



Jericho Underhill Park District
P. O. Box 164, Underhill, VT 05489
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www.millsriversidepark.org

MILLS RIVERSIDE PARK RECREATIONAL FIELD MAINTENANCE REQUEST FOR PROPOSAL

GENERAL DESCRIPTION:

The Jericho Underhill Park District (JUPD) is seeking bids from qualified recreational field contractors for a maintenance plan which includes recommended cultural practices, guidelines with a plan, and estimated costs for low-budgeted and non-irrigated athletic fields comprising about 7 acres in total at Mills Riverside Park.

Reference: Exhibit A: Mills Riverside Park Lauryn Ashley Stockdale Memorial Field Layout

All work shall be done in accordance with this description of work, be environmentally sound and in conformance with accepted industry, and state standards.

MISSION:

The designated athletic field area is used throughout the spring, summer and fall seasons by community recreational youth soccer teams along with regular park users. The JUPD feels that our athletic fields are a great asset to the park & community, and with a maintenance plan for the 2023 season complemented with every other year / biennial practice, the fields could be considered healthy and safe. As the JUPD's budget is very limited, we are seeking cultural practices that are as budget friendly as possible.

BID REQUIREMENTS & DESCRIPTION OF DELIVERABLES:

1. Focusing on the entire athletic field area, but with the option of breaking the job into “designated areas” if need be.
2. Soil Test & visual assessment requirement- To provide recommendations for seasonal and multi-year cultural and maintenance practices backed by nutrient results for fertilization recommendations.
 - A. Cultural Practices – a documented seasonal plan
 1. Details to include - description, frequency/schedule of application, associated individual costs.
 2. Practices and recommendations that may/may not include, fertilization, core aerification, overseeding, drainage repair & maintenance.

3. Field rotation, and field resting suggestions
- B. Maintenance practices – a yearly plan documenting maintenance practices that can be adjusted as needed to our yearly budget.
1. Details to include – description, frequency / schedule of application, associated individual cost.
 2. Practice recommendation examples may / may not be included - targeting areas of greatest need, good seed/soil contact, over seeding to maintain highest turfgrass density, turfgrass blends best for the park, prioritization of fields with possibility of reducing maintenance frequency & materials on low priority fields.
 3. Implementation / application frequency (possibly every other year, or every 2 years).

Notes:

Mowing is covered under a separate mowing contract for the park and is not to be considered within this bid. The mowing contract documents that fields may require more frequent mowing depending on our schedule of athletic activities. The goal is to keep the height of the athletic fields between 2.25 and 2.75 inches during heavy growth periods.

Irrigation is *not* available at the park.

STATEMENT OF QUALIFICATIONS:

Each bidder shall include with this bid, a list of 3 similar clients and 3 reference individuals with whom the “District” may speak, as demonstration of qualification to undertake this project.

1. Proof of insurance must be submitted with this bid schedule, and all insurance shall be kept in force throughout the duration of the field contract.
2. Contracts will be awarded on an annual basis with services changing based on recommendations and annual budgets.
3. The successful contractor(s) will be required to enter into a contract(s) with JUPD.
4. The contract(s) will provide, among other things, that the JUPD may terminate the contract for unsatisfactory performance. Whether service is satisfactory shall be determined in the sole discretion of the JUPD
5. The contractor must comply with all State of Vermont regulations for pesticides, herbicides, chemicals, and fertilizers used. Records of all treatments, including areas treated, type and amount of material(s) applied, and soil sample results shall be given to JUPD within seven days of treatment or sample analysis.
6. Care must be taken to avoid damage to all field equipment, signage, etc. Any damage to any fields, equipment, or facilities noticed by the contractor, whether caused by the contractor, must be reported to Dave Williamson at dbwilly555@aol.com.
7. Access to the park has 2 options:
 - a. Across the bridge access which has a stated max. weight limit of 10,000 lbs.
 - b. Via the park’s emergency vehicle entrance, west of the bridge, which has no weight or vehicle restriction.
8. All awarded work needs to occur between April 1st - November 30th of any calendar year.
9. In the event of loss, damage, or destruction of any JUPD property that is caused by the vendor, the vendor will indemnify and pay to the JUPD, the full value of repair or replacement, whichever is greater.

10. A certificate of insurance with a liability limit of at least \$1,000,000 with the JUPD as an additional named insured must be provided.
11. Payment terms and conditions must be included in the proposal(s).
12. JUPD reserves the right to reject any and all proposals, and waive any minor or non-material informalities, if deemed to be in the best interest of the “District”.

RECEIPT OF BIDS:

Bids will be received by the Jericho Underhill Park District at P.O. Box 164, Underhill, VT.05489 until **4:00 pm** on **April 14, 2023**.

1. No bidder may withdraw their Bid within 45 days after the actual date of opening.
2. The prospective bidders are responsible for inspecting the site and for reading and being thoroughly familiar with this scope of work. To view the park access points, to walk the fields, and take pre-bid soil samples, prospective bidders should contact Dave Williamson at (802) 899-3122 or dbwilly555@aol.com to arrange a convenient date and time.
3. The failure or omission of a bidder to do any of the foregoing shall in no way relieve him of any obligation with respect to their Bid.
4. Questions may be directed to Dave Williamson at (802) 899-3122 or dbwilly555@aol.com

SUB-CONTRACTORS: No sub-contractors shall be used in the completion of this contract.

AWARD OF CONTRACT:

- Contract to be awarded by the Jericho Underhill Park District on April 21, 2023.
- The Jericho Underhill Park District reserves the right to reject any and all bids, or parts thereof, as it determines to be in the best interests of the “District.”

Exhibit A: Mills Riverside Park Lauryn Ashley Stockdale Memorial Field Layout

Approx. 6.75 Acres as outlined

