
MEMORANDUM

TO: Robert Bruschi, Administrator

FROM: Evan Moorhead, Assistant Recreation Director

DATE: March 31, 2014

RE: **Princeton 2014 Mowing Contract (Part 1)**
Bid Award Recommendation

The 2014 Mowing Services Contract provides for mowing and trimming of specified grass areas at the following locations: Farmview Fields, Greenway Meadows, Smoyer Park, Hilltop Park, Community Park North, Marquand Park, Quarry Park, Harrison St. Park and the SOC River Rd Site.

Bids for the advertisement of the above referenced project were received on March 14 2014. Three (3) bids were received as detailed on the attached tabulation of bids, and as summarized below:

| | Contractor | Bid Amount |
|---|---|-------------------|
| 1 | Greenleaf Landscape Systems & Services, Inc. Eatontown, NJ | \$49,162.00 |
| 2 | US Athletic Fields, Inc. Skillman, NJ | \$90,420.00 |
| 3 | Clintar Perrineville, NJ | \$107,822.00 |

Based on the above, Greenleaf Landscape of Eatontown, NJ is the low bidder with a bid amount of \$49,162.00.

Greenleaf has successfully mowing services for other municipalities in New Jersey, including the Township of Medford, Borough of Red Bank Parks System and Borough of Sayreville Public Works. In addition, they were a previous provider of mowing services for parks in Princeton from 2007-2010.



Evan Moorhead
Assistant Director
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We respectfully request award of the mowing contract for Farmview Fields, Greenway Meadows, Smoyer Park, Hilltop Park, Community Park North, Marquand Park, Quarry Park, Harrison St. Park and the SOC River Rd Site, to Greenleaf Landcape Systems and Services, Inc of Eatontown, NJ in the low bid not to exceed amount of \$49,162.00. This award is to be made per the attached Resolution for Council's consideration.

Please contact either myself, Evan Moorhead, Assistant Director of Recreation, or Ben Stentz, Executive Director of Recreation, if you have any questions.

Evan Moorhead

Evan Moorhead, Assistant Recreation Director

Attachments

c: Kathy Monzo, Deputy Administrator
Ben Stentz, Executive Director of Recreation
Linda S. McDermott, Municipal Clerk
Sandra Webb, CFO
Trishka Waterbury Cecil, Municipal Attorney

**RESOLUTION
OF THE MAYOR AND COUNCIL
OF THE MUNICIPALITY OF PRINCETON
RESOLUTION**

WHEREAS, Princeton has advertised for and received bids in accordance with the provisions of the New Jersey Local Public Contracts Law, *N.J.S.A. 40A:11-2 et seq.* for mowing and trimming services of specified grass areas at Farmview Fields, Greenway Meadows, Community Park North, Hilltop Park, Smoyer Park, Marquand Park, Harrison St Park, Quarry Park, Turning Basin, Mountain Lakes Lower Earthen Dam and the SOC-River Rd Site and Landfill.

WHEREAS, Princeton has received three (3) bids to undertake and complete said work; and

WHEREAS, in reviewing said bids Princeton has determined that the lowest responsible bidder is Greenleaf Landscape Systems and Services, Inc. of Eatontown, NJ in the amount of \$49,162.00; and

WHEREAS, Princeton has appropriated funds for this service

WHEREAS, Princeton wishes to award a contract to undertake and complete said work to the aforementioned lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED by the Princeton Council and the Municipality of Princeton as follows:

1. The Mayor and Clerk of Princeton are hereby authorized and directed to enter into an agreement with Greenleaf Landscape of Eatontown, NJ for a sum not to exceed \$49,162.00 to provide mowing and trimming services of specified grass areas at Farmview Fields, Greenway Meadows, Community Park North, Hilltop Park, Smoyer Park, Marquand Park, Harrison St Park, Quarry Park, Turning Basin, Mountain Lakes Lower Earthen Dam and the SOC-River Rd Site and Landfill.

2. A certified true copy of this Resolution shall be furnished upon its adoption to Greenleaf Landscape Systems and Services, Inc. of Eatontown, NJ.

| Councilperson | Absent | Present | 1 st | 2 nd | Yea | Nay | Abstain | Disqualified |
|----------------|--------|---------|-----------------|-----------------|-----|-----|---------|--------------|
| Ms. Butler | | | | | | | | |
| Mrs. Crumiller | | | | | | | | |
| Ms. Howard | | | | | | | | |
| Mr. Liverman | | | | | | | | |
| Mr. Miller | | | | | | | | |
| Mr. Simon | | | | | | | | |
| Mayor Lempert | | | | | | | | |

I, Linda S. McDermott, Clerk of the Municipality of Princeton, do hereby certify that the above is a true and complete copy of a resolution adopted by the Mayor and Council of said Municipality at a meeting held April 7, 2014.

IN WITNESS WHEREOF, I hereunto set my hand and affix the corporate seal of said Municipality, this 8th day of April, 2014.

Linda S. McDermott
Municipal Clerk

**MUNICIPALITY OF PRINCETON
400 Witherspoon Street
Princeton, New Jersey, 08540**

AGREEMENT FOR:

**2014 MOWING SERVICES CONTRACT
FOR FARMVIEW FIELDS, GREENWAY MEADOWS, HILLTOP PARK,
SMOYER PARK, COMMUNITY PARK NORTH, MARQUAND PARK,
QUARRY PARK, HARRISON ST PARK, SOC-RIVER RD SITE AND
MOUNTAIN LAKES LOWER EARTHEN DAM.**

THIS AGREEMENT made the 7th day of April 2014 by and between

MUNICIPALITY OF PRINCETON, (“MUNICIPALITY”),

and

Greenleaf Landscape Systems & Services, Inc
276 Pine Brook Rd
Eatontown, NJ 07724
 (“CONTRACTOR”)

In connection with the CONTRACTOR’s proposal dated March 14, 2014 and the MUNICIPALITY’S notice of award of same dated April 8, 2014, the MUNICIPALITY and CONTRACTOR hereby agree as follows:

1. **Scope of Work**
The CONTRACTOR hereby agrees to furnish the services specified in the Contract Documents in accordance with the terms of CONTRACTOR’s proposal.

2. **Time of Completion**
 - A. The work to be performed under this Contract shall be commenced and completed as set forth in the Notice to Proceed AND Contract Documents provided by the MUNICIPALITY.

 - B. It is also agreed that the acceptance of the final payment by the CONTRACTOR shall be considered as a release in full of all claims against MUNICIPALITY arising out of or by reason of performance or nonperformance of the CONTRACTOR’s obligations under this Contract.

3. **Contract Sum**
Based upon the unit prices and/or sum set forth in Section 1 of the **bid proposal**, the amount of the Contract, subject to adjustments made in accordance with the Contract Documents is

Forty Nine Thousand One Hundred and Sixty-Two Dollars
(\$49,162)

4. **Hold Harmless Agreement**

The CONTRACTOR agrees to make payment of all proper charges for labor and materials required in the aforementioned work, and indemnify, defend and save harmless PRINCETON, their officers, agents, and consultants, and each and every one of them, against and from all suits and costs of every description including, but not limited to, costs of legal and any claims under the prevailing Wage Rate Laws (N.J.A.C. 34:11-56.25 et seq.), the Americans With Disabilities Act (42 U.S.C. 12101 et seq.), the Worker and Community Right-to-Know Act (N.J.S.A. 34:5a-1 et seq.) and from all damages which PRINCETON, their officers, agents, and consultants may be put, by reason of injury to the person or property of others resulting from the carelessness in the performance of the work, or through any improper or defective machinery, implements, or appliances used by the CONTRACTOR in the work, or through any act or omission on the part of the CONTRACTOR or his agent or agents.

5. **Payment to Contractor**

In consideration of the CONTRACTOR's agreements set forth herein, the MUNICIPALITY hereby agrees to pay the CONTRACTOR for the work, when completed in accordance with the specifications for the respective items, the said payments to be made in accordance with the provisions contained in the contract documents.

6. **Contract Documents**

The Contract Documents as defined in the Information for Bidders are incorporated herein and made part hereof by reference.

7. **Affirmative Action Regulations**

The CONTRACTOR specifically agrees to comply with the affirmative action requirements set forth on the attached addendum, as well as any other affirmative action requirements set forth in the contract documents.

8. This agreement shall not be assigned, transferred, conveyed, or otherwise disposed of without the prior written consent of the MUNICIPALITY.

IN WITNESS WHEREOF, the parties agree hereto have executed the Agreement the day and year first written above.

Robert Bruschi
Administrator of Municipality of Princeton

Date

Greenleaf Representative

Date

