



**Date:** April 14, 2025

**To:** Mayor and Council

**Author:** Courtney Godfrey, Manager of Parks, Recreation and Facilities

**RE:** Grass Cutting and Trimming of Various Municipal Properties

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## RECOMMENDED ACTION

That the Grass Cutting and Trimming of Various Municipal Properties Contract **be awarded** to A&M Lawncare in the amount of \$86,319.00 (excluding HST) and the Mayor and Clerk **be authorized** to execute the requisite agreement.

## BACKGROUND

Routine property maintenance services have been contracted out of various municipal properties for several years now. Typically, each contract is for a period of 3 years. The most recent contract expired in October 2024.

In March 2025, we reviewed the municipal properties and reissued a tender request for grass cutting and trimming. As in years past, the request for tender was for a 3-year contract.

The request for tender requested costs associated with delivered services per cut for required cutting, cleaning and line trimming of specified locations. The contract term is proposed to commence April 2025 and continue until October 2028.

## DISCUSSION

The Town Received proposals from 12 vendors, all deemed to be compliant, for the purpose of this report the 3 lowest bids are shown below:

Option	Contractor / Vendor Name	Bid Amount
1	A&M Lawncare	\$86,319.00
2	CnR Landscape	\$87,669.00
3	Cedar Creek Landscaping	\$89,640.00

Bids were reviewed based on their completion of mandatory requirements, experience, references and overall price.

The various municipal properties are contracted out as the current staff in both the Parks, Recreation and Facilities Department as well as the Public Works Department do not have capacity to take on this work. Contracting this work out alleviates an undue burden on the staff and assists with keeping Kingsville beautiful for our community. By contracting out these properties both the respective departments can focus on other areas of importance.

## **FINANCIAL CONSIDERATIONS**

This is a three-year contract. The unit prices as set out in the Form of Tender shall apply for the period January 1, 2025, to December 31, 2025, inclusive. The unit prices shall be adjusted effective January 1st of each successive year until the end of the Contract.

Adjustment of unit prices will be by the same percentage as the percentage change in the year-to-year Consumer Price Index (CPI), all-items Ontario, as published by Statistics Canada. The first adjustment effective January 1, 2026, will be based on the index change and all subsequent adjustments will be based on comparing the December-to-December index changes.

## **CONSULTATIONS**

- Erica Allen, Manager of Public Works and Environmental Services

PREPARED BY:



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Courtney Godfrey  
Manager of Parks, Recreation and Facilities

REVIEWED BY:



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Shaun Martinho  
Director of Public Operations

REVIEWED BY:

A handwritten signature in black ink, appearing to read 'John Norton', with a stylized, sweeping flourish extending from the end.

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John Norton  
CAO