

Mansion Farm Maintenance Corporation

MFMC

**Corporate Address: P.O. Box 1432
Bear, DE 19701**

**Bid Address: 102 Brittany Way
Bear, DE 19701**

Community Fertilization Services, Lawn Care & Landscaping Bidding Process

The purpose of this packet is to provide a guideline for all companies interested in submitting a bid for lawn care and landscaping for the Mansion Farm Community to MFMC.

- Contractors wishing to bid must complete the attached Bid Sheet and return it in a sealed envelope to the address above by **March 24, 2017** to be considered. Please mail bids to MFMC, Karen Kambestad, Secretary at 102 Brittany Way, Bear, DE 19701.
- Contractors may submit electronic bids by deadline provided that all supporting materials are received in writing as well. Email: kkambestad@aol.com
- Entries in the Required Section must be completed for the bid to be considered. No changes can be made to the Required Section of the Bid Sheet.
- Bidding contractors needing a walk-thru the community, please contact Karen Kambestad at kkambestad@aol.com or 302-562-4839. Otherwise please review the attached aerial shots of land parcels to be maintained.
- Extra copies of this packet are available on our website:
http://www.neighborhoodlink.com/Mansion_Farm

MFMC Lawn Care and Landscaping Bid Form Year 2017

Contractor: _____

Address: _____

Primary Contact: _____

Phone: _____

Fax: _____

Email: _____

Requirements:

- Bidding contractors and their designated subcontractors must submit copies of license and insurance with the completed bid sheet.
- All employees of the bidding contractor and their designated subcontractors must be drug free.
- The contractor agrees to meet with MFMC representatives monthly.
- MFMC reserves the right to cancel all contracts with 30 day written notice.
- The lawn care and landscaping season will begin 4/15/2017 and end 11/1/2017 (Based on standard weather conditions).

COMMENTS: _____

REQUIRED SECTION:

MOWING:

- Fine turf areas will be mowed every 7-10 days for a total of 23 cuts per season @ \$_____ per visit. MFMC Corporation reserves the right to purchase additional cuts at this visit rate if needed.
- Mowing will take place as conditions dictate during dry &/or rainy periods.
- Mowing patterns will be established and changed on regular basis to present the most aesthetically pleasing appearance.
- Trimming around obstacles and debris removal from turf areas and landscape beds will take place before mowing.
- Edging/trimming of fine turf areas included.
- Pruning of branches and vegetation that obstructs mowing is required.
- Established cutting lines around wooded areas will be maintained
- Areas that are not accessible to mowers will be cut with string trimmers.
- Stick edge sidewalk/curb area 1x/month.
- Weeds in walkway cracks will be sprayed with a non-selective herbicide 23 times per season.
- Debris will be blown from walkways, driveways, parking pads, patios, and roads.

Grass clippings will be kept out of beds, tree pits, and ponds. ABSOLUTELY NO GRASS CLIPPINGS IN THE PONDS, MUST MAINTAIN A 6 FOOT BUFFER AROUND PONDS.

MOWING COST - \$_____

Please specify the equipment and manpower in which this will be completed:

MULCHING/WEEDING:

- Removal of excessive mulch build-up in beds and tree pits as deemed necessary by contractor. Excessive mulch is detrimental to plant health as it encourages insects, disease and root growth in mulch. Mulch to be applied @ \$_____/cubic yard.
- Treflan pre-emergent weed killer will be applied prior to re-mulching. One application per year in the spring. The Board may request additional applications depending on weather conditions.
- Beds will be weeded, as required, to provide a weed-free environment. This includes all areas around parking pads in townhouse areas, open spaces, around ponds and islands/circles throughout the community.
- Trails and playgrounds are NOT included.

MULCHING/WEEDING COST - \$_____

MULCHING PLAYGROUNDS <ul style="list-style-type: none">• Certified playground mulch for Summerthru, Greenbrier, and Megan Playgrounds	\$
MULCHING TRIALS	\$

FERTILIZATION The date for first treatment MUST commence AS SOON AS POSSIBLE, no later than April 15, 2017	Cost	
Crab grass and fertilization control. *Include chemical composition: _____ _____ _____	\$	
Weed control and fertilization. *Include chemical composition: _____ _____ _____	\$	
Lime Application	Cost	
Over-seeding and fertilization. *Include variety of seed: _____ *Include chemical composition: _____ _____	\$	
Late fall fertilization. *Include chemical composition: _____ _____	\$	
PLANT FERTILIZING Ornamental bed fertilization to take place in fall *Include chemical composition: _____ _____	\$	

OPTIONAL SECTION:	COST
TRIMMING AND PRUNING <ul style="list-style-type: none"> Trimming, pruning and shaping of bushes and shrubs will be done 2 times per season as specified per planting and time of year, or as needed. This will be along Mansion Farm Drive ONLY. The removal of tree branches that impede walkways or parking spaces will be done as needed. 	\$
SPRING CLEAN-UP: <ul style="list-style-type: none"> General clean-up to remove winter debris. 	\$
FALL CLEAN-UP <ul style="list-style-type: none"> Leaf removal from turf and mulched areas will occur once the majority of leaves have fallen 	\$
SEASONAL FLOWERS: <ul style="list-style-type: none"> Flower beds will have organic matter added and be roto-tilled. Spring – 4 flats of annual flowers will be planted Fall – 4 flats of pansies will be planted Flowers will be watered 3 times per season and fertilized 3 times in the fall. 	\$
MULCHING PLAYGROUNDS <ul style="list-style-type: none"> Certified playground mulch for Summerthru, Greenbrier, and Megan 	\$