



**The Corporation of the City of Cornwall**  
**Regular Meeting of Council**  
**Report**

Department: Financial Services  
Division: Purchasing  
Report Number: 2024-59-Financial Services  
Meeting Date: May 14, 2024  
Subject: 24-Q25 Grass Cutting & Summer Site Maintenance for Housing Services

**Purpose**

To obtain costing for grass cutting and summer site maintenance for various housing buildings for the 2024 and 2025 grass cutting season.

**Recommendation**

That Quotation 24-Q25 be awarded, as follows:

- Schedule 1 – Green Acres Snow Removal, Williamstown, Ontario
- Schedule 2 – Cut by Me, Cornwall, Ontario
- Schedule 3 – True Cut, Lunenburg, Ontario
- Schedule 4 – Hubert's Landscaping, Ottawa, Ontario

These recommendations represent the low bidders meeting tender specifications, pending equipment review and documentation submission.

**Financial Implications**

Housing Services has budgeted \$60,000 in the 2024 operating budget for grass cutting and site maintenance. The Division will endeavor to stay within budget for all grass cutting operations and will budget accordingly for the 2025 grass cutting season.



## Strategic Priority Implications

This report addresses Council's accountability and transparency to the ratepayers of the City of Cornwall.

## Background / Discussion

This tender called for the supply of labour, equipment, and all things necessary to perform cutting and trimming of grass and summer site maintenance at various Housing Services buildings a per cut basis. The term of contract will be for the 2024 and 2025 grass cutting season.

Designated areas included in the tender are:

- Schedule 1 City of Cornwall Locations (15 sites)
- Schedule 2 Alexandria Locations (3 sites)
- Schedule 3 Iroquois, Morrisburg and Ingleside Locations (3 sites)
- Schedule 4 Chesterville and Winchester Locations (2 sites)

Suppliers are required to keep all plant growth trimmed to maintain a clean and tidy appearance along all fencing located at the property. This includes fencing at parking lots. Suppliers are also required to complete handwork, including grass trimming and removing large weeds, carried out in and around all shrubs, flower beds, poles, parking lots, signposts, fire hydrants, transformers, culvert ends, bleachers, posts, benches, garbage receptacles, terminal pedestals, fence lines, curbs, buildings, or any other permanent obstacles located on the work sites.

Eight bids were received and opened by Purchasing Services on May 3, 2024. The successful tenders were received from:

### **Green Acres Snow Removal, Williamstown, Ontario**

Total Price Schedule 1:	\$99,440.00
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### **Cut by Me, Cornwall, Ontario**

Total Price Schedule 2:	\$20,240.00
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### **True Cut, Lunenburg, Ontario**

Total Price Schedule 3:	\$17,600.00
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### **Hubert's Landscaping, Ottawa, Ontario**

Total Price Schedule 4:	\$23,603.36
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Total Price per Schedule excludes HST.