



Town of Haddam

**TOWN OF HADDAM
INVITATION TO BID
TOWN WIDE LAWN MAINTENANCE
1 JULY 2024 – 30 JUNE 2026**

Sealed bids for town wide lawn maintenance will be received at the Town Office Building, 30 Field Park Drive, in the First Selectman's Office until 10:00 a.m. prevailing time, on Tuesday, 7 May 2024, at which time and place said bids will be opened publicly. Bid results will be available Friday, 10 May 2024, on the Town's website. All bids must be mailed. Faxed or emailed bids will not be accepted. Bids received after this date and time will be invalid. All bids shall be clearly labeled "Town of Haddam, Town Wide Lawn Maintenance".

CRC/bhb
04.18.2024

**TOWN OF HADDAM
TOWN WIDE LAWN MAINTENANCE
SCOPE OF WORK
1 JULY 2024 – 30 JUNE 2026**

The scope of work includes the following:

A list of sites and mowing frequencies can be obtained with the bid on the town website - www.haddam.org. GPS coordinates have been included.

Determining square foot of the areas to be mowed is the sole responsibility of the bidder.

Bids shall include debris pick-up and disposal of limbs, branches, etc., prior to all mowings.

All sites shall be mowed to a height of 2 to 3 inches and trimmed accordingly.

Bids shall also include a **fall clean-up** and **leaf removal** after trees shed majority of leaves; in addition to a **spring clean-up** and **leaf removal** last week of March-first week of April.

Additionally, any turf repair and/or seeding resulting from winter plowing operations **shall** be repaired by the lawn maintenance contractor. **Additional costs billed as needed, separately.**

Additional work as needed per job/site. **Billed as needed. Billed separately.**

Bid runs from 1 July 2024 to 30 June 2026.

Provide lump sum bid. Extras as noted.

Any questions regarding the bid or specifications can be answered by contacting Assistant Director of Public Works, Christopher R. Corsa, at 860-345-2110 or publicworks@haddam.org.

The Contract will be awarded to the lowest responsible and qualified bidder possessing the skill, ability, and integrity necessary to perform the work in good faith.

The Town is an Equal Opportunity/Affirmative Action employer. Minority/women business enterprises are encouraged to bid.

The successful bidder will be required to provide insurance and indemnity as outlined in Appendix 1, available at the First Selectman's Office or www.haddam.org.

CRC/bhb
04.18.2024

**TOWN OF HADDAM
TOWN WIDE LAWN MAINTENANCE
LAWN MOWING SITES, GPS COORDINATES, AND FREQUENCY OF MOWING LIST
1 JULY 2024 – 30 JUNE 2026**

<u>SITE</u>	<u>FREQUENCY PER MONTH</u>	<u>GPS COORDINATES</u>
Town Office Building 30 Field Park Drive	2*	N 41° 28.713' W 72° 30.937' Elevation 187'
Town Hall/Masons Stone Building 30 Field Park Drive	2*	N 41° 28.751' W 072° 30.981' Elevation 196'
Town Hall – Opposite driveway Across from Town Hall 30 Field Park Drive	2*	N 41° 28.751' W 072° 30.981' Elevation 196'
Field Park Entrance 30 Field Park Drive	2*	N 41° 28.804' W 072° 30.974' Elevation 173'
Senior Center (OSMP) 923 Saybrook Road	2*	N 41° 28.695' W 072° 30.835' Elevation 166'
Haddam Green at Walkley Hill/Saybrook Road Between 875 and 885 Saybrook Road	2	N 41° 28.840' W 072° 30.997' Elevation 107'
Old Jail/Town Hall Annex 945 Saybrook Road and 11 Jail Hill Road, respectively	2*	N 41° 28.577' W 072° 33.772' Elevation 184'
Filley Road/Ranger Road Green Intersection of Filley and Ranger Roads	2	N 41° 27.464' W 072° 31.157' Elevation 257'
Fire Station #2 – 1010 Saybrook Road Route 154	2	N 41° 28.542' W 072° 30.412' Elevation 160'
Camp Bethel Road Green Intersection of Camp Bethel and Saybrook Roads	2	N 41° 27.361' W 072° 28.754' Elevation 106'

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LAWN MOWING SITES, GPS COORDINATES, AND FREQUENCY OF MOWING LIST
1 JULY 2024 – 30 JUNE 2026
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<u>SITE</u>	<u>FREQUENCY PER MONTH</u>	<u>GPS COORDINATES</u>
Transfer Station – 750 Saybrook Road (Route 154) - This must be done on Wednesdays, Saturdays or Sundays when the Transfer Station is open. <u>To be done weekly during May, June, August and September.</u>		
Fire Station #1 – 439 Saybrook Road Route 154	2	N 41° 29.755' W 072° 32.714' Elevation 190'
Higganum Green – Beyond the monument - Nothing in front of hedges. Intersection of Candlewood Hill Road and Route 154	2*	N 41° 29.813' W 072° 33.650' Elevation 110'
Haddam Elementary School Property 272 Saybrook Road (To be billed separately)	2	N 41° 29.899' W 072° 33.824' Elevation 96'
Christian Hill Green at Saybrook Road Across from 248 Saybrook Road	2	N 41° 29.896' W 072° 33.821' Elevation 143'
Christian Hill Green at Thayer Road Across from 220 Thayer Road	2	N 41° 29.865' W 072° 34.175' Elevation 196'
Christian Hill Green at Brainard Hill Road Intersection of Brainard Hill and Christian Hill Roads	2	N 41° 29.535' W 072° 34.579' Elevation 233'
Candlewood Hill Green at Brainard Hill Road Intersection of Candlewood Hill and Brainard Hill Roads	2	N 41° 29.438' W 072° 34.480' Elevation 159'

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<u>SITE</u>	<u>FREQUENCY PER MONTH</u>	<u>GPS COORDINATES</u>
Small Green – Kelsey Park at Maple Avenue/Route 81/Route 154	2*	N 41° 29.778' W 072° 33.535' Elevation 72'
Mow piece between the road and the fence in front of the Higganum Cemetery on Maple Avenue Next to 7 Maple Avenue	2*	N 41° 29.743' W 072° 33.599' Elevation 86'
Fire Station #3 – 1040 Killingworth Road Route 81	2	N 41° 29.841' W 072° 33.474' Elevation 350'

*** Weekly during May and June**

CRC/bhb
Revised 04.18.2024

APPENDIX 1

TOWN OF HADDAM, CONNECTICUT

INSURANCE AND INDEMNITY REQUIREMENTS

The Contractor shall be responsible for maintaining insurance coverage in force for the life of this contract of the kinds and adequate amounts to secure the Contractor's obligations under this contract with an insurance company or companies with an AM Best Rating of A-: VII or better licensed to write insurance in Connecticut and acceptable to the Town of Haddam. Where no insurer so licensed in Connecticut will provide the required coverage, the insurer shall, at minimum, be approved to do business in Connecticut (listed on the current "White List" of the Connecticut Insurance Department).

As to all insurance required, the insurer shall provide the Town of Haddam with Certificates of Insurance prior to the execution of this contract, describing the coverage and providing that the insurer shall give the town of Haddam written notice at least thirty (30) days in advance of any termination, expiration, or any and all changes in coverage.

1. The contractor shall procure and maintain, at its own expense, the following insurance:

a. Worker's compensation with minimum statutory limits on Employer's Liability Part B and Occupational Disease. Worker's compensation shall include waiver of subrogation in favor of the Town and alternate employer endorsement.

b. General Liability Insurance on an occurrence basis with minimum limits of:

\$1,000,000 Bodily Injury Per Occurrence

\$1,000,000 Property Damage

or

\$1,000,000 Combined Single Limit

The Town shall be listed as an additional insured as regards both premise operations and products/completed operations.

c. Auto Liability Insurance with minimum limits of:

\$1,000,000 Bodily Injury

\$1,000,000 Property Damage

or

\$1,000,000 Combined Single Limit

All insurance shall be evidenced by a certificate of insurance showing the Contractor's insurance is in force and the carrier shall notify the Town that the policies will not be canceled with less than 30 days written notice to the Contractor. Contractors Insurance shall be primary and non-contributory and include waiver of subrogation.

Note: Proof of insurance in accordance with these specifications must accompany bid submission.