

City of Riverside
Request for Proposal (RFP)
Contracted Property Nuisance Abatement Services

Issued May 1, 2026

I. Introduction

The City of Riverside, Iowa (“City”) is soliciting proposals from qualified contractors to provide nuisance abatement services on an on-going basis. Services include, but are not limited to, mowing of tall grass and weeds, weed and brush removal, and trimming of trees and vegetation that encroach on public rights-of-way or violate the City’s nuisance ordinances.

The intent of this contract is to ensure timely, consistent, and effective nuisance abatement within City limits when property owners fail to address violations.

II. Scope of Services

From May 1st through October 31st, the selected contractor shall be responsible for providing nuisance abatement services as directed by the City, which may include:

- Mowing of residential, commercial, and vacant lots in violation of City Code.
- Trimming along fences, structures, and rights-of-way.
- Removal of weeds, brush, and other overgrowth on properties or rights-of-way as designated by the City.
- Proper disposal of debris in compliance with local regulations.
- Trimming trees and shrubs that obstruct sidewalks, streets, signage, or utilities.
- Hauling and disposal of branches, limbs, and related materials.

General Requirements

- Work must be completed within three (3) business days of notification from the City, unless an alternative arrangement is found to be satisfactory by the City.
- Contractor shall furnish all equipment, labor, and materials necessary to complete the work.
- Contractor shall comply with all applicable City codes, state laws, and safety regulations.
- Contract shall comply with the City’s reporting and invoicing requirements.

General Operational Process Overview

- The Contractor will receive a report via email containing the property address, a brief description of the nuisance, and photos of the property nuisance.

- Within three (3) business days of notification, the Contractor will complete the work requested and notify the City of completion by emailing photos of the completed work via a response to the original email notification.
- The Contractor will send a monthly invoice to the City itemized by each address and instance.
- The City will provide payment (Net 30 terms).

III. Term of Contract

The City anticipates awarding a one-year contract, with an annual renewal subject to satisfactory performance and mutual agreement.

IV. Insurance and Licensing Requirements

Contractor must maintain the following at all times during the contract:

- General Liability Insurance: minimum \$1,000,000 per occurrence.
- Workers' Compensation Insurance as required by Iowa law.
- Proof of valid business license/registration.
- Certificates of insurance must be provided to the City prior to contract execution.

V. Proposal Requirements

Proposals must include the following:

1. Company Information
2. Name, address, contact person, and phone/email.
3. Description of relevant experience and qualifications.
4. Pricing Structure
 - a. Itemized rates for mowing.
 - b. Itemized rates for weed/brush removal and disposal.
 - c. Itemized rates for tree trimming and disposal.
 - d. Rates for additional services, if applicable.

Equipment and Staffing

1. List of equipment available for use.
2. Staffing capacity to respond to service requests in a timely manner.

V. Evaluation Criteria

Proposals will be evaluated based on:

- Responsiveness to the RFP and completeness of proposal.
- Relevant experience and qualifications.
- Capacity to perform services in a timely and professional manner.
- Pricing structure and overall value.

VI. Submission Instructions

Proposals must be submitted via email, ordinary mail, or physical delivery by May 27, 2026 by 4:30 p.m. to:

City of Riverside

Attn: Contracted Nuisance Abatement Services

60 Greene Street

Riverside, IA 52327

Email: cityadmin@riversideiowa.gov cityclerk@riversideiowa.gov

Late or incomplete proposals may not be considered.

VII. Questions

Questions regarding this RFP should be directed to the following contact no later than two (2) business days prior to the submission deadline:

Cole Smith, City Administrator

Phone: (319) 648-3501

Email: cityadmin@riversideiowa.gov

VIII. Reservation of Rights

The City reserves the right to reject any or all proposals, to waive informalities or irregularities, and to accept the proposal deemed to be in the best interest of the City.