

Details of Lawn Maintenance Contract

The lot owned by the Logan County Public Library is 5.43 acres. This measurement includes the building, parking lot, etc. Please submit one bid amount for the entire property.

Only sealed bids will be accepted. A completed form (below) must be hand-delivered or otherwise received by the library by close of business on Friday, February 23, 2024. Bids will be opened at the board meeting the following Monday and an announcement will be made thereafter.

Bids should include a copy of the contractor's Certificate of Insurance in the sum of not less than \$1,000,000.

Bids should include 3-5 references, commercial preferred.

Library mailing address:

King Simpson
Logan County Public Library
P.O. Box 357
Russellville KY 42276

For more information, contact library director King Simpson at (270) 726-6129, ext. 103 or king@loganlibrary.org

Business Name: _____

Name of Individual Submitting Bid: _____

Phone #: (____) _____ - _____ Email: _____

I have enclosed required insurance documents: (Y / N)

I have enclosed required references: (Y / N)

Is lawn care a full-time or part-time business for you? _____

Would you be regularly available for lawn care duties outside of library hours (currently 9 AM-7 PM Monday-Thursday, 9 AM-5 PM Friday, and 10 AM-5 PM on Saturday)? (Y / N)

Bid Amount: \$ _____.

Lawn Maintenance Contract

I, _____ (hereafter "the contractor"), agree to perform the lawn maintenance services for the Logan County Public Library (hereafter "the library"), to be compensated in the amount of \$ _____ per service for the period beginning 03/01/2024 through 12/31/2024.

If either party becomes dissatisfied with the performance of the conditions set forth in this contract, the contract may be terminated by serving written notice to the other party, to be delivered certified mail.

The grounds maintenance services to be performed are as follows:

- ALL lawn areas will be mowed every five (5) to ten (10) days, unless otherwise agreed by both parties.
- Each time the lawn is mowed, all grass around immovable objects (including curbs) will be trimmed.
- Grass clippings will be blown or swept from walkways, patios, dumpster pad, and parking areas with each mowing.
- Leaves will be removed from the lawn areas, plant beds, and parking areas as needed.
- Sidewalks, patios, and curbs will be edged as needed.
- Plant beds, sidewalks, parking areas, and drives will be maintained free of grass and weeds, either by hand or with chemical spray, as needed.
- The grounds will be checked prior to mowing for trash and debris and will be removed before mowing begins.
- Reasonable attempt should be made to mow outside of library operating hours.
- The contractor may be asked to perform additional duties on an as-needed basis. The library will work with the contractor to set an appropriate rate for these services.

Representatives of the library will make regular inspections of the grounds and will address issues with contractor on an as-needed basis.

Contractor will submit an invoice after the end of each month for the prior month's work. This invoice will be itemized to include the dates and details of each charge.

Contractor Representative

____/____/20____

Date

Library Representative

____/____/20____

Date