

**TOWN OF WEATHERSFIELD, VERMONT
REQUEST FOR QUOTE**

ADDRESS: 5259 Us Route 5, ASCUTNEY, VT | PO BOX 550
CONTACT: Susanne Terrill
PHONE: (802) 674-2626
EMAIL: Weathersfield@weathersfield.org

The Town of Weathersfield is accepting quotes for Grounds Maintenance at the following locations during the period from July 1, 2022, to June 30, 2024:

Martin Memorial Hall	5259 Route 5, Ascutney
Proctor Library	5181 Route 5, Ascutney
Ascutney Green	Intersection of Routes 5 & 131
Old Meeting House and Memorial Grove	Intersection of Weathersfield Center Rd. & Center Church Rd. Weathersfield Center
Perkinsville Green	Intersection of Route 106 & Church St, Perkinsville
Perkinsville School (Front Lawn)	1862 Route 106, Perkinsville
Hoisington Field (Athletic Field & Playground behind Perkinsville School)	1862 Route 106, Perkinsville

Duties at each site will include: (1) spring raking and clean-up; (2) summer mowing, raking, and clean-up, including trimming around fixtures, buildings, and roadways, and (3) autumn raking and clean-up.

Fertilizer treatment may be needed and will be performed at each site if requested by the Public Works Superintendent. The unit cost for fertilizer treatment at each site shall include only the cost of the labor to apply the fertilizer; the fertilizer will be supplied to the contractor without charge by the Town.

Quotes, clearly marked "Grounds Maintenance" on the outside, must be received no later than 12:30pm on June 15, 2022, at the following address:

**WEATHERSFIELD TOWN MANAGER'S OFFICE
5259 US ROUTE 5
PO BOX 550
ASCUTNEY, VT 05030**

Quotes shall be opened at that time and awarded by the Town within 15-days.

Unsealed, late, emailed, or faxed Quotes will not be accepted.

Quotes shall be submitted on the form provided and must be signed by the Contractor or his authorized representative.

The Quote, if awarded, will be awarded to the least costly, best qualified, and most responsible Contractor. In determining the “least costly, best qualified and most responsible Contractor,” in addition to price, the following may be considered:

1. The substantial performance of the Contractor in meeting the specifications and other terms and conditions of the solicitation;
2. The ability, capacity, and skill of the Contractor to provide the services required, and to do so within the time specified;
3. The character, integrity, reputation, experience, financial resources, and performance of the Contractor under previous contracts with the municipality and elsewhere.

It is the selected Contractor’s responsibility to comply with all OSHA and VOSHA requirements, maintain a safe job site, and protect the safety of the public.

The Selected Contractor shall supply the Town with a Certificate of Insurance showing liability coverage no less than \$1,000,000. This does not have to be provided at the time Quotes are submitted but does need to be submitted before any work begins.

The selected Contractor may be required to provide references and demonstrate successful completion of similar work. The Selected Contractor may be required to demonstrate that he or she consistently performs work using the highest quality of workmanship. The Selected Contractor may be required to demonstrate that he or she owns or has access to the equipment required to perform this work.

The Town reserves the right: (1) to accept or reject any or all Quotes in whole or in part and to accept other than the lowest price proposal; (2) to amend, modify, or withdraw this Request for Quotes; (3) to require supplemental statements or information from Companies; (4) to extend the deadline for responses to this Request for Quotes; (4) to waive or correct any irregularities in Quotes received; (5) to negotiate separately with one or more competing Companies; and (6) to award the Quote deemed in the best interest of the Town. All Quotes, upon submission, become the property of the Town.

Invoicing shall be once a month, for work (as determined and requested by the Public Works Supervisor) satisfactorily completed.

Questions about this Request for Quotes should be directed solely to Public Works Supervisor Ray Stapleton at 802-263-5272 or highway@weathersfield.org.

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Contractor name, address, email address, and phone number:

List similar work Contractor has successfully completed:

The cost per visit for each task at each site is to be shown on the attached quote sheet. Pricing shall remain fixed for the term of the contract (July 1, 2022 - June 30, 2024).

The undersigned, having familiarized him/herself with the existing conditions of the proposed sites for grounds maintenance in Weathersfield affecting the work and conditions as set forth in this Request for Quotes, hereby proposes to furnish all supervision, technical personnel, labor, tools, appurtenances, equipment and services required to perform the work. Fertilizer will be supplied to the contractor without charge by the Town.

Signature of Contractor

Date

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Location	Leaf Pickup	Spring Cleanup	Mowing
Martin Memorial Hall			
Proctor Library			
Ascutney Green			
Old Meeting House/ Memorial Grove - See special instructions attached			
Perkinsville Green			
Perkinsville School (Front Lawn)			
Hoisington Field (athletic field & playground behind Perkinsville School			
Cost for fertilizer spreading at Memorial Grove (fertilizer supplied by the Town). \$			

Contractor Name:

Contractor Signature:

Date:

ATTACHMENT A
[CONSERVATION COMMISSION SPECIAL RECOMMENDATION]

June 3, 2020

Ray Stapleton, Highway Superintendent
Brandon Gulnick, Town Manager and Tree Warden
Town of Weathersfield
5259 Route 5
Ascutney, VT 05030

Dear Ray and Brandon:

At a warned, regularly scheduled meeting of the Conservation Commission on May 28, 2020, members met with John Arrison at the Weathersfield Center Grove to discuss methods that would protect the health of the trees that populate the Grove. Concern has been raised due to the visible unhealthiness of, and/or damage to, some trees in the grove, notably dead limbs, scarring of exposed roots and tree trunks, compacted soil, and signs of dieback. Most alarming, and the easiest problem to fix, is the detrimental effect of the compaction of the soil due to aggressive mowing. After touring the Grove to view damage and after much discussion, the Conservation Commission members agreed that a minimalist approach to the maintenance of the Grove would be most beneficial. Members then voted unanimously to ask the Town of Weathersfield to consider the following maintenance agenda:

- Provide mulch around base of trees, extending out to at least exposed roots. Mulch should be tapered down to a minimum at the base of the trees to avoid mouse damage, especially on smaller trees. *Mulching at the base of trees is recommended to be an immediate action.*
- Raise the mower height so it doesn't scalp the exposed roots of the trees.
- **Regularly scheduled** mowing to occur **only** around the church, the monument area, and on the walking path through the Grove to the parking area across the street.
- Schedule mowing of the remaining areas of the Grove to an as needed basis only, or to twice each year, once in June with a second mowing in late August/early September.
- Conduct another soils analysis. Base lime and fertilizer recommendations on the results of this test. Lime is likely more important than fertilizer.
- In the fall, allow leaves to accumulate in the Grove to provide soil nutrients (consider final mowing to mulch leaves).
- Remove dead limbs of trees to prevent injury to visitors.
- Alert snowplow drivers to take care not to hit trees.
- Post signs prohibiting cars parking on grass.

We believe that if the agenda above is followed, the trees will thrive and the Grove will continue to serve as an iconic and beautiful part of Weathersfield that draws local visitors and those from afar. We understand that over time some of the trees will decline and die, and fully expect that, as they have in the past few decades, townsfolk, working with the Town, will be willing to pay for new tree planting. We do appreciate the work and care that Ray and Westley and the Town crew have done to preserve the Grove.

Yours truly,

Heather Shand
Conservation Commission Chair