

	Agenda Title:	Agenda Date:
	Grounds Maintenance Service Contract Award	April 16, 2026
	Subject/Proposal/Request:	
	Award contract for the Grounds Maintenance Services for Central Park	
Town of Cape Charles	Attachments:	For Council:
	None	Action: X Information:
	Staff Contact(s):	Reviewed by:
	Ralph Bowen, Public Works Manager Libby Hume, Town Clerk	Rick Keuroglan, Town Manager

Background:

An Invitation for Bids (IFB) for Grounds Maintenance Services for Central Park was issued on March 5, 2026. Proposals were due and opened on March 27, 2026. Browder-Hite was the sole bidder.

Item Specifics:

Browder-Hite has been the grounds maintenance contractor for the Town since 2008. They have performed their duties professionally and safely, and in a responsible and responsive manner.

The IFB asked for an annual lump sum amount, which is \$40,045. The breakdown is as follows:

- Mowing: \$15,600
- Lawn Treatments: \$3,960
- Mulch, including pine straw for swales: \$9,980
- Chemical work: \$2,665
- Bed maintenance: \$7,840

The IFB specified a contract term from May 1, 2026 through April 30, 2027, with an option for four annual extensions through April 30, 2031.

Recommendation:

Staff requests that Council award the Grounds Maintenance Service Contract for Central Park to Browder-Hite in the amount of \$40,045.