



# TOWN OF KILLINGWORTH

## REQUEST FOR PROPOSAL

The Town of Killingworth, CT is seeking proposals and costs for seasonal care and mowing of seven Town-owned cemeteries for the years 2018 and 2019 (2 year contract). Bids may be renewed for an additional 2 years upon approval of both parties.

Cemeteries included are:

- Chestnut Hill Road
- River Road Cemetery
- Lover's Lane Cemetery
- Emanuel Church Road Cemetery
- Little City Road Cemetery
- North Parker Hill Road Cemetery
- Roast Meat Hill Road Cemetery

The Town expects the initial spring clean-up to be conducted in April followed by an additional six (6) monthly mowings and trimmings running from May through October. Please note that the April clean-up must include the removal of twigs, branches, leaves, etc. In addition, the May mowing must be in advance of Memorial Day. The final mowing in October must include leaf removal and general clean-up before winter.

The cemeteries are sensitive historic, cultural and spiritual sites, and the Town will look for evidence in the proposals that special care will be exercised in the performance of the contract.

The Town will require proof of liability insurance and references from present or past clients.

Questions and submissions should be addressed to Selectmen's Office, [edisbrow@townofkillingworth.com](mailto:edisbrow@townofkillingworth.com) or 860-663-1765 ext. 501. All responses will be posted on the town website.

Proposals must be received by Monday March 26, 2018 at 4 p.m. Bids will be opened and read in public at the Killingworth Board of Selectmen's meeting to be at 7:00 p.m. that evening.

The Town of Killingworth reserves the rights to amend or terminate this Request for Proposals, accept all or any part of a proposal, reject all proposals, waive any informalities or non-material deficiencies in a proposal, and award the proposal to the proposer that, in the Town's judgment, will be in the Town's best interests.

Minority business enterprises will be afforded full opportunity to submit bids and are encouraged to do so. The Town of Killingworth is an Affirmative Action/Equal Opportunity Employer.



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## CEMETERY MOWING

It is important to use great care when mowing in the Town's historic cemeteries. These sites are both historical and sacred to those residents with relatives and ancestors buried there.

- Operators should move slowly when mowing and avoid bumping into or scraping gravestones.
- Low-lying stones and footstones should not be driven over as this scrapes the tops of the stones.
- Do not move broken gravestones as this makes it difficult for them to be properly identified, repaired, and replaced.
- Do not touch gravestones with trimmers as they leave a line at the base of the stone
- Weeds and unsightly brush may be removed but avoid anything that looks like a memorial plant.
- Please report any unusual activity that you may discover when conducting the mowing services to Walter Adametz, Highway Foreman at 860-663-0875.

Tom Lentz  
Municipal Historian, Town of Killingworth