2026-07 GROUNDSKEEPING

Quote Number:	**2026-07**
Sealed quotes will be received by:	Corporation of the Township of Ryerson 28 Midlothian Road Burks Falls, Ontario P0A 1C0
Deliver in Person To:	Township of Ryerson
Closing Date:	Tuesday, November 17, 2026
Closing Time:	1:00 p.m.
Opening Date:	Tuesday, November 17, 2026
Opening Time:	1:30 p.m. at Municipal Office
Quote for:	Groundskeeping services
Location:	Varies as per the attached Figure

Lowest or any quote not necessarily accepted.

2026-07 GROUNDSKEEPING

The Township of Ryerson requires a company or individual to maintain municipally owned grounds, parks and cemeteries, and also perform the duties of Cemetery Caretaker.

The term of the contract will be three years, from January 1, 2027, to December 31, 2029, with the possibility of extension.

General Provisions

- the successful Bidder will provide proof of liability insurance naming the Township of Ryerson as third party insured (minimum $5,000,000.00), and proof of WSIB coverage (if applicable)

- this document is a general guideline only as to the duties to be performed, other duties may be assigned (and if major in nature, negotiated into the price) as they arise

- maintenance activities will be conducted approximately between May and October of each year depending on weather

- eligible expense purchases (e.g., paint) must be authorized in advance by Staff, and invoices must be accompanied by receipts

- there is an expectation that the successful Bidder will take pride in the community, the parks, and cemeteries and in the work performed. An interest in the local history and the families who once settled in the area would be a definite asset, as there are inquires each year from families trying to locate their ancestors.

Equipment and Materials

- contractor will be required to have equipment as required to perform the duties, such as riding lawn mower, lawn mower, lawn care and brushing equipment as needed.

- contractor required to provide gas, oil etc. to maintain equipment.

- contractor to provide cleaning supplies, toilet paper, etc. for maintaining the washrooms.

- municipality will provide contractor with Pot Shots (washroom tablets) as required.

- municipality will provide paint and materials required for upkeep of the buildings and facilities, with prior approval from Ryerson Staff

Parks Maintenance

Locations (see Figure 1)

1. Ahmic Lake – 1426A Nipissing Road

2. Bartlett Lake – 636 Old Rainy Lake Road

3. Doe Lake – Peggs Mountain Road at Doe Lake

Duties

- progressive painting of washrooms, one each year, to be painted either in spring or fall

- in the spring the washrooms are to be thoroughly cleaned and washed

- once a week clean washrooms, supply, and refill toilet paper

- monitor washroom condition and advise Staff if they need pumping or Pot Shots

- garbage to be picked up at the parks once a week, and the areas are to be kept clean and free of litter

- buildings to be kept in good repair - any minor damage to buildings to be fixed, any major damage to be reported to Staff

- cut grass and brush or trim areas, approximately once every two weeks or as required to keep areas neat and tidy

Township Yard & Museum

Locations (see Figure 1)

1. Township Office – 28 Midlothian Road

2. Wiseman Corners Schoolhouse Museum – 112 Midlothian Road

Duties

- cut grass and brush or trim areas, approximately once every two weeks or as required to keep areas neat and tidy

Cemeteries

Locations (see Figure 1)

1. Midlothian – 1994 Midlothian Road

2. St. Peter's Anglican – 2125 Midlothian Road

3. Royston – 592 Royston Road

Duties

- be familiar with cemetery by-laws and records and keep cemetery records updated (stored at the Municipal office)

- liaise with Ryerson Staff as required

- in spring of each year, prepare an inventory of monuments that require resetting, noting location, condition, and an indication of urgency

- cut grass at cemeteries as needed, six times per year as weather dictates

- brush or trim as required

- show cemeteries to those wishing to purchase plots and mark grave sites as required (Funeral Home may assist with this). The actual purchase of plots is done through the office once the lot location is known.

- liaise with funeral homes (grave digging is looked after by the funeral homes)

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Lowest or any quote not necessarily accepted.

NAME: _____

ADDRESS: _____

_____

PHONE NUMBER: _____

PRICE: _____

HST: _____

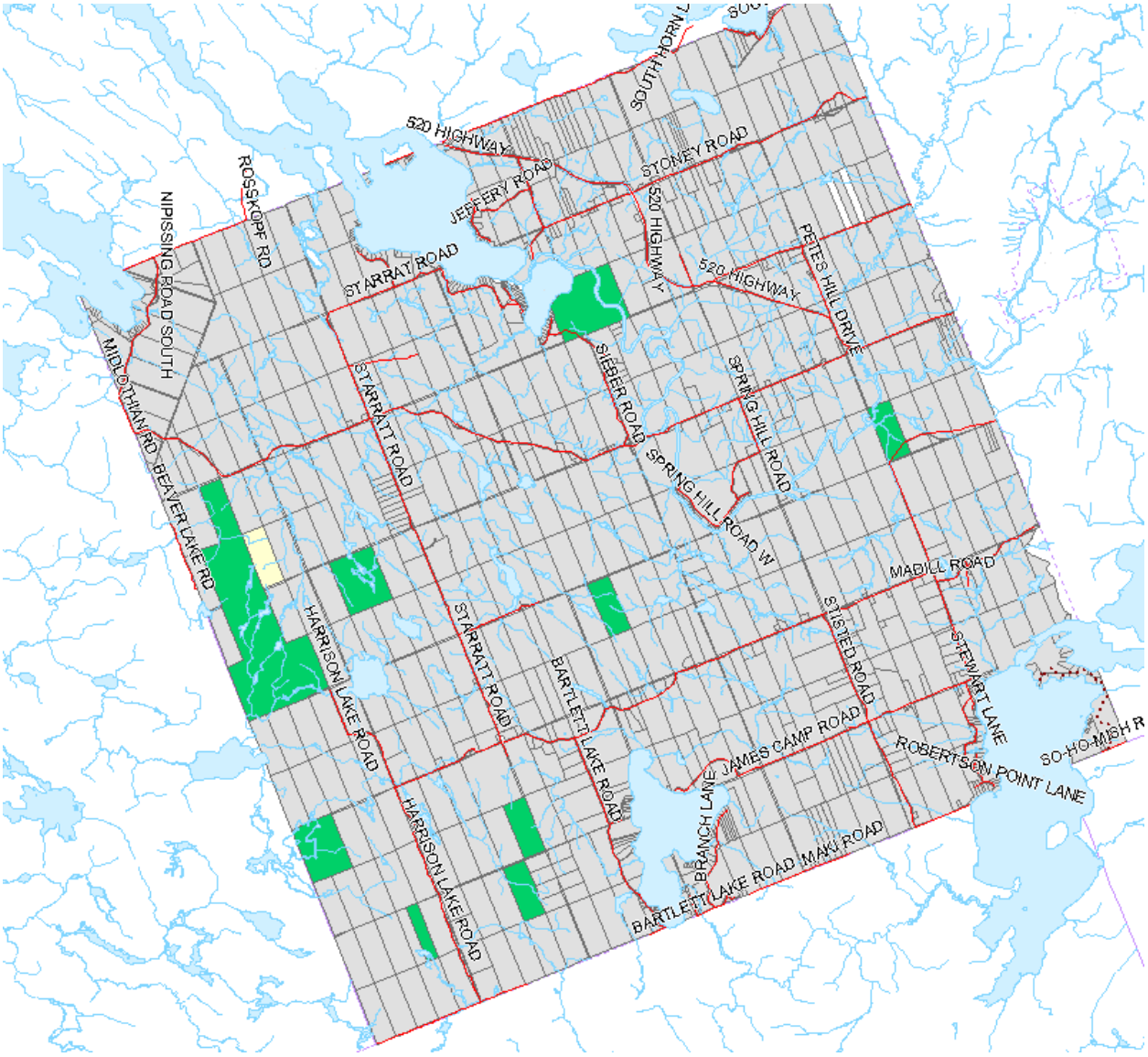
TOTAL: _____

SIGNATURE: _____

DATE: _____

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FIGURE 1- TOWNSHIP MAP



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