



**Jersey City**

**Housing Authority**

Building Communities...Creating Opportunities...Transforming Lives

**Inter-Departmental Memorandum**

**DATE:** June 24, 2024  
**TO:** Antoin Evans, Regional Asset Manager  
**FROM:** Kenneth Pinnock, Jr., Deputy Executive Director  
Director of Procurement, Contracts & Risk Management

**SUBJECT:** *Public Bid Opening: Wednesday, June 19,2024 @ 11:00 A.M.  
Landscape Maintenance Services For Various JCHA Developments,  
For A Period Of Four (4) Months*

\*\*\*\*\*

Please be advised that pursuant to June 19, 2024, for the public bid opening for Landscape Maintenance Services, the JCHA received a total of two (2) bid packages. The JCHA is currently in need of landscape maintenance services because of depleted staffing and equipment. Permission was requested and received from the JCHA Executive Director to open bids on the first occasion with the two bid packages to have a contract in place as soon as possible. Listed below are the vendors and their combined hourly rates:

<u><b>NAME OF COMPANY:</b></u>	<u><b>TOTAL Monthly Rate:</b></u>
DWC Enterprises*	\$9,400.00 (Disqualified)
J&A Landscape & Snow Removal	\$28,243.75

\*NOTE: DWC was disqualified for failure to submit a mandatory valid Affidavit of Ownership in accordance with N.J.S.A 40A:11-23.2.

Invitations were published in the local newspapers on June 4<sup>th</sup> and 5<sup>th</sup>, 2024; invitations were sent to six (6) companies who expressed interest in public bidding for this service. Of those there were no local Jersey City vendors. The JCHA sources for MBE’s were notified, as well as the usual public works bidding journals (individual letters in Purchasing files).

Provided the above is satisfactory, this office presumes that the Department of Asset Management will forward a Resolution for Board action as appropriate.

If any further information is required, please do not hesitate to call.