

BRIARWOOD CIVIC ASSOCIATION

P.O. Box 116

St. George, SC 29477

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REQUEST FOR PRICE PROPOSAL

2027 GROUNDS MAINTENANCE CONTRACT

Contract Term: January 1, 2027 – December 31, 2028

Issue Date: April 7, 2026

Proposal Due Date: (revised to July 14, 2026)

1. PURPOSE

The Briarwood Civic Association (“BCA”) is soliciting written price proposals from qualified contractors to provide grounds maintenance services for the following common areas:

- Front Entrance
 - Rear Entrance
 - Briarwood Neighborhood Park
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2. SCOPE OF SERVICES

A. Front Entrance (Weekly Service)

Routine Weekly Maintenance:

- Mowing
- Edging sidewalks, curbs, and shrub beds
- Blowing debris from sidewalks and roadways
- Removal of trash, leaves, pine cones, limbs, and clippings

Seasonal Services:

- Fertilization (Spring and Late Summer)
- Pre-emergent weed control (Spring and Fall)

- Weed treatment in mulch beds as needed
 - Pine straw replacement (Spring and Fall)
 - Shrub trimming after bloom cycle
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B. Briarwood Neighborhood Park (Weekly Service)

- Mowing (year-round)
 - Weed trimming throughout cleared and tree areas as needed
 - Removal of trash, pine needles, limbs, and debris
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C. Rear Entrance (Quarterly Service)

- Mowing and weed trimming around entrance posts
 - Removal of debris and vegetation
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3. CONTRACT REQUIREMENTS

The selected contractor must:

- Maintain all required South Carolina business licenses
- Carry General Liability Insurance
- Carry Workers' Compensation Insurance
- Comply with all applicable federal, state, and local laws
- Perform all services in a professional and workmanlike manner
- Protect existing vegetation, structures, utilities, and improvements
- Repair any damage caused during performance of services
- Provide references upon request

Proof of insurance and license must be submitted with proposal.

4. CONTRACT TERMS

- Term: January 1, 2027 through December 31, 2028
- Payment: Monthly, upon submission of invoice
- Termination: Either party may terminate with thirty (30) days written notice
- Extension: May be extended upon mutual written agreement

The BCA reserves the right to accept or reject any and all proposals and to award the contract in the best interest of the Association.

COST PROPOSAL

Monthly Cost: \$ _____

Annual Cost: \$ _____

CONTRACTOR INFORMATION

Company Name: _____

Business Address: _____

City/State/Zip: _____

Primary Contact Name: _____

Phone: _____

Email: _____

South Carolina Business License Number: _____

FEIN: _____

General Liability Insurance Carrier: _____

Workers' Compensation Carrier: _____

I certify that I am authorized to submit this proposal on behalf of the company listed above and agree to provide services as outlined in this Request for Price Proposal if awarded the contract.

