

INVITATION FOR BIDS

Pike County Housing Authority (PCHA) located at 838 Mason Street, Barry, Illinois 62312 is soliciting bids to provide professional lawn care services to its properties located in Pike County, Illinois for the period of 4/1/2026 through 3/31/2029.

The following specifications are relevant to the proposals sought:

Service Area

The contract shall apply to all properties owned by PCHA, with the exception of its properties in Baylis & Perry, which are subject to different terms and conditions noted below.

Arrangements can be made to view examples of the entire service area in advance of bid submittal by contacting PCHA.

Services Expected & Schedule

Lawn care services involve typical routine maintenance such as mowing, string trimming, blowing clippings, and pruning.

Such services are expected on a weekly basis throughout the mowing season in order to keep PCHA properties well maintained.

Mowing season is typically expected to be late March through early November annually.

Required Insurance

Bidders shall furnish evidence of active insurance in the following amounts: Workmen's Compensation at a minimum of \$1 million, Automobile at a minimum of \$1 million and Liability at a minimum of \$1 million per occurrence, \$3 million aggregate. Upon acceptance of the bid, bidder shall ensure PCHA receives a valid Certificate of Liability Insurance listing PCHA as an additional insured certificate holder with notice given upon cancellation.

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Required Insurance

Bidders shall furnished evidence of active insurance in the following amounts;

Workmen's Compensation: Statutory Limits

Auto: \$500,000.00

General Liability: \$1,000,000.00 per occurrence, \$2,000,000.00 aggregate

Umbrella: \$2,000,000.00

Upon acceptance of the bid, bidder shall ensure PCHA receives a valid Certificate of Liability Insurance that list PCHA as a Certificate Holder. PCHA shall receive 30 day notice of policy cancellation for any reason. PCHA shall receive 10 day notice of policy cancellation for non-payment reasons. It is understood that failure to maintain and provide insurance as required will result in bid/contract cancellation.

Fees

All responses must include a detailed fee structure related to the specifications requested.

PCHA properties in Baylis and Perry are not part of the service area for lawn care service bids. However, PCHA would entertain the inclusion of these properties as a separate add-on proposal. It is to be understood for this add-on that the properties are intended to be sold at which time PCHA would no longer require the lawn care services and billing for such would cease at that time.

Bids will be received until March 16th, 2026, 1:00pm at the PCHA office, 838 Mason Street, Barry, IL 62312 at which time all bids will be opened. Bids are to be totaled, factoring in all charges, and will not be accepted for individual properties.

PCHA reserves the right to reject any or all bids presented. Failure to include all requested bid documents in the appropriate format, will lead to rejection of that particular bid.

Any questions regarding bids or for additional documents should be directed to Chris Bruns, Executive Director at 217-407-0707 or cbruns@pikehousing.com. PCHA is an Equal Housing Provider and Equal Opportunity Employer.