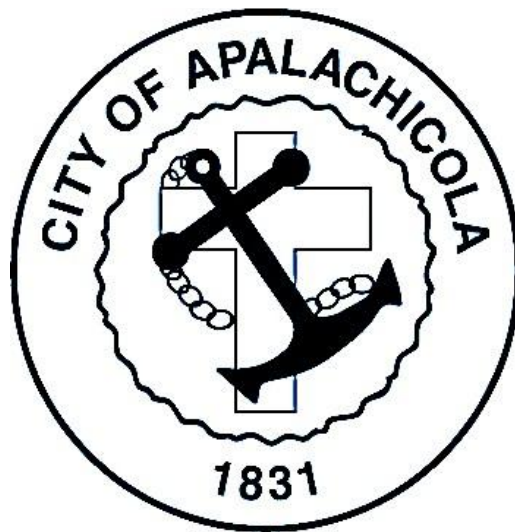


City of Apalachicola



Request for Proposal Lawn Maintenance at City Cemeteries

The City of Apalachicola is soliciting proposals from any person, company, or corporation with experience in providing grounds maintenance for all city cemeteries. **Bids will be accepted via email submission to the City Clerk (scummings@cityofapalachicola.com) or in-person at City Hall, located at 1 Bay Ave, Apalachicola, FL 32320 until 4:00 p.m. EST on Nov. 28, 2025.**

Scope of Work

The primary objective is to contract to provide quality “beyond expectation” lawn maintenance for the three cemeteries in Apalachicola. Services are to be provided monthly from March 1 through October 31. Please quote price for monthly services per this scope at each site. A monthly report will be required to be submitted with each invoice. Monthly report to include date and time of each cleaning.

The Bidder will be responsible for performing maintenance on the cemeteries once every 2 weeks and will perform the following duties:

- **Mow all grass in designated areas.**
- **Trim around all headstones, monuments, and fences.**
- **Blow off all debris from headstones and monuments.**
- **Pick up all limbs and trash and dispose of all debris properly.**
- **Bidder will text, call, or email Greg Harris, Public Works Director, with completion dates for each cemetery.**

Cemeteries:

- Snow Hill – Gibson/Bluff Rd
- Chestnut Cemetery – 8th St/Hwy 98
- Magnolia Cemetery – 12th St. Bluff Road

The selected individual/company will be awarded a one-year contract renewable at City’s discretion. The selected individual/company must also maintain a valid City of Apalachicola business license for the period of the contract.

The City of Apalachicola reserves the right to accept or reject any and all bids in whole, or in part, to waive informalities in the process, to obtain new bids, or to postpone the opening.

The City of Apalachicola is an Equal Opportunity, Affirmative Action Employer and does not discriminate based on age, religion, race, national origin, sex, or handicapped status in hiring the provision of services. The City of Apalachicola is a Drug-Free Workplace and a Fair Housing Community.

For questions concerning the request for proposal, please contact City Clerk Sheneidra Cummings at 850-653-9319 or scummings@cityofapalachicola.com.

Again, bids will be accepted via email submission to the City Clerk (scummings@cityofapalachicola.com) or at City Hall, located at 1 Bay Ave, Apalachicola, FL 32320 until 4:00 p.m. EST on Nov. 28, 2025.