



REQUEST FOR QUOTES
FOR THE PROVISION OF
PARK LANDSCAPING AND MAINTENANCE
Revised

DUE DATE: 3:00 p.m. Tuesday, March 18, 2025.

Please submit responses to:

Lisa M. da Silva, CMC, Deputy Executive Director
info@ucua.org

March 14, 2025

REQUEST FOR QUOTES (REVISED)

Park Landscaping and Maintenance Services for the 2025 Season

Greetings,

The **Union County Utilities Authority (UCUA)** is seeking quotes for **park landscaping and maintenance services** for the **2025 season**. As part of our commitment to environmental sustainability, we aim to develop an **eco-friendly landscape** that fosters a thriving habitat for **native pollinators**, including bees, butterflies, and other beneficial insects. By enhancing biodiversity and supporting natural ecosystems, this initiative will contribute to the long-term beautification and ecological health of the area.

Additionally, we are **seeking optional proposals** for **graffiti removal** along the **walkways, boardwalk, and boardwalk railings (excluding the benches and sound barrier walls)**. This is an **optional task** and should be quoted **separately**, as outlined in the **scope of work**.

Interested vendors must submit their quotes **by 3:00 p.m. on Tuesday, March 18, 2025**. Submissions should be emailed to **info@ucua.org**.

This is an **amended Request for Proposals (RFP)**, now separating services to better assist vendors in developing their proposals.

For more information, please contact **info@ucua.org**.

Best regards,
Lisa M. da Silva
Deputy Executive Director

Property Address:
Rahway Riverfront Park
Lawrence Street, Rahway, NJ
Adjacent to the Union County Resource Recovery Facility
Cross Street: Hazlewood Avenue

Scope of Services:

1) SPRINGTIME CLEAN UP (TO BE COMPLETED BETWEEN MID-APRIL AND MAY):

- Remove litter and debris (including dead/broken branches and other accumulated debris from winter).
- Empty all trash barrels
- Prune or remove dead trees, bushes, and branches.
- Edge and trim walkways.
- Ensure vegetative overgrowth is clear of pathway and boardwalk
- Remove invasive plant species that have reemerged in the delineated Pollinator Garden.
- Spread wood chip mulch (provided by UCUA) around the plants in the pollinator garden.
- Aerate the lawn areas and seed with common violets of mixed colors across all lawn areas.
- Aerate and seed the *Wildflower Zones*** with **NJ native wildflowers** beneficial to pollinators, adaptable to brackish (mesohaline) estuarine conditions. The flowers should not exceed 24"–36" in height and should include milkweed of an appropriate variety. The seed mix should include species such as:
 - Brown-eyed Susan
 - Blue-stemmed Goldenrod
 - Asters (Aster/Symphotrichon spp.)
 - Beardtongue (Penstemon spp.)
 - Golden Alexander (Zizia aurea)
 - Indigo, blue false (Baptisia australis)
 - Milkweeds (Asclepias spp.)
 - Turtlehead, white (Chelone glabra)
 - Violets (Viola spp.)
- **A list of the plant varieties in the mix must be provided in advance.**

2) PARK MAINTENANCE (ONGOING FROM APRIL THROUGH NOVEMBER):

April- May 2025

- Trimming, edging, and cleanup along pathways.
- Ensure vegetative overgrowth is clear of pathway and boardwalk
- Removal of litter, trash, and emptying of all trash cans.
- No Mowing

June through November 2025

- First mowing of the season to be completed by the week of June 2, 2025 (weather permitting)

- Trimming, edging, and cleanup along pathways
- Ensure vegetative overgrowth is clear of pathway and boardwalk
- Removal of litter, trash, and emptying of all trash cans.
- Tri-weekly mowing (weather permitting) of designated *Mow Zones** during the growing season.
- Mower blades should be set at 4".
- Last mowing of the season to be Week of November 24, 2025 (weather permitting)

Mow Zones*: see maps

- A three-foot width of lawn should be mowed from the south to the north end along the blacktop pathways on both sides unless otherwise noted.
- Where the pathway becomes a floating dock, no mowing is required on either side.
- In areas where the blacktop pathway is bordered by trees, mowing will be done only on the facility side.
- At the southern end of the park, where the pathway enters the open area and extends to the parking lot, mow only three feet on the riverside (the remainder of the riverside will be part of the Wildflower Zone).
- Maintain a three-foot mowed path to and around the on-site gas vents (see picture →).



Wildflower Zones: see maps**

- The Wildflower Zones include all areas of the park not included in the Mow Zones.

The Following documents are not required at time of proposal submission.
 This list is provided to give respondents an understanding of the documentation needed
 before a contract can be awarded.

- Administrative Information (Contact information, Questionnaire, and References)
- W9 Form
- Business Registration Certificate (BRC) from the State of New Jersey Department of Treasury, Division of Revenue) (N.J.S.A. 52:32-44)
- Letter of Federal Affirmative Action Plan Approval OR Certificate of Employee Information Report OR Employee Information Report Form AA302 (available at www.state.nj.us/treasure/contract_compliance)
- Certificate of Insurance Evidencing Comprehensive Liability, (Statutory minimum); Workers Compensation (statutory limits); NAMING THE AUTHORITY AS ADDITIONAL INSURED.

PROPOSAL FORM

Company Name: _____

Phone: _____

Email: _____

Invoices are due on the 10th day of each month. Delays in invoices will delay payments.

Service Period	Invoice Due with UCUA	Expected Approval Date	Amount Billed
April 15-30	May 10, 2025	May 21, 2025	\$ _____
May 1-31	June 10, 2025	June 25, 2025	\$ _____
June 1-30	July 10, 2025	July 18, 2025	\$ _____
July 1-31	August 10, 2025	August 20, 2025	\$ _____
August 1-31	September 10, 2025	September 17, 2025	\$ _____
September 1-30	October 10, 2025	October 15, 2025	\$ _____
October 10-31	November 10, 2025	November 12, 2025	\$ _____
November 1-30	December 10, 2025	December 17, 2025	\$ _____
		TOTAL OF CONTRACT	\$ _____

Hourly labor rate for additional work not described in the scope of services:

Does not include Optional Graffiti Removal

\$ _____ per hour

Cost of Materials not included in labor cost.

OPTIONAL AND SEPARATE FROM ABOVE

GRAFFITI REMOVAL

Vendors submitting proposals for Park Landscaping and Maintenance are not required to include quotes for graffiti removal services. However, if vendors wish to incorporate this service into their contract, they may provide a separate quote.

Please provide a separate quote for the following graffiti removal services, separate and distinct from Park Landscaping and Maintenance:

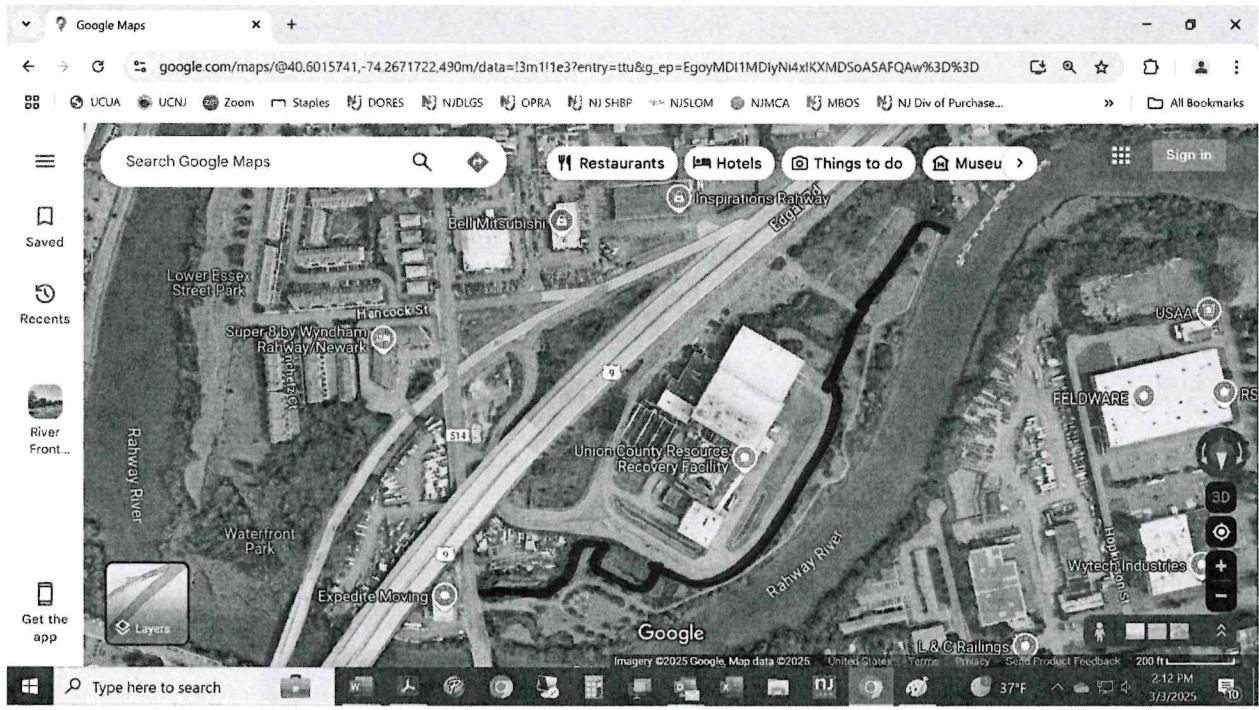
- **Scope of Work:** Removal of graffiti on boardwalks, boardwalk railings, and walkways only (excluding benches and the sound wall).
- **Frequency:**
 - One (1) complete graffiti removal in the spring.
 - Additional removals as requested by the Authority on an as-needed basis (hourly rate).

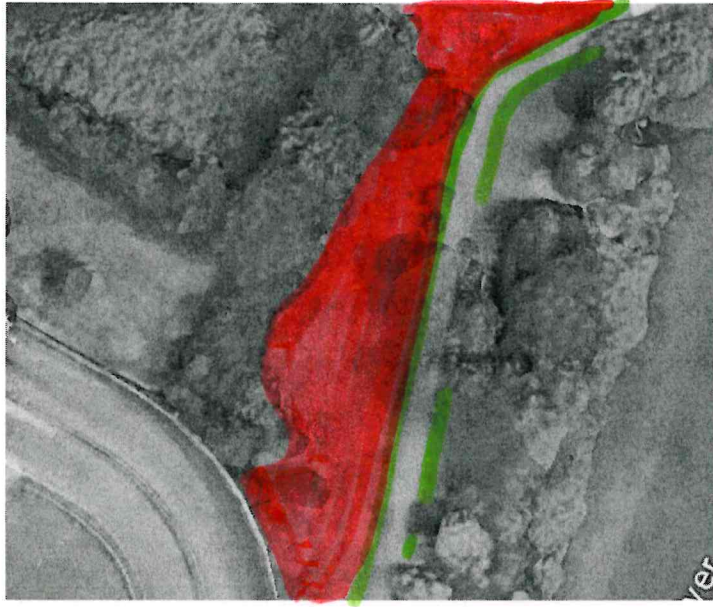
One-Time Graffiti Removal Completed in spring.
Including all materials and labor.

\$ _____

Hourly rate for additional removal requested after Spring Clean
Including all materials and labor.

\$ _____







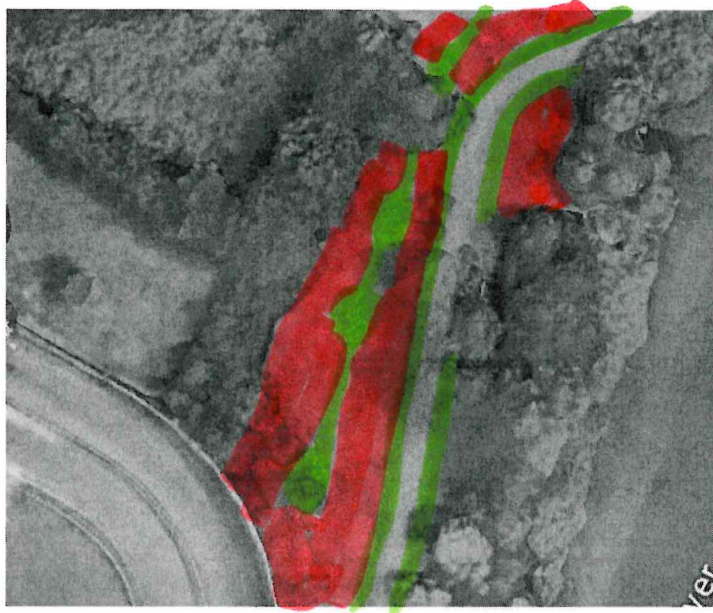
Mow Zone

Wildflower Zone



Mow Zone

Wildflowers Zone



Mow zone

Wildflowers zone



Rahway Yacht Club

Mow Zone

Wildflowers Zone

