<h1 style="text-align:center">Mantua Township Lawn Maintenance Contract and Specifications</h1>
<h2 style="text-align:center">Two Year Contract Term</h2>

**Year 1 / Contract initiation date:  3/19/2024     Contract end date:  11/25/2024**
**Year 2 / Contract initiation date:  3/24/2025     Contract end date:  11/24/2025**

**Locations and services:**

A. **Cemeteries:  West Lawn Cemetery, East Lawn Cemetery, Pioneer Cemetery**
   1. Mow all designated areas of each cemetery and around headstones. Note:  Extreme care and diligence must be taken around all headstones.
   2. Trim around monuments, buildings, driveways, trees each mowing, clean up any small debris, twigs, papers, etc., during mowing.  Trim around all fence areas.
   3. Remove all visible grass clippings on lawn, paved surfaces, headstones, and monuments by using mechanical blowing apparatus (leaf blower).
   4. Trim shrubs/hedges as needed at West Lawn Cemetery.

B. **Ball Diamonds:**
   1. Mow all areas of Ball Diamonds and around salt shed.
   2. Trim around and/or under backstop, benches, bleachers, playground equipment and salt shed, trees or any other areas in need of trimming.
   3. Clean any paper, twigs, small debris, etc., during mowing.
   4. Remove all visible lawn clippings on lawn and paved areas.

C. **Buildings:  Townhall, Civic Center, Center School Buildings**
   1. Mow all lawn areas, trim around buildings, trees, flower beds, posts, and all other objects.
   2. Clean up any debris, paper, small twigs, etc. during mowing.
   3. Remove all visible grass clippings on lawn, paved areas including rear of building.
   4. Keep playground gravel area at Center School <u>free of weeds</u>, trimming and spraying weeds as necessary.
   5. Fully maintain flower beds
        a. Edge, mulch, weed, maintain existing flowers and shrubbery as necessary
   6. Trim shrubs/ hedges as needed in front of Center School

D. **Flagpole Greens/ Veterans Memorial Greens / Parks**
   1. Mow all lawn area, trim around trees, flower beds, posts, and all other objects.
   2. Clean up any debris, paper, small twigs, etc. during mowing.
   3. Remove all visible grass clippings on lawn, paved areas, and monuments.
   4. Fully maintain flower beds
        a. Edge, mulch, weed, maintain existing flowers and shrubbery as necessary
   5. Mulch maple tree bases with a light mulch
   6. Trim shrubs/ hedges as needed

E. **Spring and Fall Cleanup:**
   1. Spring cleanup in all areas as previously listed above.
   2. Fall leaf removal in all areas as weather permits per the season.

**Frequency:**  Provide the above services as necessary per the contract.  Note: this may involve mowing more than the once weekly during periods of fertilization or heavy rain. Hedges must be trimmed a minimum of 2 times.  Mulch shall be applied in the early spring before weeds begin to fully germinate

Additional Stipulations:
1. Mowing or maintenance of the lawn areas is required so that the fresh mowed height is less than 4" in height.
2. Edging shall be completed before mulch is applied
3. Mulch shall be applied in the early spring before weeds begin to germinate
4. Substitute contractors may not be used unless prior written approval of Mantua Township

**Payment:**

Contract Amount for 2024 $_____     Contract Amount for 2025 $_____

(For each contract amount, Mantua Township to be billed monthly in 8 equal installments.

**Opt-Out Clause:**  If any time after 30 days of contract issue date the Township Trustees feel the contractor is not performing adequate services as specified in the contractor, trustees may terminate the entire contract by giving the contractor a written notice.  After 7 days of the notice being issued the contract will be terminated.  At that point the township will only be liable to pay for services delivered up to that point.

Contractor agrees to all above terms and specifications and will supply all labor, equipment, and materials necessary to perform the services agreed upon.

_____          _____

Contractor/ Position                                                    Date

_____          _____

Mantua Township Chairman                                       Date

**REQUIRED - Current Proof of Liability Insurance of $1,000,000, Workers' Compensation law compliance, and a current "Ohio Commercial Applicators license" must be provided to the township prior to bid selection.**

### Mantua Township Lawn Maintenance Contract 2024/2025

Please use the below basic formats when you submit your bid, use your company letterhead as necessary.  We also request that you supply two Professional references that we may refer to if we have questions about your company's services, or history. Please, do not forget to supply proof of liability insurance of $1,000,000, workers' compensation law compliance, and Proof of commercial chemical applicators license.

Provide a telephone number that can be accessed during normal working hours, 8:00 a.m. - 5:00 p.m., M-F by Township officials or employees / Phone Number _____

Professional reference 1    _____   _____   _____
                                                    Name                      Phone #                      Affiliation

Professional reference 2    _____   _____   _____
                                                    Name                      Phone #                      Affiliation