

SANDOWN RECREATION COMMISSION  
PO BOX 1756  
SANDOWN, NH 03873  
603-887-1872  
[recreation@sandown.us](mailto:recreation@sandown.us)

FEBUARY 7,2023

RE: REQUEST FOR PROPOSAL: 2023 MOWING SEASON

The Town of Sandown Parks and Recreation Department is currently seeking sealed Requests for Proposal (RFP) for 2023 mowing maintenance of town owned recreation facilities to include the following locations:

Roy L. Miller Recreation Area at: 212 Main Street; Seeley Park & Beach at: 306 Main St; Edward C. Garvey Recreation Facility at: 25 Pheasant Run Drive. Included with this correspondence are the requirements for this maintenance.

**Deadline to Return: No later than 4:00 PM on: MARCH 7,2023**

**Envelope must be marked "Sealed bid - 2023 Mowing RFP"**

Return sealed bids by deadline as follows:

By mail: Sandown Parks and Recreation, PO Box 1756, Sandown, NH 03873

In person: **Parks and Recreation Dept. 25 Pheasant Run Drive, Sandown, NH 03873**

Or Drop Off: To the Parks and Recreation secure drop box located at 25 Pheasant Run Drive, Sandown, NH. The box is located next to the side door and is accessible anytime of day or evening, by the deadline above. All town offices are closed Fridays.

**PLEASE NOTE:** No RFP will be reviewed for consideration unless accompanied by a current copy of certificate of insurance. If selected, Town of Sandown is to be named as an additional insured. A decision will be made by April 5, 2023 or before. If selected, pricing will remain in effect through December 31, 2026. Please price accordingly. Additional information may be requested including references.

Your participation in this process is encouraged and welcomed. Please note that playing fields are heavily utilized during the months of mid-April, weather depending, thru the end of June and again from September thru beginning of November. It is **imperative** you are available to mow, often with short notice, during playing seasons to facilitate the playing of youth baseball, softball, and soccer. You may need to adjust your schedule to ensure that grass is kept to an appropriate playing level, particularly after periods of rain. Contractors who will have the flexibility to make these accommodations are required. Some areas located outside of actual playing surfaces, are only done every other week and/or as needed – please see requirements.

RFPs should be priced per occurrence. You will be asked to submit documentation each time mowing takes place. Actual bills must be submitted with no greater than a monthly occurrence.

Insurance Certificates must be current and on file with the Parks and Recreation Department prior to any work commencing in 2023.

If you need additional information or would like to review the properties mentioned, please contact the recreation phone line at 603-887-1872 or at: [recreation@sandown.us](mailto:recreation@sandown.us) to set up an appointment with the recreation director.

Thank you for your time and attention.

Sincerely,  
Becky Thompson, Parks & Recreation Director

Encl.

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**2023 MOWING SEASON**

**ROY L. MILLER FIELD  
212 MAIN STREET – SANDOWN, NH**

<u>Area Occurrence</u>	<u>Description</u>	<u>Per</u>
A	Miller Field – Mowing and trimming Field A and walking area outside of fence, trimming underneath bleachers and around dugouts as needed. <b>(Approximately X 24)</b>	
B*	Miller Field – Mowing and trimming Field B and walking area located outside of fenced area, trimming around dugouts and underneath bleachers as needed. <b>(Approximately X 24)</b>	
C	Miller Field – Mowing and trimming Field C. Weed whack area around temporary parking fence when temporary fencing is in use. <b>(Approximately X 24)</b>	
D	Mowing and Trimming of wide grassy area between Field A & B* ball fields <b>(Approximately X 24)</b>	
E	Mowing and trimming around Basketball/Skate Park/Bowl area; lower parking area; entrance area; area along road and around Miller Field Sign. Trimming around playground area and around various sheds and outbuildings located on the property as needed. <b>(Approximately X 12)</b>	
F	Sloped area between Field A and playground <b>(Approximately X 12)</b>	
G	Spring Clean-Up of complete Miller Field Recreation Area to include dethatching of Fields A & B <b>(X 1)</b>	
H	Fall clean-up of entire Miller Field Recreational area. <b>(X 1)</b>	

**\*a/k/a David M. Augusta, III Field**

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**2023 MOWING SEASON**

**SEELEY PARK AND BEACH  
306 MAIN STREET - SANDOWN, NH**

<u>AREA OCCURRENCE</u>	<u>DESCRIPTION</u>	<u>PER</u>
A	Mowing and trimming of grass areas including sloped area along Route 121A (Main Street and including inside/outside park entrance by gate and up to street). <b>(Approximately X 15)</b>	
A	Spring Clean-Up to include removal of leaves, debris, and trash from park and beach areas. Clear stairs of excess sand. Remove debris from culvert pipe opening that runs under stairs. <b>(X 1)</b>	
A	Fall Clean-Up to include removal of leaves, debris, trash from park and beach areas. Remove debris from culvert pipe opening that runs under stairs. <b>(X 1)</b>	

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**2023 MOWING SEASON**

**EDWARD C. GARVEY RECREATION FACILITY  
25 PHEASANT RUN DRIVE  
SANDOWN, NH**

<u>AREA</u>	<u>DESCRIPTION</u>	<u>PER OCCURRENCE</u>
A	Approximately 90,000 square ft. multi-purpose field Includes trimming of fence edges; walkways; building perimeter and mow or weed whack fenced area directly behind building 6-8 times per mowing season. <b>(Approx. X 24)</b>	
A	Spring Clean-Up including dethatching of field; removal of leaves, trash, debris, in all areas including playground; Rake to re-distribute wood chips around play equipment to Fill in low spots etc. <b>(X 1)</b>	
A	Fall clean-up including removal of leaves, trash, debris in all areas including playground, etc. <b>(X 1)</b>	