



# Berkeley County Council

400 W. STEPHEN STREET, SUITE 201  
MARTINSBURG, WV 25401  
PHONE: (304) 264-1923



#### THE COUNCIL

DOUGLAS E. COPENHAVER, JR.  
JIM WHITACRE  
ELAINE C. MAUCK, M.A.  
JAMES R. BARNHART  
DAN DULYEA

ALAN J. DAVIS  
COUNTY ADMINISTRATOR

[www.berkeleywv.org](http://www.berkeleywv.org)

DATE: May 16, 2019

TO: County Council

FROM: Alan J. Davis – County Administrator *AJD*

RE: FY2017-18 Grounds Maintenance Bid Recommendation

On Thursday, April 18, 2019 bids for 2019-20 grounds maintenance were opened and read into public record. There were four (4) submissions received prior to the closing date/time and all grounds maintenance contractors had attended the mandatory Pre-Bid Conference that was held on Monday, April 1, 2019. Below is a summary table of the submissions that were received.

COMPANY NAME	PIKESIDE WATERWAY (APPROX 16 ACRES)	SPORTSMAN'S PARADISE (114 PARCELS = APPROX 32 ACRES)	MISC. SERVICES
Tinsman's Landscaping	\$345 per mowing	\$500 per mowing	Herbicide=\$16.00 PH
Adam's Landscaping	\$450 per mowing	\$550 per mowing	Herbicide=\$20.00 PH
C & D Property Management	\$373 per mowing	\$494 per mowing	Herbicide=No Bid
U.S. Lawns	No Bid	No Bid	Herbicide=No Bid

Under the current contract that expires on June 30, 2019 we are paying Adam's Landscaping \$400 per mowing for Pikeside Waterway and C&D Landscaping \$525 per mowing at Sportsman's Paradise.

We wish to recommend that the FY2019-20 Grounds Maintenance contract which will commence effective July 1, 2019 be awarded to lowest responsible Bidders as follows:

LOCATION	COMPANY NAME	COST PER MOWING
Pikeside Waterway	Tinsman's Landscaping	\$345 per mowing
Sportsman's Paradise	C & D Property Management	\$494 per mowing
Miscellaneous Services (Herbicide)	Tinsman's Landscaping	Herbicide=\$16.00 PH

All mowing will be done on an "as-needed" basis with Mr. Jack Laing, Facilities Director, notifying the grounds maintenance contractor when mowing is needed. Additionally, unlike past mowing seasons, **all** grounds maintenance around all other county-owned facilities is now being done through our Community Services Program.

Thank you for your consideration of this recommendation. If there are any questions, please feel free to contact Jack Laing or me.