MEMORANDUM

TO: Ritchie Haynes, City Manager

CC: Daphne Ingram, City Clerk

FROM: Nathan Eurey, Public Services Director

DATE: June 18, 2026

SUBJECT: Recommendation for Award of Contract – Hollybrook Cemetery Lawn and Landscape Services

After reviewing the proposals submitted by The Metrolina Landscape Company, Bean Brothers Landscaping, LLC., and Park View Lawn and Landscape, I recommend that the City move forward by awarding the contract for lawn and landscape services at Hollybrook Cemetery to Bean Brothers Landscaping, LLC.

Scope of Work

The proposal provides a comprehensive, full-service landscape maintenance plan designed to keep the cemetery grounds in excellent condition. The scope includes:

- **Bi-weekly Mowing:** (26) Scheduled visits for all existing lawn areas from July 1, 2026 – June 30, 2027.
- **Bi-weekly String-trimming/Edging:** Performed during weeks of mowing to ensure detailed maintenance around all structures.
- **Debris & Paved Area Maintenance:** Trash and debris removal, as well as blowing off hard surfaces, at each visit.
- **Winter Maintenance:** Monthly visits during December, January, February, and March to manage debris and maintain paved areas.

Contract Details

- **Estimated Annual Cost:** $44,980.00
- **Monthly Rate:** $3,748.33
- **Basis:** The estimate accounts for 26 total visits.

This proposal ensures consistent maintenance throughout the year, supporting our commitment to keeping Hollybrook Cemetery well-maintained and respectful. Please let me know if you need any additional information or documentation to finalize this contract. I have included all estimates received from the above-mentioned companies for your reference.