

Request for Proposal

The Center for Family Services (CFS) Head Start, herein, details a REQUEST FOR PROPOSAL FOR PROFESSIONAL LANDSCAPING AND SNOW REMOVAL SERVICES. CFS Head Start has the express right to reject any and all proposals. CFS Head Start, serving the City of Camden and Camden County, is an equal opportunity employer.

Scope of Work:

Lawn Care

- Approximately 22 weekly cuts a year per site. This includes bagging grass clippings, weed whacking, edging, cleaning debris.
- Routine monthly plant and bed care (cleaning, mulching, trimming, weeding and pruning), seasonal leaf removal as required.
- Mulching of all applicable Playgrounds in quantities that are ASTM compliant.
- Include cost per cut/service for each site.

Snow Removal

- The variable nature of inclement weather forces decisions to be made prior and during the course of the weather event. The CFS Head Start Facilities Manager will sufficiently communicate prior, during and after the following actions occur:

Variable Hazard

Action

-Hail & Freezing Conditions	-locations should pre-treated with Ice Melt prior to the accumulation of icy conditions
-Melt & Re-Freeze Areas	-Immediately apply ice melt to concerned areas.
-Moderate Snow Accumulation	- During overnight snowfall snow should be removed and ice melt should be applied before 7AM . Snow fall during operating hours must be removed, ice melt applied and re-visited immediately.
-Heavy/Rapid Snow Accumulation	-Immediate snow removal actions taken, facilities must be revisited until snowfall ceases. Ice melt should be applied when necessary.

****Acute attention to all walkways, driveways, and exterior egresses when shoveling and deicing should be prioritized.**

- Specifics needs, tendencies and considerations per site may be needed.

Services:

- Services will be provided over a 12 month contract period from August 1st, 2016 to July 31st, 2017.
- Contract will be a per unit price agreement; whereas, CFS Head Start may add or remove locations as requested. The costs of new locations shall be negotiated as required.

Qualifications:

Respondent should include the following information:

- Previous experience
- Certification of License
- Certificate of Insurance
- References

Please email Daryl White at dwhite@centerffs.org for the Site Location Walkthrough Schedule or any questions.

Proposals must be mailed to the below address no later than May 16th, 2016.

Center for Family Services

Attn: Daryl White

500 Pine Street

Camden, New Jersey 08103

Site Location Walkthrough Schedule

CFS Head Start Facilities Manager: Daryl J White

If you would like to physically assess the properties please review the dates and times listed below. These scheduled allotments of time are of an open house concept. Any questions or concerns can be communicated to Daryl White at Email: dwhite@centerffs.org or Phone: 856-425-3311.

Times	Monday, May 9th	Tuesday, May 10th	Wednesday, May 11th	Thursday, May 12th	Friday, May 13th
8:30 AM - 10:30AM	125 New Jersey Ave West Atco, NJ 08004	195 New Freedom Rd Clementon, NJ 08021	1475 S. 8 th St Camden, NJ 08104	35 East Church St Blackwood, NJ 08021	
11:00AM - 1:00PM	156 Norcross Rd Winslow, NJ 08009	120 S. White Horse Pike Lindenwold, NJ 08021	500 Pine Street Camden, NJ 08103	345 Chews Landing Rd Lindenwold, NJ 08021	
1:30PM - 3:30PM			37 W Haddon Ave Oaklyn, NJ 08107		

