

PORTLAND HOUSING AUTHORITY
SOLICITATION FOR BIDS FOR GRASS CUTTING SERVICES

DATE: FEBRUARY 9, 2026

The Portland Housing Authority is soliciting bids for grass cutting services for **Project TN073-01, 73-03, located in Portland, TN. and 73-04 located in Red Boiling Springs, Tennessee.** A firm fixed contract will be used for these services. The following must be provided under any proposed services contract:

1. The Contractor agrees to cut and mow the grass on all the grounds specified by the Portland Housing Authority including common areas of the project operated by this agency. The time period for which these services will be needed is April 1, 2026, to November 1, 2026, with the option of renewal. The Contractor shall trim around the buildings, shrubbery, sidewalks, and curbs in the yards or common areas, gutters, porches, roadways, and sidewalks will be cleaned of grass clippings. All grass banks or sodded banks are to be mowed.
2. All trash in yards and common areas will be picked up and disposed of prior to mowing.
3. Grass is to be cut to a finish height of not more than 3 ¼ inches. Knocking down of the grass will not be acceptable. *Mowing is to be done within a two-day cycle period.*
4. Necessary equipment for the performance of this contract by the Contractor shall be furnished by the Contractor at no additional cost to the Housing Authority.
5. Contractor will *perform mowing services approximately every Seven (7) to Ten (10) calendar days.* Portland Housing Authority reserves the right to suspend mowing at any time when it is necessary. Contractor will be notified when initial mowing is to commence, or should mowing be suspended, when to recommence mowing.
6. All payments to Contractor will be subject to prior approval of the Housing Authority as to quality of work performed. Payment will not be made until the Housing Authority is satisfied with each mowing. Payment will be made within TEN (10) days after billing is received, no more frequently than the end of each calendar month.
7. Contractor agrees to provide at their expense, adequate Liability Insurance covering any injury or damage to person or property, including employees of the Contractor. Portland Housing Authority is to be listed on all policies of insurance as to an "Additional Insured," and to be notified of any termination of insurance during the term of the underlying contract. Proof of liability coverage, worker's compensation insurance coverage, and auto coverage must be furnished to the Housing Authority before work starts. Contract will be voided if not provided. The minimum amount of liability insurance coverage shall be no less than \$500,000. All insurance must be in force throughout contract term.

8. The Contractor will not have any employees less than eighteen (18) years of age on the proposed work. Labor Relations wage rate will be provided to contractor and a HUD wage form must be provided after each row.
9. It is expressly understood that the Contractor is an independent Contractor and is not an agent or employee of the Portland Housing Authority.
10. The area to be serviced under this contract consists of 41 occupied buildings, one (1) office/maintenance building, and two maintenance buildings together with all surrounding common areas. There are (90) units (1) office building and (2) maintenance shops in the Portland area. There are (30) units (1) office/maintenance building at the Red Boiling Springs area.
11. Contractors will not discriminate because of race, creed, color, national origin, or handicap.

All responses to this solicitation must be received at the offices of the Portland Housing Authority **no later than 3:00 p.m. central time on February 23, 2026**. Bids may be mailed to Portland Housing Authority P.O. Box 37, Portland, Tennessee 37148 on hand delivered to 107 Potts Avenue, Portland, TN. 37148.

PORTLAND HOUSING AUTHORITY RESERVES THE EXCLUSIVE RIGHT TO REJECT ANY OR ALL PROPOSALS/BIDS WITH OR WITHOUT CAUSE.

Portland Housing Authority is an equal opportunity employer.

SIGNATURE OF BIDDER

Date: _____

Address:

Phone: _____

Email: _____

BID AMOUNT FOR PORTLAND GROUNDS 73-1 & 73-3 PER MOW: _____

BID AMOUNT FOR RED BOILING SPRNGS GROUNDS 73-4 PER MOW: _____

TOTAL AMOUNT OF CONTRACT PER MONTH: _____