



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

**MILLS RIVERSIDE PARK
REQUEST FOR PROPOSAL FOR
PARK MOWING - SUMMER 2026**

GENERAL DESCRIPTION:

The Jericho Underhill Park District is seeking bids from qualified mowing/landscaping/property maintenance contractors for the mowing of numerous grass areas at Mills Riverside Park in Jericho for the summer of 2026.

All work shall be done in accordance with this description of work, be environmentally sound and in conformance with accepted industry and state standards. Preference will be for electric commercial mowers, if available.

MISSION:

Mills Riverside Park is a destination for community members from Underhill and Jericho, as well as folks from surrounding Chittenden County and from beyond Vermont. The JUPD continually works to make improvements that add to the beauty, function, and safety of the park for the benefit of its patrons.

RFP REQUIREMENTS:

1. Mowing frequency shall be as specified in the area description shown on the MRP Mowing Bid Schedule for 2026. "As needed" work will be done as requested by District representative/s within 72 hours of request.
2. All mowing shall be done before 3:00 pm, Monday – Friday. No mowing on Saturday or Sunday.
3. All mowing on Area 2 shall be done with turf tires only. All other areas may be mowed with either turf or ag tires.
4. Approximately 12 picnic tables will need to be moved enough to mow underneath.
5. In general, mowing will follow the 1/3 rule (cut off 1/3 of the total height) and the finished height will be 2 1/2" to 3".
6. Trimming in designated areas shall include finish mowing and weed whacking around fences, signposts, walls, or structures, as appropriate.
7. Around September 15, the contractor shall discuss with the park district board the reduced mowing frequency until the end of the growing season.

8. Area 2 comprises three athletic fields. This area may require more frequent mowing depending on our schedule of athletic activities.
9. Summer concerts held in Area 3 every Wednesday evening in July require any mowing to be completed before 12 PM on Wednesdays in July.
10. Mowing areas are depicted on the included Mowing Area Map of Mills Riverside Park.

MOWING CONTRACT START DATE and DURATION:

See the associated Mowing Bid Schedule for 2026.

STATEMENT OF QUALIFICATIONS:

1. Selection Criteria:
 - a. Experience and Expertise: Relevant experience and team qualifications
 - b. Cost Competitiveness: Price proposal within budget range
2. Each bidder shall include with their bid a list of 3 similar clients and 3 reference individuals with whom the District may speak as a demonstration of qualification to undertake this project.
3. Proof of insurance must be submitted with this bid schedule, and all insurance shall be kept in force throughout the duration of the contract. A certificate of insurance with liability insurance coverage limit of \$1,000,000 listing JUPD as the certificate holder is required.
4. The successful contractor will be required to enter into a contract with JUPD. The contract will provide, among other things, that the JUPD may terminate the contract for unsatisfactory performance. Determination of satisfactory service is at the sole discretion of the JUPD. Changes to the contract will be managed by change requests, and require Board approval.
5. Care must be taken to avoid damage to all fields and trails, equipment, signage, etc. Any damage noticed by the contractor, whether caused by the contractor, must be reported to Dave Williamson at (802) 825-4267.
6. Access to the park across the bridge has a stated maximum weight limit of 10,000 lbs. All vehicles traveling over the bridge must comply with the “over the bridge” restrictions stated in the Park’s [Permit Regulations document](#).
7. In the event of loss, damage, or destruction of any JUPD property that is caused by the contractor the contractor will indemnify and pay to the JUPD, the full value of repair or replacement, whichever is greater.
8. **Invoices shall be submitted monthly and shall include charges by area mowed and the number of times mowed.**
9. Any additional invoicing terms and conditions must be included in the proposal(s).
10. 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 JUPD.

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 1, 2026** and will be opened at the scheduled board meeting on April 1, 2026. *All bids shall be submitted in a sealed envelope addressed to Jericho Underhill Park District, C/O Dave Williamson and marked “Park Mowing - Summer 2026”, P.O. Box 164, Underhill, VT 05489.*

1. No bidder may withdraw their Bid within 45 days after the actual date of opening.
2. Prospective bidders are responsible for inspecting the site and for reading and being

thoroughly familiar with this scope of work.

3. The failure or omission of a bidder to do any of the foregoing shall in no way relieve them of any obligation with respect to his Bid.
4. Questions may be directed to Dave Williamson (Dbwilly555@aol.com or (802) 825-4267).

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

AWARD OF CONTRACT: Contract to be awarded by the JUPD by April 15, 2026.

MOWING AREA MAP OF MILLS RIVERSIDE PARK

