

**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 Town to establish an agreement 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 the spring of 2015 through March 30, 2018.

The request for proposals (RFP) may be obtained at the Conservation Commission Office, Town Hall, 55 Main Street, Westford, MA 01886 (Telephone: 978-692-5524) beginning Thursday, February 19, 2015 until noon on Tuesday March 24, 2015. It will also be available on the Town's website as of Thursday, February 19, 2015 at the following address:  
[http://westfordma.gov/Pages/Government/WestfordMA\\_Procurement/list](http://westfordma.gov/Pages/Government/WestfordMA_Procurement/list)

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 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 Thursday, March 5, 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, and the Director of Land Use Management. The Town Manager will make the ultimate decision to award the 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, March 24, 2015 to the Conservation Commission, Town Hall, 55 Main Street, Westford, Massachusetts 01886. The non-price and price proposals will be opened simultaneously on Tuesday, March 24, 2015 at 12:30 P.M. at the Main Meeting Room of Town Hall, 55 Main St., Westford, MA