

City of Hillsboro

MOWING AND MAINTENANCE OF BLIGHTED / NUISANCE PROPERTIES

Bid Submission Deadline: 4-30-2026 at 4:00 p.m.

Bid Opening Date: 05-04-2026 at 10:00 a.m.

Bid Opening Location: 130 North High Street, Hillsboro, Ohio 45133

1. PURPOSE

The City of Hillsboro is seeking qualified contractors to provide mowing and maintenance services for properties declared in violation of local nuisance or property maintenance codes. Services will be performed on an as-needed basis for the 2026 mowing season.

2. LEGAL AUTHORITY

This bid is issued pursuant to applicable provisions of the Ohio Revised Code and the codified ordinances of the City of Hillsboro which authorize the municipality to abate nuisance conditions and assess costs against the property owner.

All work shall comply with federal, state, and local laws, regulations, and ordinances.

3. SCOPE OF WORK

The contractor shall furnish all labor, equipment, materials, and supervision necessary to perform the following: Please provide the hourly rate for mowing services as well as a separate hourly rate for debris removal.

A. Mowing Services

- Mow grass and weeds to a height not to exceed 4 inches
- Trim around structures, fences, trees, sidewalks, and other obstacles
- Edge along sidewalks and curbs where applicable

B. Debris Removal

- Remove and dispose of light debris that interferes with mowing (branches, small limbs, trash)
- Report excessive debris or unsafe conditions to the municipality prior to mowing

C. Frequency & Response Time

- Contractor shall complete mowing within **48–72 hours** of notification
- Work is on an as-needed basis; no guaranteed number of properties

D. Property Conditions

- Properties may include vacant lots, residential yards, and neglected parcels
 - Contractor shall exercise caution around hazards and notify the City of unsafe conditions
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4. CONTRACT TERM

The contract shall be effective for the year 2026 with the option to renew for additional one-year periods upon mutual agreement.

5. INSURANCE REQUIREMENTS

The contractor must provide proof of:

- General Liability Insurance (minimum \$1,000,000 per occurrence)
- Workers' Compensation Coverage (as required by Ohio law)
- Automobile Liability Insurance

A certificate of insurance must be submitted prior to contract award.

6. BID SUBMISSION REQUIREMENTS

Sealed bids must include:

- Completed Bid Form (attached)
- Proof of insurance or statement of insurability
- List of equipment to be used
- References (minimum of 2)

Bids must be submitted to:
130 North High St., Hillsboro, Ohio 45133

Clearly mark envelope: **“Blighted Property Mowing Bid”**

7. BID EVALUATION & AWARD

The contract will be awarded to the lowest and best bidder, taking into consideration:

- Cost
- Experience and references
- Ability to meet response times
- Equipment and capacity

The City/Village reserves the right to reject any or all bids.

8. PAYMENT TERMS

- Contractor shall submit invoices detailing each property serviced
 - Payment will be made within [30] days of invoice approval
 - Municipality reserves the right to verify all work prior to payment
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9. PRICING SHEET (BID FORM)

Contractor Name: _____

Address: _____

Phone: _____