



# TOWN OF BOONSBORO

21 NORTH MAIN STREET ♦ BOONSBORO, MARYLAND 21713

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## MEMORANDUM

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**To:** Mayor Long and Town Council Members

**From:** Megan Clark, Town Manager

**Date:** June 15, 2016

**Subject:** Mowing Contract – Proposed Additions

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For many years, the Town of Boonsboro received County inmates twice a week and used these inmates for various work details, including weed eating storm drains.

Beginning May 1<sup>st</sup>, the County provides inmates to the Town one time a month.

While staff has been trying to keep up with all of the weed-eating/maintenance the inmates previously performed weekly; staff is requesting to add two additional properties to the Mowing Contract. The two properties are large stormwater ditches for trimming; Orchard Drive Storm Drain from Valley View Court to the GESAC property and Kinsey Heights along Lanafield Circle.

The Mowing Contract was awarded to Simply Divine Lawn Care for \$990/week. The two additional properties is requested to be added for bi-monthly trimming of \$90 per ditch (totaling \$1800 for the remainder of the season).

Thank you in advance for your consideration, and please feel free to contact me if you need additional information.