



Town of Eustis

88 Main Street P.O. Box 350

Stratton, Maine 04982

Tel: 207-246-4401 Fax 207-246-3267

www.eustismaine.org

2026 REQUEST FOR BIDS FOR CEMETERY MAINTENANCE

The following contract is for services to be performed at the Cemeteries commonly known as Upper Cemetery, Lower Cemetery and New Cemetery. The duration of this contract is to be effective on the date of signature and acceptance from both parties, until November, 2028.

It is the responsibility of the Contractor to provide the following services at each or any of the locations noted above:

1. Mowing of grass
 - Mounded gravesites must be mowed by hand to prevent scalping.
 - Flat areas away from graves may be mowed with a riding mower.
2. Trimming around all trees, shrubs, markers, and structures.
3. Mowing and maintenance techniques that damage gravestones and sites may not be used.
4. All areas within each cemetery shall be kept cut back, including fence lines and perimeters.
5. Inform Cemetery Committee of any sunken lots, toppled or defaced headstones, downed trees or large branches and all other items that need attention.

All work will be performed as determined necessary by the Contractor in conjunction with the Cemetery committee and the Selectboard. The cemeteries will be mowed at least every 2 weeks, and more often when necessary, during periods when the grass is growing faster. The town of Eustis takes pride in the appearance of its cemeteries and encourages the contractor to share that pride. The cemetery grounds will be always well maintained and of particular importance is the two-week period preceding Memorial Day when family members visit their loved ones' gravesite. Also, due to unforeseen circumstances, such as a funeral service, the contractor may be requested to perform a special mowing and pickup.

It will be the responsibility of the contractor to provide all necessary equipment and/or tools, and the town will assume no responsibility for damaged or destroyed equipment. The Contractor shall obtain and maintain, throughout the term of this Agreement, at no

expense to the Town, the following insurance coverages: General Liability Insurance in the amount of not less than \$500,000 or such other amount as is established by the Maine Tort Claims Act (14 M.R.S.A. 8101 et seq.) as amended from time to time and Workers' Compensation Insurance in amounts required by Maine law, or to be registered with the State of Maine as an independent Contractor.

The Contractor releases and indemnifies the Town of Eustis from any damages or injuries caused by the Contractor.

Non-performance of the contractual duties or gross negligence on the part of the Contractor shall be grounds for breach of contract and/or withholding of payment(s). This Agreement may be terminated by either party upon 7 days: written notice to the other party. This Agreement may also be terminated immediately by either party for any material breach of this Agreement by the other party, provided that the breaching party is given written notice of the breach and an opportunity to cure such breach within 7 days.

Payments shall be paid monthly beginning May 1, 2026, with a final payment on September 1, 2028.

Payment Schedule:

May 1
June 1
July 1
August 1
September 1

Bids will be delivered/received no later than 12:00pm Tuesday April 14th, 2026. Proposals will be considered by the Select Board at a regular meeting at 6pm on Tuesday April 14th, 2026 in the Town Office.

All inquiries may be directed to the Town Administrator Assistant/Town Clerk, Rachel Williams, 207-246-4401; email eustisclerk@eustismaine.org. Proposals must be emailed to eustisclerk@eustismaine.org, dropped off in the office or received by mail by above date to:

Town of Eustis
Attn: Municipal Cemetery Mowing Contract
P.O. Box 350
Stratton, Maine 04982

The Town of Eustis reserves the right to reject any or all bids. The Selectboard reserves the right to renegotiate with bidder(s) to fit project available funds.

TOWN OF EUSTIS, MAINE

Bids Due: Tuesday, April 14th, 2026, by 12:00 PM

Submit To: eustisclerk@eustismaine.org or P.O. Box 350, Stratton, ME 04982

I. CONTRACTOR INFORMATION

Business Name: _____

Contact Person: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

II. PRICING PROPOSAL

Please provide the total seasonal cost for the maintenance of Upper, Lower, and New Cemeteries as outlined in the Request for Bids.

Contract Year	Total Seasonal Bid Amount	Monthly Payment (6 Installments)
2026 Season	\$ _____	\$ _____
2027 Season	\$ _____	\$ _____
2028 Season	\$ _____	\$ _____

THREE-YEAR CONTRACT TOTAL: \$ _____

III. EQUIPMENT & EXPERIENCE

Briefly list the equipment you intend to use (e.g., push mowers for gravesites, riding mowers for flats, trimmers):

List any relevant experience maintaining cemeteries or municipal grounds:

IV. ACKNOWLEDGMENTS & SIGNATURE

By signing below, I certify that:

1. I have read and understand the 2026 Request for Bids and the Cemetery Maintenance Agreement.
2. I can meet the insurance requirements (\$500,000 Liability and Workers' Comp/Independent Contractor status).
3. I understand that the Town of Eustis reserves the right to reject any or all bids or renegotiate to fit available funds.

Signature: _____ Date: _____

Printed Name: _____ Title: _____

V. REQUIRED ATTACHMENTS

- Proof of Insurance (COI) or a letter of intent from an insurance provider.
- References (Optional but encouraged).