

# AGREEMENT

## 2015 Contracted Grounds Maintenance

THIS AGREEMENT, made as of the 20<sup>th</sup> day of January, 2015, by and between the Town of Pittsford, New York, with offices located at 11 South Main Street, Pittsford, New York 14534, ("Town"), and Town & Country Enterprises, Inc., with offices located at 1355 Allen Road, Penfield, NY 14526, ("Contractor").

### WITNESSETH

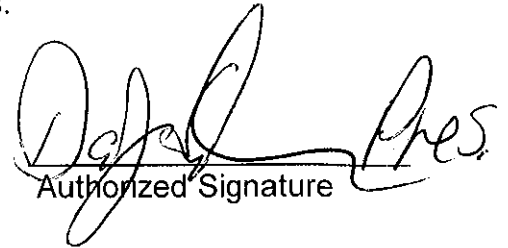
WHEREAS, the Contractor intends to perform and the Town intends to pay for the Contracted Grounds Maintenance for Town of Pittsford, ("Services");

NOW, THEREFORE, the Town and Contractor, for the consideration hereinafter set forth, agree as follows:

1. The Contractor agrees to furnish all the necessary labor, materials, equipment, tools, and services necessary to perform and complete, in a workmanlike manner, all work required for the completion of the Services, in accordance with the "Bid Requirements and Specifications" dated December 18, 2014 provided by the Town, all terms of which are incorporated herein.
2. The Town agrees to pay the Contractor for the Services, the amounts set forth in the "Bid Sheet" dated January 7, 2015 provided by the Contractor, all terms of which are incorporated herein.
3. The Contractor agrees to furnish to the Town the required Certificates of Insurance as specified in the "Bid Requirements and Specifications," with the Town named as an "Additional Insured" on all Liability Insurance Policies.

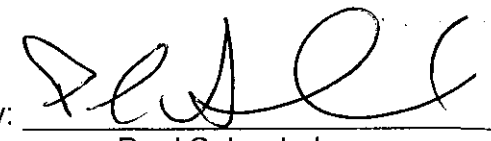
1-28-15  
Date

Town and Country Enterprises, Inc.  
Print Name of Contractor

  
Authorized Signature

\_\_\_\_\_  
Date

Town of Pittsford

By:   
Paul Schenkel,  
Commissioner of Public Works



**BID REQUIREMENTS & SPECIFICATIONS**

**2015 CONTRACTED GROUNDS MAINTENANCE**

**BID OPENING:  
11:00 AM  
January 8, 2015**

**Dated: December 18, 2014**

# GENERAL INFORMATION, INSTRUCTIONS AND BID REQUIREMENTS

## PURPOSE OF BID:

The Town of Pittsford ("Town") intends to secure the services of an experienced and properly equipped contractor ("Contractor") to provide grounds maintenance services at the following areas, for the period April 1, 2015 – November 1, 2015, with the option to renew for up to three (3) additional one (1) year terms at the mutual consent of both parties. The contract award will be based on low bid price from a responsible bidder; submission of required insurance; and full compliance with these Requirements and Specifications. The Town reserves the right to reject any bid should the Commissioner of Public Works ("Commissioner") determine that it is in the Town's best interest to do so.

- Group A: Area 1: Pioneer Cemetery & Lusk Corner
- Area 2: East Street Cemetery & Pump Station
- Area 3: Tobey & Stone Roads
- Area 4: Stuyvesant Court Median
- Area 5: Country Club Road Island
- Area 6: Pittsford Manor Lane
- Area 7: Linden Park Circle
- Area 8: Sewer Department Office
- Area 9: Reitz Parkway Pump Station
- Area 10: Griffith Park
- Area 11: Wren Field Neighborhood Park
- Group B: Wrenfield Park District
- Group C: Wexford Park District
- Group D: Coddington Park District
- Group E: Merry Creek Crossing Park District
- Group F: Hedge Wood / Crest Wood Park District
- Group G: Kolaneka / Mitchell Estates Park District
- Group H: East Avenue Manor Park District
- Group I: Delancey Park District
- Group J: Northstone Park District
- Group K: Rollins Crossing Park District
- Group L: Harvest Glen Park District
- Group M: Autumn Woods Park District
- Group N: Kensington Park District
- Group O: Greythorne Park District
- Group P: Summers Circle Park District
- Group Q: Windscape Park District

## GENERAL INFORMATION AND INSTRUCTIONS FOR BIDDERS:

1. All bidders should review carefully the contents of this document. All of the Requirements and Specifications in this document will become part of the agreement to be signed by the Town and the successful bidder.

2. The final pages of this document contain a "2015 Bid Sheet" and "Non-Collusive Bidding Certificate". The Bid Sheet needs to be completed and returned to confirm the amount of the bid. The Non-Collusive Bidding Certificate is a document required by the General Municipal Law of the state of New York and is to be signed and returned with the Bid Sheet.
3. Bids will be considered and awarded as one contract for all Groups listed above, A through Q. Bidders are directed to submit quotes on the "2015 Work Outline & Bid Forms" provided for each Group. Additionally, bidders are directed to summarize their bids on the "2015 Bid Sheet". The total from this Bid Sheet will be considered the Total Bid. The Bid Award will be based on the total bid amount.
4. All bids must be sealed and be addressed to the "Commissioner of Public Works" and be marked "2015 Contracted Grounds Maintenance".
5. Bids may be mailed or personally delivered to the Commissioner at the Pittsford Town Hall, 11 South Main Street, Pittsford, New York 14534. All bids must be received by the Commissioner by the date and time set for the bid opening noted on the cover sheet of this document.
6. All bids submitted shall remain good for a period of sixty (60) days from the date of bid opening.
7. The Town reserves the right to reject any bid for non-compliance with these Requirements and Specifications and/or to waive informalities.
8. All bids will be presented to the Town Board at its January 20, 2015 meeting, for consideration. Immediately following an award of bid by the Town Board, the successful bidder will be notified, by letter from the Commissioner. The Commissioner's letter will include an agreement, to be signed by the successful bidder and returned to the Town, together with the required Insurance Certificates. The signed agreement, and Insurance Certificates must be received, by the Town, within ten (10) days
9. Additional information may be obtained from Paul Schenkel, Commissioner of Public Works at (585) 248-6250. Informal and informational responses will not be binding on the Town. Formal requests for interpretations of these Requirements and Specifications must be made in writing to the Commissioner at least five (5) days before bid opening.

#### RESPONSIBLE BIDDER QUALIFICATIONS:

All bidders must complete and submit the attached "Bidder Qualifications and References Form" indicating similar contract maintenance that they have successfully completed over the past three years. Three years of successful similar contract maintenance experience, supported by valid references, is a bid requirement. In addition, the Town reserves the right to inspect the bidder's maintenance equipment to ensure that it is appropriate to provide service under these specifications, prior to awarding of a contract for this work.

#### EXECUTION OF AGREEMENT

Within ten (10) days after written notice has been given to the successful bidder (hereafter "Contractor") that the agreement has been awarded, the Contractor shall execute an agreement incorporating all of the terms, conditions of these "Bid Requirements and Specifications" and the "Bid Sheet" submitted by the Contractor, together with any and all required performance bond and insurance certificates. In the

event that the Contractor shall fail to complete the above, the Contractor's bid will be deemed withdrawn and the bid security forfeited to the Town.

#### AGREEMENT DURATION, EXTENSION AND ASSIGNMENT:

The agreement shall be in effect from date of execution through December 31, 2015. Services by the Contractor will commence April 1, 2015. The Town reserves the option to extend the agreement for up to three (3) Contract periods, on the same terms and conditions, with the consent of the Contractor. The agreement may not be assigned or sublet, without the express written consent of the Town.

#### ADDITIONAL PARK DISTRICTS

The Town may find it necessary to include additional park districts in this Maintenance Contract. The cost for additional park districts will be determined by the Contractor and shall be based on current Contract pricing for similar park districts. Upon approval of the Town, additional park districts will be included in the Maintenance Contract at the beginning of the following contract period. Contractor performance for any additional park districts will be subject to the terms and conditions of this Maintenance Contract.

#### EQUIPMENT:

The Contractor shall submit, when requested by the Commissioner, written evidence of ownership, lease, or bona fide purchase agreement for all equipment required to meet the "Scope of Services". If equipment is leased, it must be for at least the duration of the agreement. If equipment is under a purchase agreement, it must include reasonable assurance of delivery on or before the effective date of the agreement. All equipment used shall be properly registered, inspected, operated, and insured in accordance with any and all Laws of the State of New York. All equipment shall be in good working condition during the term of the Agreement.

#### SITE VISITS PRIOR TO BIDDING

Maps of each site are included in this bid package. Maps are not to scale and are for general reference only. All bidders are required to visit and familiarize themselves with each site. Arrangements can be made for a representative from this Department to accompany bidders to assist in locating the sites and to answer questions. Please arrange for this well in advance by calling the Parks Department at 248-6497.

#### SAFETY, INDEMNITY AND INSURANCE:

The Contractor shall render performance in a manner such that all persons and property are protected at all times. The Town specifically reserves the right to suspend or terminate (at the Town's option) all performance under this agreement in the event that the Contractor and/or the Contractor's employees or subcontractors are proceeding in a manner that threatens the life, health or safety of any of Contractor's employees, subcontractor's employees, Town employees or members of the public. This reservation of rights by the Town in no way obligates the Town to inspect the safety practices of the Contractor.

The Contractor shall protect, indemnify and hold harmless, including payment for all attorney's fees and court costs, the Town, its officers, agents, and/or employees, from any liability, cost, loss or damage on account of any injury to person or property or both, arising from the Contractor's performance. The Contractor shall defend, at the Contractor's own expense, all suits which may be brought to recover damages arising from the Contractor's performance, including any and all suits or actions brought against the Town, its officers, agents, and/or employees.

At all times during the life of the agreement, the Contractor shall procure and maintain insurance, at the Contractor's expense, for liability for damages, costs and/or claims with insurance companies authorized to do business in New York State, such policies to embrace all operations performed under the Agreement by the Contractor. More particularly, the Contractor shall procure and maintain the kind and amounts of insurance as follows:

1. WORKERS' COMPENSATION INSURANCE: As required by New York State law.
2. MOTOR VEHICLE LIABILITY INSURANCE: Each policy shall cover the Contractor and the Town of Pittsford, as "additional insured", with a combined single limit of not less than \$1,000,000.00.
3. COMPREHENSIVE GENERAL LIABILITY POLICY: Each policy shall cover the Contractor and the Town of Pittsford, as "additional insured", with limits not less than \$1,000,000.00 for each occurrence; \$1,000,000.00 personal injury; and \$2,000,000.00, general aggregate.
4. UMBRELLA POLICY: Each policy shall cover the Contractor and the Town of Pittsford, as "additional insured", with coverage of at least \$1,000,000.00

At the time of the execution of the agreement, the Contractor shall furnish to the Commissioner "Certificates of Insurance", in a form satisfactory to the Commissioner, showing proof of the above insurance requirements, which Certificates shall provide that the policies shall not be changed or canceled until ten (10) days written notice has been given to the Commissioner.

#### OTHER LAWS:

The Contractor, and all employees acting under the direction of the Contractor, shall strictly comply with all federal, state and local laws and ordinances controlling or limiting in any way the actions of those engaged in the work (including their wages, hours, or benefits), shall be strictly complied with by the Contractor and all employees working under his direction. This shall also include Equal Employment Opportunity requirements, Article 8, and Section 220 of the New York State Labor Law. This is a New York State Department of Labor prevailing wage rate bid. Certified payrolls shall be furnished by the Contractor to demonstrate compliance on a monthly basis, prior to payment.

#### PERFORMANCE PENALTIES:

The agreement between the Contractor and the Town may be terminated for the material breach of any term by the Contractor. Further, the Contractor shall be liable for all loss, costs, and/or damages of the Town, including reasonable attorney's fees resulting from any litigation arising hereunder. If the Contractor fails to perform work as specified herein, the Town may provide notice to the Contractor, either in writing or by

telephone, of the Contractor's failure to perform under the terms of the agreement. If such work is not completed by the Contractor in a satisfactory manner, as determined solely by the Town, within three (3) calendar days, the Town may, at its sole discretion, terminate the agreement or the Town may perform the necessary work and charge back all expenses of such work to the Contractor. If the Town performs such work or if the contract is terminated, the Contractor shall be responsible for any and all costs allowed by law, including reasonable attorney's fees, incurred by the Town until such time as a replacement contractor can be procured. Contractor agrees that any payment due to the Contractor at the time of the termination may be held in escrow by the Town for a period of 90 days to cover such costs.

If the Contractor is terminated for failing to perform under the agreement, the Contractor will be deemed unqualified and ineligible to bid on any Town grounds maintenance contracts for a period of three (3) years following the termination date of the agreement.

## SCOPE OF SERVICES

### SERVICES

#### 1. Formal Turf Areas

- a. These are areas that have been established and maintained as formal lawns.
- b. Monitoring the length of the turf in these areas shall be the responsibility of the Contractor.
- c. Lawns shall be mowed and trimmed to properly maintain a 2.5" cutting height, while removing no more than 1/3 of the top growth per cutting. Formal turf areas shall therefore be mowed prior to their exceeding 3.75" in length.
- d. It may at times be necessary to mow more frequently than once per week.
- e. Mowing at the proper time should result in no excess clippings being left on the lawn.
- f. Excess clippings that result from excessive time between mowings, shall be removed by the contractor and may be a cause for termination of the mowing contract.
- g. Trimming shall be accomplished with a line trimmer, in such a manner as not to damage landscape plants and fixtures.

#### 2. Weeding

- a. Weeding shall be provided in planting beds and mulched areas around trees, within formal areas only.
- b. This shall be done by hand at the frequency specified for each area.
- c. Weeding by means of applying non-selective herbicides may be permitted under certain circumstances and only with prior approval from this department. Any pesticide applications must be done in strict accordance with all applicable laws and regulations. The cost of any approved pesticide applications shall be borne by the Contractor.

#### 3. Mulch

- a. In formal turf areas, where mulch replacement is specified, mulch in planting beds and around trees shall be properly replaced to a depth of 1.5" with seasoned, **color enhanced**, double ground **bark** mulch once per year, in April.
- b. Mulch to be used must be approved by this department prior to use.

- c. The color of the mulch shall be chosen by this department from the readily available color options prior to use.
- d. Mulched beds and trees shall be hand weeded and foreign debris removed prior to application of new mulch.

4. Fertilizer

- a. Formal turf areas, where fertilizer applications are specified, shall receive fertilizer having a 3-0-1 ratio of N, P, & K according to the following schedule and nitrogen sources:
  - i. Between May 15 and May 31 apply a 50% slow release / 50% water soluble nitrogen fertilizer at a rate of 1 lb. nitrogen per 1,000 sq. ft.
  - ii. Between August 15 and August 31 apply a 50% slow release / 50% water soluble nitrogen fertilizer at a rate of 1 lb. nitrogen per 1,000 sq. ft.
  - iii. Between October 1 and October 15 apply a 100% water soluble nitrogen fertilizer at a rate of 1 lb. per 1,000 sq. ft..
- b. Fertilizer to be used must be approved by this department prior to use.

5. Equipment:

- a. Equipment should be in good operating condition, so as they do not leak or drip liquids of any kind. Any spills must be communicated to the Town of Pittsford, Department of Public Works.
- b. Equipment shall be properly equipped with appropriate safety equipment, in working condition, as required by law.
- c. Equipment shall have up-to-date New York State inspection stickers and appropriate registration.

6. Employee Safety

The contractor is responsible for the safety of his operations and to participate in all job safety activities. These requirements include compliance with all rules and regulations as adopted by the Town, as well as any other Local, State, and Federal agencies. In addition, the contractor agrees to indemnify the Town, its agents, servants and employees for any claims, including reasonable attorney fees, by contractor's agents, servants or employees that may arise out of alleged violations of any Local, State or Federal law, rule, and regulation or standards concerning employee health and/or safety.

7. Payment, Work, & Materials Log

The approved Contractor must submit, with their monthly invoice, a record of all work performed and materials used on the job. This must specifically relate the services provided and the dates upon which they were provided. Where materials are provided, records showing the amounts and types of materials provided must be included.

TIME OF THE ESSENCE

All times of beginning, rate of progress, and completion are essential conditions of the scope of services.

SPECIAL CONDITIONS



## Holidays

Mowing and trimming at the Pioneer and East Street Cemeteries (Group A, Areas 1 and 2) must be performed for holidays according to the following schedule: Memorial Day (cemeteries must be cut May 22<sup>th</sup>), Independence Day (cemeteries must be cut July 2<sup>nd</sup>), & Veteran's Day (cemeteries must be cut November 10<sup>th</sup>).

## Litter and Debris

The Contractor shall be responsible for cleanup and removal of normal litter and debris that may be present at the mowing site at the time of scheduled mowing.

## Work Times

Work times under this contract shall be limited to Mondays – Fridays from 8:00 am – 8:00 PM and Saturdays – Sundays from 9:00 am – 5:00 PM.

**BIDDER QUALIFICATIONS & REFERENCES FORM**

Please detail the specifics of contract maintenance similar to that of this proposed contract that you have successfully completed over the past three years:

**2012**

Type of work: \_\_\_\_\_  
Contract period: \_\_\_\_\_  
Person to contact for reference: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_

**2013**

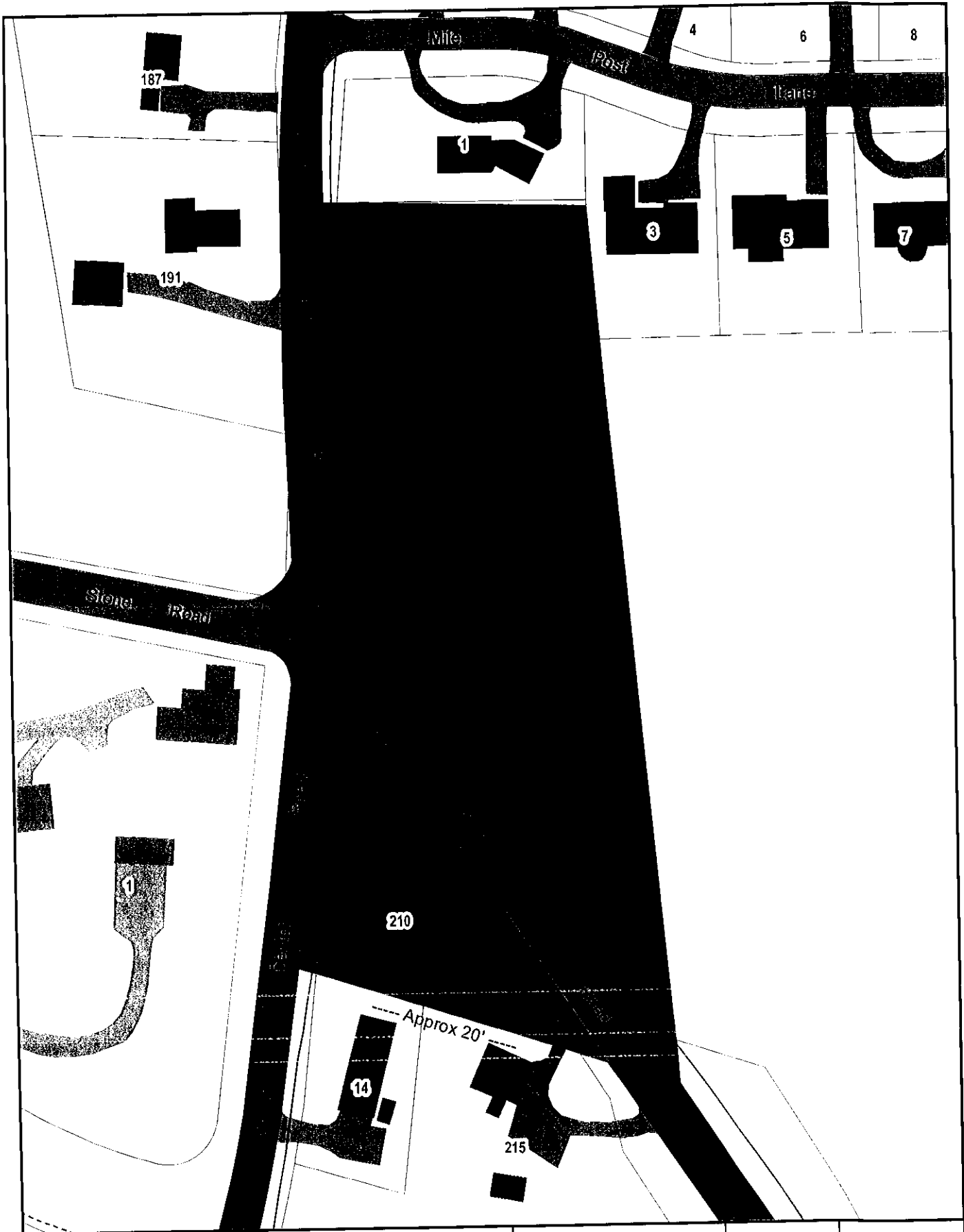
Type of work: \_\_\_\_\_  
Contract period: \_\_\_\_\_  
Person to contact for reference: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_

**2014**

Type of work: \_\_\_\_\_  
Contract period: \_\_\_\_\_  
Person to contact for reference: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



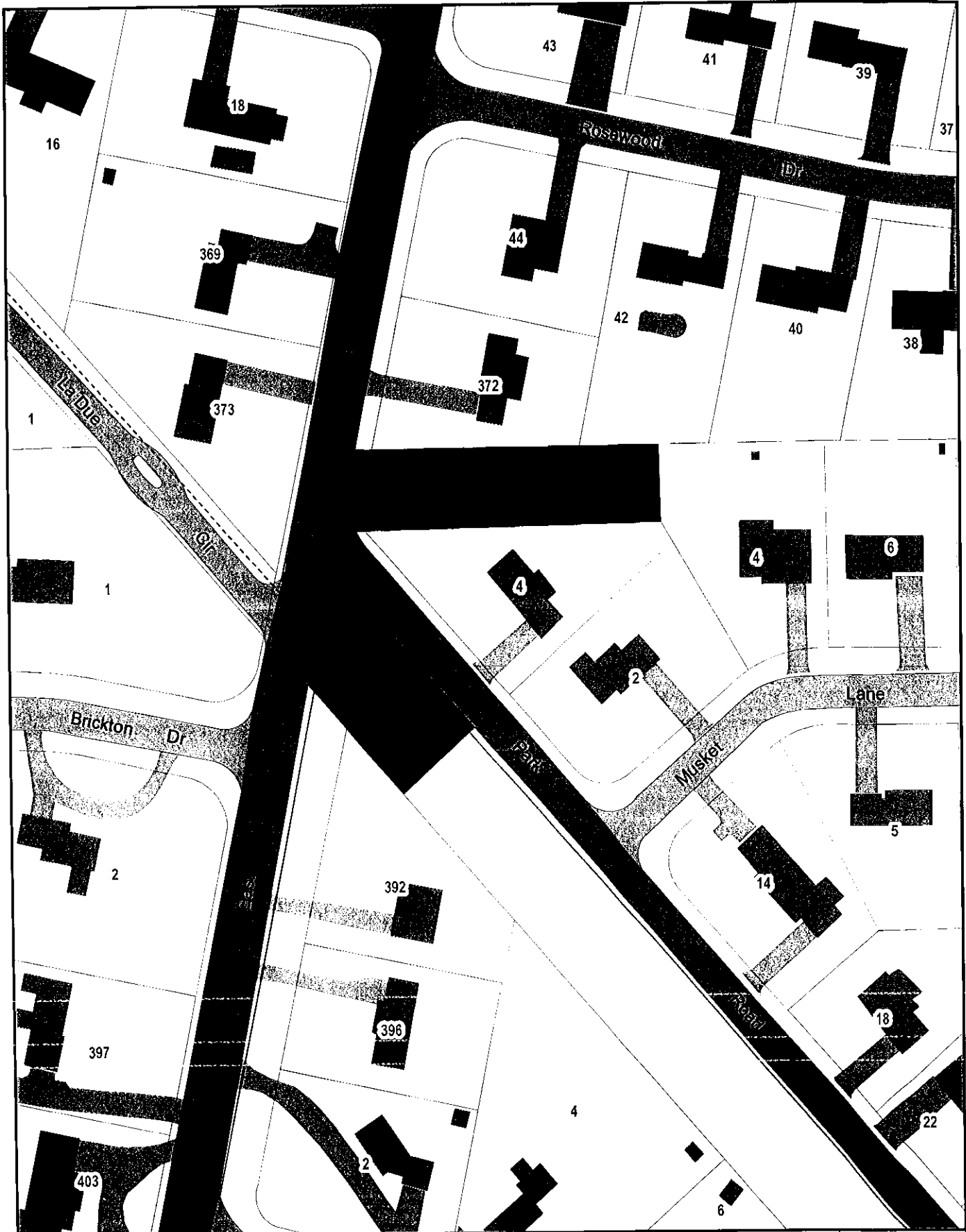
**Group A  
Area 1**



**Town of Pittsford  
Pioneer Cemetery  
and Lusk Corner**

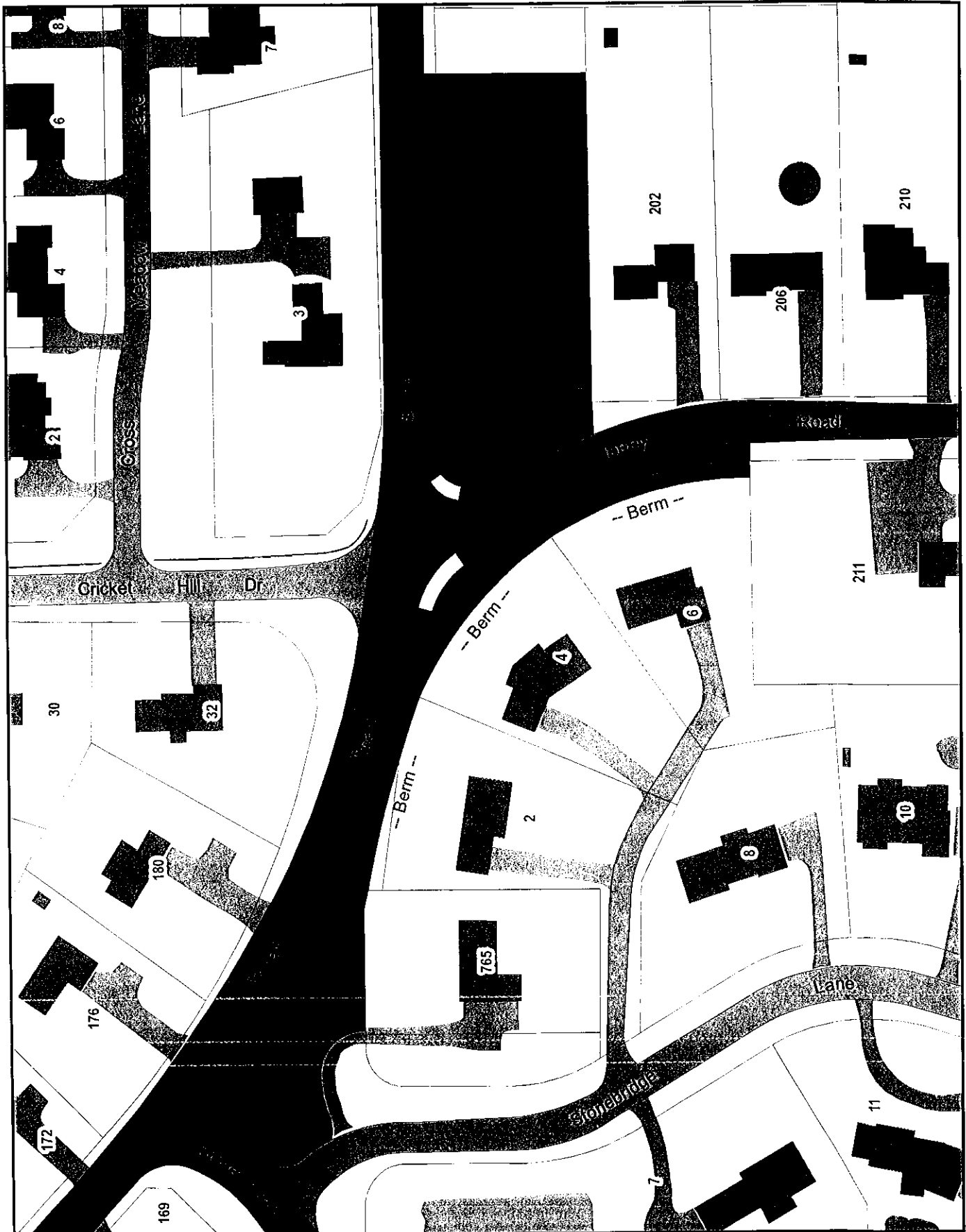
 **Mowing Area**



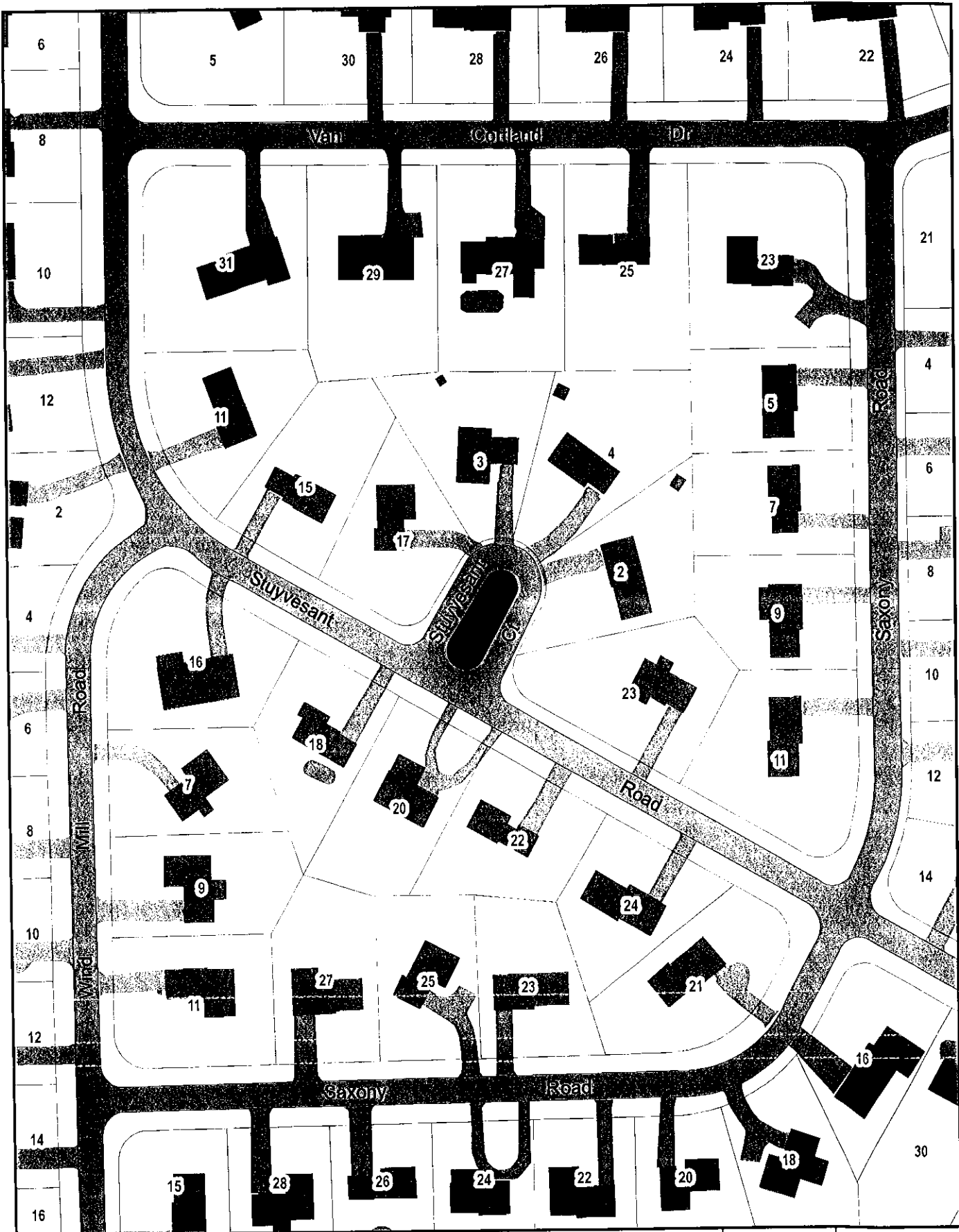
**1" = 100'**



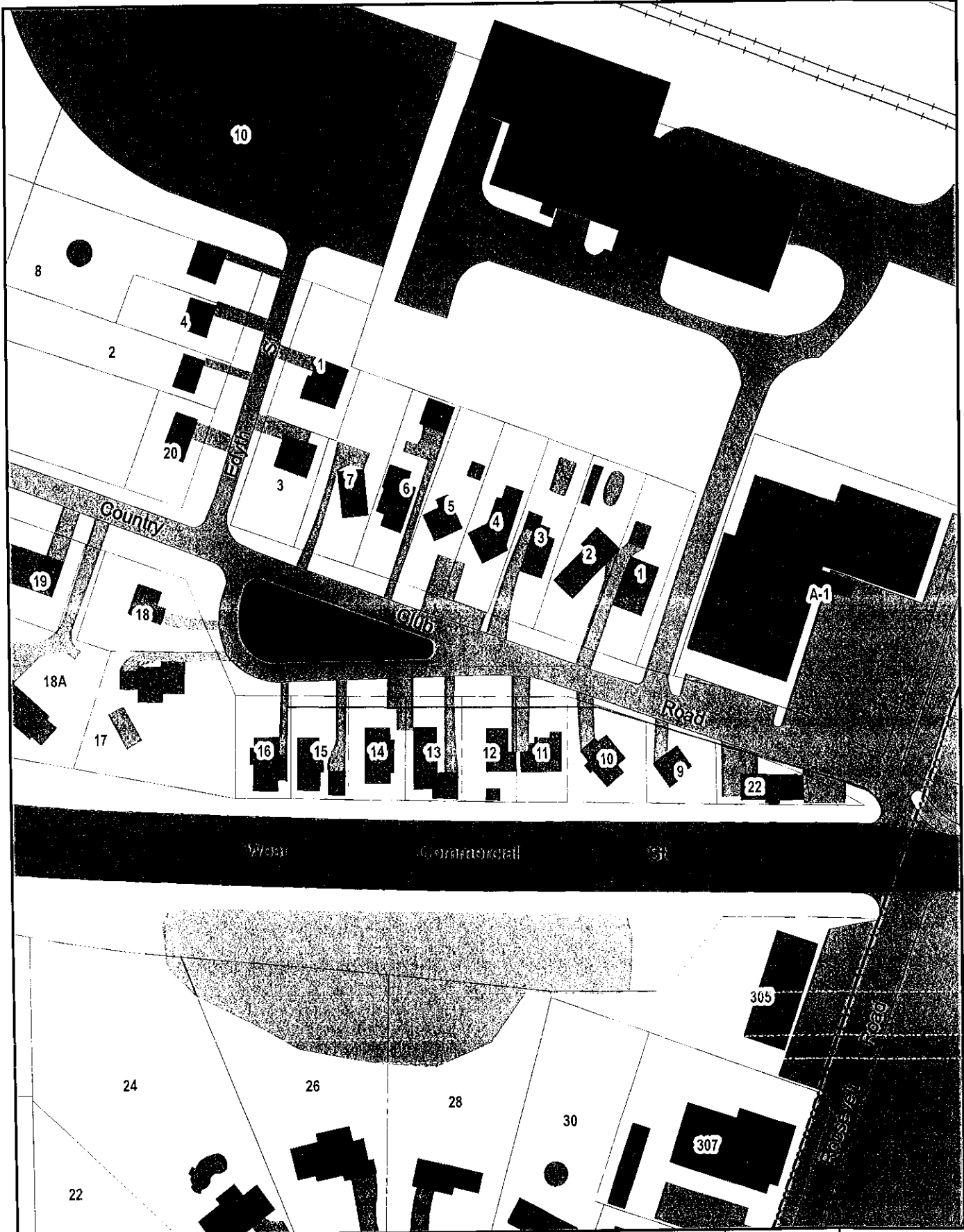
<p><b>Group A Area 2</b></p>	<p><b>Town of Pittsford East Street Cemetery and Pump Station</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 100'</b></p>
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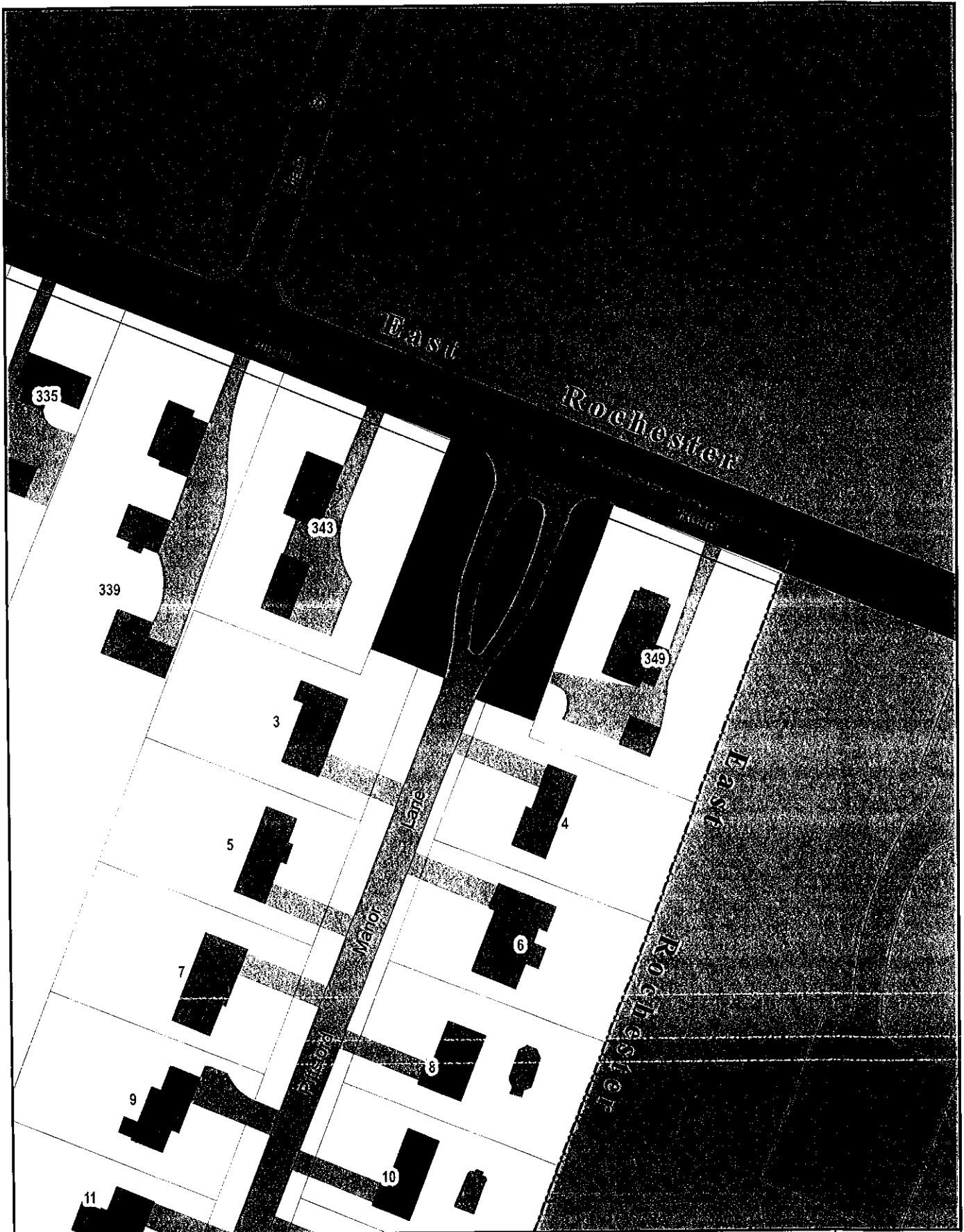
<p>Group A Area 3</p>	<p>Town of Pittsford Tobey Road and Stone Road</p>	<p>■ Mowing Area</p>		<p>1" = 100'</p>
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<p><b>Group A Area 4</b></p>	<p><b>Town of Pittsford Stuyvesant Court Median</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 125'</b></p>
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<p><b>Group A</b> <b>Area 5</b></p>	<p><b>Town of Pittsford</b> <b>Country Club Road</b> <b>Island</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 125'</b></p>
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**Group A  
Area 6**

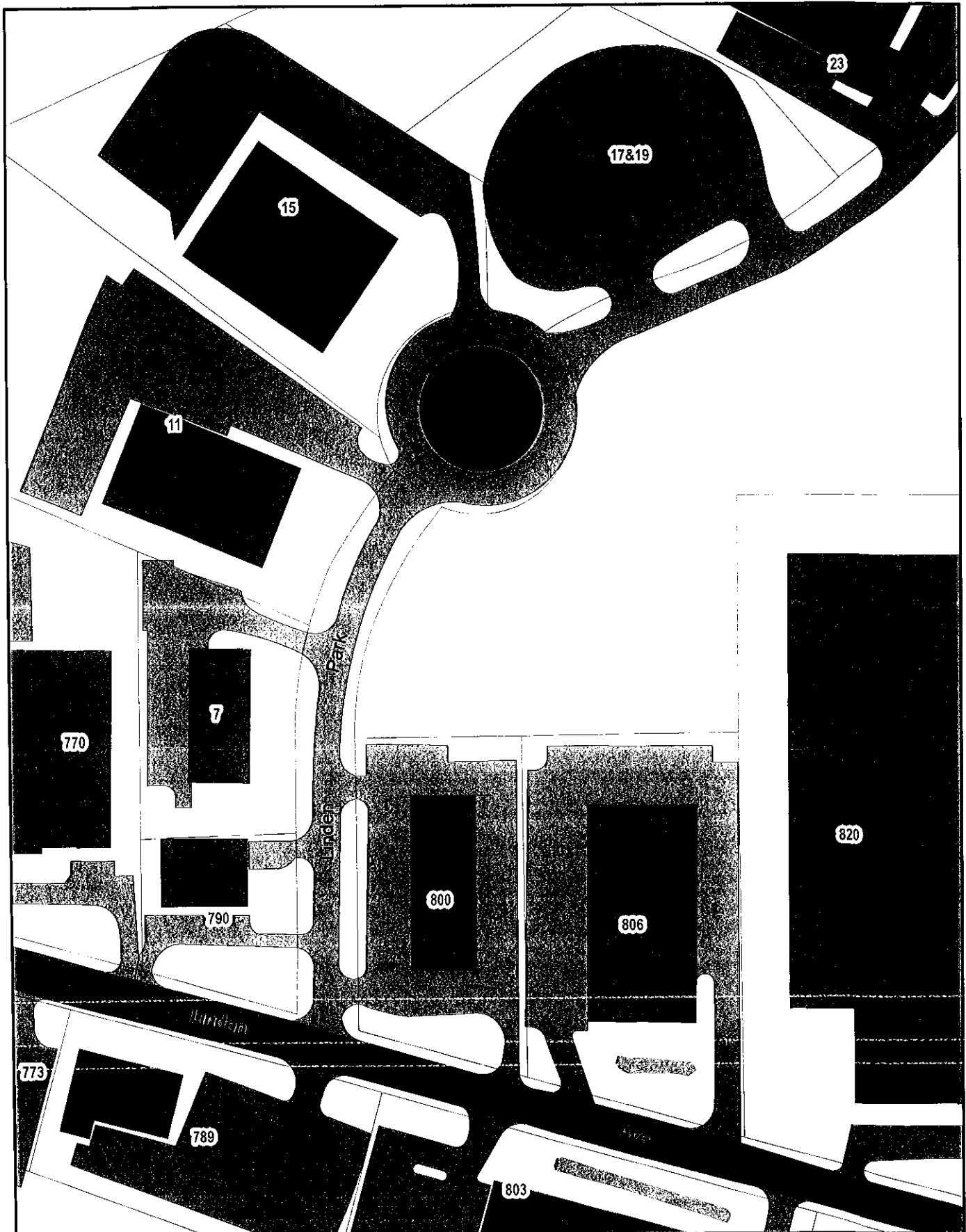
**Town of Pittsford  
Pittsford Manor Lane**

 **Mowing Area**



**1" = 100'**

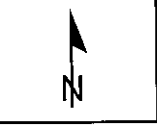




Group A  
Area 7



Town of Pittsford  
Linden Park  
Circle

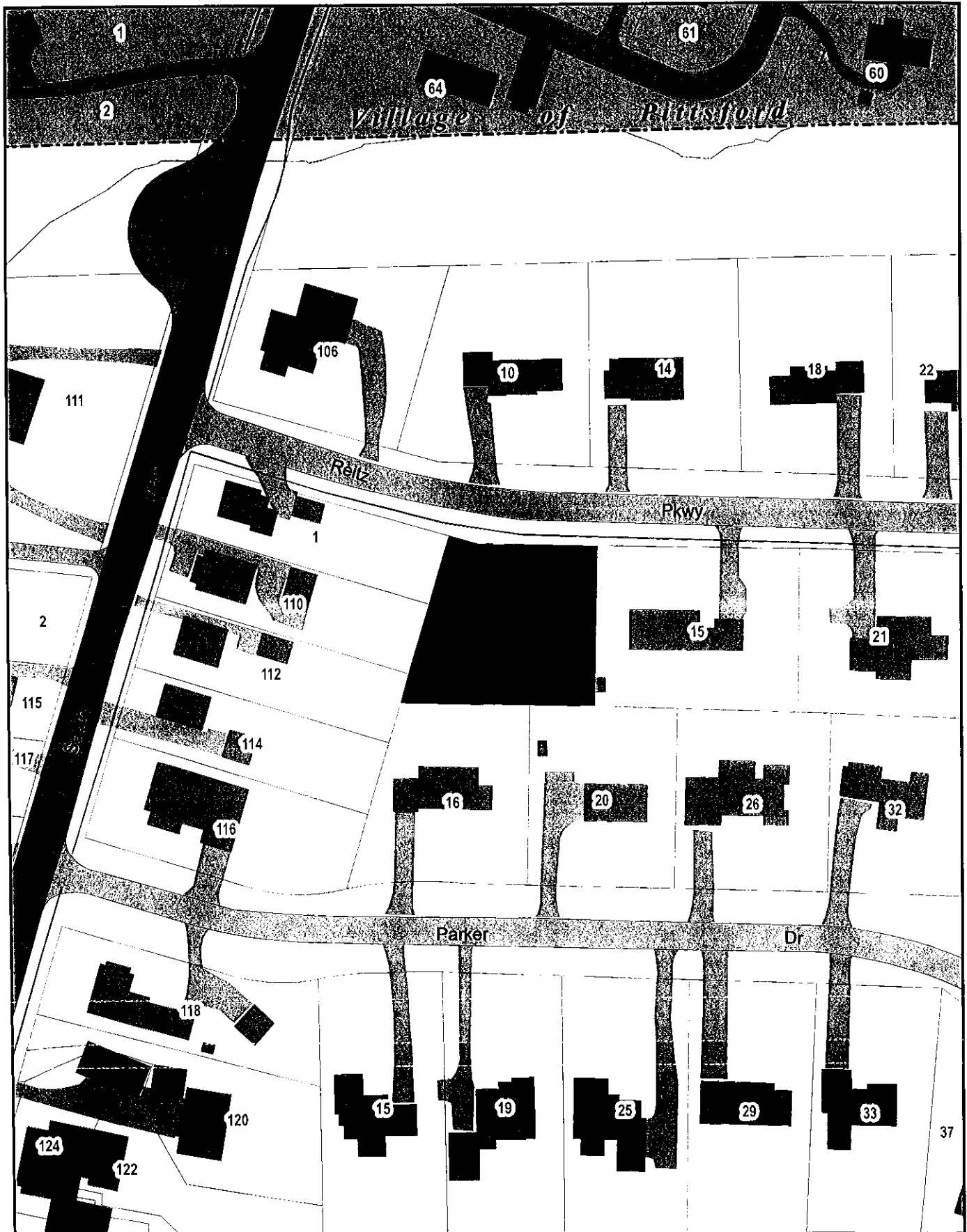
■ Mowing Area





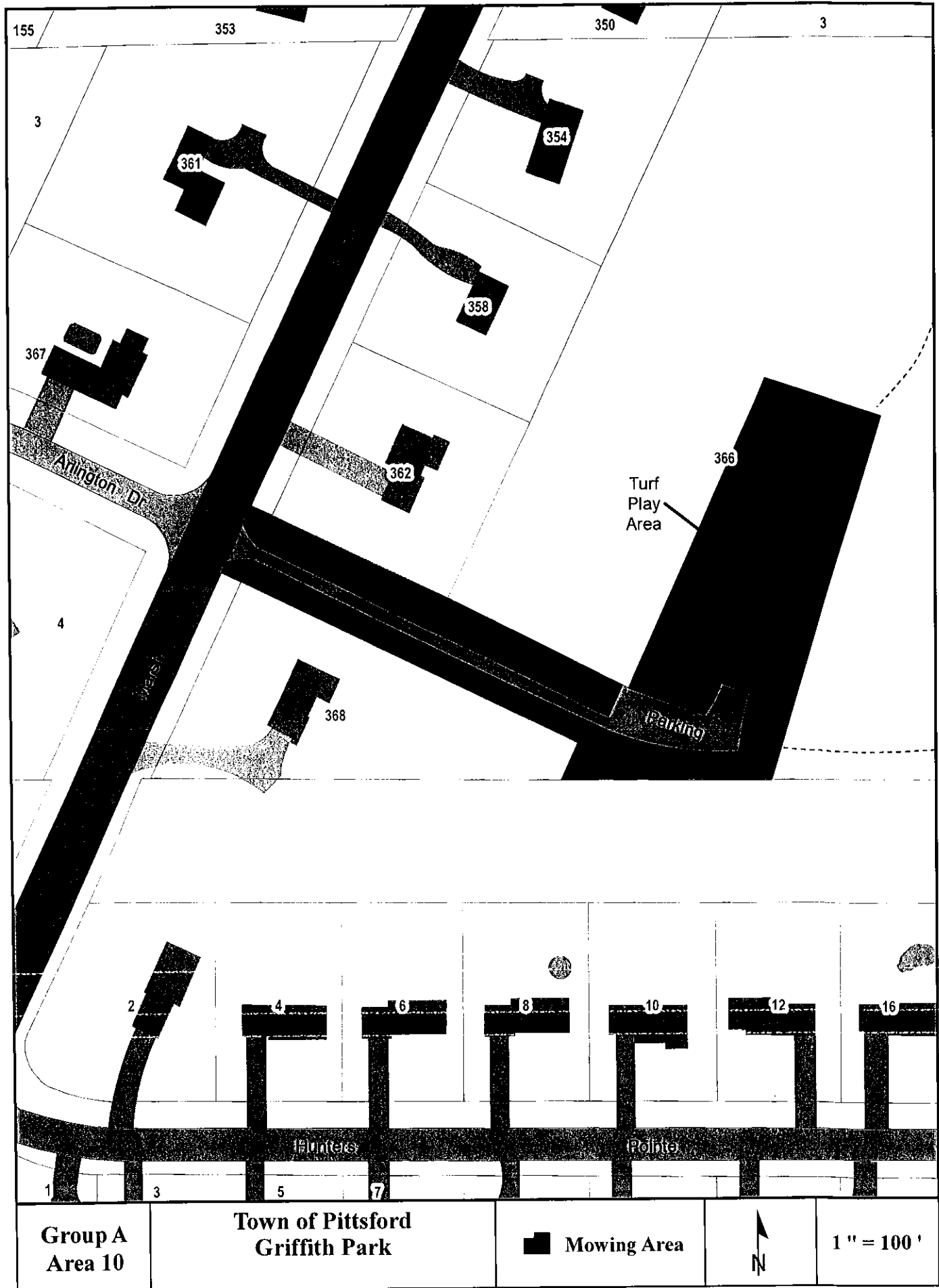
1" = 125'

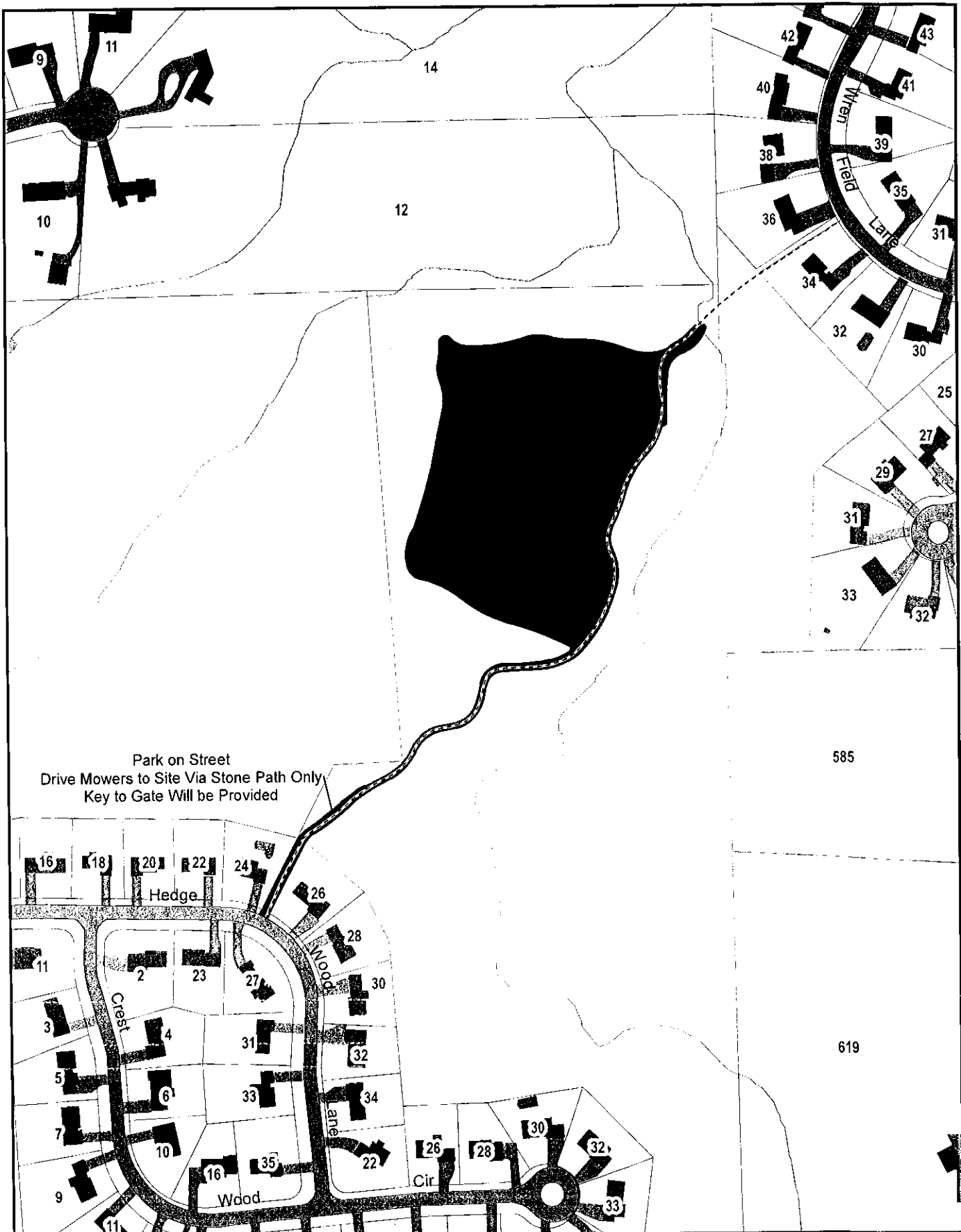


<p><b>Group A Area 8</b></p>	<p><b>Town of Pittsford Pittsford Sewer District Office 3899 Monroe Ave</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 100'</b></p>
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<p><b>Group A Area 9</b></p>	<p><b>Town of Pittsford 11 Reitz Parkway Pump Station</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 100'</b></p>
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Park on Street  
 Drive Mowers to Site Via Stone Path Only  
 Key to Gate Will be Provided

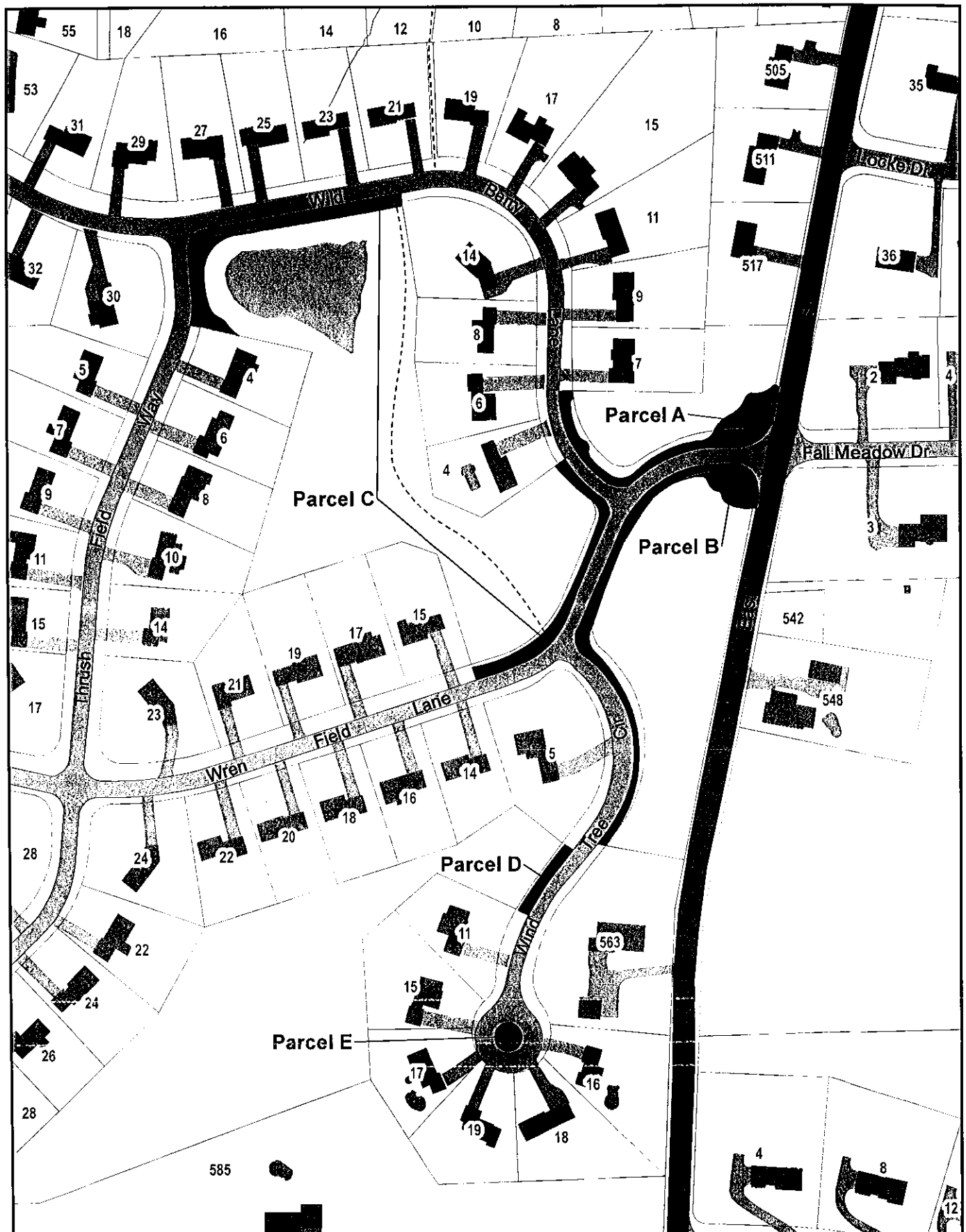
**Group A  
 Area 11**



**Town of Pittsford  
 Wren Field  
 Recreation Space**

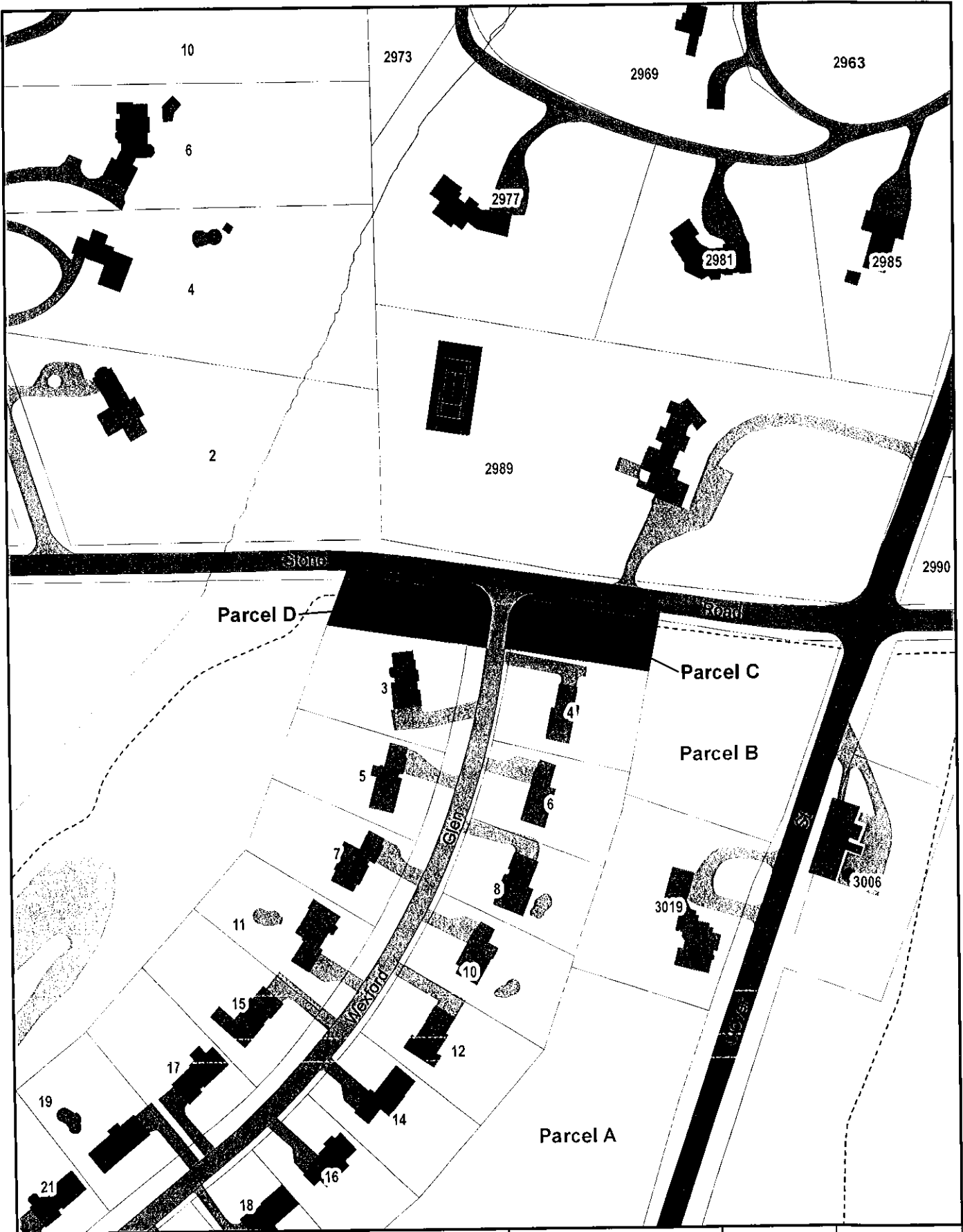
 **Mowing Area**



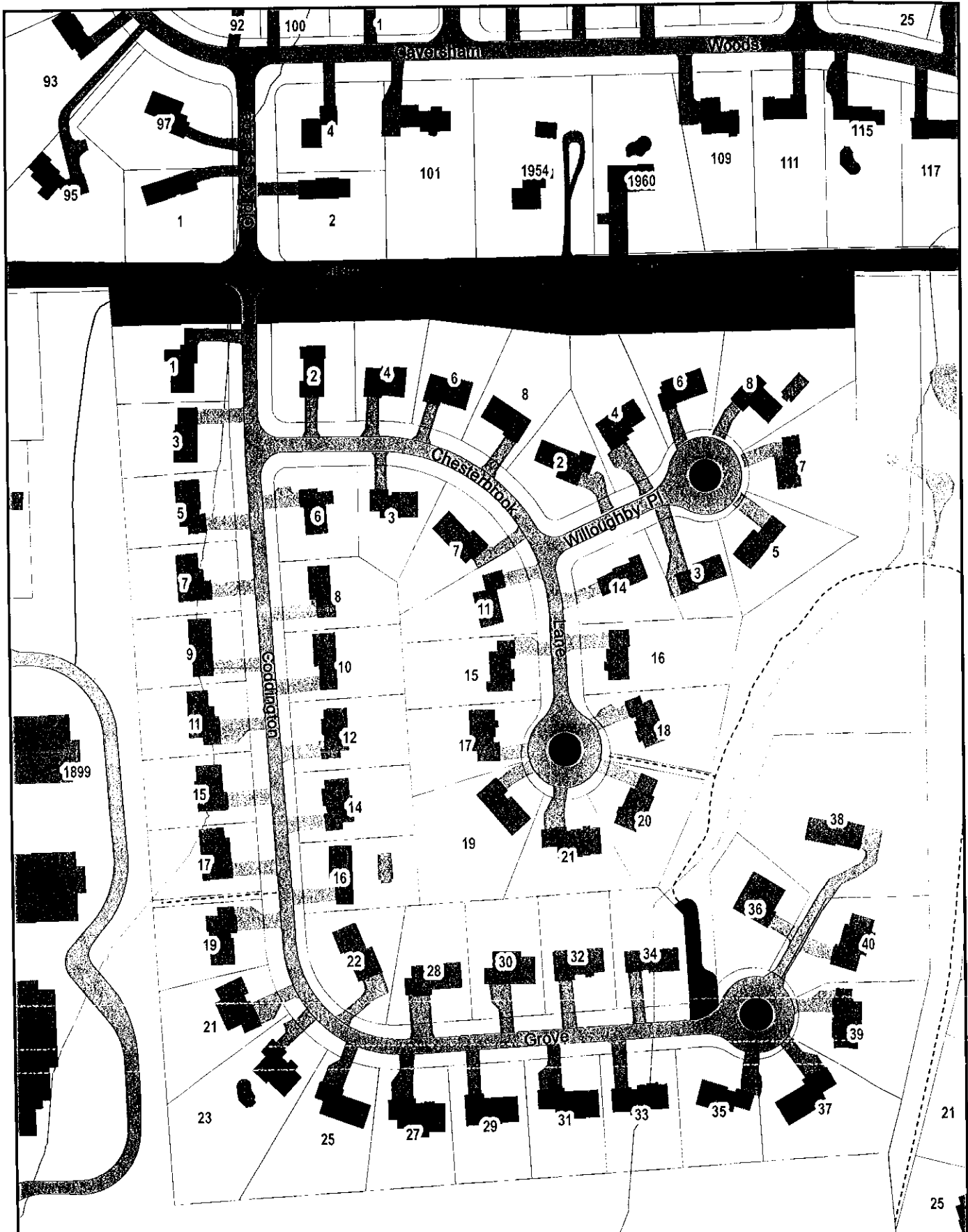
**1" = 250'**





<p><b>Group B</b></p>	<p><b>Town of Pittsford Wren Field Park District</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 200'</b></p>
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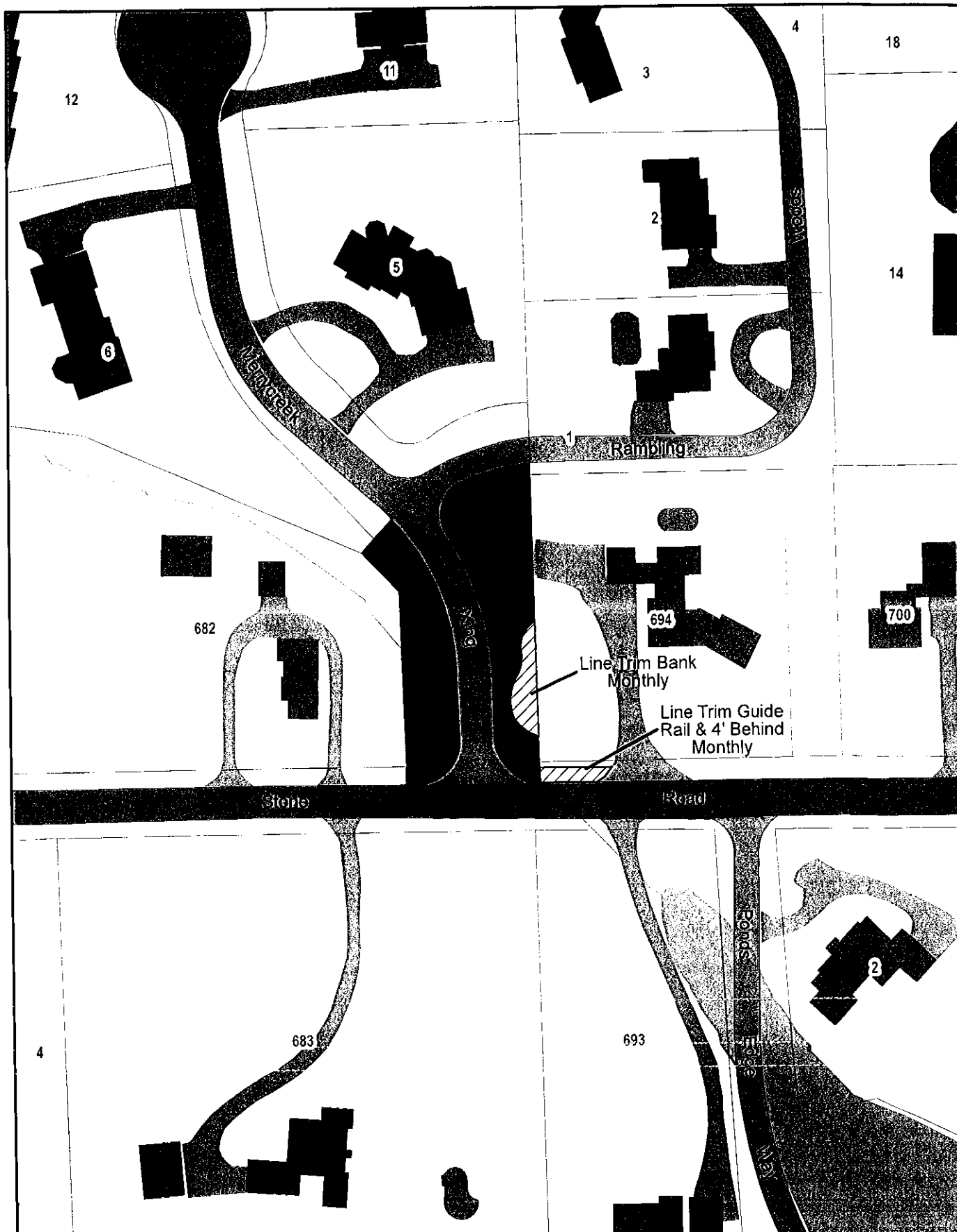




<p><b>Group C</b></p>	<p><b>Town of Pittsford Wexford Park District</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 175'</b></p>
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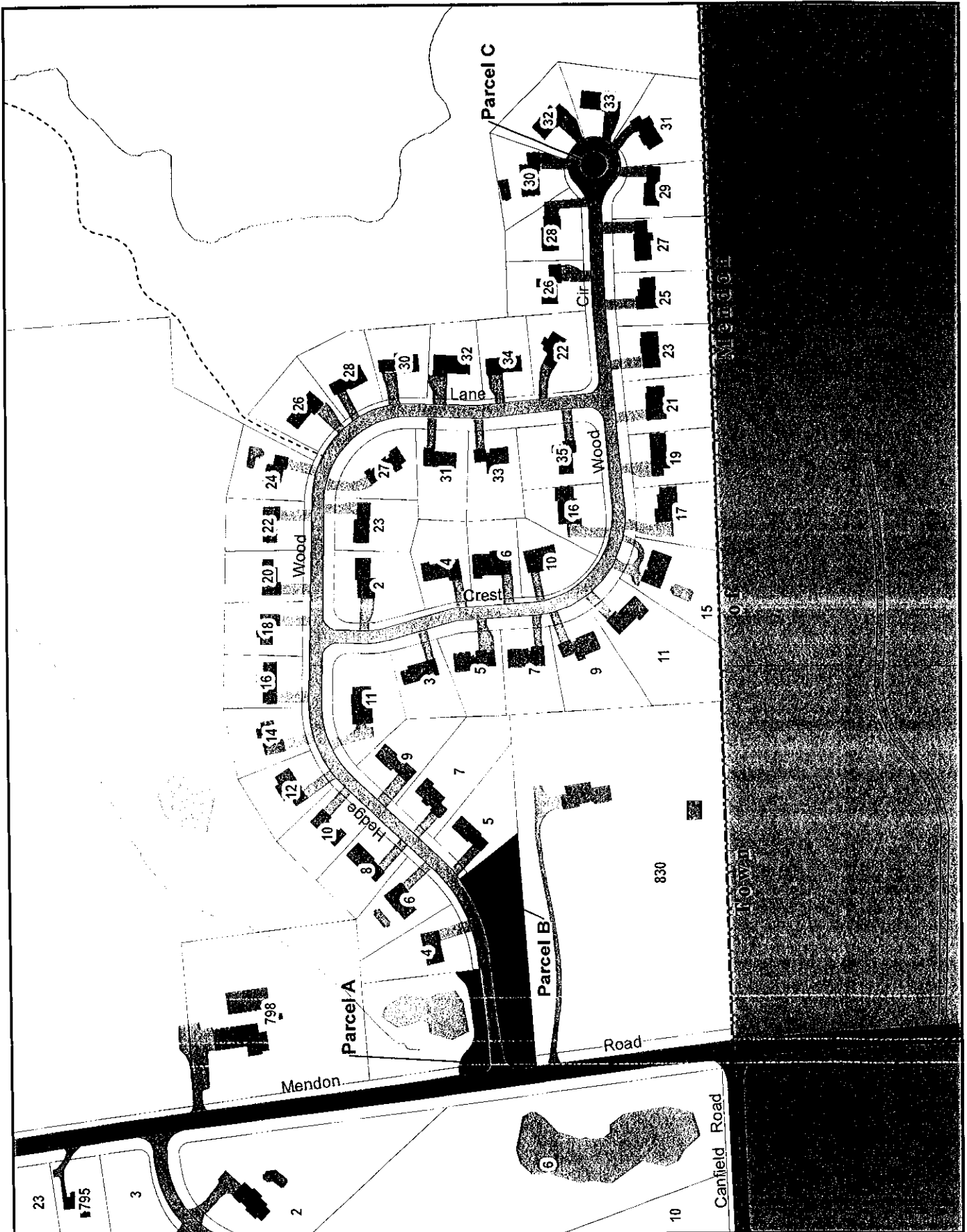


<p><b>Group D</b></p>	<p><b>Town of Pittsford Coddington Park District</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 175'</b></p>
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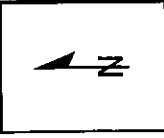
<p><b>Group E</b></p>	<p><b>Town of Pittsford Merrick Creek Park District</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 100'</b></p>
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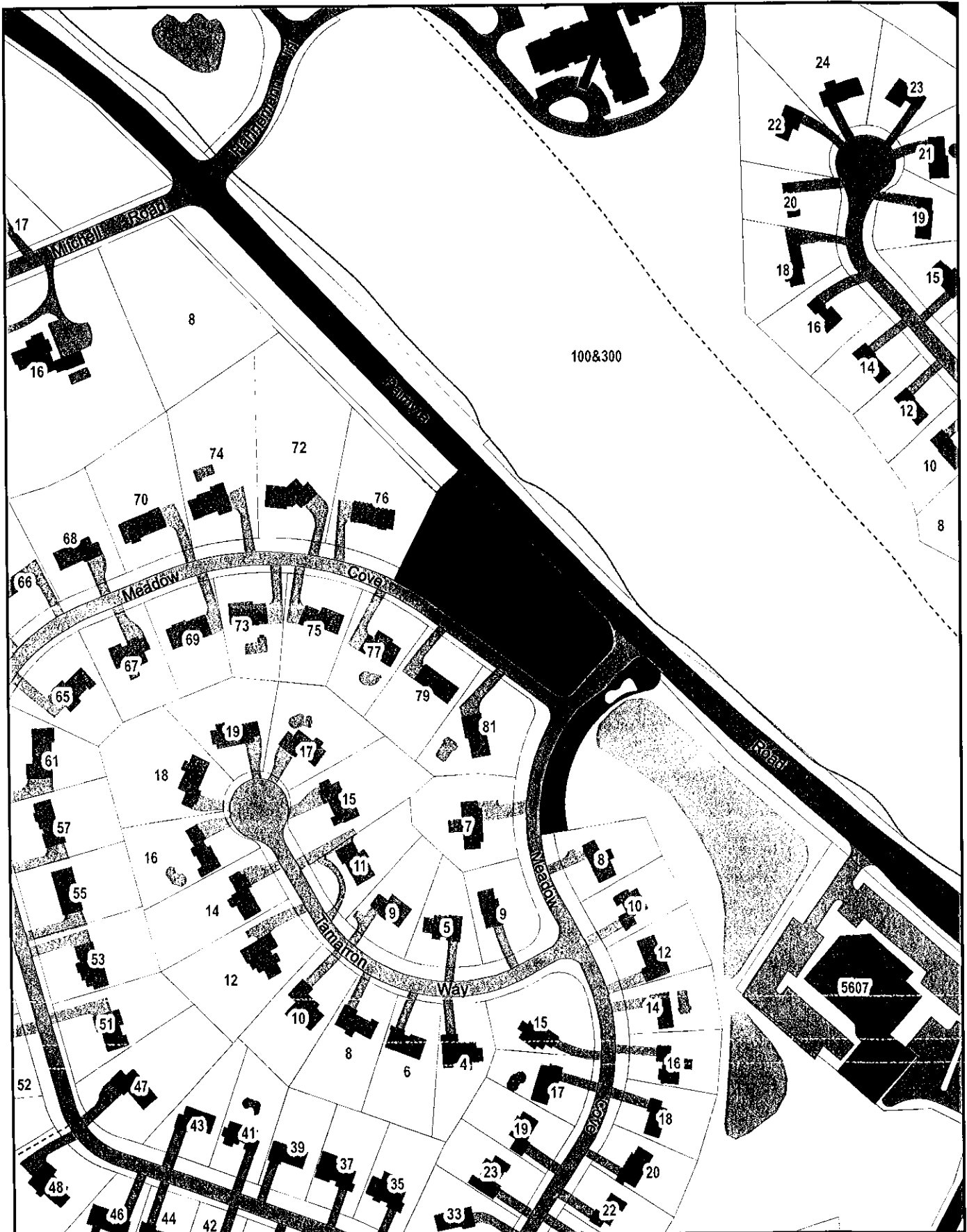
**Group F**



**Town of Pittsford  
Hedge Wood & Crest Wood  
Park District**

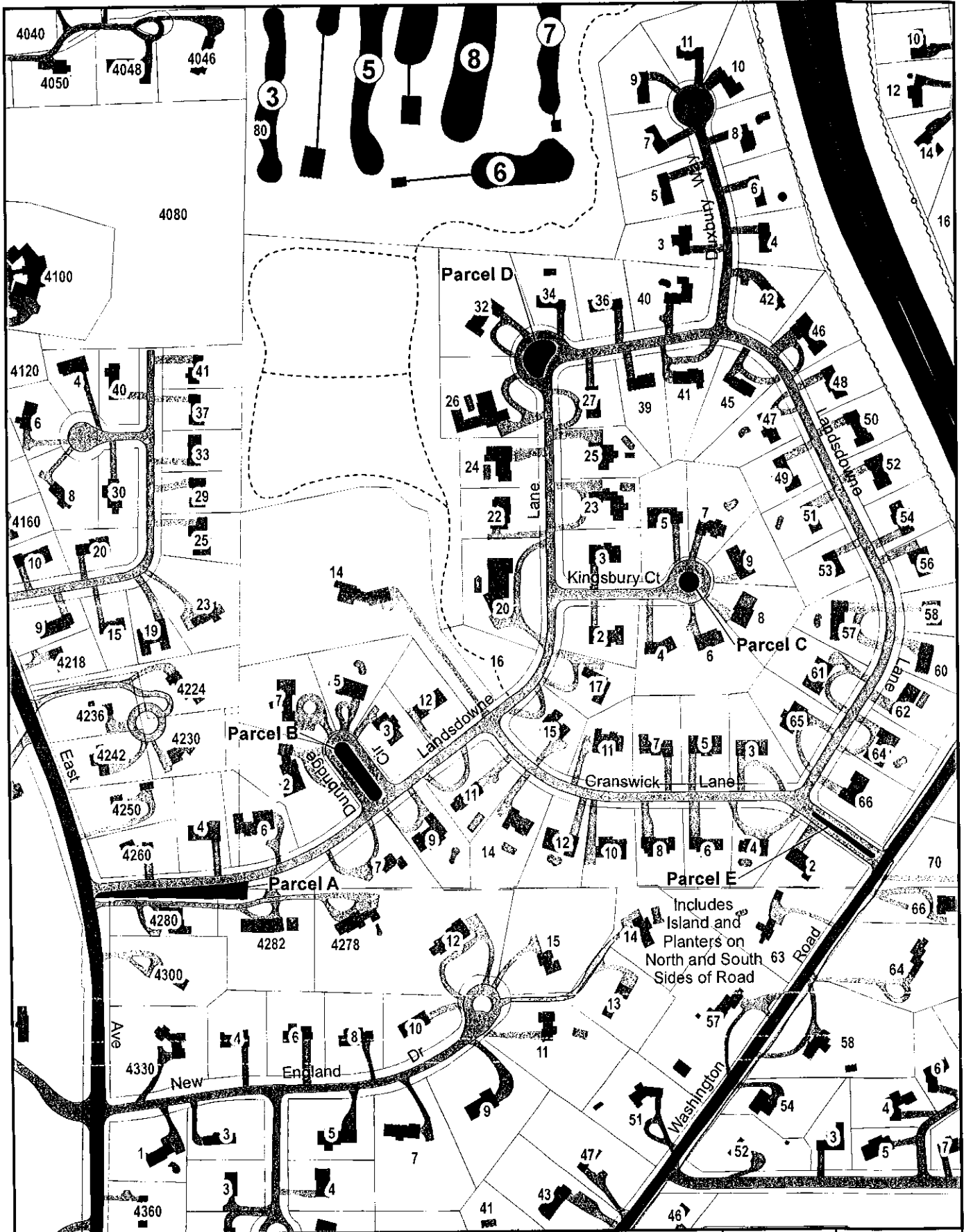
 **Mowing Area**



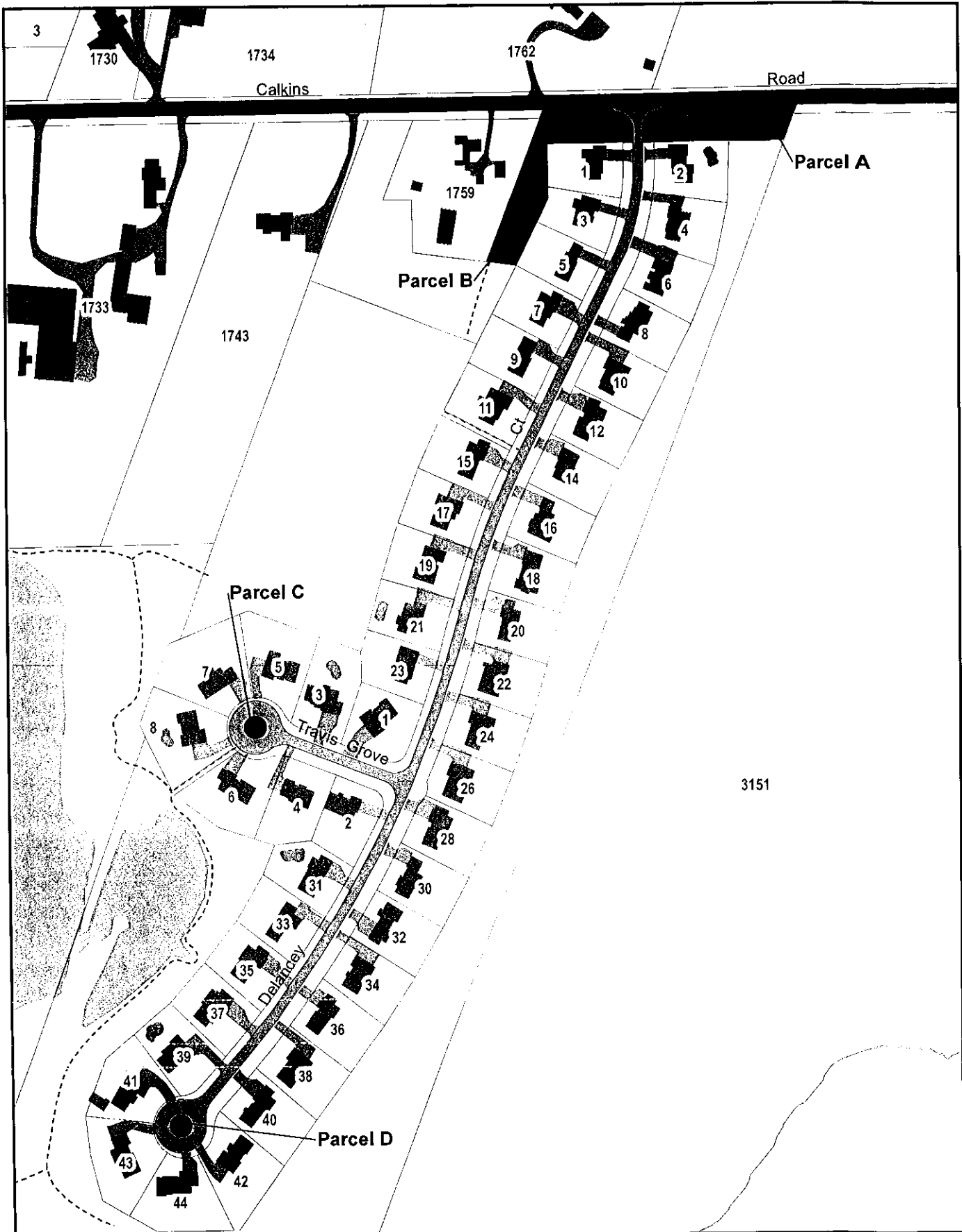
**1" = 250'**




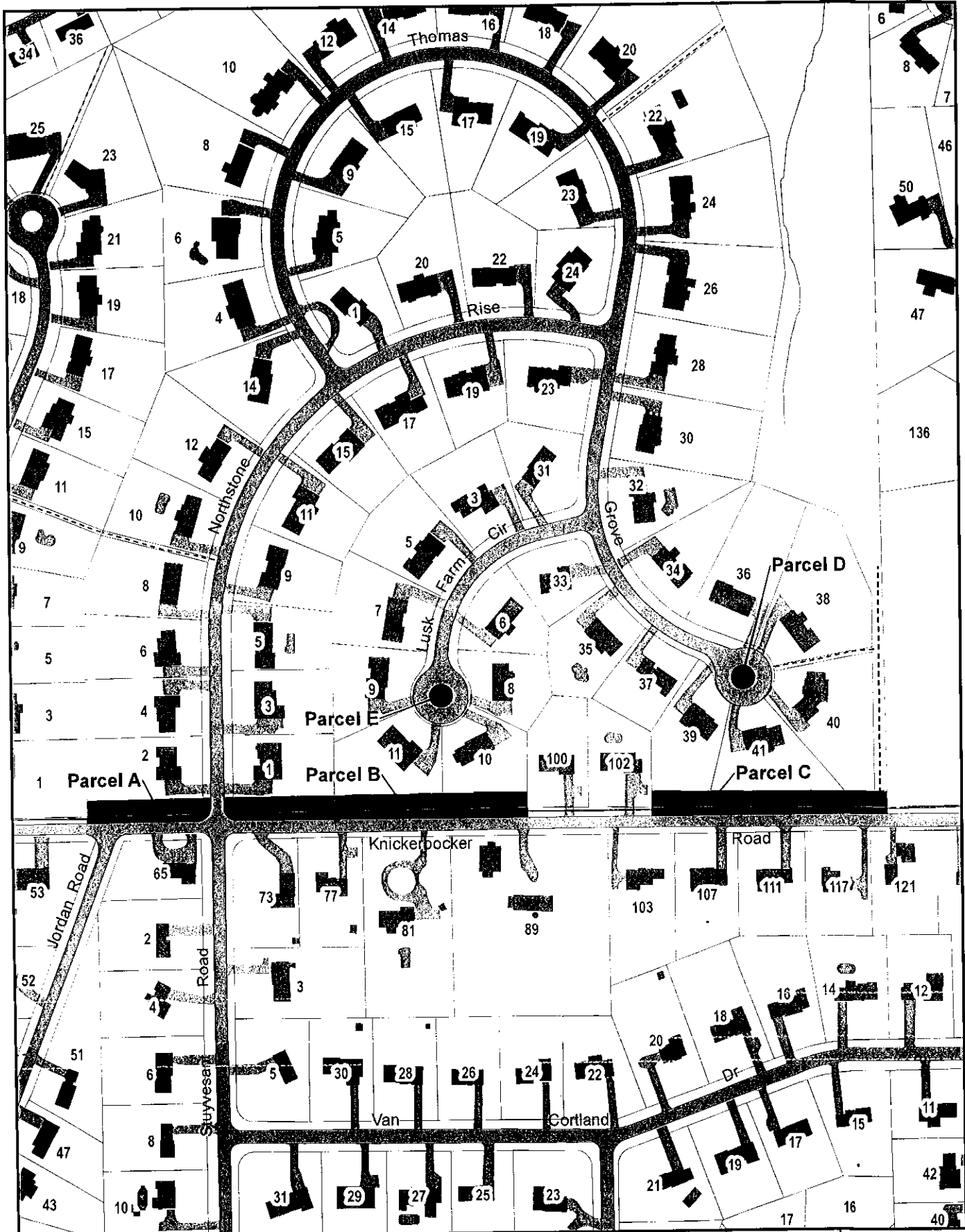
<p><b>Group G</b></p>	<p><b>Town of Pittsford Kolaneka / Mitchell Estates Park District</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 225'</b></p>
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<b>Group H</b>	<b>Town of Pittsford East Ave Manor Park District</b>	<b>Mowing Area</b>		<b>1" = 325'</b>
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<p><b>Group I</b></p>	<p><b>Town of Pittsford Delancey Court Park District</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 250'</b></p>
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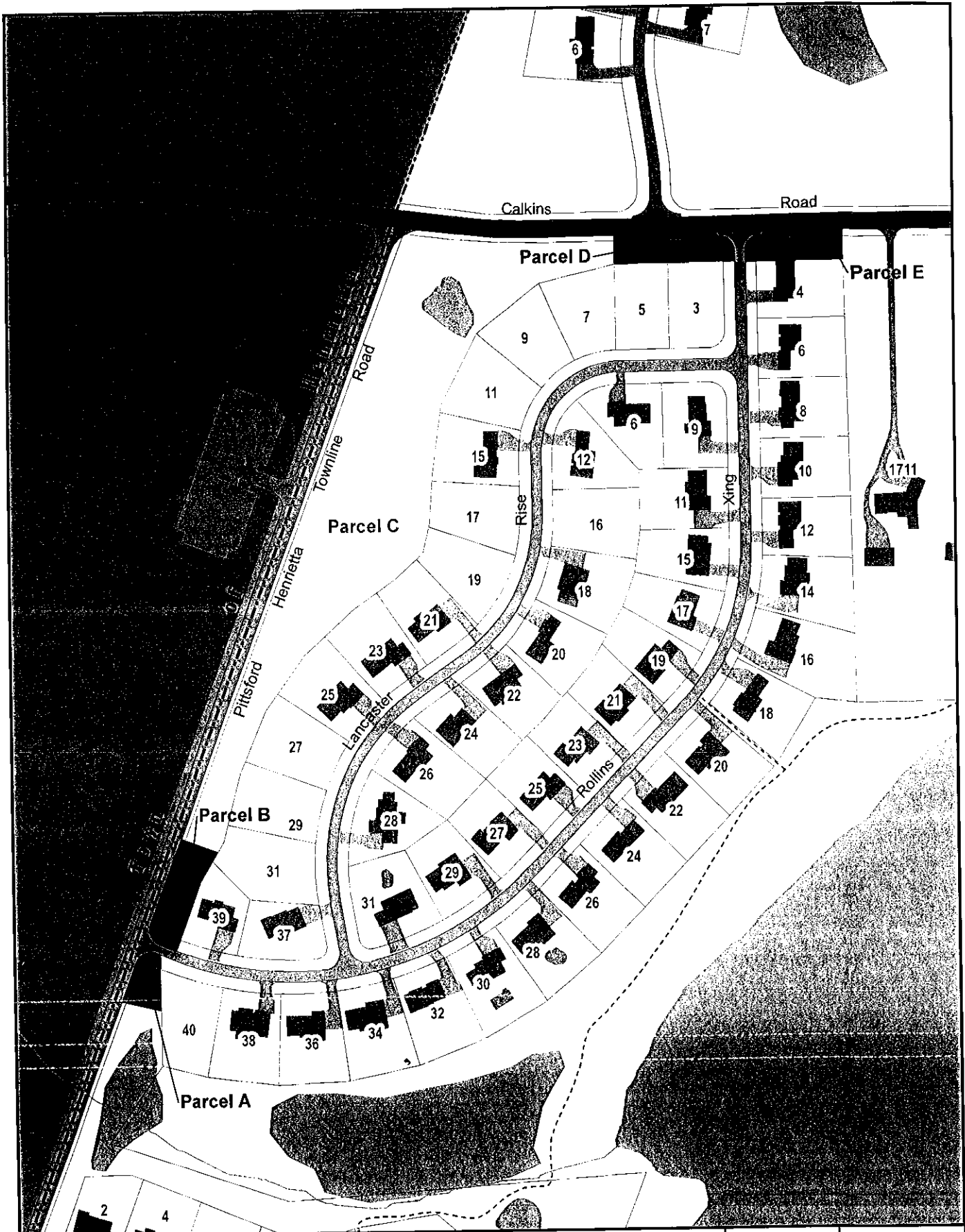
Group J

Town of Pittsford  
Northstone Rise  
Park District

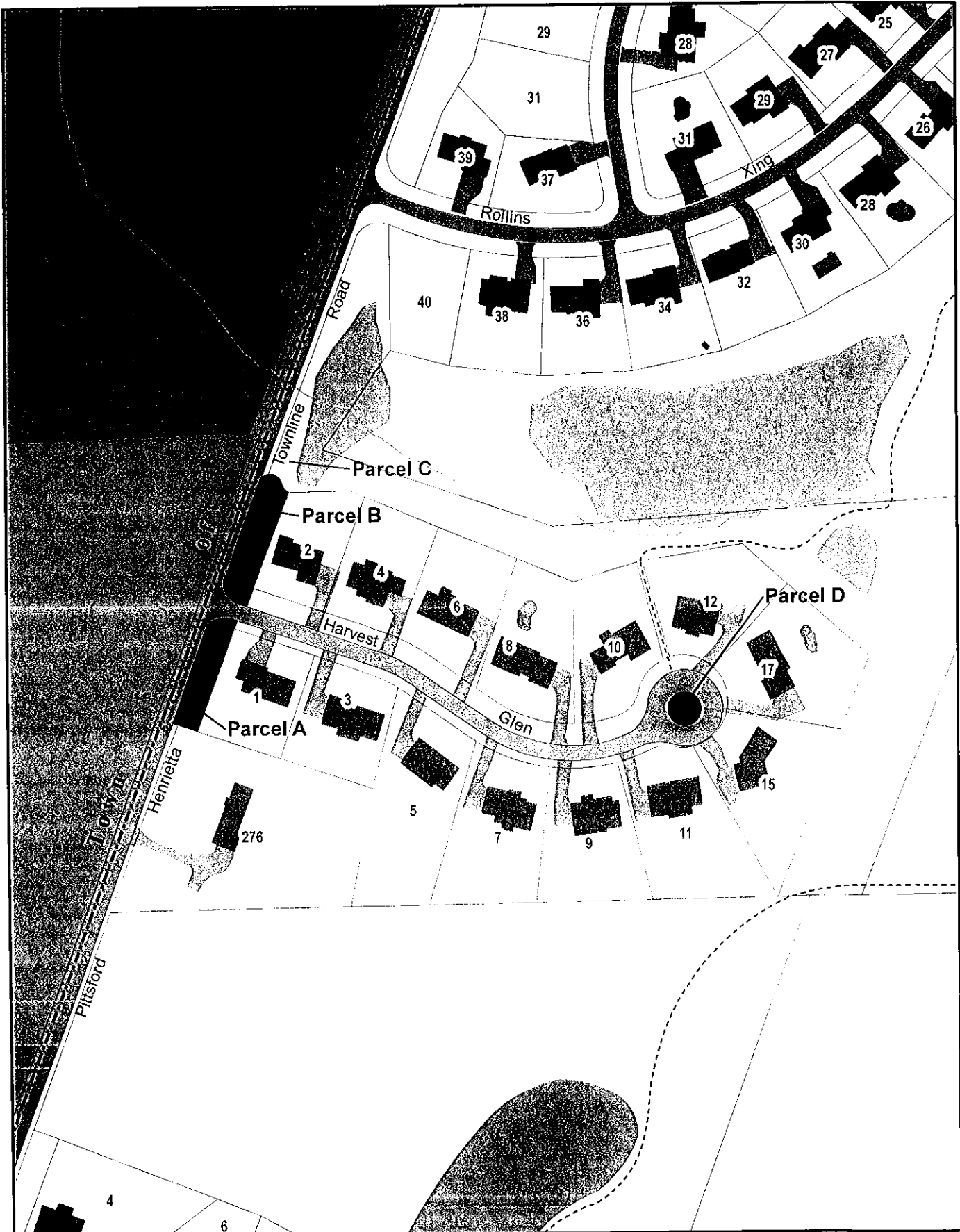
 Mowing Area





1" = 250'

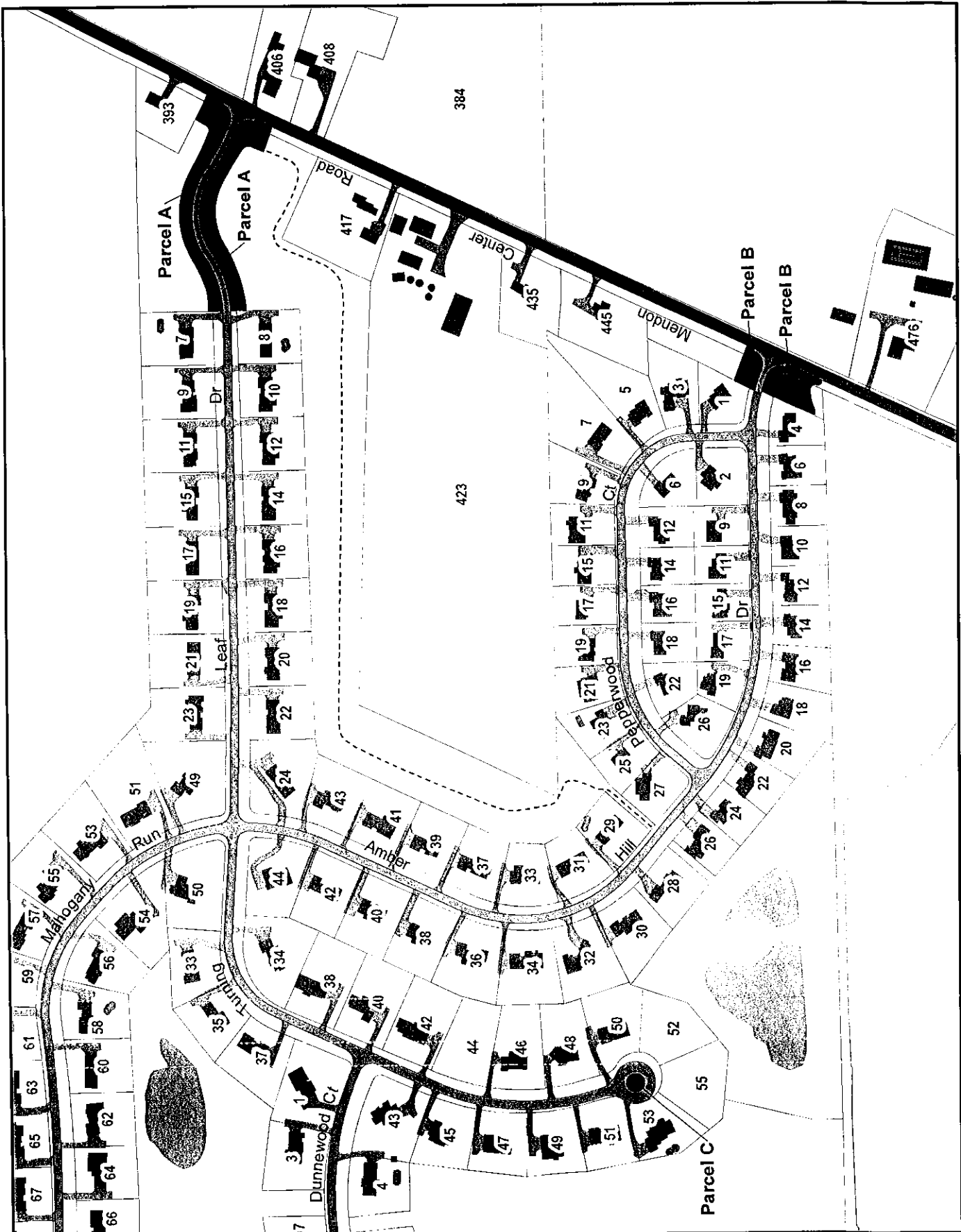




<p><b>Group K</b></p>	<p><b>Town of Pittsford Rollins Crossing Park District</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 225'</b></p>
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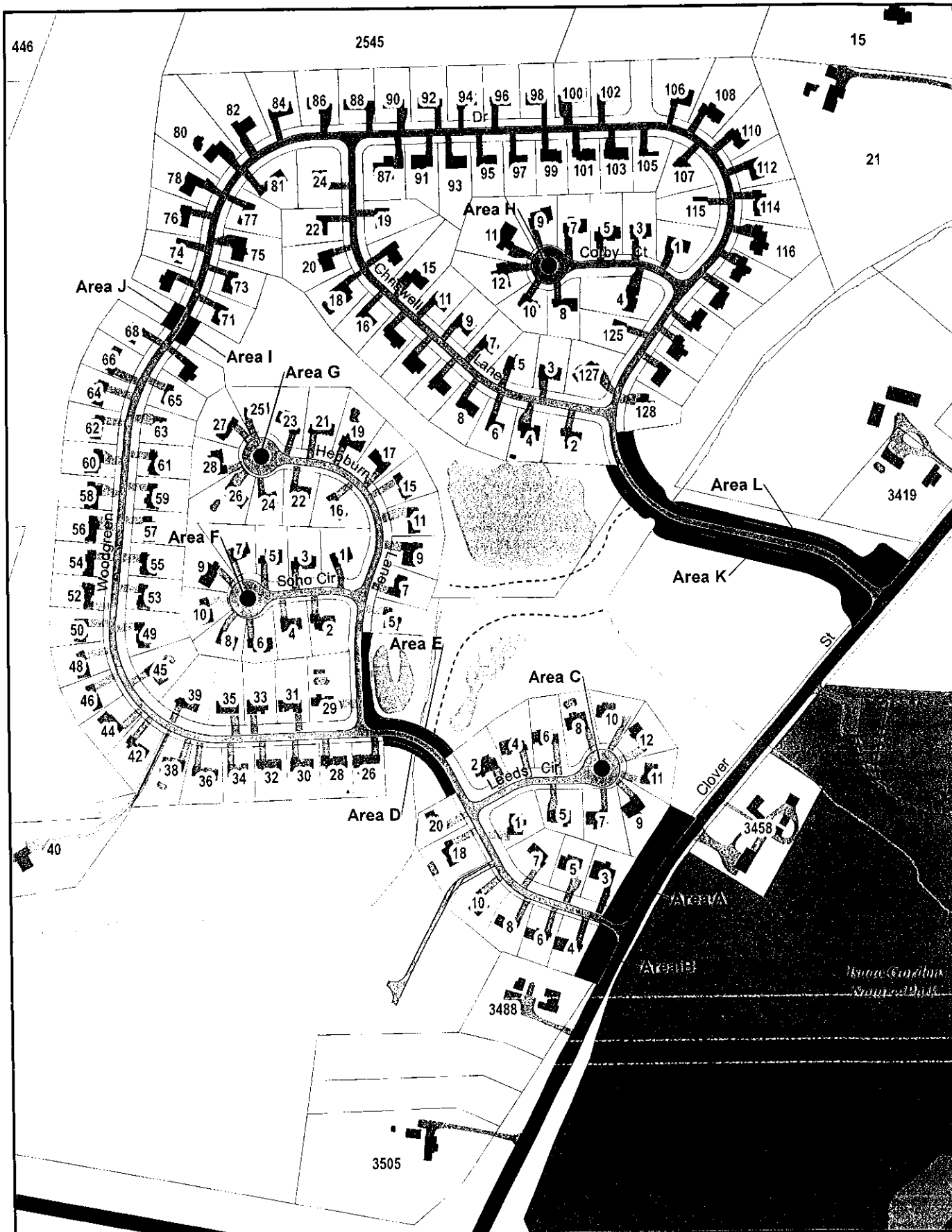


<p><b>Group L</b></p>	<p><b>Town of Pittsford Harvest Glen Park District</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 175'</b></p>
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<p><b>Group M</b></p>	<p><b>Town of Pittsford Autumn Woods Park District</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 325'</b></p>
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446

2545

15

Area J

Area I

Area G

Area H

Area L

Area K

Area E

Area C

Area D

Area A

Area B

Knowlton  
Wooded Park

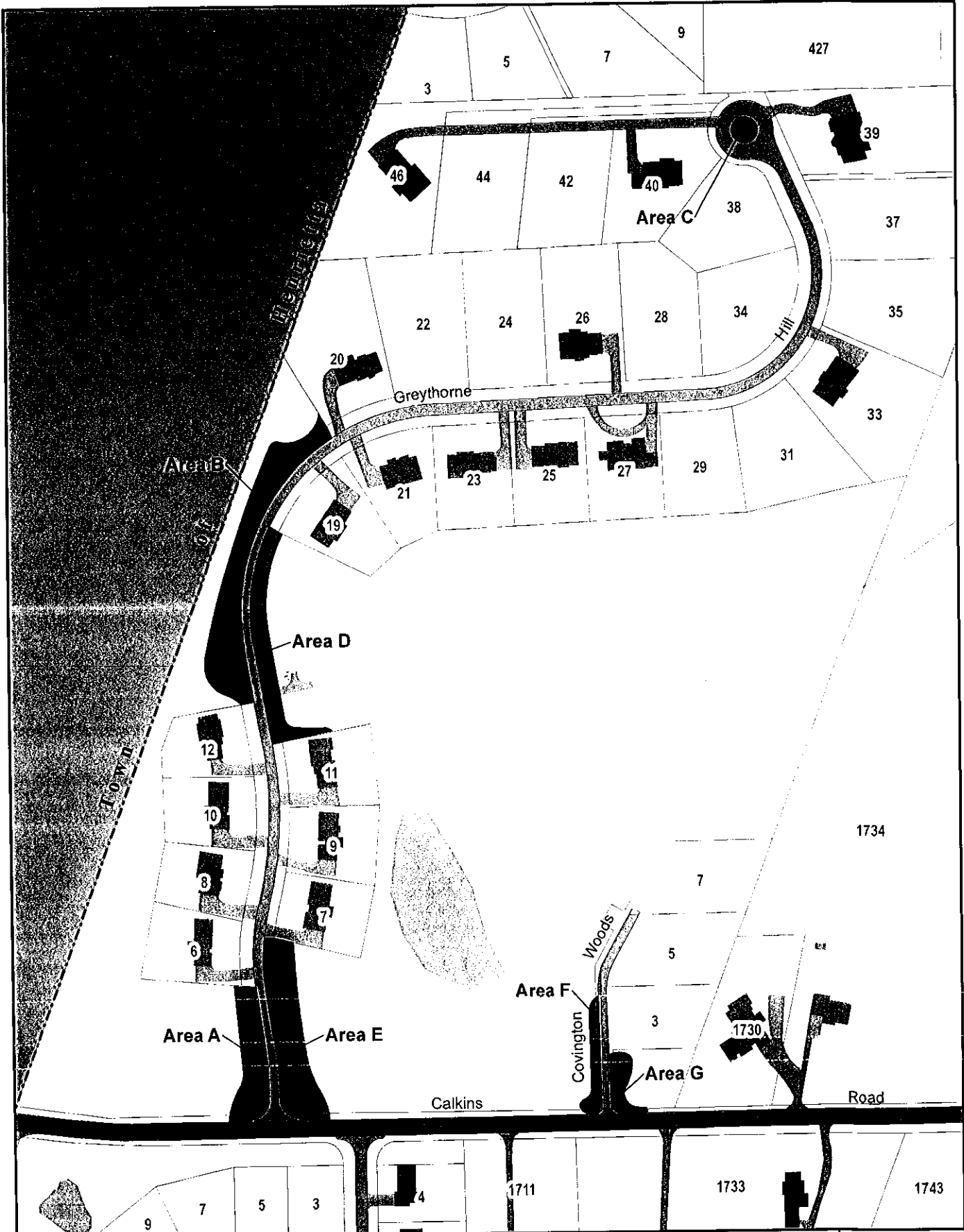
Group N



Town of Pittsford  
Kensington  
Park District

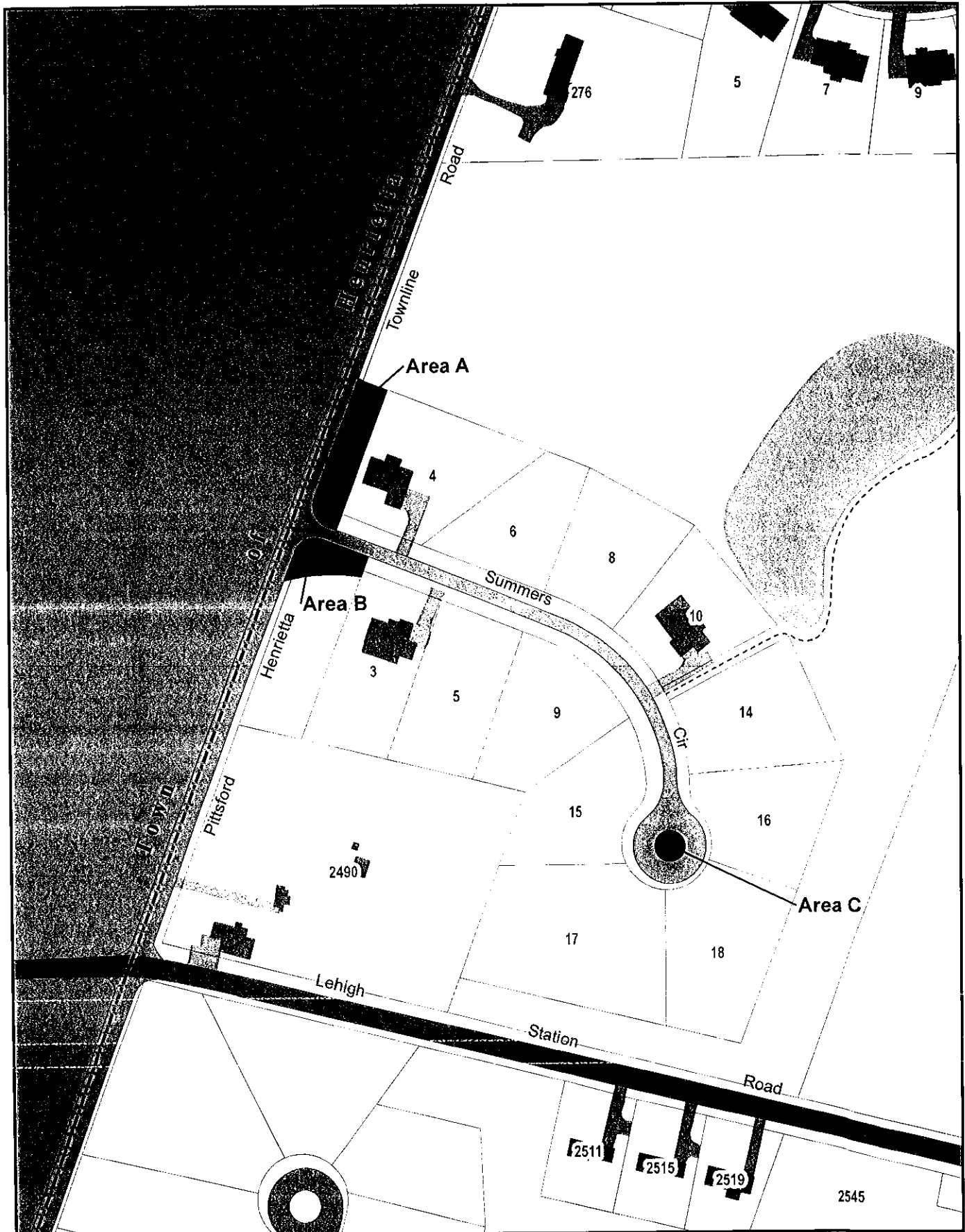
 Mowing Area





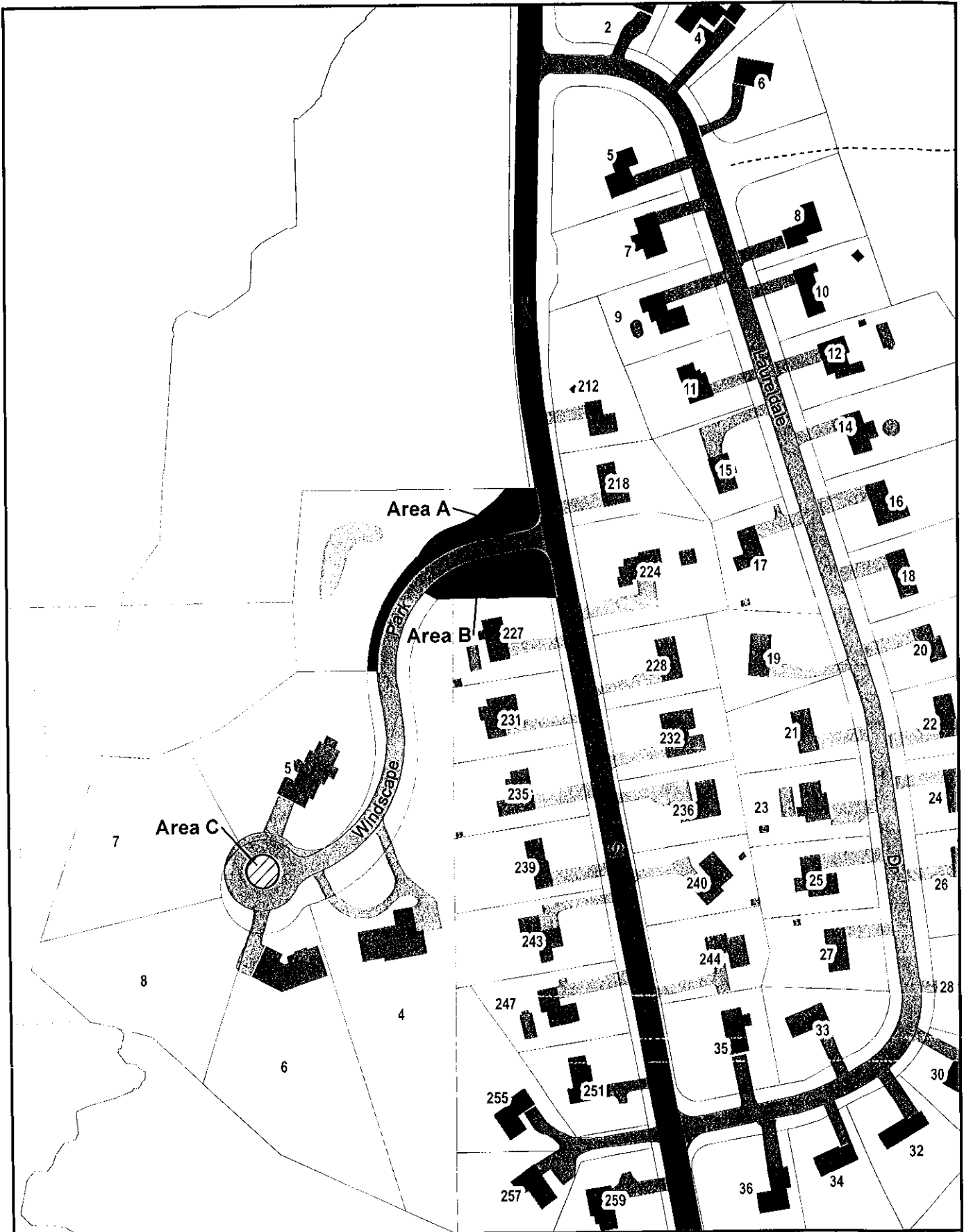
1" = 350'





<p><b>Group O</b></p>	<p><b>Town of Pittsford Greythorne Park District</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 225'</b></p>
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<p><b>Group P</b></p>	<p><b>Town of Pittsford Summers Circle Park District</b></p>	<p> <b>Mowing Area</b></p>	<p></p>	<p><b>1" = 175'</b></p>
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Group Q	Town of Pittsford Windscape Park District	 Mowing Area		1" = 175'
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**2015 WORK OUTLINE AND BID FORM – GROUP A**

All areas in Group A are "Formal Turf Areas" that receive mowing and trimming to properly maintain a 2.5" cutting height as previously defined and as outlined in the accompanying illustrations. No other maintenance is required.

LOCATION	BID PRICE FOR MONTHLY MOWING							TOTAL
	Apr	May	June	July	Aug	Sept	Oct.	
Area 1: Pioneer Cemetery & Lusk Corner								
Area 2: East St. Cemetery & Pump Sta.								
Area 3: Tobey & Stone Roads								
Area 4: Stuyvesant Court Median								
Area 5: Country Club Road Island								
Area 6: Pittsford Manor Lane								
Area 7: Linden Park Circle								
Area 8: Sewer Department Office								
Area 9: Reitz Parkway Pump Station								
Area 10: Griffith Park								
Area 11: Wren Field Neighborhood Park								

**TOTAL BID PRICE, AREAS 1-12:** \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**2015 WORK OUTLINE AND BID FORM – GROUP B  
WREN FIELD PARK DISTRICT**

**MONTHLY SERVICES**

<b>APRIL</b>	
Mow & trim formal turf areas in Parcels A, B, C, D, & E	\$ _____
Weed around planter beds in Parcels A, B, & E	\$ _____
Replace mulch in planters in Parcels A, B, & E	\$ _____
<b>MAY</b>	
Mow & trim formal turf areas in Parcels A, B, C, D, & E	\$ _____
Weed planting beds in Parcels A, B, & E	\$ _____
Apply fertilizer to formal turf in Parcels A, B, C, D, & E	\$ _____
<b>JUNE</b>	
Mow & trim formal turf areas in Parcels A, B, C, D, & E	\$ _____
Weed planting beds in Parcels A, B, & E	\$ _____
<b>JULY</b>	
Mow & trim formal turf areas in Parcels A, B, C, D, & E	\$ _____
Weed planting beds in Parcels A, B, & E	\$ _____
<b>AUGUST</b>	
Mow & trim formal turf areas in Parcels A, B, C, D, & E	\$ _____
Weed planting beds in Parcels A, B, & E	\$ _____
Apply fertilizer to formal turf in Parcels A, B, C, D, & E	\$ _____
<b>SEPTEMBER</b>	
Mow & trim formal turf areas in Parcels A, B, C, D, & E	\$ _____
Weed planting beds in Parcels A, B, & E	\$ _____
<b>OCTOBER</b>	
Mow & trim formal turf areas in Parcels A, B, C, D, & E	\$ _____
Weed planting beds in Parcels A, B, & E	\$ _____
Apply fertilizer to formal turf in Parcels A, B, C, D, & E	\$ _____

**TOTAL MONTHLY SERVICES \$ \_\_\_\_\_**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**2015 WORK OUTLINE AND BID FORM – GROUP C  
WEXFORD PARK DISTRICT**

**MONTHLY SERVICES**

<b>APRIL</b>	
Mow & trim formal turf areas in Parcels C & D	\$ _____
Weed around trees & planter beds in Parcels C & D	\$ _____
Replace mulch around trees and in planters in Parcels C & D	\$ _____
<b>MAY</b>	
Mow & trim formal turf areas in Parcels C & D	\$ _____
Weed around trees & planter beds in Parcels C & D	\$ _____
Apply fertilizer to formal turf in Parcels C & D	\$ _____
<b>JUNE</b>	
Mow & trim formal turf areas in Parcels C & D	\$ _____
Weed around trees & planter beds in Parcels C & D	\$ _____
<b>JULY</b>	
Mow & trim formal turf areas in Parcels C & D	\$ _____
Weed around trees & planter beds in Parcels C & D	\$ _____
<b>AUGUST</b>	
Mow & trim formal turf areas in Parcels C & D	\$ _____
Weed around trees & planter beds in Parcels C & D	\$ _____
Apply fertilizer to formal turf in Parcels C & D	\$ _____
<b>SEPTEMBER</b>	
Mow & trim formal turf areas in Parcels C & D	\$ _____
Weed around trees & planter beds in Parcels C & D	\$ _____
<b>OCTOBER</b>	
Mow & trim formal turf areas in Parcels C & D	\$ _____
Weed around trees & planter beds in Parcels C & D	\$ _____
Apply fertilizer to formal turf in Parcels C & D	\$ _____
<b>TOTAL MONTHLY SERVICES \$ _____</b>	

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**2015 WORK OUTLINE AND BID FORM – GROUP D  
CODDINGTON PARK DISTRICT**

**MONTHLY SERVICES**

**APRIL**

Mow & trim all formal turf areas	\$ _____
Weed around trees & planter beds - all formal areas	\$ _____
Replace mulch around trees and in planter beds - all formal areas	\$ _____

**MAY**

Mow & trim all formal turf areas	\$ _____
Weed planter beds and around trees - all formal areas	\$ _____
Apply fertilizer to all formal turf	\$ _____

**JUNE**

Mow & trim all formal turf areas	\$ _____
Weed planter beds and around trees - all formal areas	\$ _____

**JULY**

Mow & trim all formal turf areas	\$ _____
Weed planter beds and around trees - all formal areas	\$ _____

**AUGUST**

Mow & trim all formal turf areas	\$ _____
Weed planter beds and around trees - all formal areas	\$ _____
Apply fertilizer to all formal turf	\$ _____

**SEPTEMBER**

Mow & trim all formal turf areas	\$ _____
Weed planter beds and around trees - all formal areas	\$ _____

**OCTOBER**

Mow & trim all formal turf areas	\$ _____
Weed planter beds and around trees - all formal areas	\$ _____
Apply fertilizer to all formal turf	\$ _____

**TOTAL MONTHLY SERVICES \$ \_\_\_\_\_**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**2015 WORK OUTLINE AND BID FORM – GROUP E  
MERRY CREEK CROSSING PARK DISTRICT**

**MONTHLY SERVICES**

**APRIL**

Mow & trim mowing areas	\$ _____
Weed around trees & planter beds in mowing areas. Line trim around guide rail & stream bank.	\$ _____
Replace mulch in planter beds and around trees in mowing areas	\$ _____

**MAY**

Mow & trim mowing areas	\$ _____
Weed around trees & planter beds in mowing areas. Line trim around guide rail & stream bank.	\$ _____
Apply fertilizer to mowing areas	\$ _____

**JUNE**

Mow & trim mowing areas	\$ _____
Weed around trees & planter beds in mowing areas. Line trim around guide rail & stream bank.	\$ _____

**JULY**

Mow & trim mowing areas	\$ _____
Weed around trees & planter beds in mowing areas. Line trim around guide rail & stream bank.	\$ _____

**AUGUST**

Mow & trim mowing areas	\$ _____
Weed around trees & planter beds in mowing areas. Line trim around guide rail & stream bank.	\$ _____
Apply fertilizer to mowing areas	\$ _____

**SEPTEMBER**

Mow & trim mowing areas	\$ _____
Weed around trees & planter beds in mowing areas. Line trim around guide rail & stream bank.	\$ _____

**OCTOBER**

Mow & trim mowing areas	\$ _____
Weed around trees & planter beds in mowing areas. Line trim around guide rail & stream bank.	\$ _____
Apply fertilizer to mowing areas	\$ _____

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**2015 WORK OUTLINE AND BID FORM – GROUP F  
HEDGE WOOD / CREST WOOD PARK DISTRICT**

**MONTHLY SERVICES**

**APRIL**

Mow & trim formal turf in Parcels A, B, & C \$ \_\_\_\_\_  
 Weed around trees & planter beds in Parcels A, B, & C \$ \_\_\_\_\_  
 Replace mulch in planters and around trees - Parcels A, B, & C \$ \_\_\_\_\_

**MAY**

Mow & trim formal turf in Parcels A, B, & C \$ \_\_\_\_\_  
 Weed planter beds and around trees - Parcels A, B, & C \$ \_\_\_\_\_  
 Apply fertilizer to formal turf in Parcels A, B, & C \$ \_\_\_\_\_

**JUNE**

Mow & trim formal turf in Parcels A, B, & C \$ \_\_\_\_\_  
 Weed planter beds and around trees - Parcels A, B, & C \$ \_\_\_\_\_

**JULY**

Mow & trim formal turf in Parcels A, B, & C \$ \_\_\_\_\_  
 Weed planter beds and around trees - Parcels A, B, & C \$ \_\_\_\_\_

**AUGUST**

Mow & trim formal turf in Parcels A, B, & C \$ \_\_\_\_\_  
 Weed planter beds and around trees - Parcels A, B, & C \$ \_\_\_\_\_  
 Apply fertilizer to formal turf in Parcels A, B, & C \$ \_\_\_\_\_

**SEPTEMBER**

Mow & trim formal turf in Parcels A, B, & C \$ \_\_\_\_\_  
 Weed planter beds and around trees - Parcels A, B, & C \$ \_\_\_\_\_

**OCTOBER**

Mow & trim formal turf in Parcels A, B, & C \$ \_\_\_\_\_  
 Weed planter beds and around trees - Parcels A, B, & C \$ \_\_\_\_\_  
 Apply fertilizer to formal turf in Parcels A, B, & C \$ \_\_\_\_\_

**TOTAL MONTHLY SERVICES \$ \_\_\_\_\_**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**2015 WORK OUTLINE AND BID FORM – GROUP G  
KOLANEKA / MITCHELL ESTATES PARK DISTRICT**

**MONTHLY SERVICES**

**APRIL**

Mow & trim formal turf - all maintenance areas	\$ _____
Weed around trees & planter beds in maintenance areas	\$ _____
Replace mulch in planters and around trees in maintenance areas	\$ _____

**MAY**

Mow & trim formal turf - all maintenance areas	\$ _____
Weed planter beds and around trees in maintenance areas	\$ _____
Apply fertilizer to formal turf in maintenance areas	\$ _____

**JUNE**

Mow & trim formal turf - all maintenance areas	\$ _____
Weed planter beds and around trees in maintenance areas	\$ _____

**JULY**

Mow & trim formal turf - all maintenance areas	\$ _____
Weed planter beds and around trees in maintenance areas	\$ _____

**AUGUST**

Mow & trim formal turf - all maintenance areas	\$ _____
Weed planter beds and around trees in maintenance areas	\$ _____
Apply fertilizer to formal turf in maintenance areas	\$ _____

**SEPTEMBER**

Mow & trim formal turf - all maintenance areas	\$ _____
Weed planter beds and around trees in maintenance areas	\$ _____

**OCTOBER**

Mow & trim formal turf - all maintenance areas	\$ _____
Weed planter beds and around trees in maintenance areas	\$ _____
Apply fertilizer to formal turf in maintenance areas	\$ _____

**TOTAL MONTHLY SERVICES \$ \_\_\_\_\_**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**2015 WORK OUTLINE AND BID FORM – GROUP H  
EAST AVENUE MANOR PARK DISTRICT**

**MONTHLY SERVICES**

**APRIL**

Mow formal turf areas in Parcels A, B, D, & E \$ \_\_\_\_\_

Weed planter beds and around trees in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Replace mulch in planters & around trees  
in Parcels A, B, C, D, & E \$ \_\_\_\_\_

**MAY**

Mow formal turf areas in Parcels A, B, D, & E \$ \_\_\_\_\_

Weed planter beds and around trees in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Apply fertilizer to formal turf in parcels A, B, D, & E \$ \_\_\_\_\_

**JUNE**

Mow formal turf areas in Parcels A, B, D, & E \$ \_\_\_\_\_

Weed planter beds and around trees in Parcels A, B, C, D, & E \$ \_\_\_\_\_

**JULY**

Mow formal turf areas in Parcels A, B, D, & E \$ \_\_\_\_\_

Weed planter beds and around trees in Parcels A, B, C, D, & E \$ \_\_\_\_\_

**AUGUST**

Mow formal turf areas in Parcels A, B, D, & E \$ \_\_\_\_\_

Weed planter beds and around trees in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Apply fertilizer to formal turf in parcels A, B, D, & E \$ \_\_\_\_\_

**SEPTEMBER**

Mow formal turf areas in Parcels A, B, D, & E \$ \_\_\_\_\_

Weed planter beds and around trees in Parcels A, B, C, D, & E \$ \_\_\_\_\_

**OCTOBER**

Mow formal turf areas in Parcels A, B, D, & E \$ \_\_\_\_\_

Weed planter beds and around trees in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Apply fertilizer to formal turf in parcels A, B, D, & E \$ \_\_\_\_\_

**TOTAL MONTHLY SERVICES \$ \_\_\_\_\_**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**2015 WORK OUTLINE AND BID FORM – GROUP I  
DELANCEY PARK DISTRICT**

**MONTHLY SERVICES**

<b>APRIL</b>	
Mow formal turf areas in Parcels A, B, C, & D	\$ _____
Weed around trees & planter beds in Parcels A, B, C, & D	\$ _____
Replace mulch in planter beds and around trees in Parcels A, B, C, & D	\$ _____
<b>MAY</b>	
Mow formal turf areas in Parcels A, B, C, & D	\$ _____
Weed planter beds and around trees in Parcels A, B, C, & D	\$ _____
Apply fertilizer to formal turf in Parcels A, B, C, & D	\$ _____
<b>JUNE</b>	
Mow formal turf areas in Parcels A, B, C, & D	\$ _____
Weed planter beds and around trees in Parcels A, B, C, & D	\$ _____
<b>JULY</b>	
Mow formal turf areas in Parcels A, B, C, & D	\$ _____
Weed planter beds and around trees in Parcels A, B, C, & D	\$ _____
<b>AUGUST</b>	
Mow formal turf areas in Parcels A, B, C, & D	\$ _____
Weed planter beds and around trees in Parcels A, B, C, & D	\$ _____
Apply fertilizer to formal turf in Parcels A, B, C, & D	\$ _____
<b>SEPTEMBER</b>	
Mow formal turf areas in Parcels A, B, C, & D	\$ _____
Weed planter beds and around trees in Parcels A, B, C, & D	\$ _____
<b>OCTOBER</b>	
Mow formal turf areas in Parcels A, B, C, & D	\$ _____
Weed planter beds and around trees in Parcels A, B, C, & D	\$ _____
Apply fertilizer to formal turf in Parcels A, B, C, & D	\$ _____
<b>TOTAL MONTHLY SERVICES \$ _____</b>	

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**2015 WORK OUTLINE AND BID FORM – GROUP J  
NORTHSTONE PARK DISTRICT**

**MONTHLY SERVICES**

**APRIL**

Mow formal turf areas in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Replace mulch in planter beds and around trees  
in Parcels A, B, C, D, & E \$ \_\_\_\_\_

**MAY**

Mow formal turf areas in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Weed planter beds and around trees in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, C, D, & E \$ \_\_\_\_\_

**JUNE**

Mow formal turf areas in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Weed planter beds and around trees in Parcels A, B, C, D, & E \$ \_\_\_\_\_

**JULY**

Mow formal turf areas in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Weed planter beds and around trees in Parcels A, B, C, D, & E \$ \_\_\_\_\_

**AUGUST**

Mow formal turf areas in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Weed planter beds and around trees in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, C, D, & E \$ \_\_\_\_\_

**SEPTEMBER**

Mow formal turf areas in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Weed planter beds and around trees in Parcels A, B, C, D, & E \$ \_\_\_\_\_

**OCTOBER**

Mow formal turf areas in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Weed planter beds and around trees in Parcels A, B, C, D, & E \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, C, D, & E \$ \_\_\_\_\_

**TOTAL MONTHLY SERVICES \$ \_\_\_\_\_**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**2015 WORK OUTLINE AND BID FORM – GROUP K  
ROLLINS CROSSING PARK DISTRICT**

**MONTHLY SERVICES**

**APRIL**

Mow formal turf areas in Parcels A, B, D, & E \$ \_\_\_\_\_

**Spade edge**, weed, and replace mulch in planter beds and  
around trees in Parcels A, B, D, & E \$ \_\_\_\_\_

**MAY**

Mow formal turf areas in Parcels A, B, D, & E \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, D, & E \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, D, & E \$ \_\_\_\_\_

**JUNE**

Mow formal turf areas in Parcels A, B, D, & E \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, D, & E \$ \_\_\_\_\_

**JULY**

Mow formal turf areas in Parcels A, B, D, & E \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, D, & E \$ \_\_\_\_\_

**AUGUST**

Mow formal turf areas in Parcels A, B, D, & E \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, D, & E \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, D, & E \$ \_\_\_\_\_

**SEPTEMBER**

Mow formal turf areas in Parcels A, B, D, & E \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, D, & E \$ \_\_\_\_\_

**OCTOBER**

Mow formal turf areas in Parcels A, B, D, & E \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, D, & E \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, D, & E \$ \_\_\_\_\_

**TOTAL MONTHLY SERVICES \$ \_\_\_\_\_**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**2015 WORK OUTLINE AND BID FORM – GROUP L  
HARVEST GLEN PARK DISTRICT**

**MONTHLY SERVICES**

**APRIL**

Mow formal turf areas in Parcels A, B, & D \$ \_\_\_\_\_

**Spade edge**, weed, and replace mulch in planter beds and  
around trees in Parcels A, B, & D \$ \_\_\_\_\_

**MAY**

Mow formal turf areas in Parcels A, B, & D \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, & D \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, & D \$ \_\_\_\_\_

**JUNE**

Mow formal turf areas in Parcels A, B, & D \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, & D \$ \_\_\_\_\_

**JULY**

Mow formal turf areas in Parcels A, B, & D \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, & D \$ \_\_\_\_\_

**AUGUST**

Mow formal turf areas in Parcels A, B, & D \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, & D \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, & D \$ \_\_\_\_\_

**SEPTEMBER**

Mow formal turf areas in Parcels A, B, & D \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, & D \$ \_\_\_\_\_

**OCTOBER**

Mow formal turf areas in Parcels A, B, & D \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, & D \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, & D \$ \_\_\_\_\_

**TOTAL MONTHLY SERVICES \$ \_\_\_\_\_**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**2015 WORK OUTLINE AND BID FORM – GROUP M  
AUTUMN WOODS PARK DISTRICT**

**MONTHLY SERVICES**

**APRIL**

Mow formal turf areas in Parcels A, B, C \$ \_\_\_\_\_

**Spade edge**, weed, and replace mulch in planter beds and  
around trees in Parcels A, B, C \$ \_\_\_\_\_

**MAY**

Mow formal turf areas in Parcels A, B, C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, C \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, C \$ \_\_\_\_\_

**JUNE**

Mow formal turf areas in Parcels A, B, C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, C \$ \_\_\_\_\_

**JULY**

Mow formal turf areas in Parcels A, B, C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, C \$ \_\_\_\_\_

**AUGUST**

Mow formal turf areas in Parcels A, B, C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, C \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, C \$ \_\_\_\_\_

**SEPTEMBER**

Mow formal turf areas in Parcels A, B, C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, C \$ \_\_\_\_\_

**OCTOBER**

Mow formal turf areas in Parcels A, B, C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, C \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, C \$ \_\_\_\_\_

**TOTAL MONTHLY SERVICES \$ \_\_\_\_\_**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**2015 WORK OUTLINE AND BID FORM – GROUP N  
KENSINGTON PARK DISTRICT**

**MONTHLY SERVICES**

**APRIL**

Mow formal turf areas in Parcels A thru L \$ \_\_\_\_\_

**Spade edge**, weed, and replace mulch in planter beds and  
around trees in Parcels A, B, C, F, G, H, K, L \$ \_\_\_\_\_

**MAY**

Mow formal turf areas in Parcels A thru L \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, C, F, G, H, K, L \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A thru L \$ \_\_\_\_\_

**JUNE**

Mow formal turf areas in Parcels A thru L \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, C, F, G, H, K, L \$ \_\_\_\_\_

**JULY**

Mow formal turf areas in Parcels A thru L \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, C, F, G, H, K, L \$ \_\_\_\_\_

**AUGUST**

Mow formal turf areas in Parcels A thru L \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, C, F, G, H, K, L \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A thru L \$ \_\_\_\_\_

**SEPTEMBER**

Mow formal turf areas in Parcels A thru L \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, C, F, G, H, K, L \$ \_\_\_\_\_

**OCTOBER**

Mow formal turf areas in Parcels A thru L \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, C, F, G, H, K, L \$ \_\_\_\_\_

Mow formal turf areas in Parcels A thru L \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A thru L \$ \_\_\_\_\_

**TOTAL MONTHLY SERVICES \$ \_\_\_\_\_**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**2015 WORK OUTLINE AND BID FORM – GROUP O  
GREYTHORNE PARK DISTRICT**

**MONTHLY SERVICES**

**APRIL**

Mow formal turf areas in Parcels A thru G \$ \_\_\_\_\_

**Spade edge**, weed, and replace mulch in planter beds and  
around trees in Parcels A, C, E, G \$ \_\_\_\_\_

**MAY**

Mow formal turf areas in Parcels A thru G \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, C, E, G \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A thru G \$ \_\_\_\_\_

**JUNE**

Mow formal turf areas in Parcels A thru G \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, C, E, G \$ \_\_\_\_\_

**JULY**

Mow formal turf areas in Parcels A thru G \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, C, E, G \$ \_\_\_\_\_

**AUGUST**

Mow formal turf areas in Parcels A thru G \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, C, E, G \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A thru G \$ \_\_\_\_\_

**SEPTEMBER**

Mow formal turf areas in Parcels A thru G \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, C, E, G \$ \_\_\_\_\_

**OCTOBER**

Mow formal turf areas in Parcels A thru G \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, C, E, G \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A thru G \$ \_\_\_\_\_

**TOTAL MONTHLY SERVICES \$ \_\_\_\_\_**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**2015 WORK OUTLINE AND BID FORM – GROUP P  
SUMMERS CIRCLE PARK DISTRICT**

**MONTHLY SERVICES**

**APRIL**

Mow formal turf areas in Parcels A, B, & C \$ \_\_\_\_\_

**Spade edge**, weed, and replace mulch in planter beds and  
around trees in Parcels A, B, & C \$ \_\_\_\_\_

**MAY**

Mow formal turf areas in Parcels A, B, & C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, & C \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, & C \$ \_\_\_\_\_

**JUNE**

Mow formal turf areas in Parcels A, B, & C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, & C \$ \_\_\_\_\_

**JULY**

Mow formal turf areas in Parcels A, B, & C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, & C \$ \_\_\_\_\_

**AUGUST**

Mow formal turf areas in Parcels A, B, & C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, & C \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, & C \$ \_\_\_\_\_

**SEPTEMBER**

Mow formal turf areas in Parcels A, B, & C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, & C \$ \_\_\_\_\_

**OCTOBER**

Mow formal turf areas in Parcels A, B, & C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A, B, & C \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, & C \$ \_\_\_\_\_

**TOTAL MONTHLY SERVICES \$ \_\_\_\_\_**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**2015 WORK OUTLINE AND BID FORM – GROUP Q  
WINDSCAPE PARK DISTRICT**

**MONTHLY SERVICES**

**APRIL**

Mow formal turf areas in Parcels A, B, & C \$ \_\_\_\_\_

**Spade edge**, weed, and replace mulch in planter beds and  
around trees in Parcels A & C \$ \_\_\_\_\_

**MAY**

Mow formal turf areas in Parcels A, B, & C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A & C \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, & C \$ \_\_\_\_\_

**JUNE**

Mow formal turf areas in Parcels A, B, & C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A & C \$ \_\_\_\_\_

**JULY**

Mow formal turf areas in Parcels A, B, & C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A & C \$ \_\_\_\_\_

**AUGUST**

Mow formal turf areas in Parcels A, B, & C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A & C \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, & C \$ \_\_\_\_\_

**SEPTEMBER**

Mow formal turf areas in Parcels A, B, & C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A & C \$ \_\_\_\_\_

**OCTOBER**

Mow formal turf areas in Parcels A, B, & C \$ \_\_\_\_\_

Weed around trees & planter beds in Parcels A & C \$ \_\_\_\_\_

Apply fertilizer to formal turf in Parcels A, B, & C \$ \_\_\_\_\_

**TOTAL MONTHLY SERVICES \$ \_\_\_\_\_**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Company Representative: \_\_\_\_\_ Phone # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

TOWN OF PITTSFORD DEPARTMENT OF PUBLIC WORKS  
SPECIFICATIONS FOR CONTRACTED GROUNDS MAINTENANCE IN THE TOWN OF PITTSFORD

**2015**  
**Bid Sheet**

**NOTICE:**

Any deviations from the listed specifications must be completely outlined on the reverse side of this sheet. Failure to comply will constitute reason to declare the bid informal. The Town Board of the Town of Pittsford reserves the right to reject any and all bids and waive any informalities. A Non-Collusive Bidding Certificate must accompany all bids. The prices bid are in full consideration for all work as described in these specifications.

ALL BIDS MUST BE LISTED AS FOLLOWS ON THIS SHEET:

<u>ITEM/UNIT PRICE BID</u>	<u>UNIT PRICE-FIGURE (\$)</u>
Group A _____ (Words)	\$ _____ (Figure)
Group B _____ (Words)	\$ _____ (Figure)
Group C _____ (Words)	\$ _____ (Figure)
Group D _____ (Words)	\$ _____ (Figure)
Group E _____ (Words)	\$ _____ (Figure)
Group F _____ (Words)	\$ _____ (Figure)
Group G _____ (Words)	\$ _____ (Figure)
Group H _____ (Words)	\$ _____ (Figure)
Group I _____ (Words)	\$ _____ (Figure)
Group J _____ (Words)	\$ _____ (Figure)
Group K _____ (Words)	\$ _____ (Figure)
Group L _____ (Words)	\$ _____ (Figure)
Group M _____ (Words)	\$ _____ (Figure)
Group N _____ (Words)	\$ _____ (Figure)
Group O _____ (Words)	\$ _____ (Figure)
Group P _____ (Words)	\$ _____ (Figure)
Group Q _____ (Words)	\$ _____ (Figure)

**TOTAL BID:** \_\_\_\_\_ **\$** \_\_\_\_\_  
(Words) (Figure)

Signed: \_\_\_\_\_ Title: \_\_\_\_\_

Representing: \_\_\_\_\_

Telephone: \_\_\_\_\_ Date: \_\_\_\_\_



NON – COLLUSIVE BIDDING CERTIFICATE

2015 Contracted Grounds Maintenance for the Town of Pittsford

As required by §103-d of the General Municipal Law of the State of New York, the bidder certifies that by submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty or perjury, that to the best of knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

\_\_\_\_\_  
Print Name of Bidder

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

NOTE: Where a bid on behalf of a corporation contains this certification, it shall be deemed to have been authorized by the Board of Directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certification as to non-collusion as the act and deed of the corporation.