



MEMO

TO: Katelyn Ubil, Purchasing
FROM: J. Scavuzzo
DATE: 3/29/22
SUBJECT: 2022 Lawn Maintenance Contract Bid Award Details

After reviewing the bid tabulation, the apparent successful bidder is Maple Leaf, Inc., with a weekly service cost for all properties listed at \$1,620.00. For the Spring Clean up of the three indicated properties (9/11 Monument, Islands at Hillcrest and Camden Avenues, Welcome Wall) coming in at \$5,100.00.

I am proposing to award the contract at the April 11, 2022 Committee meeting as follows:

Spring Clean Up:	\$5,100.00	x1 qty.	= \$ 5,100.00
26 Weeks of Cutting:	\$1,620.00	x26 qty.	= <u>\$ 42,120.00</u>
Total Cost of Contract (not to exceed)			\$ 47,220.00

Depending on the weather, we may reduce the amount of cuts, such as in drought conditions.

For 2022, I requested that Liz place this contract into a new DPW Operating Budget account, entitled "Annual Contracted Services" with a budget amount of \$65,000 to cover this contract and the vacant property program.

I have attached the revised cutting schedule, which shows each week that the various properties are to be serviced.

Joseph C. Scavuzzo
Director, Dept. of Public Works

Service Schedule for 2022
 Pennsauken Township
 Lawn Maintenance Contract

2022

Special Notes:

- a) All properties to be serviced weekly, beginning the week of 4/17/22.
- b) Weekly servicing ends after the week of 10/2/22.
- c) Last service week of contract is 10/16/22.
- d) Please email when the week's servicing is completed.

-Direct all technical questions to Joe Scavuzzo via contact information listed in Bid Documents

APRIL

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE

S	M	T	W	T	F	S
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

JULY

S	M	T	W	T	F	S
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST

S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER

S	M	T	W	T	F	S
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					