

Hamlin Township Parks Maintenance Bid Specifications
2024

Name: _____

Address: _____

City/State/Zip: _____

E-mail: _____

Signature: _____

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This is a Park Maintenance Bid which will include picking up garbage at the various Township locations as well as small branches. Hamlin Township requests that you notify the Supervisor or a board member of hazards that you see at our locations such as bees nest, holes, and loose picnic table boards, etc. If you are unable to complete these tasks, please do not bid.

Per Mow/Per Site Basis:
2024

Hamlin Township Hall _____ Per Time
This includes keeping the handicap ramp free of weeds that pop up thru the concrete along with weeds that pop up in front of the retaining wall in front of the Township Hall.

Hamlin Township Fire Station _____ Per Time
Includes back of fire station (the entire hill)

Hamlin Township Transfer Site _____ Per Time
W. Dewey Road (as requested by Township; Mow and/or weed whip the tall grass, etc.)

Hamlin Township Parks:

Wilson Hill/Barnhart Rd. _____ Per Time

South Bayou Park _____ Per Time

Middle Bayou Park Area _____ Per Time
(Small triangular piece)

Long Skinny Park _____ Per Time
N. Lakeshore Dr.

North Bayou Park Area _____ Per Time
(around gravel parking area) This includes cutting the cattails, etc., in the ditch along Duneview Drive in front of the parking lot. Cattails, etc., need to be cut down approximately to $\frac{3}{4}$.

End of Duneview Drive _____ Per Time
By lake

General Lawn Maintenance at the above Township locations

2024

Painting, sign posting, raking, brush removal, shoveling, swing set, bench and grill installation, general maintenance as needed: Township will provide material.
_____ Per Hour

Place picnic tables at various Township locations in May; Pickup tables in Sept. as requested by Township and placed in storage for winter:
__ _____ Per Time

Emergency call in fee _____ Per Hour

Grading:

Transfer Site Recycling Area fill in holes as requested and/or grade:
Material provided by Hamlin Township.
_____ Per Time

Grade Wilson Hill Parking Lot: _____ Per Time

Material provided by Hamlin Township.

Grade South Bayou Parking Lot: _____ Per Time
Material provided by Hamlin Township.

Grade Duneview Drive Parking Area _____ Per Time
Material provided by Hamlin Township.

Transfer Site:

Clean leaf corral out which is located at the Hamlin Twp. Transfer Site and haul away leaves, etc from site: (As requested by Township) Usually done two or three times in summer & fall.

Per Time: _____ Per Time

Push leaves, Christmas trees etc back at the Leaf Corral at the Transfer Site: (As requested by Township)
_____ Per Time

List Equipment:

****Please note that some jobs will require a trailer, tractor, loader and/or large truck. If you don't not have this equipment, please specify how you will handle these larger jobs and if there will be an extra charge.**

Do you carry Worker's Compensation Insurance: YES OR NO –
Do you have employees? _____

Please include work comp. policy in bid package if you have employees or plan to have someone work for you.

Please provide a valid Certificate of Liability Insurance with sealed bid.

In case of mechanical break down or illness, can you provide back-up lawn services?
Please describe:

For further information contact: Nancy Vandervest, Twp. Supervisor @231-845-7801
Ext 2.

Mowing, etc will be coordinated with the Township Supervisor. Mowing of parks is usually done once a week beginning in May, depending on weather. Placing of picnic tables should be done before Memorial Day and picked up and placed in storage by October 1st, again coordinated with Twp. Supervisor. Invoices can be submitted once a month and are paid by the Township Board usually the second Thur. of each month.

Hamlin Township Board of Trustees will open the sealed bids on April 11, 2024 at the Hamlin Township Board of Trustees Meeting. The meeting will begin at 6:00 pm. Hamlin Twp. reserves the right to reject any or all bids. Bid must be in a sealed envelope and have "**PARK BID**" on the front. Sealed bid due to Hamlin Twp. Office on or before 4:30 pm on April 11, 2024.

Hamlin Township reserves the right to accept or reject any or all bids.

