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MEMO

TO: Jesse Bacon *JB*

FROM: Mark Mitchell *mm*

DATE: March 11, 2019

RE: Board Agenda Item – Permission to Solicit Bids for Grass Mowing & Trimming Services

The Department of Facilities is requesting permission to solicit bids for grass mowing and trimming services for the District's properties.

The current contract is the second and final contract for grass mowing and trimming services which expires at the end of June. Funding for these services will be allocated in 0424 - Contracted Ground Services in the 2019-20 budget.

I recommend the board approve our request to solicit bids for grass mowing and trimming services for the 2019-20 fiscal year.