

# Town of Westford

## Seeking Mowing Quotes For 2018 Season

### Introduction

The Town of Westford is requesting quotes for mowing of the following properties for the 2018 mowing season (see map):

1. Town Common
2. Town Office and Library
3. Area near the statue (between Brookside Road and White Church Lane)
4. KP lot (small area on the west side of Route 128 just before the village)
5. Spiller lot (red house on corner of Common Road and Brookside Road)
6. 24' wide by 150' long strip in front of 4 Common Road (from Route 128 to western boundary of property)
7. Small area on the west side of the covered bridge on Cambridge Road

### Services Required

1. Mowing and Trimming

All properties require weekly mowing. Trimming is not required weekly however the maximum amount of time between trimmings shall not exceed two weeks. The mowing schedule must take into consideration the 4<sup>th</sup> of July and shall be done in a manner that allows sufficient time for grass clippings to dry unless weather conditions make this impossible.

2. Spring Clean-up

Spring clean-up of the town common, town office and library are to be done prior to the mowing season. Spring clean-up consists of removing residual gravel from the lawn areas and large sticks/branches that have fallen during the winter.

3. Perennial Garden and Trees

The perennial garden in front of the town office shall be weeded as needed. The trees on the common shall be pruned of suckers coming up from the ground and weeded as needed. The trees shall be mulched at the beginning of the season, if needed.

### Questions

Questions pertaining to this request shall be directed to Nanette Rogers, Town Administrator, at (802)878-4587 or [townclerk@westfordvt.us](mailto:townclerk@westfordvt.us).

### Quote Submission

All quotes must be received by 3:00 pm on **April 10, 2018**. Quotes can be delivered to the following address or emailed to [townclerk@westfordvt.us](mailto:townclerk@westfordvt.us):

Town of Westford  
Attn: Nanette Rogers  
1713 VT Route 128  
Westford, VT 05494

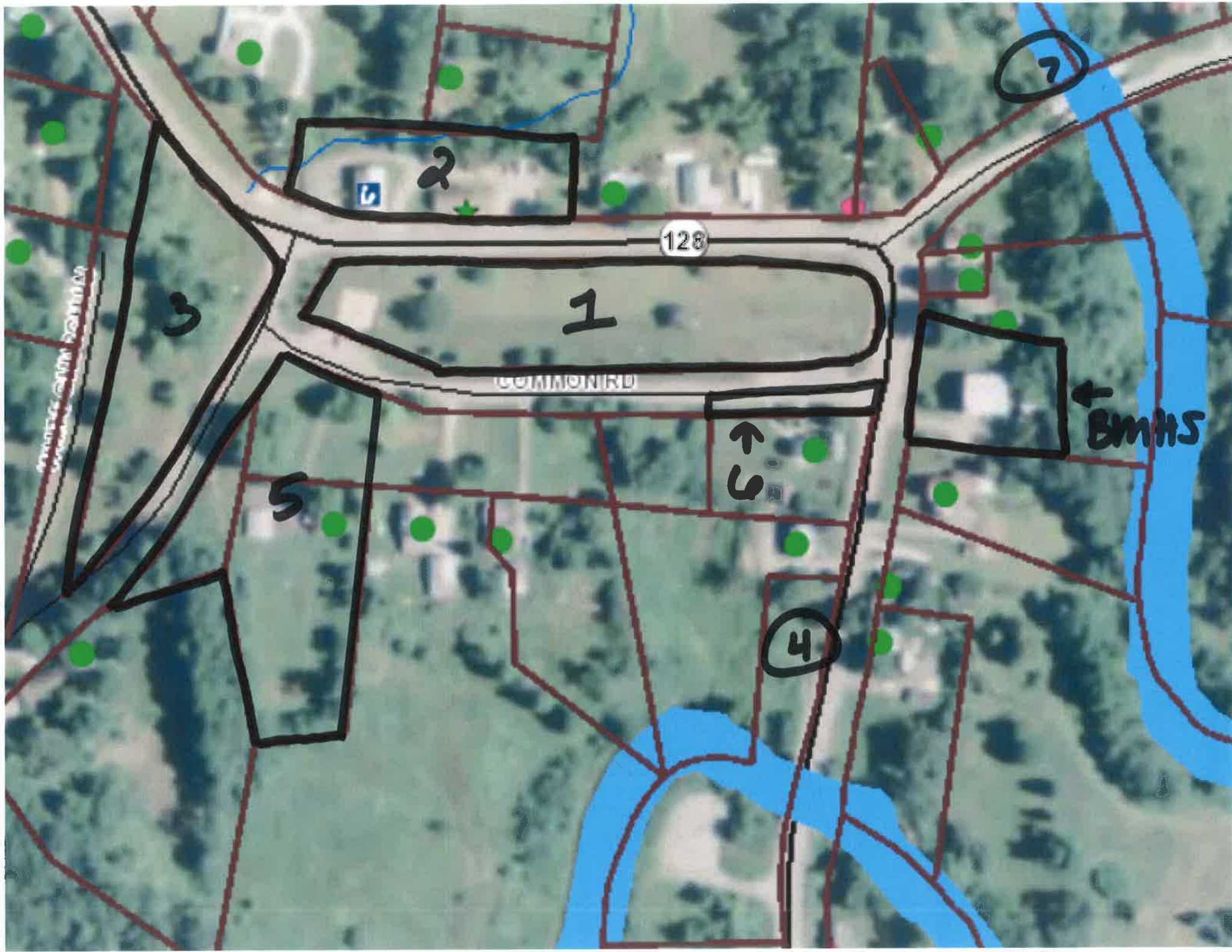
### Quotes must include:

- Company/individual name, address, telephone number and email address
- Cost breakdown of services described above with a grand total amount
- 3 references

### Receipt of Proposals & Selection

Proposals will be received by the Town Administrator at the Westford Town Office until 3:00 pm on **April 10, 2018**. The Selectboard plans to review the quotes and make a selection at their April 12, 2018 meeting.

Quote amount will be the primary factor in the selection process; however, other factors (e.g., reference checks, etc.) will also be considered. The Town reserves the right to make the selection based on all factors and may not necessarily choose the lowest quote. The Town reserves the right to reject any and all quotes deemed not to be in the best interest of the Town. The chosen contractor will need to provide proof of liability insurance and may need to complete a W-9.



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BMHS

WATERWAY