



CITY OF APPLETON

MEMORANDUM

Date: April 29, 2026
To: Community Development Committee
From: Kara Homan, AICP, Director of Community Development
Kurt W. Craanen, Inspections Supervisor
Subject: Grass & Vegetation Cutting Services Contract
Detention Pond/Various Mowing Contract
City-Owned Industrial Sites Contract

GENERAL INFORMATION

The Department of Community Development is recommending approval of three (3) separate grass cutting services contracts, that were competitively bid in accordance with the City's Procurement and Contract Management Policy, be awarded to one (1) contractor, B&V Maintenance.

BACKGROUND

A change was made in how grass cutting services were bid out and managed in 2026. Previously, DPW and Inspections worked together to create one (1) Request for Proposals (RFP) for grass cutting services on private lots in violation of City Code and grass cutting services for the City's multiple storm water ponds. Once bids were received, separate contracts were signed. The total amounts did not require Council approval.

This year, it was decided to add mowing services for the City-owned industrial sites to this one (1) RFP. The City received three (3) proposals in response to the RFP. One (1) contractor, B&V Maintenance, was the lowest bidder of all three (3) services.

RECOMMENDATION

Staff recommends three (3) separate contracts with B&V Maintenance for: 1) Grass & Vegetation Cutting Services, 2) Detention Pond/Various Mowing, and 3) City-Owned Industrial Sites, for an approximate total being \$33,951 **BE APPROVED**.