69 Lincoln Lake Ave NE, Lowell

# Vergennes Township Hall and Township Cemeteries
## Mowing Service & Landscape Maintenance
## Request for Proposal
## 2027 Lawn Care Season

Vergennes Township, Kent County, Michigan, is requesting proposals from qualified contractors for lawn care services for the 2027 lawn care season.

Vergennes Township reserves the right to waive any informality in the request for proposals, to reject any or all proposals; and to award the contract in a manner which it considers to be in the best interest of the township. The Township reserves the right to use whatever reasonable and sensible evaluation techniques it deems appropriate.

**Scope of Services**:

**69 Lincoln Lake Ave NE, Lowell, Michigan**- Vergennes Township Hall
The contractor shall provide lawn care and landscape services as outlined below:

1. Spring clean-up: rake and remove debris from lawn and stone flower beds. Prune shrubs as necessary- weed control applied to beds.
2. Mow all lawn areas around the building weekly, edge sidewalks bi-weekly, weed whip as necessary and blow clippings off sidewalks and parking lot.
3. Spray weeds in and around all stone flower beds, along the back ramp, near the back parking lot and sidewalk cracks monthly or as needed.
4. The prices submitted should be calculated on **BOTH** a “per-service” and “seasonal” rate.

**Township Cemetery locations:**

- **Bailey** – 480 Parnell Ave NE, corner of Bailey Dr. and Parnell Ave.
- **Krum Blanding**- 10780 Vergennes St, on south side of Vergennes St., between Cumberland Ave. and Parnell Ave.
- **Fox’s Corner**- 600 Lincoln Lake Ave SE, on the east side of Lincoln Lake Rd, south of Vergennes Rd.
- **Fallas**- 14165 Covered Bridge Rd NE, Covered Bridge at McPherson
- **Alton Cemetery** – 12835 3 Mile Rd NE, Northeast corner the Lincoln Lake NE and 3 Mile Rd intersection.

The contractor shall provide lawn care and landscape services as outlined below:

5. Spring clean-up: rake and remove leaves, pinecones, limbs, sticks, and any other debris as soon as weather allows.
6. Mow lawn area between monuments and trim around monuments and under fences each time lawn is mowed.
7. Mow bank or ditch between cemetery and road.

8. Keep vines and any other weeds off all fences. Trim shrubbery and trees where necessary to allow mowing.
9. Mowing at Alton, Bailey, and Fallasburg Cemeteries

- shall be done every 7-14 days, “as needed” basis during the entire season and/or deemed necessary by the Township.
- Weed whipping is critical. All weeds and grasses between monuments need to be trimmed.
- Bailey and Fallasburg Cemeteries includes newly developed areas.
- The Alton Cemetery lawncare includes all lawn between Lincoln Lake, 3 Mile, and the Cemetery. This includes the area next to the historic church building, and the banks down to the road.

10. Mowing at Foxes, Fallas and Krum Cemeteries shall be done every - other week as needed during the entire season and/or deemed necessary by the Township.
11. Mowing schedules for all cemeteries shall be tailored to be completed JUST before the following spring/summer holidays:
    - Mother’s Day
    - Memorial Day
    - Father’s Day
    - Independence Day
12. Fall clean-up: rake and remove leaves, pinecones, limbs, sticks, and any other debris between October 1-31.
13. Contractor to provide its own equipment, labor and supplies necessary to fulfill the above duties and responsibilities.
14. The prices submitted should be calculated on **BOTH** a “per-service” and “seasonal” price.

## Insurance Liability

The contractor shall carry comprehensive general liability and property damage insurance and after the contract is awarded, identify Vergennes Township as an additional insured party on your policies for the duration of the contract. You must supply a copy of said insurance to the Clerk prior to providing any service.

Contractors are always responsible for any damage to or movement or dislocation of any monument during the mowing process. Any damage or repairs will be submitted to your insurance carrier. Contractors are also responsible for the replacement of flowers cut off by careless use of cutting equipment. (Guidelines of planting are listed in the Township’s Cemetery Ordinance.)

The township must receive prior notification and approve the use of any subcontractor.

## Deadline for Submission

To be considered, proposals must be submitted to, and be on file with the Vergennes Township Clerk on or before Monday, December 16, 2026, at 3 p.m. Lawn Care bids will be reviewed at the December 21, 2026, regular board meeting.

All bids should be submitted to:
Shantell Ford, Clerk
Vergennes Township
69 Lincoln Lake Ave NE
PO Box 208
Lowell, MI 49331
clerk@vergennestwpmi.gov