REQUEST FOR PROPOSALS (RFP)

Grounds Maintenance, Lawn Mowing, and Landscaping Services

New Hartford Public Schools (New Hartford, Connecticut)

RFP Issue Date: 07/19/2026

Proposal Due Date: 08/17/2026

Contract Period: August 2026 – June 30, 2027 (with optional annual renewals)

INVITATION TO BID

The New Hartford Board of Education is soliciting sealed proposals from qualified contractors to provide lawn mowing, grounds maintenance, landscaping, trimming, edging, seasonal cleanup, and related services for New Hartford Public Schools. Services shall be provided at the following locations:

1. **Ann Antolini School** – 30 Antolini Road, New Hartford, CT 06057
2. **Bakerville Consolidated School** – 51 Cedar Lane, New Hartford, CT 06057
3. New Hartford Elementary School – 40 Wickett Street, New Hartford, CT 06057

The Board of Education seeks a contractor capable of maintaining all school grounds in a safe, attractive, and professional manner throughout the growing season.

SCOPE OF SERVICES

The successful contractor shall furnish all labor, supervision, equipment, materials, fuel, transportation, and incidentals necessary to perform the following services:

Lawn Mowing

- Mow all maintained turf areas at each school campus.
- Maintain grass height between 2.5 and 4 inches.
- Remove grass clippings from sidewalks, parking lots, entrances, playgrounds, and athletic areas.
- Mowing frequency shall be as needed to maintain a neat appearance, generally once per week during the growing season.

Trimming and Edging

- Trim around trees, fences, signs, buildings, playgrounds, utility structures, and landscape beds.
- Edge sidewalks, curbs, and landscape beds following each mowing cycle.
- Weedwacking as needed.

Landscape Bed Maintenance

- Weed all mulch and planting beds.
- Remove invasive vegetation (inclusive of poison ivy, etc.)
- Prune shrubs and ornamental plantings as needed.

- Maintain a clean and professional appearance.

Seasonal Cleanup

Spring Cleanup

- Removal of winter debris, fallen branches, litter, and leaves.
- Preparation of grounds for the growing season.

Fall Cleanup

- Removal of leaves from lawns, parking areas, sidewalks, and landscaped areas.
- Multiple visits as necessary to maintain safe and clean grounds.

Trash and Debris Removal

- Remove visible litter and debris encountered during routine grounds maintenance activities.

Additional Services (Optional Pricing)

Provide separate hourly or unit pricing for:

- Mulch installation
- Shrub replacement
- Tree trimming (under 15 feet)
- Emergency storm cleanup
- Athletic field restoration
- Additional landscaping projects

PERFORMANCE REQUIREMENTS

The contractor shall:

- Conduct work outside of the arrival and dismissal window so as not to interfere with school operations.
- Comply with all federal, state, and local regulations.
- Follow OSHA safety requirements.
- Ensure employees wear company identification.
- Repair any damage caused by contractor operations.
- Maintain adequate staffing to ensure timely completion of services.
- Communicate maintenance schedule and any changes to schedule with Lead Custodian and Central Office.

INSURANCE REQUIREMENTS

The successful contractor shall provide certificates of insurance evidencing:

General Liability

- $1,000,000 per occurrence
- $2,000,000 aggregate

Automobile Liability

- $1,000,000 combined single limit

Workers' Compensation

- Statutory limits

Excess/Umbrella Liability (w/ all liability coverages as underlyers)

$5,000,000 with all liability coverages as underlyers

The New Hartford Board of Education and Town of New Hartford shall be named as Additional Insureds.

SITE VISIT

A pre-bid site visit will be held:

Date: Monday, August 3, 2026 **Time:** 8:30 am

Location: Ann Antolini School
30 Antolini Road
New Hartford, CT 06057

Contractors will have the opportunity to visit all three school campuses. If you will be attending please contact the Central Office at 860-379-8546.

PROPOSAL REQUIREMENTS

Proposals shall include:

- Company name and address
- Contact person
- Years in business
- Number of employees
- Ensure that all personnel assigned to our account have completed a background check that meets our corporate compliance standards.
- Certificate of insurance

References

Provide at least three municipal or school district references of similar size and scope.

Experience

Describe experience providing grounds maintenance services for schools, municipalities, or public facilities.

Pricing

Provide:

Service	Annual Price
Ann Antolini School	$ 18,445 -
Bakerville Consolidated School	$ 13,860 -
New Hartford Elementary School	$ 14,035 -
Total Annual Contract Price	$ 46,340 -

Optional services shall be listed separately.

EVALUATION CRITERIA

Proposals will be evaluated based on:

- Cost
- Experience and qualifications
- References
- Ability to meet scheduling requirements
- Quality of equipment and staffing
- Responsiveness to the RFP

The Board of Education reserves the right to reject any or all proposals and to accept the proposal deemed in the best interest of the district.

SUBMISSION OF PROPOSALS

Submit sealed proposals to:

Jeffrey F. Sousa, Superintendent of Schools
New Hartford Public Schools
530 Main Street, P.O. Box 315
New Hartford, CT 06057

Envelope shall be clearly marked: "RFP – Grounds Maintenance and Landscaping Services"

Proposals must be received no later than:
Date: August 17, 2026 **Time:** 3:30pm
Late submissions will not be accepted.

CONTRACT AWARD

The anticipated award date is **August 21, 2026**. The Board of Education reserves the right to negotiate with the selected contractor and to award all services to one contractor or multiple contractors as deemed appropriate.

NEW HARTFORD BOARD OF EDUCATION
New Hartford, Connecticut

The Board of Education is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, age, sex, national origin, disability, or any other protected status.

MOUNTAIN VIEW

Landscapes and Lawncare, Inc.

Proposal for Managing Your Grounds Maintenance

Prepared for:

New Hartford Board of Education
New Hartford, CT

Business Development
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Cell: (413) 246-2656
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jasonh@mountainviewinc.com

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Chuck DellaPenna
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chuckd@mountainviewinc.com

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MOUNTAIN VIEW

Landscapes and Lawncare, Inc.

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MOUNTAIN VIEW

Landscapes and Lawncare, Inc.

Your Goals

To partner with an experienced and reliable landscape and grounds maintenance company that is dedicated to providing professional grounds maintenance services of the highest quality while understanding your needs and expectations.

Our Background and References

Mountain View Landscapes and Lawncare, Inc. has been maintaining commercial properties for over 49 years. Many of our original customers are still with us today. We appreciate the opportunity to maintain and manage the grounds for all of our customers and provide solutions to any of their concerns.

At Mountain View, we consider our customers to be much more; we consider you to be our partners. As partners, your Mountain View team will work diligently to foster proactive communication for landscape and grounds maintenance solutions.

Our customers make up our list of references. Please feel free to call upon them and ask about Mountain View's quality of work and level of customer service.

Village of Buckland Court, S Windsor	**Mr. Peter Albin**	**(508) 951-5420**
City of Hartford – Public Schools	**Ms. Hope Newton**	**(860) 695-3223**
Intensive Education Academy, W Hartford	**Sister Kristin Johnson**	**(860) 236-2049**

MOUNTAIN VIEW

Landscapes and Lawncare, Inc.

Landscape Management Solutions

Mountain View Landscapes will provide New Hartford Public Schools with a professionally manicured, healthy, and visually impactful landscape. All services included in this proposal are intended to achieve a beautiful showcase appearance for your property.

A uniformed Mountain View crew will arrive on your property as scheduled to provide all agreed upon services. We are accountable for our work and pride ourselves on providing reliable, convenient, and professional grounds maintenance and customer service. In addition Mountain View will have a dedicated account manager for the property responsible for the scheduling and performance of services, communication, CARE (Customer Assurance, Review and Evaluation) calls and overall customer satisfaction.

Landscape Enhancement Solutions

Mountain View Landscapes has the ability and knowledge to offer solutions to any landscape concept you have, including but not limited to:

- *Landscape and seasonal flower plantings*
- *Hardscaping design and installation*
- *Improved drainage*
- *Tree service*

Our skilled Account Managers and Landscape Designers have a wealth of knowledge and experience beautifying properties. Please do not hesitate to contact us with any questions you may have about the variety of site-improvement services we can provide.

MOUNTAIN VIEW

Landscapes and Lawncare, Inc.

Benefits to You

The proposed landscape management/enhancement solutions are beneficial to you in a number of ways:

- *Scheduled weekly service performed by dependable and reliable uniformed landscape professionals*
- *Scheduled quarterly (CARE) Customer Assurance and Review Calls with your dedicated Account Manager to build a strong relationship and understanding of your landscape needs*
- *One local company, with vast professional resources to provide all of your landscape needs*
- *Monthly Billing Option*

Frequency of Services:

We will perform the agreed upon scope of professional landscape management services (up to the maximum annual number of visits listed) according to the schedule and frequency of service shown in the table below. *This table is a general guide to services and may change due to weather and scheduling.*

		2026-2027 Monthly Service Plan											
Service Option	**Number of Annual Visits**	**J**	**F**	**M**	**A**	**M**	**J**	**J**	**A**	**S**	**O**	**N**	**D**
Spring Cleanup	1				X								
Weekly Mowing / Trimming	24				B	W	W		W	W	B	AS	
Shrub Trimming / Pruning	1								X				
Trash Removal Lawn	24				B	W	W		W	W	B	AS	
Fall Cleanup	2-4										AS	B	

Table Legend:

X – Service scheduled to occur once
B – Service scheduled to occur bi-weekly
W – Service scheduled to occur weekly
AS – Service scheduled as needed

MOUNTAIN VIEW

Landscapes and Lawncare, Inc.

Fee Structure

We will perform the agreed scope of professional landscape management services (up to the maximum annual number of visits listed) according to the schedule and frequency of services shown in the table on the previous page. A description of our scope of services is included in this proposal package.

Fee Schedule: Landscape Management Solution

Proposed Start Date: August 2026

Ann Antolini School 2026 - 2027 Seasonal Total: $18,445.00
2026-2027 Monthly Total: $2,635.00 (7 equal monthly payments August 2025 – June 2026)

Bakerville Consolidated School 2026 - 2027 Seasonal Total: $13,860.00
2026-2027 Monthly Total: $1,980.00 (7 equal monthly payments August 2026 – June 2027)

New Hartford Elementary School 2026 - 2027 Seasonal Total: $14,035.00
2026-2027 Monthly Total: $2,005.00 (7 equal monthly payments August 2026 – June 2027)

Additional Services (Optional Pricing):

Mulch Installation	$125 yd installed
Shrub Replacement	$75.00 / hr plus materials
Tree Trimming (under 15 ft)	$75.00 / hr plus disposal
Emergency Storm Cleanup	$75.00 / hr plus disposal
Athletic Field Restoration	$75.00 / hr plus materials and equipment
Additional Landscape Projects	$ priced per request

Upon acceptance a formal agreement will be created and signed by both parties.

Thank you for your consideration and the opportunity to present this proposal.
We look forward to continuing a long and prosperous relationship with you.

Jason Hollway
Business Development
Mountain View Landscapes

MOUNTAIN VIEW
Commercial Grounds Maintenance

67 Old James Street, Chicopee, MA 01020 * tel. (413) 536-7555 * fax. (413) 536-5059
63-5 Slater St, Manchester, CT *tel. (860) 969-7512

Commercial Landscape and Lawncare Reference Package

Owner: Stephen M. Corrigan, President

Services:

Landscape / Grounds Management Services:
- weekly / specialty mowing
- spring / fall cleanups
- tree / shrub pruning
- edging / mulching
- shrub bed weed control
- lawn care / fertilization

Landscape Design and Install:
- irrigation
- landscape plantings
- paver and concrete walkways / patios
- holiday lighting / decor

Snow Services:
- snow plowing
- shoveling / snow removal walks
- treated salt / ice melt
- snow removal

Site Development:
- park and playground construction
- athletic field construction
- site amenities / playground equipment

Employees: 18 - 20 year round; 75 - 85 in season

History: Established 1976
Incorporated 1982, MA

Bonding Company: Aegis Security Insurance Co
2407 Park Drive, Harrisburg, PA 17110
David Griffin 413-437-1005

Agent: Dowd Insurance Company
PO Box 10300 Holyoke, MA 01041
David Griffin 413-437-1005

Bank: Peoples Bank
330 Whitney Avenue Holyoke, MA 01040

Associations: PLCAA, MNLA, ALCA, CIC, MALCP, CGKA

S. Corrigan: Massachusetts Certified Horticulturist
Connecticut Irrigation License No. 208918
PLANET Certified Landscape Technician

MountainView
Selected Client Listings
2026

Callaway NPSSA Chicopee, LLC
(Complete Grounds Maintenance and Snow Services since 2013)
Mrs. Lauren Manley
521 Meadow St
Chicopee, MA 01013
413-536-1200

Atlantic Works / Capewell Lofts
(Complete Snow Services and Grounds Maintenance since 2017)
Mrs. Kristen Klopp
57 Charter Oak Ave.
Hartford, CT 06106
860-325-3153

Brookdale Retirement Communities – South Windsor, West Hartford
(Complete Snow Services and Grounds Maintenance since 2017)
Mr. Jason Casini
Hartford, CT
203-228-8178

City of Hartford, CT
(Complete Grounds Maintenance of High Schools since 2011)
Ms. Hope Newton
Hartford Public Schools Facilities Dept
860-695-3223

City of Holyoke, MA
(Complete Snow Services and Grounds Maintenance since 2009)
Mr. Sean Sheedy
City of Holyoke Public Works
413-322-5645

MountainView
Selected Client Listings
2026

City of Westfield – City Parking Lots / Parks
(Complete Snow Services since 2013 and Grounds Maintenance since 2015)
Peter Miller
Director of Licensing / Permitting
Westfield, MA 01085
413-572-6202 ext. 2

Fontaine Bros. Properties – Springfield
(Complete Grounds Maintenance and Snow Services since 1976)
Mr. David Fontaine
510 Cottage Street
Springfield, MA 01104
413-781-2020

Gordon and Crotty Hall
(Complete Grounds Maintenance since 2010)
Robert Pollin
418 North Pleasant St
Amherst, MA 01002
413-577-1099

Tinkham Property Management – Springfield, Agawam, Chicopee
(Complete Grounds Maintenance and Snow Services since 1976)
Mr. Paul Pannier
Tinkham Property Management
Springfield, MA 01104
413-781-2046

R.R. Leduc Corp. – Holyoke
(Complete Grounds Maintenance and Snow Services since 1991)
Mr. Eric Leduc
100 Bobola Road
Holyoke, MA 01040
413-536-4329

Mountain View
Selected Client Listings
2026

Sisters of Providence – Holyoke, West Springfield
(Complete Grounds Maintenance and Snow Services on select sites since 1996)
Mr. Roger Korell
5 Gamelin Street
Holyoke, MA 01040
413-237-9361

The Loomis Communities, Inc. – South Hadley, Amherst, Springfield
(Complete Grounds Maintenance and Snow Services since 2004)
Mrs. Marge Mantoni
246 North Main Street
South Hadley, MA 01075
413-532-5325

The Village at Buckland Court
(Complete Grounds Maintenance and Snow Services since 2018)
Mr. Peter Albin
432 Buckland Rd
South Windsor, CT 06074
860-644-7366

Way Finders, Inc – (Northampton, Springfield, Ludlow)
(Complete Grounds Maintenance since 2025)
Mr. Robert Tober
1780 Main St
Springfield, MA 01118
413-348-0440

Winn Residential – (Amherst, Ludlow)
(Complete Grounds Maintenance since 2016)
Mr. Jason Lafield
251 Allen Park Rd
Springfield, MA 01118
413-393-8335