

Request for Proposal (RFP) – Mowing and Trimming Services

The Cedar County Emergency Management Agency, located at 1410 Cedar St in Tipton, IA, is accepting proposals for mowing and trimming services for Fiscal Year 2024/2025. This is for the entire property, which is shared by Cedar County Emergency Management Agency and UnityPoint Health.

Scope of Work:

Work will include all mowing and trimming of grass covered areas on the property, including trimming close to the building to mitigate any weeds, including those that might be growing in the rock surrounding the building. This also includes the grass area that has been sown to the South of the Main Entrance Sidewalk.

Grass clippings and any trash will be disposed of properly and not left on the sidewalks, parking lot, or on the lawn.

Any chemical applications are to be quoted separately and only to be applied after approval of EMA Director.

The term of the contract shall be for one year and may be renewed annually thereafter. Any and all renewals must be in written form and may only be signed by the EMA Director or the Chair of the EMA Commission. Verbal renewals will not be honored going forward. In the event of a drought where it would be detrimental to mow, the successful bidder would need to contact the EMA Director regarding the timeframe for when mowing would be expected to resume. There would be no billing during any times of inability to mow. The successful bidder shall be responsible for any damage to Cedar County Emergency Management Agency/UnityPoint property while mowing/trimming. Cedar County Emergency Management Agency/Unity Point will not be responsible for damage to successful bidder's equipment under any circumstances.

To be considered, the vendor must:

- A. Provide mowing/trimming proposal, with the cost specified on a "per mow/trim" basis.
- B. Possess appropriate equipment to provide service to the property.
- C. Provide 3 references with proposal

Upon selection, bidder must:

- A. Provide a form W9 with Taxpayer Identification number
- B. Provide a Certificate of Liability Insurance with a minimum of \$500,000 worth of liability insurance naming Cedar County Emergency Management Agency as an additional insured.

A map of the grounds with expected mowing/trimming areas marked is attached.

Attachment: "1410 Cedar St Mowing/Trimming"

Please complete and return the proposal and mail to Cedar County Emergency Management, 400 Cedar St, Tipton, IA 52772 or scan and email to ema@cedarcountry.org ATTN: Jodi Freet. Proposals will be accepted until June 3, 2024 at 3:30pm. Bids will be opened on Monday, June 10th at 10:00am at Cedar County Emergency Management. Contract to start effective July 1, 2024 and conclude on June 30, 2025. If you have any questions, please call 563-886-3355.



AREA FOR MOWING/TRIMMING OUTLINED IN BLACK.