**Town of Chelsea  
Request for Bids  
Town Property Mowing**

The Town of Chelsea is accepting proposals for lawn maintenance services of Town owned properties. A list of properties is included below in the itemized bid form.

**Site Visit**If desired, appointments for site visits can be made by emailing Town Administrator, Tierney Farago, at [town.administrator@chelseavt.us](mailto:town.administrator@chelseavt.us).

**Bid Process and Deadline**

Bid packages must be sealed and received by May 2nd at 4:00pm at **PO Box 266 Chelsea, VT 05038** (ATTN: Selectboard/ Town Administrator). Please include the following information in your bid:

* On the outside of the sealed envelope: PO Box 266, Chelsea VT 05038 (care of the Selectboard/Town Administrator), Town of Chelsea Town Hall Proposal, the deadline for bid submissions (May 2nd, 4:00 pm)
* A copy of bond/insurance
* A cover sheet with the title of the RFP; the bidder’s name, physical address, and all other contact information
* A completed Bid Form (provided below)

**Bid Opening**

Sealed bids will be opened and selected by the Chelsea Selectboard during the Selectboard meeting at Town Hall (296 Vt Rte 110 Chelsea, VT 05038) on May 6th at 6:30 pm. Bids will be judged by the following factors:

* Price
* Bidder’s ability to perform within the specified time limits
* Bidder’s experience and reputation, including past performance for the Town
* Quality of the services proposed
* Bidder’s ability to meet all terms and conditions spelled out in this RFP

**Contact Information**

Questions regarding this RFP shall be submitted by email only to the Town Administrator, Tierney Farago, at [town.administrator@chelseavt.us](mailto:town.administrator@chelseavt.us). The Town Administrator will maintain a list of RFP questions and answers posted on the Town’s website once received. Questions will be accepted until 4:00pm on May 2nd, to ensure all parties have adequate time to review the answers before the proposal submission deadline.

**Disclosure**

The Town of Chelsea is an equal opportunity employer.

The Selectboard reserves the right at its sole discretion to reject any and all bids, wholly or in part, to waive any informalities or any irregularities therein, to accept any bid even though it may not be the lowest bid, to call for rebids, to negotiate with any bidder, and to make an award which in its sole and absolute judgment will best serve the Town’s interest. The Selectboard reserves the right to investigate the financial condition of any bidder to determine his or her ability to assure service throughout the term of the contract. The Town assumes no responsibility and no liability for costs incurred relevant to the preparation and submission of proposals or any other costs prior to the issuance of a contract.

**COST PER MOW:**

**Chelsea Town:**

Both Commons (Biweekly after Flea Market – July 13) $\_\_\_\_\_\_\_\_\_

Town Hall $\_\_\_\_\_\_\_\_\_

Chelsea sign, Rte 113 (biweekly) $\_\_\_\_\_\_\_\_\_

Chelsea sign, rec field and around the old sand pile (biweekly) $\_\_\_\_\_\_\_\_\_

Tennis/Basketball Court $\_\_\_\_\_\_\_\_\_

Allen FEMA property $\_\_\_\_\_\_\_\_\_

Babcock FEMA property $\_\_\_\_\_\_\_\_\_

Dybvig FEMA property $\_\_\_\_\_\_\_\_\_

Upper Village Road/Rte 110 Triangle $\_\_\_\_\_\_\_\_\_

**CHELSEA TOWN Subtotal $\_\_\_\_\_\_\_\_\_**

**Recreation Dept:**

Heath field $\_\_\_\_\_\_\_\_\_

**Waste Water Dept:**

Sewer Plant $\_\_\_\_\_\_\_\_\_

**Water Dept:**

Old Town Garage Pump House $\_\_\_\_\_\_\_\_\_

Brookhaven Pump House $\_\_\_\_\_\_\_\_\_

Kennedy Pump House $\_\_\_\_\_\_\_\_\_   
Water Tank (trim bank 3 Times - over the course of the   
summer) $\_\_\_\_\_\_\_\_\_

**WATER DEPT subtotal $\_\_\_\_\_\_\_\_\_**

**Solid Waste Dept:**

Transfer Station (Biweekly) $\_\_\_\_\_\_\_\_\_

**Total Cost: \_\_\_\_\_\_\_\_\_\_\_**