

SCOPE OF WORK

PART I – PARKS

A. Erickson Park – 605 Columbia Street

1. Mowing/Weed Control:

- Maintain year-round; mow April–October at least bi-weekly.
- Mulch grass when possible; bag and dump on-site if needed.
- Weed whack/trim around all edges, structures, fences, courts, sidewalks, trees and tree stumps during each mowing cycle to remove excess vegetation, invasive plants, weeds, and blackberries.

2. Garden Bed Maintenance (near Columbia Street):

- Remove excess vegetation and invasive plants.
- Use mechanical and hand-pulling methods.
- Trim trees/shrubs for health and appearance.

3. Debris Clean-Up:

- Blow off all hard surface areas, pathways, courts, sidewalks, trails and structures.

4. Additional Projects (as needed):

- Prune or remove trees and low-hanging branches for safety and aesthetics.
- Maintain tree branches at a minimum height of 8 feet above ground in all park areas.

** Contractors using herbicide must be properly certified.*

B. Strong Park & Waterfront Trail – 67 Division Street / 425 2nd Street

1. Mowing/Weed Control:

- Same standards as Erickson Park.

2. Debris Clean-Up:

- Same standards as Erickson Park.

3. Additional Projects (as needed):

- Same standards as Erickson Park.

C. Queen Sally Park & Pioneer Center Stairs – 135 Columbia Street*

1. Mowing/Weed Control:

- Maintain year-round; mow April–October at least bi-monthly.
- Trim bushes as needed.
- Increased hillside maintenance in spring (Pioneer Center Hillside).

D. Pocket Park – 325 2nd Street

1. Mowing/Weed Control:

- Maintain year-round; mow April–October at least bi-monthly.

PART II – TOWN STREETS & RIGHTS-OF-WAY

Performed one to two times per year or as directed by the Town.

1. Douglas Street – Trim limbs and weed-whack/brush mow 3 ft. on both sides.
2. Columbia Street (Alder to Jacobson) – Weed-whack/brush mow 3 ft. on both sides.
3. *Greenwood to SR4 – Weed-whack/brush mow entire area to property line.
4. SR4 (Greenwood to Messinger Hill*) – Weed-whack/brush mow 3 ft. on both sides, extending 30 ft. up Messinger Hill and towards Elochoman Valley Road.
5. SR409/Front Street (Columbia St. to Puget Island Bridge) – Same as above.
6. Welcome Signs (near Messinger & N. Jacobson*) – Weed-whack/brush mow 10 ft. around signs.
7. Remove volunteer trees, prune decorative plants, and control blackberries in the above areas.

PROPERTY BOUNDARIES

- **Strong Park:** Maintain below area in Strong Park and along trails in Waterfront.



- **Pioneer Center Stairs:** Maintenance area extends beyond stairs to the top of the walking path, 3 feet on either side.



- **Queen Sally Park:** Extends to propane tank at north corner of property and eastward in line with steel pipe fencing.



- **Welcome Sign (N. Jacobson):** Weed-whack/brush mow 10 ft. around signs.



- **SR4/Greenwood Intersection:** Weed-whack/brush mow entire area to property line.



- **SR4 (Messinger Hill):** Weed-whack/brush mow 3 ft. on both sides, extending 30-feet up Messinger Hill and towards Elochoman Valley Road.



Attachment I
COST PROPOSAL & SIGNATURE SHEET

**Contractors must have a valid Washington State Business License
at the time of Proposal submittal as required by State Law.**

Proposal of: _____

Address: _____

Date: _____

TO: Town of Cathlamet_____

Proposer offers to provide the following services according to the scope of work contained herein:

DESCRIPTION				
The Town of Cathlamet is soliciting sealed proposals from qualified contractors for lawn, park, and streets maintenance services across various locations throughout the Town. The selected contractor will perform routine mowing, trimming, weed control, debris removal, and other maintenance activities, as outlined in the Scope of Work. The successful firm shall furnish all labor, materials, tools, and equipment needed to complete the work. Quote Proposal shall be based on work frequency established in the Scope of Work. Proposer may make quote based upon per job, lump sum, per hour or other unit specified by proposer.				
PART I - PARKS				
ITEM	QTY	UNIT		PRICE
A1			Erickson Park - Mowing/Weed Control	
A2			Erickson Park - Garden Bed near Columbia Street	
A3			Erickson Park - Debris Clean-up	
A4			Erickson Park - Additional Projects	
B1			Strong Park/WF - Mowing/Weed Whacking	
B2			Strong Park/WF - Debris and Excess Vegetation Control	
B3			Strong Park/WF - Excess Brush Control	
C1			Queen Sally - Weed Control (Pioneer Center Hillside)	
D1			Pocket Park - Mowing/Weed Control	
PART II – TOWN STREETS & RIGHT-OF-WAY				
ITEM	QTY	UNIT		PRICE
1			Douglas Street	
2			Columbia Street (Alder to Jacobson)	
3			Greenwood to SR4	
4			SR4 (Greenwood to Messinger Hill)	
5			SR409/Front Street (Columbia St. to Island Bridge)	
6			Welcome Signs (near Messinger & N. Jacobson)	
7			Pruning and additional vegetation maintenance	

Payment terms will be net 30 days from receipt of completed invoice.

This proposal shall remain valid for at least forty-five (45) days from the latest published RFP closing date.

The Town of Cathlamet intends to award this contract within 30 to 45 days, pending approval of the Town Council.

_____ has received, reviewed, and agrees to

Addendum (addenda's) _____, _____, and _____.

The Proposer is hereby advised that by signing this signature sheet he/she is deemed to have acknowledged all requirements contained herein.

The terms and conditions of this proposal are agreed to on this _____ day of _____, 2025.

BY:

Signature

Print Name/Title

Phone Number

Email Address