

2025 Bid Specifications
Maintenance Services in Scotts Corners Parking District

Please indicate prices for the following services in the Scotts Corners Parking District, including the Village Green. Bids are due no later than 11:00 am on Tuesday, March 25, and may be submitted to the Office of the Town Clerk at 179 Westchester Avenue, Pound Ridge, NY 10576 by hand, email (townclerk@townofpoundridge.com), or regular mail.

A. SERVICES TO BE BILLED PER OCCURRENCE

Service	Description	Frequency	Price per occurrence	Estimated total
1. Spring/fall cleanup	Perform seasonal cleanup of unpaved areas, including Village Green and islands along Westchester Avenue and in rear parking lots	Twice (spring and fall)	\$ <input type="text"/> x 2 =	\$ <input type="text"/>
2. Swales	Clean out swales (ditches) on both sides of parking district (includes weed whacking)	As needed (at least twice)	\$ <input type="text"/> x 2 =	\$ <input type="text"/>
3. Mowing	Mow grass behind swales on both sides of parking district and at Village Green, as well as all grass not maintained by property owners (includes edging with weed whacker)	Weekly May through mid-August	\$ <input type="text"/> x 20 =	\$ <input type="text"/>
		Every other week mid-August through October		
4. Leaf removal	Rake and blow leaves in Parking District, including Village Green, and shoulders of Westchester Avenue in PBB zone	Every other week September through November; December as well if needed	\$ <input type="text"/> x 1 =	\$ <input type="text"/>
5. Mulching	Mulching of beds in spring, with mulch to be provided by the town	Once, in spring	\$ <input type="text"/> x 1 =	\$ <input type="text"/>

SUBTOTAL ITEMS 1-5 = \$

B. SERVICES TO BE BILLED MONTHLY

Service	Description	Frequency	Price per month	Total
6. Cleaning	Cleaning of tables at Village Green	Twice a week April–November	\$ <input type="text"/> x 8 =	\$ <input type="text"/>
7. Weeding/trimming	Weeding of beds and trimming of shrubs at Village Green	As needed April–November	\$ <input type="text"/> x 8 =	\$ <input type="text"/>

SUBTOTAL ITEMS 6-7 = \$

GRAND TOTAL ITEMS 1-7 = \$