



Chairman  
Kenneth J. DiRico

# TOWN OF LEDYARD CONNECTICUT

12 Van Tassel Drive  
Gales Ferry, Connecticut 06339

## Parks, Recreation & Senior Citizens Commission

~ AGENDA ~

Special Meeting

---

Tuesday, January 14, 2025

7:00 PM

Parks & Recreation/Senior Citizens  
Center

---

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. RESIDENTS & PROPERTY OWNERS COMMENTS**

**IV. PRESENTATIONS / INFORMATIONAL ITEMS**

1. Tri Town Trail Resolution

**Attachments:** [TriTown Train Resolution](#)

2. Jessica Cobb Resignation

**Attachments:** [Cobb resignation PR signed](#)

**V. MEMBER COMMENTS**

**VI. REPORTS**

**VII. APPROVAL OF MINUTES**

1. MOTION to approve November 19 Regular Meeting Minutes

**VIII. OLD BUSINESS**

1. DISCUSSION to allow Boy scout to build a stage on Ledyard Town Green
2. Review Maintenance Contracts

**Attachments:** [RFP 2019-03 Grass Cutting and Trimming](#)  
[RFP 2019-04 Routine Maintenance](#)  
[RFP 2019-05 Turf Management Services](#)  
[RFP Draft Turf Management Services](#)  
[RFP DRAFT Routine Maintenance](#)  
[RFP DRAFT Grass Cutting and Trimming](#)  
[RFP DRAFT Routine Maintenance](#)  
[RFP Draft Turf Management Services](#)  
[RFP DRAFT Grass Cutting and Trimming](#)

3. DISCUSSION on relocating pickleball courts

**Attachments:** [Quote 1888 Furnish and Install 2 \(64' x 68'\) Post Tension Pickleball Courts With 6' Fencing](#)  
[Andy P Pickleball Emails](#)  
[Doug T Pickleball Email](#)  
[East Drive Pickleball Map](#)  
[Pickleball Survey Results](#)

4. Any Old Business proper to come before the Committee

#### XI. NEW BUSINESS

1. DISCUSS Programming and Space Concerns

- 2.

**Attachments:** [FY2026 Budget Proposal](#)

3. MOTION to approve the FY26 CIP Project Plan

**Attachments:** [FY2026 CIP Requests](#)

4. MOTIION to approve the Summer Camp Pay Increase

**Attachments:** [Summer 2025 Payscale](#)

5. Any New Business proper to come before the Committee

#### X. ADJOURNMENT



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

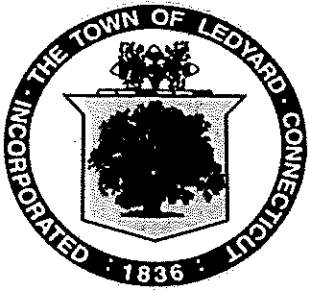
---

**File #:** 25-1275

**Agenda Date:** 1/14/2025

**Agenda #:** 1.

---



# TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339-1551  
(860) 464-3203  
[towncouncil@ledyardct.org](mailto:towncouncil@ledyardct.org)

Chairman S. Naomi Rodriguez

Res: 004-2025/Jan 08

## AUTHORIZING RESOLUTION OF THE LEDYARD TOWN COUNCIL STATE OF CONNECTICUT DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION FOR THE TRI-TOWN TRAIL GREENWAY PROJECT - PHASE 2

### CERTIFICATION

I, Patricia A. Riley, Town Clerk of the Town of Ledyard, do hereby certify that the following is a true and correct copy of a resolution adopted by the Ledyard Town Council at its duly called and held meeting on January 8, 2025, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked, and is at present in full force and effect:

\*\*\*\*\*

RESOLVED: that the Town of Ledyard may enter into with and deliver to the State of Connecticut Department of Energy and Environmental Protection, any and all documents which it deems to be necessary or appropriate for a grant in the amount of up-to \$112,000 for the Tri-Town Trail Greenway Project - Phase 2; and

FURTHER RESOLVED: that Fred B. Allyn, III, as Mayor of the Town of Ledyard, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Ledyard and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents.

Adopted by the Ledyard Town Council on: January 8, 2025

*S. Naomi Rodriguez*  
S. Naomi Rodriguez, Chairman

\*\*\*\*\*

The undersigned further certifies that Fred B. Allyn, III, now holds the office of Mayor and that he has held that office since December 7, 2017.

IN WITNESS WHEREOF: The undersigned has executed this certification this 9<sup>th</sup> day of January 2025 year.

(Seal)

*Patricia A. Riley*  
Patricia A. Riley, Town Clerk

Authorizing Resolution of the Ledyard Town Council State of Connecticut Department of Energy And Environmental Protection for the Tri-Town Trail Greenway Project - Phase 2



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 25-1274

**Agenda Date:** 1/14/2025

**Agenda #:** 2.

---

Jessica Cobb  
7 Whippoorwill Dr.  
Gales Ferry, CT 06335  
January 7, 2025

ATTN: Ledyard Town Clerk Patricia Riley

CC:

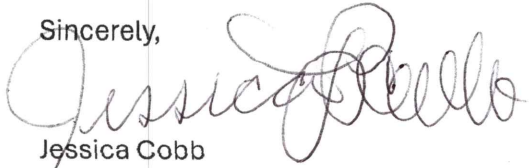
Ledyard Town Council Administrative Assistant Roxanne Maher  
Ledyard Parks and Recreation and Senior Citizens Commission Chair Ken DiRico  
Ledyard Parks and Recreation and Senior Center Director Scott Johnson  
Ledyard DTC Nominating Chair Naomi Rodriguez

It has been my honor and privilege to serve on the Ledyard Parks and Recreation and Senior Citizens Commission for the last several years, and it is with regret that I announce my resignation from this commission effective January 16, 2025.

I want to thank Chairman DiRico for his hard work and leadership on this commission, and I thank Director Johnson for his dedication to the providing superior services to the residents of Ledyard. I also thank my fellow commissioners for the hours they are volunteering to help improve the programs that Ledyard offers to the community.

My sincerest thanks go to the Town of Ledyard for allowing me this opportunity.

Sincerely,

A handwritten signature in cursive script that reads "Jessica Cobb". The signature is written in black ink and is positioned above the printed name.

Jessica Cobb



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 25-1278

**Agenda Date:** 1/14/2025

**Agenda #:** 1.

---



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 24-0613

**Agenda Date:** 1/14/2025

**Agenda #:** 1.

---





# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 24-0731

**Agenda Date:** 1/14/2025

**Agenda #:** 2.

---

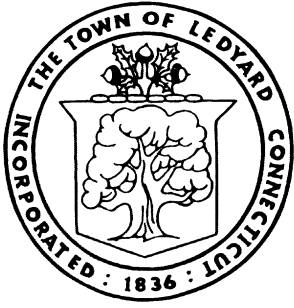
AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Review Maintenance Contracts

**Background:**

**Department Comment/Recommendation:**



**TOWN OF LEDYARD  
CONNECTICUT**

741 Colonel Ledyard Highway  
Ledyard, CT 06339  
(860) 464-3235 [Phone]  
(860) 464-1126 [Fax]

**Request for Proposals 2019-03**

**GRASS CUTTING and  
TRIMMING SERVICES  
for  
PARKS AND RECREATION FACILITIES  
TOWN OF LEDYARD, CT**

January 2, 2019



## **TOWN OF LEDYARD CONNECTICUT**

741 Col. Ledyard Hwy.  
Ledyard, CT 06339  
(860) 464-3235 [Phone]  
(860) 464-1126 [Fax]

### **TOWN OF LEDYARD Request for Proposals #2019-03**

### **GRASS CUTTING and TRIMMING SERVICES for PARKS AND RECREATION FACILITIES TOWN OF LEDYARD, CT**

The Town of Ledyard requests sealed bids for grass cutting and trimming services for the Town of Ledyard. The bid package is available at the Town's Website at <http://ledyardct.org> (click on tab "RFPs & Bids"). Bidders are responsible for checking this Website for any amendments to the Request for Proposal throughout the bidding process.

Bids will be received until 2:00 p.m. on Thursday, February 7, 2019, at the above address at which time they will be publicly opened and read aloud in Town Hall. Any bids received after 2:00 p.m. on February 7 will be returned unopened to the bidder.

The Town of Ledyard reserves the right to reject any or all bids and waive informalities or irregularities in the bid procedure or bids.

The award of a contract, if awarded, will be to the lowest responsible bidder, provided that the bid is reasonable, and provided that it is in the best interest of the Town of Ledyard to accept such bid, and subject to any choice by the Town of Ledyard as to any alternate specifications as may be agreed upon.

Marcia Hancock  
Director of Finance

## BIDDING INSTRUCTIONS

The Director of Finance will receive sealed bids for grass cutting and trimming services for the Town of Ledyard Parks and Recreation facilities.

### CLOSING DATE

Bids will be received until 2:00 p.m., Thursday February 7, 2019 at which time they will be publicly opened and read aloud in Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, CT

### INSTRUCTIONS

Bidder Qualification Form (Pages 11-12), Bid Form (Page 13) and pictures of equipment and one other form of ownership (see Section II – Equipment) are to be submitted in a sealed envelope addressed to:

Director of Finance  
Ledyard Town Hall  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Envelopes are to be endorsed in the lower left-hand corner, “RFP 2019-03: Grass Cutting and Routine Maintenance Services.”

Bidder’s name and address is to appear in the upper left-hand corner.

## I. QUALIFICATION OF BIDDERS

Contractors submitting bids must be an established maintenance or mowing firm with a minimum of five years in said business. **Must have sufficient staff (3) to complete all work as describe in said bid.** The Town of Ledyard (“the Town”), will make such investigations as it deems necessary to determine the qualifications of the Contractor to perform the work. The Contractor shall furnish to the Town all information and data for this purpose in the form as the Town may require. The Town reserves the right to reject any bid if evidence submitted by Contractor or by the Town’s investigation of Contractor fails to satisfy the Town that the Contractor possesses the skills, ability and integrity necessary for a faithful performance of the work. Conditional bids will not be accepted.

In determining the skill, ability, and integrity of the bidder the following will be considered: whether the bidder (a) has previously failed to perform properly or complete on time a contract of a similar nature; (b) is not in a position to perform the contract; (c) has habitually and without justification neglected the payment of subcontractors, material or employees; (d) maintains a permanent place of business; (e) has adequate manpower and equipment to do the work properly and expeditiously; (f) has suitable financial status to meet the obligations necessary to do the work; (g) has appropriate technical experience.

## II. EQUIPMENT

It is the responsibility of the Contractor to determine the appropriate equipment and materials needed to accomplish all grass cutting and routine maintenance according to the time schedule needs determined by the Parks and Recreation Director. Grass cutting for each park, ball field, and beach must be begun and completed in no longer than two days. The successful contractor will be required to furnish all equipment, including oil and gasoline for equipment. Equipment shall not be left unattended at any of the fields, parks or open areas, and shall be removed from the work sites daily. The successful Contractor must provide its own vehicles for transporting equipment to and from work sites.

The Contractor will be required to furnish the following equipment:

- A. Two (2) Hustlers or similar – range wing 14 foot rotary cut
- B. Three (3) Hustlers or similar – four wheel drive, 72 inch cut
- C. Two (2) push mowers
- D. Commercial type weed whacker with a minimum of three (3) staff to trim all properties as described in specifications.

Bidder must provide pictures and one other form of ownership with identification for all equipment as part of their bid package. Bidder must have sufficient personnel to carry out all job assignments according to the time schedule set forth by the Director of Parks and Recreation.

## III. CUTTING SEASON

Cutting season commences in mid-April with final cutting in mid-November. Two cuttings per week will be required April through June and September through November as determined by the Parks and Recreation Director. Grass cutting for each park, ball field, and beach must be begun and completed in no longer than two days.

#### IV. CUTTING HEIGHTS

Grass at all sites is to be between the height of two inches at all times at all athletic facilities, parks, beach area, open spaces and soccer fields. All areas are to be trimmed.

#### V. LOCATIONS OF FACILITIES FOR GRASS CUTTING

*See Schedule A for list of locations to be cut.* It is the responsibility of each Contractor to become familiar with each facility and the grass cutting requirement of each. All bidders are responsible for viewing all athletic fields, parks, playgrounds and other open areas to be cut and trimmed. Failure on the part of any bidder to make such thorough examination shall not be grounds for any declaration that the bidder did not understand the conditions of this invitation to submit a proposal for labor and services.

#### VI. GENERAL CONDITIONS

The successful Contractor will be required to execute a contract with the Town of Ledyard for the services to be provided no later than 45 days after award of the bid.

The successful Contractor will be required to furnish all equipment, including oil and gasoline for equipment. Equipment shall not be left unattended at any of the fields, parks or open areas, and shall be removed from the work sites daily. The successful Contractor must provide its own vehicles for transporting equipment to and from work sites.

The ultimate objective of the labor and services to be provided by the successful Contractor is that the athletic fields, parks, beach, playgrounds and picnic grounds shall be kept in good repair and free of debris according to the needs of the Parks and Recreation Department and the Youth Leagues of the Town of Ledyard. Accordingly, the successful Contractor will be required to guarantee and warrant that they have sufficient equipment, experience, and expertise to determine the time and number of employees necessary to accomplish said objective in his/her proposal.

Due to the nature of said work, sufficient latitude is to be provided to perform additional requirements that may arise or other related work to ensure safe, clean, playable athletic facilities and usable parks and beaches and/or other properties under the jurisdiction of the Parks and Recreation Department.

#### VII. SCHEDULING AND RESPONSE TIME

The schedule for grass cutting and trimming will be done at such times as facilities are not scheduled for official functions and any work necessary to be performed after regular working hours on Sundays or legal Holidays shall be performed without additional expense to the Town.

All necessary dates, opening days and special requirements shall be formulated by Contractor two weeks prior to the commencement of various league functions and other activities.

The Contractor's response time will be no greater than four (4) hours, seven days per week for the length of this contract.

It is the responsibility of the Contractor to check in with the Parks and Recreation staff daily to inquire of last-minute items or additional needs. Contractor is to call the office of the Ledyard Parks and Recreation Department, Monday through Friday, between the hours of 7:30 a.m. and 8:30 a.m. for updates. If the Director is not available, his designee will inform the Contractor of current needs.

#### VIII. CONDITIONS OF WORK

The Contractor will, in good workmanlike manner, perform all work and furnish all supplies and materials, machinery, equipment, facilities and means, except as herein otherwise expressly specified, necessary or proper to perform and complete all the work required by this contract, within the time herein specified in accordance with the provisions of this contract and said specifications.

The Contractor shall observe, comply with and be subject to all terms, conditions, requirements and limitations of this contract, specifications, and shall complete the entire work to the satisfaction of the Parks and Recreation (PARKS & RECREATION) Director.

#### IX. WEATHER CONDITIONS OR OTHERWISE

In the event of temporary suspension of work, or during inclement weather, or whenever the Parks & Recreation Director shall direct, the Contractor will, and will cause his subcontractors to, protect carefully his and their work and materials against damage or injury from the weather. If, in the opinion of the P & R Director, work or materials shall have been damaged or injured by reason of failure on the part of the Contractor or any of his subcontractors so to protect his work, such materials shall be removed and replaced at the expense of the Contractor.

#### X. PROTECTION OF WORK AND PROPERTY – EMERGENCY

The Contractor shall at all times safely guard the Town's property from injury or loss in connection with this contract. He shall at all times safely guard and protect his own work, and that of adjacent property from damage. The Contractor shall replace or make good any such damage, loss or injury unless such be caused directly by errors contained in the contract or by the Town, or his duly authorized representatives.

In case of an emergency which threatens loss or injury of property, and/or safety of life, the Contractor will be allowed to act, in a diligent manner. He shall notify the Parks & Recreation Director immediately thereafter. Any claim for compensation by the Contractor due to such extra work shall be promptly submitted to the Parks & Recreation Department for approval.

#### XI. REPORTS, RECORDS, AND DATA

The Contractor shall submit to the Town on a monthly basis all schedules of quantities and costs, progress schedules, payrolls, reports, estimates, records and other data as the Town may request concerning work performed or to be performed under this contract.

## XII. PAYMENTS

- A. Payment for work shall be done by purchase order and subsequently a check or electronic payment to the Contractor upon weekly inspection and approval of the Parks & Recreation Director and/or his designee.
- B. Five percent (5%) of the total contract will be retained by the Town for a period of thirty (30) days from the completion of the final assignment per contract award year.
- C. The Contractor shall pay for all materials, tools, and other expendable equipment at 100% of the cost NO later than 30 days after delivery of said materials, tools, and equipment to the job site and providing said materials, tools, and equipment are in a condition satisfactory to the Contractor and the Parks & Recreation Director. The balance of the cost thereof is to be paid before the final payment and acceptance by the Town. Unpaid outstanding bills for materials constitutes an incomplete project and will hold up final payment to the Contractor.
- D. The Contractor shall pay to each of his subcontractors, not later than ten (10) days following each payment to the Contractor, the respective amount of the work performed by his subcontractors to the extent of each subcontractor's interest therein.

## XIII. REQUIREMENTS: GENERAL INSURANCE

The successful Contractor must maintain in force continuously during the term of the contract workers compensation insurance and comprehensive liability insurance for both personal injury and property damage as required under this paragraph. The Contractor shall not allow any subcontractor to commence work on a subcontract until certificates of said insurance satisfying the requirements of this paragraph have been provided by the subcontractor to and approved by the Parks & Recreation Director and/or his designee.

The Contractor must carry insurance under which the Town is named as an assured as follows:

- A. Worker's Compensation – as required by State Statute
- B. Commercial Liability as follows:
  - \$2,000,000 – General Aggregate
  - \$2,000,000 – Products Completed Operations Aggregate
  - \$1,000,000 – Personal & Advertising Injury
  - \$1,000,000 - Each Occurrence Bodily Injury and Property Damage
  - \$ 100,000 – Fire damage, Any One Fire
  - \$5,000 – Medical Payments, Any One Person Including Explosion  
Collapse & Underground
- C. Automobile Liability: \$1,000,000 Combined Single Limit Bodily Injury & Property Damage.



Such insurance must be by insurance companies licensed to write such insurance in the State of Connecticut against the above risks and in the amounts indicated. All insurance must provide for a thirty (30) day notice to the Town of cancellation or restrictive amendment.

Certificates of insurance must be submitted to the Finance office within 30 days of signing the contract.

Failure to provide and to keep current the required insurance and certificates may be held to be a willful and substantial breach of this contract.

#### XIV. PERFORMANCE MATERIALS AND LABOR BOND

A Performance, Materials, and Labor Bond in the amount of \$20,000 will be required from the successful bidder for the faithful performance of the contract. The bond must be made out in favor of Ledyard and executed by a surety company authorized to do business in the State of Connecticut. The security must be posted and accepted within thirty (30) days of the notification of award and prior to the commencement of any work under the contract.

#### XV. INDEMNIFICATION

The Contractor shall at all times indemnify and save harmless the Town of Ledyard, Connecticut, and its officers, agents, and employees on account of any and from any and all claims, damages, losses, judgments, workers' compensation payments, litigation expenses, and legal counsel fees arising out of injuries to persons (including death) or damage to property alleged to have been sustained by (a) officers, agents, and employees of the Town of Ledyard or (b) the Contractor, his subcontractors or material men or (c) any other person, which injuries are alleged to have occurred on or near the work or to have been caused in whole or in part by the acts, omissions, or neglect of the Contractor or his subcontractor or material men, or by reason of his or their use of faulty, defective, or unsuitable materials, tools, or equipment of defective design in constructing or performing the work. The existence of insurance shall in no way limit the scope of this indemnification. The Contractor further undertakes to reimburse the Town of Ledyard for damage to property of the Town of Ledyard caused by the contractor or his employees, agents, subcontractors, or material men, or by faulty, defective, or unsuitable material or equipment used by him or them.

Failure to provide the required insurance and certificates may, at the option of the Town, be held to be a willful and substantial breach of this contract. Use State of Connecticut Department of Transportation, Form number CON-32 entitled Certificate of Insurance.

#### XVI. DEFAULTS

If the Contractor shall fail in the prosecution of the work under this contract, to perform any provisions of this contract, the Town of Ledyard after a five (5) day written notice to the Contractor to remedy such failure, the Town, without refusal of neglect of the Contractor to remedy such failure, the Town without prejudice to any other remedy the Town may have, shall be entitled to remedy such deficiency and any cost thereby incurred by the Town shall be paid for the account of the Contractor and deducted from the contract sum then or thereafter due the Contractor. Any expense or cost arising out of the Contractor's negligence, or that of its agents

or employees for replacing defective work, and for the disposal of material wrongfully supplied may be paid by the Town for the account of the Contractors and deducted from the contract sum then or thereafter due the Contractor.

#### XVII. SPECIAL CONDITIONS

Special care shall be taken to prevent contamination or muddying, silting, or interfering in any way with stream flows along the line of work. No waste matter of any kind will be allowed to discharge into the streams flows or impounded waters of any ponds or other bodies of water.

#### XVIII. PROBATION

The first two (2) months of this contract will be considered a trial period. This is a period of adjustment and evaluation during which either the Contractor or the Town of Ledyard may terminate this contract for any reason. This period shall provide the Town with the opportunity to carefully assist the Contractor's performance. It also shall provide the Contractor with an opportunity to decide whether he is satisfied with the conditions of this contract.

#### XIX. CONTRACT

**The period of the contract will be from July 1, 2019 through June 30, 2023** with an OPTION to renew at the same terms and at the pricing stated on the bid form for an additional two (2) years upon mutual consent of both parties. The Town's exercise of the option to renew will be based upon satisfactory seasonal evaluations, sufficient operating budget appropriation, overall performance, response time, cooperation, job productivity, and, most importantly, dependability. A contract and all insurance forms are to be signed and in effect within 30 days of signing the contract.

#### XX. EVALUATIONS

Evaluations will be completed three (3) times per year based upon the following schedule:

- 1<sup>st</sup> evaluation will be for the months of July and August. The evaluation will be presented to the Parks and Recreation Commission by the Director in September.
- 2<sup>nd</sup> evaluation will be for the months of September, October and November. The evaluation will be presented to the Parks & Recreation Commission by the Director in December.
- 3<sup>rd</sup> evaluation will be for the months of April, May and June. The evaluation will be presented to the Parks and Recreation Commission by the Director in July.

The Contractor at any time may request to meet with the Director or the Facility and Maintenance Committee of the Parks and Recreation Commission to discuss any evaluation or any other items pertaining to the contract or maintenance of Ledyard's facilities. The Contractor will have the opportunity to resolve any negative evaluations; if not resolved to the satisfaction of the Parks and Recreation Director or the Parks and Recreation Commission, the Town may deem this a breach of the terms of the contract and may void the contract.

**XXI. CONTACT PERSONS**

Please direct all inquiries concerning the performance of this bid to Donald A. Grise, Director of Parks and Recreation, at 860-464-9112, and all inquiries concerning the bid procedure to Marcia Hancock, Director of Finance, at 860-464-3235. Contact of any Town official other than these two listed may be cause for rejection of bidder's proposal.

BIDDER QUALIFICATION FORM

The bidder is required to complete the following form and to submit it with his/her bid to enable the Town to make inquiries and judge as to the bidder's experience, skill, available financial resources, credit, and reliability.

A. Number of years the bidder has been in the grass cutting business: \_\_\_\_\_

B. All names by which the bidder has conducted business during the previous five (5) years

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. List the grass cutting and routine maintenance contracts presently under contract by the bidder, annual dollar value of the contract, and contract completion date(s).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Has the bidder ever failed to complete work awarded: Yes No

If so, state the circumstances: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

E. Does the bidder intend to subcontract any of the services required under this contract?  
Yes No

If the answer is Yes, please identify the firm or firms you intend to use, and briefly describe their experience and qualifications.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

---

---

- F. Please identify the equipment to be used on this contract by type, model, year, capacity, and owner. If not owned by your firm at the time of bid submission, indicate if the equipment (s) is to be rented or purchased along with evidence that a firm agreement exists for your acquisition of the equipment contingent upon award of the contract.

---

---

---

---

Please address in detail whether the equipment identified above is sufficient for completing work in the time required as stated in this document.

---

---

---

---

- G. List your references (preferably municipalities) and those of any firms with whom you intend to subcontract:

---

---

---

- H. Name and address of your Bank reference:

---

---

BID FORM

Bids are due in the Mayor’s Office, 741 Colonel Ledyard Highway, Ledyard, CT 06339, on or before 2:00 p.m., Thursday, February 7, 2019. Bids must be in a sealed envelope addressed to Director of Finance, Town of Ledyard, and marked “RFP 2019-03: Grass Cutting and Trimming Services.”

PROPOSAL

We, the undersigned, hereby agree to furnish the services outlined in the Town of Ledyard, Bid #2015-10, at the cost stated below. **Please note that your bid proposal must be for a four (4) period as designated below.**

\$ \_\_\_\_\_ July 1, 2019 through June 30, 2023 \_\_\_\_\_

**NON-COLLUSIVE BID STATEMENT**

The undersigned Bidder certified that his bid is made independently and without collusion, agreement, understanding, or planned course of action with any other Bidder and that the contents of his bid shall not be disclosed to anyone other than his employees, agents, or sureties prior to the official bid opening.

\_\_\_\_\_  
Signature

Bidders Name (Printed): \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Signed by: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

## SCHEDULE A: GRASS CUTTING SITES

<u>SITE</u>	<u>LOCATION</u>
Purdy/Clarks Field	Town Farm Road
Pfizer's Field	Route 214
Christy Hill	East Drive
Highland's Lake	Shewville Road
Aljen Heights	Aljen Avenue
Sawmill Park	Iron Street (Rte 214)
Model Park	Model Park Road (Highlands area)
Board of Ed/Parks & Rec Office	Blonders Boulevard
Colonel Ledyard Park (all athletic facilities and park)	Blonders Boulevard
Judge Crandall Complex (all athletic facilities and surrounding areas)	Junction Routes 12 & 214
35 Country Club Road (old well house)	Country Club Road, Ledyard
Erikson Park	Military Hwy
Donahue Playground	Winthrop road
Ledyard Girls League main field	Ledyard Middle School (fenced field)

**BIDDERS LIST \***

F. E. Crandall Disposal Services, Inc.  
 168 Lambtown Road  
 Ledyard, CT 06339  
 860-536-8487  
 fcrandall@comcast.net

Regan Enterprises, LLC  
 89 Plaza Court  
 Groton, CT 06340  
 860-448-0101  
 patriciahnet@gmail.com

Matt Faherty  
 138 Trout Stream Drive  
 Vernon, CT 06066  
 860-872-9367  
 mfaherty@sbcglobal.net

Colonel Landscaping, LLC  
 PO Box 370  
 East Lyme, CT 06333  
 860-739-0008  
 Nicholas@colonellandscaping.com

LandCare and Design  
 PO Box 295  
 Ledyard, CT 06339  
 860-464-8169  
 pondreicka@yahoo.com

Earth, Turf, and Snow  
 103 Brook Street  
 Groton, CT 06340  
 860-204-7203  
 earthturfsnow@gmail.com

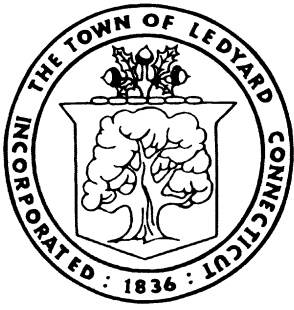
Three D Landscaping  
 105 Reuteman Road  
 North Stonington, CT 06359  
 860-961-8272  
 rdeledda@comcast.net

GTM Services  
 25 Oil Mill Road  
 Waterford, CT 06385  
 860-447-1200  
 gtmlawnservice@yahoo.com

Spanos Landscaping  
 175 Miller Road  
 Preston, CT 06365  
 860-917-0855  
 tim@spanoslandscaping.com

**\* Bidding is not restricted to the companies on this list.**





**TOWN OF LEDYARD  
CONNECTICUT**

741 Colonel Ledyard Highway  
Ledyard, CT 06339  
(860) 464-3235 [Phone]  
(860) 464-1126 [Fax]

**Request for Proposals #2019-04**

**ROUTINE MAINTENANCE SERVICES**

**for  
PARKS AND RECREATION FACILITIES  
TOWN OF LEDYARD, CT**

January 2, 2019



## TOWN OF LEDYARD CONNECTICUT

741 Col. Ledyard Hwy.  
Ledyard, CT 06339  
(860) 464-3235 [Phone]  
(860) 464-1126 [Fax]

### TOWN OF LEDYARD Request for Proposals #2019-04

### ROUTINE MAINTENANCE SERVICES for PARKS AND RECREATION FACILITIES TOWN OF LEDYARD, CT

The Town of Ledyard requests sealed bids for routine maintenance services for the Town of Ledyard. The bid package is available at the Town's Website at <http://ledyardct.org> (click on tab "RFPs & Bids"). Bidders are responsible for checking this Website for any amendments to the Request for Proposal throughout the bidding process.

Bids will be received until 2:00 p.m. on Thursday, February 7, 2019 at the above address at which time they will be publicly opened and read aloud in Town Hall. Any bids received after 2:00 p.m. on February 7 will be returned unopened to the bidder.

The Town of Ledyard reserves the right to reject any or all bids and waive informalities or irregularities in the bid procedure or bids.

The award of a contract, if awarded, will be to the lowest responsible bidder, provided that the bid is reasonable, and provided that it is in the best interest of the Town of Ledyard to accept such bid, and subject to any choice by the Town of Ledyard as to any alternate specifications as may be agreed upon.

Marcia Hancock  
Director of Finance

## **BIDDING INSTRUCTIONS**

The Director of Finance will receive sealed bids for routine maintenance services for the Town of Ledyard Parks and Recreation facilities.

### CLOSING DATE

Bids will be received until 2:00 p.m., Thursday February 7, 2019, at which time they will be publicly opened and read aloud in Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, CT

### INSTRUCTIONS

Bidder Qualification Form (Pages 16-17), Bid Form (Page 18), and pictures of equipment and one other form of ownership (see Section II – Equipment) must be submitted in a sealed envelope addressed to:

Director of Finance  
Ledyard Town Hall  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Envelopes are to be endorsed in the lower left-hand corner, “RFP 2019-04: Routine Maintenance Services.”

Bidder’s name and address is to appear in the upper left-hand corner.

## I. QUALIFICATION OF BIDDERS

Contractors submitting bids must be an established maintenance or mowing firm with a minimum of five years in said business. The Town of Ledyard (“the Town”), will make such investigations as it deems necessary to determine the qualifications of the Contractor to perform the work. The Contractor shall furnish to the Town all information and data for this purpose in the form as the Town may require. The Town reserves the right to reject any bid if evidence submitted by Contractor or by the Town’s investigation of Contractor fails to satisfy the Town that the Contractor possesses the skills, ability and integrity necessary for a faithful performance of the work. Conditional bids will not be accepted.

In determining the skill, ability, and integrity of the bidder the following will be considered: whether the bidder (a) has previously failed to perform properly or complete on time a contract of a similar nature; (b) is not in a position to perform the contract; (c) has habitually and without justification neglected the payment of subcontractors, material or employees; (d) maintains a permanent place of business; (e) has adequate manpower and equipment to do the work properly and expeditiously; (f) has suitable financial status to meet the obligations necessary to do the work; (g) has appropriate technical experience.

## II. EQUIPMENT

It is the responsibility of the Contractor to determine the appropriate equipment and materials needed to accomplish all routine maintenance according to the time schedule needs determined by the Parks and Recreation Director.

The Contractor will be required to furnish all routine maintenance equipment as required below, including oil and gas for all equipment. The successful Contractor must have the following equipment:

- a tractor equipped to pull a 72” over seeder and an aerator, and with a bucket on the tractor
- a dump truck capacity to meet contract requirements
- trailer sufficient to move 15’ bleachers, soccer goals, and picnic tables
- backhoe
- landscape grooming equipment with the following attachments: aerator, infield groomer (renovator), rake, and front plow
- 3-point hitch post hole digger
- sod cutter
- skid steer
- backpack blowers
- chain saws and power pole saw
- power trimmers
- plate compactor

Bidder must provide pictures and one other form of ownership with identification for all equipment as part of their bid package. Bidder must have sufficient personnel to carry out all

job assignments according to the time schedule set forth by the Director of Parks and Recreation.

### III. LOCATIONS OF FACILITIES FOR ROUTINE MAINTENANCE

*See Schedule B for list of facilities requiring routine maintenance.* It is the responsibility of each Contractor to become familiar with each facility and the maintenance requirements of each. All Contractors should view all athletic fields, parks, the beach, all playgrounds and other open areas to be maintained, and shall judge for themselves all the circumstances and conditions affecting their bid proposal. Failure on the part of any Contractor to make such examination and to investigate thoroughly shall not be grounds for any declaration that the Contractor did not understand the conditions of this invitation to submit a bid for labor and services.

Please note that the facilities have the necessary basic support equipment such as bases, home plates, pitcher's plates, soccer goals, football goals, player benches, bleachers, trash cans, tennis nets, basketball nets, etc. All support equipment must be stored properly during the winter months.

### IV. SCOPE OF WORK

The Town of Ledyard Parks and Recreation facilities shall be maintained as follows:

#### A. SPRING PREPARATION OF ALL ATHLETIC FACILITIES

All baseball, softball, T-ball, soccer. This includes and shall not be limited to the following services; rototilling of all infields, baselines, edge cutting of all infields and base paths, rebuilding of all pitcher's mounds and home plate areas, rolling of all infields and outfields, liming, filling low areas in the infields and outfields, installation of pitcher's plate, home plate, bases, backstops (plastic), safety fencing (plastic) and other related work to ensure daily safe and playable athletic facilities.

- Deliver marking lime, rakes, shovels, etc. to all aluminum boxes.
- Move all bleachers as required.
- Check flagpole at Judge Crandall.
- Distribute aluminum boxes.
- Placement of trash cans, player benches, and picnic table.
- Spread loam/clay/sand/or beam clay.
- Fields to be laid out per league requirements.
- All fields to be rolled prior to spring play.
- Repair of all bleachers, player benches and picnic tables.
- Install soccer and lacrosse goals and paint the fields.

The Ledyard Parks and Recreation Department's spring baseball season traditionally opens in mid-April, and the maintenance work is usually completed by late July. However, maintenance work on some facilities may vary according to the particular needs of a facility and league.

#### B. SPRING PREPARATION OF HIGHLAND'S LAKE

This includes and shall not be limited to the following services: Installation of buoy lines, placement of aluminum boxes, boats, picnic tables, spread sand, drag beach, installation of volleyball net and necessary sand for court, installation of horseshoe pits, fill if needed, install/repair picnic area, add sand to playground, make necessary repairs to playground, small pavilion and grills, fill holes in parking lot, install necessary beach and safety signs, and other related work to ensure safe and clean beach area.

Highland’s Lake traditionally opens to the public by mid May.

**C. SPRING PREPARATION OF SAWMILL PARK, MODEL PARK, ERICKSON PARK AND LEDYARD FAIR GROUNDS**

This includes and shall not be limited to the following services: Install all safety signs, picnic tables, benches, grills, clean entire area, make necessary repairs to swing set, slides, etc., remove brush/leaves, and all other related work to ensure safe and clean parks.

Maintenance work on Sawmill Park, Model Park and Erickson Park facilities commence in mid-April and stops the end of November.

**D. ROUTINE MAINTENANCE TO ALL ATHLETIC FACILITIES**

All baseball, softball, T-ball, lacrosse and soccer fields. This includes and shall not be limited to the following services: Dragging, painting, liming, filling holes, inspecting and making necessary repairs to bases, home plates, pitcher’s mounds, safety fencing, rolling the infield and outfield of all fields, backstops, player benches, checking and adding marking lime if necessary. This to be done every Monday, Wednesday, and Friday of the playing season. Also includes all other related work to ensure safe and playable athletic facilities.

Infields located at Judge Crandall, Colonel Ledyard Park, Pfizer’s and Christy Hill to be rototilled every two weeks. Outfields of all fields (aforementioned fields) to be aerated every two weeks.

Ledyard Parks and Recreation Department’s spring baseball season traditionally commences in mid-April and the maintenance work is usually completed by late July. However, maintenance work on some facilities may vary according to the particular needs of the facility and league.

**E. ROUTINE MAINTENANCE OF SAWMILL PARK, MODEL PARK, ERICKSON PARK AND FAIRGROUNDS**

This includes and shall not be limited to the following services: Cleaning of entire picnic area, inspection/repair of picnic tables, cooking grills, replacement of bulbs, inspection and repair to playground equipment, inspection of tennis net/volleyball nets/basketball nets. Stain playground apparatus, repair/add landscaping timber, and add sand or other materials per the Parks and Recreation Director. Inspections to be done at least twice per week to ensure a safe and usable park.

Colonel Ledyard Park traditionally opens mid-April and officially closes mid-November.

**F. ROUTINE MAINTENANCE OF HIGHLAND’S LAKE**

This includes and shall not be limited to the following: Dragging (2 days per week) of beach prior to 8:00 a.m., cleaning of debris on the beach, rake out and fill depressions, fill and drag beach after heavy rainfall, fill and drag parking lot, check and repair lifeguard stands, fencing, volleyball court and playground area. Horseshoe pits, grills, park benches, picnic tables, pavilion, parking lot and other related work to ensure a safe and clean beach area. Highland’s Lake traditionally opens to the public by mid May. Lifeguard coverage begins mid June, swim lessons begin last week in June and end second week of August, and lifeguard coverage ends Labor Day. Additional requirements are as follows; distribute aluminum boxes, drag volleyball court and add sand or clay when required.

**G. FALL PREPARATIONS OF ALL SOCCER, FALL BASEBALL AND FOOTBALL FIELDS, AND SOFTBALL FIELDS.**

This includes and shall not be limited to the following services: Layout of all soccer, fall baseball, and football fields per league instructions; erection of all soccer goals; fill depressions in the infield and on the field itself; install all soccer nets; weekly painting of all soccer fields on Wednesdays and football fields on Thursdays or Fridays; move bleachers, player benches and trash cans as required; dismantle fencing at Clark’s Field; check flag pole at Judge Crandall; all football and soccer fields must be rolled; check lighting system at Judge Crandall and Clark’s Fields; and ensure safe and playable athletic facilities. Fertilizing, seeding, and liming of all facilities each fall, which are: Judge Crandall, Pfizer’s Field, Colonel Ledyard Park, Clark’s Field, Purdy Field and Ledyard Middle School.

Season traditionally begins mid August and ends mid November. Additional requirements are as follows:

- Distribute bleachers, player benches, aluminum boxes and trash cans.

**H. ROUTINE MAINTENANCE TO ALL SOCCER AND FOOTBALL FIELDS**

This includes and shall not be limited to the following services: Weekly painting of all football and soccer fields, inspection of all goals, nets, bleachers, trash cans, removal of any surface rocks, and fill all depressions. Seed all worn areas on the football field and all soccer fields and aerate every week.

Note: Due to weather, football and soccer fields may be painted more than twice per week.

**I. LEAGUE (SOFTBALL AND BASEBALL) OPENING DAY REQUIREMENTS.**

Opening Day Ceremonies of Ledyard Leagues are as follows:

- Ledyard Girls Softball League traditionally conducts Opening Day on the last Saturday in April with the following Sunday scheduled as a rain date.
- Ledyard Youth League traditionally conducts Opening Day on the first Saturday in May with the following Sunday scheduled as a rain date.

The following requirements will be accomplished prior to 8:00 a.m. and to the satisfaction of League Officials on scheduled opening day (including rain date) for the Ledyard Youth League and the Ledyard Girls Softball League.

1. Ledyard Youth League

All spring preparatory work must be done. All bleachers must be in place with trash cans etc. The following fields will be used for Opening Day Ceremonies:

- 2 at Judge Crandall
- 2 at Pfizer's
- 2 at Colonel Ledyard Park
- 2 at Ledyard High School

The following must be done prior to ceremonies:

- Lime box areas, lime first base and third base lines
- Paint foul lines
- Drag then hand rake infields
- Install bases
- Check pitcher's mounds
- Clean entire area
- Any other items as desired by League Officials

2. Ledyard Girls Softball League

All spring preparatory work must be in place with trash cans, etc. for Opening Day. The following fields will be used for Opening Day:

- 2 at Middle School
- 1 at Ledyard Center School
- 1 at Pfizer's Field

The following must be done prior to ceremonies:

- Lime box areas, lime first base and third base lines
- Paint foul lines
- Drag, then hand rake infield
- Install bases
- Check pitcher's mounds
- Clean entire area
- Any other items as desired by League Officials.
- All work must be completed by 8:00 a.m.



## J. SUPPORT MAINTENANCE

This includes and shall not be limited to the following services: Moving bleachers, aluminum boxes, picnic tables, playground boxes, player benches, sporting equipment such as basketball backboards, repair/install indoor soccer goals, repairing backstops, safety fencing, etc., spreading loam, clay, sand, fertilizing, seeding, making necessary repairs to any and all support/park/beach equipment aerate fields, seeding of all main athletic facilities, necessary repairs to all playground including additional sand, stain playground equipment, lumber, support equipment, all labor, equipment necessary for special events such as, softball, hardball, soccer tournaments and any other type of Special Activities.

## K. PLAYGROUND AND BEACH OPERATIONS

This includes and shall not be limited to the following services: Deliver all necessary equipment to designated sites, deliver aluminum boxes, playground boxes, picnic tables and other equipment that is required to operate the beach and all playgrounds.

## L. TOURNAMENTS

End of the season games or tournaments are held for Football, Soccer, Softball, Baseball, Wrestling, and Basketball and other related sports or activity sponsored by Ledyard Parks and Recreation Department and its co-sponsors.

### 1. FOOTBALL AND SOCCER.

All locations must be painted daily during the tournament, bleachers, trash cans, safety fencing, goals nets, player benches, trash cans, player boxes, safety fencing, lime, limers, and paint machines, all must be in place before games commence. All low areas must be filled with loam and seeded then rolled. All safety fencing be it green, white, or orange, must be installed per league instructions and any and all other related items necessary for a safe and successful tournament. Weekdays the fields must be ready by 4:00 p.m. and on weekends the fields must be ready by 7:00 a.m.

### 2. SOFTBALL AND BASEBALL.

All locations must be painted, limed, dragged, cleaned, trash picked up daily during the tournament, bleachers, trash cans, safety fencing, all home plates, pitcher's plates, bases, break-a-ways or anchor must be installed and recalculated for distance. Fill all holes be it in the infield or outfield, spread infield mix, rototill and roll both the infield and outfield, all safety fencing including fencing for dugouts and other safety features. All steel boxes must have lime, limers, quick dry, shovels, rakes, first aid kits, and bases. Weekdays the fields must be ready by 4:00 p.m. and on weekends fields must be ready by 7:00 a.m.

### 3. WRESTLING AND BASKETBALL.

All mats, junior size basketball backboards, all cages, all basketball equipment, cleaning materials, tables, and chairs must be transported to various schools in Ledyard or to Colonel Ledyard Park.

#### 4. SPECIAL TOWN WIDE ACTIVITIES.

There may be requests from time to time to move picnic tables, bleachers, and other items required for the Ledyard Fair in September, Memorial Day Parade, Children's Day and other Town wide activities.

#### M. PLAY AREAS

This includes and shall not be limited to the following services: spreading woodchips, repair of play sets, clean area twice (2) weekly, repair playground 4X4 borders and remove graffiti.

The play areas are:

- Highland's Lake on Shewville Road, Ledyard
- Aljen Heights on Aljen Avenue, Ledyard
- Model Park on Model Park Road, Ledyard
- Pfizer's Field on Route 214, Gales Ferry
- Colonel Ledyard Park on Blonder's Boulevard, Ledyard
- Donahue Property on Winthrop Drive, Gales Ferry
- Christy Hill on East Drive, Gales Ferry

#### V. GENERAL CONDITIONS

The successful Contractor will be required to execute a contract with the Town of Ledyard for the services to be provided no later than 45 days after award of the bid.

The successful Contractor will be required to furnish all equipment, including oil and gasoline for equipment. Equipment shall not be left unattended at any of the fields, parks or open areas, and shall be removed from the work sites daily. The successful Contractor must provide its own vehicles for transporting equipment to and from work sites.

The ultimate objective of the labor and services to be provided by the successful Contractor is that the athletic fields, parks, beach, playgrounds and picnic grounds shall be kept in good repair and free of debris according to the needs of the Parks and Recreation Department and the Youth Leagues of the Town of Ledyard. Accordingly, the Contractor will be required to guarantee and warrant that they have sufficient equipment, experience, and expertise to determine the time and number of employees necessary to accomplish said objective in his/her proposal.

Due to the nature of said work, sufficient latitude is to be provided to perform additional requirements that may arise or other related work to ensure safe, clean, playable athletic facilities and usable parks and beaches and/or other properties under the jurisdiction of the Parks and Recreation Department.

#### VI. SCHEDULING AND RESPONSE TIME

The schedule for grass cutting and trimming will be done at such times as facilities are not scheduled for official functions and any work necessary to be performed after regular working hours on Sundays or legal Holidays shall be performed without additional expense to the Town. All necessary dates, opening days and special requirements shall be formulated by Contractor two weeks prior to the commencement of various league functions and other activities.

The Contractor's response time will be no greater than four (4) hours, seven days per week for the length of this contract.

It is the responsibility of the Contractor to check in with the Parks and Recreation staff daily to inquire of last-minute items or additional needs. Contractor is to call the office of the Ledyard Parks and Recreation Department, Monday through Friday, between the hours of 7:30 a.m. and 8:30 a.m. for updates. If the Director is not available his designee will inform the Contractor of current needs.

## VII. CONDITIONS OF WORK

The Contractor will, in good workmanlike manner, perform all work and furnish all supplies and materials, machinery, equipment, facilities and means, except as herein otherwise expressly specified, necessary or proper to perform and complete all the work required by this contract, within the time herein specified in accordance with the provisions of this contract and said specifications.

The Contractor shall observe, comply with and be subject to all terms, conditions, requirements and limitations of this contract, specifications, and shall complete the entire work to the satisfaction of the Parks and Recreation (P&R) Director.

## VIII. WEATHER CONDITIONS OR OTHERWISE

In the event of temporary suspension of work, or during inclement weather, or whenever the P & R Director shall direct, the Contractor will, and will cause his subcontractors to, protect carefully his and their work and materials against damage or injury from the weather. If, in the opinion of the P & R Director, work or materials shall have been damaged or injured by reason of failure on the part of the Contractor or any of his subcontractors so to protect his work, such materials shall be removed and replaced at the expense of the Contractor.

## IX. PROTECTION OF WORK AND PROPERTY – EMERGENCY

The Contractor shall at all times safely guard the Town's property from injury or loss in connection with this contract. He shall at all times safely guard and protect his own work, and that of adjacent property from damage. The Contractor shall replace or make good any such damage, loss or injury unless such be caused directly by errors contained in the contract or by the Town, or his duly authorized representatives.

In case of an emergency which threatens loss or injury of property, and/or safety of life, the Contractor will be allowed to act, in a diligent manner. He shall notify the P&R Director immediately thereafter. Any claim for compensation by the Contractor due to such extra work shall be promptly submitted to the P & R Department for approval.

X. REPORTS, RECORDS, AND DATA

The Contractor shall submit to the Town on a monthly basis all schedules of quantities and costs, progress schedules, payrolls, reports, estimates, records and other data as the Town may request concerning work performed or to be performed under this contract.

XI. PAYMENTS

- A. Payment for work shall be done by purchase order and subsequently a check or electronic payment to the Contractor upon weekly inspection and approval of the P&R Director and/or his designee.
- B. The Contractor agrees that the sum of 5% of the total contract will be retained by the Town for a period of thirty (30) days from the completion of the final assignment per contract award year.
- C. The Contractor shall pay for all materials, tools, and other expendable equipment at 100% of the cost NO later than 30 days after delivery of said materials, tools, and equipment to the job site and providing said materials, tools, and equipment are in a condition satisfactory to the Contractor and the P&R Director. The balance of the cost thereof is to be paid before the final payment and acceptance by the Town. Unpaid outstanding bills for materials, etc., constitute an incomplete project and will hold up final payment to the Contractor.
- D. The Contractor shall pay to each of his subcontractors, not later than ten (10) days following each payment to the Contractor, the respective amount of the work performed by his subcontractors to the extent of each subcontractor's interest therein.

XII. REQUIREMENTS: GENERAL INSURANCE

The successful Contractor must maintain in force continuously during the term of the contract workers compensation insurance and comprehensive liability insurance for both personal injury and property damage as required under this paragraph. The Contractor shall not allow any subcontractor to commence work on a subcontract until certificates of said insurance satisfying the requirements of this paragraph have been provided by the subcontractor to and approved by the P&R Director and/or his designee.

The Contractor must carry insurance under which the Town is named as an assured as follows:

- A. Worker's Compensation – as required by State Statute
- B. Commercial Liability as follows:
  - \$2,000,000 – General Aggregate
  - \$2,000,000 – Products Completed Operations Aggregate
  - \$1,000,000 – Personal & Advertising Injury
  - \$1,000,000 - Each Occurrence Bodily Injury and Property Damage
  - \$ 100,000 – Fire damage, Any One Fire
  - \$5,000 – Medical Payments, Any One Person Including Explosion

### Collapse & Underground

- C. Automobile Liability: \$1,000,000 Combined Single Limit Bodily Injury & Property Damage.

Such insurance must be by insurance companies licensed to write such insurance in the State of Connecticut against the above risks and in the amounts indicated. All insurance must provide for a thirty (30) day notice to the Town of cancellation or restrictive amendment.

Certificates of insurance must be submitted to the Finance office within 30 days of signing the contract.

Failure to provide and to keep current the required insurance and certificates may be held to be a willful and substantial breach of this contract.

### XIII. PERFORMANCE and LABOR AND MATERIALS BONDS

A Performance, Labor and Materials Bond in the amount of \$20,000 will be required from the successful bidder for the faithful performance of the contract. The bonds must be made out in favor of Ledyard and executed by a surety company authorized to do business in the State of Connecticut. The security must be posted and accepted within thirty (30) days of the notification of award and prior to the commencement of any work under the contract.

Prior to submitting a bid, the bidder must inspect the site and study all plans, specifications, and bid documents. Failure to do so will not relieve the bidder from any obligations with respect to his bid.

### XIV. INDEMNIFICATION

The Contractor shall at all times indemnify and save harmless the Town of Ledyard, Connecticut, and its officers, agents, and employees on account of any and from any and all claims, damages, losses, judgments, workers' compensation payments, litigation expenses, and legal counsel fees arising out of injuries to persons (including death) or damage to property alleged to have been sustained by (a) officers, agents, and employees of the Town of Ledyard or (b) the Contractor, his subcontractors or material men or (c) any other person, which injuries are alleged to have occurred on or near the work or to have been caused in whole or in part by the acts, omissions, or neglect of the Contractor or his subcontractor or material men, or by reason of his or their use of faulty, defective, or unsuitable materials, tools, or equipment of defective design in constructing or performing the work. The existence of insurance shall in no way limit the scope of this indemnification. The Contractor further undertakes to reimburse the Town of Ledyard for damage to property of the Town of Ledyard caused by the contractor or his employees, agents, subcontractors, or material men, or by faulty, defective, or unsuitable material or equipment used by him or them.

Failure to provide the required insurance and certificates may, at the option of the Town, be held to be a willful and substantial breach of this contract. Use State of Connecticut Department of Transportation, Form number CON-32 entitled Certificate of Insurance.

### XV. DEFAULTS

If the Contractor shall fail in the prosecution of the work under this contract, to perform any provisions of this contract, the Town of Ledyard after a five (5) day written notice to the Contractor to remedy such failure, the Town, without refusal or neglect of the Contractor to remedy such failure, the Town without prejudice to any other remedy the Town may have, shall be entitled to remedy such deficiency and any cost thereby incurred by the Town shall be paid for the account of the Contractor and deducted from the contract sum then or thereafter due the Contractor. Any expense or cost arising out of the Contractor's negligence, or that of its agents or employees for replacing defective work, and for the disposal of material wrongfully supplied may be paid by the Town for the account of the Contractors and deducted from the contract sum then or thereafter due the Contractor.

#### XVI. SPECIAL CONDITIONS

Special care shall be taken to prevent contamination or muddying, silting, or interfering in any way with stream flows along the line of work. No waste matter of any kind will be allowed to discharge into the streams flows or impounded waters of any ponds or other bodies of water.

#### XVII. PROBATION

The first two (2) months of this contract will be considered a trial period. This is a period of adjustment and evaluation during which either the Contractor or the Town of Ledyard may terminate this contract for any reason. This period shall provide the Town with the opportunity to carefully assist the Contractor's performance. It also shall provide the Contractor with an opportunity to decide whether he (she) is satisfied with the conditions of this contract.

#### XVIII. CONTRACT

**The period of the contract will be from July 1, 2019 through June 30, 2023** with an OPTION to renew at the same terms and at the pricing stated on the bid form for an additional two (2) years upon mutual consent of both parties. The Town's exercise of the option to renew will be based upon satisfactory seasonal evaluations, sufficient operating budget appropriation, overall performance, response time, cooperation, job productivity, and, most importantly, dependability. A contract and all insurance forms are to be signed and in effect for each contract within 30 days of signing the contract.

#### XIX. EVALUATIONS

Evaluations will be completed three (3) times per year based upon the following schedule:

- 1<sup>st</sup> evaluation will be for the months of July and August. The evaluation will be presented to the Parks and Recreation Commission by the Director in September.
- 2<sup>nd</sup> evaluation will be for the months of September, October and November. The evaluation will be presented to the Parks & Recreation Commission by the Director in December.
- 3<sup>rd</sup> evaluation will be for the months of April, May and June. The evaluation will be presented to the Parks and Recreation Commission by the Director in July.

The Contractor at anytime may request to meet with the Director or the Facility and Maintenance Committee of the Parks and Recreation Commission to discuss any evaluation or any other items pertaining to the contract or maintenance of Ledyard's facilities. The Contractor will have the opportunity to resolve any negative evaluations; if not resolved to the satisfaction of the Parks and Recreation Director or the Parks and Recreation Commission, the Town may deem this a breach of the terms of the contract and may void the contract.

XX. CONTACT PERSONS

Please direct all inquiries concerning the performance of this bid to Donald A. Grise, Director of Parks and Recreation, at 860-464-9112, and all inquiries concerning the bid procedure to Marcia Hancock, Director of Finance, at 860-464-3235. Contact of any Town official other than these two listed may be cause for rejection of bidder's proposal.

**BIDDER QUALIFICATION FORM**

The bidder is required to complete the following form and to submit it with his/her bid to enable the Town to make inquiries and judge as to the bidder’s experience, skill, available financial resources, credit, and reliability.

A. Number of years the bidder has been in the grass cutting and routine maintenance business: \_\_\_\_\_

B. All names by which the bidder has conducted business during the previous five (5) years

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. List the grass cutting and routine maintenance contracts presently under contract by the bidder, annual dollar value of the contract (2), and contract completion date(s).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Has the bidder ever failed to complete work awarded: Yes No

If so, state the circumstances: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

E. Does the bidder intend to subcontract any of the services required under this contract?  
Yes No

If the answer is yes, please identify the firm or firms you intend to use, and briefly describe their experience and qualifications.

\_\_\_\_\_  
\_\_\_\_\_



---



---



---

- F. Please identify the equipment to be used on this contract by type, model, year, capacity, and owner. If not owned by your firm at the time of bid submission, indicate if the equipment (s) is to be rented or purchased along with evidence that a firm agreement exists for your acquisition of the equipment contingent upon award of the contract.

---



---



---



---

Please address in detail whether the equipment identified above is sufficient for completing work in the time required as stated in this document.

---



---



---



---

- G. List your references (preferably municipalities) and those of any firms with whom you intend to subcontract:

---



---



---

- H. Name and address of your Bank reference:

---



---

BID FORM

Bids are due in the Mayor’s Office, 741 Colonel Ledyard Highway, Ledyard, CT 06339, on or before 2:00 p.m., Thursday, February 7,2019. Bids must be in a sealed envelope addressed to Director of Finance, Town of Ledyard, and marked “RFP 2019-04: Routine Maintenance Services.”

**PROPOSAL**

We, the undersigned, hereby agree to furnish the services outlined in the Town of Ledyard, Bid #2019-04 at the cost stated below. **Please note that your bid proposal must be for a four year (4) period as designated below.**

\$ \_\_\_\_\_ July 1, 2019 through June 30,2023

**NON-COLLUSIVE BID STATEMENT**

The undersigned Bidder certified that his bid is made independently and without collusion, agreement, understanding, or planned course of action with any other Bidder and that the contents of his bid shall not be disclosed to anyone other than his employees, agents, or sureties prior to the official bid opening.

Bidder’s Signature: \_\_\_\_\_

Bidders Name (Printed): \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

### SCHEDULE B: ROUTINE MAINTENANCE SITES

NAME	LOCATION	USED BY	DATES	EQUIPMENT	ACTIVITIES
Purdy/Clark's Field	Town Farm Rd.	Soccer Club Lacrosse	Mid April to end of November	Complete fencing with safety fencing, backstops, soccer goals, lighting system	Lacrosse Soccer
Judge Crandall Complex 2 ballfields 1 football field	Junction of Rte 12 and Rte 214	Ledyard Youth League	Mid April to end of November	Backstops, safety fencing, concession and storage building, football goals, lighting, irrigation system	Baseball Football
Pfizer's Field 3 ballfields 1 soccer field	Rte 214	Ledyard Youth League Soccer League Play area	Mid April to end of November	Backstops, safety fencing, soccer goals, playscape	Baseball Softball Soccer Play Area
Colonel Ledyard Park	Blonders Blvd.	General public Ledyard Youth League Recreational League Ledyard Soccer Club Ledyard High School	Mid April to end of November	2 ball fields w/ safety fencing, storage/restrooms, soccer field, basketball and 2 tennis courts, horseshoe pits, 1 1/2 miles of trails, picnic tables, playground equipment, 50' x 100' pavillion w/ lights, park benches, and playscape	Baseball Soccer Picnics Playscape
Model Park	Model Park Road in the Highlands	General public -- play area	Year round	Playscape	Play area
Aljen Heights 1 ball/soccer field	Aljen Avenue	Ledyard Girls League Ledyard Soccer Club	April to November	Safety fencing, backstop, playscape	Softball Soccer Play area
Christy Hill 1 field	East Drive	Ledyard Youth League Ledyard Girls League	April to November	Safety fencing, backstop, playground/basketball court, playscape	Baseball Softball Play area
Sawmill Park	Route 214	General public	Year round	Winter skating; Historic District operation of sawmill	
Highlands Lake	Shewville Road	General public	Mid April to Nov	Rafts, buoys, picnic tables, boats, lifesaving equipment, pavilion, sand volleyball court, mobile restroom	Open swim Family picnic
Ledyard Middle School 2 softball fields 3 football fields 3 soccer fields	Route 214	General public, Navy Ledyard Youth League Girls Soccer, Lacrosse Recreational League	First of April to end of November	Two backstops, soccer and lacrosse goals, safety fencing, walking path	Softball Soccer Football Lacrosse Walking path
Donahue Property 1 field	Winthrop Road	General public	Year round	Large playscape	Play area
Erickson Park	Military Highway	General public	April to Nov	Park and picnic area, canopy	
Ledyard Fairgrounds	Ledyard Center	General public Ledyard Fair	April to Nov		Softball

**BIDDERS LIST \***

F. E. Crandall Disposal Services, Inc.  
168 Lambtown Road  
Ledyard, CT 06339  
860-536-8487  
fcrandall@comcast.net

GTM Services  
25 Oil Mill Road  
Waterford, CT 06385  
860-447-1200  
gtmlawnservice@yahoo.com

Regan Enterprises, LLC  
89 Plaza Court  
Groton, CT 06340  
860-448-0101  
patriciahnet@gmail.com

Spanos Landscaping  
175 Miller Road  
Preston, CT 06365  
860-917-0855  
tim@spanoslandscaping.com

Matt Faherty  
138 Trout Stream Drive  
Vernon, CT 06066  
860-872-9367  
mfaherty@sbcglobal.net

**\* Bidding is not restricted to the companies on this list.**

Colonel Landscaping, LLC  
PO Box 370  
East Lyme, CT 06333  
860-739-0008  
Nicholas@colonellandscaping.com

LandCare and Design  
PO Box 295  
Ledyard, CT 06339  
860-464-8169  
pondreicka@yahoo.com

Earth, Turf, and Snow  
103 Brook Street  
Groton, CT 06340  
860-204-7203  
earthturfandsnow@gmail.com

Three D Landscaping  
105 Reuteman Road  
North Stonington, CT 06359  
860-961-8272  
rdeledda@comcast.net



RFP #2019-05

Turf Management Services

# **TOWN OF LEDYARD CONNECTICUT**

741 Col. Ledyard Hwy.  
Ledyard, CT 06339  
(860) 464-8740  
(860) 464-1126 FAX

## **Request for Proposals #2019-05**

## **TURF MANAGEMENT SERVICES**

for  
**PARKS AND RECREATION FACILITIES  
TOWN OF LEDYARD, CT**

Issue Date: January 2, 2019



Issued February \_\_\_\_\_

# TOWN OF LEDYARD CONNECTICUT

741 Col. Ledyard Hwy.  
Ledyard, CT 06339  
(860) 464-8740  
Fax (860) 464-1126

**Marcia Hancock**  
Director of Finance

## REQUEST FOR PROPOSALS #2019-05

### TURF MANAGEMENT SERVICES for PARKS AND RECREATION FACILITIES TOWN OF LEDYARD, CT

The Town of Ledyard requests sealed bids for turf management services for the Town of Ledyard Parks and Recreation facilities. The RFP package is available at the Town's Website at <http://ledyardct.org> (click on tab "RFPs & Bids"). Bidders are responsible for checking this Website for any amendments to the Request for Proposal throughout the bidding process.

Proposals will be received until 2:00 p.m. on Thursday, February 7, at the above address, at which time they will be publicly opened and read aloud in Town Hall. Any bids received after 2:00 p.m. on February 7 will be returned unopened to the bidder.

The Town of Ledyard reserves the right to reject any or all bids and waive any informalities or irregularities in the bid procedure or bids.

The award of a contract, if awarded, will be to the lowest responsible bidder, provided that the bid is reasonable, and **provided that it is in the best interest of the Town of Ledyard to accept such bid**, and subject to any choice by the Town of Ledyard as to any alternate specifications as may be agreed upon.

Marcia Hancock  
Director of Finance

## **BIDDING INSTRUCTIONS**

The Director of Finance will receive sealed bids for grass cutting, seeding and fertilizing services for the Town of Ledyard Parks and Recreation Commission.

A. CLOSING DATE

Bids will be received until 2:00 p.m., Thursday, February 7, at which time they will be publicly opened and read in Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, CT

B. INSTRUCTIONS

Bidder Qualification Form (Pages 12-13) and Bid Form (Page 14) must be submitted in a sealed envelope addressed to:

Director of Finance  
Ledyard Town Hall  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Envelopes are to be endorsed in the lower left-hand corner, "RFP 2019-05: Turf Management Services." Bidder's name and address is to appear in the upper left-hand corner.

**I. QUALIFICATION OF BIDDERS**

Contractors submitting bids must be an established maintenance or mowing firm with a minimum of five years in said business. The Town of Ledyard (“the Town”) will make such investigations as it deems necessary to determine the qualifications of the Contractor to perform the work. The Contractor shall furnish to the Town all information and data for this purpose in the form as the Town may require. The Town reserves the right to reject any bid if evidence submitted by or investigation of Contractor fails to satisfy the Town that the Contractor possesses the skills, ability and integrity necessary to faithful performance of the work. Conditional bids will not be accepted.

In determining the skill, ability and integrity of the bidder the following will be considered: whether the bidder (a) has previously failed to perform properly, or complete on time, contract of a similar nature; (b) is not in a position to perform the contract; (c) has habitually and without justification neglected the payment of subcontractors, material, or employees; (d) maintains a permanent place of business; (e) has adequate manpower and equipment to do the work properly and expeditiously; (f) has suitable financial status to meet the obligations of the work; (g) has appropriate technical experience.

**II. TURF MANAGEMENT FACILITIES**

<u>FACILITY</u>	<u>LOCATION</u>
- Judge Crandall Complex	Route 12, Gales Ferry
- Depta Field & 2 Baseball- Fields at Colonel Ledyard Park	Blonder’s Boulevard, Ledyard
- Purdy and Clarks Field	Town Farm Road, Ledyard
- Babe Ruth Field at Pfizer Field Complex	Route 214, Gales Ferry

**III. SPRING REQUIREMENTS (April to May)**

- A. Schedule soil test at all sites. Review and recommend course of action to the Parks and Recreation Director.
- B. Roll all fields.
- C. Core Aerate and seed slice all fields.
- D. Fertilize all fields.
- E. Crab grass control on all fields.
- F. Spot seed soccer and Lacrosse fields bi-weekly.



V. FALL REQUIREMENTS (August to September)

- A. Schedule soil tests at all sites. Review and recommend course of action to the Parks and Recreation Director.
- B. Roll all fields.
- C. Core Aerate and seed slice all fields.
- D. Fertilize all fields.
- F. Spot seed football and soccer fields bi-weekly.

VI. SUMMER REQUIREMENTS (this is new)

- A. Weed control on all fields.
- B. Fertilize all fields.

VII. WINTER REQUIREMENTS (November to December) (This is new)

- A. Aerate and core aerify in two directions, diagonally.
- B. Top dress all fields. Masonry sand to be used on all fields.
- C. Overseed all fields.

VIII. GENERAL CONDITIONS

The successful Contractor will be required to execute a contract with the Town for the services to be provided no later than 30 days after award of the bid.

The successful Contractor will be required to furnish all equipment, including oil and gasoline for equipment. Equipment shall not be left unattended at any of the fields, parks or open areas, and shall be removed from the work sites daily. The successful Contractor must provide its own vehicles for transporting equipment to and from work sites.

The ultimate objective of the labor and services to be provided by the successful Contractor is that the athletic fields shall be kept in good repair and free of debris according to the needs of the Parks and Recreation Department and the Youth Leagues of the Town of Ledyard. Accordingly, the successful Contractor will be required to guarantee and warrant that they have sufficient equipment, experience and expertise to determine the time and number of employees necessary to accomplish said objective in submitting his/her proposal.

Due to the nature of said work, sufficient latitude is provided to perform additional requirements that may arise or other related work to ensure safe, clean, playable athletic facilities under the jurisdiction of the Parks and Recreation Department.

IX. SCHEDULING AND RESPONSE TIME

Any work necessary to be performed after regular working hours, on Sundays, or legal Holidays shall be performed without additional expense to the Town. It is also agreed to by both parties that all necessary dates, opening days and special requirements shall be formulated two weeks prior to the commencement of various functions.

The Contractor's response time will be no greater than four (4) hours, seven days per week for the length of this contract.

It is the responsibility of the Contractor to check in with the Parks and Recreation staff daily to inquire of last minute items or additional needs. Contractor is to call the office of the Ledyard Parks and Recreation Department, Monday through Friday between the hours of 7:30 a.m. and 8:30 a.m. for updates. If the Director is not available, his designee will inform the Contractor of current needs.

X. CONDITIONS OF WORK

The Contractor will, in good workmanlike manner, perform all work and furnish all supplies and materials, machinery, equipment, facilities and means, except as herein otherwise expressly specified, necessary or proper to perform and complete all the work required by this contract, within the time herein specified in accordance with the provisions of this contract and said specifications.

The Contractor shall observe, comply with and be subject to all terms, conditions, requirements and limitations of this contract, specifications, and shall complete the entire work to the satisfaction of the Parks and Recreation (P&R) Director.

XI. WEATHER CONDITIONS OR OTHERWISE

In the event of temporary suspension of work, during inclement weather, or whenever the P & R Director directs, the Contractor will, and will cause his subcontractors to, protect carefully his and their work and materials against damage or injury from the weather. If, in the opinion of the P & R Director, work or materials have been damaged or injured by reason of failure on the part of the Contractor or any of his subcontractors to protect his work, such materials shall be removed and replaced at the expense of the Contractor.

XII. PROTECTION OF WORK AND PROPERTY – EMERGENCY

The Contractor shall at all times safely guard the Town's property from injury or loss in connection with this contract. He shall at all times safeguard and protect his own work,

and that of adjacent property from damage. The Contractor shall replace or make good any such damage, loss or injury unless such damage be caused directly by errors contained in the contract or by the Town, or its duly authorized representatives.

In case of an emergency which threatens loss or injury of property and/or safety of life, the Contractor will be allowed to act in a diligent manner. He shall notify the P&R Director immediately thereafter. Any claim for compensation by the Contractor due to such extra work shall be promptly submitted to the P & R Department for approval.

### XIII. REPORTS, RECORDS, AND DATA

The Contractor shall submit to the Town on a monthly basis all schedules of quantities and costs, progress schedules, payrolls, reports, estimates, records and other data as the Town may request concerning work performed or to be performed under this contract.

### XIV. COMPLETION OF CONTRACT

The acceptance by the Contractor of final payment shall be and shall operate as a release to the Town of all claims and all liability to the Contractor for all things done or furnished in connection with this work and for every act and neglect of the Town relating to or arising out of this work. No payment, however, final or otherwise, shall operate to release the Contractor or his sureties from any obligations under this contract.

### XV. PAYMENTS

- A. Payment for work shall be done by purchase order and subsequently a check or electronic payment to the Contractor upon weekly inspection/approval of the P&R Director and/or his designee.
- B. The Contractor agrees that the sum of 5% of the total contract will be retained by the Town for a period of thirty (30) days from the completion of the final assignment per contract award year.
- C. The Contractor shall pay for all materials, tools, and other expendable equipment to the extent of 100% of the cost thereof, NO later than 30 days after delivery of said materials, etc., to the job site and providing said materials, tools, and equipment are in a condition satisfactory to the Contractor and the P&R Director. The balance of the cost thereof to be paid before the final payment and acceptance by the Town. Unpaid outstanding bills for materials, etc., constitute an incomplete project and will hold up final payment to the Contractor.
- D. The Contractor shall pay to each of his subcontractors, not later than ten (10) days following each payment to the Contractor, the respective amount of the work performed by his subcontractors to the extend of each subcontractor's interest therein.

**XVI. REQUIREMENTS: GENERAL INSURANCE**

The successful Contractor must maintain in force continuously during the term of the contract workers compensation insurance and comprehensive liability insurance for both personal injury and property damage as required under this paragraph. The Contractor shall not allow any subcontractor to commence work on a subcontract until certificates of insurance satisfying the requirements of this paragraph have been provided by the subcontractor to and approved by the P & R Director and/or his designee.

The Contractor must carry insurance under which the Town is named as an assured as follows:

- A. Worker's Compensation – as required by State Statute
- B. Commercial Liability as follows:
  - \$2,000,000 – General Aggregate
  - \$2,000,000 – Products Completed Operations Aggregate
  - \$1,000,000 – Personal & Advertising Injury
  - \$1,000,000 - Each Occurrence Bodily Injury and Property Damage
  - \$ 100,000 – Fire damage, Any One Fire
  - \$5,000 – Medical Payments, Any One Person Including Explosion Collapse & Underground
- C. Automobile Liability: \$1,000,000 Combined Single Limit Bodily Injury & Property Damage.

Such insurance must be by insurance companies licensed to write such insurance in the State of Connecticut against the above risks and in the amounts indicated. All insurance must provide for a thirty (30) day notice to the Town of cancellation or restrictive amendment.

Certificates of insurance must be submitted to the Finance office within 30 days of signing the contract.

Failure to provide and to keep current the required insurance and certificates may be held to be a willful and substantial breach of this contract.

**XVII. PERFORMANCE and LABOR AND MATERIALS BONDS**

A Performance, Labor and Materials Bond in the amount of \$20,000 will be required from the successful bidder for the faithful performance of the contract. The bond must be made out in favor of Ledyard and executed by a surety company authorized to do business in the State of Connecticut. The security must be posted and accepted within thirty (30) days of the notification of award and prior to the commencement of any work under the contract.

Prior to submitting a bid, the bidder must inspect the site and study all plans, specifications, and bid documents. Failure to do so will not relieve the bidder from any obligations with respect to his bid.

#### XVIII. INDEMNIFICATION

The Contractor shall at all times indemnify and save harmless the Town of Ledyard, Connecticut, and its officers, agents, and employees on account of any and from any and all claims, damages, losses, judgments, workers' compensation payments, litigation expenses, and legal counsel fees arising out of injuries to persons (including death) or damage to property alleged to have been sustained by (a) officers, agents, and employees of the Town of Ledyard or (b) the Contractor, his subcontractors or material men or (c) any other person, which injuries are alleged to have occurred on or near the work or to have been caused in whole or in part by the acts, omissions, or neglect of the Contractor or his subcontractor or material men, or by reason of his or their use of faulty, defective, or unsuitable materials, tools, or equipment of defective design in constructing or performing the work. The existence of insurance shall in no way limit the scope of this indemnification. The Contractor further undertakes to reimburse the Town of Ledyard for damage to property of the Town of Ledyard caused by the contractor or his employees, agents, subcontractors, or material men, or by faulty, defective, or unsuitable material or equipment used by him or them. Failure to provide the required insurance and certificates may, at the option of the Town, be held to be a willful and substantial breach of this contract. Use State of Connecticut Department of Transportation, Form number CON-32 entitled Certificate of Insurance.

#### XIX. DEFAULTS

If the Contractor shall fail in the prosecution of the work under this contract, to perform any provisions of this contract, the Town of Ledyard, after a five (5) day written notice to the Contractor to remedy such failure, without refusal of neglect of the Contractor to remedy such failure, the Town, without prejudice to any other remedy the Town may have, shall be entitled to remedy such deficiency and any cost thereby incurred by the Town shall be paid for the account of the Contractor and deducted from the contract sum then or thereafter due the Contractor. Any expense or cost arising out of the Contractor's negligence, or that of its agents or employees for replacing defective work, and for the disposal of material wrongfully supplied may be paid by the Town for the account of the Contractor and deducted from the contract sum then or thereafter due the Contractor.

#### XX. SPECIAL CONDITIONS

Special care shall be taken to prevent contamination or muddying, silting, or interfering in any way with stream flows along the line of work. No waste matter of any kind will be allowed to discharge into the streams flows or impounded waters of any ponds or other bodies of water.

## XXI. PROBATION

The first two (2) months of this contract will be considered a trial period. This is a period of adjustment and evaluation during which either the Contractor or the Town of Ledyard may terminate this contract for any reason. This period shall provide the Town with the opportunity to carefully assess the Contractor's performance. It also shall provide the Contractor with an opportunity to decide whether he/she is satisfied with the conditions of this contract.

## XXII. CONTRACT

The period of the contract will be from July 1, 2019 until June 30, 2023 with an option to renew at the same terms for an additional two (2) years upon mutual consent of both parties. The Town's exercise of the option to renew will be based upon satisfactory seasonal evaluations, sufficient operating budget appropriation, overall performance, response time, cooperation, job productivity, and most importantly, dependability. A contract and all insurance forms are to be signed and in effect for each contract within 30 days of signing the contract.

## XXIII. EVALUATIONS

Evaluations will be completed three (3) times per year based upon the following schedule:

- 1<sup>st</sup> evaluation will be for the months of July and August. The evaluation will be presented to the Parks and Recreation Commission by the Director in September.
- 2<sup>nd</sup> evaluation will be for the months of September, October and November. The evaluation will be presented to the Parks & Recreation Commission by the Director in December.
- 3<sup>rd</sup> evaluation will be for the months of April, May and June. The evaluation will be presented to the Parks and Recreation Commission by the Director in July.

The Contractor at any time may request to meet with the Director or the Facility and Maintenance Committee of the Parks and Recreation Commission to discuss any evaluation or any other items pertaining to the contract or maintenance of Ledyard's facilities. The Contractor will have the opportunity to resolve any negative evaluations; if not resolved to the satisfaction of the Parks and Recreation Director or the Parks and Recreation Commission, the Town may deem this a breach of the terms of the contract and may void the contract.

## XXIV. CONTACT PERSONS

Please direct all inquiries concerning the performance of this proposal to Donald A. Grise, Director of P&R, at (860) 464-9112 and all inquiries concerning the RFP

procedure to Marcia Hancock, Director of Finance, at (860) 464-3235. Contact of any Town official other than these two listed may be cause for rejection of bidder's proposal.

BIDDER QUALIFICATION FORM

The bidder is required to complete the following form and to submit it with his bid to enable the Town to make inquiries and judge as to the bidder’s experience, skill, available financial resources, credit, and reliability.

A. Number of years the bidder has been in the turf management business: \_\_\_\_\_

B. All names by which the bidder has conducted business during the previous five (5) years.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. List the contracts presently under contract by the bidder, annual dollar value of the contract (2), and contract completion date(s).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Has the contractor ever failed to complete work awarded:    Yes    No

If so, state the circumstances: \_\_\_\_\_  
\_\_\_\_\_

E. Does the bidder intend to subcontract any of the services required under this contract?  
Yes    No

If the answer to E is yes, please identify the firm or firms you intend to use, and briefly describe their experience and qualifications.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

F. Please identify the equipment to be used on this contract by type, model, year, capacity, and owner. If not owned by your firm at the time of bid submission, indicate if the equipment is to be rented or purchased, along with evidence that a firm agreement exists for your acquisition of the equipment contingent upon award of the contract.

\_\_\_\_\_  
\_\_\_\_\_



BIDDER QUALIFICATION FORM, Continued

---

---

---

---

---

Please address in detail whether the equipment identified above is sufficient for completing each location's turf management work in the timeframes set forth in this document, specifically in Sections IV through VIII.

---

---

---

---

---

---

---

---

G. List your references (preferably municipalities) and those of any firms with whom you intend to subcontract: \_\_\_\_\_

---

---

---

H. Name and address of your Bank reference:

---

---

---

BID FORM

Proposals are due in the Mayor’s Office, 741 Colonel Ledyard Highway, Ledyard, Connecticut 06339, on or before 2:00 p.m., Thursday, February 7, 2019. Bids must be in a sealed envelope addressed to Director of Finance, Town of Ledyard, and marked “RFP 2019-05: Turf Management Services.”

PROPOSAL

We, the undersigned, hereby agree to furnish the services outlined in the Town of Ledyard, Request for Proposals 2019-03 at the costs stated below. **Please note that your bid proposal must be for a four-year (4) period as designated below.**

\$ \_\_\_\_\_ July 1, 2019 through June 30, 2023

**NON-COLLUSION BID STATEMENT**

The undersigned Bidder certified that his bid is made independently and without collusion, agreement, understanding, or planned course of action with any other Bidder and that the contents of his bid shall not be disclosed to anyone other than his employees, agents, or sureties prior to the official bid opening.

Bidder’s Signature: \_\_\_\_\_

Bidders Name Printed: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

**BIDDERS LIST \***

F. E. Crandall Disposal Services, Inc.  
168 Lambtown Road  
Ledyard, CT 06339  
860-536-8487  
[fcrandall@comcast.net](mailto:fcrandall@comcast.net)

Regan Enterprises, LLC  
89 Plaza Court  
Groton, CT 06340  
860-448-0101  
[patriciahnet@gmail.com](mailto:patriciahnet@gmail.com)

Matt Faherty  
138 Trout Stream Drive  
Vernon, CT 06066  
860-872-9367  
[mfaherty@sbcglobal.net](mailto:mfaherty@sbcglobal.net)

Colonel Landscaping, LLC  
PO Box 370  
East Lyme, CT 06333  
860-739-0008  
[Nicholas@colonellandscaping.com](mailto:Nicholas@colonellandscaping.com)

LandCare and Design  
PO Box 295  
Ledyard, CT 06339  
860-464-8169  
[pondreicka@yahoo.com](mailto:pondreicka@yahoo.com)

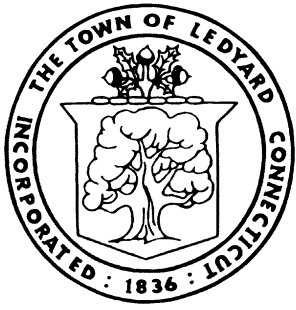
Earth, Turf, and Snow  
103 Brook Street  
Groton, CT 06340  
860-204-7203  
[earthturfandsnow@gmail.com](mailto:earthturfandsnow@gmail.com)

GTM Services  
25 Oil Mill Road  
Waterford, CT 06385  
860-447-1200  
[gtmlawnservice@yahoo.com](mailto:gtmlawnservice@yahoo.com)

Spanos Landscaping  
175 Miller Road  
Preston, CT 06365  
860-917-0855  
[tim@spanoslandscaping.com](mailto:tim@spanoslandscaping.com)

Three D Landscaping  
105 Reuteman Road  
North Stonington, CT 06359  
860-961-8272  
[rdeledda@comcast.net](mailto:rdeledda@comcast.net)

**\*Bidding is not restricted to the companies  
on this list.**



# TOWN OF LEDYARD CONNECTICUT

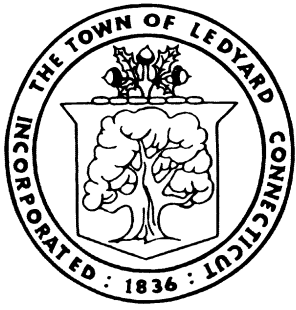
741 Col. Ledyard Hwy.  
Ledyard, CT 06339  
(860) 464-8740  
(860) 464-1126 FAX

## Request for Proposals #2025-00

### TURF MANAGEMENT SERVICES

for  
PARKS AND RECREATION FACILITIES  
TOWN OF LEDYARD, CT

Issue Date: December 1, 2025



Issued February \_\_\_\_\_

# TOWN OF LEDYARD CONNECTICUT

741 Col. Ledyard Hwy.  
Ledyard, CT 06339  
(860) 464-8740  
Fax (860) 464-1126

**Marcia Hancock**  
Director of Finance

## REQUEST FOR PROPOSALS #2019-05

### TURF MANAGEMENT SERVICES for PARKS AND RECREATION FACILITIES TOWN OF LEDYARD, CT

The Town of Ledyard requests sealed bids for turf management services for the Town of Ledyard Parks and Recreation facilities. The RFP package is available at the Town's Website at <http://ledyardct.org> (click on tab "RFPs & Bids"). Bidders are responsible for checking this Website for any amendments to the Request for Proposal throughout the bidding process.

Proposals will be received until 2:00 p.m. on Thursday, **February 7**, at the above address, at which time they will be publicly opened and read aloud in Town Hall. Any bids received after 2:00 p.m. on **February 7** will be returned unopened to the bidder.

The Town of Ledyard reserves the right to reject any or all bids and waive any informalities or irregularities in the bid procedure or bids.

The award of a contract, if awarded, will be to the lowest responsible bidder, provided that the bid is reasonable, and **provided that it is in the best interest of the Town of Ledyard to accept such bid**, and subject to any choice by the Town of Ledyard as to any alternate specifications as may be agreed upon.

Matthew Bonin  
Director of Finance

## BIDDING INSTRUCTIONS

The Director of Finance will receive sealed bids for grass cutting, seeding and fertilizing services for the Town of Ledyard Parks and Recreation Commission.

A. CLOSING DATE

Bids will be received until 2:00 p.m., **Thursday, February 7**, at which time they will be publicly opened and read in Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, CT

B. INSTRUCTIONS

Bidder Qualification Form (Pages 12-13) and Bid Form (Page 14) must be submitted in a sealed envelope addressed to:

Director of Finance  
Ledyard Town Hall  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Envelopes are to be endorsed in the lower left-hand corner, "RFP 2025-00: Turf Management Services." Bidder's name and address is to appear in the upper left-hand corner.

**I. QUALIFICATION OF BIDDERS**

Contractors submitting bids must be an established maintenance or mowing firm with a minimum of five years in said business. The Town of Ledyard (“the Town”) will make such investigations as it deems necessary to determine the qualifications of the Contractor to perform the work. The Contractor shall furnish to the Town all information and data for this purpose in the form as the Town may require. The Town reserves the right to reject any bid if evidence submitted by or investigation of Contractor fails to satisfy the Town that the Contractor possesses the skills, ability and integrity necessary to faithful performance of the work. Conditional bids will not be accepted.

In determining the skill, ability and integrity of the bidder the following will be considered: whether the bidder (a) has previously failed to perform properly, or complete on time, contract of a similar nature; (b) is not in a position to perform the contract; (c) has habitually and without justification neglected the payment of subcontractors, material, or employees; (d) maintains a permanent place of business; (e) has adequate manpower and equipment to do the work properly and expeditiously; (f) has suitable financial status to meet the obligations of the work; (g) has appropriate technical experience.

**II. TURF MANAGEMENT FACILITIES**

<u>FACILITY</u>	<u>LOCATION</u>
- Judge Crandall Complex	Route 12, Gales Ferry
- Depta Field & 2 Baseball- Fields at Colonel Ledyard Park	Blonder’s Boulevard, Ledyard
- Purdy and Clarks Field	Town Farm Road, Ledyard
- Babe Ruth Field at Pfizer Field Complex	Route 214, Gales Ferry

**III. SPRING REQUIREMENTS (April to May)**

- A. Schedule soil test at all sites. Review and recommend course of action to the Parks and Recreation Director.
- B. Roll all fields.
- C. Core Aerate and seed slice all fields.
- D. Fertilize all fields.
- E. Crab grass control on all fields.
- F. Spot seed soccer fields bi-weekly.

V. FALL REQUIREMENTS (August to September)

- A. Schedule soil tests at all sites. Review and recommend course of action to the Parks and Recreation Director.
- B. Roll all fields.
- C. Core Aerate and seed slice all fields.
- D. Fertilize all fields.
- F. Spot seed football and soccer fields bi-weekly.
- G. Overseed all fields

VI. SUMMER REQUIREMENTS (this is new)

- A. Weed control on all fields.
- B. Fertilize all fields.

VII. WINTER REQUIREMENTS (November to December) (This is new)

- A. Aerate and core aerify in two directions, diagonally.
- B. Top dress all fields. Masonry sand to be used on all fields.

VIII. GENERAL CONDITIONS

The successful Contractor will be required to execute a contract with the Town for the services to be provided no later than 30 days after award of the bid.

The successful Contractor will be required to furnish all equipment, including oil and gasoline for equipment. Equipment shall not be left unattended at any of the fields, parks or open areas, and shall be removed from the work sites daily. The successful Contractor must provide its own vehicles for transporting equipment to and from work sites.

The ultimate objective of the labor and services to be provided by the successful Contractor is that the athletic fields shall be kept in good repair and free of debris according to the needs of the Parks and Recreation Department and the Youth Leagues of the Town of Ledyard. Accordingly, the successful Contractor will be required to guarantee and warrant that they have sufficient equipment, experience and expertise to determine the time and number of employees necessary to accomplish said objective in submitting his/her proposal.



Due to the nature of said work, sufficient latitude is provided to perform additional requirements that may arise or other related work to ensure safe, clean, playable athletic facilities under the jurisdiction of the Parks and Recreation Department.

IX. SCHEDULING AND RESPONSE TIME

Any work necessary to be performed after regular working hours, on Sundays, or legal Holidays shall be performed without additional expense to the Town. It is also agreed to by both parties that all necessary dates, opening days and special requirements shall be formulated two weeks prior to the commencement of various functions.

The Contractor's response time will be no greater than four (4) hours, seven days per week for the length of this contract.

It is the responsibility of the Contractor to check in with the Parks and Recreation staff daily to inquire of last minute items or additional needs. Contractor is to call the office of the Ledyard Parks and Recreation Department, Monday through Friday between the hours of 7:30 a.m. and 8:30 a.m. for updates. If the Director is not available, his designee will inform the Contractor of current needs.

X. CONDITIONS OF WORK

The Contractor will, in good workmanlike manner, perform all work and furnish all supplies and materials, machinery, equipment, facilities and means, except as herein otherwise expressly specified, necessary or proper to perform and complete all the work required by this contract, within the time herein specified in accordance with the provisions of this contract and said specifications.

The Contractor shall observe, comply with and be subject to all terms, conditions, requirements and limitations of this contract, specifications, and shall complete the entire work to the satisfaction of the Parks and Recreation (P&R) Director.

XI. WEATHER CONDITIONS OR OTHERWISE

In the event of temporary suspension of work, during inclement weather, or whenever the P & R Director directs, the Contractor will, and will cause his subcontractors to, protect carefully his and their work and materials against damage or injury from the weather. If, in the opinion of the P & R Director, work or materials have been damaged or injured by reason of failure on the part of the Contractor or any of his subcontractors to protect his work, such materials shall be removed and replaced at the expense of the Contractor.

XII. PROTECTION OF WORK AND PROPERTY – EMERGENCY

The Contractor shall at all times safely guard the Town's property from injury or loss in connection with this contract. He shall at all times safeguard and protect his own work,

and that of adjacent property from damage. The Contractor shall replace or make good any such damage, loss or injury unless such damage be caused directly by errors contained in the contract or by the Town, or its duly authorized representatives.

In case of an emergency which threatens loss or injury of property and/or safety of life, the Contractor will be allowed to act in a diligent manner. He shall notify the P&R Director immediately thereafter. Any claim for compensation by the Contractor due to such extra work shall be promptly submitted to the P & R Department for approval.

### XIII. REPORTS, RECORDS, AND DATA

The Contractor shall submit to the Town on a monthly basis all schedules of quantities and costs, progress schedules, payrolls, reports, estimates, records and other data as the Town may request concerning work performed or to be performed under this contract.

### XIV. COMPLETION OF CONTRACT

The acceptance by the Contractor of final payment shall be and shall operate as a release to the Town of all claims and all liability to the Contractor for all things done or furnished in connection with this work and for every act and neglect of the Town relating to or arising out of this work. No payment, however, final or otherwise, shall operate to release the Contractor or his sureties from any obligations under this contract.

### XV. PAYMENTS

- A. Payment for work shall be done by purchase order and subsequently a check or electronic payment to the Contractor upon weekly inspection/approval of the P&R Director and/or his designee.
- B. The Contractor agrees that the sum of 5% of the total contract will be retained by the Town for a period of thirty (30) days from the completion of the final assignment per contract award year.
- C. The Contractor shall pay for all materials, tools, and other expendable equipment to the extent of 100% of the cost thereof, NO later than 30 days after delivery of said materials, etc., to the job site and providing said materials, tools, and equipment are in a condition satisfactory to the Contractor and the P&R Director. The balance of the cost thereof to be paid before the final payment and acceptance by the Town. Unpaid outstanding bills for materials, etc., constitute an incomplete project and will hold up final payment to the Contractor.
- D. The Contractor shall pay to each of his subcontractors, not later than ten (10) days following each payment to the Contractor, the respective amount of the work performed by his subcontractors to the extend of each subcontractor's interest therein.

**XVI. REQUIREMENTS: GENERAL INSURANCE**

The successful Contractor must maintain in force continuously during the term of the contract workers compensation insurance and comprehensive liability insurance for both personal injury and property damage as required under this paragraph. The Contractor shall not allow any subcontractor to commence work on a subcontract until certificates of insurance satisfying the requirements of this paragraph have been provided by the subcontractor to and approved by the P & R Director and/or his designee.

The Contractor must carry insurance under which the Town is named as an assured as follows:

- A. Worker's Compensation – as required by State Statute
- B. Commercial Liability as follows:
  - \$2,000,000 – General Aggregate
  - \$2,000,000 – Products Completed Operations Aggregate
  - \$1,000,000 – Personal & Advertising Injury
  - \$1,000,000 - Each Occurrence Bodily Injury and Property Damage
  - \$ 100,000 – Fire damage, Any One Fire
  - \$5,000 – Medical Payments, Any One Person Including Explosion Collapse & Underground
- C. Automobile Liability: \$1,000,000 Combined Single Limit Bodily Injury & Property Damage.

Such insurance must be by insurance companies licensed to write such insurance in the State of Connecticut against the above risks and in the amounts indicated. All insurance must provide for a thirty (30) day notice to the Town of cancellation or restrictive amendment.

Certificates of insurance must be submitted to the Finance office within 30 days of signing the contract.

Failure to provide and to keep current the required insurance and certificates may be held to be a willful and substantial breach of this contract.

**XVII. PERFORMANCE and LABOR AND MATERIALS BONDS**

A Performance, Labor and Materials Bond in the amount of \$20,000 will be required from the successful bidder for the faithful performance of the contract. The bond must be made out in favor of Ledyard and executed by a surety company authorized to do business in the State of Connecticut. The security must be posted and accepted within thirty (30) days of the notification of award and prior to the commencement of any work under the contract.

Prior to submitting a bid, the bidder must inspect the site and study all plans, specifications, and bid documents. Failure to do so will not relieve the bidder from any obligations with respect to his bid.

#### XVIII. INDEMNIFICATION

The Contractor shall at all times indemnify and save harmless the Town of Ledyard, Connecticut, and its officers, agents, and employees on account of any and from any and all claims, damages, losses, judgments, workers' compensation payments, litigation expenses, and legal counsel fees arising out of injuries to persons (including death) or damage to property alleged to have been sustained by (a) officers, agents, and employees of the Town of Ledyard or (b) the Contractor, his subcontractors or material men or (c) any other person, which injuries are alleged to have occurred on or near the work or to have been caused in whole or in part by the acts, omissions, or neglect of the Contractor or his subcontractor or material men, or by reason of his or their use of faulty, defective, or unsuitable materials, tools, or equipment of defective design in constructing or performing the work. The existence of insurance shall in no way limit the scope of this indemnification. The Contractor further undertakes to reimburse the Town of Ledyard for damage to property of the Town of Ledyard caused by the contractor or his employees, agents, subcontractors, or material men, or by faulty, defective, or unsuitable material or equipment used by him or them. Failure to provide the required insurance and certificates may, at the option of the Town, be held to be a willful and substantial breach of this contract. Use State of Connecticut Department of Transportation, Form number CON-32 entitled Certificate of Insurance.

#### XIX. DEFAULTS

If the Contractor shall fail in the prosecution of the work under this contract, to perform any provisions of this contract, the Town of Ledyard, after a five (5) day written notice to the Contractor to remedy such failure, without refusal of neglect of the Contractor to remedy such failure, the Town, without prejudice to any other remedy the Town may have, shall be entitled to remedy such deficiency and any cost thereby incurred by the Town shall be paid for the account of the Contractor and deducted from the contract sum then or thereafter due the Contractor. Any expense or cost arising out of the Contractor's negligence, or that of its agents or employees for replacing defective work, and for the disposal of material wrongfully supplied may be paid by the Town for the account of the Contractor and deducted from the contract sum then or thereafter due the Contractor.

#### XX. SPECIAL CONDITIONS

Special care shall be taken to prevent contamination or muddying, silting, or interfering in any way with stream flows along the line of work. No waste matter of any kind will be allowed to discharge into the streams flows or impounded waters of any ponds or other bodies of water.

## XXI. PROBATION

The first two (2) months of this contract will be considered a trial period. This is a period of adjustment and evaluation during which either the Contractor or the Town of Ledyard may terminate this contract for any reason. This period shall provide the Town with the opportunity to carefully assess the Contractor's performance. It also shall provide the Contractor with an opportunity to decide whether he/she is satisfied with the conditions of this contract.

## XXII. CONTRACT

The period of the contract will be from July 1, 2025 until June 30, 2029 with an option to renew at the same terms for an additional two (2) years upon mutual consent of both parties. The Town's exercise of the option to renew will be based upon satisfactory seasonal evaluations, sufficient operating budget appropriation, overall performance, response time, cooperation, job productivity, and most importantly, dependability. A contract and all insurance forms are to be signed and in effect for each contract within 30 days of signing the contract.

## XXIII. EVALUATIONS

Evaluations will be completed three (3) times per year based upon the following schedule:

- 1<sup>st</sup> evaluation will be for the months of July and August. The evaluation will be presented to the Parks and Recreation Commission by the Director in September.
- 2<sup>nd</sup> evaluation will be for the months of September, October and November. The evaluation will be presented to the Parks & Recreation Commission by the Director in December.
- 3<sup>rd</sup> evaluation will be for the months of April, May and June. The evaluation will be presented to the Parks and Recreation Commission by the Director in July.

The Contractor at any time may request to meet with the Director or the Facility and Maintenance Committee of the Parks and Recreation Commission to discuss any evaluation or any other items pertaining to the contract or maintenance of Ledyard's facilities. The Contractor will have the opportunity to resolve any negative evaluations; if not resolved to the satisfaction of the Parks and Recreation Director or the Parks and Recreation Commission, the Town may deem this a breach of the terms of the contract and may void the contract.

## XXIV. CONTACT PERSONS

Please direct all inquiries concerning the performance of this proposal to Scott Johnson Jr., Director of P&R, at (860) 464-9112 and all inquiries concerning the RFP procedure

to Matthew Bonin, Director of Finance, at (860) 464-3235. Contact of any Town official other than these two listed may be cause for rejection of bidder's proposal.

BIDDER QUALIFICATION FORM

The bidder is required to complete the following form and to submit it with his bid to enable the Town to make inquiries and judge as to the bidder’s experience, skill, available financial resources, credit, and reliability.

A. Number of years the bidder has been in the turf management business: \_\_\_\_\_

B. All names by which the bidder has conducted business during the previous five (5) years.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. List the contracts presently under contract by the bidder, annual dollar value of the contract (2), and contract completion date(s).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Has the contractor ever failed to complete work awarded:    Yes    No

If so, state the circumstances: \_\_\_\_\_  
\_\_\_\_\_

E. Does the bidder intend to subcontract any of the services required under this contract?  
Yes    No

If the answer to E is yes, please identify the firm or firms you intend to use, and briefly describe their experience and qualifications.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

F. Please identify the equipment to be used on this contract by type, model, year, capacity, and owner. If not owned by your firm at the time of bid submission, indicate if the equipment is to be rented or purchased, along with evidence that a firm agreement exists for your acquisition of the equipment contingent upon award of the contract.

\_\_\_\_\_  
\_\_\_\_\_

BIDDER QUALIFICATION FORM, Continued

---

---

---

---

---

Please address in detail whether the equipment identified above is sufficient for completing each location's turf management work in the timeframes set forth in this document, specifically in Sections IV through VIII.

---

---

---

---

---

---

---

---

G. List your references (preferably municipalities) and those of any firms with whom you intend to subcontract: \_\_\_\_\_

---

---

---

H. Name and address of your Bank reference:

---

---

---



BID FORM

Proposals are due in the Mayor’s Office, 741 Colonel Ledyard Highway, Ledyard, Connecticut 06339, on or before 2:00 p.m., **Thursday, February 7, 2025**. Bids must be in a sealed envelope addressed to Director of Finance, Town of Ledyard, and marked “RFP 2025-00: Turf Management Services.”

PROPOSAL

We, the undersigned, hereby agree to furnish the services outlined in the Town of Ledyard, Request for Proposals 2019-03 at the costs stated below. **Please note that your bid proposal must be for a four-year (4) period as designated below.**

\$ \_\_\_\_\_ July 1, 2025 through June 30, 2029

**NON-COLLUSION BID STATEMENT**

The undersigned Bidder certified that his bid is made independently and without collusion, agreement, understanding, or planned course of action with any other Bidder and that the contents of his bid shall not be disclosed to anyone other than his employees, agents, or sureties prior to the official bid opening.

Bidder’s Signature: \_\_\_\_\_

Bidders Name Printed: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

**BIDDERS LIST \***

F. E. Crandall Disposal Services, Inc.  
168 Lambtown Road  
Ledyard, CT 06339  
860-536-8487  
[fcrandall@comcast.net](mailto:fcrandall@comcast.net)

Regan Enterprises, LLC  
89 Plaza Court  
Groton, CT 06340  
860-448-0101  
[patriciahnet@gmail.com](mailto:patriciahnet@gmail.com)

Matt Faherty  
138 Trout Stream Drive  
Vernon, CT 06066  
860-872-9367  
[mfaherty@sbcglobal.net](mailto:mfaherty@sbcglobal.net)

Colonel Landscaping, LLC  
PO Box 370  
East Lyme, CT 06333  
860-739-0008  
[Nicholas@colonellandscaping.com](mailto:Nicholas@colonellandscaping.com)

LandCare and Design  
PO Box 295  
Ledyard, CT 06339  
860-464-8169  
[pondreicka@yahoo.com](mailto:pondreicka@yahoo.com)

Earth, Turf, and Snow  
103 Brook Street  
Groton, CT 06340  
860-204-7203  
[earthturfandsnow@gmail.com](mailto:earthturfandsnow@gmail.com)

GTM Services  
25 Oil Mill Road  
Waterford, CT 06385  
860-447-1200  
[gtmlawnservice@yahoo.com](mailto:gtmlawnservice@yahoo.com)

Spanos Landscaping  
175 Miller Road  
Preston, CT 06365  
860-917-0855  
[tim@spanoslandscaping.com](mailto:tim@spanoslandscaping.com)

Three D Landscaping  
105 Reuteman Road  
North Stonington, CT 06359  
860-961-8272  
[rdeledda@comcast.net](mailto:rdeledda@comcast.net)

**\*Bidding is not restricted to the companies  
on this list.**



**TOWN OF LEDYARD  
CONNECTICUT**

741 Colonel Ledyard Highway  
Ledyard, CT 06339  
(860) 464-3235 [Phone]  
(860) 464-1126 [Fax]

**Request for Proposals #2025-00**

**ROUTINE MAINTENANCE SERVICES**

**for  
PARKS AND RECREATION FACILITIES  
TOWN OF LEDYARD, CT**

**December 1, 2024**



## TOWN OF LEDYARD CONNECTICUT

741 Col. Ledyard Hwy.  
Ledyard, CT 06339  
(860) 464-3235 [Phone]  
(860) 464-1126 [Fax]

### TOWN OF LEDYARD Request for Proposals #2025-00

#### ROUTINE MAINTENANCE SERVICES for PARKS AND RECREATION FACILITIES TOWN OF LEDYARD, CT

The Town of Ledyard requests sealed bids for routine maintenance services for the Town of Ledyard. The bid package is available at the Town's Website at <http://ledyardct.org> (click on tab "RFPs & Bids"). Bidders are responsible for checking this Website for any amendments to the Request for Proposal throughout the bidding process.

Bids will be received until 2:00 p.m. on **Thursday, February 7, 2025** at the above address at which time they will be publicly opened and read aloud in Town Hall. Any bids received after 2:00 p.m. on February 7 will be returned unopened to the bidder.

The Town of Ledyard reserves the right to reject any or all bids and waive informalities or irregularities in the bid procedure or bids.

The award of a contract, if awarded, will be to the lowest responsible bidder, provided that the bid is reasonable, and provided that it is in the best interest of the Town of Ledyard to accept such bid, and subject to any choice by the Town of Ledyard as to any alternate specifications as may be agreed upon.

Matthew Bonin  
Director of Finance

## BIDDING INSTRUCTIONS

The Director of Finance will receive sealed bids for routine maintenance services for the Town of Ledyard Parks and Recreation facilities.

### CLOSING DATE

Bids will be received until 2:00 p.m., Thursday **February 7, 2025**, at which time they will be publicly opened and read aloud in Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, CT

### INSTRUCTIONS

Bidder Qualification Form (Pages 16-17), Bid Form (Page 18), and pictures of equipment and one other form of ownership (see Section II – Equipment) must be submitted in a sealed envelope addressed to:

Director of Finance  
Ledyard Town Hall  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Envelopes are to be endorsed in the lower left-hand corner, “RFP 2025-00: Routine Maintenance Services.”

Bidder’s name and address is to appear in the upper left-hand corner.

## I. QUALIFICATION OF BIDDERS

Contractors submitting bids must be an established maintenance or mowing firm with a minimum of five years in said business. The Town of Ledyard (“the Town”), will make such investigations as it deems necessary to determine the qualifications of the Contractor to perform the work. The Contractor shall furnish to the Town all information and data for this purpose in the form as the Town may require. The Town reserves the right to reject any bid if evidence submitted by Contractor or by the Town’s investigation of Contractor fails to satisfy the Town that the Contractor possesses the skills, ability and integrity necessary for a faithful performance of the work. Conditional bids will not be accepted.

In determining the skill, ability, and integrity of the bidder the following will be considered: whether the bidder (a) has previously failed to perform properly or complete on time a contract of a similar nature; (b) is not in a position to perform the contract; (c) has habitually and without justification neglected the payment of subcontractors, material or employees; (d) maintains a permanent place of business; (e) has adequate manpower and equipment to do the work properly and expeditiously; (f) has suitable financial status to meet the obligations necessary to do the work; (g) has appropriate technical experience.

## II. EQUIPMENT

It is the responsibility of the Contractor to determine the appropriate equipment and materials needed to accomplish all routine maintenance according to the time schedule needs determined by the Parks and Recreation Director.

The Contractor will be required to furnish all routine maintenance equipment as required below, including oil and gas for all equipment. The successful Contractor must have the following equipment:

- a tractor equipped to pull a 72” over seeder and an aerator, and with a bucket on the tractor
- a dump truck capacity to meet contract requirements
- trailer sufficient to move 15’ bleachers, soccer goals, and picnic tables
- backhoe
- landscape grooming equipment with the following attachments: aerator, infield groomer (renovator), rake, and front plow
- 3-point hitch post hole digger
- sod cutter
- skid steer
- backpack blowers
- chain saws and power pole saw
- power trimmers
- plate compactor

Bidder must provide pictures and one other form of ownership with identification for all equipment as part of their bid package. Bidder must have sufficient personnel to carry out all

job assignments according to the time schedule set forth by the Director of Parks and Recreation.

### III. LOCATIONS OF FACILITIES FOR ROUTINE MAINTENANCE

*See Schedule B for list of facilities requiring routine maintenance.* It is the responsibility of each Contractor to become familiar with each facility and the maintenance requirements of each. All Contractors should view all athletic fields, parks, the beach, all playgrounds and other open areas to be maintained, and shall judge for themselves all the circumstances and conditions affecting their bid proposal. Failure on the part of any Contractor to make such examination and to investigate thoroughly shall not be grounds for any declaration that the Contractor did not understand the conditions of this invitation to submit a bid for labor and services.

Please note that the facilities have the necessary basic support equipment such as bases, home plates, pitcher's plates, soccer goals, football goals, player benches, bleachers, trash cans, tennis nets, basketball nets, etc. All support equipment must be stored properly during the winter months.

### IV. SCOPE OF WORK

The Town of Ledyard Parks and Recreation facilities shall be maintained as follows:

#### A. SPRING PREPARATION OF ALL ATHLETIC FACILITIES

All baseball, softball, T-ball, soccer. This includes and shall not be limited to the following services; rototilling of all infields, baselines, edge cutting of all infields and base paths, rebuilding of all pitcher's mounds and home plate areas, rolling of all infields and outfields, liming, filling low areas in the infields and outfields, installation of pitcher's plate, home plate, bases, backstops (plastic), safety fencing (plastic) and other related work to ensure daily safe and playable athletic facilities.

- Deliver marking lime, rakes, shovels, etc. to all aluminum boxes.
- Move all bleachers as required.
- Check flagpole at Judge Crandall.
- Distribute aluminum boxes.
- Placement of trash cans, player benches, and picnic table.
- Spread loam/clay/sand/or beam clay.
- Fields to be laid out per league requirements.
- All fields to be rolled prior to spring play.
- Repair of all bleachers, player benches and picnic tables.
- Install soccer and lacrosse goals and paint the fields.

The Ledyard Parks and Recreation Department's spring baseball season traditionally opens in April, and the maintenance work is usually completed by late July. However, maintenance work on some facilities may vary according to the particular needs of a facility and league.

#### B. SPRING PREPARATION OF HIGHLAND'S LAKE

This includes and shall not be limited to the following services: Installation of buoy lines, placement of aluminum boxes, boats, picnic tables, spread sand, drag beach, installation of volleyball net and necessary sand for court, installation of horseshoe pits, fill if needed, install/repair picnic area, add sand to playground, make necessary repairs to playground, small pavilion and grills, fill holes in parking lot, install necessary beach and safety signs, and other related work to ensure safe and clean beach area.

Highland's Lake traditionally opens to the public Memorial Day and is open through Labor Day.

C. SPRING PREPARATION OF SAWMILL PARK, MODEL PARK, ERICKSON PARK AND LEDYARD FAIR GROUNDS

This includes and shall not be limited to the following services: Install all safety signs, picnic tables, benches, grills, clean entire area, make necessary repairs to swing set, slides, etc., remove brush/leaves, and all other related work to ensure safe and clean parks.

Maintenance work on Sawmill Park, Model Park and Erickson Park facilities commence in mid-April and stops the end of November.

D. ROUTINE MAINTENANCE TO ALL ATHLETIC FACILITIES

All baseball, softball, T-ball, lacrosse and soccer fields. This includes and shall not be limited to the following services: Dragging, painting, liming, filling holes, inspecting and making necessary repairs to bases, home plates, pitcher's mounds, safety fencing, rolling the infield and outfield of all fields, backstops, player benches, checking and adding marking lime if necessary. This to be done every Monday, Wednesday, and Friday of the playing season. Also includes all other related work to ensure safe and playable athletic facilities.

Infields located at Judge Crandall, Colonel Ledyard Park, Pfizer's and Christy Hill to be rototilled every two weeks. Outfields of all fields (aforementioned fields) to be aerated every two weeks. **WHY?**

Ledyard Parks and Recreation Department's spring baseball season traditionally commences in mid-April and the maintenance work is usually completed by late July. However, maintenance work on some facilities may vary according to the particular needs of the facility and league.

E. ROUTINE MAINTENANCE OF SAWMILL PARK, MODEL PARK, ERICKSON PARK AND TOWN GREEN

This includes and shall not be limited to the following services: Cleaning of entire picnic area, inspection/repair of picnic tables, cooking grills, replacement of bulbs, inspection and repair to playground equipment, inspection of tennis net/volleyball nets/basketball nets. Stain playground apparatus, repair/add landscaping timber, and



add sand or other materials per the Parks and Recreation Director. Inspections to be done at least twice per week to ensure a safe and usable park.

Colonel Ledyard Park traditionally opens mid-April and officially closes mid-November.

F. ROUTINE MAINTENANCE OF HIGHLAND'S LAKE

This includes and shall not be limited to the following: Dragging (2 days per week) of beach prior to 8:00 a.m., cleaning of debris on the beach, rake out and fill depressions, fill and drag beach after heavy rainfall, fill and drag parking lot, check and repair lifeguard stands, fencing, volleyball court and playground area. Horseshoe pits, grills, park benches, picnic tables, pavilion, parking lot and other related work to ensure a safe and clean beach area. Highland's Lake traditionally opens to the public by mid May. Additional requirements are as follows; distribute aluminum boxes, drag volleyball court and add sand or clay when required.

G. FALL PREPARATIONS OF ALL SOCCER, FALL BASEBALL AND FOOTBALL FIELDS, AND SOFTBALL FIELDS.

This includes and shall not be limited to the following services: Layout of all soccer, fall baseball, and football fields per league instructions; erection of all soccer goals; fill depressions in the infield and on the field itself; install all soccer nets; weekly painting of all soccer fields on Wednesdays and football fields on Thursdays or Fridays; move bleachers, player benches and trash cans as required; **dismantle fencing at Clark's Field**; check flag pole at Judge Crandall; all football and soccer fields must be rolled; check lighting system at Judge Crandall and Clark's Fields; and ensure safe and playable athletic facilities. **Fertilizing, seeding, and liming** of all facilities each fall, which are: Judge Crandall, Pfizer's Field, Colonel Ledyard Park, Clark's Field, Purdy Field and Ledyard Middle School.

Season traditionally begins mid August and ends mid November. Additional requirements are as follows:

- Distribute bleachers, player benches, aluminum boxes and trash cans.

H. ROUTINE MAINTENANCE TO ALL SOCCER AND FOOTBALL FIELDS

This includes and shall not be limited to the following services: Weekly painting of all football and soccer fields, inspection of all goals, nets, bleachers, trash cans, removal of any surface rocks, and fill all depressions. Seed all worn areas on the football field and all soccer fields and **aerate every week**.

Note: Due to weather, football and soccer fields may be painted more than twice per week.

I. LEAGUE (SOFTBALL AND BASEBALL) OPENING DAY REQUIREMENTS.

Opening Day Ceremonies of Ledyard Leagues are as follows:

- Ledyard Girls Softball League traditionally conducts Opening Day on the last Saturday in April with the following Sunday scheduled as a rain date.
- Ledyard Youth League traditionally conducts Opening Day on the first Saturday in May with the following Sunday scheduled as a rain date.

The following requirements will be accomplished prior to 8:00 a.m. and to the satisfaction of League Officials on scheduled opening day (including rain date) for the Ledyard Youth League and the Ledyard Girls Softball League.

1. Ledyard Youth League

All spring preparatory work must be done. All bleachers must be in place with trash cans etc. The following fields will be used for Opening Day Ceremonies:

- 2 at Judge Crandall
- 2 at Pfizer's
- 2 at Colonel Ledyard Park
- 2 at Ledyard High School

The following must be done prior to ceremonies:

- Lime box areas, lime first base and third base lines
- Paint foul lines
- Drag then hand rake infields
- Install bases
- Check pitcher's mounds
- Clean entire area
- Any other items as desired by League Officials

2. Ledyard Girls Softball League

All spring preparatory work must be in place with trash cans, etc. for Opening Day. The following fields will be used for Opening Day:

- 2 at Middle School
- 1 at Pfizer's Field

The following must be done prior to ceremonies:

- Lime box areas, lime first base and third base lines
- Paint foul lines
- Drag, then hand rake infield
- Install bases
- Check pitcher's mounds
- Clean entire area
- Any other items as desired by League Officials.
- All work must be completed by 8:00 a.m.

J. SUPPORT MAINTENANCE

This includes and shall not be limited to the following services: Moving bleachers, aluminum boxes, picnic tables, playground boxes, player benches, sporting equipment such as basketball backboards, repair/install indoor soccer goals, repairing backstops, safety fencing, etc., spreading loam, clay, sand, fertilizing, seeding, making necessary repairs to any and all support/park/beach equipment aerate fields, seeding of all main athletic facilities, necessary repairs to all playground including additional sand, stain playground equipment, lumber, support equipment, all labor, equipment necessary for special events such as, softball, hardball, soccer tournaments and any other type of Special Activities.

K. PLAYGROUND AND BEACH OPERATIONS

This includes and shall not be limited to the following services: Deliver all necessary equipment to designated sites, deliver aluminum boxes, playground boxes, picnic tables and other equipment that is required to operate the beach and all playgrounds.

L. TOURNAMENTS

End of the season games or tournaments are held for Football, Soccer, Softball, Baseball, Wrestling, and Basketball and other related sports or activity sponsored by Ledyard Parks and Recreation Department and its co-sponsors.

1. FOOTBALL AND SOCCER.

All locations must be painted daily during the tournament, bleachers, trash cans, safety fencing, goals nets, player benches, trash cans, player boxes, safety fencing, lime, limers, and paint machines, all must be in place before games commence. All low areas must be filled with loam and seeded then rolled. All safety fencing be it green, white, or orange, must be installed per league instructions and any and all other related items necessary for a safe and successful tournament. Weekdays the fields must be ready by 4:00 p.m. and on weekends the fields must be ready by 7:00 a.m.

2. SOFTBALL AND BASEBALL.

All locations must be painted, limed, dragged, cleaned, trash picked up daily during the tournament, bleachers, trash cans, safety fencing, all home plates, pitcher’s plates, bases, break-a-ways or anchor must be installed and recalculated for distance. Fill all holes be it in the infield or outfield, spread infield mix, rototill and roll both the infield and outfield, all safety fencing including fencing for dugouts and other safety features. All steel boxes must have lime, limers, quick dry, shovels, rakes, first aid kits, and bases. Weekdays the fields must be ready by 4:00 p.m. and on weekends fields must be ready by 7:00 a.m.

3. WRESTLING AND BASKETBALL.

All mats, junior size basketball backboards, all cages, all basketball equipment, cleaning materials, tables, and chairs must be transported to various schools in Ledyard or to Colonel Ledyard Park.

4. SPECIAL TOWN WIDE ACTIVITIES.

There may be requests from time to time to move picnic tables, bleachers, and other items required for the Memorial Day Parade, Children’s Day and other Town wide activities.

M. PLAY AREAS

This includes and shall not be limited to the following services: spreading woodchips, repair of play sets, clean area twice (2) weekly, repair playground 4X4 borders and remove graffiti.

The play areas are:

- Highland’s Lake on Shewville Road, Ledyard
- Aljen Heights on Aljen Avenue, Ledyard
- Model Park on Model Park Road, Ledyard
- Pfizer’s Field on Route 214, Gales Ferry
- Colonel Ledyard Park on Blonder’s Boulevard, Ledyard
- Donahue Property on Winthrop Drive, Gales Ferry
- Christy Hill on East Drive, Gales Ferry

V. GENERAL CONDITIONS

The successful Contractor will be required to execute a contract with the Town of Ledyard for the services to be provided no later than 45 days after award of the bid.

The successful Contractor will be required to furnish all equipment, including oil and gasoline for equipment. Equipment shall not be left unattended at any of the fields, parks or open areas, and shall be removed from the work sites daily. The successful Contractor must provide its own vehicles for transporting equipment to and from work sites.

The ultimate objective of the labor and services to be provided by the successful Contractor is that the athletic fields, parks, beach, playgrounds and picnic grounds shall be kept in good repair and free of debris according to the needs of the Parks and Recreation Department and the Youth Leagues of the Town of Ledyard. Accordingly, the Contractor will be required to guarantee and warrant that they have sufficient equipment, experience, and expertise to determine the time and number of employees necessary to accomplish said objective in his/her proposal.

Due to the nature of said work, sufficient latitude is to be provided to perform additional requirements that may arise or other related work to ensure safe, clean, playable athletic facilities and usable parks and beaches and/or other properties under the jurisdiction of the Parks and Recreation Department.

VI. SCHEDULING AND RESPONSE TIME

The schedule for grass cutting and trimming will be done at such times as facilities are not scheduled for official functions and any work necessary to be performed after regular working hours on Sundays or legal Holidays shall be performed without additional expense to the Town. All necessary dates, opening days and special requirements shall be formulated by Contractor two weeks prior to the commencement of various league functions and other activities.

The Contractor's response time will be no greater than four (4) hours, seven days per week for the length of this contract.

It is the responsibility of the Contractor to check in with the Parks and Recreation staff daily to inquire of last-minute items or additional needs. Contractor is to call the office of the Ledyard Parks and Recreation Department, Monday through Friday, between the hours of 7:30 a.m. and 8:30 a.m. for updates. If the Director is not available his designee will inform the Contractor of current needs.

#### VII. CONDITIONS OF WORK

The Contractor will, in good workmanlike manner, perform all work and furnish all supplies and materials, machinery, equipment, facilities and means, except as herein otherwise expressly specified, necessary or proper to perform and complete all the work required by this contract, within the time herein specified in accordance with the provisions of this contract and said specifications.

The Contractor shall observe, comply with and be subject to all terms, conditions, requirements and limitations of this contract, specifications, and shall complete the entire work to the satisfaction of the Parks and Recreation (P&R) Director.

#### VIII. WEATHER CONDITIONS OR OTHERWISE

In the event of temporary suspension of work, or during inclement weather, or whenever the P & R Director shall direct, the Contractor will, and will cause his subcontractors to, protect carefully his and their work and materials against damage or injury from the weather. If, in the opinion of the P & R Director, work or materials shall have been damaged or injured by reason of failure on the part of the Contractor or any of his subcontractors so to protect his work, such materials shall be removed and replaced at the expense of the Contractor.

#### IX. PROTECTION OF WORK AND PROPERTY – EMERGENCY

The Contractor shall at all times safely guard the Town's property from injury or loss in connection with this contract. He shall at all times safely guard and protect his own work, and that of adjacent property from damage. The Contractor shall replace or make good any such damage, loss or injury unless such be caused directly by errors contained in the contract or by the Town, or his duly authorized representatives.

In case of an emergency which threatens loss or injury of property, and/or safety of life, the Contractor will be allowed to act, in a diligent manner. He shall notify the P&R Director immediately thereafter. Any claim for compensation by the Contractor due to such extra work shall be promptly submitted to the P & R Department for approval.

X. REPORTS, RECORDS, AND DATA

The Contractor shall submit to the Town on a monthly basis all schedules of quantities and costs, progress schedules, payrolls, reports, estimates, records and other data as the Town may request concerning work performed or to be performed under this contract.

XI. PAYMENTS

- A. Payment for work shall be done by purchase order and subsequently a check or electronic payment to the Contractor upon weekly inspection and approval of the P&R Director and/or his designee.
- B. The Contractor agrees that the sum of 5% of the total contract will be retained by the Town for a period of thirty (30) days from the completion of the final assignment per contract award year.
- C. The Contractor shall pay for all materials, tools, and other expendable equipment at 100% of the cost NO later than 30 days after delivery of said materials, tools, and equipment to the job site and providing said materials, tools, and equipment are in a condition satisfactory to the Contractor and the P&R Director. The balance of the cost thereof is to be paid before the final payment and acceptance by the Town. Unpaid outstanding bills for materials, etc., constitute an incomplete project and will hold up final payment to the Contractor.
- D. The Contractor shall pay to each of his subcontractors, not later than ten (10) days following each payment to the Contractor, the respective amount of the work performed by his subcontractors to the extent of each subcontractor's interest therein.

XII. REQUIREMENTS: GENERAL INSURANCE

The successful Contractor must maintain in force continuously during the term of the contract workers compensation insurance and comprehensive liability insurance for both personal injury and property damage as required under this paragraph. The Contractor shall not allow any subcontractor to commence work on a subcontract until certificates of said insurance satisfying the requirements of this paragraph have been provided by the subcontractor to and approved by the P&R Director and/or his designee.

The Contractor must carry insurance under which the Town is named as an assured as follows:

- A. Worker's Compensation – as required by State Statute
- B. Commercial Liability as follows:
  - \$2,000,000 – General Aggregate
  - \$2,000,000 – Products Completed Operations Aggregate
  - \$1,000,000 – Personal & Advertising Injury
  - \$1,000,000 - Each Occurrence Bodily Injury and Property Damage
  - \$ 100,000 – Fire damage, Any One Fire
  - \$5,000 – Medical Payments, Any One Person Including Explosion

### Collapse & Underground

- C. Automobile Liability: \$1,000,000 Combined Single Limit Bodily Injury & Property Damage.

Such insurance must be by insurance companies licensed to write such insurance in the State of Connecticut against the above risks and in the amounts indicated. All insurance must provide for a thirty (30) day notice to the Town of cancellation or restrictive amendment.

Certificates of insurance must be submitted to the Finance office within 30 days of signing the contract.

Failure to provide and to keep current the required insurance and certificates may be held to be a willful and substantial breach of this contract.

### XIII. PERFORMANCE and LABOR AND MATERIALS BONDS

A Performance, Labor and Materials Bond in the amount of \$20,000 will be required from the successful bidder for the faithful performance of the contract. The bonds must be made out in favor of Ledyard and executed by a surety company authorized to do business in the State of Connecticut. The security must be posted and accepted within thirty (30) days of the notification of award and prior to the commencement of any work under the contract.

Prior to submitting a bid, the bidder must inspect the site and study all plans, specifications, and bid documents. Failure to do so will not relieve the bidder from any obligations with respect to his bid.

### XIV. INDEMNIFICATION

The Contractor shall at all times indemnify and save harmless the Town of Ledyard, Connecticut, and its officers, agents, and employees on account of any and from any and all claims, damages, losses, judgments, workers' compensation payments, litigation expenses, and legal counsel fees arising out of injuries to persons (including death) or damage to property alleged to have been sustained by (a) officers, agents, and employees of the Town of Ledyard or (b) the Contractor, his subcontractors or material men or (c) any other person, which injuries are alleged to have occurred on or near the work or to have been caused in whole or in part by the acts, omissions, or neglect of the Contractor or his subcontractor or material men, or by reason of his or their use of faulty, defective, or unsuitable materials, tools, or equipment of defective design in constructing or performing the work. The existence of insurance shall in no way limit the scope of this indemnification. The Contractor further undertakes to reimburse the Town of Ledyard for damage to property of the Town of Ledyard caused by the contractor or his employees, agents, subcontractors, or material men, or by faulty, defective, or unsuitable material or equipment used by him or them.

Failure to provide the required insurance and certificates may, at the option of the Town, be held to be a willful and substantial breach of this contract. Use State of Connecticut Department of Transportation, Form number CON-32 entitled Certificate of Insurance.

### XV. DEFAULTS

If the Contractor shall fail in the prosecution of the work under this contract, to perform any provisions of this contract, the Town of Ledyard after a five (5) day written notice to the Contractor to remedy such failure, the Town, without refusal or neglect of the Contractor to remedy such failure, the Town without prejudice to any other remedy the Town may have, shall be entitled to remedy such deficiency and any cost thereby incurred by the Town shall be paid for the account of the Contractor and deducted from the contract sum then or thereafter due the Contractor. Any expense or cost arising out of the Contractor's negligence, or that of its agents or employees for replacing defective work, and for the disposal of material wrongfully supplied may be paid by the Town for the account of the Contractors and deducted from the contract sum then or thereafter due the Contractor.

#### XVI. SPECIAL CONDITIONS

Special care shall be taken to prevent contamination or muddying, silting, or interfering in any way with stream flows along the line of work. No waste matter of any kind will be allowed to discharge into the streams flows or impounded waters of any ponds or other bodies of water.

#### XVII. PROBATION

The first two (2) months of this contract will be considered a trial period. This is a period of adjustment and evaluation during which either the Contractor or the Town of Ledyard may terminate this contract for any reason. This period shall provide the Town with the opportunity to carefully assist the Contractor's performance. It also shall provide the Contractor with an opportunity to decide whether he (she) is satisfied with the conditions of this contract.

#### XVIII. CONTRACT

**The period of the contract will be from July 1, 2025 through June 30, 2029** with an OPTION to renew at the same terms and at the pricing stated on the bid form for an additional two (2) years upon mutual consent of both parties. The Town's exercise of the option to renew will be based upon satisfactory seasonal evaluations, sufficient operating budget appropriation, overall performance, response time, cooperation, job productivity, and, most importantly, dependability. A contract and all insurance forms are to be signed and in effect for each contract within 30 days of signing the contract.

#### XIX. EVALUATIONS

Evaluations will be completed three (3) times per year based upon the following schedule:

- 1<sup>st</sup> evaluation will be for the months of July and August. The evaluation will be presented to the Parks and Recreation Commission by the Director in September.
- 2<sup>nd</sup> evaluation will be for the months of September, October and November. The evaluation will be presented to the Parks & Recreation Commission by the Director in December.
- 3<sup>rd</sup> evaluation will be for the months of April, May and June. The evaluation will be presented to the Parks and Recreation Commission by the Director in July.



The Contractor at anytime may request to meet with the Director or the Facility and Maintenance Committee of the Parks and Recreation Commission to discuss any evaluation or any other items pertaining to the contract or maintenance of Ledyard's facilities. The Contractor will have the opportunity to resolve any negative evaluations; if not resolved to the satisfaction of the Parks and Recreation Director or the Parks and Recreation Commission, the Town may deem this a breach of the terms of the contract and may void the contract.

XX. CONTACT PERSONS

Please direct all inquiries concerning the performance of this bid to Scott Johnson Jr., Director of Parks and Recreation, at 860-464-9112, and all inquiries concerning the bid procedure to Matthew Bonin, Director of Finance, at 860-464-3235. Contact of any Town official other than these two listed may be cause for rejection of bidder's proposal.

BIDDER QUALIFICATION FORM

The bidder is required to complete the following form and to submit it with his/her bid to enable the Town to make inquiries and judge as to the bidder’s experience, skill, available financial resources, credit, and reliability.

A. Number of years the bidder has been in the grass cutting and routine maintenance business: \_\_\_\_\_

B. All names by which the bidder has conducted business during the previous five (5) years

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. List the grass cutting and routine maintenance contracts presently under contract by the bidder, annual dollar value of the contract (2), and contract completion date(s).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Has the bidder ever failed to complete work awarded: Yes No

If so, state the circumstances: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

E. Does the bidder intend to subcontract any of the services required under this contract?  
Yes No

If the answer is yes, please identify the firm or firms you intend to use, and briefly describe their experience and qualifications.

\_\_\_\_\_  
\_\_\_\_\_

---

---

---

- F. Please identify the equipment to be used on this contract by type, model, year, capacity, and owner. If not owned by your firm at the time of bid submission, indicate if the equipment (s) is to be rented or purchased along with evidence that a firm agreement exists for your acquisition of the equipment contingent upon award of the contract.

---

---

---

---

Please address in detail whether the equipment identified above is sufficient for completing work in the time required as stated in this document.

---

---

---

---

- G. List your references (preferably municipalities) and those of any firms with whom you intend to subcontract:

---

---

---

- H. Name and address of your Bank reference:

---

---

BID FORM

Bids are due in the Mayor’s Office, 741 Colonel Ledyard Highway, Ledyard, CT 06339, on or before 2:00 p.m., **Thursday, February 7, 2025**. Bids must be in a sealed envelope addressed to Director of Finance, Town of Ledyard, and marked “**RFP 2025-00**: Routine Maintenance Services.”

**PROPOSAL**

We, the undersigned, hereby agree to furnish the services outlined in the Town of Ledyard, Bid #2019-04 at the cost stated below. **Please note that your bid proposal must be for a four year (4) period as designated below.**

\$ \_\_\_\_\_ July 1, 2025 through June 30, 2029

**NON-COLLUSIVE BID STATEMENT**

The undersigned Bidder certified that his bid is made independently and without collusion, agreement, understanding, or planned course of action with any other Bidder and that the contents of his bid shall not be disclosed to anyone other than his employees, agents, or sureties prior to the official bid opening.

Bidder’s Signature: \_\_\_\_\_

Bidders Name (Printed): \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

## SCHEDULE B: ROUTINE MAINTENANCE SITES

NAME	LOCATION	USED BY	DATES	EQUIPMENT	ACTIVITIES
Purdy/Clark's Field	Town Farm Rd.	Soccer Club Lacrosse	Mid April to end of November	Complete fencing with safety fencing, backstops, soccer goals, lighting system	Lacrosse Soccer
Judge Crandall Complex 2 ballfields 1 football field	Junction of Rte 12 and Rte 214	Ledyard Little League	Mid April to end of November	Backstops, safety fencing, concession and storage building, football goals, lighting, irrigation system	Baseball Football
Pfizer's Field 3 ballfields 1 soccer field	Rte 214	Ledyard Youth League Soccer League Play area	Mid April to end of November	Backstops, safety fencing, soccer goals, playscape	Baseball Softball Soccer Play Area
Colonel Ledyard Park	Blonders Blvd.	General public Ledyard Little League Recreational League Ledyard Soccer Club Ledyard High School	Mid April to end of November	2 ball fields w/ safety fencing, storage/restrooms, soccer field, basketball and 2 tennis courts, horseshoe pits, 1 1/2 miles of trails, picnic tables, playground equipment, 50' x 100' pavillion w/ lights, park benches, and playscape	Baseball Soccer Picnics Playscape
Model Park	Model Park Road in the Highlands	General public -- play area	Year round	Playscape	Play area
Aljen Heights 1 ball/soccer field	Aljen Avenue	Ledyard Little League Ledyard Soccer Club	April to November	Safety fencing, backstop, playscape	Softball Soccer Play area
Christy Hill 1 field	East Drive	Ledyard Little League Ledyard Girls League	April to November	Safety fencing, backstop, playground/basketball court, playscape	Baseball Softball Play area
Sawmill Park	Route 214	General public	Year round	Winter skating; Historic District operation of sawmill	
Highlands Lake	Shewville Road	General public	Mid April to Nov	Rafts, buoys, picnic tables, boats, lifesaving equipment, pavilion, sand volleyball court, mobile restroom	Open swim Family picnic
Ledyard Middle School 2 softball fields 3 football fields 3 soccer fields	Route 214	General public, Navy Ledyard Youth League Soccer Recreational League	First of April to end of November	Two backstops, soccer and lacrosse goals, safety fencing, walking path	Softball Soccer Football Lacrosse Walking path
Donahue Property 1 field	Winthrop Road	General public	Year round	Large playscape	Play area
Erickson Park	Military Highway	General public	April to Nov	Park and picnic area, canopy	
Town Green	Ledyard Center	General public Ledyard Fair	April to Nov		Softball

**BIDDERS LIST \***

F. E. Crandall Disposal Services, Inc.  
168 Lambtown Road  
Ledyard, CT 06339  
860-536-8487  
fcrandall@comcast.net

GTM Services  
25 Oil Mill Road  
Waterford, CT 06385  
860-447-1200  
gtmlawnservice@yahoo.com

Regan Enterprises, LLC  
89 Plaza Court  
Groton, CT 06340  
860-448-0101  
patriciahnet@gmail.com

Spanos Landscaping  
175 Miller Road  
Preston, CT 06365  
860-917-0855  
tim@spanoslandscaping.com

Matt Faherty  
138 Trout Stream Drive  
Vernon, CT 06066  
860-872-9367  
mfaherty@sbcglobal.net

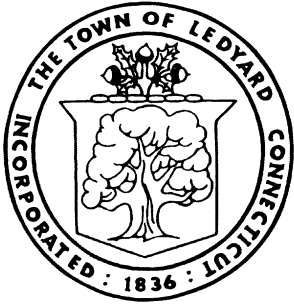
**\* Bidding is not restricted to the companies on this list.**

Colonel Landscaping, LLC  
PO Box 370  
East Lyme, CT 06333  
860-739-0008  
Nicholas@colonellandscaping.com

LandCare and Design  
PO Box 295  
Ledyard, CT 06339  
860-464-8169  
pondreicka@yahoo.com

Earth, Turf, and Snow  
103 Brook Street  
Groton, CT 06340  
860-204-7203  
earthturfandsnow@gmail.com

Three D Landscaping  
105 Reuteman Road  
North Stonington, CT 06359  
860-961-8272  
rdeledda@comcast.net



# TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway  
Ledyard, CT 06339  
(860) 464-3235 [Phone]  
(860) 464-1126 [Fax]

## Request for Proposals 2025-00

# GRASS CUTTING and TRIMMING SERVICES for PARKS AND RECREATION FACILITIES TOWN OF LEDYARD, CT

January 2, 2025



## TOWN OF LEDYARD CONNECTICUT

741 Col. Ledyard Hwy.  
Ledyard, CT 06339  
(860) 464-3235 [Phone]  
(860) 464-1126 [Fax]

### TOWN OF LEDYARD Request for Proposals #2025-00

### GRASS CUTTING and TRIMMING SERVICES for PARKS AND RECREATION FACILITIES TOWN OF LEDYARD, CT

The Town of Ledyard requests sealed bids for grass cutting and trimming services for the Town of Ledyard. The bid package is available at the Town's Website at <http://ledyardct.org> (click on tab "RFPs & Bids"). Bidders are responsible for checking this Website for any amendments to the Request for Proposal throughout the bidding process.

Bids will be received until 2:00 p.m. on **Thursday, February 7, 2019**, at the above address at which time they will be publicly opened and read aloud in Town Hall. Any bids received after 2:00 p.m. on February 7 will be returned unopened to the bidder.

The Town of Ledyard reserves the right to reject any or all bids and waive informalities or irregularities in the bid procedure or bids.

The award of a contract, if awarded, will be to the lowest responsible bidder, provided that the bid is reasonable, and provided that it is in the best interest of the Town of Ledyard to accept such bid, and subject to any choice by the Town of Ledyard as to any alternate specifications as may be agreed upon.

Matthew Bonin  
Director of Finance



## BIDDING INSTRUCTIONS

The Director of Finance will receive sealed bids for grass cutting and trimming services for the Town of Ledyard Parks and Recreation facilities.

### CLOSING DATE

Bids will be received until 2:00 p.m., **Thursday February 7, 2019** at which time they will be publicly opened and read aloud in Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, CT

### INSTRUCTIONS

Bidder Qualification Form (Pages 11-12), Bid Form (Page 13) and pictures of equipment and one other form of ownership (see Section II – Equipment) are to be submitted in a sealed envelope addressed to:

Director of Finance  
Ledyard Town Hall  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Envelopes are to be endorsed in the lower left-hand corner, “**RFP 2025-00**: Grass Cutting and Routine Maintenance Services.”

Bidder’s name and address is to appear in the upper left-hand corner.

## I. QUALIFICATION OF BIDDERS

Contractors submitting bids must be an established maintenance or mowing firm with a minimum of five years in said business. **Must have sufficient staff (3) to complete all work as describe in said bid.** The Town of Ledyard (“the Town”), will make such investigations as it deems necessary to determine the qualifications of the Contractor to perform the work. The Contractor shall furnish to the Town all information and data for this purpose in the form as the Town may require. The Town reserves the right to reject any bid if evidence submitted by Contractor or by the Town’s investigation of Contractor fails to satisfy the Town that the Contractor possesses the skills, ability and integrity necessary for a faithful performance of the work. Conditional bids will not be accepted.

In determining the skill, ability, and integrity of the bidder the following will be considered: whether the bidder (a) has previously failed to perform properly or complete on time a contract of a similar nature; (b) is not in a position to perform the contract; (c) has habitually and without justification neglected the payment of subcontractors, material or employees; (d) maintains a permanent place of business; (e) has adequate manpower and equipment to do the work properly and expeditiously; (f) has suitable financial status to meet the obligations necessary to do the work; (g) has appropriate technical experience.

## II. EQUIPMENT

It is the responsibility of the Contractor to determine the appropriate equipment and materials needed to accomplish all grass cutting and routine maintenance according to the time schedule needs determined by the Parks and Recreation Director. Grass cutting for each park, ball field, and beach must be begun and completed in no longer than two days. The successful contractor will be required to furnish all equipment, including oil and gasoline for equipment. Equipment shall not be left unattended at any of the fields, parks or open areas, and shall be removed from the work sites daily. The successful Contractor must provide its own vehicles for transporting equipment to and from work sites.

The Contractor will be required to furnish the following equipment:

- A. Two (2) Hustlers or similar – range wing 14 foot rotary cut
- B. Three (3) Hustlers or similar – four wheel drive, 72 inch cut
- C. Two (2) push mowers
- D. Commercial type weed whacker with a minimum of three (3) staff to trim all properties as described in specifications.

Bidder must provide pictures and one other form of ownership with identification for all equipment as part of their bid package. Bidder must have sufficient personnel to carry out all job assignments according to the time schedule set forth by the Director of Parks and Recreation.

## III. CUTTING SEASON

Cutting season commences in April with final cutting in mid-November. Two cuttings per week will be required April through June and September through November as determined by the Parks and Recreation Director. Grass cutting for each park, ball field, and beach must be begun and completed in no longer than two days.

#### IV. CUTTING HEIGHTS

Grass at all sites is to be kept at less than 2 inches at all athletic facilities, parks, beach area, open spaces and soccer fields. All areas are to be trimmed.

#### V. LOCATIONS OF FACILITIES FOR GRASS CUTTING

*See Schedule A for list of locations to be cut.* It is the responsibility of each Contractor to become familiar with each facility and the grass cutting requirement of each. All bidders are responsible for viewing all athletic fields, parks, playgrounds and other open areas to be cut and trimmed. Failure on the part of any bidder to make such thorough examination shall not be grounds for any declaration that the bidder did not understand the conditions of this invitation to submit a proposal for labor and services.

#### VI. GENERAL CONDITIONS

The successful Contractor will be required to execute a contract with the Town of Ledyard for the services to be provided no later than 45 days after award of the bid.

The successful Contractor will be required to furnish all equipment, including oil and gasoline for equipment. Equipment shall not be left unattended at any of the fields, parks or open areas, and shall be removed from the work sites daily. The successful Contractor must provide its own vehicles for transporting equipment to and from work sites.

The ultimate objective of the labor and services to be provided by the successful Contractor is that the athletic fields, parks, beach, playgrounds and picnic grounds shall be kept in good repair and free of debris according to the needs of the Parks and Recreation Department and the Youth Leagues of the Town of Ledyard. Accordingly, the successful Contractor will be required to guarantee and warrant that they have sufficient equipment, experience, and expertise to determine the time and number of employees necessary to accomplish said objective in his/her proposal.

Due to the nature of said work, sufficient latitude is to be provided to perform additional requirements that may arise or other related work to ensure safe, clean, playable athletic facilities and usable parks and beaches and/or other properties under the jurisdiction of the Parks and Recreation Department.

#### VII. SCHEDULING AND RESPONSE TIME

The schedule for grass cutting and trimming will be done at such times as facilities are not scheduled for official functions and any work necessary to be performed after regular working hours on Sundays or legal Holidays shall be performed without additional expense to the Town.

All necessary dates, opening days and special requirements shall be formulated by Contractor two weeks prior to the commencement of various league functions and other activities.

The Contractor's response time will be no greater than four (4) hours, seven days per week for the length of this contract.

It is the responsibility of the Contractor to check in with the Parks and Recreation staff daily to inquire of last-minute items or additional needs. Contractor is to call the office of the Ledyard Parks and Recreation Department, Monday through Friday, between the hours of 7:30 a.m. and 8:30 a.m. for updates. If the Director is not available, his designee will inform the Contractor of current needs.

#### VIII. CONDITIONS OF WORK

The Contractor will, in good workmanlike manner, perform all work and furnish all supplies and materials, machinery, equipment, facilities and means, except as herein otherwise expressly specified, necessary or proper to perform and complete all the work required by this contract, within the time herein specified in accordance with the provisions of this contract and said specifications.

The Contractor shall observe, comply with and be subject to all terms, conditions, requirements and limitations of this contract, specifications, and shall complete the entire work to the satisfaction of the Parks and Recreation (PARKS & RECREATION) Director.

#### IX. WEATHER CONDITIONS OR OTHERWISE

In the event of temporary suspension of work, or during inclement weather, or whenever the Parks & Recreation Director shall direct, the Contractor will, and will cause his subcontractors to, protect carefully his and their work and materials against damage or injury from the weather. If, in the opinion of the P & R Director, work or materials shall have been damaged or injured by reason of failure on the part of the Contractor or any of his subcontractors so to protect his work, such materials shall be removed and replaced at the expense of the Contractor.

#### X. PROTECTION OF WORK AND PROPERTY – EMERGENCY

The Contractor shall at all times safely guard the Town's property from injury or loss in connection with this contract. He shall at all times safely guard and protect his own work, and that of adjacent property from damage. The Contractor shall replace or make good any such damage, loss or injury unless such be caused directly by errors contained in the contract or by the Town, or his duly authorized representatives.

In case of an emergency which threatens loss or injury of property, and/or safety of life, the Contractor will be allowed to act, in a diligent manner. He shall notify the Parks & Recreation Director immediately thereafter. Any claim for compensation by the Contractor due to such extra work shall be promptly submitted to the Parks & Recreation Department for approval.

#### XI. REPORTS, RECORDS, AND DATA

The Contractor shall submit to the Town on a monthly basis all schedules of quantities and costs, progress schedules, payrolls, reports, estimates, records and other data as the Town may request concerning work performed or to be performed under this contract.

## XII. PAYMENTS

- A. Payment for work shall be done by purchase order and subsequently a check or electronic payment to the Contractor upon weekly inspection and approval of the Parks & Recreation Director and/or his designee.
- B. Five percent (5%) of the total contract will be retained by the Town for a period of thirty (30) days from the completion of the final assignment per contract award year.
- C. The Contractor shall pay for all materials, tools, and other expendable equipment at 100% of the cost NO later than 30 days after delivery of said materials, tools, and equipment to the job site and providing said materials, tools, and equipment are in a condition satisfactory to the Contractor and the Parks & Recreation Director. The balance of the cost thereof is to be paid before the final payment and acceptance by the Town. Unpaid outstanding bills for materials constitutes an incomplete project and will hold up final payment to the Contractor.
- D. The Contractor shall pay to each of his subcontractors, not later than ten (10) days following each payment to the Contractor, the respective amount of the work performed by his subcontractors to the extent of each subcontractor's interest therein.

## XIII. REQUIREMENTS: GENERAL INSURANCE

The successful Contractor must maintain in force continuously during the term of the contract workers compensation insurance and comprehensive liability insurance for both personal injury and property damage as required under this paragraph. The Contractor shall not allow any subcontractor to commence work on a subcontract until certificates of said insurance satisfying the requirements of this paragraph have been provided by the subcontractor to and approved by the Parks & Recreation Director and/or his designee.

The Contractor must carry insurance under which the Town is named as an assured as follows:

- A. Worker's Compensation – as required by State Statute
- B. Commercial Liability as follows:
  - \$2,000,000 – General Aggregate
  - \$2,000,000 – Products Completed Operations Aggregate
  - \$1,000,000 – Personal & Advertising Injury
  - \$1,000,000 - Each Occurrence Bodily Injury and Property Damage
  - \$ 100,000 – Fire damage, Any One Fire
  - \$5,000 – Medical Payments, Any One Person Including Explosion  
Collapse & Underground
- C. Automobile Liability: \$1,000,000 Combined Single Limit Bodily Injury & Property Damage.

Such insurance must be by insurance companies licensed to write such insurance in the State of Connecticut against the above risks and in the amounts indicated. All insurance must provide for a thirty (30) day notice to the Town of cancellation or restrictive amendment.

Certificates of insurance must be submitted to the Finance office within 30 days of signing the contract.

Failure to provide and to keep current the required insurance and certificates may be held to be a willful and substantial breach of this contract.

#### XIV. PERFORMANCE MATERIALS AND LABOR BOND

A Performance, Materials, and Labor Bond in the amount of \$20,000 will be required from the successful bidder for the faithful performance of the contract. The bond must be made out in favor of Ledyard and executed by a surety company authorized to do business in the State of Connecticut. The security must be posted and accepted within thirty (30) days of the notification of award and prior to the commencement of any work under the contract.

#### XV. INDEMNIFICATION

The Contractor shall at all times indemnify and save harmless the Town of Ledyard, Connecticut, and its officers, agents, and employees on account of any and from any and all claims, damages, losses, judgments, workers' compensation payments, litigation expenses, and legal counsel fees arising out of injuries to persons (including death) or damage to property alleged to have been sustained by (a) officers, agents, and employees of the Town of Ledyard or (b) the Contractor, his subcontractors or material men or (c) any other person, which injuries are alleged to have occurred on or near the work or to have been caused in whole or in part by the acts, omissions, or neglect of the Contractor or his subcontractor or material men, or by reason of his or their use of faulty, defective, or unsuitable materials, tools, or equipment of defective design in constructing or performing the work. The existence of insurance shall in no way limit the scope of this indemnification. The Contractor further undertakes to reimburse the Town of Ledyard for damage to property of the Town of Ledyard caused by the contractor or his employees, agents, subcontractors, or material men, or by faulty, defective, or unsuitable material or equipment used by him or them.

Failure to provide the required insurance and certificates may, at the option of the Town, be held to be a willful and substantial breach of this contract. Use State of Connecticut Department of Transportation, Form number CON-32 entitled Certificate of Insurance.

#### XVI. DEFAULTS

If the Contractor shall fail in the prosecution of the work under this contract, to perform any provisions of this contract, the Town of Ledyard after a five (5) day written notice to the Contractor to remedy such failure, the Town, without refusal or neglect of the Contractor to remedy such failure, the Town without prejudice to any other remedy the Town may have, shall be entitled to remedy such deficiency and any cost thereby incurred by the Town shall be paid for the account of the Contractor and deducted from the contract sum then or thereafter due the Contractor. Any expense or cost arising out of the Contractor's negligence, or that of its agents

or employees for replacing defective work, and for the disposal of material wrongfully supplied may be paid by the Town for the account of the Contractors and deducted from the contract sum then or thereafter due the Contractor.

#### XVII. SPECIAL CONDITIONS

Special care shall be taken to prevent contamination or muddying, silting, or interfering in any way with stream flows along the line of work. No waste matter of any kind will be allowed to discharge into the streams flows or impounded waters of any ponds or other bodies of water.

#### XVIII. PROBATION

The first two (2) months of this contract will be considered a trial period. This is a period of adjustment and evaluation during which either the Contractor or the Town of Ledyard may terminate this contract for any reason. This period shall provide the Town with the opportunity to carefully assess the Contractor's performance. It also shall provide the Contractor with an opportunity to decide whether he is satisfied with the conditions of this contract.

#### XIX. CONTRACT

**The period of the contract will be from July 1, 2025 through June 30, 2029** with an OPTION to renew at the same terms and at the pricing stated on the bid form for an additional two (2) years upon mutual consent of both parties. The Town's exercise of the option to renew will be based upon satisfactory seasonal evaluations, sufficient operating budget appropriation, overall performance, response time, cooperation, job productivity, and, most importantly, dependability. A contract and all insurance forms are to be signed and in effect within 30 days of signing the contract.

#### XX. EVALUATIONS

Evaluations will be completed three (3) times per year based upon the following schedule:

- 1<sup>st</sup> evaluation will be for the months of July and August. The evaluation will be presented to the Parks and Recreation Commission by the Director in September.
- 2<sup>nd</sup> evaluation will be for the months of September, October and November. The evaluation will be presented to the Parks & Recreation Commission by the Director in December.
- 3<sup>rd</sup> evaluation will be for the months of April, May and June. The evaluation will be presented to the Parks and Recreation Commission by the Director in July.

The Contractor at any time may request to meet with the Director or the Facility and Maintenance Committee of the Parks and Recreation Commission to discuss any evaluation or any other items pertaining to the contract or maintenance of Ledyard's facilities. The Contractor will have the opportunity to resolve any negative evaluations; if not resolved to the satisfaction of the Parks and Recreation Director or the Parks and Recreation Commission, the Town may deem this a breach of the terms of the contract and may void the contract.

**XXI. CONTACT PERSONS**

Please direct all inquiries concerning the performance of this bid to Scott Johnson Jr., Director of Parks and Recreation, at 860-464-9112, and all inquiries concerning the bid procedure to Matthew Bonin, Director of Finance, at 860-464-3235. Contact of any Town official other than these two listed may be cause for rejection of bidder's proposal.



BIDDER QUALIFICATION FORM

The bidder is required to complete the following form and to submit it with his/her bid to enable the Town to make inquiries and judge as to the bidder's experience, skill, available financial resources, credit, and reliability.

A. Number of years the bidder has been in the grass cutting business: \_\_\_\_\_

B. All names by which the bidder has conducted business during the previous five (5) years

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. List the grass cutting and routine maintenance contracts presently under contract by the bidder, annual dollar value of the contract, and contract completion date(s).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Has the bidder ever failed to complete work awarded: Yes No

If so, state the circumstances: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

E. Does the bidder intend to subcontract any of the services required under this contract?  
Yes No

If the answer is Yes, please identify the firm or firms you intend to use, and briefly describe their experience and qualifications.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

---

---

- F. Please identify the equipment to be used on this contract by type, model, year, capacity, and owner. If not owned by your firm at the time of bid submission, indicate if the equipment (s) is to be rented or purchased along with evidence that a firm agreement exists for your acquisition of the equipment contingent upon award of the contract.

---

---

---

---

Please address in detail whether the equipment identified above is sufficient for completing work in the time required as stated in this document.

---

---

---

---

- G. List your references (preferably municipalities) and those of any firms with whom you intend to subcontract:

---

---

---

- H. Name and address of your Bank reference:

---

---

BID FORM

Bids are due in the Mayor’s Office, 741 Colonel Ledyard Highway, Ledyard, CT 06339, on or before 2:00 p.m., Thursday, February 7, 2019. Bids must be in a sealed envelope addressed to Director of Finance, Town of Ledyard, and marked “RFP 2019-03: Grass Cutting and Trimming Services.”

PROPOSAL

We, the undersigned, hereby agree to furnish the services outlined in the Town of Ledyard, Bid #2015-10, at the cost stated below. **Please note that your bid proposal must be for a four (4) period as designated below.**

\$ \_\_\_\_\_ July 1, 2025 through June 30, 2029\_\_\_\_\_

**NON-COLLUSIVE BID STATEMENT**

The undersigned Bidder certified that his bid is made independently and without collusion, agreement, understanding, or planned course of action with any other Bidder and that the contents of his bid shall not be disclosed to anyone other than his employees, agents, or sureties prior to the official bid opening.

\_\_\_\_\_  
Signature

Bidders Name (Printed): \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Signed by: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

## SCHEDULE A: GRASS CUTTING SITES

<u>SITE</u>	<u>LOCATION</u>
Purdy/Clarks Field	Town Farm Road
Pfizer's Field	Route 214
Christy Hill	East Drive
Highland's Lake	Shewville Road
Aljen Heights	Aljen Avenue
Sawmill Park	Iron Street (Rte 214)
Model Park	Model Park Road (Highlands area)
Colonel Ledyard Park (all athletic facilities and park)	Blonders Boulevard
Judge Crandall Complex (all athletic facilities and surrounding areas)	Junction Routes 12 & 214
35 Country Club Road (old well house)	Country Club Road, Ledyard
Erikson Park	Military Hwy
Donahue Playground	Winthrop road
Athletic field area	Ledyard Middle School

**BIDDERS LIST \***

F. E. Crandall Disposal Services, Inc.  
168 Lambtown Road  
Ledyard, CT 06339  
860-536-8487  
fcrandall@comcast.net

Regan Enterprises, LLC  
89 Plaza Court  
Groton, CT 06340  
860-448-0101  
patriciahnet@gmail.com

Matt Faherty  
138 Trout Stream Drive  
Vernon, CT 06066  
860-872-9367  
mfaherty@sbcglobal.net

Colonel Landscaping, LLC  
PO Box 370  
East Lyme, CT 06333  
860-739-0008  
Nicholas@colonellandscaping.com

LandCare and Design  
PO Box 295  
Ledyard, CT 06339  
860-464-8169  
pondreicka@yahoo.com

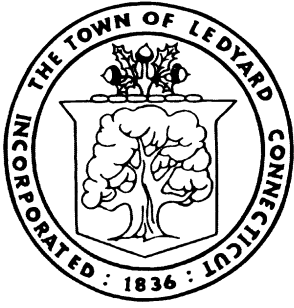
Earth, Turf, and Snow  
103 Brook Street  
Groton, CT 06340  
860-204-7203  
earthturfandsnow@gmail.com

Three D Landscaping  
105 Reuteman Road  
North Stonington, CT 06359  
860-961-8272  
rdeledda@comcast.net

GTM Services  
25 Oil Mill Road  
Waterford, CT 06385  
860-447-1200  
gtmlawnservice@yahoo.com

Spanos Landscaping  
175 Miller Road  
Preston, CT 06365  
860-917-0855  
tim@spanoslandscaping.com

**\* Bidding is not restricted to the companies on this list.**



**TOWN OF LEDYARD  
CONNECTICUT**

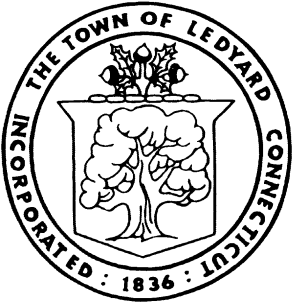
741 Colonel Ledyard Highway  
Ledyard, CT 06339  
(860) 464-3235 [Phone]  
(860) 464-1126 [Fax]

**Request for Proposals #2025-00**

**ROUTINE MAINTENANCE SERVICES**

**for  
PARKS AND RECREATION FACILITIES  
TOWN OF LEDYARD, CT**

**December 1, 2024**



## TOWN OF LEDYARD CONNECTICUT

741 Col. Ledyard Hwy.  
Ledyard, CT 06339  
(860) 464-3235 [Phone]  
(860) 464-1126 [Fax]

### TOWN OF LEDYARD Request for Proposals #2025-00

#### ROUTINE MAINTENANCE SERVICES for PARKS AND RECREATION FACILITIES TOWN OF LEDYARD, CT

The Town of Ledyard requests sealed bids for routine maintenance services for the Town of Ledyard. The bid package is available at the Town's Website at <http://ledyardct.org> (click on tab "RFPs & Bids"). Bidders are responsible for checking this Website for any amendments to the Request for Proposal throughout the bidding process.

Bids will be received until 2:00 p.m. on **Thursday, February 7, 2025** at the above address at which time they will be publicly opened and read aloud in Town Hall. Any bids received after 2:00 p.m. on February 7 will be returned unopened to the bidder.

The Town of Ledyard reserves the right to reject any or all bids and waive informalities or irregularities in the bid procedure or bids.

The award of a contract, if awarded, will be to the lowest responsible bidder, provided that the bid is reasonable, and provided that it is in the best interest of the Town of Ledyard to accept such bid, and subject to any choice by the Town of Ledyard as to any alternate specifications as may be agreed upon.

Matthew Bonin  
Director of Finance

## BIDDING INSTRUCTIONS

The Director of Finance will receive sealed bids for routine maintenance services for the Town of Ledyard Parks and Recreation facilities.

### CLOSING DATE

Bids will be received until 2:00 p.m., Thursday **February 7, 2025**, at which time they will be publicly opened and read aloud in Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, CT

### INSTRUCTIONS

Bidder Qualification Form (Pages 16-17), Bid Form (Page 18), and pictures of equipment and one other form of ownership (see Section II – Equipment) must be submitted in a sealed envelope addressed to:

Director of Finance  
Ledyard Town Hall  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Envelopes are to be endorsed in the lower left-hand corner, “RFP 2025-00: Routine Maintenance Services.”

Bidder’s name and address is to appear in the upper left-hand corner.



## I. QUALIFICATION OF BIDDERS

Contractors submitting bids must be an established maintenance or mowing firm with a minimum of five years in said business. The Town of Ledyard (“the Town”), will make such investigations as it deems necessary to determine the qualifications of the Contractor to perform the work. The Contractor shall furnish to the Town all information and data for this purpose in the form as the Town may require. The Town reserves the right to reject any bid if evidence submitted by Contractor or by the Town’s investigation of Contractor fails to satisfy the Town that the Contractor possesses the skills, ability and integrity necessary for a faithful performance of the work. Conditional bids will not be accepted.

In determining the skill, ability, and integrity of the bidder the following will be considered: whether the bidder (a) has previously failed to perform properly or complete on time a contract of a similar nature; (b) is not in a position to perform the contract; (c) has habitually and without justification neglected the payment of subcontractors, material or employees; (d) maintains a permanent place of business; (e) has adequate manpower and equipment to do the work properly and expeditiously; (f) has suitable financial status to meet the obligations necessary to do the work; (g) has appropriate technical experience.

## II. EQUIPMENT

It is the responsibility of the Contractor to determine the appropriate equipment and materials needed to accomplish all routine maintenance according to the time schedule needs determined by the Parks and Recreation Director.

The Contractor will be required to furnish all routine maintenance equipment as required below, including oil and gas for all equipment. The successful Contractor must have the following equipment:

- a tractor equipped to pull a 72” over seeder and an aerator, and with a bucket on the tractor
- a dump truck capacity to meet contract requirements
- trailer sufficient to move 15’ bleachers, soccer goals, and picnic tables
- backhoe
- landscape grooming equipment with the following attachments: aerator, infield groomer (renovator), rake, and front plow
- 3-point hitch post hole digger
- sod cutter
- skid steer
- backpack blowers
- chain saws and power pole saw
- power trimmers
- plate compactor

Bidder must provide pictures and one other form of ownership with identification for all equipment as part of their bid package. Bidder must have sufficient personnel to carry out all

job assignments according to the time schedule set forth by the Director of Parks and Recreation.

### III. LOCATIONS OF FACILITIES FOR ROUTINE MAINTENANCE

*See Schedule B for list of facilities requiring routine maintenance.* It is the responsibility of each Contractor to become familiar with each facility and the maintenance requirements of each. All Contractors should view all athletic fields, parks, the beach, all playgrounds and other open areas to be maintained, and shall judge for themselves all the circumstances and conditions affecting their bid proposal. Failure on the part of any Contractor to make such examination and to investigate thoroughly shall not be grounds for any declaration that the Contractor did not understand the conditions of this invitation to submit a bid for labor and services.

Please note that the facilities have the necessary basic support equipment such as bases, home plates, pitcher's plates, soccer goals, football goals, player benches, bleachers, trash cans, tennis nets, basketball nets, etc. All support equipment must be stored properly during the winter months.

### IV. SCOPE OF WORK

The Town of Ledyard Parks and Recreation facilities shall be maintained as follows:

#### A. SPRING PREPARATION OF ALL ATHLETIC FACILITIES

All baseball, softball, T-ball, soccer. This includes and shall not be limited to the following services; rototilling of all infields, baselines, edge cutting of all infields and base paths, rebuilding of all pitcher's mounds and home plate areas, rolling of all infields and outfields, liming, filling low areas in the infields and outfields, installation of pitcher's plate, home plate, bases, backstops (plastic), safety fencing (plastic) and other related work to ensure daily safe and playable athletic facilities.

- Deliver marking lime, rakes, shovels, etc. to all aluminum boxes.
- Move all bleachers as required.
- Check flagpole at Judge Crandall.
- Distribute aluminum boxes.
- Placement of trash cans, player benches, and picnic table.
- Spread loam/clay/sand/or beam clay.
- Fields to be laid out per league requirements.
- All fields to be rolled prior to spring play.
- Repair of all bleachers, player benches and picnic tables.
- Install soccer and lacrosse goals and paint the fields.

The Ledyard Parks and Recreation Department's spring baseball season traditionally opens in April, and the maintenance work is usually completed by late July. However, maintenance work on some facilities may vary according to the particular needs of a facility and league.

#### B. SPRING PREPARATION OF HIGHLAND'S LAKE

This includes and shall not be limited to the following services: Installation of buoy lines, placement of aluminum boxes, boats, picnic tables, spread sand, drag beach, installation of volleyball net and necessary sand for court, installation of horseshoe pits, fill if needed, install/repair picnic area, add sand to playground, make necessary repairs to playground, small pavilion and grills, fill holes in parking lot, install necessary beach and safety signs, and other related work to ensure safe and clean beach area.

Highland's Lake traditionally opens to the public Memorial Day and is open through Labor Day.

**C. SPRING PREPARATION OF SAWMILL PARK, MODEL PARK, ERICKSON PARK AND LEDYARD FAIR GROUNDS**

This includes and shall not be limited to the following services: Install all safety signs, picnic tables, benches, grills, clean entire area, make necessary repairs to swing set, slides, etc., remove brush/leaves, and all other related work to ensure safe and clean parks.

Maintenance work on Sawmill Park, Model Park and Erickson Park facilities commence in mid-April and stops the end of November.

**D. ROUTINE MAINTENANCE TO ALL ATHLETIC FACILITIES**

All baseball, softball, T-ball, lacrosse and soccer fields. This includes and shall not be limited to the following services: Dragging, painting, liming, filling holes, inspecting and making necessary repairs to bases, home plates, pitcher's mounds, safety fencing, rolling the infield and outfield of all fields, backstops, player benches, checking and adding marking lime if necessary. This to be done every Monday, Wednesday, and Friday of the playing season. Also includes all other related work to ensure safe and playable athletic facilities.

Infields located at Judge Crandall, Colonel Ledyard Park, Pfizer's and Christy Hill to be rototilled every two weeks.

Ledyard Parks and Recreation Department's spring baseball season traditionally commences in mid-April and the maintenance work is usually completed by late July. However, maintenance work on some facilities may vary according to the particular needs of the facility and league.

**E. ROUTINE MAINTENANCE OF SAWMILL PARK, MODEL PARK, ERICKSON PARK AND TOWN GREEN**

This includes and shall not be limited to the following services: Cleaning of entire picnic area, inspection/repair of picnic tables, cooking grills, replacement of bulbs, inspection and repair to playground equipment, inspection of tennis net/volleyball nets/basketball nets. Stain playground apparatus, repair/add landscaping timber, and add sand or other materials per the Parks and Recreation Director. Inspections to be done at least twice per week to ensure a safe and usable park.

Colonel Ledyard Park traditionally opens in April and officially closes mid-November.

F. ROUTINE MAINTENANCE OF HIGHLAND'S LAKE

This includes and shall not be limited to the following: Dragging (2 days per week) of beach prior to 8:00 a.m., cleaning of debris on the beach, rake out and fill depressions, fill and drag beach after heavy rainfall, fill and drag parking lot, check and repair lifeguard stands, fencing, volleyball court and playground area. Horseshoe pits, grills, park benches, picnic tables, pavilion, parking lot and other related work to ensure a safe and clean beach area. Highland's Lake traditionally opens to the public by mid May. Additional requirements are as follows; distribute aluminum boxes, drag volleyball court and add sand or clay when required.

G. FALL PREPARATIONS OF ALL SOCCER, FALL BASEBALL AND FOOTBALL FIELDS, AND SOFTBALL FIELDS.

This includes and shall not be limited to the following services: Layout of all soccer, fall baseball, and football fields per league instructions; erection of all soccer goals; fill depressions in the infield and on the field itself; install all soccer nets; weekly painting of all soccer fields on Wednesdays and football fields on Thursdays or Fridays; move bleachers, player benches and trash cans as required; check flag pole at Judge Crandall; all football and soccer fields must be rolled; check lighting system at Judge Crandall and Clark's Fields; and ensure safe and playable athletic facilities. Fertilizing, seeding, and liming of all facilities each fall, which are: Judge Crandall, Pfizer's Field, Colonel Ledyard Park, Clark's Field, Purdy Field and Ledyard Middle School.

Season traditionally begins mid August and ends mid November. Additional requirements are as follows:

- Distribute bleachers, player benches, aluminum boxes and trash cans.

H. ROUTINE MAINTENANCE TO ALL SOCCER AND FOOTBALL FIELDS

This includes and shall not be limited to the following services: Weekly painting of all football and soccer fields, inspection of all goals, nets, bleachers, trash cans, removal of any surface rocks, and fill all depressions. Seed all worn areas on the football field and all soccer fields and aerate every week.

Note: Due to weather, football and soccer fields may be painted more than twice per week.

I. LEAGUE (SOFTBALL AND BASEBALL) OPENING DAY REQUIREMENTS.

Opening Day Ceremonies of Ledyard Leagues are as follows:

- Ledyard Girls Softball League traditionally conducts Opening Day on the last Saturday in April with the following Sunday scheduled as a rain date.

- Ledyard Youth League traditionally conducts Opening Day on the first Saturday in May with the following Sunday scheduled as a rain date.

The following requirements will be accomplished prior to 8:00 a.m. and to the satisfaction of League Officials on scheduled opening day (including rain date) for the Ledyard Youth League and the Ledyard Girls Softball League.

1. Ledyard Youth League

All spring preparatory work must be done. All bleachers must be in place with trash cans etc. The following fields will be used for Opening Day Ceremonies:

- 2 at Judge Crandall
- 2 at Pfizer's
- 2 at Colonel Ledyard Park
- 2 at Ledyard High School

The following must be done prior to ceremonies:

- Lime box areas, lime first base and third base lines
- Paint foul lines
- Drag then hand rake infields
- Install bases
- Check pitcher's mounds
- Clean entire area
- Any other items as desired by League Officials

2. Ledyard Girls Softball League

All spring preparatory work must be in place with trash cans, etc. for Opening Day. The following fields will be used for Opening Day:

- 2 at Middle School
- 1 at Pfizer's Field

The following must be done prior to ceremonies:

- Lime box areas, lime first base and third base lines
- Paint foul lines
- Drag, then hand rake infield
- Install bases
- Check pitcher's mounds
- Clean entire area
- Any other items as desired by League Officials.
- All work must be completed by 8:00 a.m.

J. SUPPORT MAINTENANCE

This includes and shall not be limited to the following services: Moving bleachers, aluminum boxes, picnic tables, playground boxes, player benches, sporting equipment such as basketball backboards, repair/install indoor soccer goals, repairing backstops,

safety fencing, etc., spreading loam, clay, sand, fertilizing, seeding, making necessary repairs to any and all support/park/beach equipment aerate fields, seeding of all main athletic facilities, necessary repairs to all playground including additional sand, stain playground equipment, lumber, support equipment, all labor, equipment necessary for special events such as, softball, hardball, soccer tournaments and any other type of Special Activities.

**K. PLAYGROUND AND BEACH OPERATIONS**

This includes and shall not be limited to the following services: Deliver all necessary equipment to designated sites, deliver aluminum boxes, playground boxes, picnic tables and other equipment that is required to operate the beach and all playgrounds.

**L. TOURNAMENTS**

End of the season games or tournaments are held for Football, Soccer, Softball, Baseball, Wrestling, and Basketball and other related sports or activity sponsored by Ledyard Parks and Recreation Department and its co-sponsors.

**1. FOOTBALL AND SOCCER.**

All locations must be painted daily during the tournament, bleachers, trash cans, safety fencing, goals nets, player benches, trash cans, player boxes, safety fencing, lime, limers, and paint machines, all must be in place before games commence. All low areas must be filled with loam and seeded then rolled. All safety fencing be it green, white, or orange, must be installed per league instructions and any and all other related items necessary for a safe and successful tournament. Weekdays the fields must be ready by 4:00 p.m. and on weekends the fields must be ready by 7:00 a.m.

**2. SOFTBALL AND BASEBALL.**

All locations must be painted, limed, dragged, cleaned, trash picked up daily during the tournament, bleachers, trash cans, safety fencing, all home plates, pitcher's plates, bases, break-a-ways or anchor must be installed and recalculated for distance. Fill all holes be it in the infield or outfield, spread infield mix, rototill and roll both the infield and outfield, all safety fencing including fencing for dugouts and other safety features. All steel boxes must have lime, limers, quick dry, shovels, rakes, first aid kits, and bases. Weekdays the fields must be ready by 4:00 p.m. and on weekends fields must be ready by 7:00 a.m.

**3. WRESTLING AND BASKETBALL.**

All mats, junior size basketball backboards, all cages, all basketball equipment, cleaning materials, tables, and chairs must be transported to various schools in Ledyard or to Colonel Ledyard Park.

**4. SPECIAL TOWN WIDE ACTIVITIES.**

There may be requests from time to time to move picnic tables, bleachers, and other items required for the Memorial Day Parade, Children’s Day and other Town wide activities.

M. PLAY AREAS

This includes and shall not be limited to the following services: spreading woodchips, repair of play sets, clean area twice (2) weekly, repair playground 4X4 borders and remove graffiti.

The play areas are:

- Highland’s Lake on Shewville Road, Ledyard
- Aljen Heights on Aljen Avenue, Ledyard
- Model Park on Model Park Road, Ledyard
- Pfizer’s Field on Route 214, Gales Ferry
- Colonel Ledyard Park on Blonder’s Boulevard, Ledyard
- Donahue Property on Winthrop Drive, Gales Ferry
- Christy Hill on East Drive, Gales Ferry

V. GENERAL CONDITIONS

The successful Contractor will be required to execute a contract with the Town of Ledyard for the services to be provided no later than 45 days after award of the bid.

The successful Contractor will be required to furnish all equipment, including oil and gasoline for equipment. Equipment shall not be left unattended at any of the fields, parks or open areas, and shall be removed from the work sites daily. The successful Contractor must provide its own vehicles for transporting equipment to and from work sites.

The ultimate objective of the labor and services to be provided by the successful Contractor is that the athletic fields, parks, beach, playgrounds and picnic grounds shall be kept in good repair and free of debris according to the needs of the Parks and Recreation Department and the Youth Leagues of the Town of Ledyard. Accordingly, the Contractor will be required to guarantee and warrant that they have sufficient equipment, experience, and expertise to determine the time and number of employees necessary to accomplish said objective in his/her proposal.

Due to the nature of said work, sufficient latitude is to be provided to perform additional requirements that may arise or other related work to ensure safe, clean, playable athletic facilities and usable parks and beaches and/or other properties under the jurisdiction of the Parks and Recreation Department.

VI. SCHEDULING AND RESPONSE TIME

The schedule for grass cutting and trimming will be done at such times as facilities are not scheduled for official functions and any work necessary to be performed after regular working hours on Sundays or legal Holidays shall be performed without additional expense to the Town.

All necessary dates, opening days and special requirements shall be formulated by Contractor two weeks prior to the commencement of various league functions and other activities.

The Contractor's response time will be no greater than four (4) hours, seven days per week for the length of this contract.

It is the responsibility of the Contractor to check in with the Parks and Recreation staff daily to inquire of last-minute items or additional needs. Contractor is to call the office of the Ledyard Parks and Recreation Department, Monday through Friday, between the hours of 7:30 a.m. and 8:30 a.m. for updates. If the Director is not available his designee will inform the Contractor of current needs.

## VII. CONDITIONS OF WORK

The Contractor will, in good workmanlike manner, perform all work and furnish all supplies and materials, machinery, equipment, facilities and means, except as herein otherwise expressly specified, necessary or proper to perform and complete all the work required by this contract, within the time herein specified in accordance with the provisions of this contract and said specifications.

The Contractor shall observe, comply with and be subject to all terms, conditions, requirements and limitations of this contract, specifications, and shall complete the entire work to the satisfaction of the Parks and Recreation (P&R) Director.

## VIII. WEATHER CONDITIONS OR OTHERWISE

In the event of temporary suspension of work, or during inclement weather, or whenever the P & R Director shall direct, the Contractor will, and will cause his subcontractors to, protect carefully his and their work and materials against damage or injury from the weather. If, in the opinion of the P & R Director, work or materials shall have been damaged or injured by reason of failure on the part of the Contractor or any of his subcontractors so to protect his work, such materials shall be removed and replaced at the expense of the Contractor.

## IX. PROTECTION OF WORK AND PROPERTY – EMERGENCY

The Contractor shall at all times safely guard the Town's property from injury or loss in connection with this contract. He shall at all times safely guard and protect his own work, and that of adjacent property from damage. The Contractor shall replace or make good any such damage, loss or injury unless such be caused directly by errors contained in the contract or by the Town, or his duly authorized representatives.

In case of an emergency which threatens loss or injury of property, and/or safety of life, the Contractor will be allowed to act, in a diligent manner. He shall notify the P&R Director immediately thereafter. Any claim for compensation by the Contractor due to such extra work shall be promptly submitted to the P & R Department for approval.

## X. REPORTS, RECORDS, AND DATA



The Contractor shall submit to the Town on a monthly basis all schedules of quantities and costs, progress schedules, payrolls, reports, estimates, records and other data as the Town may request concerning work performed or to be performed under this contract.

## XI. PAYMENTS

- A. Payment for work shall be done by purchase order and subsequently a check or electronic payment to the Contractor upon weekly inspection and approval of the P&R Director and/or his designee.
- B. The Contractor agrees that the sum of 5% of the total contract will be retained by the Town for a period of thirty (30) days from the completion of the final assignment per contract award year.
- C. The Contractor shall pay for all materials, tools, and other expendable equipment at 100% of the cost NO later than 30 days after delivery of said materials, tools, and equipment to the job site and providing said materials, tools, and equipment are in a condition satisfactory to the Contractor and the P&R Director. The balance of the cost thereof is to be paid before the final payment and acceptance by the Town. Unpaid outstanding bills for materials, etc., constitute an incomplete project and will hold up final payment to the Contractor.
- D. The Contractor shall pay to each of his subcontractors, not later than ten (10) days following each payment to the Contractor, the respective amount of the work performed by his subcontractors to the extent of each subcontractor's interest therein.

## XII. REQUIREMENTS: GENERAL INSURANCE

The successful Contractor must maintain in force continuously during the term of the contract workers compensation insurance and comprehensive liability insurance for both personal injury and property damage as required under this paragraph. The Contractor shall not allow any subcontractor to commence work on a subcontract until certificates of said insurance satisfying the requirements of this paragraph have been provided by the subcontractor to and approved by the P&R Director and/or his designee.

The Contractor must carry insurance under which the Town is named as an assured as follows:

- A. Worker's Compensation – as required by State Statute
- B. Commercial Liability as follows:
  - \$2,000,000 – General Aggregate
  - \$2,000,000 – Products Completed Operations Aggregate
  - \$1,000,000 – Personal & Advertising Injury
  - \$1,000,000 - Each Occurrence Bodily Injury and Property Damage
  - \$ 100,000 – Fire damage, Any One Fire
  - \$5,000 – Medical Payments, Any One Person Including Explosion  
Collapse & Underground

C. Automobile Liability: \$1,000,000 Combined Single Limit Bodily Injury & Property Damage.

Such insurance must be by insurance companies licensed to write such insurance in the State of Connecticut against the above risks and in the amounts indicated. All insurance must provide for a thirty (30) day notice to the Town of cancellation or restrictive amendment.

Certificates of insurance must be submitted to the Finance office within 30 days of signing the contract.

Failure to provide and to keep current the required insurance and certificates may be held to be a willful and substantial breach of this contract.

XIII. PERFORMANCE and LABOR AND MATERIALS BONDS

A Performance, Labor and Materials Bond in the amount of \$20,000 will be required from the successful bidder for the faithful performance of the contract. The bonds must be made out in favor of Ledyard and executed by a surety company authorized to do business in the State of Connecticut. The security must be posted and accepted within thirty (30) days of the notification of award and prior to the commencement of any work under the contract.

Prior to submitting a bid, the bidder must inspect the site and study all plans, specifications, and bid documents. Failure to do so will not relieve the bidder from any obligations with respect to his bid.

XIV. INDEMNIFICATION

The Contractor shall at all times indemnify and save harmless the Town of Ledyard, Connecticut, and its officers, agents, and employees on account of any and from any and all claims, damages, losses, judgments, workers' compensation payments, litigation expenses, and legal counsel fees arising out of injuries to persons (including death) or damage to property alleged to have been sustained by (a) officers, agents, and employees of the Town of Ledyard or (b) the Contractor, his subcontractors or material men or (c) any other person, which injuries are alleged to have occurred on or near the work or to have been caused in whole or in part by the acts, omissions, or neglect of the Contractor or his subcontractor or material men, or by reason of his or their use of faulty, defective, or unsuitable materials, tools, or equipment of defective design in constructing or performing the work. The existence of insurance shall in no way limit the scope of this indemnification. The Contractor further undertakes to reimburse the Town of Ledyard for damage to property of the Town of Ledyard caused by the contractor or his employees, agents, subcontractors, or material men, or by faulty, defective, or unsuitable material or equipment used by him or them.

Failure to provide the required insurance and certificates may, at the option of the Town, be held to be a willful and substantial breach of this contract. Use State of Connecticut Department of Transportation, Form number CON-32 entitled Certificate of Insurance.

XV. DEFAULTS

If the Contractor shall fail in the prosecution of the work under this contract, to perform any provisions of this contract, the Town of Ledyard after a five (5) day written notice to the Contractor to remedy such failure, the Town, without refusal or neglect of the Contractor to remedy such failure, the Town without prejudice to any other remedy the Town may have, shall be entitled to remedy such deficiency and any cost thereby incurred by the Town shall be paid for the account of the Contractor and deducted from the contract sum then or thereafter due the Contractor. Any expense or cost arising out of the Contractor's negligence, or that of its agents or employees for replacing defective work, and for the disposal of material wrongfully supplied may be paid by the Town for the account of the Contractors and deducted from the contract sum then or thereafter due the Contractor.

#### XVI. SPECIAL CONDITIONS

Special care shall be taken to prevent contamination or muddying, silting, or interfering in any way with stream flows along the line of work. No waste matter of any kind will be allowed to discharge into the streams flows or impounded waters of any ponds or other bodies of water.

#### XVII. PROBATION

The first two (2) months of this contract will be considered a trial period. This is a period of adjustment and evaluation during which either the Contractor or the Town of Ledyard may terminate this contract for any reason. This period shall provide the Town with the opportunity to carefully assist the Contractor's performance. It also shall provide the Contractor with an opportunity to decide whether he (she) is satisfied with the conditions of this contract.

#### XVIII. CONTRACT

**The period of the contract will be from July 1, 2025 through June 30, 2029** with an OPTION to renew at the same terms and at the pricing stated on the bid form for an additional two (2) years upon mutual consent of both parties. The Town's exercise of the option to renew will be based upon satisfactory seasonal evaluations, sufficient operating budget appropriation, overall performance, response time, cooperation, job productivity, and, most importantly, dependability. A contract and all insurance forms are to be signed and in effect for each contract within 30 days of signing the contract.

#### XIX. EVALUATIONS

Evaluations will be completed three (3) times per year based upon the following schedule:

- 1<sup>st</sup> evaluation will be for the months of July and August. The evaluation will be presented to the Parks and Recreation Commission by the Director in September.
- 2<sup>nd</sup> evaluation will be for the months of September, October and November. The evaluation will be presented to the Parks & Recreation Commission by the Director in December.
- 3<sup>rd</sup> evaluation will be for the months of April, May and June. The evaluation will be presented to the Parks and Recreation Commission by the Director in July.

The Contractor at anytime may request to meet with the Director or the Facility and Maintenance Committee of the Parks and Recreation Commission to discuss any evaluation or any other items pertaining to the contract or maintenance of Ledyard's facilities. The Contractor will have the opportunity to resolve any negative evaluations; if not resolved to the satisfaction of the Parks and Recreation Director or the Parks and Recreation Commission, the Town may deem this a breach of the terms of the contract and may void the contract.

XX. CONTACT PERSONS

Please direct all inquiries concerning the performance of this bid to Scott Johnson Jr., Director of Parks and Recreation, at 860-464-9112, and all inquiries concerning the bid procedure to Matthew Bonin, Director of Finance, at 860-464-3235. Contact of any Town official other than these two listed may be cause for rejection of bidder's proposal.

BIDDER QUALIFICATION FORM

The bidder is required to complete the following form and to submit it with his/her bid to enable the Town to make inquiries and judge as to the bidder’s experience, skill, available financial resources, credit, and reliability.

A. Number of years the bidder has been in the grass cutting and routine maintenance business: \_\_\_\_\_

B. All names by which the bidder has conducted business during the previous five (5) years

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. List the grass cutting and routine maintenance contracts presently under contract by the bidder, annual dollar value of the contract (2), and contract completion date(s).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Has the bidder ever failed to complete work awarded: Yes No

If so, state the circumstances: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

E. Does the bidder intend to subcontract any of the services required under this contract?  
Yes No

If the answer is yes, please identify the firm or firms you intend to use, and briefly describe their experience and qualifications.

\_\_\_\_\_  
\_\_\_\_\_

---

---

---

- F. Please identify the equipment to be used on this contract by type, model, year, capacity, and owner. If not owned by your firm at the time of bid submission, indicate if the equipment (s) is to be rented or purchased along with evidence that a firm agreement exists for your acquisition of the equipment contingent upon award of the contract.

---

---

---

---

Please address in detail whether the equipment identified above is sufficient for completing work in the time required as stated in this document.

---

---

---

---

- G. List your references (preferably municipalities) and those of any firms with whom you intend to subcontract:

---

---

---

- H. Name and address of your Bank reference:

---

---

BID FORM

Bids are due in the Mayor’s Office, 741 Colonel Ledyard Highway, Ledyard, CT 06339, on or before 2:00 p.m., **Thursday, February 7, 2025**. Bids must be in a sealed envelope addressed to Director of Finance, Town of Ledyard, and marked “**RFP 2025-00**: Routine Maintenance Services.”

**PROPOSAL**

We, the undersigned, hereby agree to furnish the services outlined in the Town of Ledyard, Bid #2019-04 at the cost stated below. **Please note that your bid proposal must be for a four year (4) period as designated below.**

\$ \_\_\_\_\_ July 1, 2025 through June 30, 2029

**NON-COLLUSIVE BID STATEMENT**

The undersigned Bidder certified that his bid is made independently and without collusion, agreement, understanding, or planned course of action with any other Bidder and that the contents of his bid shall not be disclosed to anyone other than his employees, agents, or sureties prior to the official bid opening.

Bidder’s Signature: \_\_\_\_\_

Bidders Name (Printed): \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

### SCHEDULE B: ROUTINE MAINTENANCE SITES

NAME	LOCATION	USED BY	DATES	EQUIPMENT	ACTIVITIES
Purdy/Clark's Field	Town Farm Rd.	Soccer Club Lacrosse	Mid April to end of November	Complete fencing with safety fencing, backstops, soccer goals, lighting system	Lacrosse Soccer
Judge Crandall Complex 2 ballfields 1 football field	Junction of Rte 12 and Rte 214	Ledyard Little League	Mid April to end of November	Backstops, safety fencing, concession and storage building, football goals, lighting, irrigation system	Baseball Football
Pfizer's Field 3 ballfields 1 soccer field	Rte 214	Ledyard Little League Soccer League Play area	Mid April to end of November	Backstops, safety fencing, soccer goals, playscape	Baseball Softball Soccer Play Area
Colonel Ledyard Park	Blonders Blvd.	General public Ledyard Little League Recreational League Ledyard Soccer Club Ledyard High School	Mid April to end of November	2 ball fields w/ safety fencing, storage/restrooms, soccer field, basketball and 2 tennis courts, horseshoe pits, 1 1/2 miles of trails, picnic tables, playground equipment, 50' x 100' pavillion w/ lights, park benches, and playscape	Baseball Soccer Picnics Playscape
Model Park	Model Park Road in the Highlands	General public -- play area	Year round	Playscape	Play area
Aljen Heights 1 ball/soccer field	Aljen Avenue	Ledyard Little League Ledyard Soccer Club	April to November	Safety fencing, backstop, playscape	Softball Soccer Play area
Christy Hill 1 field	East Drive	Ledyard Little League Ledyard Girls League	April to November	Safety fencing, backstop, playground/basketball court, playscape	Baseball Softball Play area
Sawmill Park	Route 214	General public	Year round	Winter skating; Historic District operation of sawmill	
Highlands Lake	Shewville Road	General public	Mid April to Nov	Rafts, buoys, picnic tables, boats, lifesaving equipment, pavilion, sand volleyball court, mobile restroom	Open swim Family picnic
Ledyard Middle School 2 softball fields 4 football fields 4 soccer fields	Route 214	General public, Navy Ledyard Youth League Soccer Recreational League	First of April to end of November	Two backstops, soccer and lacrosse goals, safety fencing, walking path	Softball Soccer Football Lacrosse Walking path
Donahue Property 1 field	Winthrop Road	General public	Year round	Large playscape	Play area
Erickson Park	Military Highway	General public	April to Nov	Park and picnic area, canopy	
Town Green	Ledyard Center	General public Farmers Market	April to Nov		Softball



**BIDDERS LIST \***

F. E. Crandall Disposal Services, Inc.  
168 Lambtown Road  
Ledyard, CT 06339  
860-536-8487  
fcrandall@comcast.net

GTM Services  
25 Oil Mill Road  
Waterford, CT 06385  
860-447-1200  
gtmlawnservice@yahoo.com

Regan Enterprises, LLC  
89 Plaza Court  
Groton, CT 06340  
860-448-0101  
patriciahnet@gmail.com

Spanos Landscaping  
175 Miller Road  
Preston, CT 06365  
860-917-0855  
tim@spanoslandscaping.com

Matt Faherty  
138 Trout Stream Drive  
Vernon, CT 06066  
860-872-9367  
mfaherty@sbcglobal.net

**\* Bidding is not restricted to the companies on this list.**

Colonel Landscaping, LLC  
PO Box 370  
East Lyme, CT 06333  
860-739-0008  
Nicholas@colonellandscaping.com

LandCare and Design  
PO Box 295  
Ledyard, CT 06339  
860-464-8169  
pondreicka@yahoo.com

Earth, Turf, and Snow  
103 Brook Street  
Groton, CT 06340  
860-204-7203  
earthturfandsnow@gmail.com

Three D Landscaping  
105 Reuteman Road  
North Stonington, CT 06359  
860-961-8272  
rdeledda@comcast.net



# TOWN OF LEDYARD CONNECTICUT

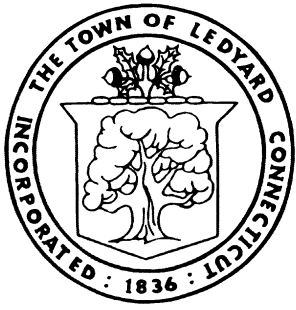
741 Col. Ledyard Hwy.  
Ledyard, CT 06339  
(860) 464-8740  
(860) 464-1126 FAX

## Request for Proposals #2025-00

### TURF MANAGEMENT SERVICES

for  
PARKS AND RECREATION FACILITIES  
TOWN OF LEDYARD, CT

Issue Date: December 1, 2025



Issued February \_\_\_\_\_

# TOWN OF LEDYARD CONNECTICUT

741 Col. Ledyard Hwy.  
Ledyard, CT 06339  
(860) 464-8740  
Fax (860) 464-1126

**Matt Bonin**  
Director of Finance

## REQUEST FOR PROPOSALS #2025-00

### TURF MANAGEMENT SERVICES for PARKS AND RECREATION FACILITIES TOWN OF LEDYARD, CT

The Town of Ledyard requests sealed bids for turf management services for the Town of Ledyard Parks and Recreation facilities. The RFP package is available at the Town's Website at <http://ledyardct.org> (click on tab "RFPs & Bids"). Bidders are responsible for checking this Website for any amendments to the Request for Proposal throughout the bidding process.

Proposals will be received until 2:00 p.m. on Thursday, **February 7**, at the above address, at which time they will be publicly opened and read aloud in Town Hall. Any bids received after 2:00 p.m. on **February 7** will be returned unopened to the bidder.

The Town of Ledyard reserves the right to reject any or all bids and waive any informalities or irregularities in the bid procedure or bids.

The award of a contract, if awarded, will be to the lowest responsible bidder, provided that the bid is reasonable, and **provided that it is in the best interest of the Town of Ledyard to accept such bid**, and subject to any choice by the Town of Ledyard as to any alternate specifications as may be agreed upon.

Matthew Bonin  
Director of Finance

## BIDDING INSTRUCTIONS

The Director of Finance will receive sealed bids for turf management services for the Town of Ledyard Parks Recreation and Senior Citizens Commission.

A. CLOSING DATE

Bids will be received until 2:00 p.m., **Thursday, February 7**, at which time they will be publicly opened and read in Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, CT

B. INSTRUCTIONS

Bidder Qualification Form (Pages 12-13) and Bid Form (Page 14) must be submitted in a sealed envelope addressed to:

Director of Finance  
Ledyard Town Hall  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Envelopes are to be endorsed in the lower left-hand corner, "RFP 2025-00: Turf Management Services." Bidder's name and address is to appear in the upper left-hand corner.

**I. QUALIFICATION OF BIDDERS**

Contractors submitting bids must be an established maintenance or mowing firm with a minimum of five years in said business. The Town of Ledyard (“the Town”) will make such investigations as it deems necessary to determine the qualifications of the Contractor to perform the work. The Contractor shall furnish to the Town all information and data for this purpose in the form as the Town may require. The Town reserves the right to reject any bid if evidence submitted by or investigation of Contractor fails to satisfy the Town that the Contractor possesses the skills, ability and integrity necessary to faithful performance of the work. Conditional bids will not be accepted.

In determining the skill, ability and integrity of the bidder the following will be considered: whether the bidder (a) has previously failed to perform properly, or complete on time, contract of a similar nature; (b) is not in a position to perform the contract; (c) has habitually and without justification neglected the payment of subcontractors, material, or employees; (d) maintains a permanent place of business; (e) has adequate manpower and equipment to do the work properly and expeditiously; (f) has suitable financial status to meet the obligations of the work; (g) has appropriate technical experience.

**II. TURF MANAGEMENT FACILITIES**

<u>FACILITY</u>	<u>LOCATION</u>
- Judge Crandall Complex	Route 12, Gales Ferry
- Depta Field & 2 Baseball- Fields at Colonel Ledyard Park	Blonder’s Boulevard, Ledyard
- Purdy and Clarks Field	Town Farm Road, Ledyard
- Babe Ruth Field at Pfizer Field Complex	Route 214, Gales Ferry

**III. SPRING REQUIREMENTS (April & May)**

- A. Schedule soil test at all sites listed in section II. Review and recommend course of action to the Parks and Recreation Director.
- B. Roll all fields.
- C. Soid core aerate all fields, break up cores with a steel drag mat and blow off any debris if necessary.
- D. Seed Slice Depta field and the Judge Crandall Field Complex with a disc seeder designed for athletic fields. Minimum of 3 directions, at a rate of no less than 4 lbs per 1,000 Sq FT, each direction. Seed must be designed for athletic fields.

- E. Fertilize all fields.
- F. Crab grass control on all fields, 2 applications about 6 weeks apart.
- G. Spot seed soccer fields bi-weekly.

V. FALL REQUIREMENTS (August & September)

- A. Schedule soil tests at all sites. Review and recommend course of action to the Parks and Recreation Director.
- B. Roll all fields.
- C. Aerate all fields, break up cores with a steel drag mat and blow off any debris if necessary.
- D. Fertilize all fields.
- E. Spot seed football and soccer fields bi-weekly.
- F. Seed slice all fields with a disc seeder designed for athletic fields. Minimum of one direction, at a rate of no less than 6 lbs per 1,000 sq ft. Seed must be designed for athletic fields.
- G. Apply herbicide to the baseball/softball infields to remove any grass and weeds that established during the summer months.

VI. SUMMER REQUIREMENTS (June & July)

- A. Weed control on all fields.
- B. Fertilize all fields.

VII. WINTER REQUIREMENTS (October to March)

- A. Aerate and core aerify in two directions, diagonally. Break up cores with a steel drag mat and blow off any debris if necessary.
- B. Top dress Depta field and the Judge Crandall Field Complex. 40-50 tons per field, loam/ sand mix (20% loam/ 80% sand).
- C. Sod high use areas in front of goals on the soccer fields.

VIII. GENERAL CONDITIONS

The successful Contractor will be required to execute a contract with the Town for the services to be provided no later than 30 days after award of the bid.

The successful Contractor will be required to furnish all equipment, including oil and gasoline for equipment. Equipment shall not be left unattended at any of the fields, parks or open areas, and shall be removed from the work sites daily. The successful Contractor must provide its own vehicles for transporting equipment to and from work sites.

The ultimate objective of the labor and services to be provided by the successful Contractor is that the athletic fields shall be kept in good repair and free of debris according to the needs of the Parks and Recreation Department and the Youth Leagues of the Town of Ledyard. Accordingly, the successful Contractor will be required to guarantee and warrant that they have sufficient equipment, experience and expertise to determine the time and number of employees necessary to accomplish said objective in submitting his/her proposal.

Due to the nature of said work, sufficient latitude is provided to perform additional requirements that may arise or other related work to ensure safe, clean, playable athletic facilities under the jurisdiction of the Parks and Recreation Department.

#### IX. SCHEDULING AND RESPONSE TIME

Any work necessary to be performed after regular working hours, on Sundays, or legal Holidays shall be performed without additional expense to the Town. It is also agreed to by both parties that all necessary dates, opening days and special requirements shall be formulated two weeks prior to the commencement of various functions.

The Contractor's response time will be no greater than four (4) hours, seven days per week for the length of this contract.

It is the responsibility of the Contractor to check in with the Parks and Recreation staff daily to inquire of last minute items or additional needs. Contractor is to call the office of the Ledyard Parks and Recreation Department, Monday through Friday between the hours of 7:30 a.m. and 8:30 a.m. for updates. If the Director is not available, his designee will inform the Contractor of current needs.

#### X. CONDITIONS OF WORK

The Contractor will, in good workmanlike manner, perform all work and furnish all supplies and materials, machinery, equipment, facilities and means, except as herein otherwise expressly specified, necessary or proper to perform and complete all the work required by this contract, within the time herein specified in accordance with the provisions of this contract and said specifications.

The Contractor shall observe, comply with and be subject to all terms, conditions, requirements and limitations of this contract, specifications, and shall complete the entire work to the satisfaction of the Parks and Recreation (P&R) Director.

XI. WEATHER CONDITIONS OR OTHERWISE

In the event of temporary suspension of work, during inclement weather, or whenever the P & R Director directs, the Contractor will, and will cause his subcontractors to, protect carefully his and their work and materials against damage or injury from the weather. If, in the opinion of the P & R Director, work or materials have been damaged or injured by reason of failure on the part of the Contractor or any of his subcontractors to protect his work, such materials shall be removed and replaced at the expense of the Contractor.

XII. PROTECTION OF WORK AND PROPERTY – EMERGENCY

The Contractor shall at all times safely guard the Town's property from injury or loss in connection with this contract. He shall at all times safeguard and protect his own work, and that of adjacent property from damage. The Contractor shall replace or make good any such damage, loss or injury unless such damage be caused directly by errors contained in the contract or by the Town, or its duly authorized representatives.

In case of an emergency which threatens loss or injury of property and/or safety of life, the Contractor will be allowed to act in a diligent manner. He shall notify the P&R Director immediately thereafter. Any claim for compensation by the Contractor due to such extra work shall be promptly submitted to the P & R Department for approval.

XIII. REPORTS, RECORDS, AND DATA

The Contractor shall submit to the Town on a monthly basis all schedules of quantities and costs, progress schedules, payrolls, reports, estimates, records and other data as the Town may request concerning work performed or to be performed under this contract.

XIV. COMPLETION OF CONTRACT

The acceptance, by the Contractor of final payment shall be and shall operate as a release to the Town of all claims and all liability to the Contractor for all things done or furnished in connection with this work and for every act and neglect of the Town relating to or arising out of this work. No payment, however, final or otherwise, shall operate to release the Contractor or his sureties from any obligations under this contract.

XV. PAYMENTS

A. Payment for work shall be done by purchase order and subsequently a check or electronic payment to the Contractor upon weekly inspection/approval of the P&R Director and/or his designee.



- B. The Contractor agrees that the sum of 5% of the total contract will be retained by the Town for a period of thirty (30) days from the completion of the final assignment per contract award year.
- C. The Contractor shall pay for all materials, tools, and other expendable equipment to the extent of 100% of the cost thereof, NO later than 30 days after delivery of said materials, etc., to the job site and providing said materials, tools, and equipment are in a condition satisfactory to the Contractor and the P&R Director. The balance of the cost thereof to be paid before the final payment and acceptance by the Town. Unpaid outstanding bills for materials, etc., constitute an incomplete project and will hold up final payment to the Contractor.
- D. The Contractor shall pay to each of his subcontractors, not later than ten (10) days following each payment to the Contractor, the respective amount of the work performed by his subcontractors to the extent of each subcontractor's interest therein.

#### XVI. REQUIREMENTS: GENERAL INSURANCE

The successful Contractor must maintain in force continuously during the term of the contract workers compensation insurance and comprehensive liability insurance for both personal injury and property damage as required under this paragraph. The Contractor shall not allow any subcontractor to commence work on a subcontract until certificates of insurance satisfying the requirements of this paragraph have been provided by the subcontractor to and approved by the P & R Director and/or his designee.

The Contractor must carry insurance under which the Town is named as an assured as follows:

- A. Worker's Compensation – as required by State Statute
- B. Commercial Liability as follows:
  - \$2,000,000 – General Aggregate
  - \$2,000,000 – Products Completed Operations Aggregate
  - \$1,000,000 – Personal & Advertising Injury
  - \$1,000,000 - Each Occurrence Bodily Injury and Property Damage
  - \$ 100,000 – Fire damage, Any One Fire
  - \$5,000 – Medical Payments, Any One Person Including Explosion Collapse & Underground
- C. Automobile Liability: \$1,000,000 Combined Single Limit Bodily Injury & Property Damage.

Such insurance must be by insurance companies licensed to write such insurance in the State of Connecticut against the above risks and in the amounts indicated. All insurance

must provide for a thirty (30) day notice to the Town of cancellation or restrictive amendment.

Certificates of insurance must be submitted to the Finance office within 30 days of signing the contract.

Failure to provide and to keep current the required insurance and certificates may be held to be a willful and substantial breach of this contract.

#### XVII. PERFORMANCE and LABOR AND MATERIALS BONDS

A Performance, Labor and Materials Bond in the amount of \$20,000 will be required from the successful bidder for the faithful performance of the contract. The bond must be made out in favor of Ledyard and executed by a surety company authorized to do business in the State of Connecticut. The security must be posted and accepted within thirty (30) days of the notification of award and prior to the commencement of any work under the contract.

Prior to submitting a bid, the bidder must inspect the site and study all plans, specifications, and bid documents. Failure to do so will not relieve the bidder from any obligations with respect to his bid.

#### XVIII. INDEMNIFICATION

The Contractor shall at all times indemnify and save harmless the Town of Ledyard, Connecticut, and its officers, agents, and employees on account of any and from any and all claims, damages, losses, judgments, workers' compensation payments, litigation expenses, and legal counsel fees arising out of injuries to persons (including death) or damage to property alleged to have been sustained by (a) officers, agents, and employees of the Town of Ledyard or (b) the Contractor, his subcontractors or material men or (c) any other person, which injuries are alleged to have occurred on or near the work or to have been caused in whole or in part by the acts, omissions, or neglect of the Contractor or his subcontractor or material men, or by reason of his or their use of faulty, defective, or unsuitable materials, tools, or equipment of defective design in constructing or performing the work. The existence of insurance shall in no way limit the scope of this indemnification. The Contractor further undertakes to reimburse the Town of Ledyard for damage to property of the Town of Ledyard caused by the contractor or his employees, agents, subcontractors, or material men, or by faulty, defective, or unsuitable material or equipment used by him or them. Failure to provide the required insurance and certificates may, at the option of the Town, be held to be a willful and substantial breach of this contract. Use State of Connecticut Department of Transportation, Form number CON-32 entitled Certificate of Insurance.

#### XIX. DEFAULTS

If the Contractor shall fail in the prosecution of the work under this contract, to perform any provisions of this contract, the Town of Ledyard, after a five (5) day written notice to the Contractor to remedy such failure, without refusal of neglect of the Contractor to remedy such failure, the Town, without prejudice to any other remedy the Town may have, shall be entitled to remedy such deficiency and any cost thereby incurred by the Town shall be paid for the account of the Contractor and deducted from the contract sum then or thereafter due the Contractor. Any expense or cost arising out of the Contractor's negligence, or that of its agents or employees for replacing defective work, and for the disposal of material wrongfully supplied may be paid by the Town for the account of the Contractor and deducted from the contract sum then or thereafter due the Contractor.

## XX. SPECIAL CONDITIONS

Special care shall be taken to prevent contamination or muddying, silting, or interfering in any way with stream flows along the line of work. No waste matter of any kind will be allowed to discharge into the streams flows or impounded waters of any ponds or other bodies of water.

## XXI. PROBATION

The first two (2) months of this contract will be considered a trial period. This is a period of adjustment and evaluation during which either the Contractor or the Town of Ledyard may terminate this contract for any reason. This period shall provide the Town with the opportunity to carefully assess the Contractor's performance. It also shall provide the Contractor with an opportunity to decide whether he/she is satisfied with the conditions of this contract.

## XXII. CONTRACT

The period of the contract will be from July 1, 2025 until June 30, 2029 with an option to renew at the same terms for an additional two (2) years upon mutual consent of both parties. The Town's exercise of the option to renew will be based upon satisfactory seasonal evaluations, sufficient operating budget appropriation, overall performance, response time, cooperation, job productivity, and most importantly, dependability. A contract and all insurance forms are to be signed and in effect for each contract within 30 days of signing the contract.

## XXIII. EVALUATIONS

Evaluations will be completed three (3) times per year based upon the following schedule:

- 1<sup>st</sup> evaluation will be for the months of July and August. The evaluation will be presented to the Parks and Recreation Commission by the Director in September.

- 2<sup>nd</sup> evaluation will be for the months of September, October and November. The evaluation will be presented to the Parks & Recreation Commission by the Director in December.
- 3<sup>rd</sup> evaluation will be for the months of April, May and June. The evaluation will be presented to the Parks and Recreation Commission by the Director in July.

The Contractor at any time may request to meet with the Director or the Facility and Maintenance Committee of the Parks and Recreation Commission to discuss any evaluation or any other items pertaining to the contract or maintenance of Ledyard's facilities. The Contractor will have the opportunity to resolve any negative evaluations; if not resolved to the satisfaction of the Parks and Recreation Director or the Parks and Recreation Commission, the Town may deem this a breach of the terms of the contract and may void the contract.

#### XXIV. CONTACT PERSONS

Please direct all inquiries concerning the performance of this proposal to Scott Johnson Jr., Director of P&R, at (860) 464-9112 and all inquiries concerning the RFP procedure to Matthew Bonin, Director of Finance, at (860) 464-3235. Contact of any Town official other than these two listed may be cause for rejection of bidder's proposal.

BIDDER QUALIFICATION FORM

The bidder is required to complete the following form and to submit it with his bid to enable the Town to make inquiries and judge as to the bidder’s experience, skill, available financial resources, credit, and reliability.

A. Number of years the bidder has been in the turf management business: \_\_\_\_\_

B. All names by which the bidder has conducted business during the previous five (5) years.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. List the contracts presently under contract by the bidder, annual dollar value of the contract (2), and contract completion date(s).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Has the contractor ever failed to complete work awarded:    Yes    No

If so, state the circumstances: \_\_\_\_\_  
\_\_\_\_\_

E. Does the bidder intend to subcontract any of the services required under this contract?  
Yes    No

If the answer to E is yes, please identify the firm or firms you intend to use, and briefly describe their experience and qualifications.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

F. Please identify the equipment to be used on this contract by type, model, year, capacity, and owner. If not owned by your firm at the time of bid submission, indicate if the equipment is to be rented or purchased, along with evidence that a firm agreement exists for your acquisition of the equipment contingent upon award of the contract.

\_\_\_\_\_  
\_\_\_\_\_

BIDDER QUALIFICATION FORM, Continued

---

---

---

---

---

Please address in detail whether the equipment identified above is sufficient for completing each location's turf management work in the timeframes set forth in this document, specifically in Sections **IV through VIII**.

---

---

---

---

---

---

---

---

G. List your references (preferably municipalities) and those of any firms with whom you intend to subcontract: \_\_\_\_\_

---

---

---

H. Name and address of your Bank reference:

---

---

---

BID FORM

Proposals are due in the Mayor’s Office, 741 Colonel Ledyard Highway, Ledyard, Connecticut 06339, on or before 2:00 p.m., **Thursday, February 7, 2025**. Bids must be in a sealed envelope addressed to Director of Finance, Town of Ledyard, and marked “RFP 2025-00: Turf Management Services.”

PROPOSAL

We, the undersigned, hereby agree to furnish the services outlined in the Town of Ledyard, Request for Proposals 2025-00 at the costs stated below. **Please note that your bid proposal must be for a four-year (4) period as designated below.**

\$ \_\_\_\_\_ July 1, 2025 through June 30, 2029

**NON-COLLUSION BID STATEMENT**

The undersigned Bidder certified that his bid is made independently and without collusion, agreement, understanding, or planned course of action with any other Bidder and that the contents of his bid shall not be disclosed to anyone other than his employees, agents, or sureties prior to the official bid opening.

Bidder’s Signature: \_\_\_\_\_

Bidders Name Printed: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

**BIDDERS LIST \***

F. E. Crandall Disposal Services, Inc.  
168 Lambtown Road  
Ledyard, CT 06339  
860-536-8487  
[fcrandall@comcast.net](mailto:fcrandall@comcast.net)

Regan Enterprises, LLC  
89 Plaza Court  
Groton, CT 06340  
860-448-0101  
[patriciahnet@gmail.com](mailto:patriciahnet@gmail.com)

Matt Faherty  
138 Trout Stream Drive  
Vernon, CT 06066  
860-872-9367  
[mfaherty@sbcglobal.net](mailto:mfaherty@sbcglobal.net)

Colonel Landscaping, LLC  
PO Box 370  
East Lyme, CT 06333  
860-739-0008  
[Nicholas@colonellandscaping.com](mailto:Nicholas@colonellandscaping.com)

LandCare and Design  
PO Box 295  
Ledyard, CT 06339  
860-464-8169  
[pondreicka@yahoo.com](mailto:pondreicka@yahoo.com)

Earth, Turf, and Snow  
103 Brook Street  
Groton, CT 06340  
860-204-7203  
[earthturfandsnow@gmail.com](mailto:earthturfandsnow@gmail.com)

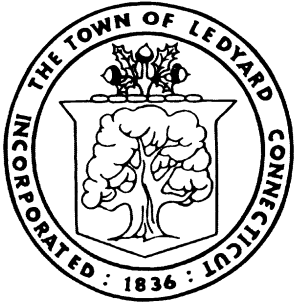
GTM Services  
25 Oil Mill Road  
Waterford, CT 06385  
860-447-1200  
[gtmlawnservice@yahoo.com](mailto:gtmlawnservice@yahoo.com)

Spanos Landscaping  
175 Miller Road  
Preston, CT 06365  
860-917-0855  
[tim@spanoslandscaping.com](mailto:tim@spanoslandscaping.com)

Three D Landscaping  
105 Reuteman Road  
North Stonington, CT 06359  
860-961-8272  
[rdeledda@comcast.net](mailto:rdeledda@comcast.net)

**\*Bidding is not restricted to the companies on this list.**





**TOWN OF LEDYARD  
CONNECTICUT**

741 Colonel Ledyard Highway  
Ledyard, CT 06339  
(860) 464-3235 [Phone]  
(860) 464-1126 [Fax]

**Request for Proposals 2025-00**

**GRASS CUTTING and  
TRIMMING SERVICES  
for  
PARKS AND RECREATION FACILITIES  
TOWN OF LEDYARD, CT**

**January 2, 2025**



## TOWN OF LEDYARD CONNECTICUT

741 Col. Ledyard Hwy.  
Ledyard, CT 06339  
(860) 464-3235 [Phone]  
(860) 464-1126 [Fax]

### TOWN OF LEDYARD Request for Proposals #2025-00

### GRASS CUTTING and TRIMMING SERVICES for PARKS AND RECREATION FACILITIES TOWN OF LEDYARD, CT

The Town of Ledyard requests sealed bids for grass cutting and trimming services for the Town of Ledyard. The bid package is available at the Town's Website at <http://ledyardct.org> (click on tab "RFPs & Bids"). Bidders are responsible for checking this Website for any amendments to the Request for Proposal throughout the bidding process.

Bids will be received until 2:00 p.m. on **Thursday, February 7, 2019**, at the above address at which time they will be publicly opened and read aloud in Town Hall. Any bids received after 2:00 p.m. on February 7 will be returned unopened to the bidder.

The Town of Ledyard reserves the right to reject any or all bids and waive informalities or irregularities in the bid procedure or bids.

The award of a contract, if awarded, will be to the lowest responsible bidder, provided that the bid is reasonable, and provided that it is in the best interest of the Town of Ledyard to accept such bid, and subject to any choice by the Town of Ledyard as to any alternate specifications as may be agreed upon.

Matthew Bonin  
Director of Finance

## BIDDING INSTRUCTIONS

The Director of Finance will receive sealed bids for grass cutting and trimming services for the Town of Ledyard Parks and Recreation facilities.

### CLOSING DATE

Bids will be received until 2:00 p.m., **Thursday February 7, 2019** at which time they will be publicly opened and read aloud in Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, CT

### INSTRUCTIONS

Bidder Qualification Form (Pages 11-12), Bid Form (Page 13) and pictures of equipment and one other form of ownership (see Section II – Equipment) are to be submitted in a sealed envelope addressed to:

Director of Finance  
Ledyard Town Hall  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Envelopes are to be endorsed in the lower left-hand corner, “**RFP 2025-00**: Grass Cutting and Routine Maintenance Services.”

Bidder’s name and address is to appear in the upper left-hand corner.

## I. QUALIFICATION OF BIDDERS

Contractors submitting bids must be an established maintenance or mowing firm with a minimum of five years in said business. **Must have sufficient staff (3) to complete all work as describe in said bid.** The Town of Ledyard (“the Town”), will make such investigations as it deems necessary to determine the qualifications of the Contractor to perform the work. The Contractor shall furnish to the Town all information and data for this purpose in the form as the Town may require. The Town reserves the right to reject any bid if evidence submitted by Contractor or by the Town’s investigation of Contractor fails to satisfy the Town that the Contractor possesses the skills, ability and integrity necessary for a faithful performance of the work. Conditional bids will not be accepted.

In determining the skill, ability, and integrity of the bidder the following will be considered: whether the bidder (a) has previously failed to perform properly or complete on time a contract of a similar nature; (b) is not in a position to perform the contract; (c) has habitually and without justification neglected the payment of subcontractors, material or employees; (d) maintains a permanent place of business; (e) has adequate manpower and equipment to do the work properly and expeditiously; (f) has suitable financial status to meet the obligations necessary to do the work; (g) has appropriate technical experience.

## II. EQUIPMENT

It is the responsibility of the Contractor to determine the appropriate equipment and materials needed to accomplish all grass cutting and routine maintenance according to the time schedule needs determined by the Parks and Recreation Director. Grass cutting for each park, ball field, and beach must be begun and completed in no longer than two days. The successful contractor will be required to furnish all equipment, including oil and gasoline for equipment. Equipment shall not be left unattended at any of the fields, parks or open areas, and shall be removed from the work sites daily. The successful Contractor must provide its own vehicles for transporting equipment to and from work sites.

The Contractor will be required to furnish the following equipment:

- A. Two (2) Hustlers or similar – range wing 14 foot rotary cut
- B. Three (3) Hustlers or similar – four wheel drive, 72 inch cut
- C. Two (2) push mowers
- D. Commercial type weed whacker with a minimum of three (3) staff to cut/trim all properties as described in specifications.

Bidder must provide pictures and one other form of ownership with identification for all equipment as part of their bid package. Bidder must have sufficient personnel to carry out all job assignments according to the time schedule set forth by the Director of Parks and Recreation.

## III. CUTTING SEASON

Cutting season commences in April with final cutting in mid-November. Two cuttings per week will be required April through June and September through November as determined by the Parks and Recreation Director. Grass cutting for each park, ball field, and beach must be begun and completed in no longer than two days.

#### IV. CUTTING HEIGHTS

Grass at all sites is to be kept no higher than 2 inches at all athletic facilities, parks, beach area, open spaces and soccer fields. All areas are to be trimmed.

#### V. LOCATIONS OF FACILITIES FOR GRASS CUTTING

*See Schedule A for list of locations to be cut.* It is the responsibility of each Contractor to become familiar with each facility and the grass cutting requirement of each. All bidders are responsible for viewing all athletic fields, parks, playgrounds and other open areas to be cut and trimmed. Failure on the part of any bidder to make such thorough examination shall not be grounds for any declaration that the bidder did not understand the conditions of this invitation to submit a proposal for labor and services.

#### VI. GENERAL CONDITIONS

The successful Contractor will be required to execute a contract with the Town of Ledyard for the services to be provided no later than 30 days after award of the bid.

The successful Contractor will be required to furnish all equipment, including oil and gasoline for equipment. Equipment shall not be left unattended at any of the fields, parks or open areas, and shall be removed from the work sites daily. The successful Contractor must provide its own vehicles for transporting equipment to and from work sites.

The ultimate objective of the labor and services to be provided by the successful Contractor is that the athletic fields, parks, beach, playgrounds and picnic grounds shall be kept in good repair and free of debris according to the needs of the Parks and Recreation Department and the Youth Leagues of the Town of Ledyard. Accordingly, the successful Contractor will be required to guarantee and warrant that they have sufficient equipment, experience, and expertise to determine the time and number of employees necessary to accomplish said objective in his/her proposal.

Due to the nature of said work, sufficient latitude is to be provided to perform additional requirements that may arise or other related work to ensure safe, clean, playable athletic facilities and usable parks and beaches and/or other properties under the jurisdiction of the Parks and Recreation Department.

#### VII. SCHEDULING AND RESPONSE TIME

The schedule for grass cutting and trimming will be done at such times as facilities are not scheduled for official functions and any work necessary to be performed after regular working hours on Sundays or legal Holidays shall be performed without additional expense to the Town.

All necessary dates, opening days and special requirements shall be formulated by Contractor two weeks prior to the commencement of various league functions and other activities.

The Contractor's response time will be no greater than four (4) hours, seven days per week for the length of this contract.

It is the responsibility of the Contractor to check in with the Parks and Recreation staff daily to inquire of last-minute items or additional needs. Contractor is to call the office of the Ledyard Parks and Recreation Department, Monday through Friday, between the hours of 7:30 a.m. and 8:30 a.m. for updates. If the Director is not available, his designee will inform the Contractor of current needs.

#### VIII. CONDITIONS OF WORK

The Contractor will, in good workmanlike manner, perform all work and furnish all supplies and materials, machinery, equipment, facilities and means, except as herein otherwise expressly specified, necessary or proper to perform and complete all the work required by this contract, within the time herein specified in accordance with the provisions of this contract and said specifications.

The Contractor shall observe, comply with and be subject to all terms, conditions, requirements and limitations of this contract, specifications, and shall complete the entire work to the satisfaction of the Parks and Recreation Director.

#### IX. WEATHER CONDITIONS OR OTHERWISE

In the event of temporary suspension of work, or during inclement weather, or whenever the Parks & Recreation Director shall direct, the Contractor will, and will cause his subcontractors to, protect carefully his and their work and materials against damage or injury from the weather. If, in the opinion of the P & R Director, work or materials shall have been damaged or injured by reason of failure on the part of the Contractor or any of his subcontractors so to protect his work, such materials shall be removed and replaced at the expense of the Contractor.

#### X. PROTECTION OF WORK AND PROPERTY – EMERGENCY

The Contractor shall at all times safely guard the Town's property from injury or loss in connection with this contract. He shall at all times safely guard and protect his own work, and that of adjacent property from damage. The Contractor shall replace or make good any such damage, loss or injury unless such be caused directly by errors contained in the contract or by the Town, or his duly authorized representatives.

In case of an emergency which threatens loss or injury of property, and/or safety of life, the Contractor will be allowed to act, in a diligent manner. He shall notify the Parks & Recreation Director immediately thereafter. Any claim for compensation by the Contractor due to such extra work shall be promptly submitted to the Parks & Recreation Department for approval.

#### XI. REPORTS, RECORDS, AND DATA

The Contractor shall submit to the Town on a monthly basis all schedules of quantities and costs, progress schedules, payrolls, reports, estimates, records and other data as the Town may request concerning work performed or to be performed under this contract.

## XII. PAYMENTS

- A. Payment for work shall be done by purchase order and subsequently a check or electronic payment to the Contractor upon weekly inspection and approval of the Parks & Recreation Director and/or his designee.
- B. Five percent (5%) of the total contract will be retained by the Town for a period of thirty (30) days from the completion of the final assignment per contract award year.
- C. The Contractor shall pay for all materials, tools, and other expendable equipment at 100% of the cost NO later than 30 days after delivery of said materials, tools, and equipment to the job site and providing said materials, tools, and equipment are in a condition satisfactory to the Contractor and the Parks & Recreation Director. The balance of the cost thereof is to be paid before the final payment and acceptance by the Town. Unpaid outstanding bills for materials constitutes an incomplete project and will hold up final payment to the Contractor.
- D. The Contractor shall pay to each of his subcontractors, not later than ten (10) days following each payment to the Contractor, the respective amount of the work performed by his subcontractors to the extent of each subcontractor's interest therein.

## XIII. REQUIREMENTS: GENERAL INSURANCE

The successful Contractor must maintain in force continuously during the term of the contract workers compensation insurance and comprehensive liability insurance for both personal injury and property damage as required under this paragraph. The Contractor shall not allow any subcontractor to commence work on a subcontract until certificates of said insurance satisfying the requirements of this paragraph have been provided by the subcontractor to and approved by the Parks & Recreation Director and/or his designee.

The Contractor must carry insurance under which the Town is named as an assured as follows:

- A. Worker's Compensation – as required by State Statute
- B. Commercial Liability as follows:
  - \$2,000,000 – General Aggregate
  - \$2,000,000 – Products Completed Operations Aggregate
  - \$1,000,000 – Personal & Advertising Injury
  - \$1,000,000 - Each Occurrence Bodily Injury and Property Damage
  - \$ 100,000 – Fire damage, Any One Fire
  - \$5,000 – Medical Payments, Any One Person Including Explosion  
Collapse & Underground
- C. Automobile Liability: \$1,000,000 Combined Single Limit Bodily Injury & Property Damage.

Such insurance must be by insurance companies licensed to write such insurance in the State of Connecticut against the above risks and in the amounts indicated. All insurance must provide for a thirty (30) day notice to the Town of cancellation or restrictive amendment.

Certificates of insurance must be submitted to the Finance office within 30 days of signing the contract.

Failure to provide and to keep current the required insurance and certificates may be held to be a willful and substantial breach of this contract.

#### XIV. PERFORMANCE MATERIALS AND LABOR BOND

A Performance, Materials, and Labor Bond in the amount of \$20,000 will be required from the successful bidder for the faithful performance of the contract. The bond must be made out in favor of Ledyard and executed by a surety company authorized to do business in the State of Connecticut. The security must be posted and accepted within thirty (30) days of the notification of award and prior to the commencement of any work under the contract.

#### XV. INDEMNIFICATION

The Contractor shall at all times indemnify and save harmless the Town of Ledyard, Connecticut, and its officers, agents, and employees on account of any and from any and all claims, damages, losses, judgments, workers' compensation payments, litigation expenses, and legal counsel fees arising out of injuries to persons (including death) or damage to property alleged to have been sustained by (a) officers, agents, and employees of the Town of Ledyard or (b) the Contractor, his subcontractors or material men or (c) any other person, which injuries are alleged to have occurred on or near the work or to have been caused in whole or in part by the acts, omissions, or neglect of the Contractor or his subcontractor or material men, or by reason of his or their use of faulty, defective, or unsuitable materials, tools, or equipment of defective design in constructing or performing the work. The existence of insurance shall in no way limit the scope of this indemnification. The Contractor further undertakes to reimburse the Town of Ledyard for damage to property of the Town of Ledyard caused by the contractor or his employees, agents, subcontractors, or material men, or by faulty, defective, or unsuitable material or equipment used by him or them.

Failure to provide the required insurance and certificates may, at the option of the Town, be held to be a willful and substantial breach of this contract. Use State of Connecticut Department of Transportation, Form number CON-32 entitled Certificate of Insurance.

#### XVI. DEFAULTS

If the Contractor shall fail in the prosecution of the work under this contract, to perform any provisions of this contract, the Town of Ledyard after a five (5) day written notice to the Contractor to remedy such failure, the Town, without refusal or neglect of the Contractor to remedy such failure, the Town without prejudice to any other remedy the Town may have, shall be entitled to remedy such deficiency and any cost thereby incurred by the Town shall be paid for the account of the Contractor and deducted from the contract sum then or thereafter due the Contractor. Any expense or cost arising out of the Contractor's negligence, or that of its agents



or employees for replacing defective work, and for the disposal of material wrongfully supplied may be paid by the Town for the account of the Contractors and deducted from the contract sum then or thereafter due the Contractor.

#### XVII. SPECIAL CONDITIONS

Special care shall be taken to prevent contamination or muddying, silting, or interfering in any way with stream flows along the line of work. No waste matter of any kind will be allowed to discharge into the streams flows or impounded waters of any ponds or other bodies of water.

#### XVIII. PROBATION

The first two (2) months of this contract will be considered a trial period. This is a period of adjustment and evaluation during which either the Contractor or the Town of Ledyard may terminate this contract for any reason. This period shall provide the Town with the opportunity to carefully assess the Contractor's performance. It also shall provide the Contractor with an opportunity to decide whether he is satisfied with the conditions of this contract.

#### XIX. CONTRACT

**The period of the contract will be from July 1, 2025 through June 30, 2029** with an OPTION to renew at the same terms and at the pricing stated on the bid form for an additional two (2) years upon mutual consent of both parties. The Town's exercise of the option to renew will be based upon satisfactory seasonal evaluations, sufficient operating budget appropriation, overall performance, response time, cooperation, job productivity, and, most importantly, dependability. A contract and all insurance forms are to be signed and in effect within 30 days of signing the contract.

#### XX. EVALUATIONS

Evaluations will be completed three (3) times per year based upon the following schedule:

- 1<sup>st</sup> evaluation will be for the months of July and August. The evaluation will be presented to the Parks and Recreation Commission by the Director in September.
- 2<sup>nd</sup> evaluation will be for the months of September, October and November. The evaluation will be presented to the Parks & Recreation Commission by the Director in December.
- 3<sup>rd</sup> evaluation will be for the months of April, May and June. The evaluation will be presented to the Parks and Recreation Commission by the Director in July.

The Contractor at any time may request to meet with the Director or the Facility and Maintenance Committee of the Parks and Recreation Commission to discuss any evaluation or any other items pertaining to the contract or maintenance of Ledyard's facilities. The Contractor will have the opportunity to resolve any negative evaluations; if not resolved to the satisfaction of the Parks and Recreation Director or the Parks and Recreation Commission, the Town may deem this a breach of the terms of the contract and may void the contract.

**XXI. CONTACT PERSONS**

Please direct all inquiries concerning the performance of this bid to Scott Johnson Jr., Director of Parks and Recreation, at 860-464-9112, and all inquiries concerning the bid procedure to Matthew Bonin, Director of Finance, at 860-464-3235. Contact of any Town official other than these two listed may be cause for rejection of bidder's proposal.

BIDDER QUALIFICATION FORM

The bidder is required to complete the following form and to submit it with his/her bid to enable the Town to make inquiries and judge as to the bidder's experience, skill, available financial resources, credit, and reliability.

A. Number of years the bidder has been in the grass cutting business: \_\_\_\_\_

B. All names by which the bidder has conducted business during the previous five (5) years

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. List the grass cutting and routine maintenance contracts presently under contract by the bidder, annual dollar value of the contract, and contract completion date(s).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Has the bidder ever failed to complete work awarded: Yes No

If so, state the circumstances: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

E. Does the bidder intend to subcontract any of the services required under this contract?  
Yes No

If the answer is Yes, please identify the firm or firms you intend to use, and briefly describe their experience and qualifications.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

---

---

- F. Please identify the equipment to be used on this contract by type, model, year, capacity, and owner. If not owned by your firm at the time of bid submission, indicate if the equipment (s) is to be rented or purchased along with evidence that a firm agreement exists for your acquisition of the equipment contingent upon award of the contract.

---

---

---

---

Please address in detail whether the equipment identified above is sufficient for completing work in the time required as stated in this document.

---

---

---

---

- G. List your references (preferably municipalities) and those of any firms with whom you intend to subcontract:

---

---

---

- H. Name and address of your Bank reference:

---

---

BID FORM

Bids are due in the Mayor’s Office, 741 Colonel Ledyard Highway, Ledyard, CT 06339, on or before 2:00 p.m., Thursday, February 7, 2019. Bids must be in a sealed envelope addressed to Director of Finance, Town of Ledyard, and marked “RFP 2019-03: Grass Cutting and Trimming Services.”

PROPOSAL

We, the undersigned, hereby agree to furnish the services outlined in the Town of Ledyard, Bid #2015-10, at the cost stated below. **Please note that your bid proposal must be for a four (4) period as designated below.**

\$ \_\_\_\_\_ July 1, 2025 through June 30, 2029\_\_\_\_\_

**NON-COLLUSIVE BID STATEMENT**

The undersigned Bidder certified that his bid is made independently and without collusion, agreement, understanding, or planned course of action with any other Bidder and that the contents of his bid shall not be disclosed to anyone other than his employees, agents, or sureties prior to the official bid opening.

\_\_\_\_\_  
Signature

Bidders Name (Printed): \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Signed by: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

## SCHEDULE A: GRASS CUTTING SITES

<u>SITE</u>	<u>LOCATION</u>
Purdy/Clarks Field	Town Farm Road
Pfizer's Field	Route 214
Christy Hill	East Drive
Highland's Lake	Shewville Road
Aljen Heights	Aljen Avenue
Sawmill Park	Iron Street (Rte 214)
Model Park	Model Park Road (Highlands area)
Colonel Ledyard Park (all athletic facilities and park)	Blonders Boulevard
Judge Crandall Complex (all athletic facilities and surrounding areas)	Junction Routes 12 & 214
35 Country Club Road (old well house)	Country Club Road, Ledyard
Erikson Park	Military Hwy
Donahue Playground	Winthrop road
Athletic field area	Ledyard Middle School
Lantern Hill Valley Park	600 Lantern Hill RD, Ledyard, CT 06339

**BIDDERS LIST \***

F. E. Crandall Disposal Services, Inc.  
 168 Lambtown Road  
 Ledyard, CT 06339  
 860-536-8487  
 fcrandall@comcast.net

Regan Enterprises, LLC  
 89 Plaza Court  
 Groton, CT 06340  
 860-448-0101  
 patriciahnet@gmail.com

Matt Faherty  
 138 Trout Stream Drive  
 Vernon, CT 06066  
 860-872-9367  
 mfaherty@sbcglobal.net

Colonel Landscaping, LLC  
 PO Box 370  
 East Lyme, CT 06333  
 860-739-0008  
 Nicholas@colonellandscaping.com

LandCare and Design  
 PO Box 295  
 Ledyard, CT 06339  
 860-464-8169  
 pondreicka@yahoo.com

Earth, Turf, and Snow  
 103 Brook Street  
 Groton, CT 06340  
 860-204-7203  
 earthturfsnow@gmail.com

Three D Landscaping  
 105 Reuteman Road  
 North Stonington, CT 06359  
 860-961-8272  
 rdeledda@comcast.net

GTM Services  
 25 Oil Mill Road  
 Waterford, CT 06385  
 860-447-1200  
 gtmlawnservice@yahoo.com

Spanos Landscaping  
 175 Miller Road  
 Preston, CT 06365  
 860-917-0855  
 tim@spanoslandscaping.com

**\* Bidding is not restricted to the companies on this list.**



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 24-1044

**Agenda Date:** 1/14/2025

**Agenda #:** 3.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Discussion to relocate Pickleball Courts

**Background:**

**Department Comment/Recommendation:**

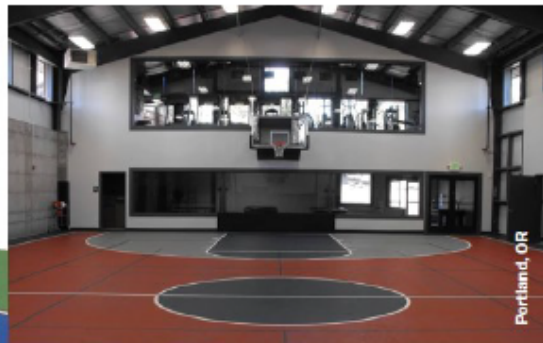


IF YOU CAN  
**PLAY ON IT,**



WE CAN  
**BUILD IT**

Durability • Reliability  
Playability • Engineered to Last



Tennis Industry Magazine Contractor of the Year —  
10 and Under Tennis (2011)



Hinding Tennis Courts, LLC • 24 Spring Street • West Haven, CT 06516 • p 203-285-3055

---

Oct 29, 2024

Town of Ledyard  
13 East Dr, Ledyard, CT 06335  
scott@ledyardrec.org  
860-705-2123

RE: Furnish and Install 2 (64' x 68') Post Tension Pickleball Courts With 6' Fencing

Dear Scott Johnson,

Thank you for considering Hinding Tennis for your recreational needs. It is our goal to provide you with the highest quality sport surfacing products and installation in the industry.

We at Hinding Tennis stand committed to excellence and it is our goal to provide you with the highest quality materials. As a current member of the American Sports Builders Association we are always up to date on the newest innovations and industry trends. Our goal is always to exceed your expectations and let the finished product speak for itself.

We know you have many options when choosing a sport-surfacing contractor, therefore we continually strive to provide the most competitive pricing without compromising the quality or workmanship.

All of us at Hinding Tennis thank you for the opportunity to provide you with this proposal and look forward to working with you in the future.

Sincerely,

Vincent Rapuano  
vin@hindingtennis.com



# HINDING PROPOSAL

## PROCEDURE TO BE AS FOLLOWS:

Furnish all materials, labor and insurance to perform the Install of 2 (64' x 68') Post Tension Pickleball Courts With 6' Fencing at 13 East Dr, Ledyard, CT 06335

*Note: Price does not take prevailing wage into account*

## **Specifications of Services to be Provided:**

**Site Work** - Excavate 8-12 Inches of existing material and furnish material to establish substrate

**Laser Grade** - base material and establish 1% pitch East to West.

**Pickleball Net Post Footings (Including New Net and Posts)** - Furnish and Install one set of Douglas Premier Posts 3'x3'x3' 2500 P.S.I. concrete footing.

**6' Fencing** - Furnish and install 6' high black chain-link fence

**2 Pedestrian Gates**

### **Post Tension Concrete Court**

A. Form work will be installed around the entire perimeter of the tennis courts.

B. New net post sleeves to be set in their own concrete footings.

C. Two layers of 6 mil poly placed over the entire court area.

D. Encapsulated Post-tensioning tendons laid out according to PTI specifications.

E. A 5" thick, 3000 psi concrete slab poured monolithically inside the forms.

F. Post-tensioning cables stressed according to PTI specifications and procedures.

G. The concrete surface was checked for flatness, according to the ASBA guidelines. Any deviations will be brought to proper tolerances with 5000 psi epoxy concrete.

H. Final cable stress, cable ends cut off inside the cone holes, and the holes filled with no-shrink grout.

I. After allowing 30 days for the concrete surface to cure, apply an acid etching solution to abrade the concrete and prepare the surface for subsequent coatings

**Acid Etch** - Acid Etch and Pressure Wash the entire court

**TI-Coat** - Apply TI-Coat Epoxy and first coat of Acrylic Resurfacer to the entire court

**2 Coat Color System** - Furnish and Install the 2 coat acrylic color coating system. This system includes one filler coat and one finish coat of color.

**Pickleball Lines** - Layout and Stripe Pickleball Lines on court

**Pricing as Indicated Below:**

**Total: \$108,800.00**

[www.HindingTennis.com](http://www.HindingTennis.com)



# PAYMENT SCHEDULE

---

SALES TAX WILL BE CHARGED AT 30% OF THE STATE TAX RATE WHEN APPLICABLE TO ACCOUNT FOR TAX ON LABOR. PAYMENT IS EXPECTED UPON TIMELY COMPLETION.

CREDIT CARD PAYMENTS WILL REQUIRE A 2% CREDIT CARD PROCESSING FEE.

Payment Schedule is to be as follows **unless otherwise specified on the contract:**

**For jobs priced below a threshold of approximately \$3,000.00 (subject to vary):**

100% "Full payment", plus applicable tax on total amount, due upon signing and remittance of forthcoming contract if this estimate is approved, before work can begin. Please be ready to include a payment along with a signed contract.

**For jobs priced above a threshold of approximately \$3,000.00 (subject to vary):**

50% "Down payment", plus applicable tax on total amount, due upon signing and remittance of forthcoming contract if this estimate is approved, before work can begin. Please be ready to include a payment along with a signed contract.

25% "Good faith payment", considered due the day we begin work on your project.

25% "Remainder payment", considered due the day we end work on your project.

**PLEASE NOTE:** In the event that payment is not made as specified above, it is agreed that Hinding Tennis, LLC will receive interest at a rate of 1.5% per month on the remaining balance due. In the event that payment is not made as specified, Hinding Tennis, LLC retains the right to halt works until past due payments are made. Payment in full not being made within 60 days of job completion renders any warranties on the job null and void. Above prices are submitted for approval within sixty days and after that time may be revised. We reserve the right to take before, during & after photos of your particular job & use photos for marketing purposes. We will never give out your name or street address without your consent.

**SCOPE OF SERVICES RENDERED:** Unless otherwise specified, price does not include the following: Plans, Permits, Design, Layout, Engineering, Town Fees, Testing, Drainage or Drainage Issues and repair of areas around the site that may have been damaged or worn out by equipment being carried to and from court. Warranties if any will be noted on specified items.

**ACCEPTANCE OF PROPOSAL:** Please hit the green accept button and sign your name electronically, if any issues occur please call the office (203-285-3055) or one of the owners directly if someone is not in touch with you shortly and you are intent on proceeding with the work as described. We will provide a contract for you to sign and remit with payment so that we may begin work.

---

[www.HindingTennis.com](http://www.HindingTennis.com)



POST-TENSIONING  
INSTITUTE™



Laykold™

# ABOUT US



*"Over the years, Hinding Tennis has helped make GRSC a community club with the best hard court surfaces inside and out, as well as junior lines and stand alone courts, outdoor lighting and pickleball courts. They are a great partner in the tennis business."*

— Sarah Boone, Owner, Guilford Racquet & Swim Club



Since **1994** the Team at Hinding Tennis, LLC has been building superior Recreational Courts for all types of surfaces. We specialize in Post Tension Concrete Courts and our patented Rubberized Cushion System is a very popular surface among many avid players.

Hinding prides itself on quality workmanship and retains over 90% of its work force each season; our crews are extremely knowledgeable and are some of the most experienced in the business.

From Har Tru to Post Tension Concrete to Tennis and Basketball Courts to Playgrounds and just about anything recreational, we offer only the best products and services. We are actively involved in the ASBA (American Sports Builders Association) and we are constantly on the cutting edge of new technology.

Our reputation speaks for itself and clubs, residential, parks, schools and municipalities count on us everyday.

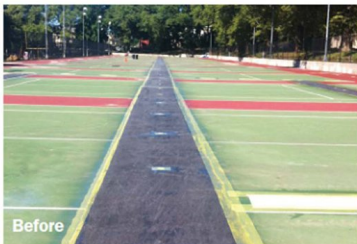
We can customize any job to any size, any color and any speed. Our customer service and sales representatives are extremely knowledgeable of all types of surfaces, coatings and building new courts. So please call us today for a free analysis of your project.



24 Spring Street • West Haven, CT 06516  
**203-285-3055 • [HindingTennis.com](http://HindingTennis.com)**

Official 10 and Under Tennis Court Installer

# RITEWAY CRACK REPAIR



The RiteWay Crack Repair System (U.S. Patent No. 7,597,503) utilizes an exclusive technology that allows existing cracks on your court to move without breaking the membrane of this system. Many who have tried other systems have complained about “dead spots,” “hollow sounds” and “bubbling.” Although these other systems have proven to keep cracks from coming back, RiteWay Crack Repair not only keeps cracks from coming back, but its exclusive technology does not have any dead spots, hollow sounds or bubbling.

The installation is so unique that many tennis court owners can't believe its proven success until they see it for themselves.

No other overlay system can give you the RiteWay results. We've seen the other systems on the market - some have success, some have failures - but none of them can give the guarantee that RiteWay offers. Our proven success and durability will last much longer than the written guarantee.

When considering your repair options, there's only one question to ask yourself:

Are you repairing cracks the old traditional way, or are you repairing them the RiteWay?



Fix Your Cracks - Do It The RiteWay!

For more information go to [www.ritewaytennis.com](http://www.ritewaytennis.com).



24 Spring Street • West Haven, CT 06516

**203-285-3055 • [HindingTennis.com](http://HindingTennis.com)**

Official 10 and Under Tennis Court Installer

# RESURFACING



## Court Resurfacing

Since 1994, Hinding Tennis has been building and resurfacing tennis courts throughout the United States and in the Caribbean. With headquarters located in West Haven, Connecticut, Hinding Tennis' major client concentration runs up and down the U.S. East Coast.

Resurfacing your tennis court is important in the overall maintenance, upkeep, playability and longevity of the court. Typically, a tennis court should be resurfaced every 4-7 years. This varies depending upon the surface, weather, amount of play, and preservation of the court. Hinding Tennis offers all types of coating and cushion systems and will give you several resurfacing options to keep your court performing at its highest level of playability.

Hinding Tennis resurfaces over 400 courts per year. We retain 90% of our professional workforce yearly, therefore we are not training new court technicians each season. Our quality of workmanship, professionalism and customer service is second to none. Examples of our projects include Chelsea Piers, Stamford CT; U.S. Coast Guard, New London CT; and Match Point Tennis, Brooklyn, NY.



24 Spring Street • West Haven, CT 06516  
**203-285-3055 • [HindingTennis.com](http://HindingTennis.com)**

Official 10 and Under Tennis Court Installer

# SQUEEGEE MARKS



Acrylic color surfacing systems are generally applied with a squeegee in multiple coats. Most systems include one or more filler coats, followed by two to three coats of color. Some systems also include texture or cushion coats between the filler and the top coats.

There are several theories regarding the application of color coatings. In any case, coating systems must be applied smoothly to a uniform thickness over the entire court surface. This requires an experienced applicator and careful attention to the technique.

Even when color coatings are applied with care by a skilled operator, some squeegee marks and other slight variations in color and texture are inevitable. This is because the formulation of acrylic causes components to migrate to the edge of the material as it is being applied. As a result, an observer will be able to locate the spot where the acrylic material was poured on the surface, where the squeegee operator turned to make a pass in the opposite direction or where one pass overlapped another. Squeegee marks will be more visible on lighter colors and more common when coatings are applied in hot weather or when they include coarser sand. Humidity, angle of the sun when the acrylic is applied and other factors also may affect frequency and visibility of these marks.

Due to the nature of the material and the human element in tennis court construction, squeegee marks are likely to occur, like marks in newly vacuumed plush carpet or newly mown grass. They will not affect play and will become less visible as the court wears and ages.

While squeegee marks are within industry standard, more serious flaws – ridges, drips, tool marks, foot prints, bucket marks and areas of excess material - are unacceptable and should be corrected by the surfacing contractor.

*Differences in site, weather and soil conditions require variations in construction and repair methods and materials. Readers are advised to consult a qualified contractor or design professional before undertaking construction or repair of a court. Rev. 03/04*



24 Spring Street • West Haven, CT 06516  
**203-285-3055 • [HindingTennis.com](http://HindingTennis.com)**

Official 10 and Under Tennis Court Installer



# BIRDBATHS

## LOW SPOTS



**“Birdbath” is a term commonly used in the tennis industry to describe a low area on a tennis court that holds water.**

More precisely, the American Sports Builders Association (ASBA) defines a birdbath as any area where standing water more than 1/16" (2mm – commonly measured using a nickel) remains after drainage of the area has ceased or after one hour of drying at 70 degrees Fahrenheit in sunlight. Birdbaths delay play on the court after rain and may cause staining and/or peeling of the surface.

**Among the causes of birdbaths are:**

1. Unsuitable material in the subsoil;
2. Inadequate drainage around the tennis court;
3. Improper slope or grade;
4. Inadequate compaction of the subgrade; or
5. Paving error



Paving and surfacing, even with laser-guided equipment, involves both skill and judgment. The number of variables impacting the paving and surfacing processes makes it unreasonable to expect perfection. Minor depressions in the surface, those less than 1/16" deep or those that drain or dry in under an hour, are considered within tolerance and are acceptable. In a new or recently resurfaced court, however, the contractor should correct birdbaths.

Because site selection, design and construction can involve compromise, even properly designed and constructed courts may develop birdbaths over time. Tennis courts sometimes are built on sites which are reclaimed or which have been deemed unsuitable for other purposes. In such cases, less than ideal subsoil, grade, or drainage conditions may exist. Additionally, over time, new circumstances may arise which lead to settling or drainage problems.

The owner's expectations regarding repair of birdbaths should be based on the nature of the birdbaths that exist to be repaired and the amount of money budgeted for the repair. Owners also should understand that available repair methods and materials are imperfect. Complete removal of standing water may be impossible. Generally the owner should accept that repair of the birdbaths is only a means of reducing the inconvenience they cause and extending the useful life of the court.

The number, size and depth of birdbaths is another consideration. The existence of multiple birdbaths or major depressions of 1/2" or more may indicate more serious problems. Repairing multiple or deeper birdbaths is labor intensive and often results in cosmetic imperfections, which may require resurfacing to correct. The larger the birdbath, the more difficult it can be to repair.

*Differences in site, weather and soil conditions require variations in construction and repair methods and materials. Readers are advised to consult a qualified contractor or design professional before undertaking construction or repair of a court. Rev. 11/10*



24 Spring Street • West Haven, CT 06516  
**203-285-3055 • HindingTennis.com**

Official 10 and Under Tennis Court Installer

# ACCESSORIES



**Hinding Tennis** is your resource for court equipment and accessories. With close to 20 years of experience in court construction and maintenance, we know what you need to give your game a boost and keep your court in shape. We work with the best suppliers of quality court products. Quality products come from quality manufacturers and we can provide you with a variety of choices to meet your personal preferences.



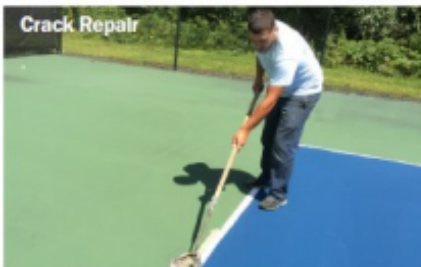
Fencing, lighting and windscreens, tennis nets, tennis posts and benches. Backboards, score boards, goals, ball machines, roll dries and court brooms – we've got you covered. Looking for something? Just ask.



24 Spring Street • West Haven, CT 06516  
203-285-3055 • [HindingTennis.com](http://HindingTennis.com)

Official 10 and Under Tennis Court Installer

# MAINTENANCE



**Maintaining your court** is one of the most important things you can do to preserve the longevity of its appearance. Like changing the oil in your car every 3,000 miles, properly cleaning and inspecting your court once a year is very critical.

To maximize the useful life of any type of court, we recommend that owners develop and implement a regular schedule of maintenance. Regular inspection and repair of minor irregularities is more cost effective than allowing the court to deteriorate to the point of requiring major repairs.

Our maintenance programs include servicing both All Weather and Har Tru Courts. For all weather courts, we recommend you pressure wash once a year, check for cracks, grease net post cranks, check mesh and tighten fence and install your net. Our Har Tru reconditioning includes removing all the dead material. Installing new Har Tru, grooming court, checking fence fabric and tightening, greasing net post cranks and installing your net.



**Call us today** to inspect your court and for a free non-obligational estimate.



24 Spring Street • West Haven, CT 06516  
**203-285-3055 • [HindingTennis.com](http://HindingTennis.com)**

Official 10 and Under Tennis Court Installer

# No Matter What Your Game,



# HINDING HANDLES IT



Official 10 and Under Tennis Court Installer

24 Spring Street • West Haven, CT 06516  
**203-285-3055 • [HindingTennis.com](http://HindingTennis.com)**



Like us on Facebook

**Scott Johnson**

---

**From:** Andy Parad <aparad@gmail.com>  
**Sent:** Thursday, November 14, 2024 5:21 PM  
**To:** Scott Johnson  
**Cc:** Fred Allyn, III; Naomi Rodriguez; diricokj@comcast.net  
**Subject:** Re: Pickleball/Playgrounds

Scott,

Thanks for the info and the picture. I see how you could squeeze 4 courts in there now at East drive. And looking at the properties Parks and Rec has to use ([Ledyard Parks, Recreation and Senior Center: Facilities](#)) I can see how limited we are.

We do need at least 4 courts at 1 location, probably 6. I saw the players on TeamReach talking about my same concern that if only 2 courts are built they will probably just use the Gales Ferry tennis court most of the time. If we're going to build something expensive, it should get use (and be visible).

As a frame of reference for growing demand, I spent a week last fall playing in Naples, FL. They have 64 public courts. The week I got there was apparently the week all the snowbirds start coming down. I was able to play as much as I wanted without hardly waiting but everyone said in the next week or two it would be play 1 game, sit a game or 2.

I'm still not certain East Drive is the best location that will get the most use. And it doesn't solve having courts available for the high school.

Given the new walkway from the high school, maybe we should look along the walkway. (I'm still not convinced they can't be built at the high school – it looks like you can reserve the courts at Stonington High during the day: [Facilities](#)). Also, it looks like Stonington is planning ahead and are offering middle school pickleball this fall. It makes sense. By the time those kids get to high school there may be teams and Stonington will be tough to beat with their head start.

There are 2 options I see along the new walkway:

Blonders obviously has the most room and would probably be an easy spot. But again, it's a bit out of the way as far visibility in town if this is going to be part of the rejuvenation efforts that have been going on for the past half a dozen years.

The best choice for highest usage and visibility would be somewhere at the Town Green. I say somewhere because the land from the GIS map appears to be pretty much used. I didn't realize the town owns less than 3 acres there now. If we had another 90 X 120 feet for 6 courts at the back of the parking lot, that would have been a great spot. Otherwise, to put 6 courts there would probably take up almost a third of the parking lot. Not sure how courts there would go over with the Farmers Market committee, but I can't imagine a dozen or two hungry pickleball players on a summer evening being bad for business. Would just have to turn up the music a bit.

Andy

On Tue, Nov 12, 2024 at 12:45 PM Scott Johnson <[Scott@ledyardrec.org](mailto:Scott@ledyardrec.org)> wrote:

Good morning Andy,

You're welcome, thanks for attending last week!

To be clear we haven't finalized the new location yet and are open to any suggestions. Looking at the properties we own, East Drive and Highlands Lake have the space to accommodate courts.

**1&2:** I attached a map showing the location and footprint of up to 4 courts(each square is a 2-court slab). Measuring everything out we would likely only accommodate 3 courts at East Drive to ensure the courts don't interfere with T-Ball. This would maintain the open space to the left of the basketball court. Regarding the bugs, unfortunately this will likely always be an issue at any property we chose because Ledyard is such a heavily wooded area.

**3:** I agree it is a remote location; the issue is the parks that are more accessible have been developed to a point there isn't space to accommodate new courts.

**4:** I also have not noticed any puddles or pooling at that location after substantial rain. The property isn't within any wetlands or consist of wetland soils that would lead to drainage concerns. In addition, the property has a slight pitch towards the pine swamp(elevation profile on the map).

**5:** Unfortunately, that is the reality with public courts being first come first serve. The reason courts across America are overloaded is because there is not enough infrastructure to meet the current demand. As more courts are installed in our area we will start to see the courts become less crowded as the demand is met. Here is an interesting article to give you an idea of what we are facing in the Parks & Rec industry regarding pickleball infrastructure. [https://recmanagement.com/articles/153900/pickleball-needs-900-million-investment-keep-demand?utm\\_source=MagnetMail&utm\\_medium=email&utm\\_term=fuzzy%40hotmail%2Ecom&utm\\_content=082123%5FRecReport&utm\\_campaign=Pickleball%20Needs%20%24900%20Million%20Investment%20to%20Keep%20Up%20With%20Demand](https://recmanagement.com/articles/153900/pickleball-needs-900-million-investment-keep-demand?utm_source=MagnetMail&utm_medium=email&utm_term=fuzzy%40hotmail%2Ecom&utm_content=082123%5FRecReport&utm_campaign=Pickleball%20Needs%20%24900%20Million%20Investment%20to%20Keep%20Up%20With%20Demand)

**6:** To be honest I don't understand how a town only installing 2 courts vs 6 is a mistake, especially if there is one time funding available. With the cost to install a court going up 10-20% each year its more cost effective to install courts in phases. In addition, by planning for the future and installing in phases you spread out major maintenance costs. Also as mentioned in #5 our area in not close to meeting the facility demand. Until more courts are built in our area we will not get a true understanding of how many courts will truly be needed. By building in phases, we can continue to add courts as needed until the demand is met without making a costly mistake of adding too many courts.

#### **Suggestions:**

Number of Courts: As mentioned above its more cost effective to install 2 now vs waiting to install 4 due to material cost increases.

BOE/ Future HS: I agree that we will likely see pickleball become a high school sport in a few years. The BOE will ultimately have to take on the endeavor to add courts on school property. However, HS teams are not required to practice/ play matches on school property. Up until 5-6 years ago the HS soccer team practiced and played games at Blonders. As P&R we are looking to provided recreational opportunities for the community and the community would not be able to use the courts during school hours defeating the purposed.

Eliminating the GFCC Tennis Court: Eliminating the GFCC tennis courts and converting them to designated pickleball courts has been proposed multiple times. However, this is not something we would consider as it would eliminate the only tennis court on the Gales Ferry side of town. Only \$23,000 to crack repair the GF tennis courts, the over 50,000 that was discussed included other projects that were not related to pickleball.

Asphalt vs Post Tension: I agree that going with post tension over asphalt is the smart decision. I am going to submit the difference in price as a possible use for additional ARPA funds if available. Otherwise, I am going to recommend to the Commission that we wait until July 2025 so we can secure the additional funds through the P&R Capital. It makes sense to spend a little more up front for a surface that's better for the residents(joints), would cost less to maintain over time, and has a significantly longer life span.

**Playgrounds:**

Thanks for the pictures, it helped me understand the types of play element's you were referring to. As we look to replace our playscapes we can certainly look to install similar elements. I see a lot of net climber's which are a newer playscape element and most of the new structures are themed to promote "imagination".

Sincerely,

*Scott Johnson Jr*

**Director**

Ledyard Parks and Recreation Department

Ledyard Senior Center

12 Van Tassell Drive

Gales Ferry, CT 06335

860-464-9112

[www.ledyardrec.org](http://www.ledyardrec.org)



**From:** Andy Parad <[aparad@gmail.com](mailto:aparad@gmail.com)>

**Sent:** Thursday, November 7, 2024 10:10 PM

**To:** Scott Johnson <[Scott@ledyardrec.org](mailto:Scott@ledyardrec.org)>

**Cc:** Fred Allyn, III <[mayor@ledyardct.org](mailto:mayor@ledyardct.org)>; Naomi Rodriguez <[NaomiR@ledyardct.org](mailto:NaomiR@ledyardct.org)>

**Subject:** Pickleball/Playgrounds

Scott,



Thanks for having the foresight to gather community members for a meeting. This was very helpful.

I am going to put the bottom line up front for pickleball (and probably too many words below). After attending the meeting tonight, stopping by the tee-ball field on East drive on the way home, and having a chance to think about it, I am personally opposed to the idea of building 2 or 3 pickleball courts at that location. Here are the reasons:

1. The field is smaller than I remember. I am not sure there will be enough room left for tee-ball
2. Having coached on that field for about 5 years I will tell you
  - a. You need more room for tee-ball than you would think. My thought as I was sitting in the parking lot was that the only place pickleball would fit here was in the parking lot.
  - b. Often older siblings use the field for batting practice before/after practice and younger kids just run around
  - c. The mosquitos there were a problem. People will want to play in the early morning and late afternoon. The shade will be nice, as will the wind blocking of the trees. But the flying insects could be an issue that could minimize use
3. The location is remote. I know the neighbors want something there, but I'm not sure this is the best site to showcase Ledyard
4. Someone at the meeting brought up drainage and this effecting any slab put down. I don't remember puddles in the outfield being a problem, though we canceled anytime there was even the chance of a sprinkle. But it does seem like a low lying location
5. The Gales Ferry TeamReach group probably plays more than anyone and I think 4 to 12 people typically show up. Here is my experience playing at Old Saybrook where they built 3 very nice courts. Essentially we stopped playing there because we weren't guaranteed a court. Instead the few times I've made it that way, we now play at Trask which is a tennis court with lines and we bring a net. We have never tried to play at Stonington because of the same issue. It's only 2 courts. So really, in my opinion, building 2 or even 3 courts will mostly be for the most recreational people who play less and cause frustration amongst the regulars. Windham got it right with 6 courts. They have regular groups of 8 to 12 that come out and use 2 or 3 courts, but there are still courts for the rest of us who show up. I think the Gales Ferry group for the most part would still play at the tennis court is what will end up happening depending on group size/risk tolerance. The converse could also happen where the regulars dominate the courts and recreational players won't be able to play which is counter to what the goal should be as well.
6. Hearing the cost involved I think I understand why every town has done this wrong. They have a budget for funds to use, they use those funds...and don't build enough courts. Yes, you can add more

courts later, if needed. But if you know you will need more courts, this seems to be an expensive mistake

### Some suggestions

1. We think critically about the number of courts and where to put them. Don't build too few courts in the wrong place because of budgeting. Maybe 2 years of funds could be combined.
2. Talk with the Board of Ed and develop a plan for the town. I played with some UConn players a few weeks ago. Pickleball went from a club sport to a team sport in just the last few years. They will be playing at the national tournament, I think in Indiana, in the spring. A few years ago there were about 30 teams, 64 this year, and my guess would be over 100 in the spring. There is a very high likelihood this will turn into a fall sport at the high school level. To spend so much money and not take this into account would be a mistake. Maybe we still build courts in Gales Ferry even though we know the high school will need courts in the next 3 to 10 years. But there should be a plan and I didn't hear a plan tonight which for such a large expenditure and I was hoping for that.
3. I believe the difference between asphalt and post tension concrete was about \$20,000, or about 25% higher. I believe this is the company that has a 20 year warranty: [Connecticut Tennis & Basketball Court Construction | Classic Turf Company](#). Given that it's going to cost, I believe you said \$59,000 Scott, to resurface the tennis and basketball courts, the small upfront additional cost for post tension concrete from a reputable company seems like a no brainer.
4. Thinking outside the box, how much is the tennis court in Gales Ferry used for tennis, and is there another court elsewhere? Would a portion of the \$59,000 for resurfacing be better put toward pickleball (or playgrounds). If the tennis court were removed, would there be room for 4 pickleball courts (which I would probably consider the minimum) given the zoning and easement issues. Just considering all our options here
5. To go back to the high school, I would think there would be concerns about pickleball courts at the high school for public use. How do other schools deal with this? How does the high school deal with the tennis courts and are they used during school hours? I can see the argument of nuisance noise. But I can also see the benefit of having additional "good" people at the high school. The fear of school shootings is a reality. I can't see having a bunch of old people milling about being anything but a positive in this unfortunate equation.

As for playgrounds, I have much less experience there, but saw what playgrounds could be during our 7 months in New Zealand. They were community gathering places. Places for kids to get exercise. Places the kids actually wanted to go to. The most similar place around here is Poquonnock Plains. There are diverse attractions that aren't static like the typical playground. Personally, I divide playgrounds into those that are for imaginative play and those that are for adventure play. New Zealand I think has it right

that they have leaned into adventure play. As you pointed out, I'm not sure how much of this is "legal" here. I've created a drop box with some pictures:

[https://drive.google.com/drive/folders/1eR8dBk2LiaeTAg3nBmiP67wqXGhUusV5?usp=drive\\_link](https://drive.google.com/drive/folders/1eR8dBk2LiaeTAg3nBmiP67wqXGhUusV5?usp=drive_link)

The unnamed pictures are from Governors Island in NY. In short I would say let's not replace our 1970s playgrounds with 1970s playgrounds.

I hope this information helps.

Andy

### **Disclaimer**

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically archived by Mimecast, a leader in email security and cyber resilience. Mimecast integrates email defenses with brand protection, security awareness training, web security, compliance and other essential capabilities. Mimecast helps protect large and small organizations from malicious activity, human error and technology failure; and to lead the movement toward building a more resilient world. To find out more, visit our website.

**Scott Johnson**

---

**From:** Doug Thompson <dmtho@conncoll.edu>  
**Sent:** Saturday, November 9, 2024 3:11 PM  
**To:** Scott Johnson  
**Subject:** East Dr court

Scott,

I was one of the attendees at the Thursday community forum. As I mentioned, I am a geologist/hydrologist. I raised a few concerns about the East Drive location including concerns about freeze thaw issues because of the proximity to Pine Swamp. I did visit the site to look more carefully and saw that the play fields and basketball court and significantly higher in elevation than the pump house for the community well. I am much less concerned about a high water table after seeing the site. I just wanted to pass that along. Thanks again for the forum.

Best,

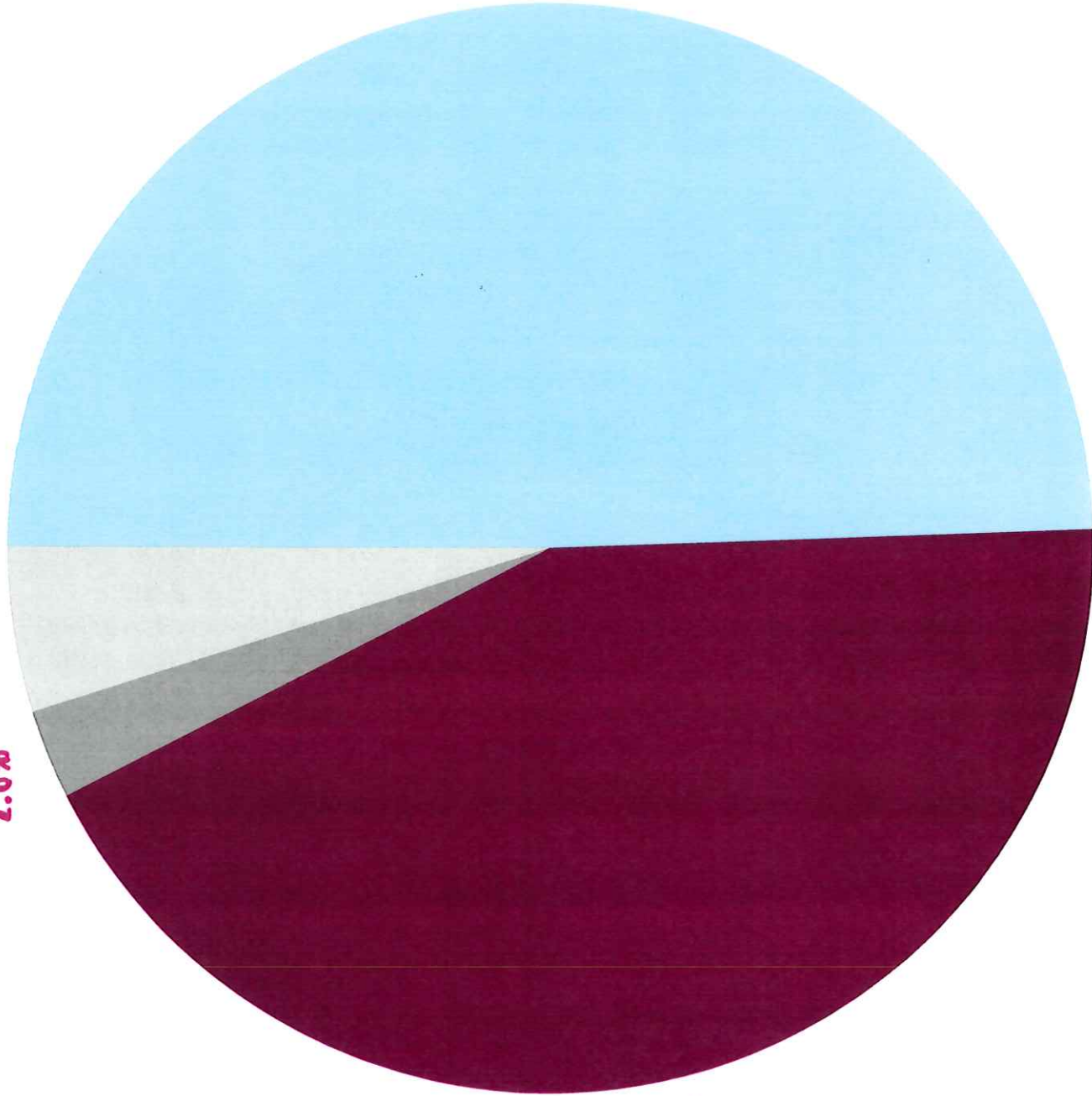
Doug Thompson

# COURT LOCATIONS

Blonders

Green 4.9%

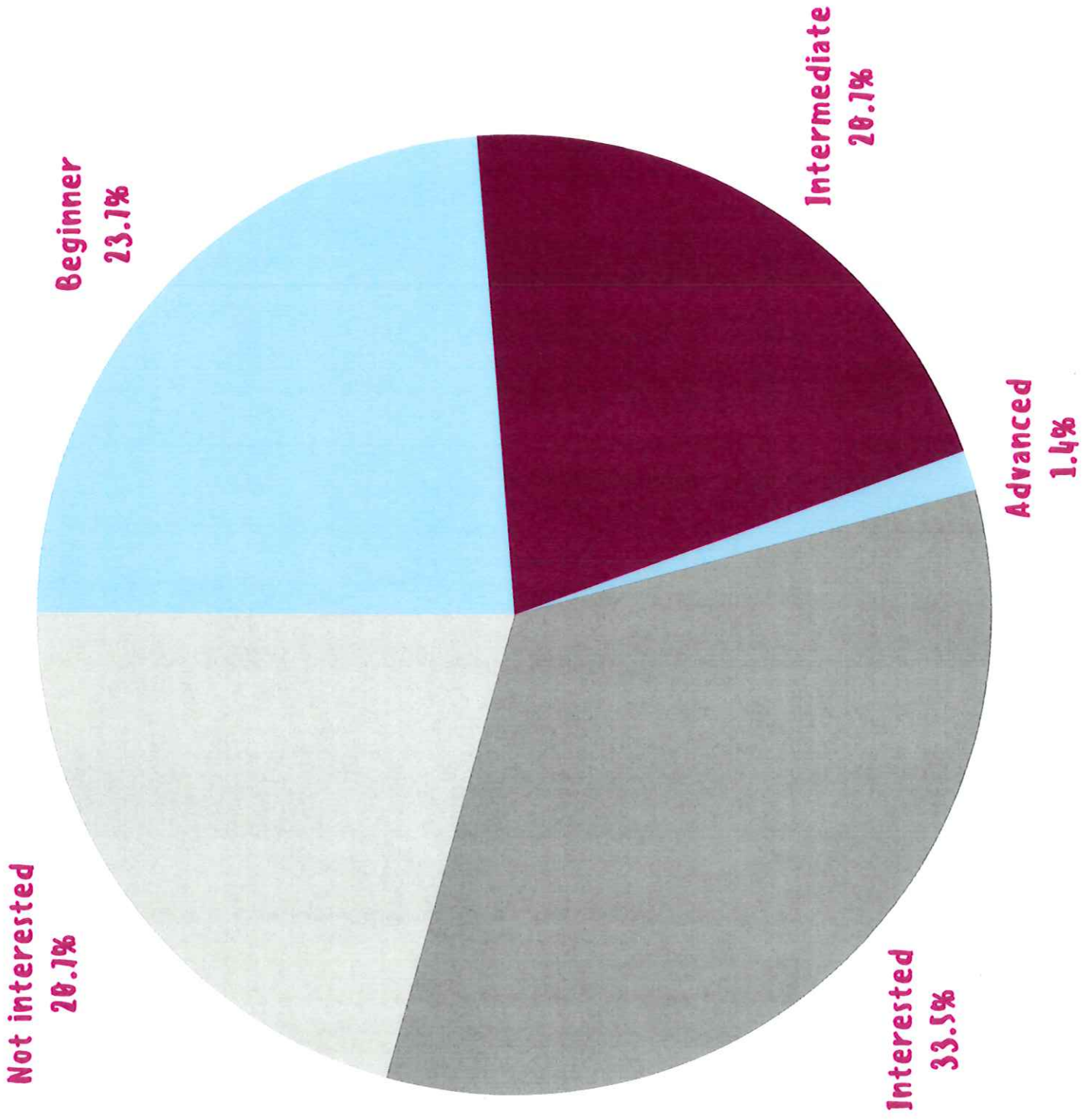
2.6%



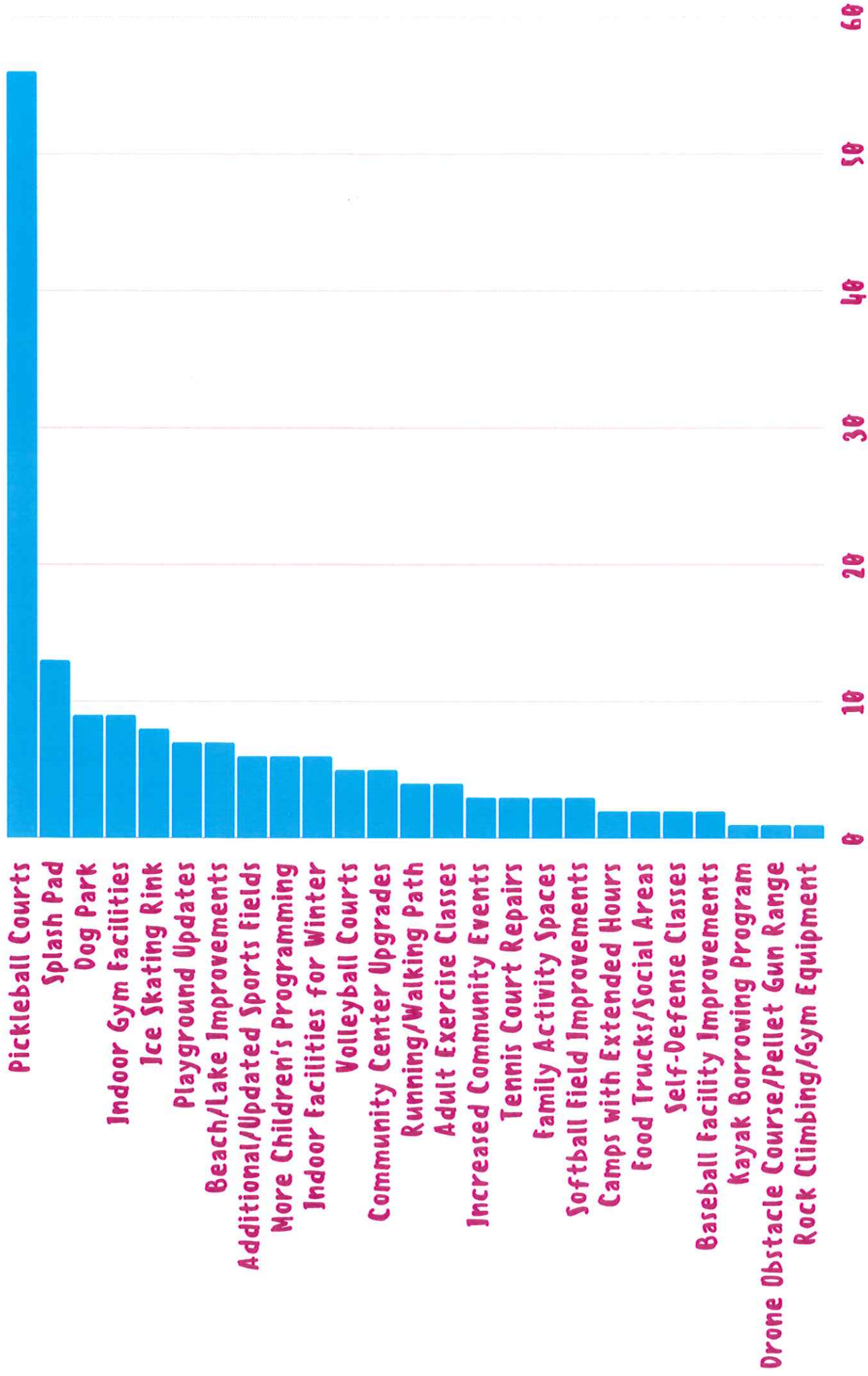
East Drive  
49.4%

Shewville  
43%

# PLAYER LEVEL



# WHAT THEY WANT



Timestamp	Are you a Ledyard/Gales Ferry Resident?	What is your pickleball experience level?	If we were to build dedicated Pickleball courts, where would you prefer them?	Do you have any other suggestions for Ledyard Parks and Recreation at this time?
11/21/2024 11:03:35	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 11:03:42	Yes	Intermediate	East Drive (Christy Hill Park)	
11/21/2024 11:04:06	Yes	Interested but I have never played	Ledyard Middle School? Love to see the giant field	
11/21/2024 11:04:22	Yes	Beginner	Shewville Road (Highland Lake Park)	
11/21/2024 11:05:12	Yes	Not Interested	Shewville Road (Highland Lake Park)	DOG PARK
11/21/2024 11:05:21	Yes	Beginner	Shewville Road (Highland Lake Park)	Zumba classes!
11/21/2024 11:05:44	Yes	Beginner	Shewville Road (Highland Lake Park)	Basketball court at highland lake park
11/21/2024 11:06:28	No	Intermediate	East Drive (Christy Hill Park)	If building make sure to add windcreens to the fences. Also if option place to hold paddles to know
11/21/2024 11:06:34	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 11:07:04	Yes	Not Interested	East Drive (Christy Hill Park)	
11/21/2024 11:07:12	Yes	Intermediate	East Drive (Christy Hill Park)	Thank you for supporting pickleball. I think East Drive would be a great spot
11/21/2024 11:08:03	No	Not Interested		
11/21/2024 11:08:03		Beginner	Erikson Park?	
11/21/2024 11:08:27	Yes	Beginner	Shewville Road (Highland Lake Park)	I would love to see more programming available for children. Our family finds that we need to go to o
11/21/2024 11:11:22	Yes	Not Interested	No opinion	No, you're all doing a great job!
11/21/2024 11:11:32	Yes	Not Interested	None	Fix the beach at the Highlands lake
11/21/2024 11:12:22	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 11:12:56	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 11:13:27	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 11:13:53	Yes	Not Interested	Shewville Road (Highland Lake Park)	
11/21/2024 11:13:55	Yes	Beginner	Shewville Road (Highland Lake Park)	
11/21/2024 11:14:32	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	Ledyard Center/ former fair grounds
11/21/2024 11:14:34	Yes	Beginner	not sure, but close to gales ferry village would be	not at this time
11/21/2024 11:14:45	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 11:14:53	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 11:17:12	Yes	Intermediate	East Drive (Christy Hill Park)	
11/21/2024 11:17:16	Yes	Beginner	Shewville Road (Highland Lake Park)	
11/21/2024 11:17:21	Yes	Intermediate	Community Center.	Do you need someone from the community to help you with this. It seems other towns do this to be t



Timestamp	Are you a Ledyard/Gales Ferry Resident?	What is your pickleball experience level?	If we were to build dedicated Pickleball courts, where would you like them?	Do you have any other suggestions for Ledyard Parks and Recreation at this time?
11/21/2024 11:17:56	Yes	Beginner	Blonders	Please make racquetball courts again like the old ones that were taken down at Blonders. Those were great.
11/21/2024 11:18:57	Yes	Not Interested	Shewville Road (Highland Lake Park)	
11/21/2024 11:19:01	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 11:20:25	Yes	Interested but I have never played	Gales ferry Library/park	No
11/21/2024 11:20:51	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/21/2024 11:21:02	Yes	Not Interested	Shewville Road (Highland Lake Park)	
11/21/2024 11:21:52	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 11:22:18	Yes	Beginner	Shewville Road (Highland Lake Park)	
11/21/2024 11:22:42	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 11:24:58	Yes	Not currently interested but maybe in the future	Shewville Road (Highland Lake Park)	Not at this time. Thanks
11/21/2024 11:26:48	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 11:27:10	Yes	Not Interested	Shewville Road (Highland Lake Park)	Repair the tennis court at GF Library/Community Center and remove lines for pickle ball
11/21/2024 11:27:57	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 11:28:06	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 11:28:11	No	Intermediate	Whichever is closer to Norwich	No
11/21/2024 11:28:13	Yes	Interested but I have never played		I love the cool sounding classes, some of the yoga, longsword, craft stuff for adults, etc. but often the classes are full.
11/21/2024 11:30:15	Yes	Not Interested	Shewville Road (Highland Lake Park)	leave the parks for the children, we need a town pool, splash pad and dog park first
11/21/2024 11:32:53	Yes	Not Interested		Do we need more Pickleball courts?
11/21/2024 11:33:57	Yes	Beginner	Colonel Ledyard Park	A pickleball park and rec beginner classes
11/21/2024 11:35:30	No	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 11:38:12	Yes	Not Interested		
11/21/2024 11:38:42	Yes	Beginner	Blonders (Colonel Ledyard Park)	
11/21/2024 11:39:39	No	Beginner	East Drive (Christy Hill Park)	
11/21/2024 11:39:57	Yes	Not Interested	No preference	
11/21/2024 11:40:40	Yes	Interested but I have never played		
11/21/2024 11:40:40	Yes	Beginner	Shewville Road (Highland Lake Park)	Highland Lake is a great location. It doesn't get used nearly enough anymore and needs more recognition.
11/21/2024 11:41:20	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/21/2024 11:43:23	Yes	Interested but I have never played	East Drive (Christy Hill Park)	

Timestamp	Are you a Ledyard/Gales Ferry Resident?	What is your pickleball experience level?	If we were to build dedicated Pickleball courts, where would you like them?	Do you have any other suggestions for Ledyard Parks and Recreation at this time?
11/21/2024 11:43:33	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 11:43:50	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	No
11/21/2024 11:44:36	No	Beginner	Wherever	
11/21/2024 11:44:50		Interested but I have never played	High School	
11/21/2024 11:45:00	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/21/2024 11:47:56	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 11:48:44	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 11:50:57	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 11:51:06	Yes	Not Interested		
11/21/2024 11:51:06	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/21/2024 11:53:23	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 11:53:44	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 11:54:14	Yes	Interested but I have never played	East Drive (Christy Hill Park)	Yes pickleball lessons
11/21/2024 11:54:46	Yes	Interested but I have never played	Ledyard Center	Volleyball courts: indoor or outdoor
11/21/2024 11:57:33	Yes	Not Interested	No were	Please do a better job of upkeep on the baseball fields around town
11/21/2024 11:58:42	Yes	Beginner	Shewville Road (Highland Lake Park)	pickleball classes would be nice. I am currently taking them in Stonington and have to pay non res/dep
11/21/2024 11:59:15	Yes	Interested but I have never played	Is this outside or inside? What about the empty b	Possibly indoor/outdoor
11/21/2024 11:59:31	Yes	Intermediate	Gales Ferry	
11/21/2024 12:01:01	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 12:02:01	Yes	Not Interested	East Drive (Christy Hill Park)	no
11/21/2024 12:02:03	Yes	Interested but I have never played	East Drive (Christy Hill Park)	Keep Highland Lake Park from becoming unusable (Beach clean up, maybe the P-ball courts there), it
11/21/2024 12:05:38	Yes	Not Interested	Shewville Road (Highland Lake Park)	
11/21/2024 12:08:44	Yes	Intermediate	Gales Ferry library where the tennis courts are loc	Build the pickle ball courts at the library so the community will see them and they will be used by you
11/21/2024 12:11:42	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 12:12:18	Yes	Beginner	Any where that works is great	
11/21/2024 12:12:33	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 12:13:32	Yes	Beginner	Where the library is located	Keep up the good work
11/21/2024 12:14:13	Yes	Interested but I have never played	East Drive (Christy Hill Park)	

Timestamp	Are you a Ledyard/Gales Ferry Resident?	What is your pickleball experience level?	If we were to build dedicated Pickleball courts, where would you like them?	Do you have any other suggestions for Ledyard Parks and Recreation at this time?
11/21/2024 12:14:29	Yes	Beginner	At the high school so that the students could part	
11/21/2024 12:15:08	Yes	Beginner	Where people play at the tennis courts	
11/21/2024 12:21:32	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 12:22:25	Yes	Beginner	Gales Ferry Village	
11/21/2024 12:23:35	Yes	Not Interested	Shewville Road (Highland Lake Park)	
11/21/2024 12:27:30	No	Not Interested		
11/21/2024 12:28:57	Yes	Intermediate	East Drive (Christy Hill Park)	Are indoor locations a possibility?
11/21/2024 12:29:38	No	Intermediate		
11/21/2024 12:30:31	Yes	Interested but I have never played	East Drive (Christy Hill Park)	Could try to work with Gales Ferry Marina to have some Kayaks to borrow for a few hours/day.
11/21/2024 12:32:40	No	Intermediate	Anywhere	Great idea, I am Preston resident and your town is always doing relevant programs and projects
11/21/2024 12:33:16	No	Beginner	Shewville Road (Highland Lake Park)	
11/21/2024 12:35:48	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 12:37:21	Yes	Not Interested	Shewville Road (Highland Lake Park)	
11/21/2024 12:42:19	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 12:46:52	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 12:47:40	Yes	Beginner	Shewville Road (Highland Lake Park)	
11/21/2024 12:48:35	No	Advanced	Ledyard High School	no
11/21/2024 12:51:11	Yes	Intermediate	Somewhere centrally located and not isolated.	no
11/21/2024 12:53:19	Yes	Interested but I have never played	East Drive (Christy Hill Park)	None
11/21/2024 12:53:58	Yes	Intermediate	Shewville Road (Highland Lake Park)	Create inside courts some place.
11/21/2024 12:54:17	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 12:54:48	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 12:55:14	Yes	Intermediate	Shewville Road (Highland Lake Park)	Are inside courts a possibility for cold/inclement weather. Groton has 2 in the Senior center and 3 in t
11/21/2024 12:58:37	Yes	Not Interested	Shewville Road (Highland Lake Park)	
11/21/2024 12:59:08	Yes	Not Interested	East Drive (Christy Hill Park)	
11/21/2024 13:02:51	Yes	Advanced	East Drive (Christy Hill Park)	
11/21/2024 13:03:16	No	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 13:05:58	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	more variety for adult exercise classes, or more time options

Timestamp	Are you a Ledyard/Gales Ferry Resident?	What is your pickleball experience level?	If we were to build dedicated Pickleball courts, where would you like them?	Do you have any other suggestions for Ledyard Parks and Recreation at this time?
11/21/2024 13:10:58	Yes	Beginner	Indoors	Indoor courts to allow people to play in the winter
11/21/2024 13:17:45	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	No
11/21/2024 13:20:02	Yes	Intermediate	Gales Ferry Library	Thanks for the survey
11/21/2024 13:24:07	Yes	Intermediate		
11/21/2024 13:34:05	Yes	Interested but I have never played	Bird land. Partridge hollow neighborhood. A mix of	LACROSSE
11/21/2024 13:34:39	Yes	Interested but I have never played	East Drive (Christy Hill Park)	Continue searching for indoor courts...even if private there could be programs through rec dept...like
11/21/2024 13:35:24	Yes	Intermediate	Gales Ferry Library or near Holdridge Pavilion	Move Gales Ferry tennis court to elsewhere and utilize area for pickleball courts
11/21/2024 13:36:10	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 13:38:06				Up in bird land build some park's or at least some trails. There are a lot of young families moving in o
11/21/2024 13:40:16	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 13:42:21	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/21/2024 13:49:18	No	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 13:49:31	No	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 13:56:18	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 13:56:28	Yes	Not Interested		
11/21/2024 14:02:45	Yes	Beginner	Shewville Road (Highland Lake Park)	
11/21/2024 14:04:01	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/21/2024 14:08:09	Yes	Beginner		Paint pickleball lines on the existing tennis courts. The courts aren't used very often so they should b
11/21/2024 14:12:13	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/21/2024 14:12:17	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 14:13:05	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 14:14:32	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 14:16:53	Yes	Not Interested	Shewville Road (Highland Lake Park)	Please revive highland lake beach & water!!!
11/21/2024 14:17:07	Yes	Not Interested	Shewville Road (Highland Lake Park)	
11/21/2024 14:20:55	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 14:29:26	Yes	Interested but I have never played		
11/21/2024 14:35:44	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 14:42:24	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	Dog park. Ice skating

Timestamp	Are you a Ledyard/Gales Ferry Resident?	What is your pickleball experience level?	If we were to build dedicated Pickleball courts, where would you like them?	Do you have any other suggestions for Ledyard Parks and Recreation at this time?
11/21/2024 14:42:37	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 14:44:26	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 14:44:48	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 14:44:52	Yes	Interested but I have never played	the park off of Rt 214 by the cemetery - more cent	
11/21/2024 14:53:35	Yes	Not Interested	East Drive (Christy Hill Park)	
11/21/2024 14:56:19	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 14:56:32	No	Beginner		Ice skating in ledyard center
11/21/2024 15:02:17	Yes	Interested but I have never played	Gales Ferry community center or Blonders	More teen/tween programs
11/21/2024 15:04:16	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 15:05:14	Yes	Intermediate	East Drive (Christy Hill Park)	Sand volleyball court
11/21/2024 15:07:22	Yes	Beginner	East Drive (Christy Hill Park)	Hopefully lessons will be available as well.
11/21/2024 15:10:36	Yes	Interested but I have never played	Ericksons Park, Highland lake to many geese, eas	It is time to build a permanent Pavilion at Ericksons Park and beef up the amenities, make it better as
11/21/2024 15:11:23	Yes	Interested but I have never played	East Drive (Christy Hill Park)	Consider updating the ramp at the middle school football field. It is slowly rotting and the screws are
11/21/2024 15:11:39	Yes	Interested but I have never played	East Drive (Christy Hill Park)	Renovated/new community center that's more than one room, more community activities offered at t
11/21/2024 15:11:44	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 15:11:44	Yes	Not Interested	Mayor Fred's backyard	Yes. Enhance the East Drive playground for children. Update it from it's current 1990's condition, add
11/21/2024 15:12:22	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 15:15:16	Yes	Not Interested	Shewville Road (Highland Lake Park)	Spend OUR money on updating playgrounds, updating outdoor fields and courts we already have bef
11/21/2024 15:15:53	No	Interested but I have never played	In the town, where there is more safety. by the lbr	
11/21/2024 15:20:03	Yes	Intermediate	East Drive (Christy Hill Park)	
11/21/2024 15:20:59	Yes	Not Interested		
11/21/2024 15:21:33	Yes	Not Interested	Not, and reduce the town mill rate instead	No
11/21/2024 15:22:37	Yes	Intermediate	East Drive (Christy Hill Park)	
11/21/2024 15:24:36	Yes	Intermediate	Ledyard Center/Playgrounds	
11/21/2024 15:25:23	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 15:26:51	Yes	Advanced	Shewville Road (Highland Lake Park)	Why not the Blonders Park area?
11/21/2024 15:27:36	Yes	Beginner	Colonel Ledyard Park	
11/21/2024 15:32:00	Yes	Beginner	Shewville Road (Highland Lake Park)	

Timestamp	Are you a Ledyard/Gales Ferry Resident?	What is your pickleball experience level?	If we were to build dedicated Pickleball courts, where would you like them?	Do you have any other suggestions for Ledyard Parks and Recreation at this time?
11/21/2024 15:33:03	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 15:36:29	Yes	Not Interested	Shewville Road (Highland Lake Park)	
11/21/2024 15:40:11	Yes	Not Interested	East Drive (Christy Hill Park)	Walking/running path similar to Preston Community Park.
11/21/2024 15:41:17	No	Beginner		
11/21/2024 15:41:44	Yes	Not Interested		
11/21/2024 15:42:03	No	Beginner	East Drive (Christy Hill Park)	
11/21/2024 15:42:28	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 15:44:15	Yes	Not Interested	East Drive (Christy Hill Park)	
11/21/2024 15:47:27	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 15:48:49	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/21/2024 16:00:37	Yes		East Drive (Christy Hill Park)	The pounding of the paddles will not be good at highland park with so many residents around. Sound
11/21/2024 16:00:44	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 16:03:04	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 16:03:18	Yes	Interested but I have never played	Blonders	Fix up the tennis courts
11/21/2024 16:08:35	Yes	Not Interested	Blonders	Ice rink or splash pad.
11/21/2024 16:14:54	Yes	Intermediate	East Drive (Christy Hill Park)	
11/21/2024 16:16:15	Yes	Intermediate	East Drive (Christy Hill Park)	
11/21/2024 16:16:26	Yes	Interested but I have never played	Ledyard Center/Fairgrounds area	
11/21/2024 16:16:31	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 16:20:41	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 16:23:15	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 16:23:18	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 16:28:47	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	Keep up the good work!
11/21/2024 16:34:34	Yes	Not Interested	East Drive (Christy Hill Park)	Linda rapson
11/21/2024 16:37:36	Yes	Intermediate	Library	Communicate with town or areas effected by any future plans
11/21/2024 16:48:24	Yes	Intermediate	East Drive (Christy Hill Park)	
11/21/2024 16:50:33	Yes	Not Interested	East Drive (Christy Hill Park)	
11/21/2024 16:53:23	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	

Timestamp	Are you a Ledyard/Gales Ferry Resident?	What is your pickleball experience level?	If we were to build dedicated Pickleball courts, where would you like them?	Do you have any other suggestions for Ledyard Parks and Recreation at this time?
11/21/2024 16:53:59	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 17:07:58	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/21/2024 17:08:42	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/21/2024 17:16:05	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 17:24:45	Yes	Not Interested		Ice skating rink, similar to what Westerly has every winter... splash pad would be wonderful
11/21/2024 17:26:30	Yes	Beginner	East drive or, Blonders park	Take the old rundown building across from Holdridges and make more indoor basketball courts/ Rock
11/21/2024 17:26:35	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 17:29:31	No	Intermediate/advanced	Shewville Road (Highland Lake Park)	
11/21/2024 17:31:56	Yes	Not Interested		
11/21/2024 17:33:31	Yes	Beginner	Shewville Road (Highland Lake Park)	
11/21/2024 17:33:35	Yes	Intermediate	East Drive (Christy Hill Park)	Thank you for continuing to move this forward. If there's any chance of the higher-level surface or even
11/21/2024 17:40:15	No	Beginner	Shewville Road (Highland Lake Park)	Highland Park could use a basketball hoop. We go there for the volleyball net and field.
11/21/2024 17:41:03	Yes	Beginner	Ledyard Center Town Park behind the old school.	
11/21/2024 17:46:32	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 17:58:02	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	Indoor gym/basketball courts
11/21/2024 17:59:32	Yes	Beginner	Ledyard High School	
11/21/2024 18:02:43	Yes	Beginner	Ledyard High School	
11/21/2024 18:04:06	Yes	Not Interested	None	Pickleball is a fad, dont waste money on it. Do more events like Trunk or Treat and the car shows and
11/21/2024 18:18:57	Yes	Beginner	I am not sure where either of these are, but we wo	
11/21/2024 18:19:31	Yes	Not Interested	East Drive (Christy Hill Park)	
11/21/2024 18:20:36	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/21/2024 18:21:55	Yes	Not Interested	Community Center	Pellet gun range / drone obstacle course
11/21/2024 18:27:41	Yes	Interested but I have never played	East Drive (Christy Hill Park)	We NEED more basketball courts!!!
11/21/2024 18:29:13	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/21/2024 18:32:34	Yes	Beginner	Shewville Road (Highland Lake Park)	
11/21/2024 18:34:44	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 18:36:46	No	Beginner	Shewville Road (Highland Lake Park)	Look forward to seeing pickle ball courts in town and possibly lessons!
11/21/2024 18:39:56	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	could you have a class?

Timestamp	Are you a Ledyard/Gales Ferry Resident?	What is your pickleball experience level?	If we were to build dedicated Pickleball courts, where would you like them?	Do you have any other suggestions for Ledyard Parks and Recreation at this time?
11/21/2024 18:45:53	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 18:46:08	Yes	Not Interested	Shewville Road (Highland Lake Park)	We need a place for indoor practices for little league, youth soccer, and youth football in order to continue to grow.
11/21/2024 18:51:15	Yes	Not Interested	Shewville Road (Highland Lake Park)	
11/21/2024 18:52:06	Yes	Beginner	Shewville Road (Highland Lake Park)	
11/21/2024 19:02:04	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 19:04:26	Yes	Interested but I have never played	Ledyard Center? Town Green area? Blonders Park	
11/21/2024 19:08:12	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 19:11:50	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 19:17:09	No	Intermediate	East Drive (Christy Hill Park)	
11/21/2024 19:29:15	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 19:44:00	Yes	Not Interested	Shewville Road (Highland Lake Park)	
11/21/2024 19:49:27	Yes	Intermediate	Shewville Road (Highland Lake Park)	Pickleball courts are an incredible idea. Maybe there can also be an area where food trucks can park.
11/21/2024 19:57:24	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 20:05:14	Yes	Beginner	Shewville Road (Highland Lake Park)	
11/21/2024 20:18:05	Yes	Not Interested	Shewville Road (Highland Lake Park)	
11/21/2024 20:27:59	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 20:45:46	Yes	Not Interested	East Drive (Christy Hill Park)	
11/21/2024 20:46:52	No	Intermediate	Shewville Road (Highland Lake Park)	
11/21/2024 20:50:47	Yes	Beginner	East Drive (Christy Hill Park)	
11/21/2024 21:02:40	Yes	Intermediate	Erickson Park	
11/21/2024 21:15:28	Yes	Not Interested	Prefer funds be dedicated elsewhere	We greatly appreciate the diversity of the programs available for children and adults
11/21/2024 21:21:40	Yes	Intermediate	Shewville Road (Highland Lake Park)	Not at this time.
11/21/2024 21:35:14	Yes	Intermediate	East Drive (Christy Hill Park)	
11/21/2024 21:36:06	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/21/2024 21:52:29	Yes	Not Interested	East Drive (Christy Hill Park)	
11/21/2024 22:03:54	Yes	Not Interested	East Drive (Christy Hill Park)	
11/21/2024 22:43:30	Yes	Intermediate	Shewville Road (Highland Lake Park)	Let's make sure the tennis courts are also available and maintained!
11/21/2024 22:49:37	No	Intermediate	Shewville Road (Highland Lake Park)	



Timestamp	Are you a Ledyard/Gales Ferry Resident?	What is your pickleball experience level?	If we were to build dedicated Pickleball courts, where would you like them?	Do you have any other suggestions for Ledyard Parks and Recreation at this time?
11/21/2024 22:55:35	Yes	Interested but I have never played	Town center	More family activity spaces. Splash pad, m/ni golf, exercise station path
11/21/2024 23:05:19	Yes	Intermediate	East Drive (Christy Hill Park)	
11/21/2024 23:08:43	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/21/2024 23:46:43	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/22/2024 0:01:30	Yes	Beginner	East Drive (Christy Hill Park)	
11/22/2024 0:06:11	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/22/2024 1:29:54	Yes	Intermediate	col ledyard park	
11/22/2024 2:47:59	Yes	Not Interested	Shewville Road (Highland Lake Park)	
11/22/2024 2:53:23	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/22/2024 4:04:40	Yes	Advanced	East Drive (Christy Hill Park)	Need to keep indoor option for winter
11/22/2024 5:15:26	Yes	Beginner	Shewville Road (Highland Lake Park)	Dog park
11/22/2024 6:27:24	Yes	Intermediate	Shewville Road (Highland Lake Park)	With fights would be amazing
11/22/2024 6:33:22	No	Intermediate	Blonders, pfizer field	
11/22/2024 6:34:35	Yes	Interested but I have never played	East Drive (Christy Hill Park)	Clean up and tidy the facility; secure chairs with arms; when receptionist is away, put up note where s
11/22/2024 6:45:24	Yes	Not Interested	Shewville Road (Highland Lake Park)	I would love to see a running track put in at highland park as I know a couple people I've talked to ther
11/22/2024 7:11:14	Yes	Not Interested		None. Thank you
11/22/2024 7:11:53	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/22/2024 7:21:34	Yes	Beginner	Gales Ferry Library	
11/22/2024 7:26:56	Yes	Intermediate	East Drive (Christy Hill Park)	Having an indoor option for year-round play would be best - perhaps opening one of the school gyms
11/22/2024 7:34:40	Yes	Beginner	Shewville Road (Highland Lake Park)	Could Blonders be an alternative
11/22/2024 7:41:13	Yes	Interested but I have never played	Blonders	Splash pad
11/22/2024 7:46:10	Yes	Beginner	East Drive (Christy Hill Park)	
11/22/2024 7:58:29	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/22/2024 8:08:44	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/22/2024 8:18:58	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	No
11/22/2024 8:24:20	Yes	Beginner	East Drive (Christy Hill Park)	
11/22/2024 8:28:43	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	
11/22/2024 8:29:29	Yes	Beginner	East Drive (Christy Hill Park)	

Timestamp	Are you a Ledyard/Gales Ferry Resident?	What is your pickleball experience level?	If we were to build dedicated Pickleball courts, where would you like them?	Do you have any other suggestions for Ledyard Parks and Recreation at this time?
11/22/2024 8:43:45	Yes	Beginner	East Drive (Christy Hill Park)	
11/22/2024 9:35:12	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/22/2024 9:43:10	Yes	Interested but I have never played	How about the land where they were going to put	No
11/22/2024 9:58:29	Yes	Not Interested	East Drive (Christy Hill Park)	Build more updated Little League fields with lights, proper drainage and a concession stand.
11/22/2024 10:02:51	Yes	Not Interested		
11/22/2024 10:14:51	No	Beginner	Parking lot between Dunkin' Donut & McDonald's	
11/22/2024 10:37:16	Yes	Never played	Shewville Road (Highland Lake Park)	
11/22/2024 10:59:07	Yes	Intermediate	East Drive (Christy Hill Park)	
11/22/2024 11:38:12	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/22/2024 11:49:47	Yes	Beginner	either	
11/22/2024 12:15:13	Yes	Beginner	East Drive (Christy Hill Park)	
11/22/2024 12:44:05	Yes	Intermediate	East Drive (Christy Hill Park)	
11/22/2024 12:46:04	Yes	Not Interested	None	
11/22/2024 12:51:00	Yes	Interested but I have never played	Ledyard fair grounds	senior center might be used more if location was in a better area - a more open space. we still own so
11/22/2024 12:55:17	Yes	Not Interested	East Drive (Christy Hill Park)	
11/22/2024 13:36:10	Yes	Interested but I have never played	Blonders	
11/22/2024 13:47:30	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/22/2024 14:05:08	Yes	Not Interested	Shewville Road (Highland Lake Park)	
11/22/2024 14:26:23	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/22/2024 14:28:06	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/22/2024 14:35:11	Yes	Beginner	East Drive (Christy Hill Park)	
11/22/2024 14:59:54	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/22/2024 15:46:34	No	Intermediate	East Drive (Christy Hill Park)	
11/22/2024 16:02:46	Yes	Beginner	East Drive (Christy Hill Park)	
11/22/2024 16:25:06	Yes	Interested but I have never played	East Drive (Christy Hill Park)	not at this time
11/22/2024 16:34:30	Yes	Intermediate	East Drive (Christy Hill Park)	
11/22/2024 16:37:45	Yes	Not Interested	East Drive (Christy Hill Park)	
11/22/2024 17:09:56	Yes	Not Interested	Update East Drive Playground, more swings	update the east drive playground. More swings. Used frequently for tball and soccer.

Timestamp	Are you a Ledyard/Gales Ferry Resident?	What is your pickleball experience level?	If we were to build dedicated Pickleball courts, where would you like them?	Do you have any other suggestions for Ledyard Parks and Recreation at this time?
11/22/2024 19:24:58	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/22/2024 19:39:22	Yes	Intermediate	East Drive (Christy Hill Park)	Would like an answer to why the Community Center is not an option?
11/22/2024 20:02:39	No	Intermediate	East Drive (Christy Hill Park)	
11/22/2024 20:10:16	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/22/2024 20:56:45	Yes	Beginner	Shewville Road (Highland Lake Park)	
11/22/2024 22:10:49	Yes	Not Interested	East Drive (Christy Hill Park)	While Pickleball appears to be good exercise, the decibel level of a hard strike has been tested at JUST BELOW that of a vacuum cleaner. When you get multiple games in progress
11/22/2024 23:17:34	Yes	Not Interested	East Drive (Christy Hill Park)	
11/22/2024 23:19:27	Yes	Intermediate	East Drive (Christy Hill Park)	
11/23/2024 5:37:41	Yes	Beginner	Shewville Road (Highland Lake Park)	
11/23/2024 7:21:04	Yes	Not Interested	The community center	No
11/23/2024 7:41:01	Yes	Beginner	East Drive (Christy Hill Park)	
11/23/2024 8:33:46	Yes	Not Interested	East Drive (Christy Hill Park)	
11/23/2024 10:22:31	Yes	Interested but I have never played	East Drive (Christy Hill Park)	Very happy that you're looking for an alternative to Gales Ferry Community Center area!!
11/23/2024 12:37:30	Yes	Beginner	Behind Ledyard center school	
11/23/2024 13:12:49	Yes	Intermediate		
11/23/2024 18:55:00	Yes	Interested but I have never played	By the cemetery	Tree lighting/community carol sing
11/23/2024 20:55:04	Yes	Intermediate	Town transfer station by the entrance it's all open	
11/23/2024 22:20:20	Yes	Beginner	East Drive (Christy Hill Park)	
11/24/2024 3:07:26	Yes	Interested but I have never played	Purchase the Kartway property and build a multi s	Find somewhere to give girls softball a decent field (the middle school is just not Title IX worthy) and
11/24/2024 6:50:11	Yes	Beginner	East Drive (Christy Hill Park)	
11/24/2024 8:05:54	Yes	Beginner	East Drive (Christy Hill Park)	
11/24/2024 10:56:39	No	Intermediate	East Drive (Christy Hill Park)	
11/24/2024 11:58:55	Yes	Not Interested	East Drive (Christy Hill Park)	Krav Maga classes or other self defense
11/24/2024 12:24:45	Yes	Not Interested		
11/24/2024 13:57:13	Yes	Not Interested	East Drive (Christy Hill Park)	
11/24/2024 20:28:35	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/25/2024 8:51:10	Yes	Not Interested		
11/25/2024 8:53:45	Yes	Interested but I have never played	East Drive (Christy Hill Park)	

Timestamp	Are you a Ledyard/Gales Ferry Resident?	What is your pickleball experience level?	If we were to build dedicated Pickleball courts, where would you like them?	Do you have any other suggestions for Ledyard Parks and Recreation at this time?
11/25/2024 9:03:51	Yes	Not Interested	East Drive (Christy Hill Park)	Unrelated to pickleball but working with the schools so that the camps in the summer can be open a
11/25/2024 9:13:29	Yes	Not Interested	Shewville Road (Highland Lake Park)	Splash pad would be amazing
11/25/2024 10:17:13	Yes	Interested but I have never played	Colonel Ledyard Park	More sports programs for kids in kindergarten and younger please.
11/25/2024 12:25:29	Yes	Not Interested	East Drive (Christy Hill Park)	Outdoor ice rink
11/25/2024 12:25:39	Yes	Interested but I have never played	Indifferent	Splash pad with a playground
11/25/2024 13:44:54	Yes	Interested but I have never played	Blonders	
11/25/2024 15:17:31	Yes	Not Interested	Gales Ferry a Library or Barret park	An indoor and outdoor basketball court. All basketball is in the winter/spring. No one can practice out
11/25/2024 15:44:55	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	No, but thanks for asking
11/25/2024 18:07:32	Yes	Beginner	Colonel Ledyard Park/Blonders	
11/25/2024 18:21:01	Yes	Intermediate	Any options for indoor pickleball courts?	Indoor pickleball court options
11/25/2024 19:33:05	No	Beginner	East Drive (Christy Hill Park)	Not yet
11/25/2024 20:39:04	Yes	Interested but I have never played	Shewville Road (Highland Lake Park)	Baseball park facilities needs a major upgrade.
11/26/2024 4:06:12	Yes	Beginner	Shewville Road (Highland Lake Park)	Adult exercise equipment at the playgrounds
11/27/2024 15:24:30	No	Not Interested		
11/27/2024 17:09:43	No	Beginner	Shewville Road (Highland Lake Park)	
11/27/2024 21:25:15	Yes	Beginner	East Drive (Christy Hill Park)	
11/28/2024 10:58:52	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/28/2024 19:48:33	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/28/2024 19:48:53	Yes	Intermediate	Shewville Road (Highland Lake Park)	
11/29/2024 12:30:27	Yes	Interested but I have never played	East Drive (Christy Hill Park)	Would love more activity options like years past. Maybe a make your own vinegars/oils; candy making
11/30/2024 15:30:10	Yes	Intermediate	location does not matter to me	no
11/30/2024 18:07:54	Yes	Interested but I have never played	East Drive (Christy Hill Park)	
11/30/2024 21:19:19	Yes	Not Interested	Not over the very few tennis courts	
12/6/2024 22:51:52	Yes	Beginner	East Drive (Christy Hill Park)	
12/6/2024 22:52:53	Yes	Beginner	East Drive (Christy Hill Park)	
12/8/2024 17:56:58	Yes	Intermediate	Shewville Road (Highland Lake Park)	
12/9/2024 20:16:22	Yes	Intermediate	See below	Why not just put a "bubble" over the GFCC courts? There wouldn't be all the complaining about adding
12/11/2024 18:19:34	Yes	Not Interested	Shewville Road (Highland Lake Park)	
12/12/2024 20:32:52	Yes	Advanced	High school/Blonders/town green	
12/14/2024 12:00:57	Yes	Beginner	East Drive (Christy Hill Park)	No
12/21/2024 13:29:31	Yes	Intermediate	Dome over the GF courts	
12/29/2024 0:28:57	Yes	Intermediate	if only 2 courts needs to be next to tennis courts!	I don't believe 2 courts at any location will support growth of the sport. More likely, it will cause a drop
1/3/2025 6:33:27	Yes	Beginner	Shewville Road (Highland Lake Park)	



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 25-1270

**Agenda Date:** 1/14/2025

**Agenda #:** 4.

---



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 25-1277

**Agenda Date:** 1/14/2025

**Agenda #:** 1.

---



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 25-1279

**Agenda Date:** 1/14/2025

**Agenda #:** 2.

---



FISCAL YEAR 2025-2026

Operating

**\$30,326.00**

General Maintenance

**\$45,394.00**

Copier	\$1,582.00
CT P&R Memb	\$240.00
Equipment	\$3,000.00
Events	\$2,750.00
First Aid Supplies	\$1,000.00
Ink	\$500.00
Locks/Keys	\$500.00
My Rec	\$4,835.00
Office	\$4,150.00
Parks	\$2,000.00
Playground	\$3,200.00
Red Cross Training	\$2,000.00
Staff Trainings	\$800.00
Tests	\$1,800.00
Cleaning Supplies	\$200.00
Security System	\$369.00
Staff Shirts	\$400.00
Schedules Plus	\$1,000.00

Electrical/Plumbing	\$5,000.00
Field Marking Paint	\$12,000.00
Infield Mix	\$3,900.00
Inspections	\$650.00
Irrigation	\$1,000.00
Miscellaneous	\$2,000.00
Park Support	\$3,300.00
Portajons	\$14,544.00
Turf	\$3,000.00

Equipment Maintenance

**\$2,268.00**

Van Inspections	\$268.00
Vehicle Repairs	\$2,000.00

Electricity

**\$37,550.00**

Electricity	\$37,550.00
Utilities	
<b>\$20,363.00</b>	
Water	\$15,994.00
Gas	\$2,900.00
Cable/Internet	\$1,469.00

Regional Website

**\$3,600.00**

Website	\$3,600.00
---------	------------

Contract Maintenance

**\$161,462.00**

Turf Management	\$34,462.00
Routine Maintenance	\$81,000.00
Grass Cutting	\$46,000.00

Program Salaries

**\$17,300.00**

Custodians	\$17,300.00
------------	-------------

Van Driver Wages

**\$33,000.00**

PT Driver	\$23,337.60
Per Diem	\$9,662.40





# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 25-1273

**Agenda Date:** 1/14/2025

**Agenda #:** 3.

---

FY2026 CIP Requests			
Rank	Improvement	Cost	Notes
1	Mop Sink for Judge Crandall	\$5,000.00	Required by LLHD
2	Master Plan	\$125,000.00	
3	Replace Leanning Light Pole at Clark/ Purdy Field	\$5,000.00	
4	Upgrade Pickleball Court Project to Post Tension	\$25,000.00	
5	Playground Woodchips	\$5,000.00	
6			
7			
8			
<b>Total</b>		<b>\$165,000.00</b>	



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 25-1272

**Agenda Date:** 1/14/2025

**Agenda #:** 4.

---

**LEDYARD PARKS AND RECREATION DEPARTMENT  
SEASONAL PAY SCALE**



**SUMMER 2025 – .35 Increase**

<b>POSITION</b>	<b>1<sup>st</sup> Year</b>	<b>2<sup>nd</sup> Year</b>	<b>3<sup>rd</sup> Year</b>	<b>4<sup>th</sup> Year</b>
Playground Supervisor	\$19.85	\$20.10	\$20.40	\$20.80
Playground Leader	\$17.35	\$17.60	\$17.95	\$18.30
Playground Assistant	\$16.35	\$16.60	\$16.95	\$17.30

**SUMMER 2025 – .50 Increase**

<b>POSITION</b>	<b>1<sup>st</sup> Year</b>	<b>2<sup>nd</sup> Year</b>	<b>3<sup>rd</sup> Year</b>	<b>4<sup>th</sup> Year</b>
Playground Supervisor	\$20.00	\$20.25	\$20.55	\$20.95
Playground Leader	\$17.50	\$17.75	\$18.05	\$18.45
Playground Assistant	\$16.50	\$16.75	\$17.05	\$17.45

**LEDYARD PARKS AND RECREATION DEPARTMENT  
SEASONAL PAY SCALE**



**SUMMER 2024**

<b>POSITION</b>	<b>1<sup>st</sup> Year</b>	<b>2<sup>nd</sup> Year</b>	<b>3<sup>rd</sup> Year</b>	<b>4<sup>th</sup> Year</b>
Playground Supervisor	\$19.50	\$19.75	\$20.05	\$20.45
Playground Leader	\$17.00	\$17.25	\$17.55	\$17.95
Playground Assistant	\$16.00	\$16.25	\$16.55	\$16.95

2024 Summer Pay scale



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 25-1271

**Agenda Date:** 1/14/2025

**Agenda #:** 5.

---