

Town of Leicester Bid Specifications for Lawn Care 2019-2021

To: All prospective service providers

From: Leicester Town Board

Date: February 12, 2019

The Town of Leicester, Livingston County, New York is requesting formal written bids for service providers interested in providing lawn care services to the Town for 2019 -2021 service period. All bids shall be in writing and shall provide a lump-sum price for the following services during 2019 -2021 lawn care seasons:

1. The bid shall be for Contractor to maintain the following sites: Leicester Cemetery; Boyd Park; Parker Park; Leicester Town Hall; Town Highway Barn; Water Tank on Caledonia Rd and Taunton Cemetery on Peoria Rd. (Bi-weekly);
2. All sites (except Taunton Road Cemetery which shall be maintained on a bi-weekly basis) to be mowed and trimmed 1 time per week unless growth exceeds 4" within that week. More frequent mowing shall be authorized by the Town Supervisor prior to mowing, if additional charges will apply. Trimming/weed eating will be completed during each mowing unless growth has slowed and will be at the contractor's discretion, excepting that trimming/weed eating shall occur not less than every 2 weeks.
3. Contractor shall provide all tools, equipment and fuel needed to perform the scope of services set forth in this Request for Bids.
4. Contractor will be solely responsible for any and all damage that may occur during mowing. Any damage to existing head stones will be reported to the Supervisor and repaired immediately and Contractor's expense. All tire rutting from zero turn mowers will be kept to a minimum and repairs will be the responsibility of the Contractor.
5. Contractor must make every attempt to minimize grass accumulation on graves and head stones. Contractor shall be responsible to pick up branches and debris prior to mowing.
6. The successful bidder shall provide an insurance certificate, listing the Town of Leicester as additional insured. The General Liability policy shall be a "primary non-contributory bases" policy for ongoing and completed operations and shall provide coverage of \$2,000,000.00 aggregate/\$1,000,000.00 each occurrence. Contractor shall also provide proof of and name the Town of Leicester as an additional insured on an umbrella policy with limits of not less than \$1,000,000.00. Contractor shall provide proof of valid Worker's Compensation coverage and any mandatory disability insurance coverage. All such coverages shall be maintained during the entire period of the service contract.

All bids shall be returnable to the Town of Leicester at 132 Main Street, PO Box 197, Leicester, NY 14481 and shall be post marked or delivered not later than March 1, 2019.

Bids will be opened on March 12, 2019 at 6:00 p.m.

The Town of Leicester reserves the right to reject any and all bids.