NEXTRECOMPETE · BID PREP CHECKLIST

Big Hill Lake: 23 documents before you can bid

KANSAS · 2026-11

Army Corps of Engineers, Tulsa District · Project Consolidated Maintenance Contract (mowing, janitorial, park cleaning, herbicide, vault pumping) at Big Hill Lake, Cherryvale, KS. Built from the last solicitation, W912BV22Q0008.

~$223K / yr	Mar 31, 2027	Small business	8 bids
$1.11M over 5 years	current contract ends, no options left	total set-aside	received last time

A. Submit with the bid (9)

☐	Signed solicitation form (SF 1449) with prices	SF 1449
☐	Signed acknowledgment of every amendment (missing one can get the bid rejected)	SF 30
☐	Technical proposal / work plan	Solicitation
☐	Past performance (similar size and type of work)	Solicitation
☐	Active SAM.gov registration (UEI) — free, but must be active on bid day	FAR 4.1102
☐	Proof the signer is authorized to bind the company	FAR 52.204-3
☐	Small business representation for NAICS 561730 (in SAM)	FAR 19.301
☐	Certificate of insurance at the required limits (below)	PWS 17.8
☐	Kansas commercial pesticide applicator license	PWS 17.9

B. After award, before work starts (8)

☐	On-site Project Manager and alternate named in writing (within 10 days of award)	PWS 5.2 / 17.1
☐	Contractor Quality Control (CQC) plan	PWS 9 / 17.2
☐	Accident Prevention (Safety) Plan per EM 385-1-1	PWS 11.1 / 17.3
☐	5 Activity Hazard Analyses (loading equipment, operating equipment, vehicles, mowing, hand tools)	PWS 11.1.6
☐	Insurance certificate (one week before the pre-work conference)	PWS 17.8
☐	Pesticide license copies	PWS 17.9
☐	Waste disposal site and hauler agreement (Kansas-permitted site)	PWS 17.10
☐	Work schedule (cleaning at least weekly; park cleaning per Exhibit 6)	PWS 13.1 / 13.2

C. During the contract (6)

☐	Weekly CQC inspection log to the COR	Weekly
☐	Monthly labor-hours (exposure) report	Monthly
☐	Safety meeting records	Quarterly
☐	Monthly invoice (Exhibit 7 format)	Monthly
☐	Daily contact between PM and COR on work days	Daily
☐	Damaged or broken facility reports	As found

Where small contractors lose money: invoices are not accepted until the quality, safety and labor reports are in (PWS 18.3). Herbicide damage to non-target plants has a 0% allowance. Mowing heights differ by area (improved 3–8", dams and boundaries 5", trails 2–5"), and no mowing in public-use areas on weekends or the day before a federal holiday. Required insurance (GL $500K bodily injury / $100K property; auto $200K / $500K / $20K) is often higher than what a small crew carries.

NextRecompete prepares these document sets (technical proposal, CQC plan, safety plan and hazard analyses, submittal schedule) for small grounds contractors. First three Kansas companies: we build it first, you pay $399 only if you use it. · davy@nextrecompete.com · nextrecompete.com

Based on public records (USAspending.gov) and the previous solicitation W912BV22Q0008. The new solicitation may differ; always check the posted documents. Not legal advice.