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**MEMORANDUM**

TO: Robert Bruschi, Administrator

FROM: Evan Moorhead, Assistant Recreation Director

DATE: March 31, 2014

RE: **Princeton 2014 Mowing Contract (Part 2)**  
**Bid Award Recommendation**

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The 2014 Mowing Services Contract provides for mowing and trimming of specified grass areas at the following locations: the Fieldwood-Griggs site and Detention Basin G.

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:

	<b><u>Contractor</u></b>	<b><u>Bid Amount</u></b>
1	US Athletic Fields, Inc. Skillman, NJ	\$3,100.00
2	Greenleaf Landscape Systems & Services, Inc. Eatontown, NJ	\$3,670.00
3	Clintar Perrineville, NJ	\$4,790.00

Based on the above, US Athletic Fields, Inc of Skillman, NJ is the low bidder with a bid amount of \$3,100.00.

US Athletic has successfully and satisfactorily provided mowing and turf management services for the parks in Princeton from 2010 – present.



**Evan Moorhead**  
**Assistant Director**  
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[www.princetonrecreation.com](http://www.princetonrecreation.com)  
Phone: 609.921.9480  
Fax: 609.688.2040

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We respectfully request award of the mowing contract for Fieldwood-Griggs Site and Detention Basin G, to US Athletic Fields, Inc of Skillman, NJ in the low bid not to exceed amount of \$3,100.00. 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*

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Evan Moorhead, Assistant Recreation Director

**Attachments**

c:

- Ben Stentz, Executive Director of Recreation
- Linda S. McDermott, Municipal Clerk
- Sandra Webb, CFO
- Edwin W. Schmierer, Municipal Attorney
- Rosanna Roberto, Bookkeeper/Secretary

**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 Fieldwood-Griggs site and Detention Basin G.

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 US Athletic Fields, Inc of Skillman, NJ in the amount of \$3,100.00; 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 US Athletic Fields, Inc of Skillman, NJ for a sum not to exceed \$3,100.00 to provide mowing and trimming services of specified grass areas at the Fieldwood-Griggs site and Detention Basin G.

2. A certified true copy of this Resolution shall be furnished upon its adoption to US Athletic Fields, Inc of Skillman, NJ.

Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	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 8<sup>th</sup> day of April, 2014.

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Linda S. McDermott  
Municipal Clerk

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

AGREEMENT FOR:

**2014 MOWING SERVICES FIELDWOOD/GRIGGS SITE AND  
DETENTION BASIN G.**

THIS AGREEMENT made the 7<sup>th</sup> day of April 2014 by and between

MUNICIPALITY OF PRINCETON, (“MUNICIPALITY”),

and

US Athletic Fields, Inc  
PO Box 38  
Skillman, NJ 08558  
 (“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

Three Thousand and One Hundred Dollars  
(\$3,100)



