

**City of Brewer  
Landscaping RFP Request  
Pre-submittal meeting  
10:00 am – Brewer City Hall**

**Attendees:**

Michael Martin, Director of Parks & Recreation

Marissa Worster, 2Dubb All Season Care

Jonathan Mackay, Summersweet Landscaping

\*Matt Cronin, Harbor Shore Landscaping - arrived after others had left and was provided a recap.

**Project Overview:**

City is looking for landscaping services for various locations around town, with the largest concentration around the waterfront trail.

Primarily we are talking about maintaining the flower beds and mulch beds as the Parks Division will continue to be responsible for the mowing, trimming, debris removal, etc.

Additionally, the City is requesting pricing for the optional plowing and winter maintenance of the Riverwalk Trail to keep it accessible during winter months. The RFP allows contractors to outline their proposed methods for this service.

**Important Dates/Timeline:**

February 28	Deadline to submit Questions
March 4	Responses for submitted question
March 7th	Deadline for submitting Proposals/Opening (11:00 am).
March 18 <sup>th</sup>	Project Award - City Council Meeting

Contract Period - April 1, 2025 – March 31, 2026 (if including snow removal services)

**Appendix B –**

Note that Freedom Park is different and will require trimming the front rock area rather than maintaining mulch/flower beds.

**Questions and Answers:**

**Question:** Do we have records from prior years on the volume of mulch applied, given that it is winter and difficult to measure accurately?

**Answer:** No, the volume of mulch has not been itemized in past years' invoices.

*Question:* Would the City consider delaying the process until April or May when it would be possible to get a better view and measurement on mulch beds and stated areas.

*Answer:* No, the City has elected to stay with the published timeline.

*Question:* Is 400 lbs. of rock salt preferred for deicing?

*Answer:* In lieu of rock salt, a preferred alternative is solar salt or sea salt, as these options are more pet-friendly while still effective for ice control. Additionally, the maximum application rate should not exceed 400 lbs. per application as originally stated. Bidders should consider this preference in their proposals when specifying deicing materials.

*Question:* Can the City post warning signs such as “Walk at Your Own Risk” and/or “Contractor Not Responsible for Slips & Falls” to assist with winter use along the walkway, given that some risk will always remain during the winter even with the 400 lb. deicing recommendation?

*Answer:* We have contacted Risk Services and hope to provide an update if we can clarify further.

*Question:* Do the bench areas along the Riverwalk Trail need to be cleared of snow?

*Answer:* No, the City is only requesting a 4-foot-wide cleared path down the middle of the trail to minimize grass damage from plowing and salt application. The entire width of the path does not need to be cleared, and bench areas do not require shoveling.

All other terms and conditions of the RFP remain unchanged.

Issued by:

City of Brewer

Michael Martin, Director of Parks & Recreation