



**Town of Sunapee**  
**Buildings and Grounds Department**  
**621 Route 11 | Sunapee, NH 03872**  
**Phone (603) 763-5060**

**Questions/Inquiries and Town Responses 2024 Town and School District Landscaping  
Maintenance Program**

Date: February 29, 2024

Subject: Vendors Questions & Responses

1. Question: Will this contract include spring cleanup? (During pre-bid meeting)
  - Response: No
  
2. Question: Will this contract include fall cleanup? (During pre-bid meeting)
  - Response: No
  
3. Question: Can we start earlier than the town noise ordinance due to time constraints? (During pre-bid meeting)
  - Response: No.
  
4. Question: Why do the fields need to be bagged? (During pre-bid meeting)
  - Response: Fields in the past during drought burn and are not aesthetically pleasing. Vendor #2 stated different blades or cutting patterns could be done at field locations to minimize this issue which the Town representative and School District representative were open to the suggestion.
  
5. Question: What if fields cannot be cut during specific times as outlined. Will it affect the total cost of payment? (During pre-bid meeting)
  - Response: It would be a contract price, not hourly. We would adjust based on the need and care of other properties in town or we would work with an awarded contractor to find a solution.

- 6.** Question: Are the areas to be maintained going to be cleaned and swept by the Building and Grounds Department before the start of the contract. (During pre-bid meeting)
- Response: Yes.
- 7.** Is the contract just for mowing, trimming, and maintaining? (During pre-bid meeting)
- Response: Yes, unless noted otherwise within the RFP.
- 8.** Question: Is the Town of Sunapee going to mulch all beds throughout town? (During pre-bid meeting)
- Response: Yes, however the school district would like their beds to be mulched and maintained including weeding.
- 9.** Should there be two separate prices for the total cost of the contract between the school district and town? (During pre-bid meeting)
- Response: Yes, because the monies are pulled from two separate budgets.
- 10.** Are we allowed to know what the awarded price of the contract was last year? (During pre-bid meeting)
- Response: Yes, it will be attached as a PDF to this document. [2023 05 4 Mowing Bid Tabulation \(1\)](#)
- 11.** Question: What is the schedule to mow the fields. (During pre-bid meeting)
- Response: Mondays and Thursday's.
- 12.** Question: Can we mow the fields later in the day than asked in contract? (During pre-bid meeting)
- Response: Yes, it would have to be a conversation between the town, school district, and awarded contractor.

**13. Question:(This is an inquiry via email from vendor #3)**

Was there a problem last year with clumping of grass? Is this the reason folks want this bagged? We invested in wide mulching machines to reduce clump and achieve the mow times you guys wanted.

If now we (Vendor#3) must switch to bagging on the school fields as well as the Town fields, it translates to Vendor #3 reducing the width of cutting from 88 to 60 which increases the time and then increases the time to empty the bags. So typical one hour is now going to be almost 2 given the reduced cut width and the operation of bag emptying.

In addition, are you requesting the fields be mowed twice a week because there was a problem last year with grass height given the rain and clumping given the rain?

Vendor #3 needs to understand what caused these requests and then think of ways to accommodate the look another way or we basically must double all the mow times at the fields. This would force Vendor #3 crews to be in Sunapee 4 days a week instead of 2. So, the bid becomes very expensive, and Vendor #3 doesn't want to send something in knowing what they know because the other bidders won't be apples and apples.

- Response: Last year, the Town of Sunapee faced some issues with clumping on the grass, which became a major concern. Once the grass clumped together, the top layer would die, leading to rot and dead spots. This was discussed at the pre-bid meeting, but it's worth noting that the Town experienced significant rainfall last year, which might not be the case this year. The Recreation Department is also considering investing in a water tower for Veterans Field, especially after the field was severely burnt two years ago.

Because of the rain fall last year the Recreation Director, increased field mowing frequency in addition to what Vendor #3 did, once a week to maintain optimal grass height, however, this was influenced by the rain as well.

During the meeting, Vendor #2 proposed the idea of switching to different types of blades to minimize clumping and achieve better blending, a suggestion that the Facilities Director of the School District, and the Director of Buildings and Grounds are willing to consider. If it aids in reducing clumping and burnt spots on the fields.

Once a contractor is awarded the bid, The Building and Grounds Director is open to all suggestions. The Request for Proposal (RFP) includes a suggestion section.

