



## Dinwiddie County Finance and General Services

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### **MEMORANDUM**

TO: Board of Supervisors

FROM: Anne Howerton, Deputy County Administrator

DATE: April 21, 2020

SUBJECT: Contract Award: Grounds Maintenance

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### **Background**

The County has been under contract with New Market Grounds Corporation for grounds maintenance services since 2016. Due to some service issues, the County decided not to renew their contract for another year. The current contract expired March 31, 2020.

### **Actions**

The County reviewed the scope of services for the previous grounds maintenance contract. Ray Pauley and his staff have now taking over some items previously done by the contractor to include fertilizing, seeding, mulching and trimming of scrubs. A new scope of service for grounds maintenance was completed and only includes grass cutting and trimming. All other work will be completed by the County.

We released an IFB on March 19, 2020 with the revised scope of grounds maintenance services. Eleven vendors responded to the IFB on April 3, 2020. Bid prices ranged from \$24,217.92 to \$81,000 per year. The low bidder was Down to the T Lawncare with a bid of \$24,217.92 per year. Further details on this procurement can be found on the County website at [www.dinwiddieva.us](http://www.dinwiddieva.us), under the Purchasing tab.

### **Recommendation**

We recommend approval of the following resolution.

**BE IT RESOLVED**, that the Board of Supervisors of Dinwiddie County, Virginia does hereby authorize and direct the County Administrator to execute the attached contract for grounds maintenance services with Down to the T Lawncare.