

Seasonal Contract Pricing

RFP HPM-G27, Summer Grounds Maintenance, Three Commercial Sites, 2027 Season

Prepared for	Halden Property Management Inc., for its Ashgrove Falls portfolio
Sites	Quarry Lane Plaza, 1450 Quarry Lane; Millrace Business Centre, 40 Millrace Drive; Kiln Street Medical Building, 233 Kiln Street. All three are in Ashgrove Falls, Ontario, and are the sites of the winter contract. The takeoff is on page 2.
Bidder	Kestrel Sitework Ltd. Everything is prepared in your company's name.
Closing	Friday, March 12, 2027, at 4:00 p.m., by email to the property manager. Prices are held for the whole season.
Documents used	RFP HPM-G27 (18 pages, issued February 22, 2027); the Appendix B site plans, one sheet for each site; Schedule A, the seasonal price form; and Schedule B, the rate form.
Season	May 1 to October 31, 2027, with a spring cleanup in late April and leaf cleanups into November. Each site has its own level of service, set out on page 2.
Pricing basis	One seasonal price for each site, covering the visits on page 3. The per-visit and hourly rates the property manager asks for, to compare bids and to price extra work, are on page 5.
Rates used	Your own crew and equipment rates, and your suppliers' prices for mulch, fertilizer and seed. Overhead of 20 percent (insurance included) and margin of 12 percent are your usual figures, applied in that order.
Worth bidding?	Yes, for your company. You already hold the winter contract on these three sites, so one crew, one route and one property manager carry through the year. The medical building needs more than the other two: work near its entrances outside clinic hours, walks kept clear of clippings, and hazard calls answered within 4 hours. Each of those is priced as visits or hours. We expect five to eight bidders.
Currency	Canadian dollars. HST is extra and shown separately.
Package date	March 5, 2027. Mulch, fertilizer and seed are at your suppliers' prices of March 3.

The Two Numbers

ACCURATE PRICE
Your cost

\$25,400 + HST

What a full summer on these three sites costs your company, including overhead at 20 percent and margin at 12 percent (see the summary below). The likely range is \$24,500 to \$26,500.

**SUGGESTED
WINNING NUMBER**
The winner

\$24,100 + HST

The price we think wins this portfolio against the bidders we expect, based on what grounds contracts for similar sites in this area are being awarded at. At this price the season still earns about 6 percent over your overhead. It is a market estimate, not a promise. You decide the price you submit.

Portfolio Summary, per Season

Site	Turf, m2	Beds, m2	Your cost	The winner
1. Quarry Lane Plaza, retail plaza, 14 units	2,400	320	\$11,100	\$10,500
2. Millrace Business Centre, two-storey office	3,800	240	\$7,300	\$6,900
3. Kiln Street Medical Building, medical office, open Saturdays	1,500	180	\$7,000	\$6,700
Portfolio, per season, before HST	7,700	740	\$25,400	\$24,100

Your cost is built up site by site on page 5, from the cost of each visit on page 4. The winner is about 95 percent of your cost for each site, rounded to the nearest hundred dollars. Page 6 shows the year with the winter contract added.

Site-by-Site Takeoff

Measured from the Appendix B site plans, one sheet for each site, and checked against your photos of March 1. Site 1 is Quarry Lane Plaza at 1450 Quarry Lane; Site 2 is Millrace Business Centre at 40 Millrace Drive; Site 3 is Kiln Street Medical Building at 233 Kiln Street.

Item	Site 1	Site 2	Site 3	Source
Turf, mowed and trimmed, m2	2,400	3,800	1,500	Site plans B-1 to B-3
Shrub and planting beds, m2	320	240	180	Site plans B-1 to B-3
Turf edges along curbs and walks, edged, m	520	380	240	Site plans B-1 to B-3
Trimming along beds, walls, posts and fences, m	300	260	180	Site plans; your photos
Walks and entrance aprons, blown clean, m2	615	405	360	Site plans B-1 to B-3
Parking lot, litter picked, m2	9,600	0	3,600	RFP section 3.4

[Shown in square metres. On a real job we use square metres, square feet or acres, whichever you work in.]

Service Levels, Site by Site

The RFP sets a different level of service for each site (section 4). Every site gets the same spring and fall work: one spring cleanup, two leaf cleanups, core aeration, two fertilizer applications and overseeding of thin turf.

Service the RFP asks for	Site 1, plaza	Site 2, office	Site 3, medical
Mowing	Weekly, cut at 8 cm	Every 10 days, cut at 8 cm	Weekly, cut at 8 cm
Trimming and blowing	Every visit	Every visit	Every visit; walks and ramps kept clear of clippings
Edging curbs and walks	Every second visit	Every third visit	Every second visit
Litter	Landscaped areas and the parking lot, every visit	Landscaped areas, every visit	Landscaped areas and the parking lot, every visit
Bed care	Weeded every 2 weeks; pruned twice	Weeded monthly; pruned once	Weeded every 2 weeks; pruned twice
Hours of work	Any time; lot litter before 9:00 a.m.	Any weekday	Near entrances before 8:00 a.m. or after 6:00 p.m., Monday to Saturday
Hazards	Next visit	Next visit	Debris, branches or glass cleared within 4 hours of a call

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The Season

The seasonal price is based on the visits below. Municipal programs in this part of Ontario make their first cut in late April or early May and their last at the end of October, cutting their best-kept areas every 5 to 8 working days and the rest every 7 to 16. Extra visits the property manager orders are billed at the rates on page 5.

Per season	Site 1	Site 2	Site 3	Basis
Mowing visits	24	18	24	26 weeks from May 1 to October 31, less 2 for dry spells and holidays; the office every 10 days.
Edging	12	6	12	Every second or third visit, as page 2 sets out.
Bed weeding	12	6	12	Every 2 weeks at the plaza and the medical building; monthly at the office.
Shrub pruning	2	1	2	Early summer and early fall; once at the office.
Leaf cleanups	2	2	2	Late October and mid-November.
Spring cleanup, aeration, mulch, overseeding	1 each	1 each	1 each	Spring cleanup in late April; aeration and overseeding in September; mulch topped up in May.
Fertilizer applications	2	2	2	Spring and fall, plain fertilizer.
Hazard calls	0	0	4	Site 3 only: an allowance of 4 calls in a season.

Production Rates and Materials

Your rates, listed so you can check every hour on page 4.

Item	Rate	Basis
36 in walk-behind mower	2,100 m2 per hour	Sites 1 and 3: islands and small lawns.
52 in riding mower	5,300 m2 per hour	Site 2: open lawns.
Trimming	450 m per worker-hour	Along beds, walls, posts and fences.
Edging curbs and walks	2,700 m per worker-hour	Stick edger.
Blowing walks	2,300 m2 per worker-hour	Backpack blower.
Litter, landscaped areas / parking lot	3,700 / 7,400 m2 per worker-hour	Picked every visit where page 2 says so.
Bed weeding / pruning	550 / 280 m2 of bed per worker-hour	Maintained beds, by hand; no cosmetic pesticides.
Spring cleanup / leaves on turf	1,000 / 1,200 m2 per worker-hour	Your crews' records from last year.
Core aeration / fertilizer / overseeding	2,500 / 4,000 / 1,500 m2 per worker-hour	Walk-behind aerator; push spreader.
Mulch, hand spread	1.9 m3 per worker-hour	A 50 mm top-up.
Travel and setup	0.25 hour per worker per site visit	Crews of two; three sites on one route.
Crew rate	\$45 per worker-hour	Labour \$31 with payroll costs, plus equipment, truck and fuel \$14.
Materials	Mulch \$60 a m3; fertilizer \$3.50 a kg; seed \$13.33 a kg	Fertilizer at 2.0 kg per 100 m2; seed at 1.5 kg per 100 m2 on a tenth of the turf.

Season Risk

Summer weather moves the visit count less than winter does, but it still moves it. A wet spring delays the first cuts and then speeds growth; a hot, dry July and August slows it. The seasonal price carries the visits above. If the property manager wants every extra cut included, add about \$279 for each extra mowing visit at the plaza, \$186 at the office and \$164 at the medical building (Schedule B).

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Cost per Visit, Site by Site

Your rates applied to the areas on page 2 and the rates on page 3. The season on page 5 is built from these costs.

Mowing visit, worker-hours	Site 1	Site 2	Site 3
Mow	1.14	0.72	0.71
Trim	0.67	0.58	0.40
Blow walks	0.27	0.18	0.16
Litter, landscaped areas	0.74	1.09	0.45
Litter, parking lot	1.30		0.49
Travel	0.50	0.50	0.50
Worker-hours per visit	4.62	3.07	2.71
Cost per mowing visit, at \$45 a worker-hour	\$207.90	\$138.15	\$121.95

Each figure is the worker-hours at \$45, plus the materials in the table that follows it.

Other work, cost each time	Site 1	Site 2	Site 3
Edging	0.19 h, \$8.55	0.14 h, \$6.30	0.09 h, \$4.05
Bed weeding	0.58 h, \$26.10	0.44 h, \$19.80	0.33 h, \$14.85
Shrub pruning	1.14 h, \$51.30	0.86 h, \$38.70	0.64 h, \$28.80
Mulch top-up	8.42 h, \$1,338.90	6.32 h, \$1,004.40	4.74 h, \$753.30
Spring cleanup	4.31 h, \$193.95	5.34 h, \$240.30	2.80 h, \$126.00
Leaf cleanup	3.35 h, \$190.75	4.29 h, \$233.05	2.24 h, \$140.80
Core aeration	1.21 h, \$54.45	1.77 h, \$79.65	0.85 h, \$38.25
Fertilizer application	0.85 h, \$206.25	1.20 h, \$320.00	0.63 h, \$133.35
Overseeding	0.16 h, \$55.19	0.25 h, \$87.23	0.10 h, \$34.49
Hazard call			1.50 h, \$67.50
Materials in the costs above	Site 1	Site 2	Site 3
Mulch, 50 mm top-up, at \$60 a m3	16.00 m3, \$960.00	12.00 m3, \$720.00	9.00 m3, \$540.00
Fertilizer, each application, at \$3.50 a kg	48.00 kg, \$168.00	76.00 kg, \$266.00	30.00 kg, \$105.00
Grass seed, at \$13.33 a kg	3.60 kg, \$47.99	5.70 kg, \$75.98	2.25 kg, \$29.99
Yard waste, each leaf cleanup	\$40.00	\$40.00	\$40.00

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The Season, Site by Site

The number of each visit for each site from page 3, times its cost from page 4, with overhead and margin added in the order you use.

Item	Site 1	Site 2	Site 3
Mowing visits, at the cost per visit on page 4	\$4,989.60	\$2,486.70	\$2,926.80
Edging	\$102.60	\$37.80	\$48.60
Bed weeding	\$313.20	\$118.80	\$178.20
Shrub pruning	\$102.60	\$38.70	\$57.60
Mulch top-up	\$1,338.90	\$1,004.40	\$753.30
Spring cleanup	\$193.95	\$240.30	\$126.00
Leaf cleanup	\$381.50	\$466.10	\$281.60
Core aeration	\$54.45	\$79.65	\$38.25
Fertilizer application	\$412.50	\$640.00	\$266.70
Overseeding	\$55.19	\$87.23	\$34.49
Hazard call			\$270.00
Allowance: start-up walk with the property manager, irrigation heads flagged, photo record, end-of-season report	\$350.00	\$250.00	\$250.00
Cost of the season	\$8,294.49	\$5,449.68	\$5,231.54
Overhead, 20 percent	\$1,658.90	\$1,089.94	\$1,046.31
Margin, 12 percent	\$1,194.41	\$784.75	\$753.34
Rounding to the seasonal price	(\$47.80)	(\$24.37)	(\$31.19)
YOUR COST, per season, before HST	\$11,100	\$7,300	\$7,000
The winner, per season, before HST	\$10,500	\$6,900	\$6,700

The Price Forms, as Completed

Filled in at the winning number. At your cost, the same lines would read \$11,100, \$7,300 and \$7,000, or \$25,400 for the portfolio.

Schedule A, seasonal price	Site 1	Site 2	Site 3	Portfolio
May 1 to October 31, 2027, with the spring and leaf cleanups, before HST	\$10,500	\$6,900	\$6,700	\$24,100

Each rate is its cost on page 4, or the crew rate on page 3, plus overhead and margin, rounded to the dollar.

Schedule B, rates for extra work, on written order	Site 1	Site 2	Site 3
Per extra mowing visit	\$279	\$186	\$164
Per extra leaf cleanup	\$256	\$313	\$189
Labour, per worker, per hour	\$42	\$42	\$42
Crew of two with truck and equipment, per hour	\$121	\$121	\$121

The Year, Together

Many property managers ask for one annual price. These sites are already on your winter contract, so here are the two seasons together. Some contracts bill each season over its own six months instead; the totals are the same.

At the winning numbers, before HST	Site 1	Site 2	Site 3	Portfolio
Summer, this package	\$10,500	\$6,900	\$6,700	\$24,100
Winter, from the winter package on these sites	\$22,500	\$14,500	\$14,100	\$51,100
The year	\$33,000	\$21,400	\$20,800	\$75,200
Billed in 12 equal monthly payments	\$2,750.00	\$1,783.33	\$1,733.33	\$6,266.67

Clarifications

What the RFP asks for, and what the prices include.

1. The RFP asks for weed control in the turf. The prices control turf weeds by mowing height, fertilizing and overseeding, with no cosmetic pesticides. Weeds in beds and in paving joints are pulled by hand or treated with products on Ontario's allowable list.
2. The RFP asks for each site's level of service as set out on page 2. The prices include it, with the medical building's work near its entrances outside clinic hours and its 4 hazard calls.
3. The RFP asks for litter pickup in the parking lots of the plaza and the medical building. The prices include picking litter by hand at every visit. Sweeping the lots is not included.
4. The RFP asks for irrigation to be flagged where heads are damaged. Repairs, start-up and shutdown are not in the seasonal prices; they are extra work at the Schedule B rates.
5. The RFP asks for trees to be kept clear of walks. Pruning within reach from the ground is included. Work above 2.5 m, and anything that needs an arborist, is not.
6. Spring turf repair along salted walks, and the spring sweep of salt at the entrances, are in your winter contract, so they are not priced twice here.
7. The RFP asks for \$5,000,000 in general liability insurance, with the property manager named as an additional insured. The certificate goes in with the bid, and its cost is in your overhead.

Firm-Up Stage

One firm-up pass is included. Before you send the forms, the mulch, fertilizer and seed prices are checked against your suppliers' written quotes, and the visit counts against your own records from last season. Mowing visits make up about 55 percent of the cost of the season, so the mowing rates get a second look.

Submission Checklist

Item	Status	Who
Schedule A, seasonal price per site, signed	Prepared	Your signature
Schedule B, rates for extra work	Prepared	Review
Certificate of insurance, \$5,000,000 general liability, the property manager named as additional insured	Requested from your broker	Attach
WSIB clearance certificate	Download on March 10	Attach
References, three commercial sites, the last two seasons	Listed from your records	Confirm
Crew and equipment list, and the plan for a breakdown during the season	Prepared	Review
Email to the property manager before 4:00 p.m., March 12, with the RFP number in the subject	Prepared	Send

What You Hand the Property Manager

Schedule A and Schedule B, with the certificates and references listed above, all in your name and ready to send. Nothing on them identifies anyone but you. The takeoff, production rates, visit counts and the two numbers are for you only and stay on your side of the table. A spreadsheet of the site pricing, numbers only, comes with this package.

[All names, quantities, rates, and prices in this document are fictional and shown to illustrate the format and content of a Seasonal Contract Pricing package. Any resemblance to a real property, company, or request for proposals is coincidental.]