

SCHWENKSVILLE BOROUGH

REQUEST FOR PROPOSALS FOR LANDSCAPING SERVICES

July 2018 through November 2019

Schwenksville Borough is seeing a professional commercial landscaping company to service the Borough's exterior property maintenance needs at four locations within the Borough.

**1) Meadow Park:** 6.4 Acres located behind 300 Main Street. The park consists of meadow and wooded area along the Perkiomen Creek with the following improvements: A picnic pavilion, a playground, a looped walking trail (currently under construction), a kayak boat ramp and parking area (under construction) and has several rain gardens. **The Rain Gardens and the Playground Mulched Area are maintained by volunteers.**

**Services Description:** Mow grass areas; weed wack around benches, pavilion, flag pole and playground.

A. Lawn Mowing & Weed wacking done weekly during the growing season. Wednesdays are preferable. An Estimated 24 mows/visits. \$\_\_\_\_\_ per mow.

**Total Estimated Annual Cost for Meadow Park \$\_\_\_\_\_**

**2) 300 Main Street:** The Municipal Annex (formerly the Schwenksville Fire Company) and surrounding Plaza. This property has recently been improved to include a pedestrian plaza in front and to the north side of the building. All newly landscaped areas will need to be weeded; grass areas will need to be mowed and weed wacked along the Perkiomen Trail fence line.

**Services Description:** Mow grass areas; weed wack, and bed maintenance once per week. Estimated 24 visits.

A. Spring Cleanup & Mulching \$\_\_\_\_\_

B. Fall Clean up \$\_\_\_\_\_

C. An Estimated 24 mows/visits Weekly mowing & weed maintenance \$\_\_\_\_\_ per visit

**Total Estimated Annual Cost for 300 Main Street: \$\_\_\_\_\_**

**3) 140 Main Street:** Borough Hall is currently located at 140 Main Street. The Borough is responsible for mowing and weedwacking around the Borough Hall including a small back yard; the landscaping beds between 140 and 160 Main Street; and the parking lot areas surrounding Borough Hall, including the rear fence-line along the Perkiomen Trail and alley that runs behind Borough hall.

**Services Description:** Mow grass areas; weed wack, and bed maintenance once per week. Estimated 24 visits.

A. Spring Clean-up & Mulching \$ \_\_\_\_\_

B. Fall Clean up \$ \_\_\_\_\_

C. An Estimated 24 mows/visits, Weekly mowing & Weed Maintenance \$ \_\_\_\_\_ per visit

**Total Estimated Cost for Borough Hall/140 Main Street: \$ \_\_\_\_\_**

**4) Southern Trail Head:** The Borough Maintains the Southern Trail Head consisting of landscaped areas between Main Street and the Perkiomen Trail along the sidewalk that connects to the trail; a seating area that consists of benches, park lighting and a trashcan.

**Services Description:** Weed wack, and bed maintenance once per Month May through September and Spring and fall Clean ups.

A. Spring Clean-up & Mulching \$ \_\_\_\_\_

B. Fall Clean up \$ \_\_\_\_\_

C. Once per month Weed Maintenance \$ \_\_\_\_\_ per visit May through September

Estimated Total for Trail Head: \_\_\_\_\_

**Total Annual Estimated Cost for Trail Head: \$ \_\_\_\_\_**

Terms and Conditions

1. Work to commence August 2018
2. Contractor shall designate a qualified representative with experience in landscape maintenance. The work force shall be presentable at all times. All employees shall be competent and qualified and shall be legally authorized to work in the United States.

3. License and Permits: Contractor shall maintain a Landscape Contractor's license if required by State or local law and will comply with all other license and permit requirements of Schwenksville Borough and the Commonwealth of PA.
4. Taxes: Schwenksville Borough is Tax Exempt.
5. Insurance: Contractor agrees to provide General Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/Owner, as specified in writing prior to commencement of work. Contractor will furnish insurance with a \$1,000,000 limit of liability.
6. Liability: Contractor shall indemnify the Client/owner and its agent and employees from liabilities which arise out of the contractor's work, that is specific to this contract.
7. Subcontractors: Any subcontractors performing functions shall be registered for this project with the Borough.
8. Access to the Job Site: The Borough shall provide all utilities to perform the work. The Borough shall furnish access to all parts of the job site where the Contractor is to perform work as required by the Contract or other functions related thereto upon the request of the Borough.
9. Invoicing: For all work done the Contractor shall provide a detailed invoice payable Net 30 Days of receipt of the Invoice.
10. Termination: This Work Order may be terminated by the Borough with or without cause, upon Thirty (30) work days advance written notice.