

GENERAL CONDITONS

SCOPE OF WORK

The Landscape maintenance work consists of providing all labor, materials, equipment and all incidentals necessary to perform turf care, pruning, and care of bedded plants. A map of the Village of Oak Park is provided and maps of each site are included. Maps are for reference only not to calculate square footage of maintenance. The Bidder is responsible for familiarizing him/herself with the areas involved.

MAINTENANCE RESULTS

The expected results of this contract are described herein:

1. Healthy turf at all OP97 sites through the implementation of a higher standard of Maintenance, Integrated Pest Management, Fertility and Cultural Practices.

HERBICIDES AND PESTICIDES

Use of Herbicides and Pesticides is not allowed.

SAFETY PRECAUTIONS

The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs necessary to prevent damage or injury.

SITE MAINTENANCE

The contractor at all times should keep the site free from accumulation of waste materials or rubbish caused by his/her employees or work. In the case of a dispute, the Board may remove the rubbish and charge the cost to the Contractor.

PAYMENT

Invoicing for contractual service shall be done on a monthly basis for month work is performed in. Upon presentation of an acceptable invoice, the District 97 shall pay the Contractual fee as agreed upon in the bid. If the Contractor fails to uphold any of the features of the contract, the District 97 may withhold the monthly payment until satisfied that the contract has been fulfilled.

LANDSCAPE MAINTENANCE

BASE BID SPECIFICATION:

TURF CARE:

A. Mowing

1. Before mowing, paper and other debris shall be picked up and disposed of properly.
2. All turf areas shall be mowed as often as required, (approximately 10-day intervals), in order to maintain a turf height which is uniform and presents a finished appearance. Intervals shall be timed, so that no more than 1/3 of the grass blade is removed per cutting.

3. Mowing shall be achieved in such manner that removal of grass clippings is not necessary. When clippings fall back on the turf, are matted and will cause injury to the turf, they must be removed. All pavement areas shall be left broom cleaned of all mowing debris.
4. All mowing equipment shall be in excellent operating condition, with all grass cutting edges sharp and in proper adjustment. Mowing equipment shall be operated in such a manner as to prevent damage to the turf, nearby trees, shrubs, ground covers, and structures.

B. Thatch Layer

1. The thatch layer of the turf is to be inspected each year with a report of condition sent to Senior Director of Buildings and Grounds by July 1st.

C. Aeration

1. All turf areas shall be aerated two (2) times as required and left in place. Aeration shall be accomplished with equipment that does not compress the soil.

D. Leaf Mulching

1. Leaves on all turf areas shall be removed or mulched at each scheduled routine maintenance visit. Mulching shall be accomplished by equipment specifically designed for that purpose or by attachments to existing equipment. Mulching shall completely pulverize the leaves to a fine residue that they will fall through the turf rather than lay on the surface. Mulch only when leaves are dry.

E. Trimming

1. All lawns shall be edge trimmed a minimum of twice per month during the growing season. This edging shall be accomplished along shrub beds, structures, planter boxes, curbs, walkways, signs, driveways, roadways and other pavements. The Contractor shall use mechanical means to accomplish such trimming.

F. Pruning

The vast majority of pruning shall be accomplished in the dormant months.

1. Pruning includes ground covers, shrubs, hedges, and low evergreen planting. It also includes pruning of shade trees and ornamental trees under 6" inches in caliper or under 15' in height. No tree surgery is included.
2. All plant material shall be inspected while performing other maintenance duties to determine need for pruning. Pruning should be completed at least once each month in accordance with these specifications.
3. All plant material shall be pruned in order to stimulate tight, natural growth. Remove dead, low hanging and broken branches, sucker growth, and bad crotches. Pruning should develop the natural form of each individual plant to assure the effect intended by the District.
4. Evergreen trees and shrubs shall be pruned only with a hand pruner to assure conserving their natural form.
5. In general, tools to be used should conform to accepted horticultural practices. The use of hedge trimming shears shall be prohibited except for trimming specified hedges.

G. Care of Bedded Plants

1. Existing plant beds shall be cultivated just prior to the application of mulch. The entire bed shall be covered with two (2) inches of a custom mix hardwood mulch in a dark brown color. Mulch shall be added to each bed every year as required to maintain two (2) inches of cover. If two (2) inches of mulch is not maintained or corrected within 10 days after notice of deficiency, the District will charge the contractor a one hundred dollar (\$100) per day penalty until correct depth is corrected.
2. All planting beds shall be kept weed free using mechanical methods.

SCOPE OF WORK

Beye Elementary School

Entire perimeter (excluding baseball / multi-purpose field) and all fence lines including both sides of baseball multi-purpose fence and player's box fence

Brooks Middle School

Entire perimeter and all fence lines

Hatch Elementary School

Entire perimeter (excluding two baseball diamonds and multi-purpose field) and all fence lines including both sides of baseball fence and player's box fence

Holmes Elementary School

Entire perimeter (excluding baseball diamonds and multi-purpose field) and all fence lines including both sides of baseball fence and player's box fence

Irving Elementary School

Entire perimeter and all fence lines

Julian Middle School

Entire perimeter and all fence lines

Lincoln Elementary School

Entire perimeter including courtyard and all fence lines

Longfellow School

Entire perimeter (excluding multi-purpose field) including courtyards and all fence lines

Mann Elementary School

Entire perimeter and all fence lines

Whittier Elementary School

Entire perimeter (excluding two baseball diamonds and multi-purpose field) including courtyard and all fence lines

Administration Building

Entire perimeter including parking lot, parkways, planters, and all fence lines

Maintenance Facility

Entire perimeter including parking lot, parkways and all fence lines