



Marshall County Public Library System

@ Benton

1150 Birch Street
Benton, KY 42025
PHONE: 270-527-9969

@ Calvert City

PO Box 465, 23 Park Rd.
Calvert City, KY 42029
WEBSITE: www.marshallcolibrary.org

@ Hardin

4640 Murray Hwy.
Hardin, KY 42048

INVITATION FOR BIDS

Lawn Mowing and Landscaping Services For all Locations February 24th, 2026

Proposal Deadline: 10 AM, Monday, March 16th, 2026

SUMMARY

The Marshall County Public Library System is requesting bids for lawn mowing and landscaping services for all locations beginning March 23rd, 2026.

1150 Birch St
Benton, KY 42025

949 5th Ave SE
Calvert City, KY 42029

4640 Murray Hwy
Hardin, KY 42048

OVERVIEW

No service provider who is the recipient of funds from the Marshall County Public Library System shall discriminate against any worker, employee, applicant, or any member of the public because of race, color, sex, gender, sexual orientation, religion, age, marital status, national origin, veterans status, physical or mental disability or perceived disability, or other criteria protected by law.

The selected service provider will be required to maintain General Liability Insurance (\$1,000,000 minimum); Workers Compensation Insurance (\$500,000 minimum); and Business Automobile Liability Insurance (\$1,000,000 minimum), and furnish proof of such insurance.

The selected service provider will maintain city business licenses where required by established ordinances.

The service provider will submit a monthly invoice for payment. The invoice must detail all charges. Before initial payment can be made to the service provider, a W-9 form must be furnished to the Library.

The selected service provider shall provide the work below to the Library annually until either the service provider or Library submits a letter of dissolution.

Unless the service provider is currently providing service to the Library, a minimum of two professional references must be provided. Reference information should include name, address, telephone number, and email address.

After the review process of submitted bids, the Library will provide the selected service provider with a letter of acceptance no later than March 18th, 2026.

SCOPE OF WORK

The scope of services are as follows:

1. The approximate mowing season runs from the end of March through mid-November. Mowing services shall be performed sometime between 7 AM and 8:30 PM Monday through Sunday, using the following schedule:

<u>MONTH</u>	<u>MOWING SCHEDULE</u>
April	Weekly, if needed
May	Weekly, if needed
June	Weekly, if needed
July	Weekly, if needed
August	Weekly, if needed
September	Every other week, if needed
October	Every other week, if needed
November	Every other week, if needed

2. Service provider will furnish all labor, equipment, and supplies to perform tasks.
3. Service provider will mow Library grounds and trim around buildings, sidewalks, and parking lot; remove litter and debris from lawn areas before mowing; perform light cleanup associated with mowing and trimming; and spray herbicide where needed.
4. Service provider will trim shrubs and bushes twice per year, once in March/April and again in September/October, plus any additional times when requested by the Library.
5. Service provider will blow cuttings, leaves, and other small debris away from building, sidewalk, and parking lot.
6. Service provider will remove leaves and other debris from around building on a regular basis.
7. Service provider will provide large-quantity leaf removal as needed during the fall season.

SUBMISSION OF BIDS

The Library reserves the right to reject any/or all bids, to waive minor informalities, or to make an award other than the low bidder if the Library determines that the bidder cannot perform the work to the accepted standard or if the bid is inaccurate and/or incomplete. No bids will be accepted from any person or service provider that is in arrears to the Library or has failed to perform faithfully on any previous contract with the Library.

Bids must be submitted using the attached form and must include any proposed annual increases in cost. Cost increases can be tied to variable price increases if a standard multiplier or reference is given (e.g. the Consumer Price Index).

Bids shall be submitted in person or received by mail to the Marshall County Public Library, 1150 Birch Street, Benton, KY 42025, **NO LATER** than 10:00 AM on Monday, March 16th, 2026.

Bids must be sealed and labeled **“Marshall County Public Library Lawn Mowing and Landscaping Bid.”**

All bids will be publicly opened in the Conference Room at approximately 10:01 AM on Monday, March 16th, 2026.

Bids should be addressed to:

Tammy Blackwell
Marshall County Public Library
1150 Birch Street
Benton, KY 42025

Questions regarding this Invitation for Bids may be directed to:

Wes Smith
1150 Birch Street, Benton, KY 42025
270-527-9969 x132
wsmith@marshallcolibrary.org

Marshall County Public Library System

Lawn Mowing and Landscaping Services - BID SHEET

Company

Name

Phone

Email

MCPL @ Benton

1150 Birch St
Benton, KY 42025

Mowing:

(per visit)

Trimming:

(per hour **or** per visit)

Spraying:

(per visit)

Other:

MCPL @ Calvert City

949 5th Ave SE
Calvert City, KY 42029

Mowing:

(per visit)

Trimming:

(per hour **or** per visit)

Spraying:

(per visit)

Other:

MCPL @ Hardin

4640 Murray Hwy
Hardin, KY 42048

Mowing:

(per visit)

Trimming:

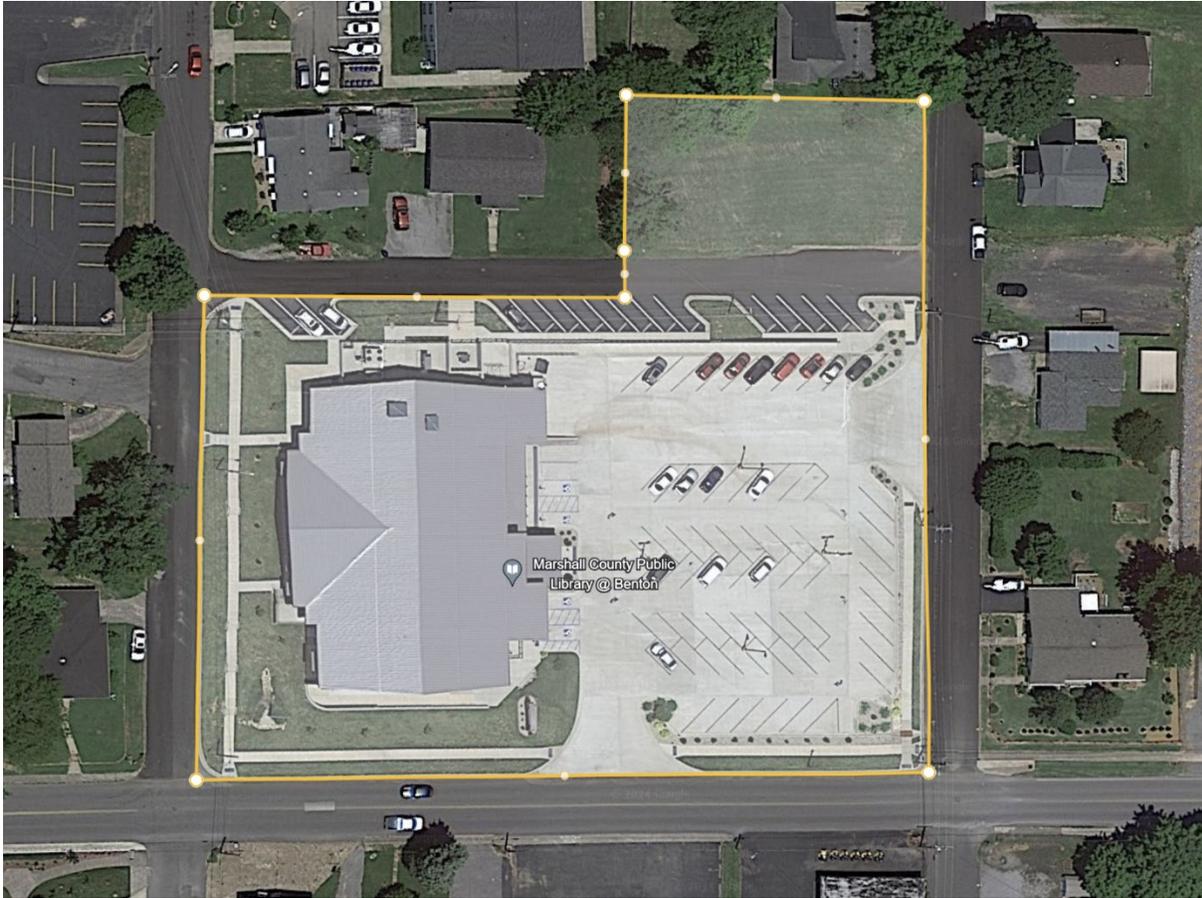
(per hour **or** per visit)

Spraying:

(per visit)

Other:

Any additional information may be provided below or attached to the back



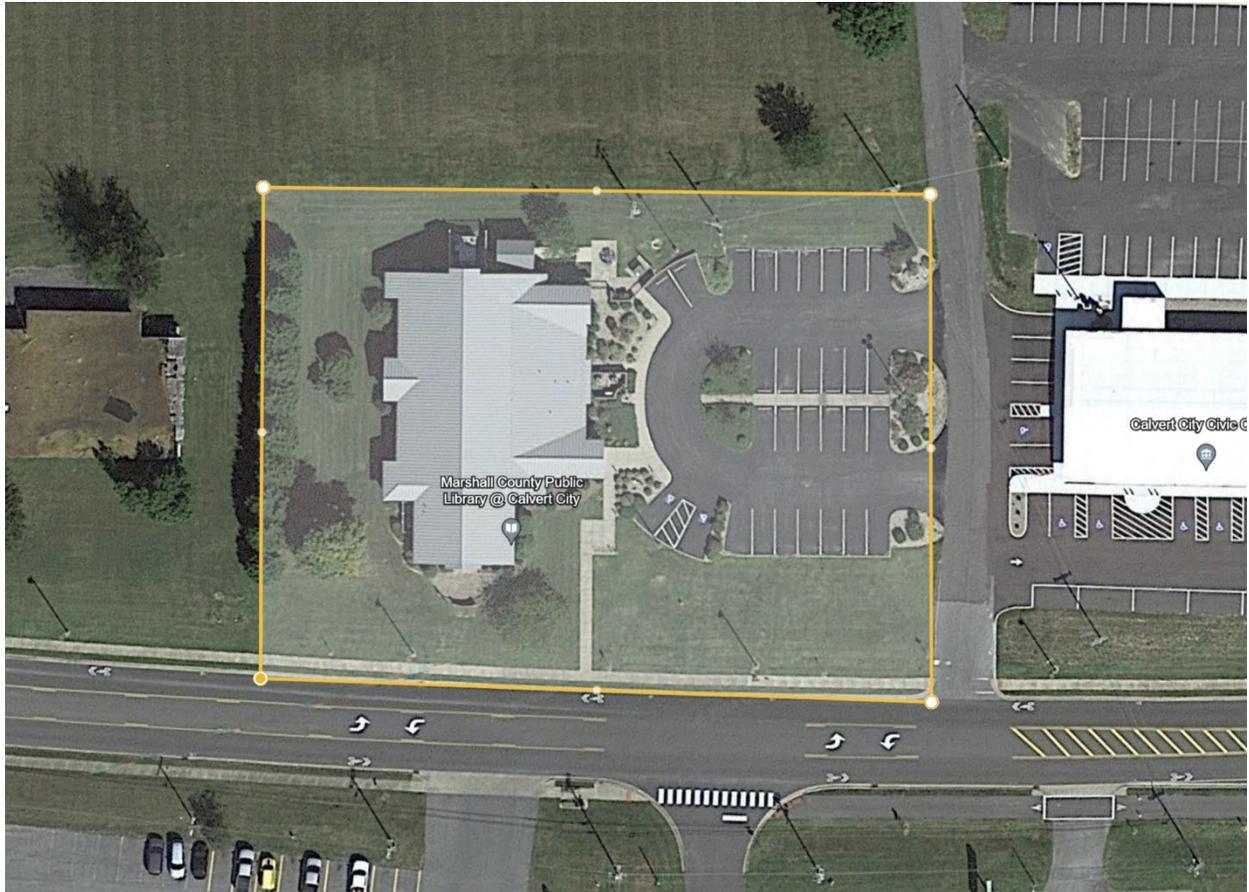
MCPL @ Benton

1150 Birch St

Benton, KY 42025

Estimated area to mow: .5 acre

Area includes outdoor classroom at the north end of property



MCPL @ Calvert City

949 5th Ave SE

Calvert City, KY 42029

Estimated area to mow: .7 acre



MCPL @ Hardin

4640 Murray Hwy

Hardin, KY 42048

Estimated area to mow: 1 acre