



November 27, 2025

City of Parksville Annual Plant Requirements for Spring 2026:

The City of Parksville Parks Department is requesting bids for the supply and delivery of annual bedding plants and hanging baskets for the spring of 2026.

Please forward your quote for the plant material and hanging baskets to this office prior to **4pm on December 15, 2025.**

Please base prices for flats containing either 606's or 4"/1501 pots as stated. If you feel a plant would be better in a different pot size, please make a comment in your quote (number ordered may be adjusted).

Hanging baskets contain 24 plants per basket as specified in the accompanying document. Baskets are heavy duty 16" Victorian frames, felt lined with felt wicks. Frames (with felt liners and wicks), hangers and drip trays are to be supplied and delivered to the grower by the City of Parksville if the grower is within 50 km of Parksville. If outside the 50km distance or outside Vancouver Island, pick up of baskets is required to be covered by the grower in the quotation. 133 baskets are required to be constructed (111 sun and 22 shade). A minimum of an 8 week grow-on period in the greenhouse is required for the hanging baskets.

Plants are to be priced as ordered; no substitutions will be accepted and paid for without prior consultation with this office. The City of Parksville reserves the right, if necessary, to adjust order size and/or plant cultivars prior to when the greenhouse commences growing. Please advise at time of quote if substitutions are required. Substitutions are to be made in consultation with myself: Aimee Casey, Trades II Gardener. I can be contacted at ACasey@parksville.ca or (250) 927-5323 (mobile).

All plants must be grown in a sterilized growing medium, free from weeds or weed seeds. All plants must be delivered in vigorous and healthy condition and must be hardened off prior to delivery. Plants must meet the approval of the City of Parksville Parks Department representative. Plants that are of poor quality may be refused or accepted at no cost to the city at date and time of delivery. Refused plants must be replaced, at grower's expense, within two weeks of delivery.

Parks staff reserves the right to visit the site to inspect bedding plants and hanging baskets throughout the growing season and prior to delivery.



All annual bedding plant deliveries are to take place during the week of May 19th, 2026, at a time decided with the Parks Supervisor.

Basket delivery is to be made the week of June 1st, 2026, at a time decided with the Parks Supervisor.

Deliveries are to the City of Parksville Operations Yard, 1116 Herring Gull Way, Parksville, BC.

Evaluation of bids will also include consideration to growing practices and methodology (including Integrated Pest Management program, growing mediums used and green initiatives) and ease of inspection.

Itemized bids must include delivery, taxes and any other relevant costs. Please also include a one-page summary of growing cycle methodology at your greenhouse.

Send your bid by mail at the address below, drop it off at the Operations Department at 1116 Herring Gull Way or by email to ACasey@parksville.ca.

Attn: Aimee Casey
City of Parksville
PO Box 1390
Parksville BC
V9P 2H3

If you have any questions, please contact me by email ACasey@parksville.ca.

Regards,

Aimee Casey
Trades II Gardener