TOWN OF LEMPSTER
856 NH Route 10
Lempster, NH 03605
PHONE (603)863-2698 FAX (603)863-8105

Board of Selectmen
Conservation Commission
Highway Department
Planning Board
Cemetery Trustees

Tax Collector
Town Clerk
Treasurer

Request for Proposals

Cemetery Maintenance

The Lempster Cemetery Trustees are seeking proposals for mowing and general maintenance of the East Lempster Cemetery at the corner of Route 10 and the 2nd NH Turnpike. The established cemetery area is about 5 acres, and the adjoining new section, under development with few burials, adds about 2 acres of usable space. See aerial photo of entire area below. All applicants are requested to walk the cemetery and understand the terrain prior to submitting a proposal. All proposals must be received at the Town Office at 856 NH Route 10, Lempster, NH 03605 by Monday, November 30, 2026 at 12:00 PM. Please mark the envelope "Cemetery Maintenance."

Bidders are encouraged to include in their proposal the manner in which they propose to complete the work, and the history of their business, relevant experience and references. Proposals should include the following minimum scope of services: mowing as needed (est. 6 – 8 times), weed whacking, picking up debris in May, avoiding cutting the pink ground cover and major maintenance efforts for Memorial Day and Old Home Day. The Bidder, if selected, will have the option to do additional tasks for prices to be negotiated and billed separately. The Bidder, in submitting a proposal, commits to the following:

- Supply all equipment.
- Provide proof of proper insurance and limits.
- W9 required.
- Agree to and comply with all terms and conditions specified below.

TERMS AND CONDITIONS

It is expressly understood that Bidder is an Independent Contractor and not the agent, partner, or employee of the Town. By responding to this inquiry Bidder certifies that it is an Independent Contractor and is solely responsible for acts and omissions, control and direction of its employees or workers. Bidder and Bidder's workers are not employees of the Town and are not entitled to tax withholding, Workers' Compensation, unemployment compensation, or any employee benefits, statutory or otherwise.

Any personal injury to Bidder or third parties or any property damage incurred in the course of the performance of the services shall be the responsibility of the Bidder. Bidder agrees to indemnify and hold harmless the Town for any injuries or damage from the performance of the contract by Bidder.

Proposals and price quotations are subject to public disclosure after a proposal is selected. Any responses, materials, correspondence, or documents provided to the Town or Trustees are subject to the State of New Hampshire Right-To-Know Law, RSA 91-A, and may be released to third parties in compliance with that Law.

The Cemetery Trustees reserve the right to solicit any additional information from Bidders that it deems pertinent to determine which Bidder best meets the needs of the Town. The Trustees also reserves the right to investigate any and all Bidders to determine the Bidder's ability to perform services under the RFP.

REJECTION/AWARD OF PROPOSALS: The Trustees reserve the right to accept or reject any or all proposals, to negotiate with any or all Bidders, and to waive any informalities in the Request for Proposals process, and to enter into an agreement with the Bidder whom the Trustees in their sole discretion determine is in the best interest of the Town even though the Bidder may not submit the lowest bid or proposal. Bidders shall be responsible for any and all expenses that they may incur in preparing their proposals.

Payment schedule to be agreed upon with the Trustees before start date.

Lempster Board of Selectmen phone: 603-863-2698.

