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TO: Dr. Carol Kelley, Superintendent of Schools

Board of Education

FROM: Dr. Alicia Evans, Assistant Superintendent of Finance and Operations

SUBJECT: Landscaping Services

DATE: February 14, 2017

Last year, the Board of Education entered into a one-year contract with McAdam Landscaping. The contract expires on June 30, 2017. Therefore, the administration request permission to issue a request for proposals for landscaping services to begin July 1, 2017.

Currently, the contract includes, mowing, seeding, leaf mulching, trimming, and pruning.