



## Cover Memorandum/Staff Report

File #: 26-0427

Agenda Date: 4/21/2026

Item #: 6.H.2.

**TO: Mayor and Commissioners**  
**FROM: Samuel Metott, Director, Parks and Recreation**  
**THROUGH: Terrence R. Moore, ICMA-CM**  
**DATE: April 21, 2026**

APPROVAL OF RESOLUTION NO. 62-26 TO AWARD AN AGREEMENT WITH FRESH START MAINTENANCE, INC. FOR GROUNDS MAINTENANCE AT THE DELRAY BEACH MEMORIAL GARDENS MUNICIPAL CEMETERY PURSUANT TO INVITATION TO BID ("ITB") NO. 2026-019 IN A FIVE (5) YEAR AMOUNT NOT TO EXCEED \$208,000.00

**Recommended Action:**

Motion to approve Resolution No. 62-26 to award an Agreement to Fresh Start Maintenance, Inc. for Grounds Maintenance at the Delray Beach Memorial Gardens Municipal Cemetery pursuant to ITB 2026-019 in an five (5) year amount not to exceed \$208,000.00.

**Background:**

On January 13, 2026, the City advertised ITB No. 2026-019 for Grounds Maintenance at the Delray Beach Memorial Gardens Municipal Cemetery. Eight (8) bids were received. Following review and evaluation, Fresh Start Maintenance, Inc. was determined to be the lowest responsive and responsible bidder and is recommended for award.

The scope of services consists of landscape maintenance of the cemetery grounds, consisting of mowing, trimming, edging, and blowing off debris from all headstones, sidewalks, and roadways throughout the property. Services will be performed in fifty-two (52) maintenance cycles annually, at a minimum of once per week.

The total not-to-exceed amount for the initial three-year term is \$124,800. Should the City elect to exercise the renewal options, the cumulative contract value is provided below:

Contract Term		
Initial Term 3 yrs	April 21,2026 - April 20,2029	\$ 124,800.00
Renewal 1	April 21, 2029- April 20,2030	\$ 41,600.00
Renewal 2	April 21,2030 - April 20,2031	\$ 41,600.00
	<b>Total</b>	<b>\$ 208,000.00</b>

Per the City's Purchasing Policies and Procedures Manual, purchases above \$100,000 require City Commission Approval.

**ATTACHMENTS:**

1. Res No. 62-26
2. Legal Review
3. Agreement
4. Exhibit A
5. Solicitation
6. Submittal

**City Attorney Review:**

Approved as to form and legal sufficiency.

**Funding Source/Financial Impact:**

001-39-000-539.34-90; Other Contractual Services

**Timing of Request:**

Timely approval is requested to ensure uninterrupted maintenance.