



Invitation to Bid

Germantown Baseball Inc. is requesting bids for
the position of **Field Caretaker** for the 2019 season.

BID OF:

Name of Bidder: _____

Address: _____
(StreetAddress)

City, State and Zip Code: _____

SUBMIT BID BY MAIL TO:
Germantown Baseball Inc.
P.O. Box 32473
Louisville KY 40232

Bids Due: February 7, 2019; 7:00 PM

Schedule of Events

Release ITB	Monday, January 7, 2019	
Bid Due Date	Thursday, February 7, 2019	7:00 PM

Location of Bid Delivery:
Germantown Baseball Inc.
Meetingroom
1537 Poplar Level Rd
Louisville KY 40217

Notice of Contract Award **Thursday, February 21, 2019**

All questions should be submitted by email to keith2904@bellsouth.net and are requested to be submitted prior to the date of the Pre-Bid Meeting as listed above.

Terms and Conditions of Contract

1. The **Field Caretaker's** service for the organization shall commence March 1st and continue until October 31st of the contract year.
2. During this period, the **Field Caretaker** will work in accordance with Germantown Baseball Inc. By Laws and Playing Rules (revised every year) and be aware of all requirement in the role of caretaker.
3. The **Field Caretaker's** objectives shall be:
 - i. To maintain the playing fields to the highest possible playing and safe conditions.
 - ii. The emptying of trash and removal of debris throughout the ballpark.
4. Duties include the following:
 - a) Drags the baseball or softball infield using a field drag machine and builds, repairs and patches holes in pitching mounds, home plate and outfield.
 - b) Places bases, pitching rubbers and portable pitching mounds in appropriate location for games.
 - c) Edges the areas surrounding the ball fields, warming tracks, and infield, and removes cuttings.
 - d) Places and removes field tarps, pitcher's mound tarps and home plate tarps.
 - e) Irrigates ball fields and landscape areas.
 - f) Assists with building and maintaining pitching mounds and home plate areas.
 - g) May spray herbicides and pesticides on the infield areas utilizing spray tank truck and hand spray units.
 - h) Lays out and paints logos and foul lines on playing fields using a paint striping machine.
 - i) Lays out base lines, foul lines, base blocks, and pitching mound slopes using tape measures, line level and string
 - j) Lays down base lines with chalk or marble dust on ball fields.
 - k) Performs equipment and irrigation repairs.
 - l) Removes and stores all equipment used during games.
 - m) Emptying of trash receptacles weekly or as required to prevent them from overflowing.
 - n) The removal/disposal of all branches, limbs, debris, rubbish, trash etc., found throughout the ballpark and parking area.
 - o) Performs related work as required.

6. The fields should be prepared and lined at least 30 minutes before scheduled game time, which shall be set by the respective **Vice-President of Baseball, Softball, and T-Ball Coach Pitch**. It is the responsibility of the aforementioned league officials to notify the **Field Caretaker** at the earliest possible time of games that have been re-scheduled.
7. The **Field Caretaker** is responsible for operating League Equipment in a safe and responsible manner and performing basic general maintaining on said equipment. Any equipment malfunction or irregularities should be reported immediately to the president.
8. Every effort should be made to play, if feasible. The **Field Caretaker** can contact the Vice-Presidents or other members of Germantown if he feels the fields can be made ready to play with help.
9. A decision on whether games will be played should attempt to be made no later than one hour before the first scheduled game. The **Field Caretaker** shall consult with the **League President** on whether games are rained out.
10. The **Field Caretaker** will make every effort to keep the ballfields and dugouts as clean of trash and debris as possible thus creating a safer playing environment.
11. The **Field Caretaker** shall submit to the Germantown Baseball Inc. Board of Directors requests for the purchase of any equipment he/she feels may assist him/her in his/her duties. The Board will have the final say on the purchase of all equipment.
12. The **Field Caretaker** is immediately responsible to the President of Germantown Baseball Inc. in the interpretation of his/her role in the league and in the Organization. At the request of the president, the **Field Caretaker** may be called to appear before any regular or special meeting of the Board of Directors.
13. This contract may be cancelled at any time by the Board of Directors for sufficient cause which shall include but not be limited to, the violation of any of the duties set forth herein, failure to carry out responsible directions given by the President, inability to carry out the requirements of the position of **Field Caretaker**, incompetence in the performance of duties, being charged with a violation of law and any such action which casts adverse publicity upon Germantown Baseball, Inc.