

# **REQUEST FOR PROPOSAL SPECIFICATIONS**

## **Landscape Maintenance Contract**

**Due Date & Time:**  
**September 22, 2022**  
**5:00 PM**



## **Northampton County Local Government**

**Public Works Department**  
9731 NC Highway 305  
Jackson, NC 27845  
Telephone: (252) 534-6431

### **BIDS ARE TO BE SEALED AND HAND-DELIVERED TO:**

Itia K. Robertson, Clerk to the Board  
Northampton County Administration Offices  
9467 NC Highway 305  
Jackson, NC 27845  
Telephone: (252) 534-2501

Prepared:  
August 2022

**REQUESTS FOR PROPOSALS – ADVERTISEMENT**  
**Northampton County Local Government for Landscape Maintenance**

Sealed Request for Proposals (RFPs) will be received until 5:00 p.m. on September 22, 2022 at which point the proposal period shall be closed and all proposals will be opened and read. Sealed RFPs should be hand-delivered to Itia K. Robertson, Clerk to the Board, at the Northampton County Administration Offices located at 9467 NC Highway 305, Jackson, NC 27845. After the stated deadline, Northampton County staff will open and review the proposals.

Northampton County is seeking RFPs to obtain fixed monthly pricing from firms specializing in the landscape maintenance of certain public grounds for Northampton County Local Government facilities. The work will extend over approximately eighteen (18) County properties and complexes as more particularly described in Exhibit A attached hereto. This monthly contract will include a scope of work for, among other things, mowing all grass and vegetative areas as well as trimming around all objects and structures, removal of clippings, weed control and shrub trimming. Proposals should include all of the necessary equipment, materials and skilled supervision to maintain grounds in a professional manner.

Information on this opportunity is available starting on August 22, 2022 by contacting Northampton County during normal business hours (8:30 AM to 5:00 PM Monday – Friday) at the address below. The anticipated start date for the contract is January 1, 2023. RFP requirements are available and questions should be directed to:

Anthony Wheeler, Building & Grounds Director  
Public Works Department  
9731 NC Highway 305  
Jackson, NC 27845  
Telephone: (252) 534-6431  
anthony.wheeler@nhcnc.net

Northampton County reserves the right to reject any and all proposals.

**Exhibit A**

Location	PIN #	Address	Total Acreage	Building Sq feet	Parking Sq feet	Grass Acres
Conway Rescue	5928-04-9835	309 N CHURCH ST CONWAY, NC 27820	2.02	9,500	16,000	1.61
Milwaukee Rescue	5927-11-2190	207 BUCK BOONE RD MILWAUKEE, NC 27820	1.90	1,600	6,500	1.72
WS Creecy School	5902-40-7781	210 ROBERTS RD RICH SQUARE, NC 27869	15.54	61,385	45,542	13.09
Senior Center Front Lot	4967-01-5868	9414 NC HWY 305 JACKSON, NC 27845	2.68			2.68
Senior Center	4967-01-7930	110 RIDGECREST LN JACKSON, NC 27845	0.50	4,900	6,000	0.25
Cultural & Wellness Center	4967-02-9814	9536 NC HWY 305 JACKSON, NC 27845	15.00	18,200	140,000	11.32
Emergency Operations Center	4967-01-0680	132 LANDFILL RD JACKSON, NC 27845	2.03	7,900	9,000	1.65
Animal Shelter		End of Landfill Rd JACKSON, NC 27845	1.75	705		1.50
JW Faison Building/ Health Department	4967-02-1719	9495 NC HWY 305 JACKSON, NC 27845	5.67	27,125	50,000	3.80
Public Works	4957-82-2299	9371 NC 305 HWY	4.70	14,100	22,000	3.88
County Admin. Offices	4967-02-1129	9467 NC HWY 305 JACKSON, NC 27845	3.76	20,000	24,000	2.75
Northampton Memorial Library	4966-44-4295	207 W JEFFERSON ST JACKSON, NC 27845	1.25	9,500	11,000	0.78
Courthouse Square	4966-54-2734	108 W JEFFERSON ST JACKSON, NC 27845	2.51	31,100	22,200	1.31
Seaboard Southern Bank	4050-81-4182	200 S MAIN ST SEABOARD, NC 27876	1.79	3,500	4,300	1.62
New Courthouse	4966-64-6801	126 E JEFFERSON ST JACKSON, NC 27845	10.17			10.17
Odom Facility	4964-42-0228	485 ODOM PRISON RD JACKSON, NC 27845	60.00	140,640	30,000	56.00
Edwards Beach 1	3040-29-9845		0.51			0.51
Edwards Beach 2	3041-20-7519		6.00			6.00

