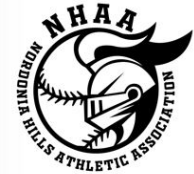




Welcome to the Official Home of the NHAA Knights!

NORDONIA HILLS ATHLETIC ASSOCIATION

Baseball and Softball Leagues



Field Maintenance Bid Form Bid Opening: January 21, 2024

Organization Information:

Name: Nordonia Hills Athletic Association
Address: P.O. Box 111,
Address: Northfield, Ohio 44067
Email: Playnhaa1@gmail.com
Phone: 330-352-2190

Contractor Information:

Company: _____
Address: _____
Address: _____
Phone: _____
Email: _____
Insurance: Please attached copy of Business Insurance with Formal Bid Response.

Project Name: NHAA 2024 Field Maintenance **Completion Date:** 03/01/24 via email.

Contract Conditions.

Sealed Proposals: All Proposals must be received by the above date to the above email. All Proposals will be publicly reviewed, content verified, and voted upon by the Nordonia Hills Athletic Association (“NHAA”) Board of Trustees. The winning contractor will be notified no later than three (3) weeks after the above stated “Completion Date.”

Examination: Contractor shall carefully examine the listed fields sites to obtain first-hand knowledge of existing conditions. Successful contractor(s) will not be given extra payments for conditions, which can be determined by examining the sites.

Questions: Submit all questions in relation to the bid to the above email at least five (5) days before proposals are due. Replies will be issued to all contractors thru email.

Subcontractors: Contractors must list all sub-contractors. Contractors will have full responsibility for their sub-contractor(s) and they must be approved by Owner before they perform any work.

Modification and Withdrawal: Contractor may not modify proposals after submission. Contractor may withdraw proposals at any time but may not resubmit them. No proposal may be withdrawn or modified after the opening except where the award of the contract has been delayed for 30 days.

Payment: Invoices shall be submitted and in no case will invoices be paid prior to completion of the work for which invoiced.

Contract Conditions continued on next page.

Contract Conditions (cont'd).

Equipment, Employees and Supplies: Toro machine to drag fields, trailer, chalk machine, and template for batter’s box will be provided by NHAA. Contractor will review and inspect machine with Melinda Malyuk, NHAA President, Mike Graham, VP of Grounds and Brian James, Board Member, before the season and to sign off on the condition of equipment on-site prior to the season and again after the season. NHAA will also provide field chalk at no cost to the Contractor.

1. Contractor must provide a list of all employee operator's that will handle equipment provided by NHAA.
2. List of staffing required for the execution of this proposal.
3. Years in business.
4. References, especially of similar jobs will be accepted with bids if available.

Taxes: NHAA is a tax-exempt organization.

Scope of Contract Work.

1. **Initial Prep:** includes filling, leveling, and grooming the fields to prepare for them for the season. Start/End: late-March through mid-April.
2. **Practice Prep:** includes dragging the fields to prepare for practices, typically, 1-2 times per week. Start/End: mid-April through mid-May.
3. **Game Prep:** includes dragging and lining (1st and 3rd base lines, and batter’s box on both sides of home plate; pitcher’s circle for Softball games) the fields to prepare for games, typically, M-F (possible Saturdays if high registration numbers), and occasionally weekends to prepare for events (i.e., All-Stars, Championships, Division Days). Start/End: mid-May through mid-July.

The following is a list of fields that NHAA expects to utilize this season. NHAA reserves the right to update this list as needed based on registration numbers and field availability.

Field(s)	City	# of Fields
Sagamore Hills Park	Sagamore	5
Northfield Elementary	Northfield	1
Nordonia Middle School	Northfield	1
Ledgeview Elementary	Northfield	1
Smith Park	Northfield Village	1
Magnolia Park	Northfield Village	1
Lee Eaton	Northfield Village	2

Company Proposal.

_____(Company) agrees to each specification in the NHAA Field Maintenance Bid, presented by NHAA, and offers a bid of: \$_____ (Dollars) per week for services rendered. It is further understood that payment for services will be monthly. Invoices are paid upon receipt.

In submitting this proposal, I agree:

1. To hold my proposal open until 45 days after proposal date.
2. To accept all provisions of the Instructions of Contractors.
3. To execute a contract if awarded, on the basis of this proposal.
4. To accomplish the work in accordance with the Contract Conditions.

Submitted by:

Printed Name (Company Representative)

Signature (Company Representative)

Date

Organization Acceptance.

Nordonia Hills Athletic Association (“NHAA”), hereby accepts the above scope of work, proposed to be completed by _____ (Company) for the above contract conditions and scope of contract work. NHAA will provide payment for services under the terms agreed upon in the “Company Proposal” section. The conditions and contents of this bid form are hereby accepted this _____ day of _____, 2024.

Accepted by:

Printed Name and Title of NHAA Officer

Signature (NHAA Authorized Representative)

Date