



Request for Proposals

The Town of Munster parks and recreation department is seeking proposals for **fertilization services along with aeration and seeding applications** for the upcoming season.

Proposals are due: either by in person drop off (to Munster Parks and Recreation office at Town Hall) or via email to the contact person below **by 2pm local time on Thursday, January 21, 2021.**

Proposals will be accepted from companies with at least 7 years' experience in the industry servicing commercial clients. Contractors must have licensing from the State of Indiana to apply fertilizer.

The Town reserves the right to accept or reject any or all proposals per park site based upon budgeting restrictions for the year. Proposals should not include any sales tax as the Town is tax exempt.

Proposals may be accepted for any or all of the line items presented in the attached table on page 2 of the proposal form. The Town reserves the right to award the work to one or multiple companies.

Proposals need to include the attached 'Proposal 2 pages' (table with prices per application per site and the contact info page).

Awarded company to supply MSDS sheets on all products for the department to share with the public. Companies must be a registered contractor, at own expense, with the Town of Munster before the contract is awarded. A week notice is required before all applications so notice can be posted for park users.

Proposals may be extended at the same rates if agreed to by Town and contractor for up to three additional years after initial proposal.

Contact Person:

Mark Heintz, Director of Parks and Recreation, mheintz@munster.org

(219) 836-6925

Fertilization Proposal Form – contact information

AGREEMENT: In submitting this proposal, the undersigned agrees to hold this proposal open for sixty (60) days from submittal date; to enter into and execute an agreement with the Town of Munster Parks and Recreation within six (6) working days after receiving award; to accomplish the work in accordance with industry standards according to the timeframe listed in the request for proposal. In submitting this proposal, it is understood that the right is reserved by the Town of Munster Parks and Recreation to reject and and/or all bids and to waive any informalities. It is also understood that the work may be awarded to one or to multiple companies based upon budgetary restrictions for the department.

Upon successful completion of the work, if agreed upon by all parties, the contract may be extended for the following three (3) years at the same rates without soliciting proposals.

Signed this _____ day of _____, 2021.

Signature: _____

Printed name: _____

Company: _____ Title: _____

Address: _____

City: _____ State: _____ Zip _____

Phone: _____

Email: _____

Town of Munster Parks and Recreation fertilization schedule by location (see location #'s on included map)

KEY: 1. Fertilizer with weed control application 2. Aeration with seed application 3. Grub control application 4. Weed control without fertilizer

Map #	Location	Early spring	Spring/early summer	Late summer/early fall	Fall	Grub control in summer	Aeration & seed in spring
4	Grove Park (full park) north end of park is the southern tip of Church parking lot to east/west	1					
6	Beech Park (inside perimeter walking path)	1	1		1		
11a	Community Park – pool fenced area only	1	1				
11b	Community Park – inside all 10 fenced ball fields	1	1	1		3	
11c	Community Park – all other areas of the park	1					
11d	Community Park – soccer field (E of pool area)						2
15	Frank Hammond Park (south of track to both ball field outfields)		1				
16	Stewart Park (full park)	1	4				2
17	Bluebird Park (full park)	1					
18	West Lakes Park (north section, middle section, NOT south section by playgrnd and tennis cts)	1	1		1	3	
21	Twin Creek Park (full park)		4				
22	White Oak Park (inside perimeter walking path)	1					
24	Centennial Park (not including landscape beds), from S. Cent. Drive to north end – plus dog park	1	4		4	3	
26	Cobblestone Park (full park)	1					

Please price out each box with a referenced number per location by writing the price per application in the corresponding location/timeframe box.

Prices for darkened boxes are not being sought. Detail any other alternative suggestions separately.

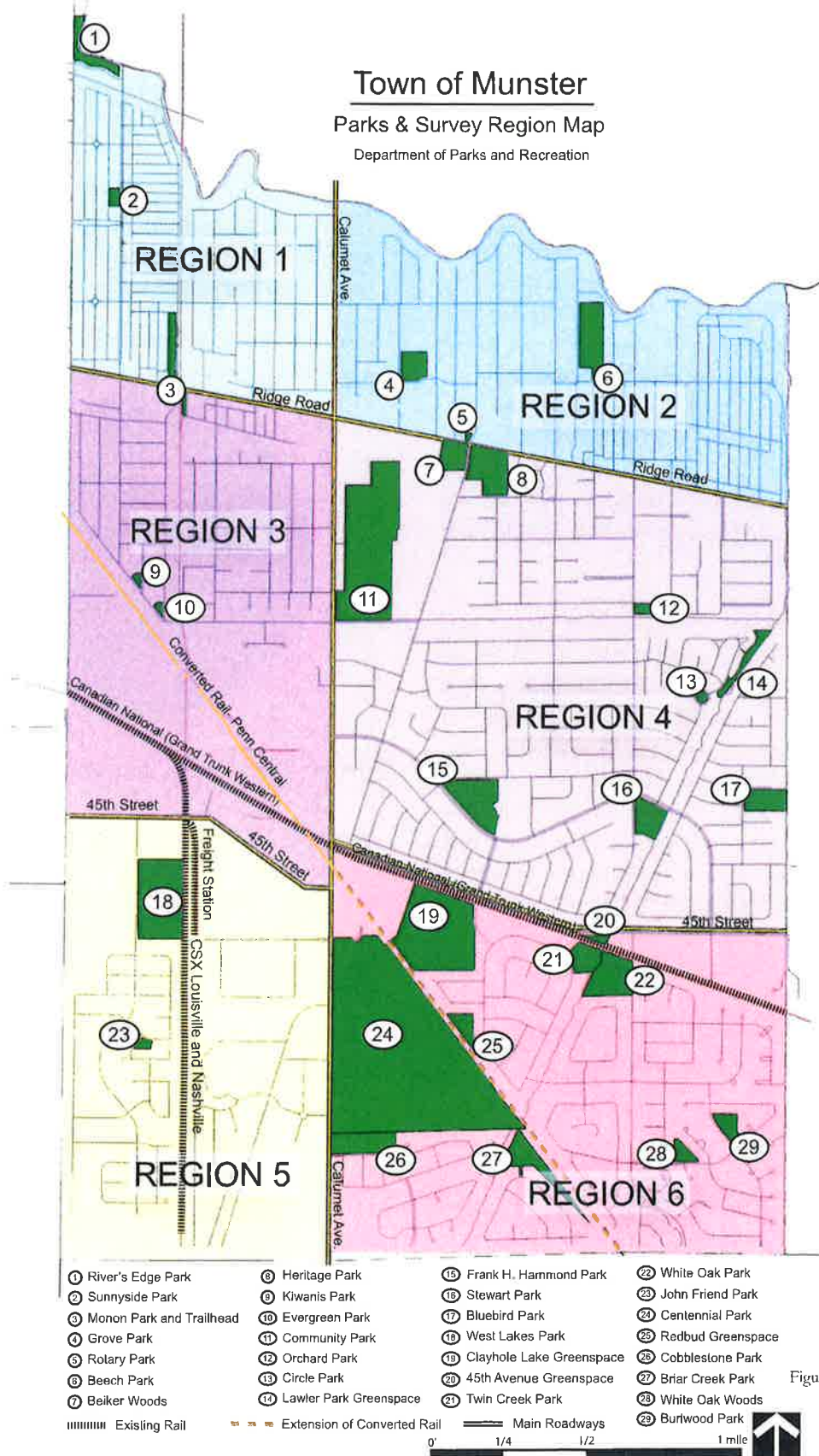


Figure 14: Map of Munster and its Survey Areas for Public Participation