

Town of Ashfield Park Maintenance Specifications – 2025-2027 Bid Sheets

COMPANY NAME: _____

CONTACT PERSON: _____

ADDRESS: _____

PHONE: _____

To be included with your bid:

- (1) Proof of insurance (Certificate of additional insured liability will be required upon award of bid)
- (2) Attached Tax Compliance and Non-Collusion Form

Mandatory Pre-Bid Conference: A mandatory pre-bid conference will be held on Wednesday, November 20, 2024, meeting at Lower Park beach parking lot (89 Buckland Road) at 9:00 AM. Failure to attend this meeting will result in disqualification from bidding. NOTE: If a bidder attended the original pre-bid conference on November 14th at 10:00 AM and signed in, this will satisfy the conference attendance and a second showing is not required.

General Information:

- Maintenance season is estimated to be approximately May 1 – November 30.
- Estimated number of mowings: 14 per season (base your bid on 14 mowings)
- Additional mowings may be requested if needed during the contract period - to be reasonably accommodated and will be paid by the per mowing cost charge stated in bid.
- Weed Whacking: (2-4 hours' worth of work, concurrent with every mowing)
 - Around the tennis court
 - Around parking lot telephone poles (only those used to designate parking spaces)
 - Around old highway barn (69 Main Street)
 - Around plantings in upper park
 - Around trees not mulched
- Fall clean-up: fallen leaf removal (in November, weather permitting)
- Twice annual mowing spillway in Lower Park

2025: Per Mowing Cost*: \$ _____
 Season Total Bid**: \$ _____

2026: Per Mowing Cost*: \$ _____
 Season Total Bid**: \$ _____

2027: Per Mowing Cost*: \$ _____
 Season Total Bid**: \$ _____

**Only to be used if more than 14 mowings are needed per year.*

***Includes 14 mowings and all other items as listed under General Information*

TOTAL 3-YEAR COST: \$ _____

NAME AND CONTACT INFORMATION OF PERSON TO BE RESPONSIBLE FOR CONTACT DURING CONTRACT PERIOD:

NAME: _____

CONTACT PHONE NUMBER: _____

ALL BIDS DUE BY: Wednesday, November 27, 2024, 12:00 – Ashfield Town Hall (or Town Administrator email below)

All bids to include this form and the attached certification form.

Emailed bids will be accepted – Subject line to read: Ashfield Park Bid 2025-2027

All other bids – Mark Envelope: Ashfield Park Bid 2025-2027

Basis for Award: The bid shall be awarded to the lowest responsible and responsive bidder based on the **total** of the three bids for the 2025, 2026, and 2027 seasons.

QUESTIONS:

About park maintenance/schedule are to be directed to Park Commission Chair Judy Haupt
judy@southfacefarm.com 413-628-3268

About the bid are to be directed to the Town Administrator, Paul McLatchy III
townadmin@ashfield.org 413-628-4441 x7

The Town of Ashfield reserves the right to waive any informalities or to reject any or all bids if deemed to be in the best interest of the Town. The Town of Ashfield is an Equal Opportunity Employer and Provider.

This form must be included with all bids

TAX COMPLIANCE STATEMENT

Any person or corporation that fails to date, sign with original signature, and submit the following statement shall not be awarded this contract.

Tax Compliance

Pursuant to M.G.L. Ch. 62C, Sec. 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting support.

Authorized Official's Signature

Title of Person Signing

Typed or Printed Name of Person Signing

Date

CERTIFICATE OF NON-COLLUSION

Any person or corporation that fails to date, sign with original signature, and submit the following statement at the time of the bid shall not be awarded this contract.

The undersigned certifies under the penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this paragraph the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.

Authorized Official's Signature

Title of Person Signing

Typed or Printed Name of Person Signing

Date