



## **ROADSIDE MOWING REQUEST FOR PROPOSALS**

The Town of Norridgewock requests sealed proposals for roadside mowing for approximately 50 road miles of Town-owned roads and key intersections for the 2024 season. Multiple-year contracts will be considered. Each year, the list of roads may vary depending on road construction projects. The Town of Norridgewock is seeking proposals priced per mile for mowing, the type of equipment to be used, and the contractor's estimated work schedule. Roadsides shall be mowed twice per season (early and late season mowings), at least ten (10) feet from the edge of the road surface, to a height of no more than six (6) inches.

Additionally, the proposal should include one mid-summer mowing of the field on the west end of Sunset View Cemetery (approximately 7.5 acres).

At a minimum, proposals must include the following information:

1. Company Name and Contact Information
2. List of Equipment to be Used
3. Suggested Schedule
4. Price per Mile
5. Three (3) professional references

### Incurred Costs

The Town of Norridgewock is not liable for any costs incurred in replying to this Notice of Invitation.

### Questions & Addenda

Prospective proposers may direct questions in writing to [rlabelle@norridgewock.gov](mailto:rlabelle@norridgewock.gov). All questions are due no later than 4:00 p.m. on Wednesday, April 17, 2024. Answers to the questions will be available on the Town's webpage under News & Announcements as questions are posed and answered.

Prospective proposers are encouraged to notify the Town Manager via e-mail of one's interest in submitting a proposal and/or receiving information updates, in the event addendums are issued. An e-mail distribution list will be developed to most efficiently communicate with prospective proposers.

### Proposal Submittal Instructions

Sealed proposals must be mailed or hand-delivered to:

Town of Norridgewock  
Richard LaBelle, Town Manager  
PO Box 7 | 16 Perkins St.  
Norridgewock, ME 04957

All proposals shall be submitted in complete original form. A minimum of one (1) copy of the proposal must be provided by the proposer. No faxed proposals will be accepted. Proposals shall be marked clearly on the outside, '**Roadside Mow**'.

### Closing of Bids

All proposals must be received by 2:00 p.m., Friday, April 25, 2024.

### Review and Final Selection

An internal review of vendor selection shall begin upon bid closing and will be sent to the Select Board for consideration during its regularly scheduled meeting on Wednesday, May 1, 2024, at 6:00 p.m. The final selection may be made during this meeting. In the event that a final selection is not made on May 1, 2024, all vendors submitting proposals will be notified, and meeting notices will be available approximately four (4) days before the actual meeting date.

### Terms and Conditions

1. The Town of Norridgewock intends to award this contract to the individual or firm that provides the lowest responsible and responsive bid that is deemed by the Select Board to be in the best interests of the Town. The Town of Norridgewock reserves the right to accept or reject any or all bids and to waive any formality or technicality in the submissions.
2. The Town of Norridgewock reserves the right to re-issue any requests for proposals.
3. The Contractor must be insured and provide proof of a minimum of \$1,000,000 in insurance liability coverage, with the Town of Norridgewock listed as a Named Insured.
4. Clarification of Proposals: The Town reserves the right to obtain clarification of any point in a vendor's proposal or obtain additional information.
5. The Town reserves the right to disqualify any proposal, before or after opening, upon evidence of collusion, intent to defraud, or any other illegal practice on the part of the vendor.
6. Upon the selection of a finalist vendor, the Town by its proper officials, employees, or agents shall attempt to negotiate and reach a final agreement with this vendor. If the Town, for any reason, is unable to reach a final agreement with this vendor, the Town reserves the right to attempt to reject such vendor and negotiate a final agreement with the vendor who has the next most viable proposal or bid. The Town may also elect to reject all proposals and re-issue a request for proposal.
7. It is understood that the Contractor will mow the ten (10) foot area from the edge of the road surface that is readily accessible. Meaning, that there is no expectation on the part of the Town that the Contractor shall be responsible for removing obstructions such as downed trees or rocks.

8. The Contractor is responsible for mowing 100 feet on each side of key intersections, as listed in this document.
9. Care is to be taken to avoid damage to signs, mailboxes, utility poles, and other items installed along the roadside. Contractor shall be responsible for all repairs.
10. Actual schedule of work will be mutually agreed upon by the Contractor and Town at the time of contract signing.

## ROADS TO BE MOWED

Beech Hill Rd.  
Betterment Rd.  
Bigelow Hill Rd.  
Bombazee Rd.  
Bridge St.  
Brook St.  
Burrill Hill Rd.  
Childs Rd.  
Clark St.  
Depot St.  
Dodlin Rd.  
Everett St.  
Father Rasle Rd.  
Ferry Rd.  
Frederick Corner Rd.

George St.  
Hotel St.  
Independence Dr.  
Maple St.  
Martin Stream Rd.  
McIntyre Rd.  
Nickerson Rd.  
Oak Hill Rd.  
Oosoola St.  
Perkins St.  
Pine St.  
Pleasant Hill Dr.  
Rebecca St.  
Red Barn Rd.  
Ross Hill Rd.

Roy St.  
Sandy River Rd.  
Sophie May Ln.  
Stanley Dr.  
Sunset Hill Rd.  
Tarbell Hill Rd.  
Upper Main St.  
Wade St.  
Walker Rd.  
Ward Hill Rd.  
Welch St.  
Wilder Hill Rd.  
Willow St.  
Winding Hill Rd.

## KEY INTERSECTIONS TO BE MOWED

Frederick Corner Rd. & Route 2 (Mercer Rd.)  
Beech Hill Rd. & River Rd.  
Ward Hill Rd. & Route 201-A (Madison Rd.)  
Sophie May Ln. & Route 201-A (Madison Rd.) both ends

## APPROXIMATE LOCATION OF MOWING AT SUNSET VIEW CEMETERY (MERCER RD.)

