

Town of Albany

210 E. State Street

Albany, Indiana

47320

March 1, 2024

The Town of Albany Indiana is currently excepting bids on mowing property owned by the town, for the 2024 mowing season. The Albany Town Council request that contractors bid on the mowing of the town properties located in Exhibit A & Exhibit B of the contract. **The Council requests that a bid be given for each individual property with the total for all properties at the bottom of the submitted bid. Bids are due by 7:00pm on 3/25/2024.**

The Albany Town Council reserves the right to refuse any and/or all bids submitted. The Town may also decide to mow some of the properties listed in Exhibit A themselves.

If you have any questions regarding this contract or the properties in questions, please contact the Albany Municipal office at 789-6112 or email townofalbany@albanyin.com.

Thank you,

Albany Town Council

Exhibit A

2024 Mowing Season

The following town property should be mowed every week or as needed to maintain the beauty of town property, however dry conditions may not constitute weekly mowing.

**Cost Per
Location**

Big Park - 217 S. Mississinewa Ave.

All areas of the park from State Street to Water Street should be maintained and weeds trimmed. This includes keeping the weeds pulled from the sand beds where the play ground equipment is located.

The south edge of Water Street across from the south end of the park, east from the bridge to the east end of the park. This area has white cement posts along the road.

The grass triangle located at the edge of Mississinewa and Oak St.

Water Street Park - 100 Blk. South Water

Municipal Building - 200 Blk. E. State St.

All areas around the Municipal building should be mowed. These areas include:

- West of the building to the creek
- Half of the yard located north of the post office lot
- Half of the space between the east end of the building and the post office
- Area north of the back access road

Park Lift Station - Water & Second St.

Water Plant - 215 E. State St.

Exhibit A

2024 Mowing Season

Albany Wastewater Plant - 555 S. Dowden Ave.

Areas inside and outside the fence must be mowed including:

- front area west of the fence
- area east of the fence
- field south of the fenced in area
- strip of ground between the waste water plant south to the bridge, from the guard rail to the road

Total all properties mowed on a weekly or as needed basis

Creek Banks - From Municipal building to lift station on Water Street.

Mowed/trimmed twice a year, with the 1st mowing before June 15,2024
and the second mowing by September 30,2024

Exhibit B

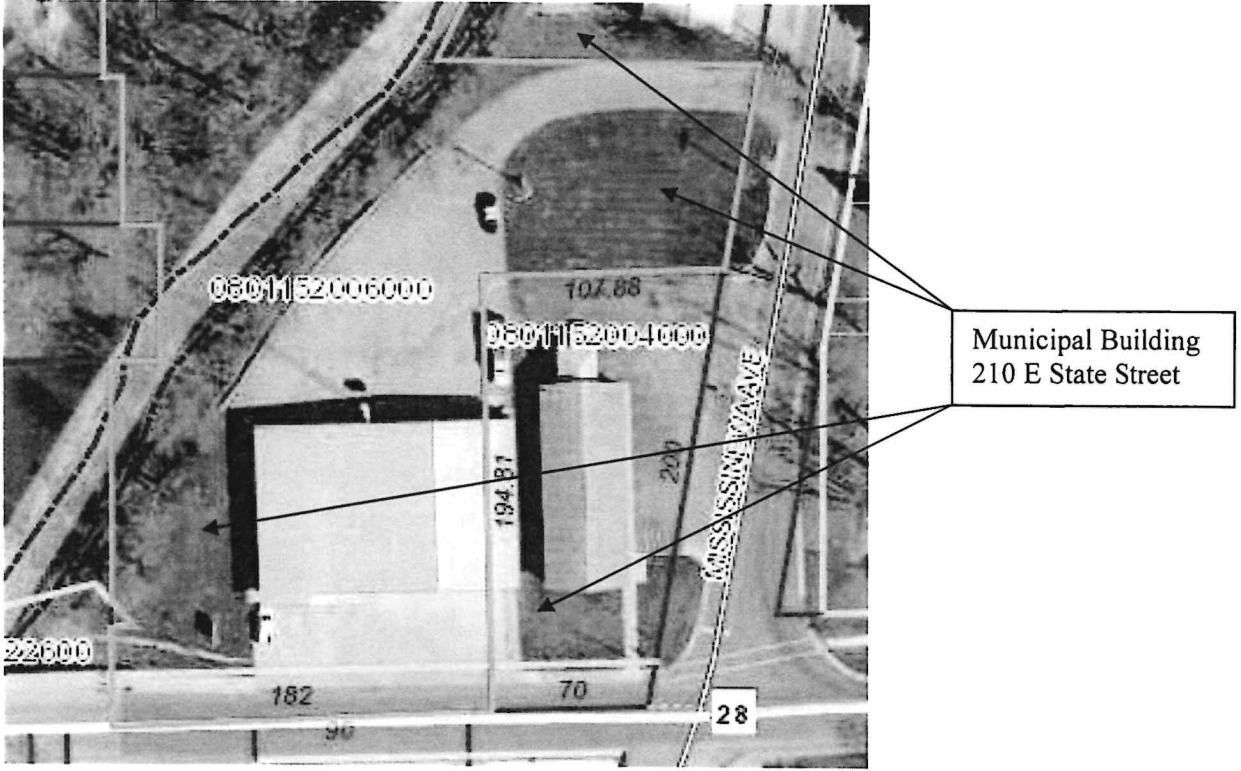


Exhibit B



Water Street
Park 100 Blk S
Water St.

Water Plant
215 E State St.

Triangle on
Mississinewa
Ave.

Big Park

Park Lift
Station

Exhibit B

Mow the banks of Half Way Creek on the east side only by the Municipal office.
Mow on both sides from the south side of the bridge over SR28 to the south side of the Water Street bridge.



Town of Albany

2024 Mowing Contractor Agreement

THIS AGREEMENT by and between Interested Party, hereinafter called the Contractor and the Town of Albany, hereinafter called the Owner.

Witnesseth, that the Contractor and the Owner for the consideration names as follows:

Article 1. Scope of the Work

The Contractor shall furnish all of the materials and perform all of the work shown on the Drawings and/or described in the Specifications entitled Exhibit A and Exhibit B, as annexed hereto as it pertains to mowing to be performed on property owned by the Town of Albany, Indiana

Article 2. Time of Completion

The work to be performed under this Contract shall be commenced on or before Mowing season, 2024 and shall be substantially completed at the end of Mowing season, 2024. Mowing should be done nearly every week, however dry conditions may not constitute mowing weekly.

Article 3. The Contract Price

The Owner shall pay the Contractor for the material and labor to be performed under the Contract the sum of _____ Dollars (\$ _____), subject to additions and deductions pursuant to authorized change order.

Article 4. Progress Payments

Payments of the Contract Price shall be paid in the following manner: The contractor will submit an invoice to the Town of Albany Clerks Office after each mowing. The invoice shall be paid at the next regular town council session.

Article 5. General Provisions

Any alteration or deviation from the above specifications, including but not limited to any such alterations of deviation involving additional material and/or labor costs, will be executed only upon written order for same, signed by Owner and Contractor, and if there is any charge for such alteration or deviation, the additional charge will be added to the contract price of this contract. If payment is not made when due, Contractor may suspend work on the job until such time as all payments due have been made. A failure to make payments for a period in excess of 30 days from the due date of the payment shall be deemed a material breach of this contract.

In addition, the following general provisions apply:

1. All work shall be completed in a workman-like manner and in compliance with all Town Ordinances and other applicable laws.
2. To the extent required by law all work shall be performed by individuals duly licensed and authorized by law to perform said work.
3. Contractor may at its discretion engage sub-contractors to perform work hereunder, provided Contractor shall fully pay said sub-contractor and in all instances remain responsible for the proper completion of this Contract.
4. Contractor shall furnish Owner appropriate releases or waivers of lien for all work performed or materials provided at the time the next periodic payment shall be due.

5. All change orders shall be in writing and signed both by Owner and Contractor, and shall be incorporated in, and become part of the contract.
6. Contractor warrants it is adequately insured for injury to its employees and others incurring loss or injury as a result of the acts of Contractor or its employees or sub-contractors. A copy of contractor certificate insurance is required.
7. Contractor shall at its own expense obtain all permits necessary for the work to be performed.
8. Contractor agrees to remove all debris and trash from areas mowed.
9. In the event Owner shall fail to pay any periodic or installment payment due hereunder, Contractor may cease work without breach pending payment or resolution of any dispute.
10. All disputes hereunder shall be resolved by the body of the Albany Town Council.
11. Contractor shall not be liable for any delay due to circumstances beyond its control such as weather conditions or flooding.

Article 6. Additional Terms

1. All areas in the parks should be maintained free of weeds, including the sand beds in which the play ground equipment is located.
2. All properties should be trimmed each time they are mowed.
3. The shrubs in the park should be trimmed twice per year as needed.

Signed this _____ day of _____, 2024.

Signed in the presence of:

Witness

Witness

Town of Albany

By (Signature): _____

Name of Contractor: _____

By (Signature): _____

Street Address: _____

City/State/Zip: _____

Telephone No.: _____

Contractor's Federal ID#
or Social Security #: _____