



# CITY OF FORT DODGE

819 1<sup>st</sup> Avenue South • Fort Dodge, Iowa 50501

Phone (515) 576-4551 • Fax (515) 576-2301 • [www.fortdodgeiowa.org](http://www.fortdodgeiowa.org)

## MEDIA RELEASE

David Fierke, City Manager

**FOR IMMEDIATE RELEASE**

**JUNE 4, 2019**

The City of Fort Dodge and the Iowa Insurance Division have been in ongoing contact with Mr. Alan Dorothy and his representatives regarding the care and upkeep of Memorial Park Cemetery. On Monday, June 3, 2019, Mr. Dorothy provided the Iowa Insurance Division with consent to allow the City of Fort Dodge to maintain the property while the Iowa Insurance Division pursues receivership. Mr. Dorothy further stated in writing that he would not protest the receivership process, enabling the Courts to move more quickly on this matter.

The City would like to thank all of the individuals who donated their time and equipment to maintain the property. It is truly amazing what the citizens of Fort Dodge and the surrounding area can accomplish when working together towards a common goal.

Anyone who is interested in maintaining the property for payment is encouraged to complete the attached Memorial Park Cemetery Bid form. Sealed bids are due at the City Clerk's office located at 819 1<sup>st</sup> Avenue South, Fort Dodge, IA 50501 by **9:00 am on Monday, June 10, 2019**. Please mark the sealed envelope "Memorial Cemetery Bid".

We will provide additional updates as they become available.

## Memorial Cemetery Maintenance Specifications

The City of Fort Dodge is interested in entering into a maintenance contract with a qualified contractor to perform maintenance for Memorial Cemetery. If you are qualified and interested in providing the described services, please submit a proposal stating your qualifications and availability to complete this work beginning June 11, 2019 through November 14, 2019 along with a sealed bid and evidence of certification of insurance as outlined below. Demonstrated experience in lawn maintenance is desired.

- Mowing:** Mow weekly unless during dry weather then as needed. Growth shall not exceed a height of 6". Growth will be cut to a height no shorter than 2-1/2".
- Trimming:** Trimming will be conducted each time the grass is mowed. Trimming around stones, buildings, fences, trees or any area not accessible by mower will be done with a flexible filament on a power trimmer. Metal blades will not be used. All markers need to be blown every other trim.
- Debris Removal:** Litter and tree limbs will be removed with each mowing and after any major storm. Limbs over 10" in diameter will be picked up by the Forestry Department. Limbs will be piled in a designated place for chipping by the City. Leaves will be mulched by November 15<sup>th</sup>. Unregulated grave decorations will be removed with each mowing. Disposal of these items will be the responsibility of the City.
- Vandalism:** Contractor will be responsible for reporting any vandalism or damage to any parts of the cemetery to the City.
- Road Maintenance:** All roads within the cemetery will be maintained by the City.
- Tree Maintenance:** City will provide required tree maintenance. Contractor will trim hedges and shrubs throughout the cemetery if needed. Anticipated two times a year.
- Special Circumstances:** All mowing and trimming will be completed during the week prior to Memorial Day. No work during internments allowed.
- Insurance:** The contractor shall provide to the City a Certificate of Liability naming the City additional insured for a minimum of \$1,000,000 prior to start of contract. The Contractor and City mutually agree, to the fullest extent permitted by law to indemnify and hold each other harmless from any and all damages, liabilities or costs arising from their own negligent acts, errors or omissions, or willful misconduct in the performance of their service.
- Acres:** Approximately 24.3 acres
- Duration:** Term is June 11, 2019 through November 15, 2019

**Payment:**

City shall:

- A. Pay a total of \$ \_\_\_\_\_ for the contract period. Compensation under the contract shall be monthly commencing after the first month of the contract. A maximum of one/fifth of the total value of the contract in any single month.

**Termination:**

Either party may at will terminate this contract during the course of this agreement provided thirty days advance notice in writing is given to the other party. If the contract is terminated during the course of the agreement, the contractor will be paid a prorated amount of the contract value.

# Bid Form Memorial Cemetery

Agreement to provide the maintenance for Memorial Cemetery according to the provisions on the attached documents. Sealed bids are due at the City Clerk's office located at 819 1<sup>st</sup> Ave South, Fort Dodge, IA 50501 **by 9:00 am on Monday, June 10, 2019**. Please mark sealed envelope "Memorial Cemetery Bid".

Company: \_\_\_\_\_

Experience in lawn care: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Equipment you will provide: \_\_\_\_\_

\_\_\_\_\_

Bid Amount: \$ \_\_\_\_\_

Signed and Dated: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Cell phone: \_\_\_\_\_

Feel free to contact Kevin Lunn, Parks & Forestry Superintendent at (515)302-4994 with any questions.

*\* The City may reject all bids whenever it is deemed in the best interest of the City to do so.*