

**Township of Southgate**  
**Administration Office**  
185667 Grey Road 9, RR 1  
Dundalk, ON N0C 1B0



**Phone:** 519-923-2110  
**Toll Free:** 1-888-560-6607  
**Fax:** 519-923-9262  
**Web:** www.southgate.ca

## **Staff Report REC2020-001**

**Title of Report:** REC2020-001-Grass Tender RFQ  
**Department:** Recreation  
**Council Date:** March 4, 2020

### **Recommendation:**

**Be it resolved that** Council receive Staff Report REC2020-001 for information; and  
**That** Council approve the release of the Lawn Maintenance Contract Request for Quotations to start a process to secure a contractor to complete the work.

### **Background:**

Lawn Maintenance Contract is a two-year contract.

### **Staff Comments:**

Facilities Manager recommends that we release a Request for Quotations (RFQ) for rural lawn maintenance and that the contract term be for a period of two years.

### **Financial Implications:**

Lawn Maintenance Contract is included in operational budget.

### **Communications & Community Action Plan Impact:**

This report has been written and presented to Council to communicate accurate information to the public.

### **Concluding Comments:**

The RFQ document is included in this report as Attachment #1, to start a process hire a contractor and execute a Rural Lawn Maintenance Contract for 2020 and 2021.

Respectfully Submitted,

**Dept. Head:** *Original Signed By*  
Kevin Green, Facilities Manager

**CAO Approval:** *Original Signed By*  
Dave Milliner, CAO

**Attachments:** Lawn Maintenance Contract