



**Washington Suburban
Sanitary Commission**

Lawn Maintenance Services

**Property Management Group, Procurement Office &
Small, Local and Minority Business Enterprise (SLMBE) Office
Pre-Bid Conference for Solicitation No: IFB 6276**

When & Where

**Monday, January 14, 2012
Richard G. Hocevar Building (RGH)
Room LK120
14501 Sweitzer Lane
Laurel, MD 20707**

Agenda Overview

- **Registration: 10:30AM-10:50AM**
- **SLMBE Office Workshop: 11:00 AM-11:45 AM**
- **Networking Session: 12:00 PM-12:45 PM**
- **Pre-Bid Conference by WSSC Procurement Office: 1:00 PM-2:30PM**



Purpose

The Commission's Property Management Group plans to retain services for Commercial Lawn Maintenance Services within Prince George's and Montgomery Counties, Maryland. Commercial Lawn Maintenance includes, but is not limited to, the following: cutting grass, applying herbicides and pesticides, pruning trees and shrubs, fertilizing, and the clean up and removal of debris. In addition, the Contractor may be required to perform additional work on a Time and Material basis, as authorized.

The Pre-Bid Conference will provide a brief Scope of Work and Solicitation requirements. The Outreach Event will provide vendors with an opportunity to meet the WSSC Property Management Group representatives, a venue for Prime Contractors and Subcontractors to network, learn how to register in WSSC Centralized Bidder Registration (CBR) system, obtain information about Women/Minority Business Enterprise (W/MBE) certification requirements and WSSC's signature Small Local Business Enterprise (SLBE) approval process.

Visit the CBR at <http://www.cbr-wssc.com> for other contracting opportunities.

For more information, please contact the SLMBE Office at 301-206-8800.

Additional parking available at SunTrust Building located adjacent to RGH

***Please read the Solicitation prior to Outreach Event.
MANDATORY Site Visits will be held 1/7/13-1/11/13.***