



---

Henderson County Tourism Development Authority • 201 South Main Street • Hendersonville, NC 28792 • 828.693.9708

February 21, 2019

Greetings:

The Henderson County Tourism Development Authority (HCTDA) is seeking a lawn care/maintenance business to contract maintenance services for the seventy-two (72) new tourism wayfinding signs that were installed throughout Henderson County in May 2018.

A Request for Bid document is enclosed describing the scope of services required. An overall map has also been included to give you an idea of where the signs are located. All of the signs have been mapped on Google Map to allow you to bring up each sign and its location. This can be done from anywhere in Henderson County. The link is on the bid document.

The bid winner will sign a contract for this once a year service which is expected to take place sometime in the late fall to early spring of next year. As part of your quote, please consider distance, how long it will take to service each sign, and any other costs you deem is necessary to perform required services.

Services required will include: cleaning the signs, cutting limbs from around the signs and their bases, inspecting for damages or aging, and reporting back to HCTDA on forms provided at the completion of the contract.

The sign cleaning process is simple and does not require a lot of equipment or supplies. Information for the process is available by calling HCTDA's Executive Director, Beth Carden.

Please note the deadline of March 22, 2019 for submissions from businesses interested in this contract.

If you would like to receive the Request for Bid document by email, please email Beth Carden at [bcarden@visithendersonvillenc.org](mailto:bcarden@visithendersonvillenc.org). The documents can also be found on HCTDA's website under the Tourism Resources link.

Thank you in advance for your interest in this Request for Bid – Wayfinding Sign Maintenance.

Sincerely,

Beth Carden  
Executive Director

Attachments: 3