

2025 CEMETERY & TOWN MOWING BID PACKET
Please read carefully as several requirements have changed!

BID INSTRUCTIONS:

The Town of Appleton is requesting sealed bids for the mowing of:

CEMETERIES:

Pine Grove Cemetery (*see Additional instructions for Pine Grove Cemetery*)

Miller Yard

Quaker Cemetery

Metcalfe Cemetery

Hart Cemetery

Sprague Cemetery

Weymouth Cemetery

TOWN LOTS:

Town Office & Fire Station

Ben Ness Park

Gushee Corner (traffic island)

Belfast Turn (traffic island)

Riverside Park (adjacent to Town office)

Getchell Park

- 1) Bids must be returned to the Town Office *no later than 6:30 PM, Tuesday, October 22, 2024*. All bids will be opened publicly at this time. Contracts will be awarded *no later than May 1, 2025*.
- 2) All bids must be submitted on the attached bid form prior to bid opening. Any questions should be directed to the Selectmen at 785-4722.
- 3) The Town of Appleton reserves the right to accept or reject any or all bids. The successful bidder may be required to produce evidence of his/her ability to adequately perform the work before the bid is awarded.

Instructions for maintenance of all cemeteries:

- 1) **All cemeteries will be completely mowed and clipped (weed-whacked) at least *two times* before Memorial Day. The second mowing should be completed within three days of Memorial Day Weekend.**
- 2) All cemeteries will have trash, debris and broken limbs removed before Memorial Day and as required throughout the summer.
- 3) Rake lots after mowing before Memorial Day.
- 4) **All cemeteries will be mowed and areas around headstones and ditches clipped at least every other week through October 15th.**
- 5) Contractor will be under the supervision of the Appleton Select Board.

- 6) Contractor will provide proof of **general liability insurance** and **workers compensation** (or a record in the State of Maine Workers' Compensation list) prior to contract being signed.
- 7) Payments will be made in six equal installments each year payable by the 30th of the month, beginning May 2025 and ending in October 2028, payable after the last Select Board accounts payable warrant of each month and contingent upon satisfactory performance review by the Select Board.
- 8) Contractor may bid on cemeteries, Town parks, or both.

Additional instructions for Pine Grove Cemetery

SUMNER TOMB:

- 1) Open tomb and leave open for the summer. Set chairs and urns outside.
- 2) Sweep debris from tomb.
- 3) Mow, clip & rake area-surrounding tomb.
- 4) Set potted plants (to be furnished by Town) in urns outside doors.
- 5) Lock up urns and chairs inside tomb for the winter no later than October 15th.

OLD YARD:

Remove broken limbs and debris from the Old Yard before Memorial Day. Rake as necessary. Note: The Appleton Cemetery Committee and volunteers sometimes help with this project in a work bee and volunteer liability waivers are required. It is too much for one person! **The date of the clean-up bee each year is set in May and October.**

VETERANS GRAVES:

Special attention will be paid to Veterans' graves, to ensure that they are mowed, clipped and free of debris throughout the summer.

MAY 2025 – OCTOBER 2028 CEMETERY MOWING BID FORM

The undersigned, having familiarized themselves with the bid packet and specifications, hereby proposes to furnish labor and equipment **each year** in accordance with specifications as follows:

Total for all cemeteries \$ _____ /year

Total for all Town lots \$ _____ /year

Date: _____

Name of Bidder: _____

Address: _____

Signature: _____ Telephone: _____

Successful Bid accepted by Select Board this _____ day of _____, 2025

Lorie A. Costigan

C. Prent Marriner

Scott K. Esancy

Karen L. Reed

Charles D. Garrigan

This page to be submitted in a sealed envelope marked "Cemetery Mowing Bids" and returned to the Appleton Town Office no later than 6:30 PM, Tuesday, October 22, 2024.