



Finance Department  
Purchasing &  
Contracts Division  
65 Stone Street | Cocoa, FL 32922  
Phone: (321) 433-8833 Fax: (321) 433-8860

## BID SUMMARY

**To:** Public Works

**From:** Rebecca Bowman, MBA, CGFO, CGFM  
Finance Director

**Date:** September 20, 2021

**Re: RFP # 21-26-COC: City of Cocoa – Contract Mowing Services**

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Bids for the subject offering were opened on **August 13, 2021** at 3:00 p.m. Purchasing published **(710)** invitations and notifications to bid, **(00)** supplemental suppliers and received **(05)** responses from **(39)** plan holders for this bid.

THE APPARENT LOW BIDDERS FOR THIS RFP ARE AS FOLLOWS:

1. US Lawns – Areas 2 & 3
2. Perfection Lawn and Tree Services – Areas 1 & 4.

Please follow the guidelines shown below to initiate the purchasing process:

- ➔ Prepare agenda item and prepare contract, if necessary, for Council Approval.
- ➔ Prepare requisition and attach the following items:
  - Copy of Approved City Clerk's Journal and Agenda
  - Bid Tabulation Sheet
  - Bid Submittal - All specifications for the awarded proposal
  - Copy of General Liability Insurance, with the City of Cocoa named as an additional insured on the policy.