



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

DUE DATE: 3:00 p.m. Friday, March 14, 2025.

Please submit responses to:

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

March 5, 2025

REQUEST FOR QUOTES

Park Landscaping and Maintenance Services for the 2025 Season

Greetings,

The Union County Utilities Authority is seeking quotes for park landscaping, and maintenance services for the 2025 season. Interested parties must submit their quotes by **3:00 p.m. on Friday, March 14, 2025**. Quotes should be emailed to info@ucua.org.

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.
- Removal of graffiti on benches, boardwalk, and walkways.
- Prune or remove dead trees, bushes, and branches.
- Edge and trim walkways.
- 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.
- Removal of trash and emptying of all trash cans.
- Removal of graffiti on benches, boardwalk, and walkways.
- 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.
- Removal of trash and emptying of all trash cans.
- Removal of graffiti on benches, boardwalk, and walkways.
- 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 river side (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.

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

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, 205	\$ _____
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:
\$ _____ per hour

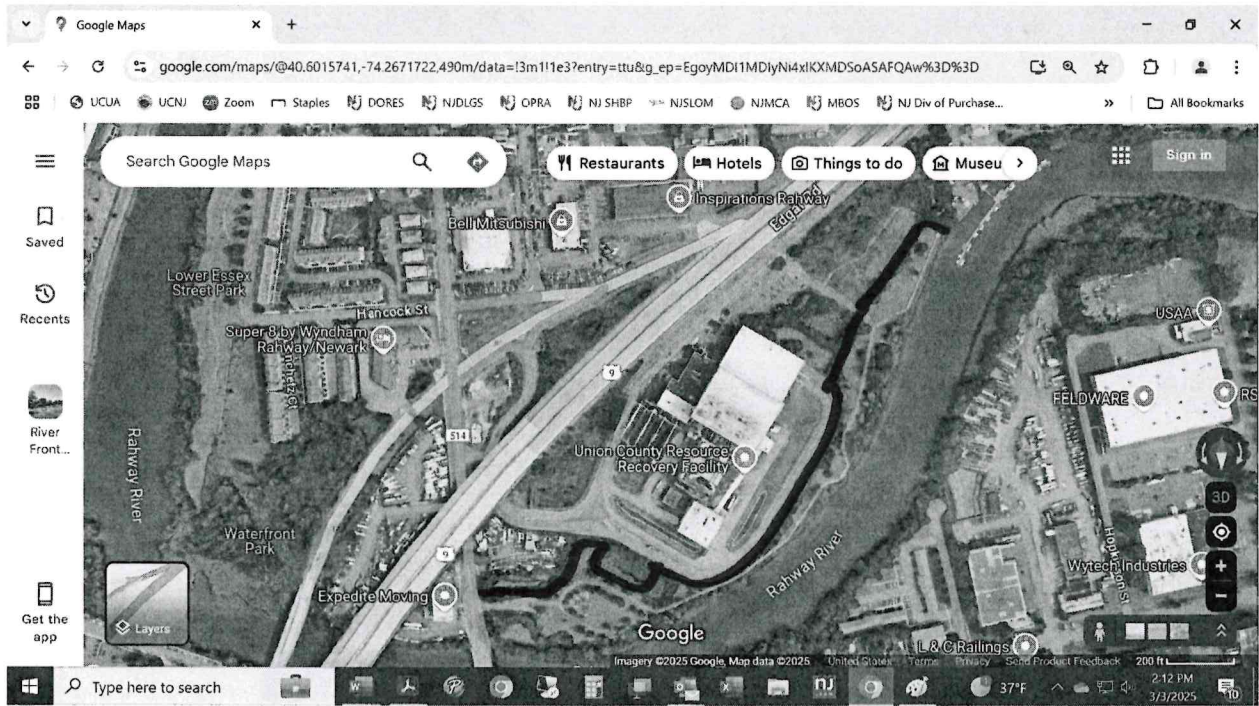
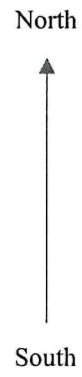
Cost of Materials not included in labor cost.

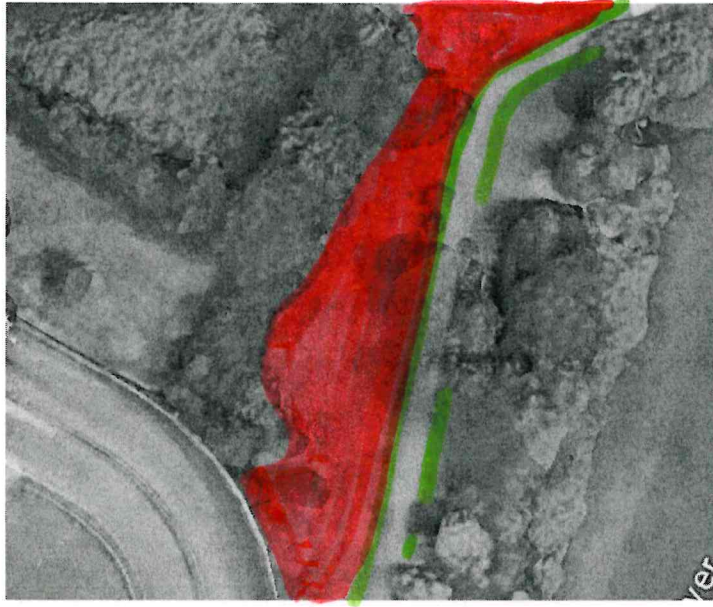
For any questions, please contact Lisa da Silva at info@ucua.org.

Sample of Gas Vent
Mow 3-feet around vents to provide access



MAPS







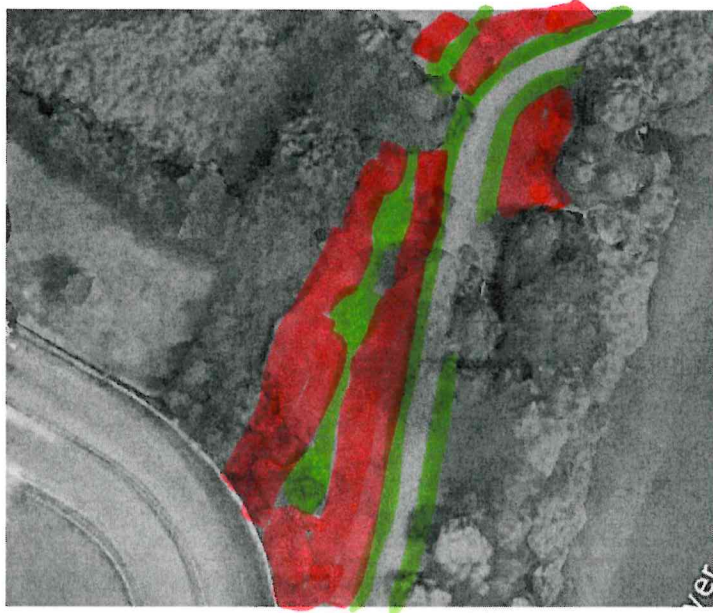
Mow Zone

Wildflower Zone



Mow
Zone

Wildflowers
Zone



Mow zone

Wildflowers zone



Rahway Yacht Club

Mow Zone

Wildflowers Zone

