

## **Invitation to Bid**

### **Cottdale Recreational Park Lawn Maintenance**

The City of Cottdale (City) is seeking sealed bids from Lawn Care Businesses to provide services twice a month from April 2025 through July 2025 for maintenance of the back half of Cottdale Recreational Park. The area will include the parking lot, ballpark fields, and right-side playground area. Work to be done consists of mowing, weed eating, blowing, picking up trash, weed control along fence lines, and edging sidewalks as needed. Proof of insurance is required.

Bids for the Project will be received by **10:00 AM CST, Monday March 24, 2025**, at the **City of Cottdale City Hall located at 2659 Front Street, Cottdale, FL 32431**. At that time, or shortly thereafter, the bids received will be opened and read publicly in the City of Cottdale Commission Meeting Room located within City Hall.

A non-mandatory pre-bid conference for the Project will be held at **9:00 AM CST, Thursday, March 20, 2025**, at the **Cottdale Recreation Park at Henderson Rd, Cottdale, FL 32431**.

For additional information and to obtain the Bidding Document, please contact:

Sherri McBride  
Cottdale City Hall  
P.O. Box 398  
2659 Front Street  
Cottdale, FL 32431  
Phone: 850.352.4361  
Email: [cityclerk@cityofcottdale.net](mailto:cityclerk@cityofcottdale.net)

Late submittals received after the deadline, either by mail or otherwise, will not be considered and returned unopened. The time of receipt will be determined by the time received in the purchasing agent's office. It is the firm's sole responsibility to ensure that the submittal is received in the purchasing office by the designated date and time. No faxed, electronic, or oral submittal will be accepted. Firms/individuals are responsible for the delivery of their submittal. Submittals received after the specified day and time will not be opened.

To be considered, the bidder must submit one (1) manually signed original submittal in a sealed envelope or package, clearly marked with the respondent's name, address, and words.

"Request for Bids: "Cottdale Park Lawn Maintenance" addressed to:

Cottdale City Hall  
Attn. Sherri McBride  
P.O. Box 398  
2659 Front Street  
Cottdale, FL 32431

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