



TOWN OF WESTFORD
CONSERVATION COMMISSION
TOWN HALL
55 Main Street
Westford, Massachusetts 01886

BID NOTICE
REQUEST FOR PROPOSALS
TO MANAGE A FRUIT ORCHARD AND OPERATE A FARM STAND
AND PICK YOUR OWN APPLES OPERATION
OWNED BY TOWN OF WESTFORD

The Town of Westford, Massachusetts invites proposals to manage and harvest approximately twenty (20) acres of fruit orchard and to operate an associated farm stand and pick your own apples activity. The orchard is located off of Chamberlin and Hunt Roads and is comprised of approximately 1500 trees consisting of apple, peach, pear, plum, nectarine and apricot varieties.

It is the desire of the community to establish a long-term maintenance contract that provides for the proper maintenance of the orchard, the operation of the farm stand, and pick your own apples activity and for the preservation of the historical and agricultural aesthetics of the land. The term of the agreement will be three years, from March 31, 2015 through March 30, 2018.

The request for proposals (RFP) may be obtained at the Conservation Commission Office, Town Hall, 55 Main St., Westford, MA beginning December 17, 2014 until noon on January 20, 2015

The Town reserves the right to waive informalities in the proposals, and to reject any proposal, or all proposals, if it is determined that such rejection is in the best interest of the Town. Any and all questions must be made in writing and be hand delivered or mailed to the Conservation Commission office at the address listed above or faxed to 978-399-2732, and in any case received at the Commission's office no later than Noon on Wednesday, January 7, 2015. If and when deemed necessary or appropriate by the Town, the Town will respond to written questions in the form of written addenda to the RFP, receipt of which addenda must be acknowledged by offerors where indicated in the Form of Price Proposal that is attached to the RFP. Offerors may rely only on answers (to questions) that have been issued by the Town in the form of written addenda. Proposals will be evaluated by the members of the Conservation Commission, the Westford Conservation/Resource Planner and Westford Director of Land Use Management. The Town Manager will approve any contract for managing the orchard and operating the farm stand and pick your own apples operation. Sealed bids and proposals must be submitted no later than 12:00 Noon on Tuesday, January 20, 2015 to the Conservation Commission, Town Hall, 55 Main Street, Westford, Massachusetts 01886 (978-692-5524). The non-price and price proposals will be opened simultaneously at 12:30 P.M. on January 20, 2015 at the Main Meeting Room of Town Hall, 55 Main St., Westford, MA.