



CITY OF DARDENNE PRAIRIE, MISSOURI

REQUEST FOR BIDS AND UNIT PRICING FOR

ON-CALL NUISANCE ABATEMENT MOWING SERVICES

Issue Date: June 15, 2026

Submittal Deadline: July 15 at 4 p.m.

I. INTRODUCTION

The City of Dardenne Prairie, Missouri (“City”), is soliciting bids from qualified contractors to provide on-call mowing, vegetation control, and nuisance abatement services on private properties determined to be in violation of City property maintenance, weed, grass, or nuisance ordinances.

The City intends to establish a list of qualified contractors or award one or more annual contracts to perform services as needed. Work shall be performed at the direction of the City and in accordance with all applicable laws, ordinances, and regulations.

II. SCOPE OF SERVICES

The selected contractor(s) shall provide labor, equipment, supervision, transportation, disposal services, and all materials necessary to perform nuisance abatement work, (collectively, the “Work”), including but not limited to:

A. Mowing Services

- Mowing tall grass and weeds.
- Trimming around structures, fences, trees, mailboxes, utility equipment, and other obstacles.
- Edging and cleanup as necessary.
- Mowing and cutting of heavily overgrown properties, including vegetation, weeds, and grass exceeding standard mowing heights. Utilizing brush hogs, rotary cutters, rough-cut mowers, or similar equipment as necessary.

B. Vegetation Removal

- Removal of brush, vines, saplings, and overgrown vegetation.
- Cutting and removal of volunteer trees and woody growth up to six (6) inches in diameter.

C. Property Cleanup

- Removal of accumulated vegetative debris.



- Hauling and disposal of materials generated during abatement activities.
- Site cleanup upon completion of work.

D. Emergency Services

- Response to emergency nuisance conditions as directed by the City.
- Availability for expedited response when public health or safety concerns exist.

E. Access to Property

The City may direct the Contractor to perform nuisance abatement services on private property pursuant to applicable City ordinances, administrative orders, court orders, warrants, or other lawful authorities.

Prior to directing work on private property where consent has not been obtained, the City will secure any required administrative search warrant, court order, or other legal authorization necessary to permit entry onto the property.

The Contractor shall enter such properties only upon authorization from the City and only for the purpose of performing the services specified in the City's work order. The Contractor shall comply with all conditions set forth in any warrant, court order, or authorization provided by the City.

The Contractor shall not independently seek access to private property without City authorization and shall immediately notify the City of any circumstances that prevent lawful entry or completion of the work.

F. Independent Contractor: Contractor, in performing the Work, shall at all times be and act as an independent contractor.

III. CONTRACT TERM

The initial contract term shall be one (1) year from the date of award.

The contract shall automatically renew annually for up to four (4) additional one-year renew terms unless written notice is provided by either party to the other of an intent to terminate this contract no later than ninety (90) days prior to end of the then current term of renewal.

IV. MINIMUM QUALIFICATIONS

Contractors shall demonstrate:

1. A minimum of two (2) years of experience providing commercial mowing, grounds maintenance, or similar services.



2. Ownership or access to sufficient equipment to perform the required services.
3. Ability to respond to service requests within the required timeframe.
4. Ability to comply with all insurance requirements.
5. No outstanding judgments, debarments, or suspensions from public contracting.
6. Ownership or access to brush hogs, rough-cut mowers, skid steers with mowing attachments, or similar equipment capable of managing heavily overgrown lots and nuisance vegetation.

V. RESPONSE REQUIREMENTS

Contractors shall submit the following information via email to Kyle Michel, City Administrator, Kyle.Michel@dardenneprairie.org with the subject line “ON-CALL NUISANCE ABATEMENT MOWING SERVICES – 2026”

A. Contractor Information

- Business name
- Address
- Contact person
- Phone number
- Email address

B. Qualifications

- Description of company experience
- Number of years in business
- Description of equipment available
- Number of employees

C. References Provide at least three references for similar work performed within the last three years.

D. Insurance Certification Provide evidence of current insurance coverage.

E. Pricing Schedule Complete the pricing schedule provided in Attachment A.

VI. RESPONSE TIME REQUIREMENTS

Contractor shall acknowledge City service requests within one business day.

Routine work shall commence within five (5) calendar days of authorization unless otherwise approved.

Emergency work shall commence within twenty-four (24) hours when requested by the City.



VII. INSURANCE REQUIREMENTS

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by the Contractor, its agents, representatives, employees or subcontractors, including those insurance coverages set forth below. All such insurance policies shall name the City as an additional insured with a subrogation waiver. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, cancelled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City. The cost of such insurance shall be included in the Contractor's proposal.

Commercial General Liability to cover claims which may arise from operations under this contract. The policy will include protection for the following hazards:

1. Premises and Operations – Bodily Injury & Property Damage Liability
2. Independent Contractors Coverage
3. Products & Completed Operations Liability coverage to apply one year beyond completion and acceptance of the work specified by this contract.
4. Personal Injury Liability
5. Broad Form Property Damage
6. Contractual Liability

The above policy shall be written with limits of at least \$1,000,000 per occurrence
\$2,000,000 aggregate

Business Automobile Liability: minimum \$1,000,000 combined single limit each occurrence Bodily Injury Liability and Property Damage Liability

Workers' Compensation: Statutory limits as required by Missouri law

The Contractor's insurance coverage SHALL BE PRIMARY INSURANCE as respects the City, its officers, officials, employees and volunteers. Any insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

Contractors shall include all subcontractors as insureds under their policies or shall furnish separate certificates of each subcontractor. All coverage for subcontractors shall be subject to all of the requirements stated herein.



VIII. INDEMNIFICATION

The Contractor agrees to indemnify, defend, and hold harmless the City, its elected officials, officers, employees, and agents from and against all claims, damages, losses, liabilities, costs and expenses, including reasonable attorneys' fees arising out of the contractor's performance of Work under this agreement; provided, however, that nothing herein shall be construed as a waiver of, or limitation upon, the City's sovereign immunity or any other defense, immunity, or limitation of liability available to the City under Section 537.600 et seq., RSMO., as amended, or other applicable law.

IX. ENROLLMENT IN FEDERAL WORK AUTHORIZATION PROGRAM

If the Contract Price is greater than \$5,000, then pursuant to RSMo. § 285.530, the bidder/contractor must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested in this contract by:

1. Submitting a completed, notarized Affidavit of Work Authorization; and
2. Providing proper documentation affirming the bidder/contractor's enrollment and participation in a valid federal work authorization program for the employees proposed to work in connection with the services requested in this Contract.

Note: An example of a valid federal work authorization program is E-Verify. Acceptable enrollment and participation documentation in the E-Verify program consists of: (1) a valid, completed copy of the first page of the E-Verify Memorandum of Understanding (MOU) identifying the bidder; and (2) a valid copy of the MOU signature page completed and signed by the bidder, the Social Security Administration, and the Department of Homeland Security – Verification Division.

X. EVALUATION CRITERIA

Bids will be evaluated using the following criteria:

Relevant Experience – 30% Responsiveness and Availability – 25% References and Past Performance – 20% Equipment and Capacity – 15% Pricing – 10%

The City reserves the right to interview respondents and request additional information.

XI. AWARD

The City reserves the right to:

- Reject any or all bids.
- Waive informalities or irregularities.
- Request clarification of submissions.
- Award contracts to one or multiple contractors.



- Make no award if determined to be in the City’s best interest.

The bidder agrees that this bid shall be good and may not be withdrawn for a period of sixty (60) calendar days after the scheduled closing time for receiving bids.

Upon receipt of written notice of the acceptance of this bid, bidder will execute a formal contract within ten (10) calendar days.

XI. SUBMISSION INSTRUCTIONS

Bids shall be submitted to:

City of Dardenne Prairie Attention: City Administrator, Kyle Michel

Email submissions may be accepted at: Kyle.Michel@dardenneprairie.org

Submissions must be received no later than:

Date: July 15, 2026 Time: 4pm

ATTACHMENT A PRICING SCHEDULE

Contractor Name: _____

Minimum Service Call Fee: \$_____

Residential Lot (up to 10,000 sq. ft.): \$_____

Residential Lot (10,001–20,000 sq. ft.): \$_____

Residential Lot (over 20,000 sq. ft.): \$_____

Vacant Lot – Per Acre: \$_____

Brush Removal (Hourly Rate): \$_____

Brush Removal (Per Cubic Yard): \$_____

Equipment with Operator (Hourly): \$_____

Debris Hauling and Disposal: \$_____

Emergency Response Surcharge: \$_____

Heavy overgrowth/Brush Hog Mowing (Per Acre): \$_____



Additional Comments: _____

AUTHORIZED SIGNATURE

Name: _____

Title: _____

Signature: _____

Date: _____