

**Request for Proposal (RFP)**  
**Allegany College of Maryland**

**Field Maintenance Program**  
**Baseball, Track Field, Soccer, and Softball Fields (8 acres)**

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## **1. Introduction**

Allegany College of Maryland is seeking proposals from qualified contractors to provide year-round turf maintenance services for approximately 8 acres of athletic fields, including baseball, softball, soccer, and track fields. The objective is to ensure safe, healthy, and visually appealing fields for recreational and athletic use.

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## **2. Scope of Work**

The successful contractor shall provide all labor, materials, equipment, and supervision to perform the following services according to the schedule outlined below:

<b>Month</b>	<b>Service</b>	<b>Description (or equivalent)</b>
As Needed	Broadleaf Weed Control	Apply spray for broadleaf weeds as needed
September	Fall Fertilizer	Apply 20-2-10 with biostimulant or equivalent
November	Aeration & Overseeding	Aerate using a PTO-driven aerator with 5/8" tines. Overseed wear areas (seed rate: 5 lbs/1,000 ft <sup>2</sup> over 4 acres).
November	Winter Fertilizer	Apply 25-0-10 with UFLEXX fertilizer or equivalent
March	Spring Fertilizer	Apply 25-0-10 with UFLEXX fertilizer or equivalent
April	Pre & Post-Emergent Weed Control	Apply 1 <sup>st</sup> pre-emergent and post-emergent herbicides
Mid-May	Pre-Emergent & Grub Control	Apply 2 <sup>nd</sup> pre-emergent treatment and annual grub control
June	Summer Fertilizer	Apply 20-2-10 with biostimulant or equivalent

*Note: Proposed services may be adjusted slightly based on weather and field conditions with prior approval.*

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### 3. Proposal Requirements

Proposals should include the following:

- Company background and relevant experience
  - List of proposed equipment and fertilizers/herbicides
  - Annual total cost and breakdown by month/service
  - Proposed staff assigned to the project
  - References from at least three similar clients
  - Proof of insurance and any relevant certifications or licenses
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### 4. Selection Criteria

Proposals will be evaluated based on:

- Cost competitiveness
  - Experience with similar athletic field projects
  - Experience with turfgrass management with relevant certifications
  - Quality of materials and equipment
  - Responsiveness and clarity of proposal
  - References and past performance
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### 5. Submission Instructions

Submit your proposal electronically (PDF format) to:

**Sherry Buffenmyer**  
**Director of Fiscal Affairs**  
**[sbuffenmyer@allegany.edu](mailto:sbuffenmyer@allegany.edu)**

Deadline: Thursday, June 26, 2025 @ 2:00 p.m.

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### 6. Additional Notes

- A site visit can be scheduled upon request. Direct questions to April Higson, Athletics @ 301-784-5265 or [ahigson@allegany.edu](mailto:ahigson@allegany.edu).
- The selected contractor will be required to enter into a service agreement.
- ACM reserves the right to reject any or all submissions and may request other submissions with a subsequent announcement and advertisement. The College reserves the right to negotiate with the firm or firms whose proposal it feels is in the best interest of the College.