

Addendum #2: Invitation for Bids - Mowing, Landscaping, and Field Maintenance Services

This addendum modifies the original solicitation as described. The addendum may contain supplemental information, clarifications to the solicitation, or substantive changes to terms and conditions, unit pricing, or submittal dates and times. Those submitting a response to the solicitation are required to sign and acknowledge this addendum and include the form in the response. Failure to do so may result in rejection of the response.

Purpose: The Town of Dunstable is seeking bids for Mowing, Landscaping, and Field Maintenance Services.

Addendum to Specification: This addendum is issued for two reasons.

- 1) To correct the date on the cover page of this Invitation for Bids. The cover sheet reads "January 14, 2025" and is meant to read "January 14, 2026."
- 2) In response to two separate requests, the prior mowing and landscaping services contracts with the Town of Dunstable are attached to this addendum.

Firms that intend to submit a proposal must include the Addenda Acknowledgement Form with their response and must acknowledge the receipt of both Addendum #1 and #2.

The Addenda Acknowledgement Form is posted on the Town's website, www.dunstable-ma.gov and is included with this addendum.

Released: January 16, 2026

Released by: Jason Silva, Town Administrator

TOWN OF DUNSTABLE

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT (this “Agreement”) between the **Town of Dunstable**, a Massachusetts municipal corporation with a Massachusetts municipal corporation with a mailing address of 511 Main Street, Dunstable, Massachusetts 01827, acting by and through its Parks Commission (the “Town”), and Longo Landscape Contractors, a Massachusetts landscaping limited liability company with a mailing address of PO Box 372, Dunstable, MA 01827 (the “Contractor”), is effective as of the 1st day of July, 2023 (the “Effective Date”). The Town and the Contractor are together the “Parties” and individually a “Party.” In consideration of the mutual covenants contained herein, the Parties agree as follows:

ARTICLE 1: SCOPE OF SERVICES:

The Town hereby retains the Contractor and the Contractor hereby agrees to provide professional planting bed maintenance and landscaping services for the Town as set forth in Exhibit A (the “Scope of Services”). The Contractor agrees that time is of the essence of this Agreement.

ARTICLE 2: PERFORMANCE STANDARD:

In the performance of the Services, the Contractor, and those it is responsible for, shall exercise the generally accepted professional standard of care ordinarily used by professionals performing a similar scope of services in the same geographic area on projects of comparable size and complexity. Substandard services shall be deemed a breach of this Agreement. By entering this Agreement, the Contractor represents to the Town that it has the skill, qualifications, experience, equipment, and workforce necessary to complete the Scope of Services.

ARTICLE 3: TERM

This Agreement shall commence on the Effective Date and continue until completion of the Scope of Services, or December 1, 2025, whichever occurs first (the “Term”), unless such term is extended by mutual agreement of the Parties.

ARTICLE 4: TERMINATION:

This Agreement may be terminated before the expiration of the Term as follows:

- (a) By mutual written agreement, duly entered by the Town and the Contractor, upon such terms and conditions as may be acceptable to the Parties at the time of termination; or
- (b) At any time, by the Town for convenience, in its sole and absolute discretion.

If this Agreement is terminated by the Town, the Contractor shall be entitled to compensation for services rendered up to the date of such termination.

ARTICLE 5: COMPENSATION:

- (a) The Town shall pay the Contractor the annual amounts described in Exhibit A.
- (b) The Town shall pay the Contractor within thirty (30) days after receipt of an invoice, and based upon a fee schedule mutually agreed to by both parties, however, the Town shall make no more than monthly payments based on services performed.
- (c) The Town shall not be obligated to pay more than One Hundred and Thirty Seven Thousand Five Hundred and Ninety Five Dollars (\$137,595) in the aggregate over the term of the contract for the Scope of Services.

ARTICLE 6: AVAILABILITY OF FUNDS:

The compensation provided by this Agreement is subject to the availability and appropriation of funds.

ARTICLE 7: CONTRACT DOCUMENTS:

The following documents form the entire contract between the Parties and all are as fully a part of this Agreement as if attached to hereto or repeated herein:

- (a) Annual Fee Schedule;
- (b) Scope of Services;
- (c) Certificate of Non-Collusion; and
- (d) Revenue Enforcement and Protection Certification.

In the event of conflicting provisions, those provisions most favorable to the Town shall govern.

ARTICLE 8: INSURANCE:

Prior to commencement of the Scope of Services, the Contractor shall provide to the Town Certificates of Insurance for the following insurance coverages:

- (a) Workmen's Compensation coverage as required by statute;
- (b) General Liability Insurance, \$1,000,000 minimum limits per occurrence and \$1,000,000 aggregate written on an occurrence basis, and listing the Town as an additional insured;
- (c) Comprehensive Automobile Liability Insurance with coverage for bodily injury of \$500,000 each person and \$1,000,000 each accident and coverage for property damage of \$1,000,000 each accident; and
- (d) Professional Liability Insurance covering errors and omissions in the amount of \$1,000,000 per each occurrence and \$1,000,000 in the general aggregate.

All policies shall be written by a company licensed to do business in the Commonwealth of Massachusetts with a minimum A.M. Best rating of A- VII. The Contractor shall maintain these required insurance coverages at all times during the Term. The Town shall be a certificate holder of such insurance coverage and shall be entitled to notice of any cancellation of the policies within thirty (30) days of the effective date of such cancellation. The coverages and limits are to be considered minimum requirements under this Agreement and in no way limit the liability of the Contractor.

ARTICLE 9: INDEMNIFICATION:

Notwithstanding the availability and policy limits of any insurance and to the greatest extent allowed by law, the Contractor shall defend, indemnify, and hold harmless the Town, its officers, employees, agents, and representatives, from and against any and all claims, liens, liabilities, judgments, costs, expenses, and direct and consequential damages, including reasonable attorney's fees, using the attorney of the Town's choosing, arising out of or in any way related to the acts or omissions of the Contractor, including but not limited to bodily injury, personal injury, or property damage. The Contractor further agrees to reimburse the Town for damage to the Town's property caused by the Contractor, its employees, agents, contractors, or materialmen. The foregoing express obligation of indemnification shall not be construed to negate or abridge any other obligation of indemnification running to the Town which would exist under applicable law. This paragraph shall survive the termination of this Agreement.

ARTICLE 10: RIGHT TO MATERIALS AND DATA:

Upon the expiration or the termination of this Agreement for any reason, all data, drawings, schematic designs, specifications, reports, estimates, summaries, and other work product which have been accumulated, developed or prepared by the Contractor (whether completed or in process) shall become the property of the Town and the Contractor shall immediately deliver or otherwise make available all such material to the Town in formats chosen by the Town.

ARTICLE 11: EFFECT OF FINAL PAYMENT:

The acceptance of final payment under this Agreement by the Contractor shall constitute a waiver of all claims by the Contractor arising under this Agreement.

ARTICLE 12: RELATIONSHIP OF THE PARTIES:

The Parties acknowledge and agree that the Contractor is an independent contractor and no employee or agent of the Contractor shall establish an employee/employer relationship with the Town or be entitled to receive any benefits from the Town. Nothing in this Agreement shall be construed to create a relationship between the Contractor and the Town of a partnership, association, or joint venture.

ARTICLE 13: APPLICABLE LAW:

The Contractor agrees to comply with all applicable local, state and federal laws, regulations and orders relating to the completion of this Agreement. This Agreement shall be construed and governed by the laws of the Commonwealth of Massachusetts. All disputes arising under or out of this Agreement will be brought in courts of competent jurisdiction located within the Commonwealth of Massachusetts.

ARTICLE 14: ASSIGNMENT:

The Contractor shall not make any assignment of this Agreement without the prior written approval of the Town.

ARTICLE 15: ENTIRE AGREEMENT; AMENDMENTS:

This Agreement constitutes the entire agreement between the Parties and supersedes any and all other agreements, written or oral, between the Parties. No change or modification of this Agreement shall be valid unless it is in writing and duly entered by both Parties.

ARTICLE 16: HEADINGS:

The paragraph headings in this Agreement are for convenience only and in no way define limit or describe the scope or intent of any provisions or sections of this Agreement.

ARTICLE 17: SEVERABILITY:

If any provision or portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect, and will in no way be affected, impaired or invalidated so long as the underlying intent of this Agreement can be maintained.

ARTICLE 18: CONFLICT OF INTEREST:

The Contractor's attention is called to M.G.L. c. 268A. The Contractor shall not act in collusion with any Town officer, agent, employee, or any party regarding this Agreement, nor shall the Contractor make gifts regarding this Agreement or any other matter in which the Town has a direct or substantial interest.

ARTICLE 19: CERTIFICATION AS TO PAYMENT OF TAXES:

Pursuant to M.G.L. c. 62C, § 49A, by signing this Agreement the Contractor certifies under penalties of perjury that it has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and Contractors, and withholding and remitting of child support.

ARTICLE 20: NOTICE:

Except as otherwise provided in this Agreement, any notices given under this Agreement shall be addressed as follows:

If to the Town:

Town of Dunstable
ATTN: Town Administrator
Email: jsilva@dunstable-ma.gov

If to the Contractor:

Longo Landscape Contractors
ATTN: Anthony Longo, Jr.
Email: anthony@longolc.com

Notice shall be deemed given: (a) two (2) business days after the date when it is deposited with the U.S. Post Office, if sent by U.S. first-class or certified mail; (b) one (1) business day after the date when it is deposited with an overnight courier, if next business day delivery is required; (c) upon the date personal delivery is made; or (d) upon the date when it is sent by email, if the sender receives reply email confirming such delivery has been successful and the sender mails a copy of such notice to the other Party by U.S. first-class mail on such date.

ARTICLE 21: EXECUTION IN COUNTERPARTS:

This Agreement may be simultaneously executed in several counterparts each of which shall be an original and all of which shall constitute but one and the same instrument.

[Signatures on next page].

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the day and year first above written.

Town of Dunstable

By: Jean Phelan
Name: Jean Phelan
Title: Chair, Parks Commission

Longo Landscape Contractors

By: Anthony Longo, Jr.
Name: Anthony Longo, Jr.
Title: President

Exhibits and Certificates

- A. Annual Fee Schedule
- B. Scope of Services
- C. Certificate of Non-Collusion
- D. Certificate of Tax Compliance
- E. SOMWBA Certification (if applicable)

Exhibit A

| Company | Year 1 | Year 2 | Year 3 |
|---|-----------------|-----------------|-----------------|
| Longo Landscape Contractors - Mowing | \$51,980 | \$51,980 | \$33,635 |

Exhibit B

Scope of Services

Mowing – Weekly and Biweekly

Activity Description. Mowing will be accomplished on a weekly basis from the last week in April (Larter) /first week in May all other areas, to last week in October/ first week in November to accommodate leaf cleanup in areas that need it, weekly not necessary after October 15.

Mowing height to be discussed in season. Lawn and bed edges, fence posts and any other areas needed must be line trimmed and paving to be blown off to maintain a neat appearance. Mowing patterns to be altered weekly to avoid ruts and tracks in the turf.

Weekly Activity Locations. Town Common, Larter Field, Dunstable Fields (Upper) and Babe Ruth ballfield, Town Hall and Police Department. Refer to figures for specific mowing areas.

Bi-weekly Locations. Shaw Conservation area, Library, Fire station (string trim small side area in front around perennials and mow/string trim small areas in back) and Lower Swallow Union.

String Trimming—Occasional

Activity Description. The vendor shall accomplish grass and weed cutting on a twice a year basis. Accomplish once in May and once in September/or October.

Activity Location. Dunstable Fields Upper Swallow Union Hill.

Planting beds

General information for all locations: mulch shall be dark pine or natural hemlock; no dyed mulches are permitted.

PARKS PROPERTIES

a. Activity Description:

- i. Spring Cleanup: Clean shrub and flower beds of debris, leaves, and dead plants. Weed, edge, prune dead wood and mulch beds. Approximate mulch needed 6 yards.
- ii. Fall Cleanup: Provide fall clean-up to remove accumulated leaves and landscape debris from beds.

b. Activity Location. Town Common including the Bandstand, Millstone, 5 trees in the front common area and Larter Field Entrance Sign.

GENERAL GOVERNMENT PROPERTIES

c. Activity Description:

- i. Spring Cleanup: Clean all shrub, tree, and mulched beds of leaves, and debris. Remove dead branches and wood from shrubs and trees. Cut Clethra down by one third to one half. Edge all previously edged beds, walkways, and curbing to produce a clean sharp edge. Mulch beds. Approximate mulch needed 9 yards. (No Mulch necessary on left side of Town Hall foundation beds where moss is growing)
- iv. Fall Cleanup: Provide fall clean-up to remove accumulated leaves and landscape debris from all finished lawn areas, beds, and parking areas. Remove annuals from memorial garden and cut back perennials. Remove all debris from site.

d. Activity Location. Town Hall (to include Memorial Garden, foundation beds, Clethra beds and granite post sign bed), Police Station & Library.

Exhibit C

Certificate of Non-Collusion

The undersigned certifies under penalty of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.



Signature of person signing bid or proposal

Anthony M. Longo, Jr.

Printed Name of person and title

Longo Landscape Contractors LLC.

Company name

6/29/23

Date

Attachment D

Revenue Enforcement and Protection Certification (REAP)

Pursuant to M.G.L. c. 62C, §49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, the company, corporation, partnership or entity named below is in compliance with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

ENTITY NAME: Longo Landscape Contractors LLC.

By: 

Authorized signature

6/29/23

Date

Anthony M. Longo, Jr.
Name of person signing above (type/print)

PO Box 372 Dunstable, MA 01827
Business address

978-846-3149
Telephone Number

Exhibit E

SOMWBA Certification

Date of Certification by State Office of Minority and Women Business Assistance (SOMWBA)

Authorized Signature

Date

Printed Name

TOWN OF DUNSTABLE
AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT (this “Agreement”) between the **Town of Dunstable**, a Massachusetts municipal corporation with a Massachusetts municipal corporation with a mailing address of 511 Main Street, Dunstable, Massachusetts 01827, acting by and through its Parks Commission (the “Town”), and Natural Matters Landscaping, a Massachusetts landscaping business with a mailing address of 174 Lowell Street, Dunstable, MA 01827 (the “Contractor”), is effective as of the 1st day of July, 2023 (the “Effective Date”). The Town and the Contractor are together the “Parties” and individually a “Party.” In consideration of the mutual covenants contained herein, the Parties agree as follows:

ARTICLE 1: SCOPE OF SERVICES:

The Town hereby retains the Contractor and the Contractor hereby agrees to provide professional planting bed maintenance and landscaping services for the Town as set forth in Exhibit A (the “Scope of Services”). The Contractor agrees that time is of the essence of this Agreement.

ARTICLE 2: PERFORMANCE STANDARD:

In the performance of the Services, the Contractor, and those it is responsible for, shall exercise the generally accepted professional standard of care ordinarily used by professionals performing a similar scope of services in the same geographic area on projects of comparable size and complexity. Substandard services shall be deemed a breach of this Agreement. By entering this Agreement, the Contractor represents to the Town that it has the skill, qualifications, experience, equipment, and workforce necessary to complete the Scope of Services.

ARTICLE 3: TERM

This Agreement shall commence on the Effective Date and continue until completion of the Scope of Services, or December 1, 2025, whichever occurs first (the “Term”), unless such term is extended by mutual agreement of the Parties.

ARTICLE 4: TERMINATION:

This Agreement may be terminated before the expiration of the Term as follows:

- (a) By mutual written agreement, duly entered by the Town and the Contractor, upon such terms and conditions as may be acceptable to the Parties at the time of termination; or
- (b) At any time, by the Town for convenience, in its sole and absolute discretion.

If this Agreement is terminated by the Town, the Contractor shall be entitled to compensation for services rendered up to the date of such termination.

ARTICLE 5: COMPENSATION:

- (a) The Town shall pay the Contractor the annual amounts described in Exhibit A.
- (b) The Town shall pay the Contractor within thirty (30) days after receipt of an invoice, and based upon a fee schedule mutually agreed to by both parties, however, the Town shall make no more than monthly payments based on services performed.
- (c) The Town shall not be obligated to pay more than Twenty-Two Thousand Seven Hundred Dollars (\$22,700) in the aggregate over the term of the contract for the Scope of Services.

ARTICLE 6: AVAILABILITY OF FUNDS:

The compensation provided by this Agreement is subject to the availability and appropriation of funds.

ARTICLE 7: CONTRACT DOCUMENTS:

The following documents form the entire contract between the Parties and all are as fully a part of this Agreement as if attached to hereto or repeated herein:

- (a) Annual Fee Schedule;
- (b) Scope of Services;
- (c) Certificate of Non-Collusion; and
- (d) Revenue Enforcement and Protection Certification.

In the event of conflicting provisions, those provisions most favorable to the Town shall govern.

ARTICLE 8: INSURANCE:

Prior to commencement of the Scope of Services, the Contractor shall provide to the Town Certificates of Insurance for the following insurance coverages:

- (a) Workmen's Compensation coverage as required by statute;
- (b) General Liability Insurance, \$1,000,000 minimum limits per occurrence and \$1,000,000 aggregate written on an occurrence basis, and listing the Town as an additional insured;
- (c) Comprehensive Automobile Liability Insurance with coverage for bodily injury of \$500,000 each person and \$1,000,000 each accident and coverage for property damage of \$1,000,000 each accident; and
- (d) Professional Liability Insurance covering errors and omissions in the amount of \$1,000,000 per each occurrence and \$1,000,000 in the general aggregate.

All policies shall be written by a company licensed to do business in the Commonwealth of Massachusetts with a minimum A.M. Best rating of A- VII. The Contractor shall maintain these required insurance coverages at all times during the Term. The Town shall be a certificate holder of such insurance coverage and shall be entitled to notice of any cancellation of the policies within thirty (30) days of the effective date of such cancellation. The coverages and limits are to be considered minimum requirements under this Agreement and in no way limit the liability of the Contractor.

ARTICLE 9: INDEMNIFICATION:

Notwithstanding the availability and policy limits of any insurance and to the greatest extent allowed by law, the Contractor shall defend, indemnify, and hold harmless the Town, its officers, employees, agents, and representatives, from and against any and all claims, liens, liabilities, judgments, costs, expenses, and direct and consequential damages, including reasonable attorney's fees, using the attorney of the Town's choosing, arising out of or in any way related to the acts or omissions of the Contractor, including but not limited to bodily injury, personal injury, or property damage. The Contractor further agrees to reimburse the Town for damage to the Town's property caused by the Contractor, its employees, agents, contractors, or materialmen. The foregoing express obligation of indemnification shall not be construed to negate or abridge any other obligation of indemnification running to the Town which would exist under applicable law. This paragraph shall survive the termination of this Agreement.

ARTICLE 10: RIGHT TO MATERIALS AND DATA:

Upon the expiration or the termination of this Agreement for any reason, all data, drawings, schematic designs, specifications, reports, estimates, summaries, and other work product which have been accumulated, developed or prepared by the Contractor (whether completed or in process) shall become the property of the Town and the Contractor shall immediately deliver or otherwise make available all such material to the Town in formats chosen by the Town.

ARTICLE 11: EFFECT OF FINAL PAYMENT:

The acceptance of final payment under this Agreement by the Contractor shall constitute a waiver of all claims by the Contractor arising under this Agreement.

ARTICLE 12: RELATIONSHIP OF THE PARTIES:

The Parties acknowledge and agree that the Contractor is an independent contractor and no employee or agent of the Contractor shall establish an employee/employer relationship with the Town or be entitled to receive any benefits from the Town. Nothing in this Agreement shall be construed to create a relationship between the Contractor and the Town of a partnership, association, or joint venture.

ARTICLE 13: APPLICABLE LAW:

The Contractor agrees to comply with all applicable local, state and federal laws, regulations and orders relating to the completion of this Agreement. This Agreement shall be construed and governed by the laws of the Commonwealth of Massachusetts. All disputes arising under or out of this Agreement will be brought in courts of competent jurisdiction located within the Commonwealth of Massachusetts.

ARTICLE 14: ASSIGNMENT:

The Contractor shall not make any assignment of this Agreement without the prior written approval of the Town.

ARTICLE 15: ENTIRE AGREEMENT; AMENDMENTS:

This Agreement constitutes the entire agreement between the Parties and supersedes any and all other agreements, written or oral, between the Parties. No change or modification of this Agreement shall be valid unless it is in writing and duly entered by both Parties.

ARTICLE 16: HEADINGS:

The paragraph headings in this Agreement are for convenience only and in no way define limit or describe the scope or intent of any provisions or sections of this Agreement.

ARTICLE 17: SEVERABILITY:

If any provision or portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect, and will in no way be affected, impaired or invalidated so long as the underlying intent of this Agreement can be maintained.

ARTICLE 18: CONFLICT OF INTEREST:

The Contractor's attention is called to M.G.L. c. 268A. The Contractor shall not act in collusion with any Town officer, agent, employee, or any party regarding this Agreement, nor shall the Contractor make gifts regarding this Agreement or any other matter in which the Town has a direct or substantial interest.

ARTICLE 19: CERTIFICATION AS TO PAYMENT OF TAXES:

Pursuant to M.G.L. c. 62C, § 49A, by signing this Agreement the Contractor certifies under penalties of perjury that it has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and Contractors, and withholding and remitting of child support.

ARTICLE 20: NOTICE:

Except as otherwise provided in this Agreement, any notices given under this Agreement shall be addressed as follows:

If to the Town:

Town of Dunstable
ATTN: Town Administrator
Email: jsilva@dunstable-ma.gov

If to the Contractor:

Natural Matters Landscaping
ATTN: Carolyn Hernandez
Email: naturalmattersl@gmail.com

Notice shall be deemed given: (a) two (2) business days after the date when it is deposited with the U.S. Post Office, if sent by U.S. first-class or certified mail; (b) one (1) business day after the date when it is deposited with an overnight courier, if next business day delivery is required; (c) upon the date personal delivery is made; or (d) upon the date when it is sent by email, if the sender receives reply email confirming such delivery has been successful and the sender mails a copy of such notice to the other Party by U.S. first-class mail on such date.

ARTICLE 21: EXECUTION IN COUNTERPARTS:

This Agreement may be simultaneously executed in several counterparts each of which shall be an original and all of which shall constitute but one and the same instrument.

[Signatures on next page].

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the day and year first above written.

Town of Dunstable

By: Jean Phelan
Name: Jean Phelan
Title: Chair, Parks Commission

Natural Matters Landscaping

By: Carolyn Hernandez
Name: Carolyn Hernandez
Title: Owner

Exhibits and Certificates

- A. Annual Fee Schedule
- B. Scope of Services
- C. Certificate of Non-Collusion
- D. Certificate of Tax Compliance
- E. SOMWBA Certification (if applicable)

Exhibit A

| Company | Year 1 | Year 2 | Year 3 |
|---|----------------|----------------|----------------|
| Natural Matters Landscaping - Planting Bed Maintenance and Landscaping | \$9,400 | \$8,300 | \$5,000 |

Exhibit B

Scope of Services

PLANTING BED MAINTENANCE/LANDSCAPING

PLANTING BED MAINTENANCE

PARKS PROPERTIES

a. Activity Description.

i. Spring-Weed all beds, prune shrubs and trees as needed, dead branches, hydrangea blooms and wood to shape, etc.

ii. Summer Maintenance: Conduct weeding monthly.

b. Activity Location. Town Common including the Bandstand, Millstone, 5 trees in the front Common area and Larter Field Entrance Sign.

GENERAL GOVERNMENT PROPERTIES

a. Activity Description:

i. Weed all beds, remove all root possible from invasive weed in Memorial Garden and foundation area to right of entry door. Remove dead branches and wood from shrubs and trees. Remove (not cut) volunteer trees, bittersweet and multi flora rose in foundation beds and Clethra beds.

ii. Town Hall Memorial Flower Bed: Plant 48, 6-inch pots, or 100-quart size pots of red, white, and blue petunias not later than May 20. Water as needed.

iii. Summer Maintenance: Conduct weeding monthly. Prune trees and shrubs as needed.

b. Activity Location: Town Hall (to include Memorial Garden, foundation beds, Clethra beds and granite post sign bed), Police Station Library.

Exhibit C

Certificate of Non-Collusion

The undersigned certifies under penalty of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.

Carolyn Hernandez

Signature of person signing bid or proposal

Carolyn Hernandez

Printed Name of person and title

Natural Matters Landscaping

Company name

June 27, 2023

Date

Attachment D

Revenue Enforcement and Protection Certification (REAP)

Pursuant to M.G.L. c. 62C, §49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, the company, corporation, partnership or entity named below is in compliance with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

ENTITY NAME: Natural Matters Landscaping

By: Carolyn Hernandez

Authorized signature

6/27/23

Date

Carolyn Hernandez

Name of person signing above (type/print)

174 Lowell St., 01827

Business address

(978) 857-9251

Telephone Number

Exhibit E

SOMWBA Certification

Date of Certification by State Office of Minority and Women Business Assistance (SOMWBA)

Authorized Signature

Date

Printed Name

ADDENDA ACKNOWLEDGMENT
Invitation for Bids - Mowing, Landscaping, and Field Maintenance Services

The bidder or proposer must complete and sign this form and submit it with each bid.

PROJECT NAME: _____

Addendum Number(s) (Can be listed on one line or separate lines):

The undersigned hereby acknowledges receipt of the addenda listed above and has taken the information contained therein into full consideration in the formulation of each bid. Failure to acknowledge receipt of each addendum may be cause for rejection of the Bid.

Company Name: _____

Printed Name: _____

Title: _____

Signature: _____ Date: _____