

**CITY OF BESSEMER CITY, NORTH CAROLINA  
REQUEST FOR PROPOSALS (RFP)  
LAWN MAINTENANCE & VEGETATION ABATEMENT SERVICES**

**1. INTRODUCTION**

The City of Bessemer City, North Carolina (“City”) is soliciting proposals from qualified contractors to provide lawn maintenance and vegetation abatement services for properties in violation of municipal property maintenance standards. These services are performed on an as-needed basis at the direction of the City’s Code Enforcement Division to bring properties into compliance with local ordinances.

**2. PROPOSAL SUBMISSION**

Proposals must be received no later than:

April 10, 2026 at 5:00 PM

Submit proposals to:

David James

City of Bessemer City

djames@bessemercity.com

Late submissions will not be considered.

**3. SCOPE OF SERVICES**

The selected contractor(s) shall provide lawn maintenance and vegetation abatement services for properties identified by the City.

Services include, but are not limited to:

- Grass mowing
- Weed trimming
- Edging
- Removal or cutting of excessive vegetation
- Bush hog services (when required)

All services shall be performed only upon authorization by the City.

**4. SERVICE REQUIREMENTS**

Contractors must meet the following operational standards:

- Inspect all assigned properties prior to service
- Provide dated “before” and “after” photographs
- Document mowing date and correct property address
- Maintain grass height at approximately 4 inches, unless otherwise directed
- Perform trimming and edging at each property
- Remove debris and blow off all hard surfaces (driveways, sidewalks, etc.)
- Complete services within three (3) calendar days, weather permitting
- Submit completed service documentation upon completion
- Upload documentation to a City-designated platform (e.g., OneDrive or Google Drive)
- Provide additional documentation upon request

**5. PROCESS AND PROCEDURES**

Upon receipt of an abatement list from the City, the contractor shall:

1. Inspect each property
2. Take a dated “before” photograph
3. Notify the City of the scheduled service date
4. Submit documentation if requested prior to service

The City reserves the right to inspect properties prior to mowing.

Upon completion, the contractor shall submit:

- “After” photographs
- Completed service list
- All required documentation

## 6. COMPENSATION & PROPOSED FEE SCHEDULE

Proposers shall submit pricing using the structure below:

### Standard Lawn Mowing

Service	Rate
Property < 1 acre	\$ _____
Property ≥ 1 acre and < 2 acres	\$ _____

### Bush Hog Services

Service	Rate
Transportation Fee (per visit)	\$ _____
Hourly Rate	\$ _____

- Any additional services must be pre-approved by the City
- Pricing should be firm and inclusive of all costs

## 7. INVOICING REQUIREMENTS

Invoices must include:

- Property address
- Date of service
- Description of work performed
- Applicable rate
- Supporting photographs and documentation

Invoices may be submitted per property or as a consolidated invoice, subject to City approval.

Payment will be made in accordance with the City's standard accounts payable procedures.

## 8. UNUSUAL OR HAZARDOUS CONDITIONS

If hazardous or abnormal conditions are encountered, the contractor shall:

- Document conditions with photographs
- Notify the City immediately
- Suspend work until direction is provided

No additional compensation will be authorized without prior City approval.

## 9. INSURANCE REQUIREMENTS

The selected contractor must maintain:

- Commercial General Liability:
  - \$1,000,000 per occurrence
  - \$2,000,000 aggregate
- Automobile Liability:
  - \$1,000,000 combined single limit
- Workers' Compensation:
  - As required by North Carolina law

A Certificate of Insurance must be provided prior to contract execution.

## 10. CONTRACT TERMS

- The selected contractor will operate as an independent contractor
- The contract will remain in effect until terminated
- Either party may terminate with 30 days written notice
- The City may terminate immediately for non-performance

## 11. COMPLIANCE WITH LAWS

The contractor must comply with all applicable federal, state, and local laws, including safety and environmental regulations.

## 12. PROPOSAL REQUIREMENTS

Proposals should include:

1. Company information and qualifications
2. Relevant experience with similar municipal or large-scale mowing services
3. Description of equipment and staffing capacity
4. Proposed fee schedule (Section 6)
5. Proof of ability to meet documentation and timeline requirements
6. Certificate of Insurance (or statement of ability to provide)
7. References (minimum of three)

## 13. EVALUATION CRITERIA

Proposals will be evaluated based on:

- Experience and qualifications
- Ability to meet service requirements and timelines
- Cost competitiveness
- Responsiveness and completeness of proposal
- Past performance and references

The City reserves the right to:

- Reject any or all proposals
- Waive informalities
- Select one or multiple contractors
- Negotiate terms in the best interest of the City

## 14. RESERVATION OF RIGHTS

The City of Bessemer City reserves the right to accept or reject any and all proposals and to make an award deemed in its best interest.

## 15. CONTACT INFORMATION

All questions regarding this RFP shall be directed to:

David James

City of Bessemer City

djames@bessemerncity.com

**DRAFT AGREEMENT BELOW**

STATE OF NORTH CAROLINA  
GASTON COUNTY

LAWN SERVICES AGREEMENT

This Lawn Services Agreement (“Agreement”) is made and entered into this \_\_\_ day of \_\_\_\_\_, 2026, by and between the City of Bessemer City, North Carolina, a municipal corporation organized under the laws of the State of North Carolina (hereinafter referred to as the “City”), and:

\_\_\_\_\_  
(hereinafter referred to as the “Contractor”).

RECITALS

WHEREAS, the City is responsible for ensuring that properties within its jurisdiction remain in compliance with municipal code requirements, including property maintenance standards; and

WHEREAS, certain property owners may fail to comply with such requirements, necessitating abatement services to be carried out by an independent contractor; and

WHEREAS, the Contractor represents that it has the necessary equipment, personnel, and experience to perform lawn maintenance services for the purpose of municipal code compliance; and

WHEREAS, the City desires to retain the Contractor to provide such services under the terms set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

1. SCOPE OF SERVICES

The Contractor shall provide lawn maintenance and vegetation abatement services for properties identified by the City’s Code Enforcement Division.

Services may include, but are not limited to:

- Grass mowing
- Weed trimming
- Edging
- Removal or cutting of excessive vegetation
- Bush hog services where necessary

Services are performed solely at the direction of the City for the purpose of enforcing municipal property maintenance ordinances.

2. SERVICE REQUIREMENTS

The Contractor shall adhere to the following requirements when performing services:

- Inspect all properties listed on the abatement list provided by the City.
- Provide dated “before” and “after” photographs of each property serviced.
- Provide the mowing date and correct address for each property to the Code Enforcement Division.
- Grass must be mowed to approximately four (4) inches in height unless otherwise directed by the City.
- Each property mowed must be properly trimmed and edged.
- All driveways, sidewalks, and hard surfaces must be blown clean following service.
- Services must be completed within three (3) calendar days, weather permitting, after receiving the abatement list from the City.
- The Contractor shall return the completed service list to the Code Enforcement Officer after work is finished.
- The Contractor must have the ability to upload photographs and documentation to a City-designated platform, such as City OneDrive or Google Drive.
- The Contractor shall provide any additional documentation requested by the City relating to the work performed.

3. PROCESS AND PROCEDURES

Upon receiving the official abatement list from the Code Enforcement Officer, the Contractor shall:

1. Inspect each listed property.
2. Take a dated “before” photograph of the property.
3. Notify Code Enforcement of the scheduled mowing date for each location.
4. Submit the “before” photograph and mowing date to Code Enforcement prior to service when requested.

The City reserves the right to inspect properties prior to mowing to determine whether service is still required.

Upon completion, the Contractor shall provide:

- “After” photographs
- Completed service list
- Any required documentation

#### 4. COMPENSATION AND FEE SCHEDULE

The City agrees to compensate the Contractor according to the following schedule:

##### Standard Lawn Mowing

Service	Rate
Property < 1 acre	\$
Property ≥ 1 acre and < 2 acres	\$

##### Bush Hog Services

Service	Rate
Transportation Fee (per visit)	\$
Hourly Rate	\$

Any services outside the scope above must be approved in advance by the City.

#### 5. INVOICING

The Contractor shall submit invoices to the City for services performed.

Invoices shall include:

- Property address
- Date of service
- Description of work performed
- Applicable service rate
- Supporting photographs and documentation

Invoices may be submitted per property serviced or in a consolidated invoice approved by the City.

Payment will be processed in accordance with the City’s standard accounts payable procedures.

#### 6. UNUSUAL OR HAZARDOUS CONDITIONS

If the Contractor encounters hazardous conditions, excessive overgrowth, debris, animals, or other abnormal site conditions, the Contractor shall:

- Document the conditions with photographs and notes
- Notify the Code Enforcement Officer immediately
- Refrain from performing additional work until receiving direction from the City

Any price adjustments must receive prior approval from the City.

#### 7. INSURANCE REQUIREMENTS

The Contractor shall maintain, at its own expense, the following insurance coverage during the term of this Agreement:

Commercial General Liability Insurance

- Minimum coverage: \$1,000,000 per occurrence
- \$2,000,000 aggregate

Automobile Liability Insurance

- Minimum coverage: \$1,000,000 combined single limit

Workers' Compensation Insurance

- As required by the laws of the State of North Carolina.

The Contractor shall provide a Certificate of Insurance to the City prior to performing services and shall maintain such coverage throughout the term of this Agreement. The City may request updated certificates at any time.

8. INDEMNIFICATION

The Contractor agrees to indemnify, defend, and hold harmless the City of Bessemer City, its officers, employees, and agents from any claims, damages, losses, or expenses arising out of or resulting from the performance of services under this Agreement, except where caused by the sole negligence of the City.

9. INDEPENDENT CONTRACTOR

The Contractor shall perform all services as an independent contractor and not as an employee of the City. The Contractor shall be responsible for all taxes, wages, benefits, and obligations related to its employees and operations.

10. TERM AND TERMINATION

This Agreement shall remain in effect until terminated by either party.  
Either party may terminate this Agreement with or without cause upon thirty (30) days written notice.  
The City reserves the right to terminate the Agreement immediately for failure to perform services in accordance with the requirements of this Agreement.

11. COMPLIANCE WITH LAWS

The Contractor shall comply with all applicable federal, state, and local laws, ordinances, and regulations, including applicable safety and environmental requirements.

12. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties and supersedes any prior agreements or understandings, whether written or oral.

Any amendments must be made in writing and signed by both parties.

SIGNATURES

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

CITY OF BESSEMER CITY

CONTRACTOR

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Joshua Ross

Name: \_\_\_\_\_

Title: City Manager

Title: Owner

Date: \_\_\_\_\_

Date: \_\_\_\_\_