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FINANCIAL & ADMINISTRATIVE SERVICES

**DATE:** June 2, 2022  
**TO:** Nathaniel “Trey” Davis, Assistant City Manager  
**FROM:** Patricia Martin, Contracts Analyst  
**DEPARTMENT:** Financial & Administrative Services  
Procurement Services Division  
**SUBJECT:** Requesting approval to execute contract number 2022-11018 Mowing Services Contract for the Parks and Recreation Department.

**Solicitation:**

The Parks and Recreation Department requested a contract to provide mowing for 103 & 104 Areas. Procurement Services conducted Event 10681 to secure a contract for this service. There were two (2) responsive proposals. Gilleys Lawn Maintenance was selected as the low bid to provide this service.

**Recommendation:**

The Procurement Services Division concurs with the recommendation of the Parks and Recreation Department to approve this contract with Gilleys Lawn Maintenance.

**Outreach:**

- There were 2471 vendors solicited through GePS.
- There were 58 M/WBE vendors notified from the list provided by the M/WBE office.
- There were 185 vendors notified from the IPS website.
- Gilleys Lawn Maintenance is not a registered HUB vendor.

**Financial information:**

- Encumbrances will be applied per year as follows:  
101-5022-01.5422
- Contract Term: July 1, 2022 through June 30, 2025
- FY23
- Estimated annual contract value: \$57,222.00
- Estimated lifetime contract award amount: \$171,666.00

Attachment/PM



# AREA 103 OVERVIEW

MOWING ACRES- 29.59



# AREA 104 OVERVIEW

MOWING ACRES- 34.82

