

REQUEST FOR PROPOSALS

The Dare County Tourism Board (DCTB) is interested in receiving proposals from qualified companies to provide landscaping and maintenance for The Soundside event site located at 6900 South Croatan Highway, and the site located at 6714 and 6716 South Croatan Highway in Nags Head, North Carolina.

Background

Dare County's Outer Banks is relatively well known as a premier summer, family beach destination, hosting several million visitors annually. Given that the vast majority of our business occurs in the summer, the DCTB concentrates much of its efforts on producing overnight visitation during non-summer months. One of our key strategies for doing so involves events. In order to facilitate event growth, the Board purchased these properties on South Croatan Highway.

Site Size: Approximately 15.34 acres and additional 6.5 acres of wetland.

Scope of Work

The chosen company will provide a comprehensive plan for maintenance and landscaping schedule at all three sites. Required tasks to include:

- Weekly (or as seasonally needed) mowing and lawn care
- Weekly (or as seasonally needed) edging and trimming
- Weekly clean up of sites
- Weekly weeding of flower/plant beds and spot spraying for weed control as needed seasonally
- Fertilizer placement 6-7 times annually
- Irrigation maintenance and system checks quarterly and as requested
- Site inspections after each event, after storms, and as requested
- Bi-annual mulching of beds
- Bi-annual replacement of plants
- Other maintenance as needed

A landscaping plan and photos of the site are available for review upon request.



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Proposals

- Overview of your company.
- 3-5 relevant examples of your company's work with references.
- A description of the process you recommend for our project.
- Proposed cost and timing.

Selection Process

Proposals submitted will be reviewed by the Dare County Tourism Board Steering Committee. Top candidates may be interviewed. Contract to begin in July.

The Board reserves the right to reject any or all bids, waive technicalities, and to be the sole judge of suitability of the services for its intended use and further specifically reserves the right to make the award in the best interest of the Board and budget available.

Proposals are due to the Director of Administration at One Visitors Center Circle, Manteo, NC 27954 no later than 4:30pm on Friday, June 21, 2019. Any questions related to this request for proposals should be directed to Diane Bognich, Director of Administration at 252-473-2138 or bognich@outerbanks.org.