



DEPARTMENT OF FINANCE
PURCHASING DIVISION

May 13, 2026

Full Service Property Management
c/o Scott Whitehead
1840 Dairy Farm Rd
New Market, TN 37820

Subject: Contract Renewal – 1-year Extension (First Extension) for Mowing & Maintenance of City Properties

Mr. Whitehead:


The contract for Mowing & Maintenance of City Properties is up for renewal. The original contract term expires on June 30, 2026. Pursuant to Article 1, the service contract may be renewed on a yearly basis for a maximum of up to three (3) years before being re-bid; provided all terms, conditions, and prices remain unchanged and both parties are in agreement. If you opt to renew, and if approved by City Council, the contract term would extend from **July 1, 2026, to June 30, 2027**.

Please indicate your intentions below:

I would like to extend this contract for an additional year. Terms, conditions, and prices from the original bid shall remain unchanged.

I would like to alter/amend/modify this contract. (Please provide documentation and present to Council)

I would not like to extend this contract.


Authorized Signature

Scott Whitehead
Printed Name

5-15-26
Date