**TOWN OF LEBANON**

**BID SPECIFICATIONS**

**Mowing and Grounds Maintenance for**

**Town Buildings and Properties**

Contract Duration: 1 year 4/1/2020 to 12/1/2020 renewable for up to two additional years at the option of both parties.

|  |  |  |  |
| --- | --- | --- | --- |
| **Town Building/Property** | **Mowing** | **Fall Clean-up** | **Shrubs** |
| Town Hall | 22 | Yes | Yes |
| Community Center | 20 | Yes | Yes |
| Town Center Parking Lot | 20 | Yes | Yes |
| Trumbull Library | 22 | Yes | Yes |
| Walking Path on Green | 22 | No | No |
| North end of Green | 22 | Yes | No |
| Fire Safety Complex | 20 | Yes | Yes |
| Senior Center | 20 | Yes | No |
| Fire Pond at Senior Center | 6 | No | No |
| Lake Williams/Exeter Rd Lawn Area | 6 | No | No |
| Beaumont Park | 14 | No | No |
|  |  |  |  |

**ADDITIONAL SPECIFICATIONS:**

1. All sites to include Spring Clean-up
2. WALKING PATH: Cut five(5’) foot strip the full length, both sides; trim trees on edge.
3. Trees: Trim in Spring
4. Brick walkways at Library and Community Center patio: Keep free of grass
5. Community Center and Parking Lot: Keep roadside mowed
6. North end of the Town Green: Keep roadside mowed and both ditches string trimmed.
7. Veterans Memorial Walk: Keep free of grass.
8. Keep all sidewalks and curbs free of weeds and grass
9. Trim to water’s edge at Lake Williams/Exeter Rd. Lawn Area and fire pond at senior center

**Note: Fall and Spring Clean-up are to include trimming, raking, brush, twig, leaf and debris removal.**

**Contract includes but is not limited to the following:**

**Spring Clean-up**

1. Sweeping and/or raking sand off all lawn edges where it has been deposited by winter plowing.
2. Repairing damage to turf caused by winter plowing.
3. Clean up fallen sticks and limbs
4. Clean up any leftover leaves on lawn areas and under shrubs (including the lower walkways at the community center and Town Hall)

**Mowing and Trimming**

1. Mowing shall be performed on a regular basis per the above # of mowing; the Town reserves the right to modify the number of mowing and/or frequency based on weather conditions (unusual/extended drought or rain conditions)
2. All excess grass clippings shall be picked up as necessary. (When the grass is so heavy that leaving clippings is unsightly or will cause damage to the lawn)
3. String Trimming shall be performed every time the lawns are mowed and tree sprouts at the base of trees cut.
4. The brick walkway and patio at the Library and stone patio at the community center should be treated with a weed killer and kept free of weeds by either spray, trimming, or both as necessary.

**Fall Clean-up**

1. Leaves are to be picked up on a regular basis as soon as they start falling until season’s end.
2. On the last visit all leaves should be blown from around buildings and shrubs and picked up to leave the areas looking as neat as possible for winter.

**Shrubs**

1. All shrubs are to be trimmed once a year, after the 4th of July and before Labor Day

**Annual Events scheduled on the Lebanon Green (mow prior to):**

1. Memorial Day Parade (Saturday before Memorial Day)
2. Summer Dance Fest (Saturday just after 4th of July)
3. Antique Show (Last Saturday in September)

**Bid Submittal**

**Mowing and Grounds Maintenance for**

**Town Buildings and Properties**

**Please include in your bid; your certificate of insurance WITH WORKER’S COMPENSATION coverage, list of equipment, and provide all prior commercial mowing experience. Please list three references including at least one commercial account.**

**Contractor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Number of Years in Business: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date Submitted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Lump Sum:**

**2020: \_\_\_\_\_\_\_\_\_\_\_\_**

**Additional cost per extra mowing:**

Town Hall \_\_\_\_\_\_\_\_\_\_\_\_

Community Center and Parking Lot \_\_\_\_\_\_\_\_\_\_\_\_

Library/Walking Path/North Green \_\_\_\_\_\_\_\_\_\_\_\_

Fire Safety Complex \_\_\_\_\_\_\_\_\_\_\_\_

Senior Center \_\_\_\_\_\_\_\_\_\_\_\_

The Town of Lebanon is an Affirmative Action/Equal Opportunity Employer. Minority/Women’s Business Enterprises are encouraged to apply. The Board of Selectmen reserves the right to reject any and all bids.