

REQUEST FOR PROPOSAL (RFP)

Lawn Mowing and Maintenance Services 2025 and 2026

Introduction

The Redevelopment Authority of Altoona (RAA) is accepting proposals from qualified vendors to provide lawn care services for properties that owned and/or managed by the RAA. The services will be located within the City of Altoona. This proposal is being issued with the intent to select a contractor or contractors to maintain the cleanliness and appearance of RAA properties. The proposal will be for Calendar Year 2025 and 2026.

Scope of Work

The selected contractor(s) will provide the following services at each parcel or a combined contiguous number of parcels.

1. Routine Mowing:

- Mowing of all grassed areas to an average height of 4 inches.
- Grass clippings may be mulched as a function of mowing and left on the site provided that the finish product does not create a property maintenance issue.
- Lawn mowing should occur once property reaches an average height of 7 inches but not more than once every two weeks (April 1-June 30). After June 30, approval needed for mowing more than once per month.
- Must trim curb line (if applicable).

Map Overview

The lawn mowing and maintenance services for each location are indicated on the attached map. A location may or may not contain multiple parcels at one location. Care should be taken to review each location to understand the limits of mowing and trimming.

Proposal Requirements

Interested contractors must submit a proposal that includes the following:

1. Information:

- Cover Letter with overview of your company, including services, history, and experience in lawn care and maintenance.
- Proof of insurance (liability and workers' compensation).
- References from at least three clients for whom similar services have been provided.

2. Pricing:

- Cost is per location, as listed on the bid form, per service trip. Provide separate costs for both 2025 and 2026. The contract will be awarded to the lowest responsible bidder at each location. You do not have to bid on every location, only the locations you would like to be considered for.

3. **Proposal Submission Deadline**

All proposals must be submitted in writing or via email, on the form provided, no later than April 4, 2025 by 3:00PM Eastern Standard Time. Proposals should be submitted to:

Redevelopment Authority of Altoona
1301 12th Street, Suite 400
Altoona, PA 16601
Attn: Diana White

Email Submittals: dwhite@altoonapa.gov

Late proposals will not be considered.

Evaluation Criteria

Proposals will be evaluated based on:

- Experience and qualifications of the vendor.
- Cost-effectiveness of the proposal.
- References and past performance.
- Insurance compliance.

Terms and Conditions

- The RAA reserves the right to reject any or all proposals.
- The RAA intends to award each location to the lowest responsible bidder but reserves the right to choose the best value for the RAA.
- The contract(s) will be awarded for a period of two years, with the possibility of renewal based on performance and mutual agreement.
- Contractor must provide an insurance certificate and carry all required City & State insurance. Please name the RAA as additional insured.
- RAA reserves to remove any parcel from vendor's inventory for any reason
- RAA reserves the right to add parcels of similar size and scope to any vendor's inventory. This will be done by negotiation between the RAA and Vendor using similar properties already in vendor's inventory.
- RAA reserves right to cancel contract in its' entirety for any reason with a 15-day notice.

Questions and Clarifications

For any questions or requests for additional information, please contact Diana White at 814-949-2470 or via email at dwhite@altoonapa.gov

We look forward to reviewing your proposal and working with you to maintain the properties of the Redevelopment Authority of Altoona.

**Redevelopment Authority of Altoona
Request for Proposal
Lawn Mowing and Maintenance Services 2025 & 2026**

Bid items are separated per location, as indicated on the included map, and may include several parcels, please review each area to determine the appropriate pricing. Project will be awarded based on the lowest responsible bid for each location. You do not have to include a price for every location.

Company/
Bidder Name: _____
Mailing
Address: _____
Phone
Number: _____

Email Address: _____

		2025	2026
	Location Description	Price per each Service Trip	Price per each Service Trip
1	125-29 Wopsononock Avenue		
2	325-329 Wopsononock Avenue		
3	201-225 Beech Avenue		
4	1018 North 6th Avenue		
5	316-318 North 5th Avenue & 317-319 Park Place		
6	1425 11th Street		
7	1822-1832 14th Avenue		
8	1901-1903 14th Avenue		
9	1817-1817 1/2 13th Avenue		
10	2206 10th Avenue		
11	1817-1819 8th Avenue & 710 19th Street		
12	835 8th Avenue		
13	7th Street Park (Both sides of 7th St Bridge @ 7th Avenue)		
14	211-215 4th Street		
15	211-215 6th Street		
16	925-927 3rd Avenue		
17	1022 3rd Avenue		
18	100-108 15th Street		
19	17th Street (Pleasant Valley Blvd to 1st Avenue - 7 Locations)		

Signature: _____

Print Name: _____



1822-32 14th Ave
1408 19th St
Lawn is to be mowed back from street and avenue as much as possible

1901-03 14th Ave

1425 11th St

201-225 Beech Ave

1018 N 6th Ave

1817-17 1/2 13th Ave

2206 10th Ave

835 8th Ave

7th Street Park

1817-19 8th Ave & 710 19th St

211-15 4th St

925-927 3rd Ave

100-108 15th St

1022 3rd Ave
Lawn is to be mowed back as much as possible

211-15 6th St

17th Street

ARA PROPERTIES GRASS CUTTING

Updated March 2025