



## INSTRUCTIONS FOR LAWN CARE SERVICES SEALED BIDS

Algoma Township will receive bids for Lawn Care Services of the Township Hall, and various park locations within the Township. Bid Specifications may be printed from the Algoma Township website, Public Notices page at [http://www.algomatwp.org/public\\_notices.php](http://www.algomatwp.org/public_notices.php). Specifications for bids may also be picked up from the Algoma Township Clerk's Office located at 10531 Algoma Ave, Rockford, MI, Monday through Friday 8:30am to 4:30pm OR requested by email to [clerk@algomatwp.org](mailto:clerk@algomatwp.org).

Bid contract for one-year with option of renewal for 2 years.

**All bids must have proof of Liability Insurance, Workers Compensation Insurance coverage, copy of Business Applicators License and a Pesticide Applicators Certificate from the Department of Agriculture.**

Sealed bids will be received no later than Monday February 4, 2019, at 4:00pm. Send sealed bids to the attention of the Township Clerk at Algoma Township, 10531 Algoma Ave., Rockford, MI 49341, and indicate BID on envelope. Algoma Township reserves the right to accept or reject any or all bids. Please direct questions regarding specifications to Parks & Recreation Chairperson, Julie Sjogren by calling 616-433-1425 (M-F 8:30am-4:30pm) you may also email questions to [planning@algomatwp.org](mailto:planning@algomatwp.org).

## ALGOMA SPORTS PARK AND TOWNSHIP HALL

(10531 Algoma Ave., Rockford)

1. Mow all turf as needed including 6 to 15 feet on either side of the walking path. Some athletic fields must be mowed up to 3 times a week, depending on conditions and schedule permitting.
2. Preferred times of service is Thursday during the day. No evening or weekend cutting so as not to interrupt evening and weekend ball games or soccer.
2. Spin trim all fence lines, around buildings, trees (without girdling), etc.
3. Edging of all cement sidewalks and pavilions three times per year.
4. Treat all non-grass areas, playing surfaces, walking paths, fence lines, mulch beds, parking lot, ball fields with vegetation control three times per year or as needed.
5. Fertilizer and weed control: (see specifications attached)
  - \* All mowed areas including around Office, south side and west including T- ball fields. The mowed area on the west side of park along fence and trail area north of ball fields is not treated –
  - \* Athletic Fields –
6. Hand weed all mulch beds and play areas weekly.
7. Adjust irrigation run-times weekly based on weather and play schedules. Replace any broken sprinkler heads. Township contracts with other service for maintenance and spring start up and fall shut down of irrigation system. Lawn service is expected to pay for any sprinkler heads that they cause breakage to.
8. Empty and replace trash bags in receptacles weekly. During heavy sports/rental season may need 2 times a week. There are two dumpsters, one at corner of Sports Park parking lot, the other at south end of Township Hall. Receptacle trash may be emptied into the Township Hall dumpster if Sports Park dumpster is full, and sports park dumpster trash should be transferred to the township hall dumpster if overflowing during high peak times.
9. Check picnic tables in spring for maintenance and make sure handicap ones are on the outside edges.
10. Place portable trash receptacles out in spring, retrieve in fall.
11. Empty out charcoal grills weekly as needed.
12. Aerate all irrigated turf areas twice per year with a core aerator and mow plugs immediately after aeration.
13. Over-seed all irrigated turf areas under irrigations with Bluegrass mix (30% Park Kentucky Bluegrass, 30% Jasper Creeping Red Rescue, 15% Cutter Perennial Ryegrass, 15% Edge Perennial Ryegrass, 10% Express Perennial Ryegrass), 200# minimum per season.
14. Fill goal areas, holes or uneven areas in turf with 5 yards screened topsoil delivered at start of season.
15. Drag ball fields weekly during ball season and bi-weekly during off season. Roll athletic fields twice a year.
16. Inspect all turf, landscape and plants for disease and report if any to the Township.
17. Apply mole bait as needed.
18. Install hardwood mulch to front of Township Office and around plants in parking area. Six yards (includes pre-emergent).

19. Install 15-yards hardwood mulch to native garden trail (includes pre-emergent & bed edging) but pull mulch back from around base of trees and clean up mulch from turf areas.
20. Install certified play mulch to play areas (120 yards) in early spring. Township will pay cost or reimburse for costs.
21. Fall: remove old vegetation; prune all plants in all beds that require it.
22. Pick up any and all trash on property weekly.
23. Brush hogging of un-mowed field area twice per season.
24. Keep brush clear from the fence line along Algoma Ave.
25. Inspect all turf, landscape and plants for disease and report if any to the Township.
26. Power wash all pavilion floors as needed.
27. Clean black mildew and fungus off benches and picnic tables twice a season.
28. Check bleachers, benches, tables and playground equipment weekly for bees or hornets and spray as needed.
29. Add sand to the Horse Shoe pit, as needed.
30. Water all trees specified by Township (we must do to honor grant agreement).
31. Make sure any plants growing into the boardwalk rail are removed.

Perform additional services as requested at designated hourly rate of \$ (*bidder inserts rate*)  
Such services may include:

- Repair of equipment and park facilities as needed.
- Planting or replacement of landscape items.
- Other agreed upon work or repairs.

\* Attend the Parks & Recreation Committee meeting as requested.

#### FERTILIZATION AND WEED CONTROL ALGOMA SPORTS PARK & TOWNSHIP HALL:

All mowed areas including around Office, south side and west including T-ball fields (athletic fields listed separately). The mowed area on the west side of park along fence and trail area north of ball fields is not treated –

*Spring Fertilization and Pre-Emergent Herbicide Application:* **This application will consist of a 15-0-5 50% PSCU granular fertilizer plus TEAM pre-emergent herbicide. A liquid broadleaf herbicide application will be provided for areas with over wintering weeds.**

*Late Spring Fertilization and Broad Leaf Weed Control:* **This application will consist of a premium 24-2-8 slow release granular fertilizer blend. This blend will contain 50% PSCU, Potash derived from Sulfate of Potash, 20% organics to build soil microbial biomass, and 3% Iron for good color. A liquid post-emergent broadleaf herbicide will also be provided for areas with existing weeds.**

*Fall Fertilization and Broad Leaf Weed Control:* **This application will consist of a premium 15-0-30 slow release granular fertilizer blend. This blend will also contain 50% PSCU, Potash, 3% Iron for good color. A liquid post-emergent broadleaf herbicide will also be provided for areas with existing weeds.**

*Non-Selective Herbicide Application:* **This application is done to kill all vegetation growing in an unwanted area. Such areas may include ornamental beds, driveway cracks, and for areas which may reduce spin trimming. Rate includes two applications.**

Athletic Fields -

The above listed applications including –

*Summer Fertilization and Broad Leaf Weed Control:* **This application will consist of a premium 24-2-8 slow release granular fertilizer blend. This blend will also contain 50% PSCU, Potash derived from Sulfate of Potash, 30% organics to build soil microbial biomass, and 3% Iron for good color. A liquid post-emergent broadleaf herbicide will also be provided for areas with existing weeds.**

**CAMP LAKE**  
(48 Warbler, Sparta)

1. Mow all turf weekly as needed.
2. Spin trim all fence lines, around buildings and trees (without girdling) weekly.
3. Edge all cement sidewalks and pavilions three times per year.
4. Treat all non-grass areas, playground, basketball court, pavilion, parking lot and fence row two times per year with vegetation control.
5. Fertilize and weed control: (see attached specifications)
6. Brush hog wooded area in the southeast corner of park four times per season.
7. Keep brush from growing along perimeter fence.
8. Hand prune around trees in wooded area and sand area one time per season.
9. Apply mole bait as needed.
10. Turn over and rake out sand play area one time per season.
11. Install tires and remove tires at pavilion spring and fall.
12. Spring and fall take down or stack up picnic tables.
13. Check wooden picnic tables for repairs and re-painting.
14. Empty and replace trash bags weekly in bins provided.
15. Pick up any and all trash on property weekly.
16. Inspect all turf, landscape and plants for disease and report if any to the Township.
17. Spring and fall set up or take down Disc Golf.
18. Check benches, tables and playground equipment weekly for hornets or bees and spray as needed.
19. Power wash pavilion floor and shed, as needed.

Perform additional services as requested at designated hourly rate of \$ (*bidder inserts rate*).

Such services may include:

- Repair of equipment and park facilities as needed.
- Planting or replacement of landscape items.
- Other agreed upon work or repairs.

\* Attend the Parks & Recreation Committee meeting as requested.

**FERTILIZATION AND WEED CONTROL**  
**CAMP LAKE:**

All mowed areas –

***Spring Fertilization and Pre-Emergent Herbicide Application: This application will consist of a 15-0-5 50% PSCU granular fertilizer plus TEAM pre-emergent herbicide. A liquid broadleaf herbicide application will be provided for areas with over wintering weeds.***

***Late Spring Fertilization and Broad Leaf Weed Control: This application will consist of a premium 24-2-8 slow release granular fertilizer blend. This blend will contain 50% PSCU,***

**Potash derived from Sulfate of Potash, 20% organics to build soil microbial biomass, and 3% Iron for good color. A liquid post-emergent broadleaf herbicide will also be provided for areas with existing weeds.**

*Non-Selective Herbicide Application:* **This application is done to kill all vegetation growing in an unwanted area. Such areas may include ornamental beds, driveway cracks, and for areas which may reduce spin trimming. Rate includes two applications.**

**CHALMERS PARK**  
(1182 Fonger, Sparta)

1. Mow all turf weekly as needed.
2. Spin trim all fence lines, around buildings and trees (without girdling) weekly.
3. Edging of all cement sidewalks and pavilions three times per year.
4. Treat all non-grass areas, playground, sidewalks, parking lot, landscape and pavilion with vegetation control three times per season.
5. Fertilizer and weed control: (see attached specifications)
  - \* All mowed areas except ball fields –
  - \* Athletic field turf –
6. Hand-weed all landscape and play areas weekly.
7. Turnover and rake out sand play area, adding sand when needed – No use of chemicals for weed control.
8. Empty and replace trash bags weekly in bins provided.
9. Drag ball fields once per week during ball season, bi-weekly in off-season.
10. Fall: Remove old vegetation/prune all plants that require it.
11. Apply mole bait as needed.
12. Add hardwood mulch to landscapes area pulling it back from around tree base, 15 yards, included pre-emergent.
13. Install provided certified playground mulch to play area (18 yards).
14. Add 3-yards clean play sand in spring and weed throughout season, as needed.
15. Place portable trash receptacles out in spring, retrieve in fall.
16. Re-grade north parking lot one time during summer season.
17. Pick up any and all trash on property weekly.
18. Inspect all turf, landscape and plants for disease and report if any to the Township.
19. Keep brush from growing along perimeter fence.
20. Power wash pavilion floor, as needed.
21. Check wooden picnic tables, benches and bleachers for any repairs and repainting once a year.

Perform additional services as requested at designated hourly rate of \$ (*bidder inserts rate*).  
Such services may include:

- Repair of equipment and park facilities as needed.
- Planting or replacement of landscape items.
- Other agreed upon work or repairs.

\* Attend the Parks & Recreation Committee meeting as requested.

**FERTILIZATION AND WEED CONTROL**  
**CHALMERS PARK:**

All mowed areas (Athletic fields listed separately) –

*Spring Fertilization and Pre-Emergent Herbicide Application:* **This application will consist of a 15-0-5 50% PSCU granular fertilizer plus TEAM pre-emergent herbicide. A liquid broadleaf herbicide application will be provided for areas with over wintering weeds.**

*Late Spring Fertilization and Broad Leaf Weed Control:* **This application will consist of a premium 24-2-8 slow release granular fertilizer blend. This blend will contain 50% PSCU, Potash derived from Sulfate of Potash, 20% organics to build soil microbial biomass, and 3% Iron for good color. A liquid post-emergent broadleaf herbicide will also be provided for areas with existing weeds.**

*Non-Selective Herbicide Application:* **This application is done to kill all vegetation growing in an unwanted area. Such areas may include ornamental beds, driveway cracks, and for areas which may reduce spin trimming. Rate includes two applications.**

Athletic Fields turf –

The above listed applications and including -

*Fall Fertilization and Broad Leaf Weed Control:* **This application will consist of a premium 15-0-30 slow release granular fertilizer blend. This blend will also contain 50% PSCU, Potash, 3% Iron for good color. A liquid post-emergent broadleaf herbicide will also be provided for areas with existing weeds.**



**TRESTLE PARK**  
(11101 Summit, Rockford)

1. Mow all turf weekly as needed leaving a 25-foot buffer along Stegman Creek.
2. Spin trim around all signs, picnic tables, bike rack, restrooms, and trail head, etc.
3. Install 6-yards hardwood mulch to landscape areas pulling it back from base of trees.
4. Empty and replace all trash bags weekly in receptacles provided.
5. Pick up any and all trash on property weekly.
6. NO fertilizer or weed control will be used at this park because of the close proximity to Stegman Creek, a natural Trout stream.
7. Hand prune brush under decks and a buffer around decks twice per year.
8. Hand weed all mulch areas.
9. Inspect all turf, landscape and plants for disease and report if any to the Township.
10. Clean restroom facility and stock toilet tissue weekly.
11. Check pit toilet twice a season and notify the Township for a clean-out.
12. Mow connector trail to the established tree line.

Perform additional services as requested at designated hourly rate of \$ (*bidder inserts rate*).  
Such services may include:

- Repair of equipment and park facilities as needed.
- Planting or replacement of landscape items.
- Other agreed upon work or repairs.

**WHITE PINE TRAIL RUSSELL ST. STAGING AREA**  
(Russell St. next to trail on west side – owned by the D.N.R.)

This is not yet installed but planned for summer of 2019

1. Clean restroom facility and stock toilet tissue weekly.
2. Check pit toilet twice a season and notify the Township for a clean-out.

**RIVERS EDGE PARK**  
**(10191 Edgerton, Rockford)**

1. Mow all turf weekly as needed leaving a 50-foot buffer at the river's edge.
2. Empty and replace all trash bags weekly in receptacles provided.
3. Pick up any and all trash on property weekly.
4. NO fertilizer or weed control will be used at this park because of the close proximity to the Rogue River.
5. Hand prune brush under decks and a buffer around decks weekly.
6. Clean restroom facility and stock toilet tissue weekly.
7. Check pit toilet twice a season and notify the Township of a clean-out.
8. Keep trails clear of leaves and debris

\* Attend the Parks & Recreation Committee meeting as requested

Perform additional services as requested at designated hourly rate of \$ (*bidder inserts rate*).  
Such services may include:

- Repair of equipment and park facilities as needed.
- Planting or replacement of landscape items.
- Other agreed upon work or repairs.