maintenance, brush-hogging, tree maintenance, fence line maintenance and spraying weed killer as outlined in the specifications.

**PREBID CONFERENCE:** A mandatory prebid conference will be held at 9:00 am, Wednesday, November 13th, 2024, at the Broken Arrow Public Schools Maintenance Department, 1504 E. Joliet, Broken Arrow, OK 74012. A tour of a few sites with special instructions will be conducted by District personnel. Bidders shall provide their own transportation. Bidders shall be responsible for visiting each site on their own time. Bidders must attend the prebid conference in order to be considered for the lawn maintenance contract.

**SITE CONDITIONS:** Bidders shall carefully examine the bid documents and the District's sites to obtain first-hand knowledge of the existing conditions. Bidders shall not be given extra compensation for conditions which can be determined by examining the sites.

**INTERPRETATION OR CORRECTION OF BIDDING DOCUMENTS:** Should a Bidder find discrepancies, omissions, or be in doubt as to their meaning, they must notify the Director of Purchasing by e-mail at [esapp@baschools.org](mailto:esapp@baschools.org). Replies shall be issued to all bidders by Addendum only if necessary.

**PERFORMANCE BOND:** The successful Bidder will be required to furnish and pay for a 100% Performance bond covering faithful performance of the contract. The Bidder shall deliver said bond to the District no later than the date of execution of the contract. Bonds shall be written for the sum equal to the contract price, including accepted alternate bids.

**TAXES:** BAPS is exempt from all federal excise, state and local taxes unless otherwise stated in this document. In the event taxes are imposed on the services purchased, BAPS will not be responsible for payment of the taxes. The vendor shall absorb the taxes entirely. Upon vendor's request, BAPS Tax Exemption Certificate will be furnished for record keeping purposes only.

**INDEMNIFICATION:** The vendor shall protect, indemnify and hold BAPS harmless against any liability claims and costs of whatsoever kind and nature for injury to or death of any person or persons and for loss or damage to any property occurring in connection with or in any incident to or arising out of occupancy, use, service, operations or performance of work in connection with the contract, resulting in whole or in part from the negligent acts or omissions of the vendor.

**DISCLOSURE:** Vendor shall note any and all relationships that might be a conflict of interest and include such information with the bid.

**QUALIFICATIONS OF BIDDER:** The bidder shall have the capability and the capacity in all respects to fully satisfy all of the requirements of the project. On separate paper, describe the company: ownership, years in business, size, type of services provided, years providing this service, number of local employees, and a complete list of equipment that will be utilized on this project. List at least 3 references of similar size and scope, including contact name and phone number. A state applicator's license shall be required with proof of such license provided. The District reserves the right to request Financial Statements or other pertinent information.

**NON-COLLUSION STATEMENT:** As required by Oklahoma State law, a Non-Collusion Statement (included), must be dated, signed, notarized and returned with the bid.

**FELONY AFFIDAVIT:** As required by Oklahoma State law, the successful bidder will be required to submit a Felony Affidavit (included) before work begins, and must be dated, signed, notarized and returned with the bid.

**BUSINESS RELATIONSHIP AFFIDAVIT:** As required by Oklahoma State law, a Business Relationship Affidavit must be dated, signed, notarized and returned with the bid.

**NON-KICKBACK AFFIDAVIT:** As required by Oklahoma State law, a Business Relationship Affidavit must be dated, signed, notarized and returned with the bid.

**INSURANCE:** By signing and submitting a bid under this solicitation, the bidder certifies that, if awarded the contract, it will have the following insurance coverage at the time the work commences. Additionally, it will maintain these during the entire term of the contract and that all insurance coverage will be provided by the insurance companies authorized to sell insurance in Oklahoma. During the period of the contract the District reserves the right to require the contractor to furnish certificates of insurance for the coverage required by the District.

**INSURANCE COVERAGE AND LIMITS REQUIRED:** General Liability - \$1,000,000 combined single limit; automotive with a minimum \$1,000,000 liability per accident; and workers compensation per Oklahoma Statutory requirements. The District shall be named as additional insured and provided a copy of the insurance certificates.

**FORM OF PROPOSAL:** Before submitting the proposal, carefully examine all bid documents, visit the sites, examine existing conditions and limitations, and include a sum to cover the costs of all items included in the bid documents. Failure or omission of the Bidder to receive or examine any form, instrument, addendum or other document, or to visit the site and acquaint themselves with existing conditions shall not relieve the Bidder from obligations with respect to their bid or to contract requirements. Submission of the Bid Proposal Form shall be taken as prima fascia evidence of compliance with this division. Proposals shall be made only on the form provided (or a photocopy) in these specifications. Blank spaces on the form shall be fully filled out, numbers stated both in writing and figures, signatures signed in longhand.

**METHOD OF PAYMENT:** Payment will be made after satisfactory performance of the contract in accordance with all of the provisions thereof and upon receipt of a properly itemized invoice. BAPS may, at their sole option, elect to make payment by use of a Purchasing/Bank/Charge card. No additional charges, fees, or price increases may be assessed by the vendor for the use of Procurement/Charge/Bank cards during the life of any award resulting from this Bid, and any applicable extensions. The Board of Education reserves the right to withhold any or all payments or portions thereof for contractor's failure to perform in accordance with the provisions of the contract or any modifications thereto. Vendor may choose to be paid with a check.

**TERM OF CONTRACT:** The District reserves the right to extend the contract on an annual basis for a period of up to three (3) years contingent on annual BOE approval. Pursuant to Oklahoma Law, the District can only contract one (1) year at a time and must be approved annually by Broken Arrow Public School's Board of Education. Contract amount may be allowed to increase by up to 3% per extension with approval.



# SPECIFICATIONS

## LAWN MAINTENANCE SERVICES

**SUMMARY OF WORK:** Lawn Maintenance contract at (38) District sites to include a twenty-nine (29) week mowing time period (April 7, 2025 – November 7, 2025). Pre-emergent, post-emergent and leaf removal will take place prior to and after mowing season. All work to begin only after work orders are assigned. The contract will consist of mowing, edging, weed eating, flower bed maintenance, brush hogging, tree maintenance, fence line maintenance and spraying weed killer as outlined below. Reports stating which sites have been completed must be emailed daily to [cwqaughreiaux@baschools.org](mailto:cwqaughreiaux@baschools.org), [rksmith@baschools.org](mailto:rksmith@baschools.org), and [jdbutler@baschools.org](mailto:jdbutler@baschools.org) for inspection. Invoices must be presented to the district weekly.

- **TRASH** – All trash and tree limbs, etc. to be picked up before mowing each site
- **MOWING** – All District sites mowed weekly
- **CROSS COUNTRY TRACK** – To be brush-hogged once every fall and finish mowed once per week
- **EDGING** – All curbs and sidewalks weekly when mowed
- **WEED EATING** – Around all buildings, trees, sidewalks, cracks in sidewalks, curbs (top and bottom), fence lines (inside and outside), ditches, headwalls, manholes, etc.
- **TREES** – Cut/trim monthly during growing season; remove sucker branches
- **MULCH** – All flower beds are to have new cedar mulch each April
- **FLOWER BEDS (weekly)** – Weeded out of all grasses and weeds at all sites
- **BUSHES & HEDGES (monthly)** – Trim all bushes and hedges at all sites
- **BRUSH HOGGING (monthly)**
  - Lot south of ESC and retention pond (when dry) 701 S Main
  - Lots west of Freshman Academy 301 W New Orleans
  - Lot south of Highland Park Elementary (cross country track) 6800 E Quincy PL, also lot between Highland Park and Oneta Ridge
  - Property south of Creekwood Elementary 1301 E Albany St
- **SPRAYING (monthly)** – ROUND-UP weed killer around all cracks in parking lots, sidewalks, bottom side of curbs, fenced in A/C units, play boxes (inside and outside), all tracks (inside and outside), all artificial surfaces (turf, tracks, pour and plays). **No inner-fences or around buildings are to be sprayed with ROUND-UP. Do not spray chain link fence that belongs to residents.**
- **FALL CLEAN UP** – All trees to be raised 10' to 15', all non-ornamental trees (per instructions)
  - All fence lines to be cleaned out
  - All flower beds are to be trimmed back for winter including all bushes, hedges and grasses
- **LEAF REMOVAL** – 50' perimeter around building at all sites to be done twice (Second week of December and first week of January)
- **SPRAYING (spring & fall)** – Weed control pre-emergent and post-emergent and crabgrass control applied property line to property line at all sites, excluding brush-hogged areas

### FLOWER BEDS & TURF SCOPE FOR 701 S. MAIN ST

- **TURF** – Starting in February, the following 4 step treatment program will start 6-8 weeks apart
  - Broadleaf weed control and pre-emergent for crabgrass control
  - Fertilizer application plus touch up for weed control
  - Fertilizer application plus touch up for summer annuals (crabgrass)
  - Fall fertilization and post emergent
- **BEDS** – Flowers to be purchased by contractor for spring and fall annual flowers.
  - Beds that don't have annuals should have pre-emergent applied to beds in February and supplemental pre-emergent applied in April, and the fall application to be applied before the end of September.
  - Beds that receive annuals should have pre-emergent after the spring planting of flowers and an additional application of pre-emergent when fall flowers are planted.
  - Fertilizer should be applied at the time of flower planting in the spring and fall.
  - Ground cover beds/flower beds at ESC/PAC must be cleaned out; no string trimming.

- **SHRUBS** – Spray shrubs and trees as required for insect control

### **SPECIAL CONSIDERATIONS**

**VANGUARD 3000 E ALBANY ST** – North field brush-hogged, west side of pond area shall be maintained so that it can be utilized properly, dock approach mowed and cleared. All gravel areas shall be maintained weed-free

**CHILD NUTRITION 501 S 5<sup>TH</sup> ST** – All gravel areas shall be maintained weed-free

**TRANSPORTATION 1500 E JOLIET** – ALL gravel areas shall be maintained weed-free

**EDUCATION SERVICE CENTER 701 S MAIN** – All gravel areas shall be maintained weed-free

**NOTE:** Any gravel area at any site shall be maintained weed-free

**NOTE:** When children are present, work must stop and then resume when they leave

**CLEAN UP:** All clippings should be blown off the sidewalks and parking lots at each mowing

**PRODUCT:** ROUND-UP weed killer to be used. No other weed killer products may be used without written approval of District staff. The contractor must follow all guidelines established for the safe application of this product. The contractor must be licensed to spray ROUND-UP weed killer and pre-emergent and post-emergent. Original license and SDS sheets must be delivered to the district for inspection before work begins.

**EQUIPMENT AND SUPPLIES:** Contractor to provide all equipment, labor and supplies to complete project. An equipment list must be provided to District for verification prior to bid award. Grooming mowers must be used (no flail mowers). Bid may not be awarded if equipment is not deemed adequate.

- ALL equipment must have operating shields/guards on mowers and trimmers/weed eaters. NO EXCEPTIONS.

**RESTRICTIONS:** Access to school facilities by contractors is restricted. No work is to be performed during class changes, recess or anytime students, staff or parents are near. Mowing schedule will need to be adjusted during state testing times and dates. Care must be taken to avoid damage to vehicles in work areas. Contractor will be responsible for any and all damages to any property, vehicles, etc. Contractor will be responsible for unlocking and relocking gates when mowing has been completed.

**WEATHER RELATED DELAYS:** Regarding weather delays, bidder will not be paid for work not performed. The district determines compensation based on work completed and appropriate invoice received and verified by administration

**TOBACCO PRODUCTS:** Broken Arrow Public Schools is a drug, alcohol and tobacco free environment. Use of any drug, alcohol or tobacco product on District property is strictly prohibited.

**REQUIREMENT:** Equipment and workers' clothing must be marked with company Logo

| SITE LIST                               | ADDRESS                           |
|---|-----------------------------------|
| BROKEN ARROW HIGH SCHOOL                | 1901 E ALBANY 74012               |
| WESTWOOD                                | 1712 NORTH 18TH 74012             |
| FRESHMAN ACADEMY                        | 301 W NEW ORLEANS 74011           |
| OPTIONS ACADEMY                         | 412 S 9TH ST 74012                |
| VANGUARD                                | 3000 E ALBANY ST 74012            |
| CENTENNIAL MIDDLE SCHOOL                | 225 E OMAHA ST 74012              |
| CHILDERS MIDDLE SCHOOL                  | 301 E TUSCON 74011                |
| OLIVER MIDDLE SCHOOL                    | 3100 W NEW ORLEANS 74011          |
| ONETA RIDGE                             | 6800 E QUINCY PL 74014            |
| SEQUOYAH MIDDLE SCHOOL                  | 2701 S ELM PL 74012               |
| ARROW SPRINGS ECC                       | 101 W TWIN OAKS 74011             |
| ARROWHEAD ELEMENTARY                    | 915 W NORMAN 74012                |
| ASPEN CREEK ELEMENTARY                  | 2800 W FLORENCE ST 74011          |
| ASPEN CREEK ECC                         | 2700 W FLORENCE ST 74011          |
| COUNTRY LANE PRIMARY                    | 301 E OMAHA 74012                 |
| COUNTRY LANE INTERMEDIATE               | 251 E OMAHA 74012                 |
| CREEKWOOD ELEMENTARY                    | 1301 E ALBANY ST 74012            |
| CREEKWOOD ECC                           | 1351 W ALBANY ST 74012            |
| HIGHLAND PARK                           | 7200 E QUINCY PL 74014            |
| LEISURE PARK                            | 4300 S JUNIPER PL 74011           |
| LIBERTY ELEMENTARY                      | 4300 S 209TH E AVE 74014          |
| LYNN WOOD ELEMENTARY                    | 1600 W QUINCY AVE 74012           |
| OAK CREST ELEMENTARY                    | 405 E RICHMOND 74012              |
| PARK LANE ECC                           | 770 S SHELBY LN 74014             |
| RHOADES ELEMENTARY                      | 320 E MIDWAY 74012                |
| ROSEWOOD ELEMENTARY                     | 4300 E GARY ST 74014              |
| SPRING CREEK ELEMENTARY                 | 6801 S THIRD 74011                |
| TIMBER RIDGE ELEMENTARY                 | 3500 E KENOSHA ST 74014           |
| VANDEVER ELEMENTARY                     | 2200 S LIONS AVE 74012            |
| WOLF CREEK ELEMENTARY                   | 3000 W NEW ORLEANS 74011          |
| CENTRAL ON MAIN                         | 210 N MAIN 74012                  |
| PLANT OPERATIONS                        | 1810 W DETROIT 74012              |
| TRANSPORTATION/MAINTENANCE              | 1500 E JOLIET/1504 E JOLIET 74012 |
| TRANSPORTATION TRAINING CENTER          | 500 S 15TH ST 74012               |
| EDUCATION SERVICE CENTER/PAC            | 701 S MAIN 74012                  |
| SOUTHSIDE STRIP (south of the car wash) | 509 W HOUSTON 74012               |
| CHILD NUTRITION                         | 109 S 5TH S 74012                 |
| KIRKLAND SPORTS COMPLEX                 | 808 E COLLEGE 74012               |

**BID PROPOSAL**  
**BROKEN ARROW PUBLIC SCHOOLS**  
701 S MAIN ST  
BROKEN ARROW, OK 74012

**Bid 25-02 Lawn Maintenance Services**

**BASE BID:**

1. Mowing contract amount for all services rendered from February 1<sup>st</sup>, 2025 through November 30<sup>th</sup>, 2025:  
Five hundred eighty five thousand, five hundred twenty eight Dollars  
(\$ 585,528.00 )
  
2. Mowing Contract amount for all services rendered ONLY from February 1<sup>st</sup>, 2025 through June 30<sup>th</sup>, 2025 (For Fiscal Year Budgeting Purposes Only):  
Two hundred fifty seven thousand, two hundred seventy seven Dollars  
(\$ 257,277.00 )

**ACKNOWLEDGEMENTS:**

- A. Bidder has received and fully examined INSTRUCTIONS.
- B. We agree to hold this Proposal open for thirty (30) days after bid opening date.
- C. Successful bidders(s) agree to comply with Felony Affidavit/Felony Compliance/Business Relationship provisions.
- D. Bid pricing shall be written in numbers and in words. If there is a discrepancy in pricing, the bid written in words will govern.

Company Name: VERDE VISTA RESOURCES INC (Please Print)

Phone/Fax Numbers: 918-251-355/918-251-3177

Email Address: janet@verdevistaresources.com

Fed I.D. No.: 73-1380877

Mailing Address: 405 E Kenosha St

City, State Zip: Broken Arrow OK 74012

Officer's Signature: 

Date: November 20, 2024

(Seal, if bid is by a Corporation)

THIS BID INVALID IF THE FOLLOWING IS NOT SIGNED AND NOTARIZED

STATEMENT OF NON-COLLUSION

(Name) Greg Green, of lawful age, being first duly sworn, on oath says: (s)he is the duly authorized agent of (Firm) Verde Vista Resources, Inc., the bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and Broken Arrow Public School officials or employees, as well as facts pertaining to the giving or offering of things of value to school district personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached: (S)he is fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such bid: and neither the bidder nor anyone subject to the bidder's direction or control has been a party: (a) to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; (b) to any collusion with any school district official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor; (c) in any discussions between bidders and any school district official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

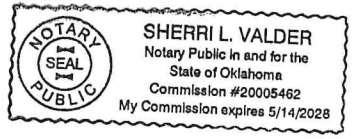
Notary Public Sherrri L. Valder

Subscribed & sworn before me this 20<sup>th</sup> day of November, 2024

My commission expires 05/14/2028

STATE OF OKLAHOMA COUNTY OF Tulsa

(SEAL)



**FELONY COMPLIANCE AFFIDAVIT**

STATE OF OKLAHOMA )  
                                  ) ss.  
COUNTY OF TULSA )

The undersigned, under the penalties of perjury, certifies to the Broken Arrow Public Schools ("School District") as follows:

1. The undersigned:

      X       has a contract with the School District; OR  
      X       is the duly authorized representative of a business ("entity") having a contract with the School District,

to perform work on School District premises on a full-time or part-time basis.

2. The undersigned hereby certifies that neither the undersigned nor any employee of the undersigned or of the entity, or of any subcontractor of the undersigned or the entity, will perform work on School District premises on a full-time or part-time basis that would otherwise be performed by School District employees if such employee has been convicted in this State, the United States or any other state of any felony offense unless ten (10) years have elapsed since the date of the criminal conviction or the employee has received a pardon for the offense.

3. Neither the undersigned nor any employee of the undersigned, or the entity, or of any subcontractor of the undersigned or the entity, who performs any work on School District property is currently registered under the Oklahoma Sex Offenders Registration Act or the Mary Rippey Violent Crime Offenders Registration Act.

4. The undersigned, or the entity:       X       has or        has not conducted a felony record search of all employees who will be assigned to work on a full-time or part-time basis on School District property.

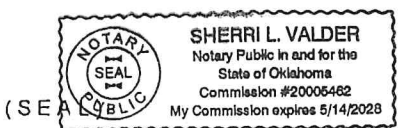
5. This Affidavit is made and delivered pursuant to the requirements of Title 70 O.S. § 6-101.48 (Supp. 2000) and Title 58 O.S. § 589 (Supp. 2004) (the "Acts"). The undersigned further certifies to the School District that the undersigned and/or the entity are in full compliance with the requirements of the Acts.

EXECUTED AND DELIVERED this 20th day of November 2024.

AFFIANT'S SIGNATURE  
*[Handwritten Signature]*

Representing:  
Verde Vista Resources, Inc.  
(Name of Entity)

Subscribed and sworn to before me this 20th day of November, 2024.



*Sherrri L. Valder*  
Notary Public

Notary Commission Number: 20005462

My Commission Expires: 05/14/2028

BUSINESS RELATIONSHIP AFFIDAVIT

STATE OF OKLAHOMA )  
 ) ss  
COUNTY OF TULSA )

I, Greg Green, of lawful age, being first duly sworn, on oath says, that (s)he is the agent authorized by the Bidder to submit the attached bid. Affiant further states that the nature of any partnership, joint venture or other business relationship presently in effect or which existed within one year prior to the date of this statement with the Architect, Engineer or other party to the project is as follows:

None

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

None

(If none of the business relationships hereinabove mentioned exist, affiant should so state.)

Greg Green Verde Vista Resources Inc

[Signature]  
BIDDER

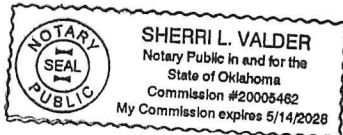
Subscribed and sworn to before me this 20<sup>th</sup> day of November, 2024.

[Signature]  
NOTARY PUBLIC

My Commission Expires:

05/14/2028

(SEAL)



BROKEN ARROW PUBLIC SCHOOLS  
701 South Main Street  
Broken Arrow, OK 74012  
Phone: (918) 259-5700  
Fax: (918) 251-0689

Dear Vendor: Please complete the Non-Kickback Affidavit below. Oklahoma State Law mandates any invoice exceeding \$2,000.00 requires this action.

PLEASE NOTE THAT THE FORM MUST BE SIGNED AND NOTARIZED.

PURCHASE ORDER # \_\_\_\_\_ INVOICE # \_\_\_\_\_

COMPANY  
Verde Vista Resources, Inc.

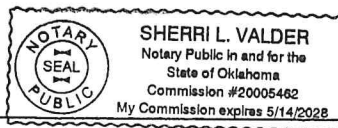
NON-KICKBACK AFFIDAVIT FOR PAYMENTS OF \$2,000 OR MORE  
(Pursuant to title 74, Section 3109, Oklahoma Statute amended 1998)

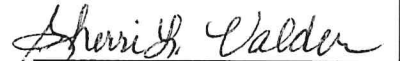
State of Oklahoma )  
County of Tulsa )SS

The undersigned (architect, contractor, supplier or engineer) of lawful age, being first duly sworn, on oath says that this invoice or claim is true and correct. Affiant further states that the (work, services or materials) as shown by this invoice or claim have been (completed or supplied) in accordance with the plans, specifications, orders or requests furnished the affiant. Affiant further states that (s) he had made no payment directly or indirectly to any elected official, officer or employee of the State of Oklahoma, any county or local subdivision of the state, or money or any other thing of value to obtain payment of the invoice or procure the contract or purchase order pursuant to which an invoice is required.

  
SIGNATURE OF CONTRACTOR, SUPPLIER, ENGINEER OR ARCHITECT

Subscribed and Sworn to before me this 30th day of November yr. 2024  
My Commission Expires: 05/14/2028



  
Notary Public (or Clerk or Judge)

RETURN TO:  
BROKEN ARROW PUBLIC SCHOOLS  
ATTN: ACCOUNTS PAYABLE  
701 SOUTH MAIN STREET  
BROKEN ARROW, OK 74012