

LCPL Lawn Maintenance Bid Sheet

The lot owned by the Logan County Public Library is 5.43 acres. This measurement includes the building, parking lot, etc. Please submit a bid amount for each category, or mark "N/A" if not interested in that portion of maintenance.

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 14, 2025. Bids will be opened at the board meeting the following Tuesday, with an announcement made thereafter.

Bids should include: a copy of this completed form, a copy of the contractor's Certificate of Insurance in the sum of not less than \$1,000,000, and 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 King Simpson at 270-726-6129, ext. 103 or king@loganlibrary.org

Bidder Information:

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 (9 AM-7 PM Monday-Thursday, 9 AM-5 PM Friday, and 10 AM-5 PM on Saturday)? (Y / N)

Bid Amounts (as described on second page): Basic Lawn Service: \$ _____ per service

Basic Landscape Maintenance: \$ _____ per service

Bush Care: \$ _____ per service

Tree Care: \$ _____ per service

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 according to the schedule below, for the period 03/01/2025-12/31/2025.

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.

The lawn maintenance services to be performed are as follows:

- Basic lawn service:
 - ALL lawn areas will be mowed every five (5) to ten (10) days, unless otherwise agreed by both parties.
 - At each mowing, grass around all objects (including curbs) will be trimmed.
 - Grass clippings will be blown or swept from walkways, patios, dumpster pad, and parking areas with each mowing.
 - 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.
- Basic landscape maintenance:
 - Plant beds and other mulched areas will be maintained free of grass and weeds, either by hand or with chemical spray, as needed.
 - Sidewalks, patios, and curbs will be edged as needed.
- Bush care:
 - Any bushes requiring trimming will be maintained according to owner’s request.
- Tree care:
 - Pruning of trees in and around parking lot and front of building will be pruned and shaped as requested by owner.
- 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