



TOWN OF OXFORD

S.B. Church Memorial Town Hall
486 Oxford Road, Oxford,
Connecticut 06478-1298

Specifications
and
Bid Documents

Town Lawns/Athletic Fields Mowing and Maintenance
and
Town Lawns/Athletic Fields Fertilization and Seeding

Oxford Parks and Recreation

203-888-2543 Ext. 3069

parkrekdir@oxford-ct.gov

www.oxfordrec.com

February 23, 2018

Invitation to Bid

Notice is hereby given that the Town of Oxford is requesting bids for ***Town Lawns and Athletic Fields Mowing and Maintenance & Town Lawns and Athletic Fields Fertilization and Seeding.***

Bid specifications and instructions will be available at the Parks and Recreation office at the Oxford Town Hall, 486 Oxford Road, Oxford, CT starting March 5, 2018 . Office hours are Monday through Thursday, 9:00 AM - 5:00 PM. An electronic copy of the specs can be obtained by e-mailing your request to Kyra Nesteriak at: parkrekdir@oxford-ct.gov.

A pre-bid conference will be held at 2:00 PM on March 12, 2018 at the Oxford Town Hall, located at 486 Oxford Road in Oxford, CT 06478.

Deadline to bid . The completed Bid Proposal form will be received in the Parks and Recreation Office until 2:00 PM on March 19, 2018 at which time all proposals will be opened and read aloud.

Proposals will be considered, awarded and governed pursuant to Section 6-10(D) of the Oxford Town Charter. The Board of Selectmen reserves the right to reject any and all bids, waive irregularities or information in bidding and if necessary, re-advertise for bids. The Board of Selectmen also reserves the right to make such recommendations and or awards, including accepting a bid, to be in the best interest of the Town of Oxford.

Instructions to Bidders

1. Receipt and Opening of Bids

Sealed bids are due back to the Parks and Recreation office, made to the attention of Kyra Nesteriak, Director of Parks and Recreation, clearly marked %Town Lawns and Athletic Fields Mowing and Maintenance & Town Lawns and Athletic Fields Fertilization and Seeding+on March 19, 2018 by 2:00 PM. Bids will be opened that same day at 2:15 PM and total bid prices will be read aloud.

2. Preparation of Proposal

Each bid must be submitted on the prescribed form and all blank spaces for bid prices must be filled, hand-written or typed. Bid prices shall be written numerically and in words and include all labor, materials and equipment necessary to complete work in accordance with the contract documents.

3. Withdrawal of Bids

Bids may be withdrawn personally or on written request by the bidder in time for delivery in the normal course of business prior to the fixed time for opening. Negligence on the part of the bidder in preparing their bid confers no right of withdrawal or modification of the bid after such bid has been opened.

4. Familiarity with Laws, Site Conditions and Documents

Each bidder is required to be familiar with and comply with the terms and conditions of the specifications and all other bid documents as well as with all Federal, State and Local laws, ordinances or regulations that relate to this Bid.

5. Tax Exemption

The Town of Oxford is exempt from paying tax and for that reason the bid price shall not include tax on the items specified.

6. Qualifications of Bidder

The Town may make investigations deemed necessary to determine the ability of the bidder to perform the work and the bidder shall furnish to the Town all such information and data for this purpose as the Town may request. The Town reserve the right to reject any bid should the evidence submitted by or the investigation of such bidder fails to satisfy the Town that such bidder is properly qualified to carry out the obligations of the bid and to complete the work expected therein.

7. Interpretations, Errors and Addenda

No oral interruptions shall be made to any bidder and no oral statement of the Town shall be effective to modify any of the provisions of the Bid Document. If you have a question or find a discrepancy, please notify the Town who may correct, amend or clarify such documents by written interpretation or addendum.

8. Subcontractors

The bidder is advised that any person, firm or party to whom it is proposed to award a subcontract under this bid must be acceptable to the Town and the approval of the proposed subcontract award cannot be given by the Town unless and until the successful bidder submits all information and evidence requested by the Town regarding the proposed subcontractor.

9. Hold Harmless

The Contractor shall save and hold harmless from and against all liability, claims, and demands on account of personal injuries (including, without limitation of the foregoing, workers' compensation and death claims) or property loss or damage of any kind whatsoever, which arise out of or are in any manner connected with, the performance of this contract, regardless of whether such injury, loss or damage shall be caused by, or be claimed to be caused by, the negligence or other fault (a) of Contractor, or (b) of a subcontractor hereunder, or (c) of some other person; or by agents or employees of any of the foregoing; or by accident; or otherwise.

10. Property Damage

- Any Town or Board of Education property or private property damaged or altered in any way by the Contractor during performance under the provisions of these specifications shall be reported promptly by the Contractor to the Director of Parks and Recreation and shall be restored to its original condition prior to damage. It is understood that property damage includes, by is not limited to, any damage resulting from Contractor's use of fertilizers or pesticides. Such restoration shall be at the Contractor's sole cost and expense shall be accomplished in a manner and by means first approved by the Town of Oxford; and
- Any damage to Town of Oxford or Board of Education property that is observed by the Contractor whether or not caused by Contractor's performance under the provisions of these specifications, shall be reported promptly by the Contractor to the Director of Parks and Recreation.

11. Failure to Perform Maintenance

The Contractor shall perform landscape maintenance operations and services in accordance with the provision of these specifications as appropriate, without specific notice or instructions from the Director of Parks and Recreation to do so. If the Director of Parks and Recreation or their designee determines that the Contractor is negligent in performing specific operations or services, they shall notify the Contractor, in writing, to perform specified operations or services. Failure by the Contractor to respond to written notice and to perform said specified operations or services as required by the provisions of this agreement within five (5) working days after receipt of said written notice may result in the

Town causing the specified services to be done and deducting the costs thereof from payments due to the Contractor.

12. Right of the Town to Terminate Work

In any event that the provisions of the Bid Documents are violated by the Contractor, the Town may serve written notice upon the Contractor of its intention to terminate the work. Such notice to contain the reasons for such intention to terminate the work, and unless within five (5) days after serving of such notice upon the Contractor, such violation or delay shall cease and satisfactory arrangement of correction be made, work shall upon expiration of said five (5) days cease and terminate. In the event of any termination, the Town shall immediately serve notice thereupon the Contractor.

13. Terms of Contract

The Contract shall become effective April 1, 2018 and remain effective until December 31, 2018 with the option to renew the contract for two (2) additional years.

14. Payments

Detailed invoices itemized by field/property, date work performed and work performed as well as copies of invoices for all materials purchased shall be furnished to the Director of Parks & Recreation for verification and approval of the amount due the Contractor. Final payment will not be made until final acceptance by the Town of all materials and/or services. The Contractor agrees that he will indemnify and hold the Town harmless for all claims coming out of the lawful demands of laborers, suppliers and assignees.

Bidding Requirements

1. The contractor must have a history of performing municipal OR large scale commercial work;
2. The contractor can bid **either or both** parts of the job;
3. Attach a copy of Connecticut State Supervisory License and numbers for pesticide application;
4. Attach Certificate of Limited Liability Insurance Coverage in the amount of a minimum of \$1 million dollars;
5. Attach Certificate of Workers Compensation Coverage;
6. Attach 3 professional references from past/present jobs similar to this;
7. Attach equipment list, list of employees and a list subcontractors to be used for proposed services;
8. The contractor must be able to receive communications from the Director of Parks & Recreation or their designee via telephone (with voice mail); text and email; and
9. Criminal Background checks of all employees and subcontractors done by the Oxford Police must be completed and turned over to the Town of Oxford for review.

Major Stipulations to be Adhered to for Satisfactory Performance of Contract

1. All work on school properties shall adhere to State of Connecticut, Department of Energy Environmental Protection Policies regarding pesticide applications on said school properties;
2. All work on school properties shall adhere to Town of Oxford Board of Education Hazardous Material in Schools/Pesticide Application Policy (contact the Town of Oxford Board of Education to obtain a copy if needed);
3. The Contractor shall provide material Safety Data sheets for all chemicals and compounds used to the Director of Parks and Recreation for record keeping services;
4. No mowing of school areas between the hours of 8 a.m. to 3 p.m. Monday through Friday (excluding holidays);
5. Town Hall will be mowed on Friday, Saturday or Sunday or after 5 p.m.;
6. Posypanko Park will be mowed on days determined by the Director of Parks and Recreation;
7. Jackson Cove beach area will be mowed before 9 a.m. during summer months. Special consideration will be given during holiday weekends, special events and summer concerts;
8. Contractor will be ready to make emergency repairs to fields or properties due to vandalism or severe weather conditions; and
9. Contractor may be required to water athletic fields at end of summer to ready fields for fall sports. Contractor must contact heritage Water Company for water use permits; contractor supplies all hoses, sprinklers, labor, etc. Town of Oxford

will pay for the water. This should be submitted as a separate line item in your proposal at as a daily rate for watering. Watering would take place only at the direction of the Director of Parks and Recreation or their designee.

Specifications for Town Lawns and Athletic Fields Mowing and Maintenance & Town Lawns and Athletic Fields Fertilization and Seeding Contract(s) for the Town of Oxford April 1, 2018 - December 31, 2018 with Option for Two (2) Additional Years

A. General Requirements

1. Work shall consist of that specified herein and shall also include all material, labor and equipment required or necessary to preserve, protect and maintain existing planting;
2. All herbicides, insecticides, fungicides and any other chemicals used in the performance of this contract shall be used in accordance with the standards and regulations set forth by the Environmental Protection Agency, and appropriate state and local regulatory agencies; and
3. The Contractor shall furnish copies of all necessary certificates, permits and licenses required to perform these specifications as well as insurance certificates establishing Connecticut Worker's Compensation coverage and Liability Insurance with minimum coverage of \$1,000,000 prior to commencement of performance of this contract.

B. Workmanship, Quality and Appearance Level

1. It is the intention of the Town to require the highest level of quality compatible with standard practice;
2. The Contractor shall insure that all work under this contract be completed by personnel over the age of eighteen (18) years and be supervised by Contractor-employed supervisory personnel who are technically qualified and possess requisite management skills to implement modern methods;
3. The Contractor shall be responsible for the skill, methods, appearance and action of the Contractor's employees and for all work done. The Contractor shall instruct all of the Contractor's employees that they are not required to respond to questions, suggestions, or instructions from Town employees other than the Director of Parks and Recreation or their designated representative;
4. The Contractor shall perform the work provided for in these specifications under the direction of the Director of Parks and Recreation or their designated representative. The Director of Parks and Recreation or their designated representative may make inspections at any time and may request that the Contractor perform additional work or services to bring Contractor's performance to the level required by this agreement. The Contractor shall cooperate with any representative designated by the Director of Parks and Recreation to enable them to determine the Contractor's conformity with the provisions of these specifications and the adequacy of the work being performed; and
5. The Contractor shall provide services for special events such as Memorial Day 5K Race/Parade, Summer Concert Series, graduation ceremonies, etc. The Contractor shall also perform services so as not to inconvenience regularly scheduled town events.

C. Properties Defined as Lawns

The following properties are to be considered %Lawns+for the purpose of this bid:

1. Town Hall
2. Kirk\$ Pond, Dog Pound, and adjoining property
3. Center Fire House property
4. Grange Hall property
5. Center School front lawn area and Gazebo
6. Police Department
7. WWI Memorial Park property
8. Victory Park property
9. Great Oak School front lawn areas
10. Quaker Farms School front lawn areas
11. Public Works garage
12. Riverside Firehouse property
13. Quaker Farms Firehouse property
14. Veterans Memorial
15. Ambulance Landscaping Bed
16. Jackson Cove Park
17. Oxford Senior Center
18. Lily Park
19. Ryan\$ Courts
20. Oxford Town Library

D. Properties defined as Athletic Fields

The following properties are to be considered %Athletic Fields+for the purposes of the bid:

1. Oxford Center School (1 baseball field, 1 softball field and area in between used as multi-functional field);
2. Great Oak Middle School and Little Great Oak Middle School (1 girls softball field, soccer field inside track, 1 baseball field and 1 softball field with area in between as a small soccer field);
3. Quaker Farms School (multi-functional field);
4. Posypanko Park fields (2 ballfields and surround area of fields);
5. Oxford Glen (1 softball field and 1 soccer field); and
6. Tetlak/Aggie Park (2 softball fields with multi-functional field in between).

E. Scope of Work for Town Lawns/Athletic Fields Fertilization and Seeding

All areas should receive the following:

1. Soil Analysis - Will be performed each September and results submitted to

the Director of Parks and Recreation or their representative for analysis. Soil samples will be obtained and submitted at Contractor's expense in order to determine if soil deficiencies exist. The results will be utilized to modify program/product mix for the following year's bid specification. Soil pH should be maintained at 6.0-6.5 to maximize nutrient availability. A standard soil test is adequate for lawn areas, but a %soil elite+test is required for the athletic field areas as micronutrient levels are critical in those areas. Information on accredited labs can be obtained from the Director of Parks and Recreation or their representative.

2. Liming - Soil tests from 2017 indicate a significant deficiency in calcium and a pH below the desired range. All areas should receive 1 ton/acre of calcitic lime, or 500 lbs/acre of an enhanced calcitic lime. These applications should be done in conjunction with spring aeration.

See 2018 product specification insert for product information.

Any substitutions must be approved by the Director of Parks and Recreation or their representative by April 15th.

3. Fertilizing - Lawn properties shall be fertilized in early spring, early summer and mid-fall at times and in areas specified by the Director of Parks and Recreation or their representative. Lawn areas should receive a minimum of 2.5lbs/N/1,000 sq ft per year. Athletic fields should receive a minimum of 3.5lbs/N/1,000 sq ft per year. Additionally, athletic fields should receive a minimum of 1.8 lbs/K/1,000 sq ft per year to aide in heat, drought, and wear tolerance and recovery.

See 2018 product specification insert for product information.

Any substitutions must be approved by the Director of Parks and Recreation or their representative by April 15th.

4. Surfactant application - Athletic fields shall receive a single application of granular surfactant (Sixteen90) at 7lbs/1,000 ft sq to aid in water retention/drought tolerance in early June. This can be applied the same day as the early summer fertilizer to maximize efficiency of labor for the contractor. Contractor shall make every attempt to make application within 48 hours of an imminent rainfall event to facilitate proper penetration into the soil.

See 2018 product specification insert for product/rate information.

Any substitutions must be approved by the Director of Parks and Recreation or their representative by April 15th.

5. Weeds, Disease and Pest Control - Where allowed by law, the lawn areas should remain free of broadleaf and grass weeds as well as insect pests. The Contractor shall be responsible for the selection and proper use of insecticides and herbicides and for the specific applications for which the same may be used. K-8 school grounds cannot receive any EPA registered

pesticides. Any pesticide applications must be coordinated with the Director of Parks and Recreation or their representative for timing.

6. Aerating and Renovating - Aeration of lawn properties shall be done in a manner approved by the Director of Parks and Recreation or their representative and only under dry soil conditions. Aeration machines must be capable of penetrating to a minimum depth of 2+, and holes should be spaced no more than 2+X 2+spacing. Equipment must be reviewed and approved by the Director of Parks and Recreation or their representative as meeting the spacing/depth specification, or the contractor shall rent an appropriate machine for the job. Lawn aeration shall take place one time per year preferably in September. Athletic fields shall be aerated twice per year preferably in April and September.
7. Seeding - All lawn properties shall be seeded once per year. All athletic field properties shall be seeded twice per year. Seeding will coincide with usage of property. Seeding should be done in conjunction with aeration, and preferably in April/September. Seed shall be weed free and consist of a blend of:

50% Perennial Ryegrass
45% Turf Type Fescue
5% Hybrid Bluegrass.

See 2018 product specification insert for product information.

.Any substitutions must be approved by the Director of Parks and Recreation or their representative by April 15th.

Lawn areas are to be seeded with a minimum of 3 lbs/1,000 sq ft.

Athletic Fields should receive a minimum of 6 lbs/1,000 sq ft per seeding (12 lbs/yr)

8. Fungicide - Only as needed/requested by the Director of Parks and Recreation or their representative. Application is primarily to prevent catastrophic turf loss.
9. Organic Mole Control . 2 treatments in the Fall at Great Oak Middle School soccer field (field located inside the track).

F. Scope of Work for Town Lawns/Athletic Fields Mowing and Maintenance

All areas shall receive the following:

1. Mowing - Lawn properties shall be mowed once a week, or more often, if

necessary, to maintain a neat, trim appearance. Athletic fields should be mowed twice per week, removing no more than 1/3 of the leaf blade per mowing. The Contractor shall remove paper, rubbish or debris from each lawn area prior to mowing. Mowing shall be done only by properly adjusted mowing equipment with sharp edges. Bruising or rough cutting of grass shall not be permitted. "Scalping" shall not be permitted.

2. Trimming - All lawn property edges shall be trimmed periodically. This trimming shall include cutting all grass along walls, fences, foundations, curbs, sidewalks, paths, shrubs, tree trunks, poles, guy wires, or any other object or structure within or bordering the lawn properties. The Contractor shall avoid damaging tree trunks, shrubs, buildings and other objects and structures during trimming operations. Any such damage shall be reported immediately to the Director of Parks and Recreation.
3. Watering - The following areas shall be watered to maintain a positive appearance for the public:
 - a) Front lawn of Town Hall;
 - b) Front lawn of Center School;
 - c) Front areas of Center Fire House; and
 - d) Oxford Glen (irrigation system).
4. General Maintenance and Clean-up
 - a) The Contractor shall keep all ground cover areas around shrubs and trees, next to buildings, fences, benches, sidewalks, paths, curbs and gutters free from weeds, grasses, rocks, glass and other debris. The Contractor is to provide normal service to the areas covered by these specifications and the Town is to provide extra services to effect cleanup of the areas after each of several town sponsored events that are held on various sites covered by this agreement; and
 - b) The Contractor shall report any unsafe or hazardous conditions immediately to the Director of Parks and Recreation.
5. Infields
 - a) The beginning of the spring season is the time for the ~~%Spring Cleanup+~~ Spring Cleanup. All playing fields need to be prepped for the upcoming season. All infields must be turned at a depth of 4 to 6 inches, adding Turface and then dragged smooth, removing stones and debris;
 - b) Set bases and home plates. Set pitching rubbers to proper height and distance;
 - c) Scarify and drag infields at least once per week (more if demand requires it) to maintain a safe playing surface;

- d) Regularly inspect infields for holes and depressions and fill and level as necessary. Fill and level any low lying areas;
 - e) Maintain a clean, smooth edge around infields. Remove all weeds encroaching upon the infield and/or growing in the infield;
 - f) Roll infields and lips as necessary to maintain a safe and level surface; and
 - g) Posypanko Park, cut and regrade pathway between home plate and pitcher's mound.
6. All Soccer Fields - Regularly level goal mouths and add top soil if necessary, then reseed and fiber mulch as needed.
7. All Fields
- a) Outline in bright orange paint, any potentially hazardous obstructions on or near playing surfaces, ie storm drains, large embedded rocks, etc;
 - b) Oxford Glen - Line left field foul line with orange paint to distinguish it from soccer lines; and
 - c) Please be aware that there may be special events and/or play offs in the various sports throughout the season and there may be special requests for some extra work in preparing the fields for these events.

8. Seasonal Maintenance Schedule

SPRING

- Clean all fields of winter debris, dead grass, leaves, etc. This should be done with a thatching machine or power sweeper while fields are dry;
- Clean Great Oak Track, keeping area free from pebbles and other foreign objects;
- Great Oak Track - Remove vegetation from fence lines and shotput areas and add stone screenings where needed to correct washouts or settling;
- Blow and clean Ryan's Courts tennis courts;
- Repair damaged, barren or worn areas of turf including, but not limited to, damage from such things as erosion, car tracks, and snow plows (except damage from snow plows at school properties);
- Begin mowing as soon as possible and maintain grass height at 2 to 2.5 inches;
- Activate, pressurize and test irrigation system at Oxford Glen;
- Drag and dress infields twice per week. One treatment should be Friday or early Saturday morning in preparation for the weekend activity. Schedule should be approved by the Director of Parks and Recreation;
- Cleanup around buildings - rake and remove dead grass, leaves and debris around buildings and from all lawn areas and beds;
- Clean, edge and mulch all shrub beds; and
- Mulch with double ground shredded bark mulch.

LATE SPRING/SUMMER

- Continue mowing practices and adjust height of cut due to weather conditions or field usage. Consult with Director of Parks and Recreation or their designee to adjust as needed;
- Monitor fields on a regular basis for water requirements. Monitor and adjust irrigation timer at Oxford Glen;
- Clean Great Oak Track, keeping area free from pebbles and other foreign objects;
- Drag and dress infields twice per week until June 30th, then once per week and again as needed;
- Keep all beds free of weeds and neat in appearance;
- Prune and trim all ornamental shrubs and bushes;
- Machine edge sidewalks; and
- Prevent weed growth in sidewalk, pavement cracks and other non-lawn areas with post and pre-emergent control such as a Roundup/surflan mix.

FALL

- Continue mowing practices and adjust height of cut due to weather conditions or field usage. Consult with Director of Parks and Recreation or their designee to adjust as needed;
- Monitor fields on a regular basis for water requirements. Monitor and adjust irrigation timer at Oxford Glen;
- Clean Great Oak Track, keeping area free from pebbles and other foreign objects;
- Remove leaf buildup from all areas as needed; and
- Winterize sprinkler system at Oxford Glen.

Unit Price Schedule

The following unit prices will constitute bases for additions or deletions to the contract as may be required during the life of the contract. The contract is for one (1) growing season with estimates scheduled to coincide with Town of Oxford budget cycles. There is also the option to extend the contract for two (2) additional years as stated above.

	4/1/18- 6/30/18	7/1/18- 12/31/18	Option Year 2	Option Year 3
A. All lawn properties:				
1. Mowing & trimming	\$_____	\$_____	\$_____	\$_____
2. Weed, pest & grub control	\$_____	\$_____	\$_____	\$_____
3. Aerating	\$_____	\$_____	\$_____	\$_____
4. Fertilization	\$_____	\$_____	\$_____	\$_____
5. Seeding	\$_____	\$_____	\$_____	\$_____
6. Lime	\$_____	\$_____	\$_____	\$_____
7. Water & other services (Per contract)	\$_____	\$_____	\$_____	\$_____
B. Trees, shrubs & ground cover care:				
1. Pruning	\$_____	\$_____	\$_____	\$_____
2. Pest & grub control	\$_____	\$_____	\$_____	\$_____
3. Fertilization	\$_____	\$_____	\$_____	\$_____
4. Mulching	\$_____	\$_____	\$_____	\$_____
TOTAL	\$_____	\$_____	\$_____	\$_____
PLUS ADDITIONAL FOR ATHLETIC FIELDS	\$_____	\$_____	\$_____	\$_____
<u>TOTAL</u> BID APRIL 1, 2018 TO DECEMBER 31, 2018			\$_____	

Bid Proposal Form

TO: Town of Oxford Board of Selectmen
S. B. Church Memorial Town Hall
486 Oxford Road
Oxford, CT 06478

FOR: In compliance with your Bidding Requirements, the undersigned hereby proposes to furnish all labor, material, equipment and services for the Town Lawns and Athletic Fields Mowing and Maintenance & Town Lawns and Athletic Fields Fertilization and Seeding contract of the Town of Oxford, CT in strict accordance with the Specifications and Bid Documents for Landscape Maintenance dated February 23, 2018 and issued by the Town of Oxford, CT.

A. Total Bid Price for Town Lawns/Athletic Fields Mowing & Maintenance:

\$ _____

(written out in words)

Total Bid Price for Town Lawns/Athletic Fields Fertilization & Seeding:

\$ _____

(written out in words)

Total Bid Price for both parts:

\$ _____

(written out in words)

- B. Contract Period will commence on April 1, 2018 and terminate on December 31, 2018 unless the Town exercises its option to extend the contract;
- C. Attach Certificate of Liability Insurance Coverage;
- D. Attach Certificate of Workmen's Compensation Coverage;
- E. Attach a list of employees and equipment to be used for proposed services;
- F. Attach a list of all subcontractors to be used to for proposed services;
- G. Attached a list of three (3) professional references of similar jobs as proposed services;
- H. Holding Bid Price: Contractor agrees to hold the bid price and begin work on April 1, 2018 or sooner if requested by the Director of Parks & Recreation or their designee;

- I. Per Section 6-10 (D) of the Town of Oxford Charter: The Board of Selectmen may:
1. Reject any or all proposals which they deem not to be in the best interest of the Town and, if necessary, request new proposals; or
 2. Negotiate with anyone making a proposal for terms and conditions deemed to be in the best interest of the Town; and

J. Proposal Provisions:

In submitting this bid, the undersigned agrees:

1. To accept the provisions of the Bid Proposal Form;
2. To execute a contract in the form stipulated, within thirty (30) calendar days after the receipt of the acceptance of this bid;
3. Declares that this proposal in all interests is fair and made without collusion with any person, firm or corporation making a proposal for this work; and
4. Designates an office address to which notice of acceptance may be mailed.

Signature: _____

Print Name: _____

Title: _____

Date: _____

Company: _____

Address: _____

Telephone Number: _____

Email: _____

Product Specification/Information

***ANY substitutions must be approved by Director of Parks and Recreation or their designee in writing/email prior to application; and*

***Purchase Invoice(s) of products applied must be included with invoices submitted to Town.*

High-Calcium Lime

Contractor may use either:

- a) Traditional pelletized lime at a rate of 1 ton/acre (46 lbs/1,000 ft sq); or
- b) An enhanced lime product such as Solu-Cal at a rate of 500 lbs/acre (11.5 lbs/1,000).

Fertilizers- Lawn areas

Lawn areas shall be fertilized three (3) times per year; in early spring, early summer, and mid-fall. The early spring application should include a pre-emergent weed control where allowable by law. Contractor is free to utilize fertilizer of their choosing as long as approved by the Director of Parks and Recreation or their designee and they meet the following minimum specification:

- a) Each application must contain a minimum of 25% slow release nitrogen; and
- b) The minimum annual nitrogen application must be 2.5 lbs/1,000 ft sq.

Fertilizers- Athletic Field areas

Athletic Field areas shall be fertilized three (3) times per year; in early spring, early summer, and mid-fall. The early spring application should include a pre-emergent weed control where allowable by law. The following specification is for each application, any substitutions must be pre-approved by the Director of Parks and Recreation or their designee.

Early Spring

25-0-10 30% XCU applied at 4lbs/1,000 ft sq

***delivers N= 1 lbs/1,000 and K= .4 lbs/1,000*

Early Summer

30-0-8 80% Duration-120 applied at 5lbs/1,000 ft sq

***delivers N= 1.5 lbs/1,000 and K=.4 lbs/1,000 ft sq*

Mid-Fall

18-0-18 50% XCU 2FE applied at 5.5 lbs/1,000 ft sq

***delivers N=1 lbs/1,000 and K= 1 lbs/1,000 ft sq*

Surfactant application. Soil surfactants help in water penetration and retention, and reduce soil hydrophobicity. Athletic fields shall receive a single application of granular surfactant (Sixteen90) at 7lbs/1,000 ft sq to aid in water retention/drought tolerance in early June. This can be applied the same day as the early summer fertilizer to

maximize efficiency of labor for the contractor. Contractor shall make every attempt to make application within 48 hours of an imminent rainfall event to facilitate proper penetration into the soil. Sixteen90 is available through Aquatrols.

Any substitutions must be approved by the Director of Parks and Recreation or their designee by April 15th.

Grass Seed

Grass seed shall be applied in conjunction with aeration. Lawn areas are to be seeded with a minimum of 3 lbs/1,000 sq ft. Per University of Connecticut Organic Sports Turf BMP document, Athletic Fields should receive a minimum of 6 lbs/1,000 sq ft per seeding (12 lbs/yr). Seed mix has been specifically selected to be drought tolerant and provide good traffic tolerance.

Seed shall be weed free and consist of a blend of:

- 50% Perennial Ryegrass;
- 45% Turf Type Fescue; and
- 5% Hybrid Bluegrass.

Any substitutions must be approved by the Director of Parks and Recreation or their designee by April 15th.