

CITY OF HARTSHORNE – HAY BALING BID PACKET

The City of Hartshorne is seeking competitive sealed bids for hay baling operations on approximately 23.06 acres of city-owned property. This contract will be awarded to the highest bidder for a one-year term.

Property Description – Total Acreage

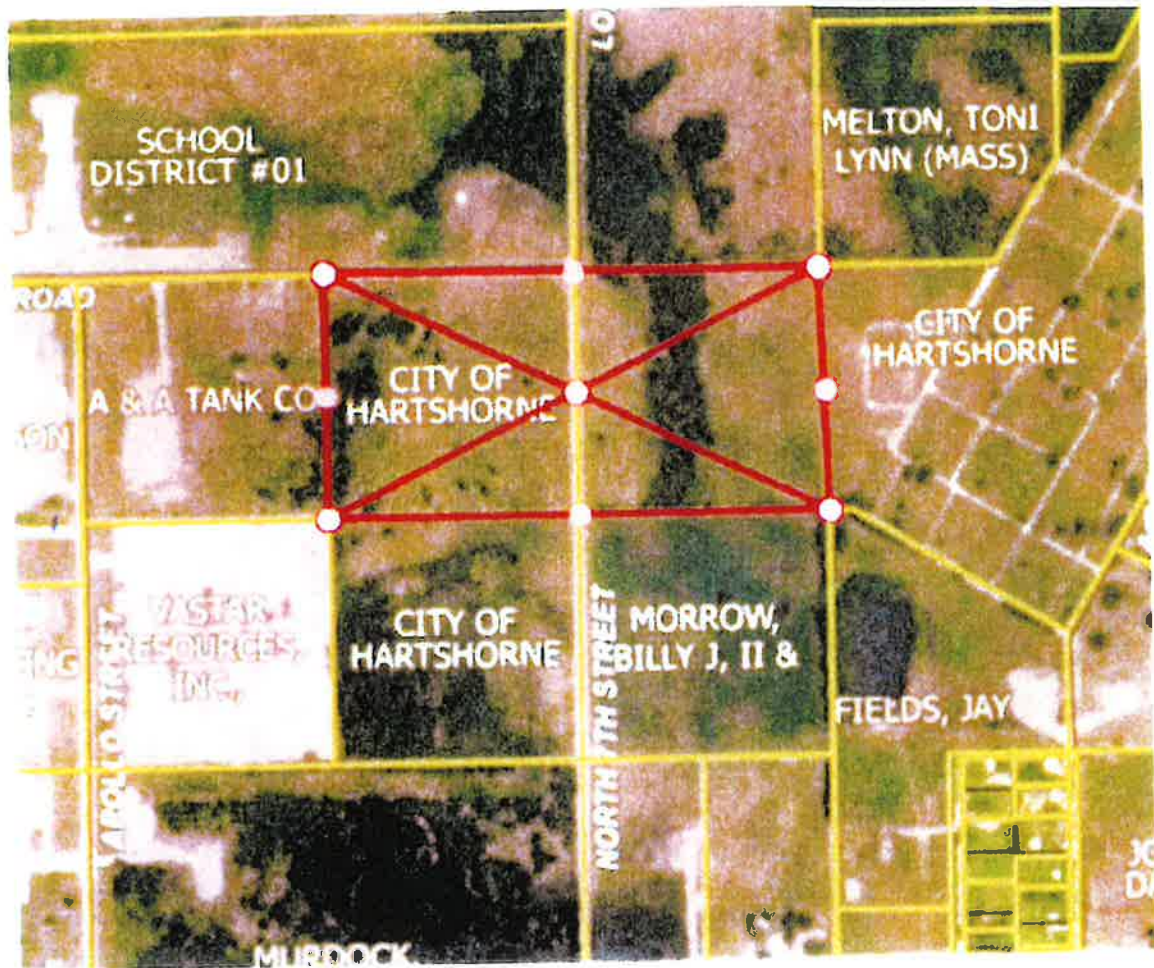
Area	Description
Parcel 1	Approximately 3.03 acres – North end area for baling – Lot 18, Townsite Addition #16
Parcel 2	Approximately 20.03 acres – Lot 11, Townsite 16 and Lot 18, Townsite 18
Total	Approximately 23.06 acres combined

Bid Submission Requirements:

- Sealed bids must be submitted to the City of Hartshorne office.
- Deadline for submission: June 15, 2026 at 4:00 PM.
- Bids will be opened and read aloud at the June 15, 2026, City Council Meeting at 6:30 PM
- Award will be granted to the highest responsible bidder.
- Contract term: One (1) year.



Parcel 1 Approximately 3.03 acres – North end area for baling – Lot 18, Townsite Addition #16



Parcel 2 Approximately 20.03 acres – Lot 11, Townsite 16 and Lot 18

CITY OF HARTSHORNE, OKLAHOMA INVITATION TO BID HAY BALING LEASE AGREEMENT

NOTICE TO BIDDERS

The City of Hartshorne, Oklahoma, is soliciting competitive sealed bids for the hay baling and harvesting rights of approximately twenty-three (23) acres of City-owned property.

Sealed bids will be accepted at Hartshorne City Hall until 4:00 P.M. on June 15, 2026. Bids received after the specified time will not be considered.

All bids will be publicly opened, read aloud, and the award will be made to the highest responsible bidder for a one (1) year term.

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

Bids shall be submitted in a sealed envelope clearly marked:

HAY BALING BID- DO NOT OPEN BEFORE June 15, 2026, City Council Meeting at 6:30 PM

Submit bids to:
City of Hartshorne
Attn: City Clerk
1101 Pennsylvania Avenue
Hartshorne, OK 74547

SCOPE OF WORK

1. Harvest, bale, remove, and retain all hay produced on approximately twenty-three (23) acres of City property.
2. Furnish all labor, equipment, fuel, transportation, and materials necessary to perform the work.
3. Maintain the property in a neat and orderly condition.
4. Remove all hay from the property in a timely manner following baling operations.
5. Conduct operations in a safe manner and comply with all applicable federal, state, and local laws.
6. Prevent damage to City infrastructure, fences, utilities, roads, drainage structures, and adjacent properties.
7. Repair any damage caused by the bidder's operations at the bidder's expense.

TERM OF AGREEMENT

The agreement shall be for a period of one (1) year beginning upon approval by the City and execution of the agreement.

The City reserves the right to terminate the agreement upon violation of any terms and conditions contained herein.

INSURANCE

Prior to commencing work, the successful bidder shall provide proof of liability insurance acceptable

to the City.

BID AWARD

The contract shall be awarded to the highest responsible bidder. The City reserves the right to reject any or all bids, waive minor irregularities, request additional information from bidders, and award the contract in the best interest of the City.

BID FORM

CITY OF HARTSHORNE
HAY BALING BID

Bidder Name: _____

Business Name: _____

Mailing Address: _____

City, State, Zip: _____

Phone Number: _____

Email Address: _____

I hereby submit the following annual bid amount for the exclusive hay baling rights on approximately twenty-three (23) acres of City-owned property:

ANNUAL BID AMOUNT: \$ _____

I certify that I have reviewed the bid specifications and agree to comply with all requirements set forth by the City of Hartshorne.

Signature: _____

Printed Name: _____

Date: _____

CERTIFICATION

The undersigned certifies that all information contained in this bid is true and correct and that the bidder is authorized to submit this proposal.

Signature: _____

Title: _____

Date: _____

CITY CLERK CERTIFICATION / SIGNATURE

City Clerk Signature

Printed Name