



St. Bernard Community Improvement Corporation

Request for Proposal (RFP) – Mowing

The St. Bernard Community Improvement Corporation (CIC) is accepting proposals for lawn care/mowing for properties owned by the CIC during the calendar year 2020. The properties are commercial, residential, and vacant lots within the Village of St. Bernard.

Property List: The CIC maintains a list of all of the properties that are to be mowed and maintained. As a property is acquired or sold, lots will be added or deleted from the list with the awarded contractor being given notice of the changes within a reasonable time period. The CIC makes no guarantees as to the quantity of properties that need to be maintained and the duration of time that they will be on the maintenance list.

Mowing Frequency: All Properties are to be mowed once every 10 days of the mowing season commencing April 15th and concluding November 15th, 2020. In the event of extremely dry or excessively wet weather, the regular 10-day mowing cycle may be altered. The CIC will make the determination of when the mowing cycles are to be adjusted and the awarded contractor will be given adequate notice prior to this change.

Description of Work: Upon completion of mowing any property, the property shall look freshly mowed and in uniform height/appearance (approx. 2.5 inches in height). The use of a string trimmer for other than trimming operations will not be acceptable. The contractor will be required to sweep/blow sidewalks, driveways, and the curb area keeping in mind that blowing clippings and debris into the street is prohibited. In addition to mowing and trimming, the selected contractor shall routinely remove and dispose of all debris which may be found on the properties on regular mowing rotations. Tree branches or limbs may be placed at the curb for removal by the Service Department.

Billing: The contractor shall furnish an invoice specifying the properties that were mowed by address and the date of service to the property.

Equipment and Performance Requirements: The selected contractor will be required to furnish all materials, labor, and necessary equipment to cut grass/weeds on properties and to trim when needed to remove growth along sidewalks, curbs, alleys, fence rows, building foundations, and around trees, bushes, etc.

Administrative Requirements: The contractor may not discriminate in hiring or employment practices on the basis of race, color, religion, sex, handicap, familial status, ancestry, or national origin.

Minimum Insurance Coverage/Worker's Compensation: To pre-qualify for this contract, your company must maintain and furnish proof of insurance and participation in the State of Ohio Worker's Compensation System.

- General Liability \$500,000 Per Occurrence
- \$1,000,000 Aggregate
- Automobile Liability \$1,000,000
- Worker's Compensation Statutory Limit

Your insurance carrier must provide a current Certificate of Insurance naming the St. Bernard Community Improvement Corporation as an additional insured and will be responsible for providing updated insurance information after each annual renewal, change of carrier, etc.

110 Washington Avenue, St. Bernard, Ohio 45217
(513) 242-7770 Fax: (513) 641-1840
www.cityofstbernard.org

St. Bernard Community Improvement Corporation

Contractor Pre-qualification Form:

Business Name: _____

Primary Contact: _____

Mailing Address: _____

Business Phone: _____

Fax: _____

Email: _____

Business Type/Classification:

Sole Proprietorship _____ LLC _____ Corporation _____ Other _____
(Please Specify)

MBE (Minority Business Enterprise) _____ WBE (Women Business Enterprise) _____

Other _____ (Please Specify)

Union Affiliated: _____ Non-union _____ (Please Specify)

How long contracting under present name: _____

References – Please provide 3 local references
(Name & Phone Number)

1. _____

2. _____

3. _____

Completed applications may be dropped off at City Hall or emailed to cic@cityofstbernard.org
Applications must be received by Friday, March 6th at 5 pm.

St. Bernard Community Improvement Corporation
Jonathan Stuchell, Mayor/CIC President
110 Washington Avenue
St. Bernard, Ohio 45217
513-242-7770 (City Hall)
513-482-7491 (Direct Dial)

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code	St. Bernard Community Improvement Corp. 110 Washington Avenue St. Bernard, Ohio 45217
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number																						
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Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ _____	Date ▶ _____
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

**St. Bernard Community Improvement Corporation
Mowing/Property Maintenance List**

#	Address	Lot Size	Notes	Price Per Mowing
1.	4913 Andrew	47.50 X 211.15	Structure (For Sale)	
2.	41 Baker	50 x 125	Empty Lot on Hillside (For Sale)	
3.	306 Bank	40 x 213.17	Empty Side Lot on Hillside	
4.	307 Bank	50 x 122.50	Empty Lot (For Sale)	
5.	107 Church	25 x 98	Empty Side Lot	
6.	111 Church	25 x 98	Empty Lot	
7.	113 Church	45 x 100.71	Empty Lot	
8.	115 Church	30 x 105	Empty Lot	
9.	15 Clay	30 x 125	Empty Lot Behind Old FD	
10.	20 Clay	50 x 155	Empty Lot	
11.	4513 Lawrence	20 X 141	Empty Lot Behind DQ (For Sale)	
12.	4524 Park Place	50 x 193	Empty Lot (For Sale)	
13.	4528 Park Place	50 x 193	Empty Lot (Possible New Construction)	
14.	4606-4812 Tower	184.80 x 70.22	Empty Lot Next to Townhomes (Possible New Construction)	
15.	4506-4512 Vine	105.53 x 120	Empty Lot Next to St. Clement School	
16.	4612-4614 Vine	65 x 120	Empty Lot	
17.	4620-4622 Vine	60 x 120	Empty Lot	
18.	4710 Vine	27.62 x 110	Empty Lot	
Total Bid Cost				\$

Name of Proposed Contractor Submitting Bid: _____

Signature of Person Submitting Bid: _____


Date: _____

Received by: _____ Date: _____ Time: _____

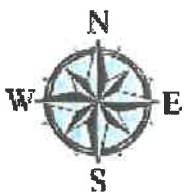
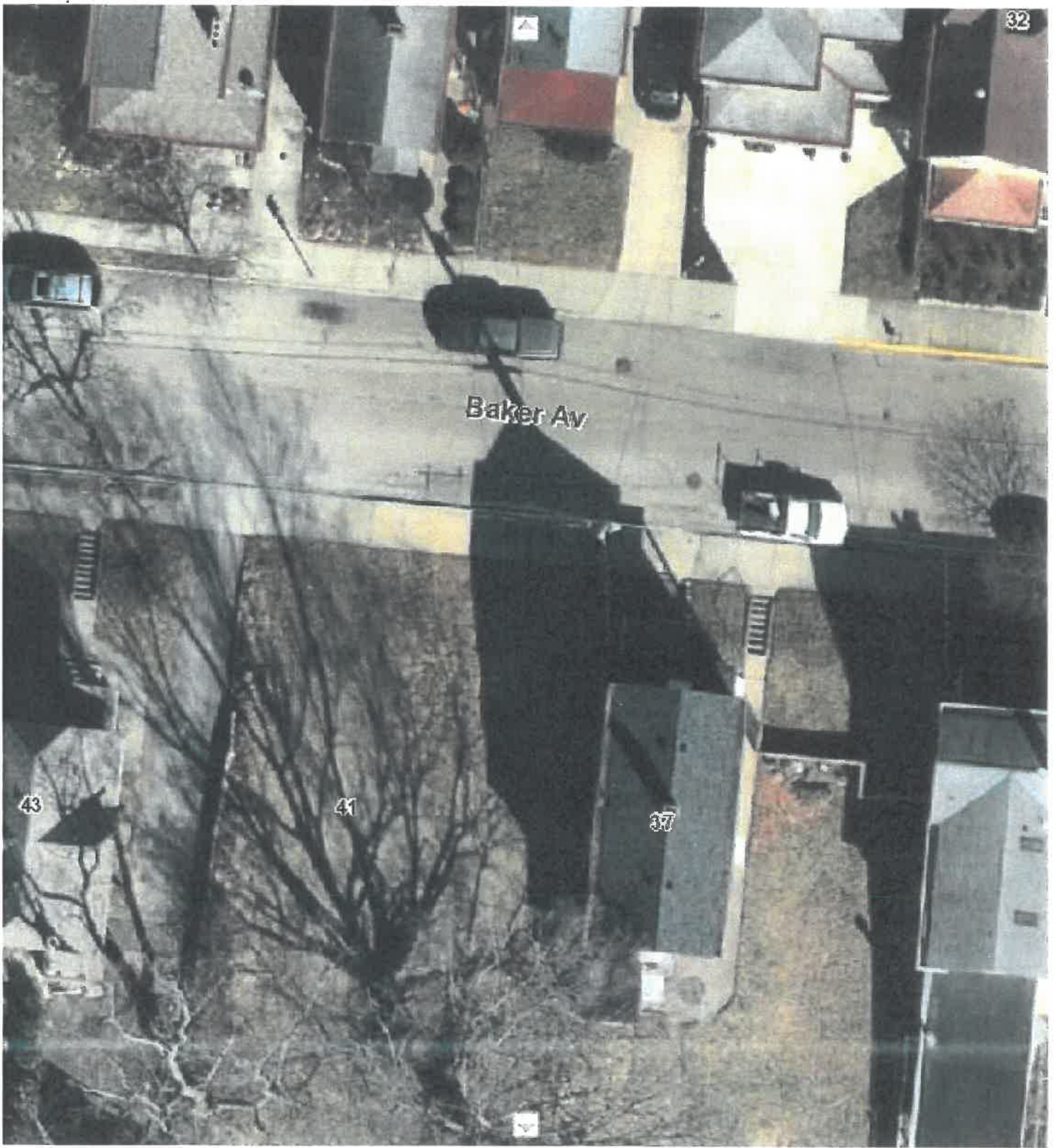


4913 Andrew (Behind Shopping Center)




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41 Baker



Hamilton County  Ohio

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306 Bank (Empty Lot on Hillside)



Hamilton County  Ohio

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307 Bank




Hamilton County  Ohio

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107, 111, 113, 115
Church

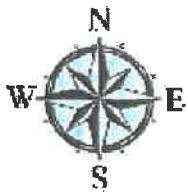


Hamilton County  Ohio

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15 Clay (Behind old FD)




Hamilton County  Ohio



20 Clay




Hamilton County  Ohio

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**4513 Lawrence
(Behind DQ)**



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4524/4528 Park Place




Hamilton County  Ohio

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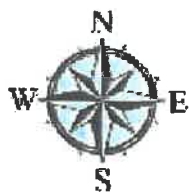


**4806, 4808, 4810, 4812
Tower (Empty Lot)**



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**4506 - 4512 Vine (Next
to St. Clement**



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4612 - 4614 Vine



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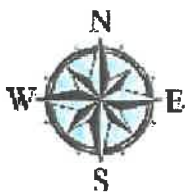


4620 - 4622 Vine



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**4710 Vine(Grass Strip
Between Old PD &**



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