

## MEMORANDUM

To: John Baumgartner, City Manager  
From: Kimberly Corell, Interim Purchasing Manager  
CC: Rick Davis, Assistant City Manager  
Jody Hooks, Director of Public Works  
Date: 4/4/2024  
Re: **24-013 Manicured Mowing Service**

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Enclosed for your review and approval is the award recommendation for Manicured Mowing Service.

### **HISTORY**

On February 1, 2024 RFP (Request for Proposal) 24-013 Manicured Mowing Service was released to the public. The objective of the solicitation was to seek a vendor to provide Manicured Lawn Service to various parts of the city. Ten (10) Proposals were received and opened on February 27, 2024 at 2:00 PM CST.

### **AWARD RECOMMENDATION**

After evaluating the ten (10) proposals received, the proposals were evaluated and tabulated. The top two (2) respondents were chosen to interview, Yellowstone and Seril Inc. (dba Grotech). Based on qualifications, price, and experience, the Purchasing Department recommends awarding the contract to **Seril Inc. dba Houston Grotech**, as the most qualified respondent.

DocuSigned by:  
  
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Kimberly Corell  
Interim Purchasing Manager

