



City of Winona Legal Notice

Request for Proposals ("RFP")

City of Winona 2026 Tree Planting

Overview: Notice is hereby given that proposals will be considered by the City of Winona ("City" or "Owner") from qualified firms or individuals to provide the City of Winona Department of Public Works ("Public Works Department") with a proposal to plant trees on City properties and in the City right-of-way in 2026.

Specifications: All submissions must comply with the specifications on file in the Public Works Department, which will be furnished free to each contractor/proposer upon request.

Instructions: All proposals submitted by contractor/proposers must be sent to the City Clerk's office: email (cityclerk@winonamn.gov) or hard copy: 207 Lafayette St., 3rd Floor, Winona, MN 55987. Please include Company name, title, address, email, and contact phone number. The City reserves the right to reject any or all proposals, to waive irregularities, informalities or technicalities, to request additional information from all responders, to negotiate with contractors, and to select a contractor based upon the best interests of the City in the City's sole judgment and discretion. The approval of the proposal selected will be made by the City Council. Proposal pricing must be valid for a period of thirty days after the proposal due date. Due to budget constraints, the Owner reserves the right to add or delete from the Contract as required. Proposals received after the deadline stated herein will not be accepted. It is neither the City's responsibility nor practice to acknowledge receipt of any proposal. It is the proposer's/responder's responsibility to assure that a proposal is received in a timely manner by the City. The City will not reimburse any expenses incurred by the proposer/responder including, but not limited to, expenses associated with the preparation and submission of the response and/or attendance at any interviews, if required.

The City reserves the right to negotiate the final terms and conditions of the contract to be executed. Should the City and a proposer/responder be unable to mutually agree upon the entire contract, the City reserves the right to discontinue negotiations, select another proposer/responder or reject all of the proposals. Upon completion of negotiations agreeable to the City and the proposer/responder selected, a contract shall be executed. The form of the contract for services with the City shall be the City's standard services contract included with this RFP as Attachment B; a copy of which may also be requested from the City Clerk. By submitting a proposal, all proposers/responders hereby agree to the terms and conditions contained in the City's standard services contract, Attachment B.