



**CITY OF EAST PROVIDENCE
BUILDING INSPECTION DIVISION
REQUEST FOR PROPOSALS
RFP EP25/26-09
CUTTING/REMOVAL OF OVERGROWN GRASS ROTATING LIST
BID OPENING WEDNESDAY, APRIL 15, 2026, AT 11:00AM**

SPECIFICATIONS

I. INTRODUCTION and BACKGROUND

The City of East Providence is seeking qualified contractors to provide grass cutting services for various properties located within the City of East Providence for a two-year period beginning from the date of notification of formal award on an “as-needed and requested basis.” There will be an option to extend for an additional one-to-two-year term upon mutual agreement between the City and selected contractor. Selected Contractor will be required to work on private property that has been subject to minimum housing violations.

The City of East Providence is an urban community with a population of approximately 50,000 people. Most of the City is fully developed as residential, commercial, and industrial property.

II. SCOPE OF SERVICES

This scope of work pertains to the requirements for cutting/removal of overgrown grass and weeds at various locations in the City. Scope also pertains to light trash pickup at each location. The successful contractor shall furnish all materials, equipment, labor and licenses to perform the work. Mowing and trimming of lawn areas to a maximum length of four (4) inches on an as needed and requested basis. All clippings, weeds, and light trash will be removed at the time of cutting. All trash must be removed before, during, and after each mowing cycle. Grass needs to be blown from walks and parking areas after every visit and before contractors leave the site. All elements of the lawn maintenance cycle shall be completed the same day they start. No partial mowing will be allowed unless the weather forces delay. Winning contractor is expected to respond to City requests within 24 hours of initial notification. If rain or wet turf conditions exist, contractor shall finish the cycle as soon as favorable conditions exist. Operators must exercise care when trimming around tree trunks, signposts, light standards, buildings or any other fixed object. Equipment must not come in contact with or cause damage to any fixed object. Vendor will be responsible for any damage. It shall be the contractor’s responsibility to remove all debris and litter. A penalty of twenty-five (25%) percent off the cost of the cut will be charged any contractor who leaves the mowing site without removing all litter and debris left by their mowers and power equipment.

III. GENERAL CONDITIONS

The City of East Providence will maintain a rotating list of qualified bidders and will be managed by the Building Inspection Division. The City Building Inspection Division will make every effort to ensure all qualified bidders

on the list are equally dispersed work orders. In the event that a contractor fails to answer the call for work the next contractor will be called and that contractor will not be called until he or she is up on the list again.

The city shall have the right to remove the contractor from the list if the contractor provides substandard services or an untimely response. The Building Official will issue one warning before removing the contractor from the list.

In the event the work is outside the scope of services of grass cutting and light trash pickup, The City shall require three quotes for the additional work required to bring the property into compliance.

The contractors selected will be required to perform the services requested by the city within 24 hours of notification by the City of East Providence.

The contractor shall take before and after photos of the work performed and provide them digitally or printed to the Minimum Housing Inspector prior to submitting for payment.

The contractor in addition to supplying before and after photos shall provide a hand drawn sketch to scale indicating area being cut.

Note: Finish cut of vegetation should not be more than 4” (four inches) height AFTER cutting.

Successful bidder will be required to submit a certificate of insurance with the City listed as additionally insured in the amounts listed in the **Standard Instructions and Forms for Bidders** prior to formal award.

The City of East Providence reserves the right to reject any or all bids and reserves the right to award the job to the bidder deemed to be in the best interest of the City.

All Contractors must successfully complete a BCI background check prior to commencing work on any City project.

Any questions regarding the specifications may be directed to Robert Walker, Building Official in writing at rwalker@eastprovidenceri.gov and Jessica Lamprey, Procurement Specialist at jlamprey@eastprovidenceri.gov by **WEDNESDAY, APRIL 8, 2026, AT 4:00PM.**

Equal Opportunity/Affirmative Action Employer
Jessica Lamprey
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