



PORT SHELDON TOWNSHIP

16201 Port Sheldon Street, West Olive, MI 49460
Telephone 616-399-6121 Fax 616-399-7173
www.portsheldontwp.org | info@portsheldontwp.org

Request for Proposals for property maintenance at the following locations: 2025-26 Season

General Specifications:

Bidding contractors shall have a minimum of 5 years' experience working on multi-site projects of a similar size. (provide references)

Contractors will be required to have the capacity to work on multiple sites simultaneously. Awarded Contractors will provide proof of hazard, and workers comp insurance coverages.

Contract proposals should include a 2-year agreement option.

All equipment tools and rubbish collected by work of any kind must be cleaned up and removed by the parties employed on that work at end of day, and the grounds left in good order. All work must be done during the working hours, and in accordance with the Township noise ordinance.

Port Sheldon Township Hall and Office- 16201 Port Sheldon St.

- Spring and Fall cleanup
- Five fertilizer applications including crabgrass and broadleaf weed control. (Specify-fertilizer blends for the five-step program)
- Control weeds in lawns, landscape beds, parking lots, playground area, tennis courts and alongside fences including fence by garbage transfer site
- Mowing and trimming 26 times per season
- Pick up trash or debris on lawns, parking lots, garbage transfer site, Pruning and trimming all landscape beds 2 times per season
- Edge all landscape beds and playground area perimeter and add shredded bark- minimum two inches to existing areas (to be scheduled with Township)
- Edge all Lawn/pavement edges/perimeters
- Keep Pickleball & Tennis courts clean of sand, trash or debris weekly using backpack blower, sweeping or manually picking up
- Keep garbage transfer site mowed
- Install (Spring) and remove (Fall) Pickleball & Tennis court nets when requested
- Put out (Spring) and remove and store (Fall) picnic tables

Fire Station- 16045 Port Sheldon St.

- Spring and Fall cleanup
- Five fertilizer applications including crabgrass and broadleaf weed control. (Specify-fertilizer blends for the five-step program)
- Control weeds in lawns, landscape beds, and parking lots



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- Mowing and trimming 26 times per season
- Pick up trash or debris on lawns, and parking lot
- Pruning and trimming all landscape beds 2 times per season
- Edge all landscape beds and add shredded bark- minimum two inches to existing areas (to be scheduled with Township)
- Edge all Lawn/pavement edges/perimeters

Cemetery- 16232 Stanton St.

- Spring and Fall cleanup
- Five fertilizer applications including crabgrass and broadleaf weed control. (Specify-fertilizer blends for the five-step program)
- Control weeds in lawns, landscape beds, parking lots, and alongside fences
- Mowing and trimming 26 times per season
- Pick up trash or debris on lawns, and parking lots
- Pruning and trimming all landscape beds 2 times per season
- Edge all landscape beds and add shredded bark- minimum two inches to existing areas (to be scheduled with Township)
- Edge all Lawn/pavement edges/perimeters

Non-motorized pathways:

- Mow 36" strip along both sides of pathways as requested (2-3 times per season)
- Trim back any branches hanging down or obstructing/narrowing pathway
- Trim boardwalk/bridges from any encroaching branches/weeds, or saplings

Non-Motorized pathway work is only to be completed during weekdays, and off-peak times. No weekend work (paths are utilized heavily in mornings, evenings, and weekends)