**Request for Proposal (RFP)**

**Columbiana County Land Bank – 2025 Maintenance**

**Introduction**

**A. General Information**
The Columbiana County Land Reutilization Corporation (CCLRC) is requesting proposals from qualified landscapers to provide landscaping maintenance services for properties owned by CCLRC in and around the Village of Wellsville and the City of East Liverpool. The scope of services will cover the growing season from April 1st, 2025, to October 31st, 2025. There are approximately 70 properties in these two communities, which will be divided into separate bidding batches based on location and neighborhood.

**B. Purpose of the Request**
The purpose of this RFP is to select a qualified landscaping contractor(s) to maintain these properties in accordance with CCLRC’s standards, which include regular lawn care, shrub maintenance, and general upkeep to ensure the properties remain presentable and well-maintained throughout the growing season.

**Scope of Work**

**A. General Requirements**
The selected landscaper will be responsible for the following tasks for each property:

1. **Lawn Care**
	* Mowing and edging of lawns at an appropriate height to promote healthy growth.
	* Regular trimming and maintenance of grass, shrubs, and other greenery.
	* Removal of grass clippings and debris from sidewalks and roadways.
	* Meeting all requirements of local code.
2. **Debris Removal**
	* Removal of trash and debris from the property when necessary.

**B. Frequency of Services**
Services shall be provided frequently enough to meet all requirements of the above scope of work.

**Bid Submission Requirements**

**A. Proposal Submission Deadline**
All proposals must be submitted by **March 14th, 2025, no later than 4:00 p.m.**, to be considered for review.

**B. Proposal Content**
Proposals must include the following:

1. **Company Overview**
	* Business name, contact information, and a brief overview of the company’s qualifications and experience.
	* Number of years in business and experience in providing landscaping services.
2. **Scope of Services**
	* A detailed explanation of how the bidder will meet the landscaping maintenance needs outlined in the Scope of Work.
	* Proposed equipment, materials, and staffing for the project.
3. **Pricing**
	* Detailed pricing for each batch of properties (Wellsville and East Liverpool), including breakdowns for neighborhood specific numbered batches.

**Evaluation Criteria**

Proposals will be evaluated based on the following criteria:

1. **Experience and Qualifications**
	* The bidder’s experience with similar projects, especially in residential or municipal landscaping.
2. **Pricing**
	* Cost-effectiveness and competitiveness of the bid.
3. **References and Reputation**
	* Positive feedback and satisfactory performance from previous customers.

**Terms and Conditions**

1. **Contract Term**
	* The contract will be effective from April 1st, 2025, through October 31st, 2025.
	* The option for contract renewal for the 2026 growing season may be discussed at the end of the contract term, contingent on satisfactory performance.
2. **Payment Schedule**
	* Payment will be made on a monthly basis, based on an agreed-upon rate for services rendered.
3. **Termination**
	* CCLRC reserves the right to terminate the contract if performance standards are not met or if the contractor fails to comply with the terms of the agreement.

**Submission Instructions**

Please submit proposals to the following email address by **March 14th, 2025 no later than 4:00 p.m.**:

britchey@columbianacodev.org

Robert Ritchey
Land Bank Liaison
(330) 424-9511 ext. 1162

Questions regarding the RFP may be directed to the above.Bottom of Form

Top of Form

Bottom of Form