



Department of Purchasing

100 N. Main Street, 2nd Floor

Suffolk, VA 23434

Ph. (757)925-6762 Fax (757)942-4333

NOTICE OF AWARD

TO: Waverly Brooks, Manager
Capitol Landing Home and Garden Center, LLC dba Capitol Landing Mulch
P.O. Box 281
Providence Forge, VA 23140

Date: April 23, 2026

Topic: IFB 1958-B Engineered Wood Fiber Safety Surfacing

This Notice of Award is to Capitol Landing Home and Garden, LLC dba Capitol Landing Mulch, to provide engineered wood fiber safety surfacing for Suffolk Public Schools, as specified for Suffolk Public Schools. Performance of all services related to this award shall be in accordance with IFB 1958-B and your bid dated April 16, 2026, all made a part of this award by reference. Contact me if you have questions or need additional information.

Please return an acknowledged copy of this Notice of Award to the above address within ten (10) calendar days. Thank you and we look forward to working with you.

Sincerely,

Robin Booth, MAOL, VCA
Buyer

Receipt of the above **NOTICE OF AWARD** is hereby acknowledged by:

Acknowledged this the _____ day of _____, 2026

By _____ Title _____

Copies: Anthony Lebron, Chief Financial Officer
Terry Napier, Director of Facilities and Planning
Vernon Jackson, Coordinator of Facilities and Planning
Bid File



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IFB 1958-B

Engineered Wood Fiber Safety Surfacing

April 23, 2026

Terms of Agreement:

The initial term of this agreement shall begin on July 1, 2026 and will continue through June 30, 2027. This contract will be automatically renewed each subsequent year unless otherwise terminated by either party by giving written notice prior to May 31st of each year. The School Board may approve a price increase for each subsequent year. This request shall be presented in writing by April 1st of each year and the cost increase shall not exceed the Consumer Price Index (CPI) as developed by the Bureau of Labor Statistics U.S. Department of Labor, for all Urban Consumers (CPI-U) south, for the preceding calendar year.

Unit pricing shall include delivery to schools and sites within the Suffolk Public Schools district on an as needed basis. Orders and deliveries will be coordinated with the Maintenance Department at (757) 934-6206.

Price per CY: \$47.00

Initials _____

Date _____