

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 REC2020-003

Title of Report: Southgate Rural Lawn Maintenance Contract Award

Department: Recreation

Council Date: April 15th, 2020

Council Recommendation:

Be it resolved that Council receive Staff Report REC2020-03 as information; and

That Council award the Lawn Maintenance Contract to Five Star Cleaning and Maintenance of Dundalk On.

Background:

Applications for the Lawn Maintenance Contract closed March 24th, 2020.

Staff Comments:

Tenders were opened April 9th, 2020. Township of Southgate received quotes from two companies. Facilities Manager recommends the Contract be awarded to Five Star Cleaning and Maintenance. See attached spread sheet for complete results. Five Star was contractor of record for the 2017 agreement.

The cutting schedule will be as follows:

May – 4 cuts	every 7 days (Pending on date of first cut)
June – 4 cuts	every 7 days
July – 2 cuts	every other week
August – 2 cuts	every other week
September – 2 cuts	every 15 days
October – 1 cut	

Cutting schedule reflects a normal summer season. Number of cuts may increase or decrease depending on the amount of rainfall received during the summer months.

Financial Impact or Long-Term Implications

Lawn Maintenance Contract is included in operational budget.

Tendered amount in 2020 is an increase of \$162 per weeks cut over the 2017 contract.

Budgeted amount for grass maintenance in 2020 will cover the minimum number of cuts per season (15).

Communications & Community Action Plan Impact:

Goal 4 - Adequate and Efficient Public Facilities

Concluding Comments:

2017 contract was awarded to Five Star Cleaning and Maintenance with no issues and complaints.

Respectfully Submitted,

Dept Head: Original Signed By

Kevin Green Facilities Manager

kgreen@southgate.ca

519-374-3130

CAO approval Original Signed By

Dave Milliner – CAO

dmilliner@southgate.ca

519-923-2110 x210

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2017 Grass Cutting Contract Results:

Contractor	Dromore	Holstein Park	Holstein Works	Cemetery 41	Cemetery 109	Parking Lot	Total
5 Star	\$88	\$260	\$30	\$25	\$25	\$150	\$578
DT Contracting Arthur On	\$175	\$495	\$20	\$20	\$20	\$150	\$880