

BID NOTICE

Sealed proposals will be received by the Board of Supervisors of WEST PIKELAND TOWNSHIP, 1645 Art School Road, Chester Springs, Chester County, Pennsylvania 19425 until **12:00 Noon on Thursday, February 28, 2019**, and will be opened by the Township Manager in the meeting room at the same location at 12:00 noon on Thursday, February 28, 2019 for consideration at the Board of Supervisors meeting on Monday March 4, 2019 at the Township Building at **7:30 P.M.** for the following:

LAWN MAINTENANCE – 2019/2020 SEASON

Bids may be hand-delivered or mailed to the Administration Office at the above address.

Proposals must be submitted upon the forms furnished by the Township and may be obtained at the Municipal Building or on the Township website at www.westpikeland.com. Bids must be submitted in a sealed envelope plainly marked "**LAWN MAINTENANCE – 2019/2020 SEASON BID**" and will be opened on Thursday, February 28, 2019 at 12:00 noon in the Municipal Building for review and consideration by the Board of Supervisors on Monday March 4, 2019 at 7:30 P.M.

The Municipality reserves the right to reject any or all proposals as is deemed in the best interest of the Municipality. The Board may terminate this contract or any portion thereof at anytime, with given notice if terms are not met.

Jim Wendelgass
Township Manager

BID FOR LAWN MAINTENANCE SERVICE – 2019/2020 Season

West Pikeland Township will contract for lawn maintenance services for the 2019/2020 cutting season, as needed. Contract runs from April 2019 to March 2020. The Board may terminate this contract or any portion thereof at anytime with given notice if the terms are not met.

The areas to be mowed and trimmed, as stipulated or as needed:

These areas to be mowed and trimmed weekly:

Township Administration Building – Tax Parcel 34-1-10.2, 1645 Art School Road

Total mowing = 1.7 acres

Field	Field Acreage (approx.)	Description
Township Campus	1.7 acres	Open Areas

Pine Creek Park – Tax Parcel 34-4-100, 1488 Yellow Springs Road

Total mowing = 15.7 acres

Field	Field Acreage (approx.)	Description
Side Field	3.8 acres	Field adjacent to tot-lot
Back Playing Field	5.7 acres	Full size soccer field
Track Field	5.2 acres	Fields inside of running track
Front Field	0.5 acre	Perimeter only
Unused Back Fields	0.5 acre	Perimeter only

Walnut Lane Park – Tax Parcels 34-4-27 and 34-4-27.1, 803 and 831 Walnut Lane

Total Mowing = 9.0 acres

Field	Field Acreage (approx..)	Description
Fields near salt shed	2.0 acres	3 sides to salt shed
Two Playing fields	5.0 acres	Two full sized soccer fields and all lawn inside of paved trail
Outside of paved trail	1.0 acre	20 feet outside of paved trail around soccer fields

Outside of parking area	1.0 acre	Area between parking area and soccer fields
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Since the park is currently under construction, the Township will notify the Contractor when the mowing is to begin and whether the frequency is other than weekly

These areas to be mowed and trimmed bi-weekly:

Hallman's Field – Tax Parcel 34-1-90, 1600 Kimberton Road

Total mowing = 3.2 acres

Field	Acreage (approx.)	Description
Front Field	0.6 acres	Next to Parking Area
Back Field	2.7 acres	Field Across Stream

Bridge to Bridge Trail – Tax Parcel 34-1-90, from trailhead sign at corner of Pikeland Road and Route 113 to Clover Mill Road

Total mowing = 1.0 acres

Field	Field Acreage (approx.)	Description
Bridge to Bridge	1.0 miles long by 10 feet wide	Trail

SPECIFICATIONS:

- It is the intent of West Pikeland Township to provide a lawn maintenance program that will keep the sites in a state of perpetual growth and repair.
- The lawn maintenance shall include, but not be limited to, mowing, trimming, edging, and cleanup.
- The following services will be required at all locations:
 1. Weekly mowing or **as needed***, grass to be cut at a height of \approx 3 inches.
 2. Trim around all obstacles on lawn areas with each mowing.
 3. Remove all grass clippings from walkways, parking lots, and other paved areas.
 4. General clean up of trash and debris left on grass.
 5. Trim along all paved areas [including trails] on a monthly basis.
- The Contractor will furnish all labor, supervision, equipment, fuel, materials, tools, supplies, services and special skills required to perform the maintenance as set forth in these specifications.
- The areas are to be mowed on a regular interval, to a height no lower than two and 1/2 inches and not to exceed three inches between cuttings, using mower blades that are sharpened on a regular basis.

- No more than one third [1/3] of the leaf blade is to be removed at one time.
- Grass clippings will remain on the lawn to decompose. Mulching mowers and blades are recommended.
- During cleanup, no grass will be blown onto any roadway or into any storm drain.
- No mowing will be performed in wet conditions so as to not damage the turf, drainage or soil. Every attempt will be made to prevent clumping of grass.
- Every precaution will be utilized to avoid spilling or leaking petroleum products. If such spillage/leakage does occur, the Contractor will take immediate steps to clean up the spill in accordance with recommended standards for dealing with spillage of hazardous materials.
- No mowing shall take place prior to 8 AM and no mowing on sports fields shall occur after 5 PM.
- Trimming around obstacles shall include, but not be limited to, all turf edges adjacent to:

- curbs	- walkways	- parking lots
- playing courts	- benches	- picnic tables
- posts (sign, light, etc.)	- inlet boxes	- chain link fencing
- post & rail fencing	- flower beds	- trees in the cutting area
- buildings	- walls	- storm drainage areas
- fire hydrants	- trash receptacles	- playground borders.
- Services will be provided on a **weekly or as needed* basis** to West Pikeland Township. The rate to be charged shall include time, equipment and operators required to maintain the lawns, giving a neat and trim appearance.

** West Pikeland Township reserves the right to not have lawn maintenance performed during drought conditions. Should these conditions occur, West Pikeland Township will notify the Contractor by telephone/fax at least 48 hours prior to the regular lawn maintenance day.*

- **Insurance Certificates:** Every bidder must supply certificates of insurance to the Township for:
 1. Workers' Compensation Insurance that complies with the workers' compensation laws of Pennsylvania.
 2. Automobile Liability Insurance with minimum of: \$500,000 combined single limit bodily injury and/or property damage.
 3. Comprehensive General Liability Insurance with minimum limits of: \$500,000 combined single limit bodily injury and/or property damage.

Performance Bond: The successful bidder shall furnish a bond guaranteeing performance of the contract, in the amount of fifty percent (50%) of the amount of the contract, within twenty (20) days after the contract is awarded. If the bidder fails to furnish the bond within twenty (20) days, the contract is void and the Township shall claim the amount in the bid bond as liquidated damages. Performance Bond amount will be based on 25 cuttings for the entire season. Performance bonds may be provided on an annual basis. However, the performance bond for any successive year must be provided at least one month prior to the expiration of the previous bond. Failure to do so will be considered a default of the contract.

Bid Bond: Each bidder shall provide a bid bond, certified check, or cash in the amount of ten percent (10%). **Bid Bond amount will be based on 25 cuttings for the season.**

All bids will be considered to be valid for a period of sixty (60) days from opening date.

BID FORM

LAWN MAINTENANCE – 2019/2020 Season

I hereby certify that the work performed for West Pikeland Township will meet the minimum specifications. Any exceptions to the procedure must accompany the bid.

Bidders must submit a “per cutting” schedule of costs for lawn maintenance. Performance and Bid Bond amounts will be based on **25 cuttings for the entire season.**

1. Bid Amount **per cutting** for all areas [approximately 30 total acres]:

_____ dollars per cutting (\$ _____)
(written out)

In the event that a “special need” cutting [e.g. before a special event] is required, please list the itemized per cutting cost for each specific facility:

- Pine Creek Park \$ _____
- Hallman’s Field \$ _____
- Municipal Complex/Cultural Center \$ _____
- Walnut Lane Park \$ _____

In the event additional areas would be requested to be cut and trimmed, please state the additional cost per acre:

_____ dollars/acre/cutting (\$ _____)
(written out)

Signature: _____ Title: _____

Name: _____

Firm: _____

Address: _____

Phone Number: _____

Emergency Phone Number: _____ Date: _____

TO BE EXECUTED ONLY IN THE EVENT THE ABOVE PROPOSAL IS ACCEPTED

SEAL

Accepted by: _____ Title _____

Witnessed by: _____ Title _____

Date: _____ Total Amount Per Cutting **all areas** [\approx _____ acres]: \$ _____

Possible Additional Areas: Amount/acre/cutting: \$ _____

The Municipality reserves the right to reject any or all proposals as is deemed in the best interest of the Municipality.

**PERFORMANCE BOND
(WITH CORPORATE SURETY)**

Performance Bond # _____

KNOW ALL MEN BY THESE PRESENTS, That we: _____

Name & Address of Contractor

as Principal and _____

Surety Company Name

a corporation incorporated under the laws of the State of _____
Name of State

as Surety, are held and firmly bound unto: _____
Name of Municipality

in the full and just sum of \$ _____
dollars lawful money of the United States of America, to be paid to the above
Municipality of its assign, to which payment well and truly be made, we bind
ourselves, our heirs, executors, administrators, successors and assigns, assigns,
jointly and severally, firmly by these presents.

WHEREAS, the above bounded Principal has entered into a contract with the above
Municipality, bearing even date herewith, for the undertaking of certain obligations as
therein set forth.

NOW, THEREFORE, the condition of this obligation is such that if the above bounded
Principal, as contractors shall in all respects comply with and faithfully perform the
terms and conditions referred to and made a part thereof, and such alterations as may
be made in said specifications as therein provided, and shall well and truly, and in a
manner satisfactory to the Municipality fulfill all obligations as therein set forth, then
this obligation shall be void, but otherwise the same shall be and remain in full force,
virtue and effect.

It is further provided that any alteration which may be made in the terms of the
contract or its specifications with the express approval of the Municipality of the
Principal to the other, shall not in any way release the Principal and the Surety or
either or any of them, their heirs, executors, administrators, successors or assigns
form their liability hereunder, notice to the Surety of any such alteration forbearance
being hereby waived.

IN WITNESS WHEREOF, the said Principal and Surety has duly executed this bond
under the Seal, on _____.

DATE OF BOND

SEAL
ATTEST BY: _____
CONTRACTOR TITLE

WITNESS: _____
TITLE

SEAL
ATTEST BY: _____
SURETY COMPANY TITLE

WITNESS: _____
TITLE

BID BOND
WEST PIKELAND TOWNSHIP

KNOW ALL MEN By These Presents, that We, _____

_____ (hereinafter called the (“Principal”) as Principal, and _____

_____ a _____

corporation authorized to transact business in Pennsylvania, and having its principal office at _____ (hereinafter

called the “Surety”) as Surety, are held and firmly bound unto West Pikeland Township

(hereinafter called the “Obligee”) as Obligee, in the sum of _____

_____ Dollars (\$_____), lawful money of the United States of

America; for payment which we bind ourselves, and each of our respective heirs, legal

representatives, successors and assigns, jointly and severally, by these presents, on

this ____ day of _____, 2019.

WITNESSETH That:

WHEREAS, said Principal is herewith submitting to the Obligee a proposal to perform

the _____ contracted

work for the Obligee’s proposed _____ pursuant to

the plans, specifications and other Contract Documents incorporated into said

proposal by reference; and it is a condition of the Obligee’s receipt and consideration of

said proposal that the proposal be accompanied by bid security to be held by the

obligee on terms embodied herein.

THEREFORE, the condition of this obligation is that if said Principal shall furnish a

Performance Bond and a Payment Bond to the Obligee within fourteen (14) days after

notice to the Principal of the Obligee’s intention to accept his proposal and to make a

formal award of the contract to him, and shall enter into such contract and shall furnish insurance certificates in all respects as required by said Contract Documents within fourteen (14) days after notice to him of such formal award, then this obligation shall be void; but otherwise it shall remain in full force, and the Principal and Surety will pay the Obligee the difference between the amount of the Principal's accepted bid(s) and any higher amount for which the Obligee may contract for the required, work, plus and advertising, Engineer's expense, legal and other expense incurred by the Obligee by reason of the default: (provided, however, that the obligations of the Surety hereunder shall not exceed the amount of this bond together with interest).

IN WITNESS WHEREOF the Principal and Surety, intending to be legally bound, have executed this bond the day and year aforementioned.

Individual Principal

Witness

_____(SEAL)
Signature of Individual

Trading & Doing Business As

Partnership Principal

Witness:

Name of Partnership

By: _____(SEAL)
Partner

By: _____(SEAL)
Partner

By: _____(SEAL)
Partner

By: _____(SEAL)
Partner

Corporation Principal

Attest:

Name of Corporation

Title
(SEAL)

By: _____
Title

Corporation Surety

Witness or Attest:

Name of Corporation

(CORPORATE SEAL)

By: _____ **
Title/Attorney-in-Fact

*****Attach an appropriate power of attorney, dated the same date as the bond, evidencing the authority of Attorney-in-Fact to act in behalf of the Corporation.***