



MEMO

TO: Board of Commissioners
FROM: Audrey Alexander
DATE: October 6, 2008
RE: RFP for Lawn Care and Maintenance Services

Pursuant to G.S. 143-131, informal bidding requirements, a Request for Proposals was issued for the Lawn Care and Maintenance Services for fourteen (14) different County locations. The public was notified of the issuance of this Request for Proposals through a posting of the Request for Proposals on the County website. This RFP was also e-mailed, mailed or picked-up by eight (8) potential Contractors on or during the week of Monday, August 18, 2008.

On Friday, September 10, 2008 at 11:00 P.M. sealed bids were received, opened and read. In an effort to fairly evaluate all of the bids, a yearly cost was estimated by taking the cost for 30 lawn maintenance services, 15 herbicide treatments, and one (1) each of the other services that were requested in the proposal. Using these calculations, the total cost for the Lawn Care and Maintenance Services for the fourteen (14) County facilities received from the following Contractors are recapped in the table below:

CONTRACTOR	TOTAL
A & P Lawn Care and Maintenance	\$57,705.00
CLM Services, LLC	\$78,040.00
Done Right Lawn Care	\$49,350.00
Four Seasons Landscape	\$74,875.00
TKO Landscape Maintenance.	\$41,550.00
Turf-Builders, Inc.	\$39,830.00

The Randolph County Public Buildings Department oversees and manages these services. All of the bids were reviewed by the Public Buildings Department and the Purchasing Office and found to be acceptable. The Public Buildings Department has budgeted funds available for these Lawn Care and Maintenance Services for the balance of the 2008-2009 fiscal year.

The bid received from **Turf-Builders, Inc.**, was found to be responsive in meeting the specifications outlined in RFP #08-0630. Their schedule for performing the needed services, their business references, and information shared during a meeting with the James Chriscoe and Audrey Alexander qualifies **Turf-Builders, Inc.** as a responsible Contractor. Based on this information, it is the recommendation of the Public Buildings Department and the Purchasing Office that the Board of Commissioners approve and award the bid for Lawn Care and Maintenance Services at an estimated yearly cost of **\$39,830.00** to **Turf-Builders, Inc.**