

Request for Proposals
Lawn Care Services for the Town of Caledonia, Waupaca County 2026

The Town of Caledonia in Waupaca County, Wisconsin is accepting proposals from qualified individuals or firms to provide lawn care services for the Town until 1 pm on October 6, 2025.

Mail proposal to:

Town of Caledonia
Attn: Lawn Services
PO Box 190
Readfield WI 54969

Deliver proposals to (put in secure dropbox in door):

Town of Caledonia
Attn: Lawn Services
E9181 State Rd 96
Readfield WI 54969

Electronic submission: Email caledoniatownclerk@gmail.com, subject line "Lawn Services 2026"

Questions for further information on this RFP may be directed to:

Bill Abba, Chairperson
(920) 667-4953
caledoniachairperson@gmail.com

Date of Request: August 17, 2025

Project Title: Lawn Services for the Town of Caledonia, Waupaca County 2026

Submittal Due: 1:00 pm CT, October 6, 2025. There will be a public opening for these proposals.

Label the email or sealed envelope of the submittal: "Lawn Services 2026"

Background Information:

The Town of Caledonia is a rural community located in the southeast corner of Waupaca County. Readfield Park is located at E9181 State Rd 96, Readfield WI 54969.

Scope of Work:

1. Contractor shall mow the grass when it reaches four inches in height within the area in the attached map (the "Zone"), incorporated by reference herein.
2. Contractor shall trim all grass around all structures, roadways, parking lots, and sidewalks within the Zone.
3. Contractor shall collect and dispose of fallen leaves in the Zone.
4. Contractor shall move all picnic tables, benches, garbage cans, and other similar objects as necessary to finish mowing the Zone. Contractor shall return all objects to their initial spot after mowing is completed.
5. Contractor shall maintain both baseball diamonds that are fully or partially within the Zone. Maintenance includes but is not limited to removing water, adding sand as needed, and dragging the infield of the two diamonds before Medina Dale Readfield Baseball Club (MDR) games.
6. Contractor will manage and remove weeds and unwanted grass in the entire park and on the infield of the baseball diamonds.
7. Placing bases and marking the infield are not included in this Contract.
8. Contractor shall provide all equipment necessary to fulfill Contractor's duties under this Contract.
9. No snow removal is included in the Contract.

General Quotation Requirements:

1. All quotations must identify the firm name, address, and experience in Wisconsin. The proposals shall also include the name(s) and contact information of the person(s) to be assigned as the Town's point of contact for the work to be performed.

2. The proposal shall include the total compensation rate to provide the lawn services described in the above Scope of Work.
3. The proposal shall identify 3 references from clients for which the bidder has provided lawn care services. References must include the name, title, address, phone number, and email of the reference contact.
4. Bidders are advised to carefully inspect the facilities of the Town of Caledonia and examine the above referenced properties for the proposed work and judge for themselves the circumstances affecting the cost of the work or the time requirements for its completion.
5. The successful bidder is not permitted to assign, subcontract, or transfer the work of providing lawn care services, without the prior written approval of the Town.
6. The successful bidder shall maintain full insurance coverage to protect and save harmless the Town from claims, demands, action and causes of action in execution of work.
7. The successful bidder will maintain Workmen's Compensation and Public Liability Insurance on all employees.
8. The proposal must include a draft contract or statement of proposed terms, including provisions for contract termination.

Evaluation criteria:

The proposals will be reviewed and awarded to the lawn care provider whose quote is the most responsive to the solicitation and is the most advantageous to the Town of Caledonia, considering experience, price, and other factors. The Town reserves the right to accept or reject all proposals received.

The following criteria will be used to review the Lawn Care Services Proposals:

1. Demonstrate successful experience and quality of service.
2. Evidence of positive customer interaction & responsiveness to the municipal staff.
3. Cost of lawn care services.

Term of Engagement:

The lawn care provider will be selected directly by the Town Board. The Town will propose a 1 year service contract with the lawn care provider selected. The following is a list of key dates:

Request for proposals issued: **August 18, 2025**

Due date for proposals: **October 6, 2025 (1:00 pm)**

Coverage beginning date: **January 1, 2026**

Land Records

02 23 43 31
B&B EASEMENT REPAIRS LLC

CSM 7-379 CSM 7-379 CSM 13-342

E 19222 02 23 44 4
Hwy 96 GONNERING, TODD A

STATE OF WISCONSIN DEPT. TRANSPORTATION
96

STATE OF WISCONSIN DEPT. TRANSPORTATION

02 26 12 5
NEW LONDON SCHOOL DIST, READFIELD SCHOOL

02 26 12 8
TOWN OF CALEDONIA TOWN HALL

02 26 11 6
MILLER, NANCY A

02 26 11 5
KALBUS, DAVID

02 26 12 17
RILLING, ERIC

CSM 5-164

E 19161
SCHOOL RD

CSM 5-164

02 26 12 8
ELERTSON, DONALD H & LISA L
CSM 5-222 E 19177
SCHOOL RD

02 26 11 3
ELERTSON, DONALD H & LISA L
E 19193
SCHOOL RD

CSM 5-222

1/22/2022, 10:23:36 AM

To Order Maps Or To Report A Problem Visit:
www.co.waupaca.wisconsin.gov/land_information/index.php

Map Key

Addresses / Points of Interest

Historic Lot Lines

New Parcel Numbers

CSM-Plat of Survey

Historic Lot Lines

Parcel Changes (Splits-Combos etc)

Parcel Numbers / Owner Names

Meander Line

Parcel Boundaries

Tie Bar

Map Data Sources -> Waupaca County Land Information

ATTENTION!

GIS TAX PARCEL MAPS ARE FOR INFORMATIONAL PURPOSES ONLY AND ARE NOT
INTENDED TO REPRESENT EVIDENCE IN TITLE. THE REPRESENTATIONS ON THESE MAPS
COULD IMPACT BE IN ERROR AND SHOULD NOT BE RELIED UPON AS THE SOLE
DETERMINING FACTOR IN THE LOCATION OF ANY GIVEN PARCEL. WAUPACA COUNTY IS
NOT RESPONSIBLE FOR ANY INACCURACIES CONTAINED THEREIN. INDIVIDUALS SHOULD
CONSULT LEGAL REPRESENTATION OR PROFESSIONAL SURVEY ADVICE TO OBTAIN
ADDITIONAL ACCURACY OF A GIVEN PARCEL DESCRIPTION.

