

# Town of Orford

## Request for bids

### Spring & Fall Clean-Up, Mowing and Trimming of Town Cemeteries

#### Locations:

- West Cemetery (Main Street)
- East Cemetery
- Dame Hill Cemetery

#### Contractor requirements:

Certificate of insurance of up to \$1,000,000 in liability

Proof of Workmen's Compensation

W-9 on file with Town

Please submit your bid with itemized costs per location (using the attached form) per the following mowing requirements to:

Town of Orford – Mowing Bid  
2529 Route 25A, Orford, NH 03777

**All sealed bids must be received at the Town Office by 4:00 pm Dec. 10, 2024**

*Bids will be opened at the December 11, 2024 Selectboard Meeting*

Town of Orford Selectmen reserve the right to accept or reject any or all bids and determine the viability of contractor to perform the required tasks.

### **General Mowing Requirements:**

- Doing Spring and Fall Clean-ups on all 3 cemeteries, to include cleaning up all waste/debris and hauling it away for disposal, if needed.
- Spring and fall cleanup of the aforementioned areas will include but not limited to removing fallen tree limbs, power sweeping to remove sand and gravel, leaf removal, and other activities required to ensure these areas are in a neat condition at the beginning and end of the growing season.
- Fixing/Replacing any damaged areas where needed with topsoil, grass seed and hay mulch, price discussed at that time, if needed.
- Mowing and trimming of all 3 town cemeteries once a week or as needed, during the mowing season approximately Mid-April through Mid-November
- All mowing and trimming conducted under this contract will be in accordance with the standards of performance of the Lawn Care and Landscaping Industry. Results are expected to be clump free, neat, tidy and aesthetically pleasing.
- Turf height will be 3” - Special care to follow appropriate lawn care and mowing during periods of drought. The Cemetery Commissioner David Smith at (802) 299-5284 should be contacted before cutting during drought conditions.
- Trimming of all grass around trees, fences, gravestones, structures and other objects will be done each time the grass is mowed.
- No mowed grass or trimmings shall remain on roadways, walks, buildings or flower beds.
- Any concerns or issues at the town properties should be reported to the Cemetery Commissioner David Smith at (802) 299-5284
- The Cemetery Commission should be notified of any damaged headstones found while maintaining the cemeteries.

**Bid specifics: (Please list cost for each and total bid)**

Spring Cleanup, one time (Mid-April) for:

- West Cemetery (Main Street)
- East Cemetery
- Dame Hill Cemetery

• Spring Clean Up Bid: \$ \_\_\_\_\_

Mowing: once per week during the mowing season:

- West Cemetery (Main Street)
- East Cemetery
- Dame Hill Cemetery

• Mowing Bid: \$ \_\_\_\_\_

Trimming: once per week during the mowing season:

- West Cemetery (Main Street)
- East Cemetery
- Dame Hill Cemetery

• Trimming Bid: \$ \_\_\_\_\_

Fall clean-up: one time (October/November) for

- West Cemetery (Main Street)
- East Cemetery
- Dame Hill Cemetery

• Clean Up Bid: \$ \_\_\_\_\_

**Total bid for Town Locations** \$ \_\_\_\_\_

Submitted by: (name): \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone# \_\_\_\_\_

e-mail: \_\_\_\_\_

Failure to meet contract obligations, schedules or requirements that result in the Town having to obtain them from alternate service providers may result in deductions from payments made to the contractor.

Payment for mowing and trimming services will be in monthly instalments.

The Cemetery Commissioners will have the authority to determine when and in what manner the locations will be mowed, trimmed and maintained.