



518/520 Lefever Falls Road
Rosendale, NY 12472
Robert Gallagher

1915 Lucas Avenue
Cottkill, New York 12419

Phone (845) 658-9851
Fax (845)658-3406
Highway Superintendent

Request for Proposals for Mowing, Trimming and Basic Upkeep of the Rosendale Plains Cemetery

The Town of Rosendale will be accepting proposals for the above referenced project.

The purpose of this proposal is to maintain the Rosendale Plains Cemetery located at 793 Springtown Road, Tillson NY 12486 starting on April 18, 2022 to October 1, 2022.

This is for a three year contract. On the anniversary of the start of the contract of each succeeding year, increases will be based upon the change in the Consumer Price Index (CPI) as published by the United States Department of Labor for the Northeast Section of the United States.

Key components of this project include:

Providing equipment and fuel for weekly mowing, weed whacking, trimming and general upkeep of cemetery property.

Proposals shall be inclusive of all taxes, fees, permits and all other costs.

You are reminded to submit proposals on the above items only. In the event that the owner should request additional work or deletion of any work from the above, or should you feel additional work is required, those items, along with costs, shall be listed on a separate piece of paper or letterhead stationery. All additional items will be considered separately from the base proposal and consideration of any changes will be negotiated with the owner after the RFP opening.

The Town of Rosendale has the right to reject any and all proposals at their sole discretion. Should you have any questions or concerns about any of the items, please contact Superintendent Robert Gallagher for clarification prior to submitting your proposal. He can be reached at 845-658-9851 or via e-mail highwaysuper@townofrosendale.com.

All Proposals received by the deadline shall be reviewed by the Highway Superintendent and the Town Board and must include all requested work items, conform to the project standards/specifications and be responsive, accurate, and cost reasonable.

All Proposals must be submitted to the Town of Rosendale Town Clerk at 1915 Lucas Avenue Cottkill, NY 12419 in a sealed envelope addressed to Superintendent Gallagher no later than 12:00 pm on April 8, 2022. Any proposals received after this time will not be accepted. Proposals will be opened on April 8, 2022 at 2:00 pm.

Upon selection of the winning contractor, Town of Rosendale will send a notice of award to the selected contractor. The award notice will advise the selected contractor of the date, time and location of the pre-work conference that must take place before any work can begin. Upon satisfactory completion of the pre-work conference, the Town of Rosendale will issue a "Notice to Proceed," which must be executed by the selected contractor as well. If your proposal is accepted you will need to provide a Certificate of Liability insurance with the Town Of Rosendale named as an additionally insured.