

Coldbrook Community Association

Parks and Trails Maintenance - Request for Proposals

The Coldbrook Community Association (CCA) is responsible for the maintenance and upkeep of several key public areas in the community. These areas are described below along with their yearly maintenance schedules.

We are encouraging local businesses or individuals to consider this opportunity and provide quotes on the work outlined below. The CCA will be accepting formal bids until 29-March-2022. Please include references. The contract will be awarded based on value / price and the ability to meet our requirements.

Payment details will be negotiated at the time of the award.

Please email quotes@coldbrookns.ca with quotes, questions, and comments. Thank you!

Common Tasks for All Properties

Duties (Frequency)	Specific Details
Spring Opening	<ul style="list-style-type: none">• General area cleanup of winter debris – branches, trash, any remaining leaves, etc to be removed as needed• Emptying garbage cans (which tend to be full) and gathering loose trash
Lawn / Surface maintenance (Every 2 weeks or as dictated by the growing conditions)	<ul style="list-style-type: none">• Grass maintained to ~3” in length – conducive for play / sports (soccer, baseball, etc)<ul style="list-style-type: none">◦ Preferred to have grass mulched in place (grasscycling), otherwise bagging / gathering and removed of clippings will be needed• Whipper snip the typical things where mowers cannot cover<ul style="list-style-type: none">◦ Playground structure posts, fence line, edging, ditches, etc• Paths, playground areas, (including pea-gravel) to be clear of clippings, leaves, and pine needles (ie with a leaf-blower)• Temporary moving of picnic tables and similar objects is likely required to get hard-to-reach areas
Garbage collection (Every 2 weeks)	<ul style="list-style-type: none">• Collect and replace bags from dedicated cans• Pickup any loose and / or scattered trash
Inspect area for damage (Every 2 weeks)	<ul style="list-style-type: none">• Downed trees, broken / faulty playground equipment, damaged fencing, graffiti• Report on issues of concern to the CCA Board<ul style="list-style-type: none">◦ Option for additional contract(s) related to remedying these issues

Pick up loose debris (Every 2 weeks)	<ul style="list-style-type: none"> Broken branches, etc
Fall Closing (After ~80% of the leaves have fallen)	<ul style="list-style-type: none"> Leaves, pine needles, branches gathered and cleared

Playgrounds and Parks

Name	Brandon's Place	Bessview Park	Tammie Park
Address	1507 Meghan Drive	1687 Joyce Street	3016 Borden Street
PID	55151997	55160717	55161996
Area (sqft)	38,500	42,900	65,876
Description of area and equipment	<ul style="list-style-type: none"> - Contained playground areas (pea-gravel) and grass lawn - Playground equipment - Basketball Court - Fence - Grass area along the fence and in the ditch 	<ul style="list-style-type: none"> - Contained playground areas (pea-gravel) and grass lawn - Playground equipment - Basketball Court 	<ul style="list-style-type: none"> - Pea-gravel, grass lawn - Playground equipment - Basketball courts - Fence - Crusher-dust around wheelchair-accessible swing

Name	Hayes Community Park
Address	2712 Pinecrest Drive
PID	55154058
Area (sqft)	239,600 (5.5 acre)
Description of area	<ul style="list-style-type: none"> • Baseball diamond, backstop, dugouts • Mini soccer area to the right • Grassy play area to the left of the baseball field • Grass along the sides of the driveway • Bridge connecting property to the Coldbrook and District School
Additional Duties (Frequency)	Specific Details
Groom baseball diamond (Every 4 weeks, or as needed)	<ul style="list-style-type: none"> • Eliminate weeds / grasses growing in the infield • Rake / even-out the infield material
Lawn maintenance (Every 2 weeks or as dictated by the growing conditions)	<ul style="list-style-type: none"> • Grass area is a ball-sports area so the length should be kept appropriate (~3") • Whipper-snipping should include around the bridge crossing

Crosby Trail

Address	2684 Popular Drive
PID	55156004
Description of area	Gravel trail that travels through the woods along the edge of Hayes subdivision. There are three entrances to the trail. One at the end of Wade St, off Popular Drive and from Langille Drive.
Additional Duties (Frequency)	Specific Details
Inspect area for damage/danger (Every 2 weeks)	<ul style="list-style-type: none">• Walk the trail monthly and remove any trees/branches from the trail.• Report any issues to the CCA.<ul style="list-style-type: none">◦ Option for additional contract(s) related to remedying major issues (ie dead or dying trees that need to be taken down)

Heritage Hall

Address	2833 Lovett Road
PID	55159891
Area (sqft)	21,300
Description of area	Large wooden building with the front driveway paved and gravel on the side and it the back. Grassy areas along the side of the building and it the back.
Additional Duties (Frequency)	
Yard area	As stated above; please whipper-snip along building edge as well

Cemetery

Address	6906 Nova Scotia Trunk 1
PID	55153977
Area (sqft)	43560 (1 acre)
Description of area	<ul style="list-style-type: none">• Situated between Sherwood Forest Campground and the closed driving range / mini-put; across Highway 1 from Valley Pizza• Grassy area with grave plots and headstones<ul style="list-style-type: none">◦ Headstones should be whipper-snipped

Additional Details

Insurance Requirements - Coverage of at least \$1.5million, including liability

Suggested Equipment - One or two commercial ride-on mowers, two push mowers, two whipper-snipper / string-trimmers, one commercial backpack blower, chainsaw, truck and trailer, manual tools (shovels, rakes, etc), appropriate personal safety equipment, and miscellaneous repair and hand-tools

Discretionary Budget - An additional \$1000 can be made available, in addition to the quoted value, for discretionary work as found and remedied. Work carried out with these funds will be reported on, in appropriate detail, with receipts to the CCA board