



# Village of Saranac Lake

Community Development Department

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## Request for Quotes: Seasonal Plantings

Issued by:  
Village of Saranac Lake

Date Issued: January 22, 2026

### Introduction:

The Village of Saranac Lake seeks quotes from local nurseries/garden centers to prepare and plant selected annual plants for 47 planters. Also, to supply materials for four (4) entry sign "Whiskey Barrel" planters, plus the Star Garden located at the corner of Church and River streets. And the 2 gazebo planters in Berkeley Green Park.

**Responses are due by February 5, 2026**, and must be sent by email to:  
Bayle Reichert [comdevassist1@saranaclakeny.gov](mailto:comdevassist1@saranaclakeny.gov)

### Scope of Work:

1. The Village of Saranac Lake has **47 Earth Planters** that, once planted, are placed throughout downtown from late June through mid-October.
  - a. Village delivers the Earth Planters to the vendor in the last week of May\*.
  - b. Vendor prepares the planters with soil, fertilizer, and flowers.
  - c. Vendor waters the planters for at least 1 week before they are moved downtown.
    - \* Do not fill the water well before the planters are transported. Watering should be from the top while in the care of the vendor.
  - d. Village transports completed planters from the vendor to downtown locations the third week in June\*.
  - e. Village transports completed planters from downtown to the vendor in mid-October.
  - f. Vendors remove flowers and soil (recycling of soil is encouraged) .
  - g. Vendor cleans planters for winter storage.
  - h. Village picks up the planters the last week in October and stores them for the winter.
2. Vendor will supply the selected flowers, soil, and fertilizer for the four (4) village entrance signs and the Star Garden at the intersection of River and Church Streets. The entrance signs and Star Garden are planted by volunteers.
  - a. Vendor will hold the materials until volunteers are ready to plant after mid-June\*. Volunteers will pick up the materials.
  - b. Vendor will coordinate delivery of materials with Village Improvement Society.

\*Village transport is dependent upon the weather; the village will only provide transportation to/from vendors within the Saranac Lake area.

## Specifications of interest:

1. Flowers for Planters
  - a. Must be able to take full sun
  - b. Must be able to survive first frost
  - c. Must be hardy and have well grown root systems
  - d. Plants should be a sellable item- either 608 pkg, 408 pkg or 4.5" pot
  - e. No impatiens, potato vine, or shade/partial shade plants will be used
  - f. Arrangement will be colorful, full, and lush enough to fill the planters after 4 weeks
  - g. No 6-packs or small plants; 4 to 4.5 inch material only
  - h. 1 Canna (6-7" pot) or 1 tall Blue Salvia (4.5" pot) is placed in the center of the planter 4.5" equally spaced and away from the edge
  - i. 1 "Lemon" Licorice Plant 4.5"
  - j. 1 "Blue Tiara" Supertunia 4.5"
  - k. 1 "Sanvitalia" 4.5" yellow (plant needs to grow in 4.5" pot)
  - l. 2 marigolds, "yellow lady", "orange lady"
  - m. 3 petunia "purple wave" from 804 pkg plugs, strong roots, cutting back trailing wave branches to 3"-4" at planting
  - n. 9 plants per planter
  - o. Each planter should have a focal plant in the center
  - p. Planting time required last week of May
  - q. Planters should be picked up mid-June - coordinated with the Park Manager
2. Procedure for Planting
  - a. Soil and Fertilizer for Planters
  - b. Pro Mix BX or equivalent soil-less mixture fluffed and moistened
  - c. The planters have a wicking bottom space that requires new damp soil
  - d. Filling with saved soil should be 6 inches below lip of planter, 4 oz of fertilizer 10-10-10 is added to surface and mixed into soil, new fluffed and damp soil is added to fill to lip of planter, 4 oz of fertilizer osmocote 14-14-14 is added to surface and mixed into soil
3. Earth Planters - 47 planters are Earth Planter Model EPMV31-Urban Vase 31
  - a. Weight: 25 lbs.
  - b. Top outside diameter: 31 in.
  - c. Bottom diameter: 19 in.
  - d. Height: 25.75 in.
  - e. Planting tray depth: 13 in.
  - f. Water capacity: 18 gal.
  - g. Soil capacity: 3.2 cubic ft.
  - h. Weight per planter (with water and wet soil): 280+ lbs.
4. Flowers for 4 Entrance Signs - 1 basket each
  - a. 2 Supertunia "Really Red" 10" hanging basket
  - b. 2 Begonia "Red Dragon Wing" 10" hanging basket - redish pink if necessary
  - c. Size of entrance sign planters: standard whiskey barrel
  - d. Pick up after June 15th
5. Flowers for Star Garden
  - a. 2 Ageratum "tall blue horizon" 806 pkg
  - b. 2 Red Salvia "Bonfire" 806 pkg
  - c. 1 White Alyssum 806 pkg
  - d. 5 pounds of time-release fertilizer (Osmocote)
  - e. Pick up after June 15th
  - f. Area of Star Garden: The star garden has a baptiste plant, a perennial, planted in the middle of the star. Each of the 5 points of the star is 12' long, from the baptiste plant in the middle, and starts at 3' wide and tapers to 1' at the point.

6. Berkeley Green

- a. 2 Begonia “Red Dragon Wing” 10” hanging basket – redish pink if necessary

**Timeline**

Quotes Submitted	February 5, 2026
Vendor Selected & Contract Executed	February 10, 2026
Planters delivered to vendor	May 26 -May 29, 2026
Village pick-up planters and place in downtown	June 15-19, 2026
Soil & fertilizer for VIS ready for pick-up	Early June 2026
Village returns planters to vendor	Mid-October 2026
Vendor cleans planters	By October 30, 2026

**Term of Contract: 1 Year**

**Inquiries:**

Katrina Glynn, Community Development Director,

[comdev@saranaclakeny.gov](mailto:comdev@saranaclakeny.gov)

518-891-4150 x235

**Attachments:**

Earth Planter Spec Sheet

Photo of past year Co-op Planters

Quote Submission Form

**Submission Requirements**

Complete the attached Quote Submission Form and email to Bayle Reichert,

[comdevassist1@saranaclakeny.gov](mailto:comdevassist1@saranaclakeny.gov) on or before **February 5, 2026**.



**Quote Submission Form**  
**Project: Seasonal Plantings for Village of Saranac Lake**

**Contact Person:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

Item	Quantity	Cost Per	Total Cost
Pontiac Parking Lot Planters	2	\$	\$
Main Street Parking Lot Planter	1	\$	\$
Berkeley Green Planter	1	\$	\$
Riverside Park Planters	4	\$	\$
Ward Plumadore	2	\$	\$
Co-op Planters for Main St. & BDWY	37	\$	\$
<b>Total</b>	<b>47</b>	-----	\$

Item	Cost
Plants	\$
Soil/Fertilizer	\$
Labor*	\$

Soil/Fertilizer - insert name and description of products that will be used.

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**Entrance Signs & Star Garden**

Item	Quantity	Total Cost
Turtle Pond/Route 86 Sign	1	\$
Algonquin Ave/Route 3 Sign	1	\$
Route 86/Lake Colby Sign	1	\$
Bloomington Ave./Route 3 Sign	1	\$
Star Garden	1	\$
<b>Total</b>	5	\$

**Product Details for Entrance Signs & Star Garden**

Soil/Fertilizer - insert name and description of products that will be used.

Flower Varieties - insert name/variety of flowers that will be planted.

Entrance Signs:

Star Garden:



# arth Planter

The Leader in Commercial Self-Watering Planter Systems

## Model: EPMV31- *Urban Vase 31*



### Key Features:

- **Arrives Fully Assembled:** No separate parts, no wicks or additional wicking material to install
- **Industry Leading Wicking System:** Takes the guesswork out of over and/or underwatering your plants & delivers superior results in the toughest commercial environments
- **Industry Exclusive Water Overflow:** Internal assembly provides superior protection from over-watering while eliminating unsightly holes, insect intrusion and potential clogging.
- **Industry-Exclusive Draining:** Easy-Access Drain Plug is included on all ground models.
- **Colors:** Highest quality stone effect colors are included at no additional charge
- **Unmatched Warranty:** Lifetime Warranty on Planter, 5 Years on Wick

### Specifications:

- Dimensions:
  - o 31" Top Outside Diameter x 25 3/4" H
  - o Bottom Diameter: 19"
- Planting Tray Depth: 13"
- Water Capacity: 18 Gallons
- Soil Capacity: 3.2 Cubic Feet- Pro **Mix BX** or equivalent soil required
- Product Weight:
  - o 23 lbs. (ship weight)
  - o 280+ lbs. with water and wet soil
- Max Planters per pallet: up to 10
- Watering Cycle: once every 2 weeks
- Material: LLDPE, Linear Low-Density Polyethylene Embedded with UV Inhibitors to protect against sun fade
- Manufacturing: Rotational Molded for strength & durability
- Colors: Brownstone, Sandstone, Millstone, Gray Granite, Blackstone, Rich Terra Cotta, Deep Bronze
- Stackable: Yes
- Winterized: Yes
- 100% Made in the USA

## Example of Previous Summers' Downtown Planters



One of the forty-one Earth Planters in Saranac Lake, located in the Main Street Parking Lot (July 2021).