

**VILLAGE OF NOBLE
NOTICE FOR MOWING BIDS**

The Village of Noble is accepting written bids for lawn mowing services of Village properties. Specifically, one bid should be submitted for mowing the Village cemetery, the Village Park and the village baseball field including the area under and around the Village water tower. Services are to include, but not limited to trimming of grass around tombstones, buildings, fences, obstructions, ditches and any areas not accessible to a lawn mower within the confines of these areas. All bidders must obtain the full specifications for mowing from the Noble Village Hall prior to making their bids.

Bid submission will be accepted at the Noble Village Hall, 113 E. North Ave., Noble, Illinois until close of business (4p.m.) Monday, April 23, 2018. Bids must be made on a “one complete per mowing” basis and not for the total mowing season. These services may not be required for the full mowing season and may be terminated at any time for any or no reason by the Village.

The Village Board of Trustees reserves the right to accept the low bid or any other bid determined to be in the best interest of the Village and further reserves the right to reject any and all bids and to waive any informalities or irregularities in the bidding.

VILLAGE OF NOBLE MOWING BID

APRIL 11, 2018

REQUIREMENTS:

1. Mowing of all Village grounds identified on attached map.
2. Complete trimming of all grounds.
3. Keep mowed and trimmed each time so that grounds look neat as approved by staff assigned
4. Provide mowing and trimming equipment, and all fuel needed
5. Provide any necessary repairs to Village property due to damage from equipment
6. Upon request of Village provide mowing/trimming for special events on particular days
7. For particular information, read sample contract included.

GROUNDS:

1. All Village property to include Village Cemetery, Village Park and Village Baseball Park to include area under and around the water tower.
2. If you need information on these properties, please contact Bill Manuel at (618)839-3832
3. If there are areas under construction that need attention before you can continue mowing/trimming, please contact Bill Manuel
4. The Village will periodically spray Round-up to kill weeds. If an area isn't sprayed in weed killer, it is expected to be trimmed as required.

BID STIPULATIONS:

1. Your bid submitted should be in the form of ONE COMPLETE MOWING/TRIMMING. DO NOT SUBMIT A BID FOR THE TOTAL MOWING SEASON.
2. The Village reserves the right to reject any or all bids.
3. Winning bidder will be awarded at the April 23, 2018 regular Board of Trustee meeting. Please do not call before that time to see if you have been awarded the bid.
4. **Bid must be in form of writing and submitted either by mail or in person.** Delivery must be to Village Hall, 113 E. North Ave., Noble, Illinois. Business hours are 8:00 a.m. to 4:00 p.m. Please state your address and a telephone contact number in your bid.

DEADLINE FOR SUBMISSION:

April 23, 2018 before 4:00 p.m. CST.

Mailing Address: Village of Noble, 113 E. North Ave., P.O. Box 278, Noble, Illinois 62868

You may also view/print this information on the Village website at www.nobleillinois.com Under the tab "Accepting Bids for Mowing" or http://www.nobleillinois.com/other_info/mowing.pdf

Lawn Service Maintenance Contract

This contract is an Agreement dated as of _____, 2018 between _____, hereinafter referred to as the Contractor, and Village of Noble, hereinafter referred to as the Owner. Contractor and Owner hereby promise and agree to the following:

1. Terms

- a. This Agreement between the Contractor and the Owner shall begin on or about the 1st day of May 2018 and may remain in effect until on or about the 1st day of November 2018. Mowing services shall begin on or about the 1st day of May and cease on or about the 1st day of November, unless otherwise determined by Owner.

2. Execution

- a. The Village Cemetery, Village Park and Village Baseball park including the areas under and around the water tower shall be mowed in one continuous process once per week, or as needed, by the Contractor during the Agreement period. The schedule may be adjusted if reasonably necessary due to rain, Owner's activities, unscheduled events, or drought conditions and upon notice to the Owner of such adjustment. The Contractor shall perform all work required, implied, or reasonably inferred herein but not limited to the following:
 - i. Mowing of all maintained areas. All maintained grass areas shall be mowed once weekly or as determined by the Owner to a height of 2 1/2 inches to 3 inches. Mower blades will be sharp at all times to provide a quality cut.
 - ii. Contractor shall supply all equipment, manpower, supervision, and supplies necessary for the proper completion of service to the adequate satisfaction of the Owner.
 - iii. No fertilizers or pesticides shall be applied by the Contractor without permission of the Village.
 - iv. All grass edges at grave markers, sidewalks and curbs shall be trimmed using a power edger or suitable device. Once conditioned by regular trimming, these areas may be trimmed or edged once every two mowing cycles.
 - v. All trees, poles, hydrants, vehicle barriers, buildings, and other obstacles will be neatly trimmed where mowing alone will not allow a neat image.
 - vi. All grave markers shall be cleaned of grass clippings and/or debris caused by mowing activities using a power blower or other suitable device. Clippings and debris will be blown into grassy areas. The bagging of clippings is not required.
 - vii. The Contractor shall not trim or prune any trees, shrubs, or flowers on any portion of the site without consent and coordination of the Superintendent.

- viii. Flower beds and other areas containing landscaped ornamental plants, bushes, rocks or shrubs are the Owner's responsibility. The Contractor shall leave these areas unattended.
- ix. Several areas of the cemetery and park, particularly referring to various ditches and drainage ways, frequently remain unusually wet, These areas will be mowed when sufficiently dry enough to allow operation of mowing equipment.
- x. The Contractor shall comply with all applicable laws, rules, codes, ordinances, and regulations in the performance of its services hereunder, as well as the Owner's policies and procedures governing visiting vendors/service providers to the Owner's properties.

3. Quality Control

- a. The Contractor will notify the Owner's representative when all applicable work has been completed.
- b. The Owner or its representative shall have the right to inspect all areas mowed immediately upon notification from Contractor that the applicable work has been completed.
- c. Deficient areas shall be brought to the Contractor's attention within 24 hours and will be corrected by the Contractor immediately, or upon the next mowing cycle, as elected and indicated by the Owner or its representative.

4. Damage

- a. Any damage caused by the Contractor to the Owner's property, or other property on the Owner's property, during the mowing activities shall be the full responsibility of the Contractor's and Contractor shall promptly repair such damage at its sole expense to the Owner's reasonable satisfaction.

5. Payment

- a. Work provided by the Contractor will be billed by invoice to the Owner on a monthly basis.
- b. Contractor and Owner understand the payment per mowing will be \$_____ per mowing cycle for the first year of service.
- c. Any other work not described in this contract will be performed on an agreed upon price and schedule.

6. Insurance

- a. The Contractor shall maintain during the term of this Agreement and provide the Owner with Proof of Insurance upon demand in the following amounts:

COVERAGE

MINIMUM LIMITS

Worker’s Compensation

Worker’s Compensation in compliance with the laws of the State of Illinois

Employer’s Liability

\$1,000,000.00 Minimum Single Event

7. Termination

- a. The Owner shall promptly notify the Contractor, in writing, when the Owner feels the terms of this Agreement are not being satisfied. Any failure by the Owner to notify the Contractor shall not result in a waiver of any kind.
- b. Upon notification in writing by the Owner, the Contractor will respond, in writing, with intended corrective measures to ensure future violations of this Agreement do not occur. The Contractor will immediately correct any discrepancies outlined in the Owners notification and meet the terms of this Agreement.
- c. In the event the Contractor fails to correct a discrepancy and meet the terms of this agreement in a timely manner, the Owner may terminate this Agreement and the service of the Contractor for failure to comply with any terms in this Agreement. Termination will be in writing and a full explanation of the uncorrected violation, or pattern of violation, will be included by the Owner.
- d. In the event the Owner determines that the services of the Contractor are no longer required during the 2018 mowing season, a termination notice, in writing, will be provided to the Contractor.

8. Entire Agreement

- a. This agreement is the entire agreement between the parties relating to the services and supersedes any and all prior agreements, whether written or oral, that may exist between the parties regarding the services.

This Agreement represents the entire Agreement between the Contractor, _____ and the Owner, VILLAGE OF NOBLE.

CONTRACTOR

DATE

VILLAGE OF NOBLE

DATE