

**REQUEST FOR PROPOSAL FOR  
LAWN MAINTENANCE AT THE  
ZEELAND CLEAN WATER PLANT AND  
STREET MAINTENANCE FACILITY**

This contract will take effect on April 1, 2026 and will close on March 31, 2029.

This request for proposal will be considered one (1) complete contract. Quotes will need to be submitted for all three (3) areas in order for one to be a qualified bidder.

Contract information is included on the following pages.

Proposals are due on February 24, 2026 at 11:00 AM. At that time bids will be opened and read aloud.

For information, contact:

Kevin Plockmeyer: [klockmeyer@cityofzeeland.com](mailto:klockmeyer@cityofzeeland.com) or 616-772-0870

***In order to assure receipt of all addendums, questions, etc., bidders must register with [smoore@cityofzeeland.com](mailto:smoore@cityofzeeland.com).***

***While telephone calls may be made for information, all questions must also be put into writing and must either sent by e-mail or must be mailed or delivered to the City Clerk's Office at 21 S. Elm Street, Zeeland, Michigan.***

***Responses to questions will be confirmed in writing, and may, but shall not be required to, be sent to all prospective bidders to whom bid packages were provided.***

**REQUEST FOR PROPOSAL**  
**FOR LAWN MAINTENANCE AT THE ZEELAND CLEAN WATER PLANT, STREET**  
**MAINTENANCE FACILITY, AND ROOSEVELT FIRE STATION**  
**CITY OF ZEELAND, MICHIGAN**

Please quote on the lawn care maintenance at the Zeeland Clean Water Plant and Street Maintenance Facility and for downtown maintenance per the guidelines listed in these bid specifications.

**BID GUIDELINES**

**One SIGNED copy of the bid proposal must be submitted by Tuesday, February 24, 2026, at 11:00 AM to:**

CITY CLERK'S OFFICE  
ZEELAND CITY HALL  
21 SOUTH  
ELMSTREET  
ZEELAND, MI 49464

Proposals will be publicly opened and read aloud on Wednesday, February 24, 2026, at 11:00 AM.

**Submission of Proposals**

All proposals must be made on the form which is furnished with the bid documents. The form must be fully completed and executed when submitted. Erasures or changes in the Proposal must be initiated by the Bidder.

The Proposal shall be submitted in the sealed envelope provided for that purpose with the Bid Documents. The Bidder shall write one's name in the space provided in the front of the envelope. If forwarded by mail, the sealed envelope containing the Proposal must be enclosed in another envelope and must be sent to the address indicated in the Proposal. Do not submit the sealed envelope without a valid Proposal enclosed.

Any Proposal submitted after the time and date specified shall not be considered and shall be returned to the Bidder unopened.

**Bid Prices**

The bid prices shall cover the costs of any nature, incident to and growing out of the work. In explanation but not limited thereof, the prices stated by the Bidder shall include the cost of everything necessary for the performances and completion of this Contract in the manner and time prescribed, including but not limited to: the furnishing of all material, tools, equipment, transportation, labor and supervision; all costs on account of loss by damage or destruction of the work; unforeseen difficulties encountered for settlement of damages; for replacement of defective work and materials; and for all else necessary, therefore, and incidental thereto.

## **Acceptance of Proposals**

The City of Zeeland may waive any informalities or minor defects or reject any and all Proposals. Any Proposal may be withdrawn prior to the above-scheduled time for opening or authorized postponement thereof. No Bidder may withdraw a Proposal within 30 calendar days after the actual date of the opening thereof. Should there be reasons why the contract cannot be awarded within the specified period, the time may be extended by mutual agreement between the City of Zeeland and the Bidder. Acceptance of a Proposal may be for Site A, Site B, Site C, or Site D individually, or for two or more sites.

## **General Conditions**

No employee(s) shall at any time be considered an agent or employee of the City. The Proposer(s) shall comply with all federal, state and local laws and regulations governing the furnishing and use of all safeguards, safety devices and protective equipment and must take any other needed actions as necessary to protect the life and health of employees on the job, the safety of the public and property during the performance of the contract.

The Proposer(s) shall submit with their proposal a signed copy of the Equal Employment Opportunity statement.

The City or Proposer shall have the right to terminate the contract immediately if the Proposer(s) fails to comply with all applicable federal, state or local regulations or for non-performance which may endanger the public health, safety or welfare.

The Proposer shall submit proof of insurance for all motor vehicles which it will utilize, Proof of Worker's Compensation insurance and public liability insurance. Liability insurance shall be carried in the amount of not less than two million (\$2,000,000) dollars naming the City of Zeeland as an Additional Insured.

The Proposer shall be approved for mowing in the MDOT right-of-way and must submit proof with the bid document.

## **Payment Plan**

The Bidder will invoice the City of Zeeland monthly with an itemized list for its work at Site A, Site B, Site C, and Site D.

## **Description (Lawn Maintenance for Clean Water Plant, Street Maintenance Facility, and Roosevelt Fire Station)**

Site A: This area includes all of the lawn within the fenced area at the Clean Water Plant.

Site B: This area is the lawn East of the fenced in area, bordered on the North by the Zeeland Cemetery, on the East by the treed area, on the South by M-21, and on the West by the fenced area of the Clean Water Plant. Also included is the area on the South side of the fenced area of the Clean Water Plant.

Site C: This site is the Street Maintenance Facility located at 600 East Roosevelt.

Site D: This site is the Roosevelt Fire Station located at 133 East Roosevelt

### **Fertilizers for Lawns, Trees and Shrubs**

Site A, B, C, and D will require four applications of fertilizer as detailed per contract documents and two applications of weed control.

### **Moles and Turf Diseases**

If moles or turf diseases exist, the Contractor shall notify City maintenance staff in writing within three days.

### **Lawn and Tree/Shrubs Maintenance**

Shredded mulch will not be needed at Site A and B. Site C and D will require mulching of beds and trees/shrubs with color enhanced brown mulch.

Fertilizing of existing shrubs/trees will not be used for Site A and B throughout this contract. Site C and D will require an application of fertilizer for trees and shrubs.

#### **Site A**

- Weekly mowing during a 26-week season from April 15 or sooner if needed through November 1<sup>st</sup>.
  - Except in the rain or frost
  - Sidewalks and curbs need to be edged once a month
  - Sidewalks and parking lot blown/cleared of grass after mowing
  - Trim around buildings and structures as needed
  - One application of weed spray at the beginning of the season.
  - Two (2) applications of Round-Up in all sidewalk cracks, along buildings and around fence.
  - Fall Clean-Up

#### **Site B**

- Weekly mowing from April 15 or sooner if needed through November 1<sup>st</sup>
  - Except in the rain or frost
  - One application of weed spray in lawn area at the beginning of the season
  - Fall Cleanup

## Site C

- Weekly mowing during a 26-week season from April 15 or sooner if needed through November 1st
  - Except in rain or frost
  - Sidewalks need to be edged once a month
  - Sidewalks and parking lot blown/cleared of grass after mowing
  - Trim around buildings and structures as needed
  - Bi-Weekly applications of Round-Up where needed including mulch beds
  - Application of color enhanced brown mulch around trees and shrubs
  - Four additional applications of high-Nitrogen slow-release Phosphorous free fertilizer 26- 0-3. One in early July and one in August. 4 applications total with crab grass preventer in the spring as the starter.
  - Fall Cleanup

## Site D

- Weekly mowing during a 26-week season from April 15 or sooner if needed through November 1st
  - Except in rain or frost
  - Sidewalks need to be edged once a month
  - Sidewalks and parking lot blown/cleared of grass after mowing
  - Trim around buildings and structures as needed
  - Bi-Weekly applications of Round-Up where needed including mulch beds
  - Application of color enhanced brown mulch around trees and shrubs
  - Four additional applications of high-Nitrogen slow-release Phosphorous free fertilizer 26- 0-3. One in early July and one in August. 4 applications total with crab grass preventer in the spring as the starter.
  - Fall Cleanup

## Fertilizers for Lawns

**Phosphate fertilizer will not be used throughout this contract.** For all products contained in the specifications, equivalent products that meet or exceed the specifications may be offered and quoted by the Contractor. The decision as to whether to accept Contractor's specified and proposed alternate products, and/or whether such recommended substitution meets or exceeds the specifications, shall be at the sole discretion of the City.

**Application One** (After soil temperatures have reached 50 degrees F and before 56 degrees F, late April or early May).

Apply a fertilizer blend with pre-emergent crabgrass control. The fertilizer blend shall contain at least 18% Nitrogen and 5% K20 of which 30% or greater of the Nitrogen is slow or stabilized release. This product shall be applied at 0.7 pound of Nitrogen per thousand square feet and provide enough pre- emergence for season long control.

**Note:** Contractor will be responsible at no additional cost to City for post-emergent

treatment of crabgrass if break-through occurs via breakdown of product or via misapplication. Therefore, it is in Contractor's best interest to do all that can be done to prevent crabgrass; or include a treatment of Drive in your Application One bid. A treatment of Drive is recommended at either the first or after the fifth tiller stage at manufacturers recommended rate and with recommended additives.

**Application Two** (Six weeks after application one, mid-June)

Apply a fertilizer blend with preventative grub control. The fertilizer blend shall contain 25% Nitrogen and 10% K2O of which 50% or greater of the Nitrogen is slow or stabilized release. This product shall be applied at 1 pound of Nitrogen per thousand square feet and provide enough grub preventative for season long control. (Recommend a 0.2% Merit or a 1.33% Mach 2). Price includes a post-emergent spot treatment of a three-way herbicide for broadleaf weeds.

**Note:** Contractor will be responsible at no additional cost to City for treatment of grubs if break-through occurs via break down of product or via misapplication. (Recommend Dylox (Trademark) 6.2G).

**Application Three** (Six weeks after application two, early-August)

Apply a fertilizer blend containing 32% Nitrogen, 10% K2O, and 2% Iron of which 65% or greater of the Nitrogen is slow or stabilized release and the iron is derived from something other than iron sulfate. Apply at a rate of 1.0 pound of Nitrogen per thousand square feet.

**Application Four** (Six weeks after application three, mid-September)

Apply a fertilizer blend containing 32% Nitrogen, 10% K2O, and 2% Iron of which 65% or greater of the Nitrogen is slow or stabilized release and the iron is derived from something other than iron sulfate.

Apply at a rate of 1.0 pound of Nitrogen per thousand square feet. Price includes a blanket application of a broadleaf weed control that contains at least: 50% 2, 4-D, 7% Fluroxypyr, and 3% Dicamba. Low odor formulations shall be used if available.

**Application Five** (Six weeks after application four, early-November)

Apply a fertilizer blend containing at least 15% Nitrogen and 30% K2O at a rate of 0.6 pound of Nitrogen per thousand square feet.

**Moles and Turf Disease** - If moles and turf diseases exist Contractor shall notify City maintenance staff in writing within three days.

**Fertilizing for Existing Shrubs/Trees**

One of two services shall be performed from below:

One - for balled and burlap plantings approximately 2/3 of a cup per plant shall be applied in the top of the ball. The analysis used would be a 17-0-17 6 month 100% Polymer Coated Fertilizer.

Two - The other option is a 14-0-7. This is more of an organic option where Contractor shall apply 1 cup per inch of trunk diameter on the soil surface around the canopy. Contractor shall not apply near the stem of the plant. A second method for this option would be to apply 20 oz. per inch diameter in 1-inch diameter holes drilled approximately 12-inches deep and about 18-inches apart around the canopy of the plant.

#### **Pre-emergent for Existing Shrubs/Tree Beds**

One of two services shall be performed from below:

One - Contractor shall use Snapshot 2G at 150 pounds per Acre. This is a granular pre-emergence herbicide for control of many broadleaf weeds and annual grasses in ornamental beds, nurseries, Christmas trees, non-bearing fruit and nut crops.

Two - Contractor shall use XL 2G at 200 pounds per Acre. Typically, this is the product to use in annual beds prior to planting.

**PROPOSAL FOR  
LAWN MAINTENANCE FOR THE ZEELAND CLEAN WATER PLANT,  
STREET MAINTENANCE FACILITY, ROOSEVELT FIRE STATION  
CITY OF ZEELAND, OTTAWA COUNTY, MICHIGAN**

Proposals to be received until:

11:00 AM on Wednesday, Feb. 24, 2026

At the Office of the Clerk

City of Zeeland - City Hall

21 South Elm Street

Zeeland, MI 49464

We the undersigned being familiar with the location of the proposed work and bid documents and specifications, propose to furnish the equipment and labor specified in the specifications provided unless otherwise noted, and submit a bid therefore as follows:

***Please state dollar value of specified for April 1, 2026 to March 31, 2027:***

Site A Total Proposed Price: \_\_\_\_\_

Site B Total Proposed Price: \_\_\_\_\_

Site C Total Proposed Price: \_\_\_\_\_

Site D Total Proposed Price: \_\_\_\_\_

**FIRST YEAR TOTAL:** \_\_\_\_\_

***Please state dollar value of specified for April 1, 2027 to March 31, 2028***

Site A Total Proposed Price: \_\_\_\_\_

Site B Total Proposed Price: \_\_\_\_\_

Site C Total Proposed Price: \_\_\_\_\_

Site D Total Proposed Price: \_\_\_\_\_

**SECOND YEAR TOTAL:** \_\_\_\_\_

***Please state dollar value of specified for April 1, 2028 to March 31, 2029***

Site A Total Proposed Price: \_\_\_\_\_

Site B Total Proposed Price: \_\_\_\_\_

Site C Total Proposed Price: \_\_\_\_\_

Site D Total Proposed Price: \_\_\_\_\_

**THIRD YEAR TOTAL:** \_\_\_\_\_

Complete Company Name and Address:

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Phone Number: \_\_\_\_\_

~~Zeeland to reject any or all Proposals and to waive any irregularities in bidding. It is agreed that this Proposal may not be withdrawn for thirty (30) calendar days from the opening thereof. Should there be reasons why the contract cannot be awarded within the specified period, the time may be extended by mutual agreement between the City of Zeeland and the Bidder.~~

It is anticipated that the City of Zeeland may award this Contract at the meeting following the bid opening.

Accompanying this Proposal is the proof of insurance as specified in the insurance requirements.

\*Name of Company

\*Address

\*Name and Title of Signatory

\*City, State, Zip Code

\*Signature

\*Phone Number

\*Date

If bidder is a corporation or limited liability company, the Proposal shall be signed by its duly authorized officer(s) and authority for the signature(s) shall be attached thereto.

If the Bidder is a Partnership or Proprietorship, the Proposal shall be signed by all partners or owners.

*Printed or Type written.Name and title:*

*Printed or Type written.Name and title:*

*Printed or Type written.Name and title:*

## **EQUAL EMPLOYMENT OPPORTUNITY STATEMENT**

Contractor agrees that it shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status. Breach of this covenant may be regarded as a material breach of this Agreement.

Dated: \_\_\_\_\_, 2026

Name of Bidder: \_\_\_\_\_

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*Printed or Type written. Name and title of Officer or Owner*