

Lucy Flores Mendez

From: Silas Halloran-Steiner
Sent: Friday, April 29, 2016 2:30 PM
To: Mary Starrett; Laura Tschabold
Cc: Keri Hinton; Lucy Flores Mendez; Terry Malay; Christina Malae; Marie Mcdaniel-Bellisario; Emily Piper
Subject: Board Consideration: McMinnville Landscaping & Irrigation Inc.
Attachments: McMinnville Landscaping & Irrigation Bids.pdf

Hi Mary and Laura,

I am requesting Board Consideration to accept the attached bids from McMinnville Landscaping and Irrigation to provide ongoing landscape maintenance for the following locations and rates:

Address	Monthly maintenance
433 NE 17th	\$ 155
2732 Newby	145
1437 NE 27th	135
1461 NE 27th	145
1420 Johnstone	155
Totals	\$ 735

After review of bids from three separate companies, I recommend the Board accept the lowest bids which were from McMinnville Landscaping and Irrigation. McMinnville Landscaping and Irrigation currently provides landscaping services at the Booth Bend location. While the amount of \$735/month was not specifically included in our 2015-2016 Health and Human Services Adopted budget, we have sufficient expense authority and have budgeted maintenance expenses in our proposed 2016-2017 budget. Please let me know if you have any questions.

Lucy/Keri, please place this on the next Board Agenda for approval. Suggested Board Agenda language:

“Accept a bid from McMinnville Landscaping and Irrigation to provide landscape maintenance services for \$735 per month effective upon approval.”

Thanks,

Silas Halloran-Steiner
Director, Yamhill County Health and Human Services Department
Phone: (503) 434-7523
Cell: (503) 435-7572
Fax: (503) 434-9846
627 NE Evans
McMinnville, OR 97128

Accepted by Yamhill County
Board of Commissioners on
5.5.16 by Board Order
16-171

Our Vision: People in Yamhill County live, work, learn, and play in safe communities that support wellness and dignity.

Our Mission: To promote the public's physical, emotional and social well-being through services, prevention, education, and partnerships.

McMinnville Landscaping & Irrigation Inc.
PO Box 434
McMinnville 97128
jodyingham@frontier.com
www.mcminnvillelandscape.com



Estimate 1031

DATE
04/12/2016

PLEASE PAY
\$155.00

ADDRESS
Yamhill County HSD
627 NE Evans St
McMinnville, Oregon 97128

Please detach top portion and return with your payment.

P.O. NUMBER
433 NE 17TH

DATE	ACTIVITY	QTY	RATE	AMOUNT
04/12/2016	Monthly Maintenance Monthly Maintenance	1	155.00	155.00

Please contact us as soon as possible to schedule work.

TOTAL **\$155.00**

THANK YOU.

Accepted By

Accepted Date

Thank you for letting us serve your landscape needs. Please mail payment to
McMinnville Landscaping & Irrigation, inc.
PO Box 434
McMinnville, OR 97128

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PO Box 434
McMinnville 97128
jodyingham@frontier.com
www.mcminnvillelandscape.com



Estimate 1029

DATE
04/12/2016

PLEASE PAY
\$145.00

ADDRESS
Yamhill County HSD
627 NE Evans St
McMinnville, Oregon 97128

Please detach top portion and return with your payment.

P.O. NUMBER
2732 Newby

DATE	ACTIVITY	QTY	RATE	AMOUNT
04/12/2016	Monthly Maintenance Monthly Maintenance	1	145.00	145.00

Please contact us as soon as possible to schedule work.

TOTAL **\$145.00**

THANK YOU.

Accepted By

Accepted Date

Thank you for letting us serve your landscape needs. Please mail payment to
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www.mcminnvillelandscape.com



Estimate 1028

DATE 04/12/2016	PLEASE PAY \$135.00
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ADDRESS
Yamhill County HSD
627 NE Evans St
McMinnville, Oregon 97128

Please detach top portion and return with your payment.

P.O. NUMBER
1437 NE 27TH

DATE	ACTIVITY	QTY	RATE	AMOUNT
04/12/2016	Monthly Maintenance Monthly Maintenance	1	135.00	135.00

Please contact us as soon as possible to schedule work.

TOTAL **\$135.00**

THANK YOU.

Accepted By

Accepted Date

Thank you for letting us serve your landscape needs. Please mail payment to
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Estimate 1027

DATE
04/12/2016

PLEASE PAY
\$445.00

ADDRESS
Yamhill County HSD
627 NE Evans St
McMinnville, Oregon 97128

Please detach top portion and return with your payment.

P.O. NUMBER
1461 NE 27TH

DATE	ACTIVITY	QTY	RATE	AMOUNT
04/12/2016	Services Spray and weed all beds	6	50.00	300.00
04/12/2016	Monthly Maintenance Monthly Maintenance	1	145.00	145.00

Please contact us as soon as possible to schedule work.

TOTAL **\$445.00**

THANK YOU.

Accepted By

Accepted Date

Thank you for letting us serve your landscape needs. Please mail payment to
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McMinnville, OR 97128

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 jodyingham@frontier.com
 www.mcminnvillelandscape.com



Estimate 1030

DATE
04/12/2016

PLEASE PAY
\$780.00

ADDRESS
 Yamhill County HSD
 627 NE Evans St
 McMinnville, Oregon 97128

Please detach top portion and return with your payment.

P.O. NUMBER
 1420 NE Johnstone
 Ct

DATE	ACTIVITY	QTY	RATE	AMOUNT
04/12/2016	Clean Up 1X spray and clean up	8	50.00	400.00
04/12/2016	Rental fees Rental fees:	1	225.00	225.00
04/12/2016	Monthly Maintenance Monthly Maintenance	1	155.00	155.00

Please contact us as soon as possible to schedule work.

TOTAL **\$780.00**

THANK YOU.

Accepted By

Accepted Date

Thank you for letting us serve your landscape needs. Please mail payment to
 McMinnville Landscaping & Irrigation, inc.
 PO Box 434
 McMinnville, OR 97128

Schedule of Duties - Landscaping

Yamhill County Health and Human Services

Locations:

- 433 NE 17th Street (Apartment Complex)
- 2732 NE Newby Street (Baker Creek House)
- 1427 & 1437 NE 27th Street (Duplex)
- 1461 NE 27th Street (Cozine Creek House)
- 1420 NE Johnstone Court (Blue House)

Weekly

- Mow
- Edge (either hard surfaces or around plant beds)
- Weed spray/control
- Blowing of all hard surfaces
- Lawn weed spray

Biweekly

- Edging
- Irrigation check
- Bed/mulch raking
- Light pruning as needed

Monthly/As needed

- Fertilization of lawns or shrubs
- Liming of lawns
- Gutter cleaning

04/26/16

B.O. 16-171