

TOWN OF MOHAWK FIRE DISTRICT

REQUEST FOR BIDS FOR LAWN MOWING SERVICES

September 10, 2024

Opening Statement

Most recently the Town of Mohawk Fire District has occupied their new fire station, located at 2645 NYS Route 30A, Fonda, NY 12068. This facility is state-of-the-art. It represents professionalism of service to our citizens and includes many modern architectural features. The Town of Mohawk Fire District is extremely proud of its beautiful asset.

Lawn Maintenance Services for 2025

The Fire Commissioners for the Town Of Mohawk Fire District are requesting bids for mowing and trimming the property located at 2645 State Highway 30-A Fonda, NY 12068 for the entirety of the 2025 mowing season.

Your bid shall include weekly mowing of the areas inside and outside of the paved areas and weed trimming around the fire station building, fencing/parking barriers, and other structures.

For budgeting purposes, we require your submission no later than September 24, 2024.

Insurance Requirements

1. Notwithstanding any terms, conditions, or provisions, in any other writing between the parties, the contractor hereby agrees to effectuate the naming of the Town of Mohawk Fire District and the Town of Mohawk Fire Department as an additional insured on the contractor's insurance policies, except for workers' compensation and N.Y. State Disability insurance.
2. The policy naming the Town of Mohawk Fire District as an additional insured shall:
 - (a) Be an insurance policy from an A.M. Best rated "Secure" or better insurer, authorized to conduct business in New York State. A New York licensed insurer is preferred. The decision to accept specific insurers lies exclusively with the Town of Mohawk Fire District.
 - (b) State that the organization's coverage shall be primary and non-contributory coverage for the Town of Mohawk Fire District and the Town of Mohawk Fire Department its Board, employees, and volunteers.
 - (c) Additional insured status shall be provided by standard or other endorsements that extend coverage to the Town of Mohawk Fire District for both ongoing and completed operations. The

decision to accept an endorsement rests solely with the Town of Mohawk Fire District. A completed copy of the endorsements must be attached to the certificate of insurance.

3. (a) The certificate of insurance must describe the specific services provided by the contractor (e.g., roofing, carpentry, plumbing) that are covered by the liability policies.

(b) At the Town of Mohawk Fire District or the Town of Mohawk Fire Department's request, the contractor shall provide a copy of the declaration page of the liability and umbrella policies with a list of endorsements and forms. If so requested, the contractor will provide a copy of the policy endorsements and forms.

(c) A fully completed New York Construction Certificate of Liability Insurance Addendum (ACORD 855 2014/05) must be included with the certificates of insurance.

4. The contractor agrees to hold-harmless and indemnify the Town of Mohawk Fire District and the Town of Mohawk Fire Department, including for any applicable deductibles and self-insured retentions.

5. Required Insurance:

(a) Commercial General Liability Insurance

\$1,000,000 per occurrence/ \$2,000,000 general and products/completed operations aggregates.

The general aggregate shall apply on a per-project basis.

(b) Automobile Liability

\$1,000,000 combined single limit for owned, hired, and borrowed and non-owned motor vehicles.

(c) Workers' Compensation, Employers Liability, and NYS Disability Insurance

Statutory Workers' Compensation, Employers' Liability Insurance, and NYS Disability Insurance for all employees. Proof of coverage must be on the approved specific form, as required by the New York State Workers' Compensation Board. ACORD certificates are not acceptable.

6. Contractor acknowledges that failure to obtain such insurance on behalf of the Town of Mohawk Fire District and the Town of Mohawk Fire Department constitutes a material breach of contract and subjects it to liability for damages, indemnification, and all other legal remedies available to the Town of Mohawk Fire District and the Town of Mohawk Fire Department. The contractor is to provide the Town of Mohawk Fire District with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities.

7. The Town of Mohawk Fire District and the Town of Mohawk Fire Department will not be responsible for any loss, damage, or theft that occurs to all of the tools, equipment, loss time, etc. of the contractor. The contractor is to defend, indemnify, and hold-harmless the Town of

Mohawk Fire District and the Town of Mohawk Fire Department from any losses or costs associated with the landscaping operations arising from the contractor.

8. The Town of Mohawk Fire District is the owner of the land. The Town of Mohawk Fire Department is the owner of the proposed building. The contractor further acknowledges that the procurement of such insurance as required herein is intended to benefit not only the Town of Mohawk Fire District, including their taxpayers but also the Town of Mohawk Fire Department.

Payment for Services

Contract payment terms will be as follows: Equal monthly payments based on the amount of the contract payable 15 days after the last day of the month. A voucher shall be emailed requesting payment to TOMFD.bookkeeper@townofmohawkfire.com by the last calendar day of the month. The voucher shall list the number of mowings/trimming services, along with the agreed upon monthly payment request.

On-site Inspection

We will be holding an on-site inspection for all interested bidders to clarify Fire District expectations regarding the mowing and trimming of the property. This inspection opportunity will be held on Monday, September 16, 2024, at 6 PM.

Bid Opening and Acceptance

Bid submissions will be accepted up until 5:45 PM on September 24, 2024. Bid submissions can be sent to TOMFD.bookkeeper@townofmohawkfire.com, hand-delivered to the Fire Station located at 2645 NY30-A, or mailed to PO Box 622, Fonda, NY 12068. Submission envelopes must be noted time-sensitive/mowing contract. Bids will be opened on September 24, 2024 at 6PM at the Fire Station Community Room.

Reserves the Right to Reject all Bid Submissions

The Town of Mohawk Fire District reserves the right to reject any and all bids that may be submitted for consideration.

Questions or Inquiries

Should you have any questions or inquiries regarding this bid specifications, please contact Brittany Holzmann at 518-705-7574 or email at brittany.holzmannfc@townofmohawkfire.com.

Town of Mohawk Board of Fire Commissioners