

GROUNDS MAINTENANCE REQUEST FOR BIDS

The Edison Housing Authority is accepting proposals for the maintenance of the grounds at Robert E. Holmes Gardens, 14 Rev. Samuel Carpenter Blvd, Edison, NJ and Julius Engel Gardens, Willard Durham Drive, Edison, NJ. The contractor shall provide all labor, materials and equipment necessary.

The work involved in the contract includes the cutting and trimming of grass, weed control, raking, removal of seasonal leaves, the application of fertilizer and planting of seasonal annuals. **Approximate dates are: Shall begin April 15, 2019. Fall cutting and clean up ends November 30, 2019. This is a one year contract beginning April 15, 2019 to March 31, 2020.**

The Authority understands any re-mulching around trees and beds will be done at an additional cost; and should be quoted as a separate line item – cost per yard.

The Authority understands any additional seeding or reseeding, which may include hydroseeding, will be done at the Authority's request and shall be considered a separate line item.

The contractor will be required to provide grass cutting services at the facilities once every seven (7) days or once per week as required. In general, grass shall be cut when it exceeds a height of three (3) inches. A minimum cutting height of one and one-half inches is recommended.

Prior to proceeding with any grass cutting work, the contractor will be required to have all debris removed the grass area to be mowed. This clean-up is to consist of the removal of all debris, trash, limbs, etc. and any and all material foreign to the natural vegetation.

Special care should be taken to avoid throwing grass cuttings on building walls, automobiles in the designated parking areas, and directing grass clippings into mulched shrub beds.

Upon completing of the grass cutting, trimming and edging work, the contractor will be required to sweep and remove all grass cuttings from sidewalks, driveways and roadway areas. The facility shall be left in a neat and presentable condition.

The following is a sample schedule of services:

Basic services to include normal site clean up, cutting of grass, edging all walkways, trimming around all trees & fences, etc., Also to include:

1. Spring and fall clean up (leaves, twigs, etc)
2. Pruning of shrubs & normal low tree branches as needed
3. Spring weed control
4. Summer fertilizer
5. Fall/Winter fertilizer
6. Insect Control
7. Fertilizing to include all trees, shrubs, plantings

The Authority will pay the Contractor monthly by the 15th day of the succeeding month. The Contractor must prepare and file a request for each month's payment in sufficient time to permit its proper review by the Authority's officials and the maintenance of this payment schedule.

The contractor shall maintain liability and workers' compensation insurance. A copy of which shall be provided before work can commence.

Site plans of the two properties are available at each location for review during the hours between 9:00 am and 4:00 pm, Monday thru Friday, except on holidays.

Proposals are due by 12:00 Noon, March 29, 2019 at the Edison Housing Authority, 14 Rev. Samuel Carpenter Boulevard, Edison, NJ.

For questions please call (908)561-2525 ask for Deborah Hurley, Executive Director