

**OFFICE OF THE CITY MANAGER
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION
NOVEMBER 7, 2023 AGENDA**

Subject:	Action Required:	Approved By:
<p>Approval of contract with ZMD Lawn Service to provide Lawn Mowing and Grounds Maintenance Services for Oakland & Fraternal Historic Cemetery Park.</p>	<p style="text-align: center;">Ordinance √ Resolution</p>	<p style="text-align: center;">Emily Cox Acting City Manager</p>
SYNOPSIS	<p>A resolution to authorize the City Manager to award a contract to ZMD Lawn Service to provide Lawn Mowing and Grounds Maintenance Services for Oakland & Fraternal Historic Cemetery Park.</p>	
FISCAL IMPACT	<p>The annual amount is not to exceed \$129,113.40, plus applicable taxes and fees, and funding is available from the Oakland & Fraternal Historic Cemetery Park Accounts.</p>	
RECOMMENDATION	<p>Approval of the resolution.</p>	
BACKGROUND	<p>After the Oakland & Fraternal Historic Cemetery Park Board approved the bidding of needed lawn mowing and grounds maintenance services for the Oakland & Fraternal Historic Cemetery Park, the City of Little Rock issued Invitation to Bid, Event No. 2195 for said services. In response to the Bid, C&C Lawn Service Care, LLC, was the lowest responsive and responsible bidder. On September 5, 2023 the City Board of Directors adopted Resolution No. 16,091 to authorize the City Manager to enter into a contract with C&C Lawn Service Care, LLC, in an annual amount not to exceed \$92,999.92, plus applicable taxes and fees, to provide Lawn Mowing and Grounds Maintenance Services for Oakland & Fraternal Historic Cemetery Park.</p>	

**BACKGROUND
CONTINUED**

A contract with C&C Lawn Service Care was never executed by the parties due to C&C Lawn Service advising the Oakland & Fraternal Cemetery's Sexton that, after further reflection, they could not perform said services for the amount bid. After the Oakland & Fraternal Historic Cemetery Park Board approved the re-bidding of the needed Lawn Mowing and Grounds Maintenance Services for Oakland & Fraternal Historic Cemetery Park, the City issued another Invitation to Bid, Event No. 2268 for said services. Bid Event No. 2268 split the Cemetery grounds into three (3) separate Area line items for bidding. Three (3) bids were received pursuant to this re-bid for these services, and ZMD Lawn Service was the lowest responsive and responsible bidder for all three (3) Areas of the Cemetery. On October 26, 2023, the Oakland & Fraternal Historic Cemetery Park Board approved ZMD Lawn Service to provide Lawn Mowing and Grounds Maintenance Services for Oakland & Fraternal Historic Cemetery Park.

This contract is for one (1)-year for said services, with a possibility of up to two (2) additional one (1)-year terms, or a portion thereof, by mutual agreement and on the same terms and conditions as the original contract.