

Town of Casco

Request for Proposal (RFP)

Mowing and Grounds Maintenance Services (Three-Year Contract)

1. Introduction

The Town of Casco (the “Town”) is issuing this formal Request for Proposals (RFP) to solicit sealed bids from qualified contractors to provide mowing and grounds maintenance services for designated municipal properties and cemeteries. This document constitutes a formal bid packet in accordance with municipal procurement practices. The Town of Casco (the “Town”) is soliciting sealed proposals from qualified contractors to provide mowing and grounds maintenance services for designated municipal properties and cemeteries. The intent of this Request for Proposal (RFP) is to select a contractor capable of providing reliable, high-quality services over a three (3) year contract term.

2. Contract Term

The contract term shall be for three (3) years, beginning **July 1, 2026** and ending **June 30, 2029**, subject to approval by the Casco Selectboard. The contract is contingent upon annual appropriation of funds and satisfactory contractor performance. There shall be no automatic extensions beyond June 30, 2029, unless authorized by the Selectboard.

3. Scope of Services

The selected contractor shall furnish all labor, equipment, materials, and supervision necessary to perform the services outlined below.

A. Weekly Mowing – Town Properties

Weekly mowing services shall be provided during the growing season at the following Town-owned properties: Casco Community Center - Casco Day Park - Central Fire Station - Town Office - Libby Park - Webbs Mills Park - Casco Community Park

Weekly mowing shall include cutting of grass, trimming around buildings, fences, signs, trees, and other obstacles, and removal or dispersal of grass clippings as appropriate to maintain a neat and professional appearance.

B. Cemetery Mowing

The contract includes mowing services for the following cemeteries: Webbs Mills Cemetery - Green Grove Cemetery - Cook-Pinkham Cemetery - Leach Hill Cemetery - Dingley Cemetery - Mayberry Hill Cemetery - Tubbs Cemetery - Lakeside Cemetery

Each cemetery shall be mowed five (5) times per year. One of the required mowing cycles must be completed during the week immediately preceding Memorial Day. Cemetery mowing shall be conducted with care and respect, including trimming around headstones and monuments without causing damage.

C. Mulching Services

Mulching services are included for the following locations: Casco Community Center - Casco Town Office - Casco Community Park

Mulching shall include the supply and installation of mulch in designated landscaped areas, with edges defined and beds left in a clean and uniform condition. The Town anticipates mulching to occur annually unless otherwise directed.

4. Performance Standards

All work shall be performed in a professional and timely manner consistent with industry standards. The contractor shall coordinate schedules with the Town's designated representative and promptly address any performance concerns identified by the Town.

5. Contractor Qualifications

Proposers must demonstrate: Experience providing mowing and grounds maintenance services of similar scope and scale - Availability of appropriate equipment and trained personnel - Ability to meet the scheduling requirements outlined in this RFP - Proof of insurance as required by the Town

6. Insurance Requirements

The selected contractor shall be required to provide proof of insurance, including: General Liability Insurance - Workers' Compensation Insurance

Coverage limits shall be acceptable to the Town and provided prior to contract execution.

7. Bid Submission Requirements

Bids must be submitted in a sealed envelope clearly marked "**Bid – Mowing and Grounds Maintenance Services**". Bids shall include all required documentation listed below.

Proposals shall include, at a minimum: Company name, address, and contact information - Description of relevant experience - Proposed cost structure (annual pricing, including any optional services) - Confirmation of ability to meet the service schedule - Proof of insurance or statement of ability to obtain required coverage

8. Bid Evaluation, Public Opening, and Award

Sealed bids will be **publicly opened at 12:00 PM on March 5, 2026**, immediately following the bid submission deadline. Bid openings will occur at a location designated by the Town.

Bids will be evaluated based on responsiveness to this RFP, bidder qualifications, demonstrated ability to perform the work, and overall cost to the Town. The Town intends to award the contract to the lowest responsible and responsive bidder, as determined by the Selectboard.

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The Town reserves the right to accept or reject any or all proposals, to waive informalities, and to award the contract in the best interest of the Town.

9. Bid Submission Deadline

Sealed bids must be received by the Town of Casco **no later than March 5, 2026 at 12:00 PM (noon)**. Bids received after this deadline will not be opened or considered. Proposals must be received by the Town of Casco by a date and time to be determined. Late submissions will not be considered.

10. General Conditions and Additional Information

- The Town reserves the right to reject any or all bids, to waive informalities or irregularities, and to accept the bid deemed to be in the best interest of the Town.
- The Town reserves the right to negotiate minor clarifications with the selected bidder.
- The successful bidder shall enter into a written contract with the Town prior to commencement of work.

11. Default

The contractor shall be considered in default if they fail to perform the services specified in this RFP in a timely, professional, and satisfactory manner, or otherwise fail to comply with the terms and conditions of the contract. Upon determination of default, the Town may provide written notice specifying the nature of the default. If the contractor fails to cure the default within a reasonable time as determined by the Town, the Town may take corrective action, including but not limited to withholding payment, procuring services from another provider, or terminating the contract.

12. Termination

The Town reserves the right to terminate the contract, in whole or in part, for cause or for convenience.

- **Termination for Cause:** The Town may terminate the contract for cause if the contractor fails to perform the work in accordance with contract requirements, becomes insolvent, or otherwise breaches the contract. Termination shall be effective upon written notice to the contractor.
- **Termination for Convenience:** The Town may terminate the contract for convenience upon written notice to the contractor. In such event, the contractor shall be compensated only for services satisfactorily performed up to the effective date of termination.

13. Payment Terms

Payment for yearly services shall be made on a **monthly basis**, contingent upon satisfactory performance and submission of an invoice acceptable to the Town. Monthly payments shall represent one-twelfth (1/12) of the annual contract amount unless otherwise approved by the Town. The Town reserves the right to withhold payment for incomplete or unsatisfactory work.

14. Bid Price Form

All bidders must complete and submit this Bid Price Form as part of their sealed bid. Prices shall include all labor, equipment, materials, fuel, insurance, overhead, and any other costs necessary to fully perform the services described in this Invitation for Bids.

Bidder Name: LMNT Landscaping
Address: 250 Edes Falls Rd, Naples 04055
Contact Person: Christopher "Terror" McCourt
Phone / Email: 207-939-6248 LMNTofmaine@gmail.com

A. Annual Pricing

Service Category	Annual Price (Year 1)	Annual Price (Year 2)	Annual Price (Year 3)
Weekly Mowing - Town Properties	\$ 25,000	\$ 27,000	\$ 29,150
Cemetery Mowing (5 times per year)	\$ 4,200	\$ 4,536	\$ 4,898.88
Mulching Services	\$ 800	\$ 864	\$ 933.12
Annual Totals	\$ 30,000	\$ 32,400	\$ 34,992

B. Monthly Payment Amount

Monthly payments shall be calculated as one-twelfth (1/12) of the total annual cost for each contract year.

Contract Year	Total Annual Cost	Monthly Payment Amount
Year 1 (July 1, 2026 – June 30, 2027)	\$ 30,000	\$ 2,500
Year 2 (July 1, 2027 – June 30, 2028)	\$ 32,400	\$ 2,700
Year 3 (July 1, 2028 – June 30, 2029)	\$ 34,992	\$ 2,916

C. Bid Certification

By signing below, the bidder certifies that they have read and fully understand this Invitation for Bids, agree to comply with all requirements herein, and that the prices submitted are firm for the contract term.

Authorized Signature: 

Printed Name and Title: Christopher "Terran" McCourt - Owner

Date: 3/4/2026

Questions regarding this RFP shall be directed to Tony Ward, Town Manager at award@cascomaine.org or (207) 627-4515, ext. 1201. Any addenda or clarifications will be issued in writing and shall become part of this bid packet.

Town Of Casco

Mowing and Grounds maintenance bid

I have been working in the landscaping field for over six years, gaining hands-on experience in lawn care, property maintenance, and outdoor landscape management. For more than three years, I worked with AC Yard Services, where I developed strong skills in maintaining residential and commercial lawns, operating landscaping equipment, and providing reliable service to customers.

After building experience in the field, I decided to venture out and start my own landscaping business, LMNT Landscaping. Through my business, I provide lawn care and landscaping services to surrounding towns including Raymond, Windham, Naples, and Bridgton. My services focus on maintaining healthy, well-kept lawns and ensuring that each property receives consistent, high-quality care.

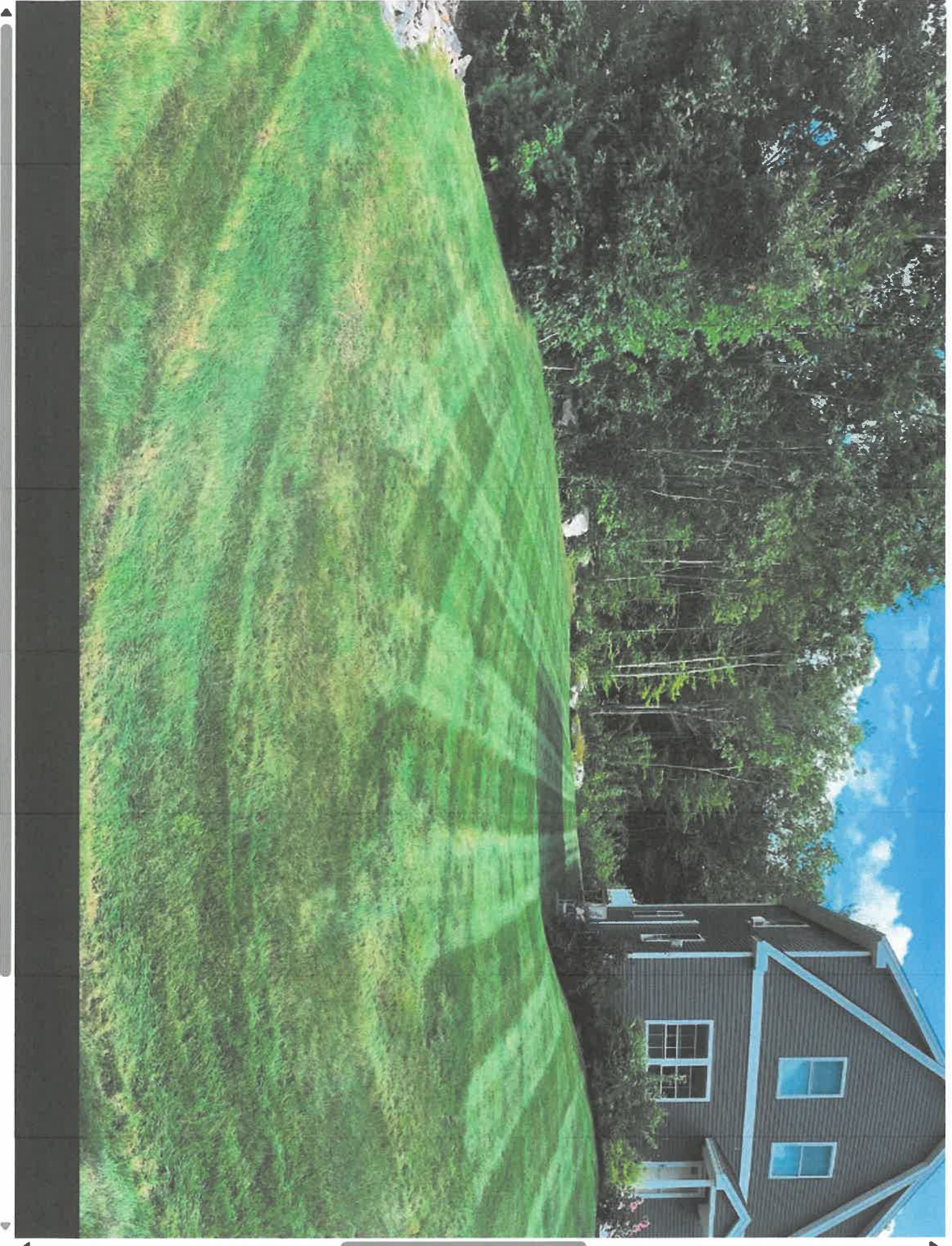
Attached are photos showing examples of lawns that I have maintained over the years, demonstrating the quality of my work and my commitment to professional landscaping services.

Thank you,

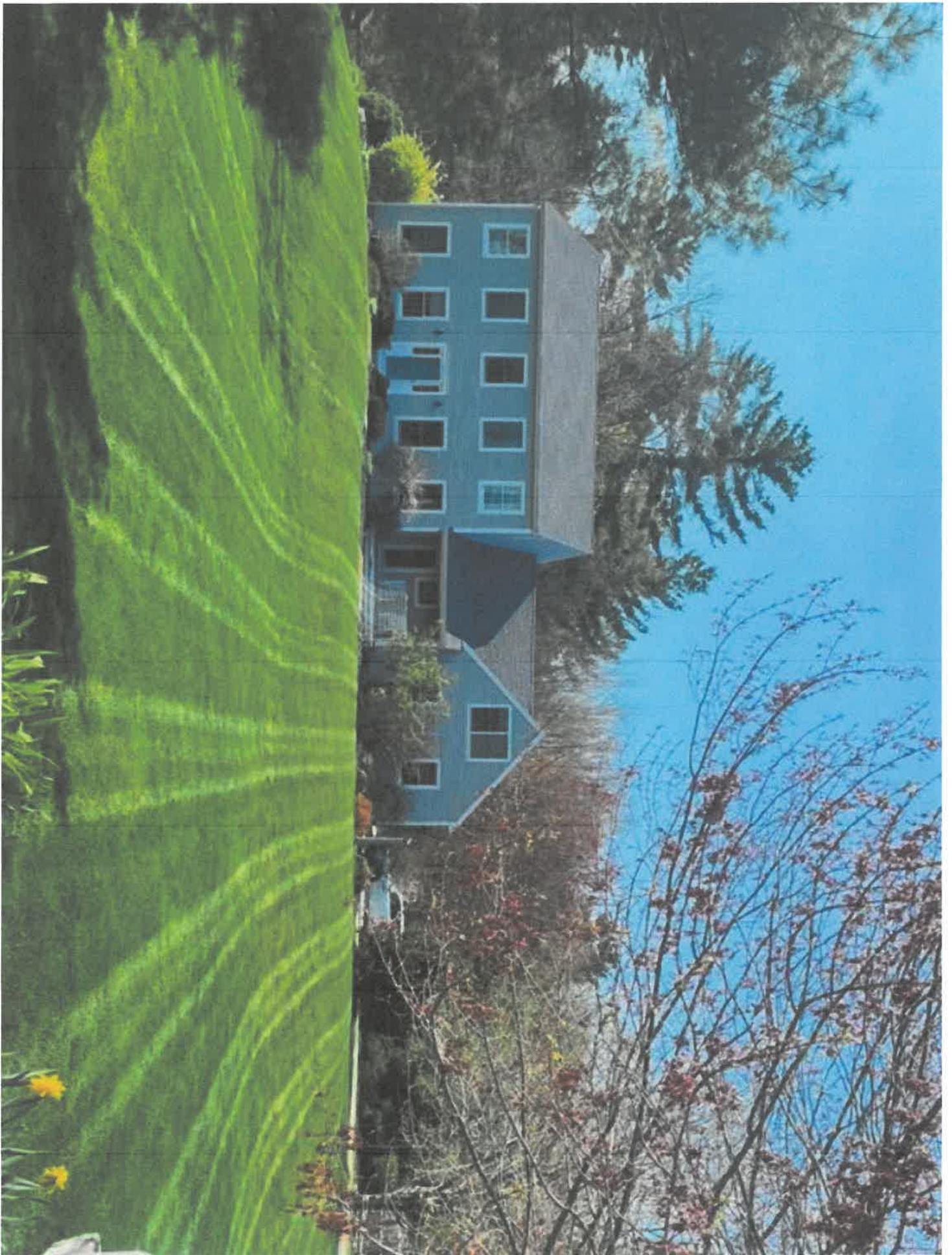
Christopher Terron McCourt

LMNT Landscaping











CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/05/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER [REDACTED]		CONTACT NAME:	
Fairfield OH 45018		PHONE (A/C, No, Ext): 800-962-7132	FAX (A/C, No): 800-845-3666
INSURED CHRISTOPHER MCCOURT 250 Edes Falls Rd Naples ME 04055		E-MAIL ADDRESS: BusinessService@LibertyMutual.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Ohio Security Insurance Company	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER** [REDACTED] **REVISION NUMBER:** [REDACTED]


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	X	[REDACTED]	12/05/2023	12/05/2024	EACH OCCURRENCE \$ [REDACTED] DAMAGE TO RENTED PREMISES (Ea occurrence) \$ [REDACTED] MED EXP (Any one person) \$ [REDACTED] PERSONAL & ADV INJURY \$ [REDACTED] GENERAL AGGREGATE \$ [REDACTED] PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Proof of Insurance

CERTIFICATE HOLDER**CANCELLATION**

Christopher McCourt 250 Edes Falls Rd Naples ME 04055	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  Curtis Luken
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