

**DOCUMENT 00020  
ADVERTISEMENT FOR BIDS**

NOTICE IS HEREBY GIVEN THAT separate sealed bids for the

**Contract for the  
Town of Shelby  
Highway Department  
Mowing and Lawn Services**

will be received by the **Town of Shelby, 4062 Salt Works Road, Medina, NY 14103** until **10:00 a.m.** (Local Time) on **May 15, 2020**, and at that date and time then publicly opened and read aloud at the **Shelby Town Hall**.

Bids will only be accepted via sealed envelope.

The Contract Documents may be examined at the following location(s): **Town of Shelby, 4062 Salt Works Road, Medina, NY 14103**. Please call **(585) 798-3120** for information on viewing.

Electronic copies of the Contract Documents may be obtained by email by contacting **Lori Myhill, Deputy Town Clerk**, at [lmyhill@townofshelbyny.org](mailto:lmyhill@townofshelbyny.org).

Copies of the Contract Documents may be obtained at: **Town of Shelby, 4062 Salt Works Road, Medina, NY 14103** upon payment of **\$.25 per page** for each set. Checks for Contract Documents shall be made out to **Town of Shelby**. Copies of Contract Documents will be mailed for an additional **\$5.00** per set. Checks for postage and handling fees shall be made out to **Town of Shelby**.

Each bid must be accompanied by cash, a certified check, or a bid bond in an amount not less than 5% of the bid and a Certificate of Non-Collusion, and subject to the conditions and the furnishing of all materials as set forth in the Contract Documents and Instructions to Bidders.

Upon acceptance of the bid, if the successful bidder fails to enter into a contract pursuant to the requirements of said agency, then the sum deposited as aforesaid shall be forfeited to the **Town of Shelby** as liquidated damages, or the payment of the bond enforced for the benefit of the **Town of Shelby**.

**BIDDERS ON THIS WORK WILL BE REQUIRED TO COMPLY WITH THE PRESIDENT'S EXECUTIVE ORDER NOS. 11,246 AND 11,375 WHICH PROHIBIT DISCRIMINATION IN EMPLOYMENT REGARDING RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, OR NATIONAL ORIGIN.**

The successful bidder must be an equal opportunity employer, must meet all appropriate State and Federal standards, and comply with all relevant governmental regulations.

Contract award is subject to budget appropriation.

By order of the Town Clerk/Deputy Clerk, of the Town of Shelby.

Darlene Rich, Town Clerk/Lori Myhill, Deputy Town Clerk, Town of Shelby  
4062 Salt Works Road Medina, NY 14103 Tel – (585) 798-3120

Date: April 15, 2020