

TOWN OF COVERT
SCOPE OF SERVICES
YEARS: 2027, 2028, 2029
LAWN MAINTENANCE CONTRACT

MOWING LOCATIONS: ALL LAWN AREAS PRESENTLY MAINTAINED:

- # 1 TOWN COVERT MUNICIPAL BUILDING, 8469 S. MAIN ST., INTERLAKEN
- # 2 OLD COVERT TOWN HALL, 9273 ST. ROUTE 96, HAMLET OF COVERT
- # 3 OLD COVERT CEMETERY, 9219 COUNTY RD. 144A, SCHIER RD., HAMLET OF COVERT

LIMITED CONDITIONS OF THE BIDDING PROCESS

- PROSPECTIVE BIDDERS MUST USE THIS FORM TO SUBMIT THEIR BID.
- DISCUSSIONS BY PROSPECTIVE BIDDERS REGARDING THE WORK WITH ANY TOWN EMPLOYEES OR OFFICERS ARE PROHIBITED AND LIMITED TO THE TOWN SUPERVISOR.
- ANY QUESTIONS ON THE WORK OR DOCUMENTS MUST BE SUBMITTED IN WRITING TO THE TOWN SUPERVISOR VIA EMAIL or USPS NO LATER THAN 2 DAYS PRIOR TO THE BID OPENING DATE. ANSWERS TO QUESTIONS MAY OR MAY NOT BE PROVIDED. IF NECESSARY, ANSWERS TO QUESTIONS WILL BE EMAILED TO ALL BIDDERS.
- ALL SEALED BIDS MUST BE RECEIVED BY THE TOWN CLERK OR PRESENTED IN PERSON TO THE CLERK BY 5:00 PM ON SEPTEMBER 11, 2026.
- BIDS WILL BE OPENED AT THE SEPTEMBER 14TH, 2026 TOWN BOARD MEETING.

FREQUENCY OF THE WORK

- BETWEEN MAY 1ST AND OCTOBER 31ST UNLESS DIRECTED OTHERWISE BY THE TOWN SUPERVISOR. OVERALL DURATION = 26 WEEKS
- MOW LOCATION #1, WEEKLY, AND MOW LOCATIONS #2 and #3, EVERY OTHER WEEK.

OTHER TERMS OF THE CONTRACT AND WORK.

- MOWING WORK INCLUDES TRIMMING ALL ABOVE GROUND FEATURES BY WEEDEATER, REMOVING ACCUMULATED PAPERS, TRASH OR SIMILAR DEBRIS FROM THE SITE AND BLOWING OFF SIDE WALK AREA OF GRASS CLIPPINGS.
- THE CONTRACTOR SHALL SUBMIT MONTHLY PAYMENT REQUEST WITH MONIES DUE PAID WITHIN 30 DAYS AFTER THE MONTHLY COVERT TOWN MEETING.
- ALL BIDDERS MUST CARRY AND MAINTAIN FOR THE DURATION OF THE WORK A \$2,000,000 COMMERCIAL LIABILITY INSURANCE POLICY.

NOTE: Submit a current original insurance company issued certificate of insurance attached to this bid form.

- THE TOWN OF COVERT OR THE MOWING CONTRACTOR HAS THE RIGHT TO TERMINATE THIS AGREEMENT AT ANY TIME WITH A WRITTEN NOTICE OF TWO WEEKS.
- ALL WORK WILL BE PERFORMED IN A PROFESSIONAL, SKILLFUL MANNER AND GUARANTEE OF CUSTOMER SATISFACTION.
- THE TOWN OF COVERT IS SALES TAX EXEMPT.

TOWN OF COVERT
for the Years: 2027, 2028, 2029
LAWN MAINTENANCE BID

BID PRICE BASED ON THE TOTAL SUM

LOCATION #1 1 WEEK ONLY \$ _____ x 26 weeks = _____

LOCATIONS #2 + #3 1 WEEK ONLY \$ _____ x 13 weeks = _____

Price based on 26 cuts - Location No. 1
13 cuts - Location Nos. 2 + 3

ANNUAL BID SUM TOTAL (1 yr) \$ _____

CONTRACTOR'S PRINTED NAME _____

CONTRACTOR'S SIGNATURE _____ DATE _____

CONTRACTOR'S ADDRESS _____

PHONE NUMBER _____

E-MAIL ADDRESS _____