

**Town of Chelsea
Request for Bids
Town Property Mowing**

The Town of Chelsea is accepting proposals for lawn maintenance services of Town owned properties. A list of properties is included below in the itemized bid form.

Site Visit

If desired, appointments for site visits can be made by emailing the Town Administrator at town.administrator@chelseavt.us.

Bid Process and Deadline

Bid packages must be sealed and received by **April 6th, 2026 at 4:00pm** at **PO Box 266 Chelsea, VT 05038** (ATTN: Selectboard/ Town Administrator) or hand delivered to the Town Administrator's office at **301 VT Rte 110 Chelsea, VT 05038**. Please include the following information in your bid:

- On the outside of the sealed envelope: PO Box 266, Chelsea VT 05038 (care of the Selectboard/Town Administrator), Town of Chelsea Town Property Mowing, the deadline for bid submissions (April 6th)
- A copy of bond/insurance
- A cover sheet with the title of the RFP; the bidder's name, physical address, and all other contact information
- A completed Bid Form (provided below)

Bid Opening

Sealed bids will be opened and selected by the Chelsea Selectboard during the Selectboard meeting at Town Hall (296 Vt Rte 110 Chelsea, VT 05038) on **April 7th, 2026 at 6:30 pm**. Bids will be judged by the following factors:

- Price
- Bidder's ability to perform within the specified time limits
- Bidder's experience and reputation, including past performance for the Town
- Quality of the services proposed
- Bidder's ability to meet all terms and conditions spelled out in this RFP

Contact Information

Questions regarding this RFP shall be submitted by email only to the Town Administrator at town.administrator@chelseavt.us. The Town Administrator will maintain a list of RFP questions and answers posted on the Town's website once received. Questions will be accepted until 4:00pm on April 3rd, to ensure all parties have adequate time to review the answers before the proposal submission deadline.

Disclosure

The Town of Chelsea is an equal opportunity employer.

The Selectboard reserves the right at its sole discretion to reject any and all bids, wholly or in part, to waive any informalities or any irregularities therein, to accept any bid even though it may not be the lowest bid, to call for rebids, to negotiate with any bidder, and to make an award which in its sole and absolute judgment will best serve the Town's interest. The Selectboard reserves the right to investigate the financial condition of any bidder to determine his or her ability to assure service throughout the term of the contract. The Town assumes no responsibility and no liability for costs incurred relevant to the preparation and submission of proposals or any other costs prior to the issuance of a contract.

COST PER MOW:

Chelsea Town:

Both Commons (Biweekly after Flea Market: July 11-12) \$ _____

Town Hall \$ _____

Chelsea sign, Rte 113 (biweekly) \$ _____

Chelsea sign, rec field and around the old sand pile \$ _____

(biweekly) Tennis/Basketball Court \$ _____

Allen FEMA property (266 VT Rte 110) \$ _____

Babcock FEMA property (12 Maple Ave) \$ _____

Dybvig FEMA property (349 VT Rte 110) \$ _____

Upper Village Road/Rte 110 Triangle \$ _____

CHELSEA TOWN Subtotal \$ _____

Recreation Dept:

Heath field \$ _____

Waste Water Dept:

Sewer Plant \$ _____

Water Dept:

Old Town Garage Pump House \$ _____

Brookhaven Pump House \$ _____

Kennedy Pump House \$ _____

Water Tank (trim bank 3 Times - over the course of the summer) \$ _____

WATER DEPT subtotal \$ _____

Solid Waste Dept:

Transfer Station (Biweekly) \$ _____

Total Cost: _____