Grounds maintenance bid review

Landscaping and grounds maintenance - NAICS 561730

Check each item. Record the source document, your finding and the next action.

Solicitation / buyer / work sites

Reviewed by / date

Document revision / date

Response deadline + time zone

REVIEW ITEM / WHAT TO RECORD	SOURCE / FINDING / NEXT ACTION
☐ **Facilities and areas** Site list, maintained areas, travel route and mobilization	
☐ **Seasonal service plan** Mowing, pruning, treatment and other task frequencies	
☐ **Snow and ice response** Service triggers, callout windows, routes and treatment materials	
☐ **Equipment and storage** Crew/equipment coverage, material quantities and storage access	
☐ **Site requirements** Access, operating hours, labor and environmental documents supplied	
☐ **Price and quantities** Price units, quantities, periods and separate weather-related items	
☐ **Visits and questions** RSVP time, visit time and question deadline with time zones	
☐ **Response package** Published set-aside, forms, amendments and submission instructions	

Decision / next action

Owner / due date

Guide and worked example

https://getcontractalerts.com/guides/federal-grounds-maintenance-bid-checklist

Worksheet edition: November 28, 2026