

# SUMMIT FC – HATHAWAY FIELDS SUMMER MAINTENANCE SCOPE OF WORK

January 17, 2020

## OVERVIEW

### 1. Project Background and Description

The intent of this Scope of Work is to obtain the services of a qualified, fully insured field maintenance contractor (“the Contractor”) to provide Summit FC (“the Club”) the necessary field mowing and general landscape maintenance items at Hathaway Fields (“the Facility”) to promote a high quality playing surface and an attractive place to congregate during the games. The Club takes great pride in the appearance of facility and is seeking a contractor that takes the same pride in their work.

### 2. Project Scope

- 1) Soccer field mowing – This area encompasses approximately 13 acres.
  - a. Spring Season, April – June. During the Spring Season, the soccer field area shall be maintained at a height between 1.5” and 2”. Historically this has required mowing every 3 days. The Club recognizes that more frequent mowing during periods of high growth and weather may impact the ideal schedule.
  - b. Summer Season, July – Mid August. – During the Summer Season organized play is not occurring at the Facility. Mowings can be extended to every 5 days so long as the grass does not exceed 3” between mowings and grass clippings are not building up on the surface. If the grass exceeds 3” or grass clippings are accumulating, the contractor shall notify the club and propose a solution.
  - c. Fall Season – Mid August – Mid November. During the Fall Season, the soccer field area shall be maintained at a height between 1.5” and 2”. During this period mowing shall resume to every 3 days. As the season goes on the mowings may be reduced as the growth rate slows. A game schedule will be provided to ensure the fields are in top condition for games.
  - d. The Contractor is responsible for moving the goals to mow under. The Club will move the goals back.
  - e. Mowing shall occur between 10:00 am and 3:00 pm and only when the surface is dry. The contractor shall be responsible for any clumping that occurs as a result of early morning mowing.
  - f. The mowing pattern shall be alternated between parallel and perpendicular to the playing surface each occurrence.
  - g. Loading and unloading of equipment shall occur on the grass surface to the south of the access drive.
- 2) Perimeter mowing – This area encompasses approximately 1.5 acres.
  - a. The perimeter area shall be mowed weekly. Trimming shall occur every other week.

### 3. Pricing

It is the Club's preference to develop a partnership with the contractor. We ask that the contractor state the number of seasons that the pricing will be maintained. the pricing per occurrence for each of the items in the Section 2. Pricing shall be submitted by February 29<sup>th</sup> 2020. Award will be made on March 15<sup>th</sup> 2020.

Scope Item	Price Per Occurrence	Estimated Number of Occurrences	Total Price
1 – Soccer Field Mowing		50	
2 – Perimeter Mowing		36	
		<b>TOTAL</b>	

### 4. Insurance Requirements

- 1) The Contractor shall carry general liability insurance with limits not less than \$1,000,000 per occurrence.
- 2) Summit Futbol Inc. shall be listed as Additional Insured on the contractor's policy.
- 3) The Contractor shall carry workers compensation as required by Vermont State Law.
- 4) The Contractor shall provide a certificate of insurance to Summit Futbol Inc. with bid.
- 5) Certificates of insurance shall be provided upon renewal of term, should it occur during the contract season.

### 5. Payment

- 1) The Contractor shall invoice the club on a monthly basis.
- 2) Invoicing shall mimic the pricing table in section 3 showing the number of times each item was done.

### 6. Submittals.

Please submit proposals by February 29<sup>th</sup> 2020 to:

Jason Kelley

[jwk2@comcast.net](mailto:jwk2@comcast.net)

Subject line: Hathaway Fields 2020 Season



SOCCER FIELD MOWING AREA  
APPROXIMATELY 13 ACRES

LANDSCAPING AREA  
PATHWAY FIELDS SIGN  
PLANTER AREA AND TREES

PERIMETER MOWING AREA  
APPROXIMATELY 3.5 ACRES

Navigation and utility icons including a mouse cursor, hand icon, zoom in (+) and zoom out (-) buttons, a zoom level of 17%, a document icon, a blue 'H' icon, a square with a plus sign, a square with a minus sign, and an upload arrow.