



AMENDED: REQUEST FOR PROPOSALS

Department of Parks and Recreation Pedestrian/Bicycle Pathway Maintenance

Deadline for Submission: January 30, 2026 by 2:00 pm

Purpose

The Meridian Township Parks and Recreation Department is requesting proposals for professional services for the performance of mowing, weed trimming, and related grounds maintenance work, as needed. Services include, but may not be limited to, providing and furnishing all necessary labor, tools, equipment, material, and transportation required to perform and complete mowing, trimming, and landscaping services, as well as lawn restoration, as needed by the Township, in a workmanlike and timely manner.

Such general activities to include:

- All pathways to be mowed at minimum once every fourteen (14) days during the growing season.
The Township reserves the right to reduce mowing services during dormancy and drought conditions.
- Pathways must be mowed/trimmed (2) two feet back on each side of the pathway by any means necessary.
The one exception to this is at the northwest corner of Lake Lansing Road and Skyline Drive along the property frontage of 6009 Skyline Dr. The steep slope from the edge of the pathway to the back of curb must be mowed to maintain sight lines for traffic.
- All safety fences, adjacent to the pathway system, must be kept clear of any vegetation growing through them.
- Each time the lawn is mowed, all grass will be blown or swept from walks, stairwells, and driveways. Debris must be kept out of any catch basins.
- Leaves will be removed from lawn areas as needed.
- The grounds will be checked prior to mowing for trash and debris. All will be removed before mowing begins.
- Other landscape related construction, as needed by the Township, in a workmanlike and timely manner.

The Township may enter into a one (1) year contract, with the option to renew the contract for up to four (4) additional years. On page 3, you will provide an inflationary percentage for each renewal year. If the contract is awarded to you, and the Township elects to renew the contract, these inflationary percentages that you provide in your bid will be used to adjust the pay item pricing for each annual renewal of the contract.

Background

The Meridian Township Parks and Recreation Department maintains over 85 miles of paved Pedestrian/Bicycle Pathways. The intent of this proposal is to provide the Township with the ability to perform services that are beyond the capability, purview, or labor resources of the Township's Parks and Recreation Department.

Proposal Scope

The intent of this proposal and the resulting contract (attached) is to provide the Township with the ability to utilize, as-needed, specific prices for listed pay items. For the specific pay items listed on Page 3, include all necessary costs for the successful completion of the particular pay item unit, including, but not limited to, overhead, maintenance, fuel and profits. See attached document for specific pay item locations.

Please provide, as a minimum, the following information in your proposal:

1. General company information, including a description of the company's quality operating system;
2. A comprehensive description of the services offered by your company;
3. A detailed list of all equipment (make, model, and capacity);
4. An emergency contact phone number;
5. Any other company information for use in evaluating the proposal;
6. Two (2) to Three (3) References

If the contract is awarded, the Contractor's Proposal will be incorporated as Exhibit "A", along with the items listed below.

Rights Reserved by the Township

The Charter Township of Meridian reserves the right to reject any or all proposals, waive irregularities in submitted proposals in the best interest of the Township, to reissue RFP's, and to request additional information. The Township reserves the right to negotiate the terms and conditions of all or any part of the project or to accept any proposals determined by the Township to be in the best interest of the Township and successful completion of the project.

Deadline for RFP Submission

January 30, 2026 by 2 pm. Bids will be opened internally on Friday, January 23, 2026. Submit a letter with all of the information as described above in the Scope, as well as all applicable Pay Items below.

Further Information

For further information, please contact:

Kati Adams

Parks/Land Preservation Superintendent

kadams@meridian.mi.us

W 517.853.4616 | F 517.853.4095

2100 Gaylord C. Smith Ct. | Haslett, Mi 48840

Proposals may be submitted to Meridian Township, Office of the Clerk, 5151 Marsh Road, Okemos, MI 48864. Furnish the original proposal in an envelope with the company name and the following on the outside of the envelope:

"PROPOSAL - Pedestrian/Bicycle Pathway Maintenance Contract"

Criteria for Selection

The following factors will be taken into consideration in the selection process:

1. Qualifications of the firm and individuals responsible for the work
2. Experience with similar projects
3. Price

Other Information

1. Addenda: In the event it is necessary to revise any part of the request for quotes, addenda will be provided to all who received the request.
2. Freedom of Information Act: Responses and contents therein may be eligible for review under the FOIA.
3. Acceptance: The contents may become an obligation if a contract results. The proposal will be incorporated by reference into any resulting contract to the extent accepted by the Township.
4. Contract Compliance: The selected firm will comply with all relevant requirements of Meridian Township.
5. There is no expressed or implied obligation by the Township to reimburse any expenses incurred in responding to the Request for Proposals.

SPECIFIC PAY ITEMS

(Provide pricing for all pay items listed)

ITEM DESCRIPTION

Mowing and Trimming (Once every 14 days*)

PRICE PER MOW AND TRIM

Pedestrian/Bicycle Pathway System \$ _____ /**Mow and Trim**

Okemos Road Bridge and Median Islands \$ _____ /**Mow and Trim**

Mowing and trimming of the Okemos Road bridge, located between Mount Hope Road and Clinton Street, consists of mowing/trimming the following areas: the median islands located between Shawnee Trail and Clinton Street, between the pathway and back of curb from Mount Hope Road to 4619/4622 Okemos Road, under all the bridge guard rails, vegetation growing through the concrete joints/cracks on the pathway, and trimming all vegetation back to maintain 2' of horizontal clearance from the edge of the pathway.

Marsh Road Bridge..... \$ _____ /**Mow and Trim**

Mowing and trimming of the Marsh Road bridge, located between 5604/5605 Marsh Road and 1619/1621 Haslett Road, consists of mowing/trimming the following areas: between the edge of the pathway and the back of curb, under all the bridge guard rails, vegetation growing through the concrete joints/cracks on the pathway, and trimming all vegetation back to maintain 2' of horizontal clearance from the edge of the pathway.

Dobie Road Bridge..... \$ _____ /**Mow and Trim**

Mowing and trimming of the Dobie Road bridge, located between The CXS railroad crossing and Hatch Road, consists of mowing/trimming the following areas: between the edge of the pathway and the edge of Dobie Road, under all the bridge guard rails, vegetation growing through the concrete joints/cracks on the pathway, trimming all vegetation back to maintain 2' of horizontal clearance from the edge of the pathway, and mowing 8' from the edge of Dobie Road on the west side of Dobie Road where there is no pathway.

Grand River Ave Bridge \$ _____ /**Mow and Trim**

Mowing and trimming of the Grand River Ave bridge, located between 2498 Grand River Ave/Small Acres Lane and 4890 Park Lake Road/Park Lake Road, consists of mowing/trimming the following areas: between the edge of the pathway and the back of curb, under all the bridge guard rails, vegetation growing through the concrete joints/cracks on the pathway, and trimming all vegetation back to maintain 2' of horizontal clearance from the edge of the pathway.

***The Township reserves the right to reduce mowing services during dormancy and drought conditions.**

INFLATIONARY PERCENTAGES

Please provide an inflationary percentage for each renewal year. If the contract is awarded to you, and the Township elects to renew the contract, these inflationary percentages that you provide in your bid will be used to adjust the pay item pricing for each annual renewal of the contract:

2027: ____%

2028: ____%

2029: ____%

2030: ____%

Landscaping Services (as-needed)**

Tree and Brush Trimming	\$ _____/Hr
Mulch Landscape Beds	\$ _____/Hr
Winterize Irrigation.....	\$ _____/Hr
Landscape Mulch (Material)	\$ _____/Cyd
Lawn Restoration (Mobilization).....	\$ _____/Day
Lawn Restoration (Topsoil, Hydroseed & Loose Mulch)	\$ _____/Syd
Lawn Restoration (Topsoil, Seed & Mulch Blankets)	\$ _____/Syd

*****Work shall start on the specified Landscaping services within seven (7) days of being notified by the Owner.**

(Attach additional pages to include the information requested in the Scope above [available equipment and rates, available personnel and rates, services offered by your company, etc.])

Date: _____	Company Name: _____
By: _____ Signature	Address: _____
_____	_____
Printed Name	
Title: _____	Phone Number: _____
	Email Address: _____