

HUNTER'S BROOK HOMEOWNERS ASSOCIATION INC.
In The Township Of Hackettstown
Warren County, New Jersey 07840

REQUEST FOR QUOTATION

For "Hunter's Brook Homeowners Association"
2015 Lawn Maintenance Sealed Bids

Must Be Mailed To:

**Hunters Brook Home Owners Association
20 Carriage Road
Hackettstown, NJ 07840**

Bids Must Be Marked: "Sealed Bid" Hunters Brook Home Owners Association
***2015 Lawn Maintenance ***

Quotations shall be submitted no later than April 27th, 2015
Quotations will be " SEALED BID "

A Mandatory Walk Thru of the property with all bidders present will be on
April 18th , 2015 at 10:00 a.m. SHARP. The meeting location will be at the
Community Mailboxes, located on CRANE ROAD, Hackettstown NJ 07840

Scope of Work:

The Scope of Work provides for Landscape Maintenance (Lawn Mowing Services,
Mulching of Tree Beds, and Weed Control of Mulched Tree Beds.) The areas
needing this service and schedule is on schedule " A " included in this bid package.

Period of Coverage:

This proposal shall provide for maintenance services of grounds specified from a
period of May 1st, 2015 thru October 31st 2015.

General Requirements:

The vendor must submit in writing a list of Emergency contact information for the vendor.

No Fuel Surcharge will be considered by Hunters Brook Home Owners Association.

The vendor chosen shall make every attempt to service the lawn maintenance needs Monday thru Friday between the hours of 9:00 a.m. and 5:00 p.m. No weekend service unless prior approval is authorized.

Any additional labor and material costs, above and beyond the scope of work shall be submitted in writing and signed off prior to any such work being completed.

The vendor shall be paid in 30 days, from the date of invoice for services rendered.

Hunters Brook Home Owners Association and or its management reserves the right to terminate this contract with 15 day written notice.

Base Bid:

All turf and landscaped areas shall be policed prior to mowing, to remove any and all trash, by the landscape vendor. Any and all trash shall be removed by the vendor. Turf shall be cut at a height of 2.5" to 3.0" as conditions dictate.

The frequency of the mowing area's are included in attachment "A" and the vendor is responsible for adhering to that schedule.

Edging of all tree, curb lines and walk ways will be performed on every visit. Tree beds will be weeded on every visit to promote a weed free appearance.

Grass Clippings shall be removed from site by the vendor, accept for the area shown on attachment "A"

The only non hauled grass clipping are shall be the detention basin area (section "C")

Spring Clean Up shall be provided to remove debris accumulated during the winter.

All applicable beds and deciduous tree rings shall be mulched to a height of 3" of Dark Brown dyed mulch.

The detention basin water run-off cement sways shall be kept CLEAN and FREE of any debris for the term of the contract. Every effort is to be made by the vendor to keep this area Clean and Free so that storm water run-off can be accomplished.

Fall Clean Up shall be performed when Fall Clean Up conditions are present. The vendor is NOT responsible for opening and closing of the irrigation system.

Fertilizer & Weed Control Applications To Turf to be applied by others, selected and Paid for under separate contract, by Hunters Brook HOA.

Insurance Coverage:

The vendor winning this Bid shall submit PROOF OF INSURANCE and shall MAINTAIN such insurance while this contract is enforced.

A minimum \$500,000 liability insurance policy shall be maintained. The Vendor shall give Proof that Hunters Brook Home Owners Association is named as the recipient of any damages caused by the vendor in any form.

Vendor agrees that Hunters Brook Homeowners Association is an additional insured under their insurance policy. Vendor also agrees to hold the Hunters Brook Homeowners Association harmless for any property damage and/or bodily injury caused by or in the course of their work at the Hunters Brook community.

VENDOR DETERMINED RATES

Scheduled / Term Of Service Lawn Maintenance
\$ _____

Mulch Purchase and Application
\$ _____

Spring Clean Up
\$ _____

Fall Clean Up
\$ _____

Grand Total
\$ _____

Grand Total In Words: _____Dollars

INVOICING TERMS

Only Monthly Service Invoices Will Be Accepted, With 30 Day Payment Terms

The undersigned hereby declares:

That he/she carefully examined the Proposal Specifications and Instructions for the 2015 Lawn Maintenance service for the HUNTERS BROOK HOME OWNERS ASSOCIATION and if awarded the contract, will carry out the work as specified at the location delineated by the proposal.

Company Name: _____

Signature: _____

Title: _____ Date: _____

Name Printed: _____

Company Address: _____

Phone: _____

NJDEP License Number: _____

Insurance Carrier: _____

Agent / Carrier Phone: _____

Policy Number: _____

SCHEDULE "A" *(There are 4 area's which this proposal covers)*

Area "A" is to be maintained weekly

- 1- Crane Road Common Area (Community Mail Box Area) (see drawings)
- 2- Helm's Road and Helm's Road Common Area (Small Section in Cul-de-sac) (see drawings)
- 3- Carriage Road Cul-de-sac (see drawings)

Area "C" is to be maintained every 4 weeks

- 1- Detention Basin (enter via Carriage Road cul-de-sac) (see drawings)