



City of Reading • 113 S. Main St. • Reading, MI 49274 • (517) 283-2604

## REQUEST FOR PROPOSAL 2016 MOWING CITY OF READING MICHIGAN BID SPEC DOCUMENTS

The City of Reading Michigan is requesting proposals from any interested parties regarding the mowing of City Properties.

### SERVICE

- Company agrees to furnish all equipment and perform all labor necessary for the mowing-trimming of the properties as specified on the Mowing Bid Sheet. This service to be performed as considered necessary by the City of Reading Department of Public Works.

### ADMINISTRATIVE

- The company shall provide the City of Reading an IRS form W-9 as well as certificates of insurance including workers compensation, general liability and proof of insurance for all vehicles used under the contract agreement.
- Contract for services shall be for April 13, 2016 - December 31, 2016
- The company shall be in compliance with all federal and state laws regarding licensing, equal opportunity employment, and all other governing rules or regulations.

### DEADLINE

- Bids for the City of Reading mowing for 2016 are to be submitted in a sealed envelope marked "Mowing Bids" to Reading City Hall, 113 S. Main Street, PO Box 240, Reading, MI 49274 no later than 4:00 pm on Wednesday, April 6, 2016.

### CONTACT

- For further information please contact the City Manager's Office at (517)283-2604 or by emailing [ct@reading.mi.us](mailto:ct@reading.mi.us) or the Department of Public Works Office at (517) 283-2835 or by emailing [dpw@reading.mi.us](mailto:dpw@reading.mi.us) or [dustin@reading.mi.us](mailto:dustin@reading.mi.us)

The City of Reading reserves the right to accept or reject any or all bids, to waive irregularities in the RFP process and to award such bid or bids as is most advantageous to the City of Reading.

**"City of Reading is an Equal Opportunity Provider and Employer"**

## City of Reading Mowing Bid Sheet

The City of Reading is accepting bids for the 2016 mowing season for the following properties. Bids should be submitted in a sealed envelope and marked "**Mowing Bid**" and mailed or dropped off to Reading City Hall by 4:00 PM on Wednesday, April 6, 2016.

It is strongly advised that bidders inspect each property before bidding. Attached to this bid sheet are GIS Maps that outline the following properties, but it is strongly recommended that you inspect each property before submitting a bid. Questions in regards to the location or specifications of each property should be directed to Dustin Wheeler, Department of Public Works at (517) 283-2835 or [dustin@reading.mi.us](mailto:dustin@reading.mi.us)

**Water Treatment Plant** – Located at 7040 Dimmers Rd. Bid highlighted areas on map only.

Trimming to be done on every other mowing.

Bid per Mow \_\_\_\_\_

**Magic Square** – Located west of the intersection of Wesley St. & W. State St. – Bid highlighted areas on map only. Trimming to be done on every other mowing.

Bid per Mow \_\_\_\_\_

**Reading Community Fire Department** – Located at 200 Michigan St. Bid highlighted areas on map only. Trimming to be done on every other mowing.

Bid per Mow \_\_\_\_\_

**Detention Pond** – Located at 111 Walnut St. Bid highlighted areas on map only. Trimming to be done on every other mowing.

Bid per Mow \_\_\_\_\_

**Michigan St. Well House Site** – Entrance to property is located on the south side of Michigan St. first drive west of railroad tracks. Bid highlighted areas on map only. Trimming to be done on every other mowing.

Bid per Mow \_\_\_\_\_

**Maplewood Cemetery (East & West)** on the East & West side of M-49, just north of the Reading City Limits (Each side is 8 Acres). Trimming to be done on every other mowing.

Bid per Mow (East Side) \_\_\_\_\_

Bid per Mow (West Side) \_\_\_\_\_

Fall Clean Up (East Side) \_\_\_\_\_

Fall Clean Up (West Side) \_\_\_\_\_

**Lagoons** – Located at 6520 Lilac Rd. Bid highlighted areas on map only. Trimming to be done on every other mowing.

Bid per Mow \_\_\_\_\_

**Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**Phone** \_\_\_\_\_

**Signature** \_\_\_\_\_