



**REQUEST FOR PROPOSALS
2026/2027 MOWING CONTRACT SPECIFICATIONS
INSTRUCTIONS TO PROSPECTIVE CONTRACTORS**

MetroParks of Butler County is accepting sealed Requests for Proposals (RFPs) for the **mowing of turf areas within the park system for the 2026–2027 seasons**. Proposals will be received until **2:00 PM (local time) on Friday, February 20, 2026**. Proposals received after the deadline will not be considered. Proposals may be submitted by mail, hand delivery, or email. **Mail:** MetroParks of Butler County, 2051 Timberman Road, Hamilton, OH 45013. **Hand Delivery:** Voice of America MetroPark Welcome Center, 7850 VOA Park Drive, West Chester, OH 45069. **Email:** swingate@yourmetroparks.net. Subject line: *RFP Response for Mowing of Turf Areas in MetroParks 2026–2027*.

All paper proposals must be submitted in a sealed envelope clearly marked "*RFP Response for Mowing of Turf Areas in MetroParks 2026/2027*".

All questions must be submitted in writing no later than February 13, 2026, to Scott Wingate, Deputy Director of Operations & Strategic Development, at the email address above.

RFP documents are available at www.yourmetroparks.net or in person at the Voice of America Welcome Center during regular posted hours.

MetroParks of Butler County reserves the right to reject any or all proposals.

Advertised: Hamilton Journal News

Posted: www.yourmetroparks.net

Posted: Voice of America MetroPark Welcome Center

1. Contract site(s) can be viewed daily during park hours between 8:00 a.m. until dark. Please use the maps from the RFP to illustrate the mowing locations in conjunction with the descriptions on pages 10-17.

Contract #1

- **Location 1: Indian Creek MetroPark: Pioneer Church and Cemetery Area**, 3000 Indian Creek Road, Oxford, OH 45056. Refer to Contract 1 map #1.
- **Location 2: Indian Creek MetroPark: Oxford Reily Road Area**-1899 Oxford Reily Road, Oxford, OH 45056 **and Springfield Road Area**- 6500 Springfield Road, Oxford, OH 45056. Refer to Contract 1 maps #2-3.
- **Location 3: Indian Creek MetroPark: Bunker Hill Cemetery Area**, 5351 Reily-Millville Road, Oxford, OH 45056. Refer to Contract 1 map #4.
- **Location 4: Governor Bebb MetroPark- Bebb Park Lane Area, Pioneer Village and Maintenance Area**: 1979 Bebb Park Lane, Okeana, 45053. Refer to Contract 1 maps #5-7.

Contract #2

- **Location 1: Forest Run MetroPark: Wildlife Preserve Area.** 1810 Hamilton New London Road, Hamilton, OH 45013. Refer to Contract 2 maps # 1-2.
- **Location 2: Forest Run MetroPark: Administrative Office Area,** 2051 Timberman Road, Hamilton, OH 45013. Refer to Contract 2 map #3.
- **Location 3: Forest Run MetroPark: Operations Center and Timberman Ridge Area-** New London Road through Timberman Road. Between 1721 Hamilton New London Road, Hamilton, OH 45013 and 1905 Timberman Road, Hamilton, OH 45013. Refer to Contract 2 map #4.
- **Location 4: Forest Run MetroPark: Programming & Education Storage and Building Area:** 1905 Timberman Road, Hamilton, OH 45013. Refer to Contract 2 map #5.
- **Location 5: Timberman Ridge MetroPark: Administrative Offices area,** 1976 Timberman Road, Hamilton, OH 45013. Refer to Contract 2 map #6.

Contract #3

- **Location 1: Gilmore Ponds MetroPark: Gilmore Entrance,** 7950 Gilmore Road, Hamilton, OH 45015. Refer to Contract 3 map #1.
- **Location 2: Gilmore Ponds MetroPark: Bilstein Entrance,** 8300 Bilstein Boulevard, Hamilton OH 45015. Refer to map #2.
- **Location 3: Gilmore Ponds MetroPark: Seward Road Trailhead and Miami 2 Miami (M2M) Trail:** Map #3 8290 Seward Road, Fairfield, OH 45011; Map #4 7950 Gilmore Road, Hamilton, Ohio 45015. Refer to Contract 3 map #3-4.
- **Location 4: Rentschler Forest MetroPark: Reigart Road Area and Great Miami River Trail South Area,** 5701 Reigart Road, Hamilton, OH 45011. Refer to Contract 3 map #5-6.
- **Location 5: Line Hill Mound MetroPark,** 3620 Hamilton-Middletown Road, Hamilton, OH 45011. Refer to Contract 3 map #7
- **Location 6: Timberhill MetroPark and Great Miami River Trail – Timberhill Extension,** 5400 Timberhill Drive, Hamilton, OH 45011. Refer to Contract 3 map #8.

Contract #4

- **Location 1: Woodsdale MetroPark,** 1917 Woodsdale Road, Trenton, OH 45067. Refer to Contract 4 map #1.
- **Location 2: Chrisholm MetroPark: Historic Farmstead Area,** 2070 Woodsdale Road, Trenton, OH 45067. Refer to Contract 4 map #2.
- **Location 3: Sebald MetroPark,** 5580 Elk Creek Road, Middletown, OH 45042. Refer to Contract 4 map #3.
- **Location 4: Meadow Ridge MetroPark, Clubhouse Area,** 5101 Circle Parkway Dr., Middletown, OH 45042. Refer to Contract 4 map #4-5. Meadow Ridge Paved Multiuse Trail - Map# 8.
- **Location 5: Antenen Nature Preserve MetroPark,** 2385 Treiber Road, Hamilton OH 45011. Refer to Contract 4 map #6.
- **Location 6: Angst Nature Preserve MetroPark,** 4050 Trenton-Oxford Road, Hamilton, OH 45011. Refer to Contract 4 map #7.

Contract #5

- **Location 1: Great Miami River Trail - Middletown Segment:** Contract 5 map #1.
- **Location 2: Great Miami River Trail - Middletown Segment - Trenton Trailhead Area,** 50 Oxford State Road, Middletown, OH 45044. Refer to Contract 5 map #2.
- **Location 3: Great Miami River Trail - Middletown Segment - Bicentennial Commons AK Pavilion Area-** 100 S Carmody Boulevard, Middletown, OH 45044 **and River Center Area-** 120 S. Carmody Boulevard, Middletown, OH 45044. Refer to Contract 5 map #3-4.
- **Location 4: Great Miami River Trail - Middletown Segment- Columbia Trailhead Area,** 26 N. Carmody Boulevard, Middletown, OH 45044. Refer to Contract 5 map #5.
- **Location 5: Great Miami River Trail - Middletown Segment - Eagle Trailhead Area,** 2399 N. Carmody Boulevard, Middletown, OH 45044. Refer to Contract 5 map #6.
- **Location 6: Great Miami River Trail - Middletown Segment - Flyer Trailhead Area,** 3801 N. Verity Parkway, Middletown, OH 45044. Refer to Contract 5 map #7.
- **Location 7: Great Miami River Trail - Middletown Segment - Miami Trailhead Area,** 4401 N. Verity Parkway, Middletown, OH 45044. Refer to Contract 5 map #8.

Contract #6 and Contract #7

- **Location 1: Voice of America MetroPark: Lodge and Athletic Complex Area,** 7850 VOA Park Drive, West Chester, OH 45069. Refer to Contract 6 map #1
- **Location 2: Voice of America MetroPark: Museum and Tree Grove Area,** 8070 Tylersville Rd. West Chester, OH 45069 and 7850 VOA Park Drive, West Chester, OH 45069. Refer to Contract 7 map #1.

Contract #8

- **Location 3: Voice of America: Outer Perimeter Area,** 7850 VOA Park Drive, West Chester OH 45069. Liberty Way, West Chester, OH 45069, Butler Warren Road, West Chester, OH 45069 and Tylersville Road, West Chester, OH 45069.

All RFP responses shall be in strict accordance with all provisions and specifications as set forth herein.

2. RFP responses shall be submitted on the forms provided herein, and all forms shall be completely filled out and signed where required to be considered responsive. Also, any other requested documentation as hereinafter described must be included for the RFP submittal to be considered responsive.
3. The mowing of turf areas in MetroParks for 2026/2027 is divided into eight separate contracts and prospective contractors may submit RFP responses on any or all contracts. The award of contracts will be based upon that which is deemed to be in the best interests of MetroParks.
4. Prospective contractor shall be familiar with the complete scope of the contract(s) and is encouraged to visit the park locations applicable to their RFP response to fully acquaint themselves with the existing conditions relating to the work and to the difficulties and restrictions attending to the performance of the contract. Prospective contractor shall thoroughly examine and familiarize themselves with all Specifications and Contract Documents pertinent to the work.

*Questions related to these Instructions and the Mowing Specifications shall be directed to:

Scott Wingate, Deputy Director of Operations & Strategic Development
MetroParks of Butler County

2051 Timberman Road
Hamilton, Ohio 45013
Office (513) 867-5835
E-mail : swingate@yourmetroparks.net

*Not less than seven days prior to the RFP response deadline.

5. The performance of an awarded contract shall be secured by 1) furnishing a performance bond of one hundred percent (100%) of the contract price or 2) An agreement between the successful contractor and MetroParks whereby ten percent (10%) of each monthly payment will be retained throughout the life of the contract to ensure its completion. If such retention is substituted for a performance bond and the contract is not completed, the retained sum shall be forfeited by the contractor.
6. Prospective contractor must submit a firm RFP response. Prospective contractors must submit a proposal for the complete work as hereinafter outlined in these Specifications and Contract Documents. Partial RFP responses for less than all the work as specified within at least one base contract will not be considered and will be rejected as non-responsive.
7. The price placed on the RFP response form shall include all costs required to comply with the provisions of these RFP Specifications and Contract Documents and shall be the actual price to be paid by MetroParks, including all discounts, allowances, etc. so that each RFP response can be evaluated on a firm, fair, and equitable basis.
8. Each RFP response shall be accompanied by a non-collusion affidavit executed on the form provided herein.
9. All RFP responses shall be valid for a time of 45 days from the date submitted. MetroParks reserves the right to review and evaluate all proposals for a period of 45 days.
10. MetroParks reserves the right to reject any or all RFP responses, waive any non-material error and/or to accept any RFP response which may be deemed to be in the best interest of MetroParks. Thus, the contract may be awarded to the contractor with the lowest **and** best RFP response, as determined by MetroParks, regardless of whether or not it is the lowest RFP response. All RFP responses received after the closing date and hour specified will be returned unopened to the contractor.
11. MetroParks reserves the right to withdraw any acreage from the mowing contract shall without penalty during the term of the contract. The per acre cost provided by the prospective contractor will be utilized to revise the unit price per mowing.
12. During the lifetime of the contract, the successful awarded Contractor shall maintain such insurance as will protect his/her company from claims under the Workers' Compensation Act and other employee benefits acts, from claims for damages because of bodily injury, including death, to his/her employees and all others, and from claims for damages to property resulting from the Contractor's operations under the contract. Such insurance protection shall cover the Contractor's operations or those by any subcontractor or anyone directly or indirectly employed by either while on the property of MetroParks during the performance of the contract work.

The contractor shall furnish proof of insurance coverage to MetroParks in the form of a copy of the Certificate of Premium Payment issued by the Industrial Commission of Ohio for Workers' Compensation coverage, and certificates of insurance executed by the Contractor's insurance company, the Contractor shall maintain insurance coverage for bodily injury/property damage and liability coverage and shall list MetroParks as an additional insured. The minimum limit of liability for such insurance coverage shall be \$2,000,000 per occurrence.

As insurance is required to be maintained for the duration of the contract, failure to maintain insurance shall constitute grounds for termination of the contract. The Contractor's insurance carrier may not be changed during the contract unless MetroParks is notified in writing not less than ten (10) days prior to such change.

13. Prospective contractor shall submit a list of references detailing past work experiences and jobs they have had which are similar in nature to that covered by this contract. Such list of references shall include the name, address, and telephone number of a contact person at each place of previous work experience or job and a brief description of each said experience or job listed. The contractor shall also include a signed statement giving MetroParks permission to contact each listed reference.

14. Prospective contractor shall submit an equipment list denoting type, age, and condition of each piece of equipment which will be used to carry out the work herein specified. In awarding the contract for this work, the type, age, and condition of the contractor's equipment will be carefully considered by MetroParks. Since mowing in certain park areas may require specialized equipment to complete the work in a satisfactory manner, the type, age, and condition of each contractor's equipment becomes an important factor in determining to whom a contract will be awarded.
15. Prospective contractor should familiarize themselves with the terrain, improvements, and all other features of each location including being familiar with each contract description and corresponding map. Prospective contractors should understand that certain park features within designated mowing areas could be altered or upgraded throughout the period of this contract. It is expected that the contractor will apply these specifications in adjusting the mowing to meet any changes in park features. For example, new signs or benches may be installed or landscaping features may be added. The park sites to be mowed vary widely in size, character, terrain, natural and manmade features. The contractor shall be expected to mow all areas as directed. No pleas of ignorance of conditions that exist or that may hereafter exist, or of conditions or difficulties that may be encountered in the execution of the work as the result of failure to make such examination and investigation will be accepted as an excuse for any failure on the part of the successful contractor to fulfill in every respect all the requirements of the contract, nor will the same be accepted as a basis for any claim whatsoever for extra compensation.
16. Any subcontractor that the prospective contractor wishes to use during the course of awarded contract shall be approved by MetroParks in writing before said subcontractor will be approved to do any work related to the contract.
17. All prospective contractors shall provide MetroParks with a completed IRS SUB W-9 form with the RFP response.
18. MetroParks regards customer service and the appearance of its facilities as a high priority; it is imperative that all contractors, share this philosophy. MetroParks reserves the right to terminate the contract with a 14-day notice without penalty if a contractor is unable to provide the level of service detailed and required in these specifications as solely determined by MetroParks.

MOWING SPECIFICATIONS

1. Duration of Contract(s)

The contract(s) will cover the mowing of turf areas in the park system for the 2026 and 2027 seasons, as hereinafter described, for the general period of March 30, 2026, through October 31, 2026 and March 29, 2027 through October 31, 2027. MetroParks and the contractor shall meet no less than 60 days prior to the end of the mowing season to review the performance. MetroParks reserves the right to terminate the contract with a 14-day notice without penalty if a contractor is unable to provide the level of service detailed and required in these specifications as solely determined by MetroParks.

2. Mowing Schedule- General Park Land

The total contract price for all contracts shall be based on the mowing of park sites 26 times during the general period beginning March 30, 2026, through October 31, 2026 and March 29, 2027 through October 31, 2027. **The contractor shall mow each park area no more than 26 times as defined by the contract and shall not mow any park area before or after the contract period without specific written permission from MetroParks Executive Director or designee.** The maximum number of mowing's in each contract is 26; however, because of weather, growth rate, and other conditions it may not be necessary to complete all mowing's. The contractor will be paid only for those mowings that were actually performed. It is expected that each site will be mowed once every 7-10 days, although MetroParks reserves the right to adjust this schedule due to turf growth rate, weather conditions, public use of particular areas, special events, or other factors. MetroParks reserves the right to impose penalties upon any contractor who fails to adhere to the mowing frequency as specified. The contractor should work with the Park Manager who is assigned to the contract to determine when mowing frequencies need to be increased or decreased. **Please note that the contract period is 31 weeks long and, therefore, mowing must be performed at intervals of greater than 7 days on several occasions so as to stay within the maximum 26 mowings provided for in the contract(s).** A mowing schedule will be arranged with the successful contractor after the contract(s) is/are awarded. MetroParks may require that some areas be cut on an as-needed basis. MetroParks reserves the right to increase or decrease the number of mowing's based on a determination by the Executive Director or designee in writing. Any increase or decrease in the number of mowing's, at either one or more locations, shall not affect the per-unit pricing for mowing as proposed at the remaining locations within each contract. Should the number of mowing's at either one or more locations be increased or decreased, the contract price will be adjusted accordingly, based on the unit price proposed for the particular location(s) affected.

3. Mowing Requirements

The contractor shall furnish all labor, supervision, supplies, materials, tools, and equipment needed for the performance of the services described herein. MetroParks will not provide supplies, materials, tools, or equipment to the contractor, nor will it be responsible for any damages to the contractor's tools or equipment.

Mowing of turf areas shall be defined to include the following:

A. Litter, Debris, Etc., Collection: **Without exception, litter, small limbs or branches from trees, debris, etc., shall be picked up off the ground in the area to be mowed prior to each mowing.** Litter shall be disposed of in the containers on site provided by MetroParks. Small limbs or tree branches, etc., shall be disposed of in an area designated by MetroParks. MetroParks will make a reasonable effort to remove any unusually large accumulations of litter which may result from heavy visitation to a particular location which may be scheduled for mowing immediately following said period of visitation. The contractor shall contact MetroParks for the removal of any trees, large limbs or branches which might fall into designated mowing areas due to storm or weather activity or for the removal of any other unusual refuse items.

B. **Mowing:** Turf shall be cut before it reaches 5 inches in height from the ground and shall not be cut shorter than 2 inches in height from the ground unless otherwise directed by MetroParks Park Manager assigned to the site. Turf is defined as that vegetation including lawn grasses which may also include a mixture of wildflowers, weeds or similar growth normally cut as part of the turf. Turf shall be cut at a constant height that will encourage healthy growth and neatly exhibit the beauty of the lawn. In order to avoid damage to turf areas, mowing shall be suspended during any rainfall event (beyond a light drizzle) or when standing water conditions are present. The contractor is required to immediately repair, to MetroParks' satisfaction; any turf damage caused by his/her equipment. To avoid negatively impacting the experience of visitors using the parks, mowing should be done at the earliest practical time of the day or in coordination with Park Manager(s), taking into account scheduled programs and activities.

No mowing will be permitted on Saturdays or Sundays, or before 8:00 a.m. or after 8:00 p.m. on weekdays unless authorized in advance in writing by the Executive Director or his/her designee. If at all possible, the contractor shall avoid mowing in particular areas being used by visitors. The contractor shall not mow playing fields during any time period when they have been officially reserved by MetroParks for use by park visitors. Where applicable, Playing Field Reservation Schedules will be provided to the contractor by MetroParks on a weekly basis.

Please note: Cemetery grounds around gravestones and monuments shall be mowed with walk-behind mowers only.

C. **Trimming:** At each mowing, turf shall be neatly trimmed such that no growth directly touches any concrete or asphalt surfaces, under all fences, play equipment, picnic tables, benches, signs or other improvements. Turf around trees and shrubs shall be trimmed to the same height as that mowed in adjoining areas. Care is to be taken by the contractor so as not to damage or de-bark trees or shrubs when trimming. **Please note: It is not the intention of MetroParks to limb up all trees in the landscape to facilitate trimming by the contractor, nor is it the intention to mulch all ground surface beneath trees which are to be trimmed. The contractor, nevertheless, is expected to trim around trees and shrubs as directed.** Upon consultation with MetroParks, the contractor may be permitted to utilize approved chemical treatment(s), e.g., Roundup, on a limited basis to supplement manual trimming work as approved by MetroParks in writing. The contractor shall not be permitted to utilize chemical treatment(s) to eliminate areas viewed as difficult to mow and/or trim. The contractor, if utilizing such chemical treatment(s), shall be required to hold all required licenses or certifications as needed for such applications and to provide evidence of the same.

D. **Park Amenities:** The contractor shall return any tables, trash containers, etc., to their original locations after mowing. When it becomes necessary for the contractor to move picnic tables or other site amenities, it is expected that these items shall be moved in a manner so as not to damage them. Any damage to signs, gates, tables, etc., by the contractor shall be reported to MetroParks personnel immediately.

E. **Clean Up:** All clippings and other debris produced from mowing and contractor's equipment clean up shall be removed from surfaces of roads, walkways, paths, picnic shelter slabs, restroom entries, landscape beds, mulched areas, and similar surfaces immediately following completion of the mowing at each site. **The contractor shall direct clippings produced from mowing away from landscape beds and other mulched areas while mowing.**

4. Personnel and Supervision

The contractor shall provide sufficiently qualified on-site personnel to execute the work covered by the contract. An on-site supervisor shall be present at all times with contractor's mowing personnel. All personnel shall perform the work in a safe, professional, and workmanlike manner. Contractor's personnel shall dress and conduct themselves appropriately on the job site. Shirts are to be worn at all times. It is expected that contractors will adhere to all applicable laws pertaining to hiring practices, and that all personnel employed by the contractor are legally eligible to work in the United States pursuant to federal and state law.

5. Safety Requirements

All tools and equipment used by the contractor shall be in proper working order and shall be operated in a manner consistent with commonly accepted safety standards and all applicable local, state, or federal laws. Any violation of safety standards may be deemed cause for termination of the contract. Safety features on mowing equipment should not be altered, and mowing equipment is always to be operated at safe and appropriate speeds.

6. Mowing Completion Reporting

Within 12 hours of mowing a MetroParks site, the contractor shall email the assigned Park Manager the following information:

- Park area that was mowed
- Time and date that mowing was completed
- Explanation of any areas within the park that were skipped or not completed
- Confirmation that all areas were also trimmed, and hard surfaces blown off
- Any additional information that may be helpful to the Park Manager

Within 24 hours of receiving this message, the Park Manager will respond via email with either an approval of the mowing or a list of items that need to be addressed before payment can be made.

7. Payment Procedure

The contractor will submit billings to MetroParks on a monthly basis for all work performed during the preceding month. The billing shall contain a complete breakdown of costs, including locations, dates mowed, unit price per mowing, and total monthly cost.

Upon submission of a billing, an inspection of the mowed areas will be made by MetroParks, and providing no corrective work is needed, the billing will be forwarded to the MetroParks Finance Department for payment. Should incomplete or unacceptable work or damages due to the negligence of the contractor be noted during the inspection, the pro-rated portion of the billing covering the incomplete or unacceptable work or cost to repair damages will be deducted from payment to the contractor. Once a billing is submitted to the Finance Department for payment, a warrant (check) is generally issued within 14 days.

If the retainage arrangement referred to in Section 6 of Instructions to Prospective Contractors is substituted for the performance bond, then ten percent (10%) of each monthly payment will be retained by MetroParks through the life of the completed contract and will be paid as part of the last payment to the contractor. Any retainage will be forfeited by the contractor if he/she fails to complete the contract. Upon completion of the contract, the contractor shall submit an invoice for payment of any retainage.

8. Locations and Acreages

The work covered under the contract(s) will be done at the following park sites as indicated. For purposes of these specifications the term "mowed previously" shall refer to the areas which have been mowed prior to the beginning of this contract period by the preceding season's contractor and/or MetroParks staff.

Selection Criteria

The selection criteria for the RFP will be a point system adding up to 1000. The price for the services will be a percentage of available points and the price offers will be “normalized” meaning that the lowest price proposal will receive 100% of the points available and all other higher proposals receive a percentage of available points based on their price. The selection criteria and points are herein after defined. An example of how the proposals on price will be handled is below the selection criteria points’ breakdown.

Selection Criteria add up to 1000

1. Pricing Schedule	700
2. Company History	100
3. Equipment Inventory and Age/Condition	200

Criteria 1: Points

Pricing Schedule: Maximum points in this category 700.

Sample Price Normalization:

Low contractor offer at \$60	700
Next low contractor offer at \$65 gets 92% of points (60 divided by 65 = 92% X 600= 644)	644
Next low contractor offer at \$68 gets 88% of points (60 divided by 68 = 88% X 600 = 616)	616

The points for criteria 2 will be divided based on history of performance with the contractor. Maximum points in this category 100.

Criteria 2: Points

History of Performance: Maximum points in this category 100

Sample Company History Normalization:

- Satisfactorily performed a MetroParks mowing contract the previous year(s) 100
- Satisfactorily performed similar jobs with public agencies or corporations 75
- Satisfactorily performed similar jobs with private clients 50

Criteria 3: Points

Equipment Inventory and Age/Condition: Maximum points in this category 200

*All equipment must be in good or better condition.

- Up to five zero-turn mowers – 10 points per mower: Max. points 75
- Up to two walk behind mowers – 10 points per mower: Max. points 50
- Up to 4 weed eaters - 5 points per weed eater: Max. points 50
- Up to two backpack or hand-held blowers – 5 points per blower: Max. points: 25

In the event of a tie, MetroParks will use the following tie breaking mechanisms, in the order listed, to determine the award:

- 1) The bidder's Pricing Schedule
- 2) The bidder's History of Performance
- 3) MetroParks will make the final determination based on reference checks and past history

CONTRACT #1

- 1. Indian Creek MetroPark: Pioneer Church and Cemetery Area - Reily Township (entrance at 3000 Indian Creek Road) Approximately 2.27 acres of turf. Contract 1 Map #1**

Description: All turf area in lower field from split rail fence to Indian Creek Road which has been mowed previously; edges of path leading up to cemetery grounds - at least 3 feet back from edge of gravel path; lawn areas around church building and cemetery grounds which have been mowed previously. Areas around the church and restroom building, around tombstones, along fence lines, around trees growing in the mowed turf areas, and around signs and any other obstacles are to be trimmed. **Cemetery grounds around gravestones and monuments are to be mowed with walk-behind mowers only. Caution: Flowers and bushes are growing around many gravestones and extra care should be taken so as not to disturb such vegetation.**

- 2. Indian Creek MetroPark: Oxford-Reily Road Area- Reily Township (entrances at 1899 Oxford-Reily Road (SR 732) and at Springfield Road Area- 6500 Springfield Road) Approximately 7.25 acres of turf. Contract 1 Map #2-3.**

Description: Picnic grounds, open lawn areas, edges of park roads where applicable as follows: All of the developed park area east of Indian Creek off Oxford-Reily Road (SR 732) including all of the turf area north of the SR 732 bridge and east of Indian Creek 10 feet from the edge of Oxford-Reily Road and around park sign as flagged and directed, please note the "No Mow Area" indicated in Map #2. Areas around the park buildings, around trees growing in the mowed turf areas, around signs, around trash receptacles, around and beneath picnic tables and benches, and around any other obstacles are to be trimmed.

All of the park area west of Indian Creek off Springfield Road including all of the turf area which has been mowed previously back but within 10 feet of the driveway from Springfield Road back to the picnic shelter as indicated. Areas around the park buildings, around trees growing in the mowed turf areas, around signs, around trash receptacles, around and beneath picnic tables and benches, and around any other obstacles are to be trimmed.

- 3. Indian Creek MetroPark: Bunker Hill Cemetery Area- Reily Township (entrance at 5351 Reily-Millville Road) Approximately 0.98 acres of turf. Contract 1 Map #4.**

Description: Cemetery grounds and open lawn areas down to road which have been mowed previously. Areas around the church foundation, around tombstones, along fence lines, around trees growing in the mowed turf areas, and around signs and any other obstacles are to be trimmed. **Cemetery grounds around gravestones and monuments are to be mowed with walk-behind mowers only. Caution: Flowers and bushes are growing around many gravestones and extra care should be taken so as not to disturb such vegetation.**

- 4. Governor Bebb MetroPark- Bebb Park Lane Area, Pioneer Village and Maintenance Area - Morgan Township (entrance at 1979 Bebb Park Lane off of Cincinnati-Brookville Road, aka SR 126) Approximately 10.13 acres of turf. Contract 1 Map #5-7.**

Description: Picnic grounds, campground, open lawn areas, Pioneer Village grounds, 1979 Bebb Park Lane building inside and outside of fenced yard, access road, edges of park road where applicable as follows: All of the park area along the entry road from Cincinnati-Brookville Road (SR126) to the park's main gate, including the area around the covered bridge and lawn area at 1523 Bebb Park Lane. All turf area which has been mowed previously from SR 126 back to area at covered bridge up to main entry gate and split rail fence line. Areas along fence lines (both sides), around trees growing in the mowed turf areas, and around signs and any other obstacles are to be trimmed.

All of the area within the confines of the Pioneer Village including all of the area which has been mowed previously west of the park road and in and around the Pioneer Village. Areas around all buildings and structures, along fence lines, around trees growing in the mowed turf areas, and around signs and any other obstacles are to be trimmed.

All remaining area in the upper elevations of the park including all of the area which has been mowed previously east of the park road past the main entry gate and split rail fence line then south and east around the bend to include the picnic shelter area, group camp area, the furthest east picnic area, and all areas along the park road and large parking lot. Also included are the areas along the park road as it proceeds down the hill to the lower elevation of the park. Area along west edge of park road on hill should be cut back at least 10 feet. Areas around all buildings and structures, along fence lines, around trees growing in the mowed turf areas, and around and beneath picnic tables and benches, around signs and any other obstacles are to be trimmed.

All areas in the lower elevation of the park which have been mowed previously including the park manager's office yard including the fenced in area, as directed, the maintenance area, the picnic areas, the campground area, and open fields as indicated. Areas around all buildings and structures, along fence lines, around trees growing in the mowed turf areas, around and beneath picnic tables and benches, and around signs and any other obstacles are to be trimmed.

Total Approximate Acreage Contract #1

Please Note: Acreages noted are approximations only and may include areas of pavement. The approximate total acreage to be mowed for Contract #1 is 20.63 acres.

CONTRACT #2

1. Forest Run MetroPark - Ross Township (entrance at 1810 Hamilton New London Road) *Approximately 4.33 acres of turf. Contract 2 Map # 1-2.*

Description: Open lawn areas and edges of park road and parking lots where previously mowed as follows: All of the park area along the entry road from New London Road to the northernmost turnaround and parking area including all turf area which has been mowed previously on either side of the park drive, the open area located around the playground west of the creek where previously mowed and the area between the walking path to the pedestrian bridge and the creek access is to be mowed.

2. Forest Run MetroPark: Administration Offices – Ross Township (entrance at 2051 Timberman Road) *Approximately 1.37 acres of turf. Contract 2 Map #3.*

Description: Open lawn areas and edges of driveway and parking lots where previously mowed around the house unless it's clearly marked as the Smart Mow area on the map. Mow 10 feet out from the gravel drive and lot where possible. The open lots north and south of the entry drive and parking area and the ditch line north to the property line. Grass area located on the west side of Timberman Road up to the prairie restoration area. Areas around all buildings and structures, along fence lines, around trees growing in the mowed turf areas, and around signs and any other obstacles are to be trimmed.

3. Forest Run MetroPark: Operations Center and Timberman Ridge Area– Ross Township (1721 New London Road) *Approximately 0.4 acres of turf. Contract 2 Map #4.*

Description: Mow along the east side of Timberman Road, from the corner of Hamilton New London Road to the 1976 Timberman Rd. park entrance. Additionally, the contractor shall trim around trees growing in the mowed turf areas, around signs, along fence lines, drainage ditches and any other obstacles.

4. Forest Run MetroPark: Programming & Education Storage Building Area- Ross Township. *Approximately 0.58 acres of turf. Contract 2 Map #5.*

Description: Open lawn areas will be mowed in the fenced area. Additionally, the contractor shall trim around trees growing in the mowed turf areas, around signs, along fence lines, drainage ditches and any other obstacles.

5. **Timberman Ridge MetroPark: Administrative Offices**– Ross Township (1976 Timberman Road) **Approximately 2.89 acres of turf. Contract 2 Map #6.**

Description: Open lawn areas that have been previously mowed from the road to the house on both sides of driveway inside the fence area and one pass on outside of fence area on field side. Mow the ditch line north to the property line. Mow around all three barns on east and south side of property, and by the back parking lot from the kiosk. Trim north facing hill on east side of bank barn, areas around all buildings and structures, along fence lines, around trees growing in the mowed turf areas, around signs and any other obstacles.

Pollinator Power Place Area; Mow around all landscape beds and perimeter of the pollinator field as outlined on Contract 2 Map #6. **The contractor shall direct clippings produced from mowing away from landscape beds and other mulched areas while mowing. Contractor is prohibited from using any herbicides around landscape beds and beehives.**

Total Approximate Acreage Contract #2

Please Note: Acreages noted are approximations only and may include areas of pavement. The approximate total acreage to be mowed for Contract #2 is 9.57 acres.

CONTRACT #3

1. **Gilmore Ponds MetroPark: Gilmore Entrance**- Hamilton (7950 Gilmore Road) **Approximately 0.75 acres. Contract 3 Map #1.**

Description: Mow all previously mowed open lawn areas, around parking lot and along fence and roadway as shown unless otherwise specified. Areas around all structures, including fencing, portable restrooms and portable restroom surrounds, signs, picnic tables, trash cans, and any trees or other landscaping features or obstacles are to be trimmed. Mow 3 feet on either side of M2M trail as stated in Contract 3, Map #4.

2. **Gilmore Ponds MetroPark: Bilstein Entrance**- Hamilton (8300 Bilstein Blvd.) **Approximately 0.07 acres. Contract 3 Map #2.**

Description: Mow all previously mowed open lawn areas and edges of entry drives and parking lots unless otherwise specified. Areas around all structures, trees and other landscaping features growing in the mowed turf areas, signs and any other obstacles are to be trimmed. Mow 3 feet on either side of M2M trail as stated in Contract 3, Map #4.

3. **Gilmore Ponds MetroPark: Seward Road Lot and Miami 2 Miami Trail** – Fairfield (Parking lot located near the Railroad tracks) **Approximately 2.3 acres of turf. (Map #3 - .07 acres, Map #4 – 2.2 acres). Contract 3 Map #3-4.**

Description: Mow all previously mowed open lawn areas and edges of entry drives and parking lots unless otherwise specified. Mow 3 feet on both sides of the M2M trail from Seward Road to Bilstein Blvd and Gilmore Road. Mow 3 feet on both sides of the section of the Port Union Trail from Seward Road to Firebird Lane. Areas around all structures, trees and other landscaping features growing in the mowed turf areas, signs and any other obstacles are to be trimmed.

4. **Rentschler Forest MetroPark: Reigart Road Area and Great Miami River Trail South Area**- Fairfield Township, entrance at the end of Reigart Road. **Approximately 16.4 acres of turf. (Map #5 – 15.75 acres, Map #6 - 0.65 acres) Contract 3 Map #5-6 .**

Description: Mow the yard at the old firehouse (5787 Reigart Road). Areas around all buildings and structures, trees and other landscaping features growing in the mowed turf areas, around signs, fences, and other obstacles are to be trimmed.

All turf areas at Rentschler Forest (5701 Reigart Road) which have been mowed previously including picnic grounds, open lawn areas and edges of park road where applicable. Areas around all buildings and structures, along fence lines, around trees growing in the mowed turf areas, around and beneath picnic tables and benches, and around signs and any other obstacles are to be trimmed.

Mow 3 feet on both sides of the Great Miami River Trail from the entrance of Rentschler Forest to Canal Road, including the areas at the crossing at Headgates Road which have been previously mowed. Mow 3 feet on both sides of the Great Miami River Trail spur from the Soccer Field parking area to where it meets the GMRT. Areas around all structures, trees and other landscaping features growing in the mowed turf areas, signs and any other obstacles are to be trimmed.

5. Line Hill Mound MetroPark - Fairfield Township (3620 Hamilton-Middletown Road) **Approximately 6.6 acres of turf. Contract 3 Map #7.**

Description: Mow all open turf areas that have been previously mowed unless otherwise specified, including open lawn areas and edges of park road and parking area. Areas around all buildings and structures, along fence lines, around trees growing in the mowed turf areas, around and beneath picnic tables and benches, around signs and any other obstacles are to be trimmed.

Mow cemetery grounds. Areas around gravestones, around trees growing in the mowed turf areas, and around signs and any other obstacles are to be trimmed.

Cemetery grounds around gravestones and monuments are to be mowed with walk-behind mowers only. Caution: Flowers and bushes are growing around many gravestones and extra care should be taken so as not to disturb such vegetation.

Mow 3 feet on both sides of the service road from Line Hill Mound to Reigart Road including the lawn at the end of the drive at Reigart Road that has been previously mowed. Areas around all buildings and structures, along fence lines, around trees growing in the mowed turf areas, around and beneath picnic tables and benches, around signs and any other obstacles are to be trimmed.

6. Timberhill MetroPark – Fairfield Township (entrance at 5400 Timberhill Drive) **Approximately 8.06 acres of turf. Contract 3 Map #8.**

Description: Mow all previously mowed open turf areas, unless otherwise specified, including around various campsites, edges of entry lane and interior road. Areas around all buildings and structures, along fence lines, around trees growing in the mowed turf areas, around and beneath picnic tables and benches, and around signs and any other obstacles are to be trimmed. Mow 3 feet on both sides of the Great Miami River Trail from the GMRT- Timberhill Extension to Boat Club Road (Approximately 0.9 miles). Areas along fences and around signs or any other obstacles are to be trimmed.

Total Approximate Acreage Contract #3

Please Note: Acreages noted are approximations only and may include areas of pavement. The approximate total acreage to be mowed for Contract #3 is 34.2 acres.

CONTRACT #4

1. Woodsdale MetroPark – Madison Township (entrance at 1917 Woodsdale Road) **Approximately 2.4 acres. Contract 4 Map #1.**

Description: Mow and trim picnic grounds, open lawn area, edges of park road and parking lot where applicable which have been mowed previously.

2. Chrisholm MetroPark: Historic Farmstead Area – Madison Township (entrance 2070 Woodsdale Road) **Approximately 8.1 acres. Contract 4 Map #2.**

Description: Mow edges of park entrance road, around entrance sign, along Woodsdale Road, lawn areas around barns, restroom, shelter, and house, all previously mowed open. **Cemetery grounds around gravestones and monuments are to be mowed with walk-behind mowers only. Caution: Flowers and bushes are growing around many gravestones and extra care should be taken so as not to disturb such vegetation.**

3. **Sebald MetroPark** - Madison Township (entrance at 5580 Elk Creek Road) **Approximately 22.9 acres.**
Contract 4 Map #3.
Description: Mow and trim picnic grounds, open lawn areas, around shelter houses, restrooms and edges of park road where applicable which have been mowed previously. Trim around all signs and any other obstacles. Areas around all buildings and structures, along fence lines, around trees growing in the mowed turf areas, around and beneath picnic tables and benches, and around signs and any other obstacles are to be trimmed.
4. **Meadow Ridge MetroPark** – Madison Township (5101 Circle Parkway Drive) **Approximately 3.7 acres.**
Contract 4 Map #4-5.
Meadow Ridge Paved Multiuse Trail- Approximately 4.3 Miles (3.13 Acres). Map# 8.
Description: Mow 10 feet around Clubhouse parking lot area, shelter and restroom area. Additionally, mow three feet on both sides of the paved multiuse trail.
5. **Antenen Nature Preserve MetroPark** - St. Clair Township (entrance at 2385 Treiber Road) **Approximately 1.1 acres of turf. Contract 4 Map #6.**
Description: South of the driveway, mow 8 feet west of the fence and all area east of the fence between entrance drive and fence. North of driveway, mow all area mowed previously including east side of fence between fence and parking lot. Trim around signage, grill, kiosk, fence, and all other obstacles.
6. **Angst Nature Preserve MetroPark**: Wayne Township (4050 Trenton Oxford Road.) **Approximately 2.5 acres. Contract 4 Map #7.**
Description: Mow and trim open lawn areas, around all buildings and structures, along fence lines, around trees growing in the mowed turf areas, around and beneath picnic tables and benches, and around signs and any other obstacles are to be trimmed.

Total Approximate Acreage Contract #4.

Please Note: Acreages noted are approximations only and may include areas of pavement. The approximate total acreage to be mowed for Contract #4 is 43.83 acres.

CONTRACT #5

1. **Middletown section: Great Miami River Trail Edges**- MetroParks currently maintains a 9.4-mile section of the Great Miami River Trail from Trenton North through Middletown. **Approximately 6.9 acres of turf only. Contract 5 Maps #1.**
Description: Mow 3 feet on both sides of the paved trail as it extends from Trenton north through the City of Middletown. Includes trimming around signs, posts, guardrails, and other obstacles, blowing of grass clippings from trail, landscaping beds and parking areas, and debris removal.
2. **Great Miami River Trail- Middletown Segment: Trenton Trailhead Area**, 50 Oxford State Road, Middletown, OH 45044. **Approximately 1.5 acres. Contract 5 map #2.**
3. **Bicentennial Commons MetroPark: AK Pavilion Area and River Center at Bicentennial Commons Area**- Middletown (Carmody Way) **Approximately 4.5 acres. Contract 5 Map #3-4.**
4. **Great Miami River Trail- Middletown Segment: Columbia Trailhead Area**, 26 N. Carmody Boulevard, Middletown, OH 45044. **Approximately 0.2 acres. Contract 5 map #5.**
5. **Great Miami River Trail- Middletown Segment: Eagle Trailhead Area**, 2399 N. Carmody Boulevard, Middletown, OH 45044. **Approximately 0.4 acres. Contract 5 map #6.**
6. **Great Miami River Trail- Middletown Segment: Flyer Trailhead Area**, 3801 N. Verity Parkway, Middletown, OH 45044. **Approximately 0.4 acres. Contract 5 map #7.**
7. **Great Miami River Trail- Middletown Segment: Miami Trailhead Area**, 4401 N. Verity Parkway, Middletown, OH 45044. **Approximately 1.5 acres. Contract 5 map #8.**

Description: All turf areas around the amphitheater, paver areas and parking areas are to be mowed and trimmed.

Total Approximate Acreage Contract #5:

Please Note: Acreages noted are approximations only and may include areas of pavement. The approximate total acreage to be mowed for Contract #5 is 15.4 acres.

CONTRACT #6 and #7 – Will be bid separately but awarded on the total of both contracts.

Contract #6:

Voice of America Park: Lodge and Athletic Complex Area – West Chester Township (entrance at 7850 VOA Park Drive) Approximately 53.42 acres of turf. Contract 6 Map #1.

Description: All turf areas which have been mowed previously including picnic grounds, open lawn areas, and edges of park roads and the multi-purpose path where applicable. Areas around all buildings and structures, along fence lines, around trees growing in the mowed turf areas, around and beneath picnic tables, benches, goals, and around signs and any other obstacles are to be trimmed, blow off grass clippings from trails, parking areas and landscape beds. All areas are described more specifically as follows:

- On the east side of Cox Road from Liberty Way to VOA Park Drive, mow from the road to and around the telephone poles.
- On the north side of VOA Park Drive, mow from the road to 10 feet behind the fence from Cox Road to the end of the fence.
- Mow the traffic island upon which the admission booth is located.
- Mow 50 feet from the park road on both sides from VOA Park Drive to Liberty Way.
- Mow the areas between the park road and the parking lots.
- Mow along interior roadways and ditch lines in the athletic complex.
- Weed eat all road signs, under fences and one pass on each side of athletic complex fencing.
- Mow the area between the parking lot and the lodge building as well as around the lodge building to the west edge of the lake and also south of the building to the small lake.
- Mow the area between the west parking lot the edge of the natural area.
- Along the paved multi-purpose path, mow a 10-foot swath on the lakeside and 15-foot swath on the outside. Carefully mow around all newly planted trees.
- Trim the edges of the paved multi-purpose path and walkways to prevent grass or weeds from growing over the asphalt.
- Mow around and beneath picnic tables and benches, and trim around signs and any obstacles.
- Mow 20 feet on edge of road leading to south side of park and all interior roads.
- Mow the Cross Country Course start and finish line areas.
- Mow Wiggly Field area including inside the fence, around parking lot and outside the fence.
- Mow the corner of Liberty Way and Butler Warren Road. Mow all the grass around the vinyl fence from the fence to the curb and 10 feet behind and past each end.
- Mow the corner of Butler Warren and Tylersville Roads. Mow all the grass around the vinyl fence from the fence to the ditch and 10 feet behind and past each end.
- Mow and trim 15-foot swath around digital sign on Tylersville Road
- Mow the entrance/exit at the athletic complex on Butler Warren Road. Mow from the south end of the fence to the north end of the fence.
- Mow all grass from the fence to the road curb to the west and from the fence to the walk path on the east of Liberty Way and Butler Warren Road headed south towards the corner of Butler Warren Road and

Tylersville Road. Mow 16 feet, on the west side of the paved path and 6 feet on the east side of the paved path.

- Mow and trim fence line next to the playground, along entrance and exit drives to the Fieldhouse, great lawn area.
- Mow along entrance and exit drives to the Fieldhouse, oval great lawn area to the east and adjacent north, south and west lawn areas around the Fieldhouse up to the playing fields.

Total Approximate Acreage Contract #6

Please Note: Acreages noted are approximations only and may include areas of pavement. The approximate total acreage to be mowed for Contract #6 is 53.42 acres.

Contract #7:

Voice of America MetroPark: Museum and Tree Grove Area – West Chester Township (entrance at 7850 VOA Park Drive) Approximately 22.0 acres of turf. Contract 7 Map #1.

Description: All turf areas which have been mowed previously including picnic grounds, open lawn areas, and edges of park roads and the multi-purpose path where applicable. Areas around all buildings and structures, along fence lines, around trees growing in the mowed turf areas, around and beneath picnic tables, benches, goals, and around signs and any other obstacles are to be trimmed, blow grass clippings from trails, parking areas and landscape beds. These areas are described more specifically as follows:

- Mow all of VOA Museum property from Tylersville Road to back fence on north side of property and mow the area between the east and west fence.
- Mow Tylersville Road ditch and roadside to the west all the way to the directional lane sign next to the culvert pipe before VOA Shopping Center road.
- Mow 5-foot path around fence at the VOA Museum lot.
- Mow medians on VOA Park Drive
- Mow from Miami University driveway on the south side of VOA Park Drive going east along the road up to natural areas.
- On north side of VOA Park Drive mow from end of fence to gate going east, up to natural areas.
- Mow Tree Grove areas up to natural areas.

Total Approximate Acreage Contract #7

Please Note: Acreages noted are approximations only and may include areas of pavement. The approximate total acreage to be mowed for Contract #7 is 22.0 acres.

Contracts will be bid separately but the award for Contracts #6 and #7 will be awarded based upon the collective total of both contracts #6 and #7.

CONTRACT #8

Voice of America Park: Roadside Area- Liberty Way, West Chester, OH 45069, Butler Warren Road, West Chester, OH 45069 and Tylersville Road, West Chester, OH 45069. Approximately 7.5 acres of turf. Contract 8 Map #1.

Description: Mow six feet from the road as it extends along Liberty Way, Butler Warren Road and Tylersville Road. Includes trimming around signs, posts, guardrails, and other obstacles, blowing of grass clippings from trail, landscaping beds and parking areas, and debris removal. **Please note that Contract #8 has an alternate mowing schedule from Contracts #1-7. This area is to be cut once a month; April-October. This may result in additional equipment being necessary, i.e.: rotary cutter.**

Total Approximate Acreage Contract #8

Please Note: Acreages noted are approximations only and may include areas of pavement. The approximate total acreage to be mowed for Contract #8 is 7.5 acres.

METROPARKS
REQUEST FOR PROPOSAL FOR
MOWING OF TURF AREAS IN METROPARKS FOR 2026/2027

Submitted by:

Company/Organization Name

Company/Organization Street Address

City, State, and Zip Code

Signature of Company's/Organization's
Authorized Representative

Typed/Printed Name and Title

Person to be contacted regarding proposal:

Name and Title

Street Address

City, State, and Zip Code

Office or Home Phone: Area Code and Telephone Number

Cell Phone: Area Code and Telephone Number

Fax: Area Code and Telephone Number

Email Address (required)

**REQUEST FOR PROPOSAL PRICING SCHEDULE
CONTRACT #1**

The undersigned contractor proposes to provide mowing in accordance with and as specified in these contract documents at the location listed below at the unit prices stated per year:

<u>LOCATION</u>	<u>Unit Price per mowing</u>	<u>Total Price 26 mowings</u>
1. Indian Creek MetroPark: Pioneer Church and Cemetery Area (Map #1)	\$_____	\$_____
2. Indian Creek MetroPark Oxford Reily Road and Springfield Road Areas (Maps #2-3)	\$_____	\$_____
3. Indian Creek MetroPark: Bunker Hill Cemetery Area (Map #4)	\$_____	\$_____
4. Governor Bebb MetroPark Bebb Park Lane Area, Pioneer Village and Maintenance Area (Maps #5-7)	\$_____	\$_____
Total per year for Contract #1	\$_____	\$_____
Per Acre cost for additional mowing <i>(Prior authorization by Executive Director or designee required)</i>	\$_____	\$_____
RFP Submitted by:		
COMPANY	_____	_____
	_____	_____
	_____	_____
Signed by _____	Title	Date

**REQUEST FOR PROPOSAL PRICING SCHEDULE
CONTRACT #2**

The undersigned contractor proposes to provide mowing in accordance with and as specified in these contract documents at the location listed below at the unit prices stated per year:

<u>LOCATION</u>	<u>Unit Price per mowing</u>	<u>Total Price 26 mowings</u>
1. Forest Run MetroPark (Maps #1-2)	\$ _____	\$ _____
2. Forest Run MetroPark: Administrative Office Area (Map #3)	\$ _____	\$ _____
3. Forest Run MetroPark: Operations Center and Timberman Ridge Area (Map #4)	\$ _____	\$ _____
4. Forest Run MetroPark: Programming & Education Storage and Building Area (Map #5)	\$ _____	\$ _____
5. Timberman Ridge MetroPark: Administrative Offices (Map #6)	\$ _____	\$ _____
Total per year for Contract #2	\$ _____	\$ _____
Per Acre cost for additional mowing (<i>Prior authorization by Executive Director or designee required</i>)	\$ _____	
RFP Submitted by:		
COMPANY	_____	

Signed by _____	Title	Date

REQUEST FOR PROPOSAL PRICING SCHEDULE CONTRACT #3

The undersigned contractor proposes to provide mowing in accordance with and as specified in these contract documents at the location listed below at the unit prices stated per year:

<u>LOCATION</u>	<u>Unit Price per mowing</u>	<u>Total Price 26 mowings</u>
1. Gilmore Ponds MetroPark: Gilmore Road Entrance (Map #1)	\$ _____	\$ _____
2. Gilmore Ponds MetroPark: Bilstein Entrance (Map #2)	\$ _____	\$ _____
3. Gilmore Ponds MetroPark: Seward Road Trailhead and Miami To Miami (M2M) Trail (Maps #3-4)	\$ _____	\$ _____
4. Rentschler Forest MetroPark: Reigart Road Area and Great Miami River Trail South (Map #5-6)	\$ _____	\$ _____
5. Line Hill Mound MetroPark: (Map #7)	\$ _____	\$ _____
6. Timberhill MetroPark: (Map #8)	\$ _____	\$ _____
Total per year for Contract #3	\$ _____	\$ _____
Per Acre cost for additional mowing (<i>Prior authorization by Executive Director or designee required</i>)	\$ _____	\$ _____
RFP Submitted by:		
COMPANY	_____	

Signed by _____	Title	Date

**REQUEST FOR PROPOSAL PRICING SCHEDULE
CONTRACT #4**

The undersigned contractor proposes to provide mowing in accordance with and as specified in these contract documents at the location listed below at the unit prices stated per year:

<u>LOCATION</u>	<u>Unit Price per mowing</u>	<u>Total Price 26 mowings</u>
1. Woodsdale MetroPark: (Map #1)	\$ _____	\$ _____
2. Chrisholm MetroPark: Historic Farmstead Area (Map #2)	\$ _____	\$ _____
3. Sebald MetroPark (Map #3)	\$ _____	\$ _____
4. Meadow Ridge MetroPark: Clubhouse Area (Map #4-5) *Paved Multiuse trail (Map #8)	\$ _____	\$ _____
5. Antenen Nature Preserve MetroPark (Map #6)	\$ _____	\$ _____
6. Angst Nature Preserve MetroPark (Map #7)	\$ _____	\$ _____
Total per year for Contract #4	\$ _____	
Per Acre cost for additional mowing <i>(Prior authorization by Executive Director or designee required)</i>	\$ _____	
RFP Submitted by:		
COMPANY	_____	

Signed by _____	Title	Date

REQUEST FOR PROPOSAL PRICING SCHEDULE CONTRACT #5

The undersigned contractor proposes to provide mowing in accordance with and as specified in these contract documents at the location listed below at the unit prices stated per year:

<u>LOCATION</u>	Unit Price <u>per mowing</u>	Total Price <u>26 mowings</u>
1. Great Miami River Trail MetroPark-Middletown Segment: Bicentennial Commons at AK Pavilion Area and River Center Area (Map #1-8)	\$ _____	\$ _____
Total per year for Contract #5	_____	\$ _____

Per Acre cost for additional mowing \$ _____
(Prior authorization by Executive Director or designee required)

RFP Submitted by:

COMPANY _____

Signed by _____ Date _____
Title _____

REQUEST FOR PROPOSAL PRICING SCHEDULE CONTRACT #6

The undersigned contractor proposes to provide mowing in accordance with and as specified in these contract documents at the location listed below at the unit prices stated per year:

- NOTE – Contract #6 and #7 will be bid individually but will be treated as one total price for the selection process

<u>LOCATION</u>	Unit Price per mowing	Total Price 26 mowings
-----------------	--------------------------	---------------------------

1. Voice of America MetroPark: Lodge and Athletic Complex Area (Map #1)	\$ _____	\$ _____
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Total per year for Contract #6	\$ _____
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Per Acre cost for additional mowing <i>(Prior authorization by Executive Director or designee required)</i>	\$ _____
--	----------

RFP Submitted by:

COMPANY _____

Signed by _____

Title

Date

REQUEST FOR PROPOSAL PRICING SCHEDULE CONTRACT #7

The undersigned contractor proposes to provide mowing in accordance with and as specified in these contract documents at the location listed below at the unit prices stated per year:

- NOTE – Contract #6 and #7 will be bid individually but will be treated as one total price for the selection process

<u>LOCATION</u>	Unit Price per mowing	Total Price 26 mowings
-----------------	--------------------------	---------------------------

1. Voice of America Park: Museum and Tree Grove Area (Map #1) \$_____ \$_____

Total per year for Contract #7 \$_____

Per Acre cost for additional mowing \$_____
(Prior authorization by Executive Director or designee required)

RFP Submitted by:

COMPANY _____

Signed by _____

Title

Date

**REQUEST FOR PROPOSAL PRICING SCHEDULE
CONTRACT #8**

The undersigned contractor proposes to provide mowing in accordance with and as specified in these contract documents at the location listed below at the unit prices stated per year:

<u>LOCATION</u>	<u>Unit Price per mowing</u>	<u>Total Price 7 mowings</u>
1. Voice of America Park: Roadside Area West Chester Township (Map #1) (1 mowing each in April, May, June, July, August, September and October)	\$ _____	\$ _____
Total per year for Contract #8	\$ _____	
Per Acre cost for additional mowing (<i>Prior authorization by Park Manager required</i>)	\$ _____	

RFP Submitted by:

COMPANY _____

Signed by _____ Title _____ Date _____

NON-COLLUSION AFFIDAVIT

STATE OF _____

COUNTY OF _____

The undersigned being first duly sworn as provided as law deposes and says:

1. His/her name is _____

And he/she resides at _____

And his/her office is at _____

2. He/she makes this affidavit with the knowledge and intent that it is to be filed with MetroParks and that it will be relied upon by said MetroParks in any consideration which it may give to and any action which it may take with respect to this/these proposal(s).

3. He/she makes and is authorized to make this affidavit on behalf of:

(Name of Corporation, Partnership, Individual, etc.)

a _____, formed under the laws of _____ of which he/she
(Corporation, Partnership, etc.) (State)

is _____
(Sole Owner, Partner, President, etc.)

4. Neither the undersigned nor any other person, firm or corporation, named in above Paragraph 3 nor anyone else to the knowledge of the undersigned, have themselves solicited or employed anyone else to solicit favorable action for this/these proposal(s) by MetroParks; also, that no employee therein, or any officer of the MetroParks is directly or indirectly interested therein.

5. The undersigned certifies in connection with this/these proposal(s) that:

- a. The price in this/these proposal(s) has been independently arrived at without collusion with any other contractor or offerer or with any competitor;
- b. Unless otherwise required by law, the price in this/these proposal(s) has not been knowingly disclosed and will not be knowingly disclosed prior to award of a proposal, directly or indirectly to any other competitor; and
- c. No attempt has been or will be made to induce any other person or firm to submit or not to submit a proposal.

6. The affiant certifies that he/she has fully informed himself/herself regarding the accuracy of the statements contained in this certification.

(Affiant)

Sworn to before me and subscribed in my presence this _____ day of _____, _____.

(Notarial Seal)

(Notary Public)

REFERENCE LIST

MetroParks has my permission to contact any of the references hereinafter listed for information regarding past contracts I have held and/or related work experiences.

Signature/Date

Name: _____

Address: _____

Telephone: _____ Year of Contract: _____

Description of Work:

Name: _____

Address: _____

Telephone: _____ Year of Contract: _____

Description of Work:

Name: _____

Address: _____

Telephone: _____ Year of Contract: _____

Description of Work:

Name: _____

Address: _____

Telephone: _____ Year of Contract: _____

Description of Work:

Attach additional sheets as needed.

EQUIPMENT LIST

TYPE

AGE

CONDITION

Attach additional sheets as needed.

Document Checklist

Please provide this sheet at the front of the proposal



Non-Collusion Affidavit



Sub W-9 form



Contact information page, filled out and signed (page 18)



Proposal Pricing Schedules



Reference List



Equipment List

*Please note that we will still need the Performance Bond (or an agreement of 10% per page 3 of 31, number 6), copies of your Workers' Compensation Certificate, and Insurance Liability Forms naming MetroParks as an Additional Insured (page 4 of 30, number 13) from the contractors awarded the contracts. All this information can be provided the day the contract is signed.

MetroParks of Butler County Ohio
Substitute Form W9 / Ohio Reporting Form
Request for Taxpayer Identification Number and Certification

To maintain MetroParks supplier records in compliance with the Internal Revenue Service regulation 1.0641-1 and Ohio Revised Code section 3121.89-3121.8911, please complete and return by email to mpaccountsreceivable@yourmetroparks.net or by mail to:

MetroParks of Butler County
2051 Timberman Rd
Hamilton, OH 45013

To properly complete the form, the following information must be provided:

1. Part I, line 1, enter the business owner's name (if applicable), part 1, line 2, business name (if applicable), federal tax classification, and address.
2. Part II, you must provide either a Taxpayer Identification Number (TIN) or Social Security Number (SSN)
3. Part III, you must check "Yes" or "No" to the question about providing goods or services as the sole owner of your business. If you check the "Yes" box to indicate that you are the sole owner, you must provide your name, the first date of providing goods or services for Butler County, birth date, and description of the type of good or service you will provide the county.
4. Part IV, you must answer this question if Part III is answered "Yes". Answer "Yes" only if you are receiving retirement or disability payments from Ohio Public Employees Retirement System (OPERS) or any other Ohio pension system (SERS, STRS etc.)
5. Part V, sign the form and enter today's date.

For definitions of Part I and II of this form, please refer to IRS Form W-9.

Part I Business Ownership and Address Information															
Name (as shown on your income tax return). DO NOT LEAVE BLANK. If you are an individual or file under your name put your name here.															
Business name/disregarded entity name, if different from above.															
Check appropriate box for federal tax classification: (check only one box) If Individual PART III below is ALWAYS "YES" <input type="checkbox"/> Individual/Sole Proprietor (or single-member LLC) <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/Estate <input type="checkbox"/> Limited Liability Company – Tax classification (C = C Corp, S = S Corp, P = Partnership) _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Exempt from backup withholding															
Address Line 1 (number, street, and apt. or suite no.)	NOTE: Check the appropriate box for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.														
Address Line 2	Requestor's name and address: MetroParks of Butler Co. 2051 Timberman Rd. Hamilton, OH 45013														
City, state, and ZIP code															
Part II Taxpayer Identification Number (TIN) and Social Security Number (SSN)															
For suppliers that have a TIN, this must be entered. For individuals, sole proprietors, and corporations owned by an individual, you must generally enter the name shown on your social security card. However, if you have changed your last name, for instance due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name. You may enter your business or DBA name on the Business name line.	Taxpayer Identification Number (TIN): <table border="1"><tr><td> </td><td>-</td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table> and / or Social Security Number (SSN): <table border="1"><tr><td> </td><td>-</td><td> </td><td>-</td><td> </td><td> </td><td> </td></tr></table>		-							-		-			
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Will you receive payments from MetroParks as either an individual, sole owner of a business, or single-member LLC?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes" is checked, you MUST complete the information below for name, date good or service provided, birth date, and description of the nature of your financial transactions with the county.													
Printed first name, middle initial, and last name	Date good or service provided (MM / DD / YY)	Birth date (MM / DD / YY)													
Describe the Nature of the transactions you will be engaged in with Butler County															
Part IV Additional Information Required by the State of Ohio for Public Employees															
Are you currently receiving a pension benefit from Ohio Public Employees Retirement System (OPERS) or any other Ohio retirement system?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If you are an individual, the sole owner of your business, a single-member LLC, or a disregarded entity and have answered Part III "Yes", you must answer this question "Yes" or "No". If you answer "Yes" please fill out the SR-6 Form (Notice of Re-Employment of an OPERS Benefit Recipient)													
Part V Certification															
<u>Under penalties of perjury, I certify that:</u>															
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me). 2. I am not subject to backup withholding because, (a) I am exempt from backup withholding, or (b) I have not been notified by the IRS that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding. 3. I am a US person (including a US resident alien).															
<u>Certification Instructions:</u> You must cross out exempt from backup withholding above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return.															
The IRS does not require your consent to any provision of this document other than the certification required to avoid backup withholding.															
Signature of U.S. person _____	Date _____														