



City of New Holstein, Calumet County Wisconsin
REQUEST FOR PROPOSAL FOR:

2020 LAWN CARE IN THE CITY OF NEW HOLSTEIN

RFP RELEASE DATE: Thursday, January 9, 2020

RFP RESPONSE DEADLINE: Thursday, January 30, 2020, by 4:00 PM

Return to: **City of New Holstein**
Attn: Jason Meyer
2110 Washington Street
New Holstein, WI 53061

jrmeyer@wppienergy.org
Phone: 920-898-5766
FAX: 920-898-5879

The City of New Holstein is requesting proposals for the 2020 lawn mowing season for Lawn Care at four (4) locations throughout the City along with per mowing quotes for residential and commercial businesses on an as requested basis.

Proposals shall be submitted using this form or a copy of with the price per cut listed next to each property and shall be submitted in a sealed envelope identifying the Contractor's name and due date on the face of the envelope.

LOCATION	ADDRESS	Price PER cut	Est. time to cut
1. New Holstein Municipal Airport	(~ 90 acres) 3015 Wisconsin Ave.	\$	
2. Civic Park	2200 Washington St.	\$	
3. Funke Field	2126 Roosevelt Ave.	\$	
4. Per mow of Commercial Lot Former Tecumseh Property	1614 Michigan Ave	\$	
5. Hourly rate for weed abatement	As needed	\$	N/A
6. Hourly rate for hand mowing	As needed	\$	N/A
7. Hourly rate when operating large mowing equipment.	As needed	\$	N/A

See specific guidelines and requirements on page 2.

Locations 1 through 4 must be cut to a depth of 3 inches. Proposals should include a price per location per mowing and an estimate on the time needed to cut. Mowing in these areas is typically required once a week during the growing season (May – September), but may be more or less frequent depending upon conditions. Hand trimming around buildings, fences, trees, and obstacles is expected to be included in the service and price per cut. Several of these areas include rough, uneven, sloped or wet terrain and obstacles to mow around. Location 4 will also include the open lot south of the former Tecumseh Building including the ditch along the Railroad Tracks. Your submission must include a list of the equipment to be used to complete the work, proof of liability insurance with at least \$1,000,000 coverage, and Worker's Compensation coverage (if applicable). **Location 3** includes mowing of baseball outfields. Specific schedules for games must be coordinated with the Baseball Recreation Program Director. **Items 5 & 6** are on an as needed basis at private residences or businesses. Contractor will be invoiced for all damages done to City property such as broken runway lights at the airport and cut telephone, power lines, lp gas lines around buildings and damage to buildings.

Contractor must be available Monday – Friday, 8:00 AM – 4:30 PM for questions, requests, or complaints.

The City of New Holstein reserves the right to award the contract to a contractor who is not the lowest cost; however, cost is an important factor in the selection of a contractor. The City of New Holstein has the right to award certain locations to multiple Contractors or to award all or some locations to no Contractor.

Contractor is responsible for disposing of all collected grass clippings which should not be done in violation of City, County or State Ordinances and Statutes.

It is the contractor's responsibility to submit accurate and timely invoices to the City Clerk's Office. Invoices must be received by the 2nd Friday of each month and will be paid at the end of the 3rd week of each month. Invoices must be itemized to list the property address that was maintained, the date maintained and the cost of the maintenance on that property.