

**BICENTENNIAL CAPITOL MALL STATE PARK
PARK GROUNDS AND MAINTENANCE SPECIFICATIONS FOR
LAWN AND LANDSCAPING**

Contract Period

The State shall have no obligation for goods or services provided by the Contractor prior to the Effective Date. The acreage is estimated, and prospective bidders must determine actual acreage for bidding purposes. The proposed contract length is for a twenty-four (24) month period.

Scope of Service

Contractor will furnish necessary materials, equipment, and labor to perform all work as specified in the following pages. The Contractor shall provide the services listed below:

Mowing

Contractor shall mow the grass every seven (7) days or maintain the park up to fifty-two (52) visits per year in adjusted occurrences as weather or events permit, to maintain an appropriate even height for the type of grass and season, and to ensure a well-manicured and healthy appearance of grounds keeping. The Contractor shall adjust the mowing schedule per the Park Manager due to weather and special events scheduling. Trimming of lawn areas not accessible by mowers shall be trimmed with line trimmers at each service visit, or as needed, unless otherwise noted. During periods of excessive rain and tall grass growth, the mowing frequency shall be altered to maintain well-manicured appearance. Mowing equipment and patterns (alternate directions each cutting, where possible) shall be employed to permit recycling of clippings where possible and present a neat appearance.

Edging

Contractor shall edge all sidewalks and curbs to include ramps, ground level

plazas, steps, curbs, and other hardscape areas, with a line trimmer, after all mowing cuts. All sidewalks, curbs, plazas, steps, and other hardscaped areas shall be blown clean of all grass cuttings, dirt, and debris by the Contractor at each visit.

Trimming

Contractor shall trim grass around all street signs, lamp posts, fences, and any other obstructions to maintain a well-manicured appearance. Grass trimmed next to fixed objects shall be trimmed at the same height of turf cut. Trimming is to be done so that turf areas are not scalped.

Pruning

1. Pruning shall include removal of dead or diseased branches, lateral and/or crossing branches not consistent with standard form, or where general thinning is needed for good light penetration and air circulation.
2. Pruning and trimming of trees for suckers, water sprouts, and low hanging branches shall be performed by the Contractor during regular maintenance visits throughout the year. Low hanging branches impeding sidewalks and walking paths or blocking visibility of traffic signs shall be maintained to a height of seven feet during regular maintenance visits, and/or at the discretion of park designated personnel.
3. Flowering trees and shrubs shall not be pruned while in bloom or a times when pruning will inhibit blooming.
4. Pruning of ornamental shrubs, plants, and small trees shall be conducted no more than three (3) times per year to maintain a well-manicured appearance.
5. All perennials and ground cover must be cut back during the dormant season beginning in November.
6. Plants will be pruned and trimmed throughout the year depending on the plant or shrub and the time of the year.
7. Any plants that need to be cut to the ground will be done at the appropriate time.
8. Plants and shrubs will be fertilized with both granule and topical application two times per year, once in early spring and early fall.
9. Trees and shrubs will be sprayed for insect and disease control if requested

by designated park personnel at time of contract. Contractor will monitor for insect and disease issues.

Leaf Removal

Contractor shall remove leaves from site weekly (and sometimes twice weekly) during the fall and winter until trees have dropped all foliage. Special attention shall be made to ensure leaves are also removed during special events or as described by park designated personnel. Leaves shall be removed from the property and discarded appropriately in an off-site landfill. Leaves need to be blown, collected and removed from the park. Leaves do not need to be mulched and redistributed.

Clean-Up and Trash Removal

1. The Contractor shall ensure all sidewalks, curbs, driveways, plazas, and steps are blown free of clippings after each mowing.
2. Contractor will leave clippings on the lawn as long as no readily visible clumps remain on the grass surface. Otherwise, Contractor will distribute large clumps of clippings by mechanical blowing or other means.
3. The Contractor shall remove all debris associated with the lawn maintenance during each visit.
4. The Contractor shall remove fallen or park removed/cut limbs as needed. Deadwood will be removed from property and disposed properly.

Personnel

The Contractor shall designate, hire, and dismiss the personnel necessary for the care, upkeep, and maintenance and servicing of specified property. The Contractor shall provide training for each employee that will include instruction in State Park rules, site and equipment operation and maintenance, local health department requirements, conduct and professional problem-solving techniques. The Contractor shall provide supervision of its employees and employees shall conduct themselves in a polite and acceptable manner when on site. Each employee, including supervisors, equipment operators, and general laborers, must be in uniform at all times.

Equipment Requirements

- Mower blades shall be sharpened on a weekly basis to provide a clean and efficient cut.
- All equipment that is to be used on job site must be safe and in good working order. Equipment used must have safety features and accessories, where applicable, as required by existing OSHA regulations and laws.
- Rotary type mowers must be equipped with skirt guards, which restrict foreign objects from being thrown from the cutting unit enclosure.

TURF MAINTENANCE

1. All turf areas shall be fertilized as outlined below.
2. Complete fertilizers shall be granular in composition and contain 30% to 50% of nitrogen in a slow-or controlled release form. The ratio of nitrogen to potash will approximate 1:1 or 2:1 for complete fertilizer formulations. (Examples 15-5-15, 16-4-8, 14-3-14 etc.) The exact composition of the fertilizer shall be determined based on good industry practice combined with soil testing.
3. The Contractor shall remove fertilizer off walkways onto lawn areas.
4. Turf grass areas shall be aerated twice a year, spring, and fall, by the Contractor. This work includes both Fescue and Bermuda grass areas.
5. Herbicide program shall be instituted for removal of lawn weeds. Application of chemicals will be done under the direction of licensed personnel. Contractor will supply licensed personnel to provide this service. This will include a 5-Step turf application program (liquid based). Each application will be expected to contain fertilizer and weed control products for all the turf to promote a healthy green and weed free surface.
6. The Contractor shall seed twice per year: once for the early spring and once in the fall. Additional overseeding may be required due to wear from certain park events.
7. The Contractor shall apply three applications of weed control product to all turf areas during the summer months (one application per month in June, July and August).
8. All chemical applications must be mixed in a concealed area (not out in the

open) and applied very early in the morning to reduce contact or complaint from park visitors.

9. Turf and adjacent areas shall be treated by the Contractor for insect control as needed (i.e. ant mounds).

BED MAINTENANCE

The Contractor shall provide maintenance of all plant beds continuously throughout the contract period, including all beds being kept free and clear of all weeds. This work includes trimming of shrubbery, trees, and herbaceous plant materials. Application of herbicide sprays in designated areas will be allowed to provide clearance of weeds to present a well-maintained appearance.

1. Beds will be kept free of weeds, debris, leaves, trash, etc.
2. Beds will be raked when needed to maintain a clean appearance.
3. All mulched areas will be replenished twice a year (early Spring and Fall).
4. Mulch should be maintained at a depth of not less than 2 inches and not more than 3 inches.
5. Mulch shall not be placed against the trunks of the plants.
6. Mulch application will be pine straw (needles).
7. Trench edging of plant bed borders will be performed in conjunction with pine straw mulch application.
8. Ground covers and ornamental grasses will be cut back to remove dead foliage during dormancy.

Licenses

The Contractor will be required to have a charter issued by the Tennessee Department of Agriculture. Contractor will be required to submit this permit number.

The Contractor shall maintain the following:

1. Business license
2. Pesticide License
3. Applicator's license
4. Auto Insurance license

Additional Services and Obligations

The State agrees to promptly notify Contractor in writing of any dissatisfaction with the maintenance service to ensure that maintenance is performed as agreed.

Billing and Payment:

Contractor shall submit invoice(s) for services on the first day of each month for the preceding month of service. Bicentennial Capitol Mall State Park agrees to make payment within 45 days of receiving invoice from Contractor. Invoices are to be itemized for services performed.

For processing of payment, please submit an itemized invoice once per month to:

Kyle Bowling- Administrative Assistant

Bicentennial Capitol Mall State Park

600 James Robertson Parkway

Nashville, Tennessee 37243

kyle.bowling@tn.gov

Park Contacts:

Scott Rodeffer-Maintenance Supervisor

615-741-5771

Kyle Bowling-Administrative Assistant

615-741-5280

Jeff Woodfin-Park Manager

615-741-5800