

**REQUEST FOR PROPOSALS**  
**LANDSCAPE MAINTENANCE SERVICES**

NOTICE IS HEREBY GIVEN, that the Board of Public Works and Safety of the City of Huntingburg, Indiana (“City”) will receive sealed proposals until ten o’clock A.M. on July 24, 2020 at the City’s office at 508 E. Fourth Street, Huntingburg, Indiana 47542, for Landscape Maintenance Services along 4<sup>th</sup> Street, between Geiger and Jackson Streets in the City of Huntingburg.

The Scope of the Work and detailed specifications as well as proposal forms are available at the Huntingburg Clerk-Treasurer’s Office, 508 E. 4<sup>th</sup> Street, Huntingburg, Indiana 47542, from 8:00 A.M to 4:30 P.M., M-F, or by email request to: rsteckler@huntingburg-in.gov.

All proposals shall be submitted on forms provided by the City with the proposal package, and shall include all information requested. Proposals will be evaluated based on the following criteria:

1. Past performance of similar scale maintenance projects (10%)
2. Quality of content of the written proposal (10%)
3. The experience and technical ability to complete the required maintenance (30%)
4. Total cost of overall project services (50%)

All proposals must be in writing, submitted in a sealed envelope marked “4<sup>th</sup> Street Landscape Maintenance Proposal,” and delivered to the City’s Clerk-Treasurer’s office 508 E. Fourth Street, Huntingburg, Indiana 47542 for receipt no later than ten o’clock A.M. on July 24, 2020, at which time proposals will be open and available for public inspection. The City reserves the right to conduct further discussions and negotiations on a fair and equal basis with all responsive offerors before a final award. The contract will be awarded to the responsive and responsible offeror whose proposal is determined to be most advantageous to the City, taking into consideration all evaluation criteria.

The City reserves the right to hold all proposals for a period not to exceed sixty (60) days, and to reject all proposals.

Dated: July 2, 2020.

CITY OF HUNTINGBURG, INDIANA

By: /s/Thomas A. Dippel  
Clerk-Treasurer

Note: Publish two (2) times, one week apart in *The Dubois County Herald*, and posted on the City’s website beginning no later than July 8, 2020.