



City of Reading • 113 S. Main St. • Reading, MI 49274 • (517) 283-2604

TDD/TTY: #711
<https://reading.mi.us>

MEMORANDUM

Date: March 10, 2025
To: All Interested Lawn Care Professionals
From: Grace VanCamp, First Deputy Clerk/Treasurer/Zoning Administrator
Subject: Request for Proposals for Lawn Care

Enclosed you will find a copy of a Request for Proposal and Bid Sheet document requesting proposals for lawn care for the 2025 Mowing Season for the City of Reading. If you're interested in submitting a proposal for this, please do so by 4:00 p.m., April 3, 2025 to City Hall, 113 S. Main Street, PO Box 240, Reading, MI 49274.

*Please note that Reading City Hall is Open
Monday-Thursday from 8am-12pm & 1pm-5pm Closed from 12pm-1pm and Fridays*

There is also a secure drop box located in the walk-way between City Hall and Post Office

Any questions please call the Reading City Hall at (517) 283-2604 or email grace@reading.mi.us or DPW/Maintenance Office at (517) 283-2835 or email bob@reading.mi.us

“City of Reading is an Equal Opportunity Provider and Employer”



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REQUEST FOR PROPOSAL 2025 MOWING CITY OF READING MICHIGAN BID SPEC DOCUMENTS

The City of Reading Michigan is requesting proposals from any interested parties regarding the mowing of City Properties. Please see attached 2025 Mowing Bid Sheet for Location Addresses and to bid on each location separately.

SERVICE

- Company agrees to furnish all equipment and perform all labor necessary for the mowing-trimming of the properties as specified on the Mowing Bid Sheet.
This service to be performed as considered necessary by the City of Reading Department of Public Works.

ADMINISTRATIVE

- The company shall provide the City of Reading an IRS form W-9 as well as certificates of insurance including workers compensation, general liability and proof of insurance for all vehicles used under the contract agreement.
- Contract for services shall be for April 10, 2025 - December 31, 2025
- The company shall be in compliance with all federal and state laws regarding licensing, equal opportunity employment, and all other governing rules or regulations.

DEADLINE

- Bids for the City of Reading mowing for 2025 are to be submitted in a sealed envelope marked "Mowing Bids" to Reading City Hall, 113 S. Main Street, PO Box 240, Reading, MI 49274 no later than 4:00 pm on Thursday, April 3, 2025. Bids may also be dropped in the City's Secure Dropbox located in the walkway between City Hall and the Post Office anytime prior to 4pm, Thursday April 3, 2025.

CONTACT

- For further information please contact the City Office at (517)283-2604 or by emailing grace@reading.mi.us or the Department of Public Works Office at (517) 283-2835 or by emailing bob@reading.mi.us.

The City of Reading reserves the right to accept or reject any or all bids, to waive irregularities in the RFP process and to award such bid or bids as is most advantageous to the City of Reading.

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City of Reading 2025 Mowing Bid Sheet

The City of Reading is accepting bids for the 2025 mowing season for the following properties. Bids should be submitted in a sealed envelope and marked “**2025 Mowing Bid**” and mailed or dropped off to Reading City Hall by 4:00 PM on Thursday April 3, 2025.

It is strongly advised that bidders inspect each property before bidding and set up a time to meet with Bob Jepson, Maintenance Supervisor at 517-283-2835 or 517-474-3473. Questions regarding the location or specifications of each property should be directed to Bob Jepson, City of Reading Maintenance Department at (517) 283-2835 or (517) 474-3473

Water Treatment Plant – Located at 7040 Dimmers Rd. Trimming to be done on every other mowing.

Bid per Mow _____

Magic Square – Located west of the intersection of Wesley St. & W. State St. ** Trimming to be done on every other mowing.

Bid per Mow _____

Detention Pond – Located at 111 Walnut St. Trimming to be done on every other mowing.

Bid per Mow _____

Michigan St. Well House Site – Entrance to property is located on the south side of Michigan St. first drive west of railroad tracks. Trimming to be done on every other mowing.

Bid per Mow _____

Maplewood Cemetery (East & West) on the East & West side of M-49, just north of the Reading City Limits (Each side is 8 Acres). ** Trimming to be done on every other mowing.

Bid per Mow (East Side) _____

Bid per Mow (West Side) _____

Fall Clean Up (East Side) _____

Fall Clean Up (West Side) _____

Lagoons – Located at 6520 Lilac Rd. Trimming to be done on every other mowing.

Bid per Mow _____

Michigan St Pavilion and Alley – Located at 190 Michigan St. ** Trimming to be done on every other mowing.

Bid per Mow _____

Rotary Park – Located at 122 Willow St. ** Trimming to be done on every other mowing.

Bid per Mow _____

Lot on Main St & Silver – Located at 213 S Main St. Trimming to be done on every other mowing.

Bid per Mow _____

Lot on Cherry St – Located at 107 W Cherry St. Trimming to be done every other mowing

Bid per Mow _____

Lot on Main and Cherry St- Located at 150 S Main St. Trimming to be done every other mowing
Bid per Mow _____

Waterworks Park – Located at 180 Lincoln St. ******Trimming to be done on every other mowing.
Bid per Mow _____

Enterprise Drive – located at the North end of town – this is the mowing of the side of the roads.
Bid per mow _____

****Trimming should always be done immediately before a holiday weekend and Festival Days
Weekend**

Name _____

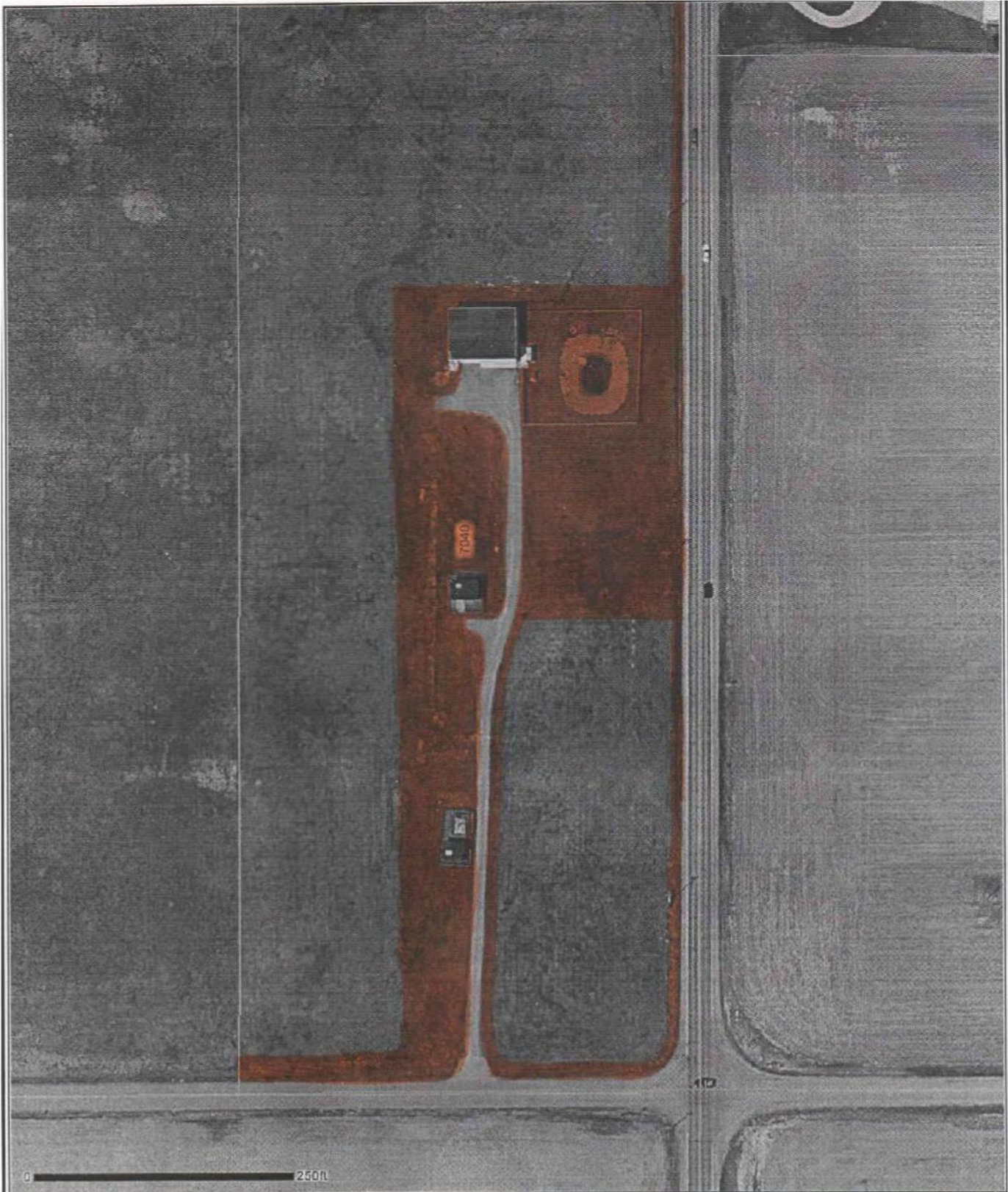
Address _____

Phone _____

Signature _____ **Date** _____

Water Treatment Plant

7040 Dimmers Rd. - Estimate highlighted areas only



This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The user of this map acknowledges that the State/County/Cities/Townships/Villages shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the State/County/Cities/Townships/Villages from any and all claims brought by the User, its employees or agents, or third parties which arise out of the User's access or use of data provided. Map Created: 3/24/2016



General Property Information

This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map and report is a compilation of records, information and data provided by various township, city, village, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The user of this map and report acknowledges that the Township/City/County shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the Township/City/County from any and all claims brought by the User, its employees or agents, or third parties which arise out of the User's access or use of the data provided.

Report and Property Data compiled as of December 15, 2023



Parcel ID: 30 20 110 001 009 22 7 4

Property Address: WESLEY ST
City/Township: CITY OF READING

Village (If Applicable):

Property Class Code: 102

Property Class Desc: AGRICULTURAL-VACANT

School District Code: 30070

School District Name: READING COMMUNITY SCHOOLS

PRE/Qual Ag %: 100%	Last Recorded Document	State Equalized Value (S.E.V.)	Taxable Value
Assessed Acres: 46.6	Liber/Page: 1540/779	2023:	39,890
Land Value: 177,065	Document Date: 8/15/2013	2022:	37,991
Land Imp Value: 0		88,500	36,778
Building Value: 0 True			36,271
Cash Value: 177,065			

Tax Description

COM 1072.5 FT N & 352 FT W OF SE COR THEREOF ON N LN OF LINCOLN ST TH W TOW END OF SD ST TH S 66 FT TH W 132 FT TO NW COR BERRY'S WEST ADD TH S ALG W LN OF SD ADD TO PNT 396 FT N OF S SEC LN TH W 324.5 FT TH S TO SEC LN TH W TO SW COR SD S1/2 SE 7A 200 2021 N TO NW COR THEREOF TH E ON N LN THERE OF TO A PNT DUE N OF POB TH S TO P013 EXC COM AT PNT ON N LN LINCOLN ST WCH IS 1072.5 FT N AND 352 FT W OF SE COR SEC FOR POB TH W ALG N LN OF SD ST TO W END OF SD ST TH S 46 FT TH DUE W 132 FT TO A PNT 20 FT DUE N OF W LN BERRY'S W ADD TH N 14 6 FT TH DUE E TO PNT 100 FT DUE N OF POB TH S 100 FT TO POB ALSO EXC COM AT PNT 1172.5 FT N AND 385 FT W OF SE COR SD SEC TH W 555.5 FT TH N TO N LN OF 85 200 2020 S1/2 SE 1/4 TH E TO PNT DUE N OF POB TH S TO P013 EXC COM SE COR SE 1/4 SD SEC TH N 89°53'1"W 1232.32 FT TO POB TH N 051°2'W 39 5.73 FT TH N 89°51'20"W 154.04 FT TH S 0°1'2"E 395.78 FT TH S 89°53'1"E 154.04 FT TO POB UNPLATTED SEC 22 T7S R4W CITY OF READING 48.18 A M / L LOT LN ADJ ON 01/26/2011 TO 20 110 001 014 22 7 4;

	Summer Taxes 2023 **	Winter Taxes 2023 **	Village Taxes 2023 **
Base Tax:	\$928.16	\$558.22	\$0.00
Special Asmt:	\$0.00	\$0.00	\$0.00
Admin Fee:	\$9.28	\$5.58	\$0.00
Total Tax:	\$937.44	\$563.80	\$0.00
Amount Paid:	\$937.44	\$0.00	\$0.00
Interest:	\$0.00	\$0.00	\$0.00
Last Date Paid:	8/28/2023		
Balance Due:	\$0.00	\$563.80	\$0.00

* Total Delinquent Tax: \$0.00

* PRE Denial Amount Due: \$0.00

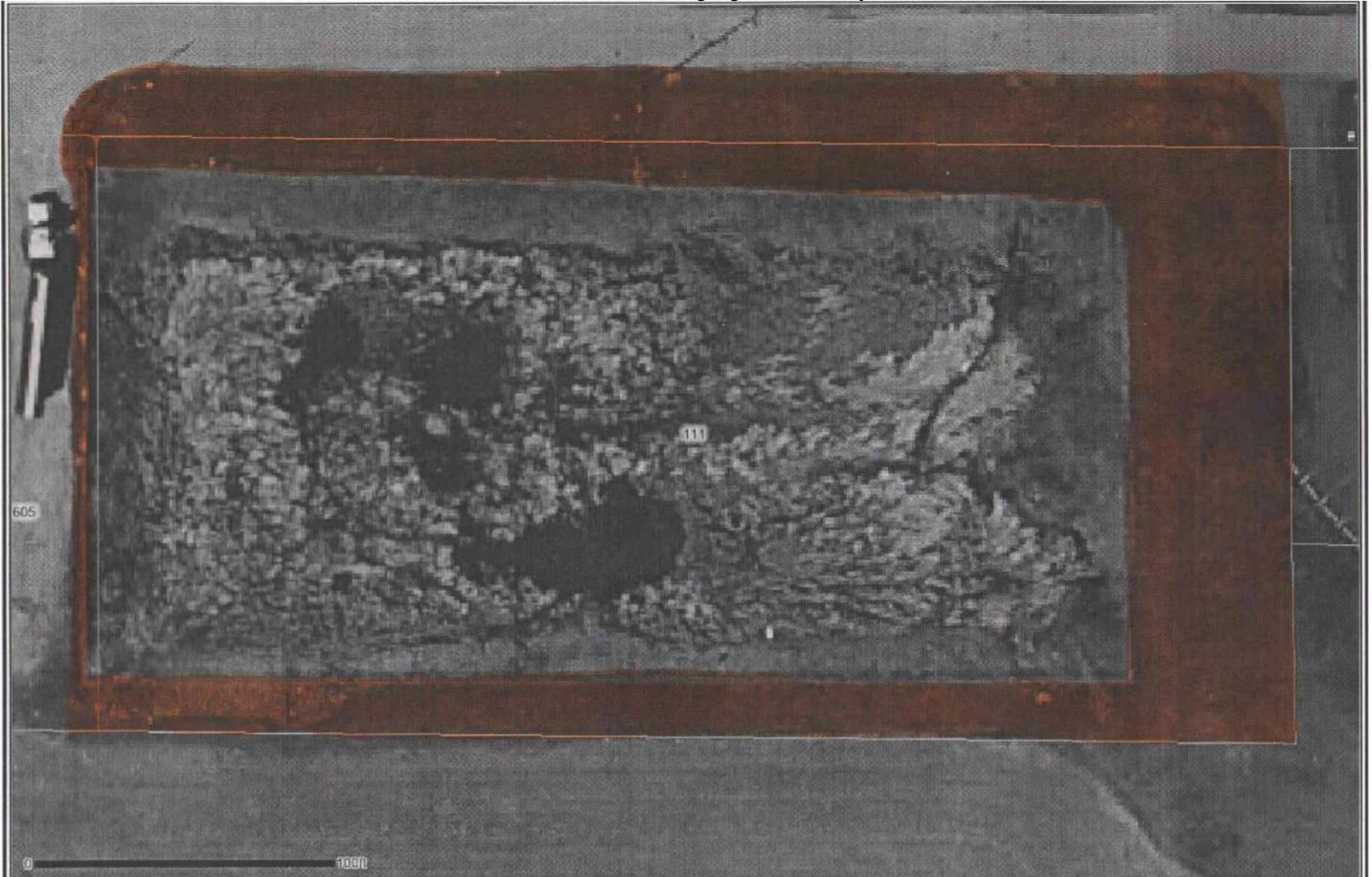
* The amount of Delinquent Tax/PRE Denials above is as of: December 15, 2023.

For payoff amounts or a breakdown of delinquent taxes contact the County Treasurer's office at (517) 437-4700

** Contact the appropriate City/Village/Township Treasurer for up to date information.

Detention Pond

111 Walnut St. - Bid highlighted areas only.



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Michigan St. Well Site

Entrance located south side of Michigan St. first drive west of railroad tracks. Bid highlighted areas only.



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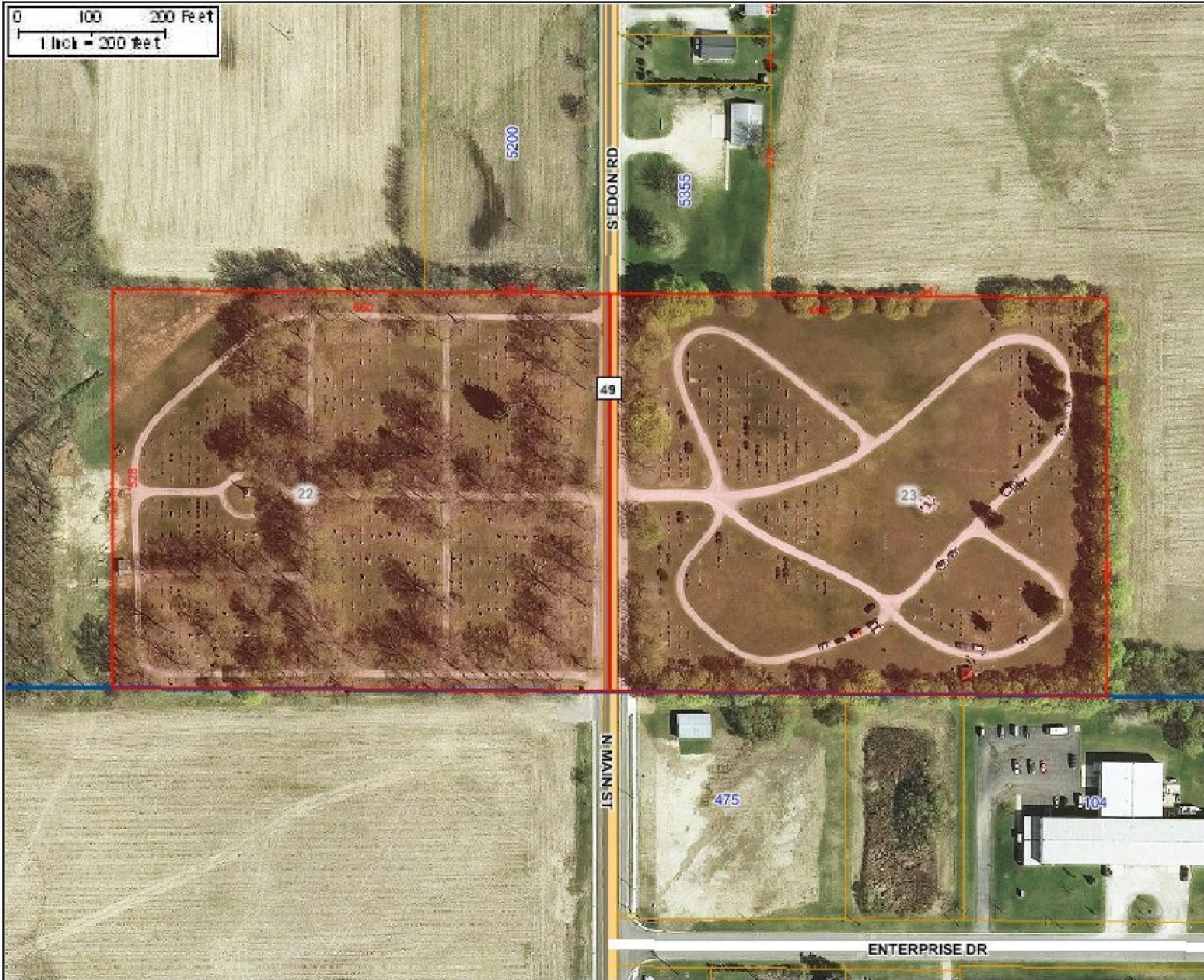
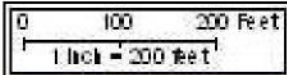
Lagoons

6520 Lilac Rd. - Bid highlighted areas only.



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Cemetery



- Selected Features
- Municipal Boundaries
- PLS - Sections
- Bike Paths
- Railroad
- Streets
- Major Arterial
- Minor Arterial
- Roads
- Lakes
- Rivers and Creeks
- Parcels
- County Background
- River and Creek Names

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**Michigan St
Pavilion and
Alley**



Rotary Park

Lots on Main St



Waterworks Park





Above 107 Cherry St Below 150 S Main St

