



**REQUEST
FOR
PROPOSAL**

Solicitation Number USC-RFP-2792-LW
Date Issued April 3, 2015
Date Posted April 3, 2015
Procurement Officer Lana Widener
Phone (803)777-7776
E-Mail Address llw@sc.edu

DESCRIPTION: **Contract to Maintain Landscaping Services for USC Athletic Sites**

USING GOVERNMENT AGENCY: University of South Carolina

The Term "Offer" Means Your "Bid" or "Proposal."

SUBMIT OFFER BY (Opening Date/Time): **April 27, 2015 @ 3:00 PM** See "Deadline for Submission of Offer" provision.
QUESTIONS MUST BE RECEIVED BY: **April 16, 2015 @ 3:00 PM** See "Questions from Offerors" provision.
NUMBER OF COPIES TO BE SUBMITTED: One (1) Original in Hardcopy and five copies marked "COPY" and one (1) Electronic Copy (Original shall prevail.)

Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:	PHYSICAL ADDRESS:
University of South Carolina – Purchasing Dept. 1600 Hampton St., Suite 606 Columbia, SC 29208	University of South Carolina – Purchasing Dept. 1600 Hampton St., Suite 606 Columbia, SC 29208

See "Submitting Your Offer" provision

CONFERENCE TYPE: Site Visit
DATE & TIME: April 16, 2015
As appropriate, see "Conferences-Pre-Bid/Proposal" & "Site Visit" provisions

LOCATION: Refer to Section II. Instructions To Offerors - B. Special Instructions for site locations

AWARD & AMENDMENTS Award will be posted at the Physical Address stated above on **May17, 2015**. The award, this solicitation, and any amendments will be posted at the following web address: <http://purchasing.sc.edu>

You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.

NAME OF OFFEROR <small>(Full legal name of business submitting the offer)</small>	OFFEROR'S TYPE OF ENTITY: <small>(Check one)</small>
AUTHORIZED SIGNATURE <small>(Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)</small>	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Tax-exempt corporate entity <input type="checkbox"/> Government entity (federal/state/local) <input type="checkbox"/> Other _____
TITLE <small>(Business title of person signing above)</small>	
PRINTED NAME <small>(Printed name of person signing above)</small>	

(See "Signing Your Offer" provision.)

Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, *i.e.*, a separate corporation, partnership, sole proprietorship, etc.

STATE OF INCORPORATION (If offeror is a corporation, identify the state of Incorporation.)

TAXPAYER IDENTIFICATION NO. (See "Taxpayer Identification Number" provision)

PAGE TWO

(Return Page Two with Your Offer)

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	Area Code - Number - Extension Facsimile
	E-mail Address

PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
___ Payment Address same as Home Office Address ___ Payment Address same as Notice Address (check only one)	___ Order Address same as Home Office Address ___ Order Address same as Notice Address (check only one)

ACKNOWLEDGMENT OF AMENDMENTS Offeror acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)							
Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	___ Calendar Days (%)
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PREFERENCES – A NOTICE TO VENDORS (SEP. 2009): On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at procurement.sc.gov/preferences. ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES. [11-35-1524(E)(4)&(6)]

PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE: Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference [11-35-1524(C)(1)(i)&(ii)] or the Resident Contractor Preference [11-35-1524(C)(1)(iii)]. Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

___ In-State Office Address same as Home Office Address

___ In-State Office Address same as Notice Address (check only one)

Solicitation Outline

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I. Scope Of Solicitation

ACQUIRE SERVICES (JAN 2006): The purpose of this solicitation is to acquire services complying with the enclosed description and/or specifications and conditions.

It is the intent of the University of South Carolina to solicit proposals from qualified sources of supply to furnish all labor, materials & equipment necessary to maintain turf grass for eight athletic sites as specified herein.

MAXIMUM CONTRACT PERIOD -- ESTIMATED (January 2006): Starting date: **July 1, 2015** End date: **June 30, 2020**. Dates provided are estimates only. Any resulting contract will begin on the date specified in the Notice of Intent to Award. See page clause entitled "Term of Contract – Effective Date/Initial Contract Period “.

II. Instructions To Offerors - A. General Instructions

DEFINITIONS (JAN 2006) EXCEPT AS OTHERWISE PROVIDED HEREIN, THE FOLLOWING DEFINITIONS ARE APPLICABLE TO ALL PARTS OF THE SOLICITATION.

AMENDMENT – means a document issued to supplement the original solicitation document.

BOARD – means the South Carolina Budget and Control Board.

BUYER – means the Procurement Officer.

CHANGE ORDER - means any written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity, or other provisions of any contract accomplished by mutual agreement of the parties to the contract.

CONTRACT - See clause entitled “Contract Documents & Order of Precedence.”

CONTRACT MODIFICATION – means a written order signed by the Procurement Officer, directing the contractor to make changes which the changes clause of the contract authorizes the Procurement Officer to order without the consent of the contractor.

CONTRACTOR - means the Offeror receiving an award as a result of this solicitation.

COVER PAGE – means the top page of the original solicitation on which the solicitation is identified by number. Offerors are cautioned that Amendments may modify information provided on the Cover Page.

OFFER – means the bid or proposal submitted in response to this solicitation. The terms “Bid” and “Proposal” are used interchangeably with the term “Offer.”

OFFEROR – means the single legal entity submitting the offer. The term “Bidder” is used interchangeably with the term “Offeror.” See bidding provisions entitled “Signing Your Offer” and “Bid/Proposal As Offer To Contract.”

ORDERING ENTITY - Using Governmental Unit that has submitted a Purchase Order.

PAGE TWO – means the second page of the original solicitation, which is labeled Page Two.

PROCUREMENT OFFICER – means the person, or his successor, identified as such on the Cover Page.

YOU and YOUR – means Offeror.

SOLICITATION – means this document, including all its parts, attachments, and any Amendments.

STATE – means the Using Governmental Unit(s) identified on the Cover Page.

SUBCONTRACTOR – means any person having a contract to perform work or render service to Contractor as a part of the Contractor’s agreement arising from this solicitation.

USING GOVERNMENTAL UNIT – means the unit(s) of government identified as such on the Cover Page. If the Cover Page names a “Statewide Term Contract” as the Using Governmental Unit, the Solicitation seeks to establish a Term Contract [11-35-310(35)] open for use by all South Carolina Public Procurement Units.

WORK - means all labor, materials, equipment and services provided or to be provided by the Contractor to fulfill the Contractor’s obligations under the Contract.

AMENDMENTS TO SOLICITATION (JAN 2006): (a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <http://purchasing.sc.edu/sa.php>. (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

AWARD NOTIFICATION (NOV 2007): Notice regarding any award or cancellation of award will be posted at the location specified on the Cover Page. If the contract resulting from this Solicitation has a total or potential value of fifty thousand dollars or more, such notice will be sent to all Offerors responding to the Solicitation. Should the contract resulting from this Solicitation have a total or potential value of one hundred thousand dollars or more, such notice will be sent to all Offerors responding to the Solicitation and any award will not be effective until the eleventh day after such notice is given.

BID / PROPOSAL AS OFFER TO CONTRACT (JAN 2006): By submitting Your Bid or Proposal, You are offering to enter into a contract with the Using Governmental Unit(s). Without further action by either party, a binding contract shall result upon final award. Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror on the Cover Page. An Offer may be submitted by only one legal entity; “joint bids” are not allowed.

BID ACCEPTANCE PERIOD (JAN 2006): In order to withdraw Your Offer after the minimum period specified on the Cover Page, You must notify the Procurement Officer in writing.

BID IN ENGLISH & DOLLARS (JAN 2006): Offers submitted in response to this solicitation shall be in the English language and in US dollars, unless otherwise permitted by the Solicitation.

CERTIFICATION REGARDING DEBARMENT AND OTHER RESPONSIBILITY MATTERS (JAN 2004):

(a)(1) By submitting an Offer, Offeror certifies, to the best of its knowledge and belief, that -

(i) Offeror and/or any of its Principals -

(A) Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any state or federal agency;

(B) Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

(C) Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision.

(ii) Offeror has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any public (Federal, state, or local) entity.

(2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

(b) Offeror shall provide immediate written notice to the Procurement Officer if, at any time prior to contract award, Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) If Offeror is unable to certify the representations stated in paragraphs (a)(1), Offer must submit a written explanation regarding its inability to make the certification. The certification will be considered in connection with a review of the Offeror's responsibility. Failure of the Offeror to furnish additional information as requested by the Procurement Officer may render the Offeror nonresponsive.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly or in bad faith rendered an erroneous certification,

in addition to other remedies available to the State, the Procurement Officer may terminate the contract resulting from this solicitation for default.

CERTIFICATE OF INDEPENDENT PRICE DETERMINATION (MAY 2008):

(a) By submitting an offer, the offeror certifies that

(1) The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror or competitor relating to-

(i) Those prices;

(ii) The intention to submit an offer; or

(iii) The methods or factors used to calculate the prices offered.

(2) The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.

(b) Each signature on the offer is considered to be a certification by the signatory that the signatory-

(1) Is the person in the offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this certification; or

(2)(i) Has been authorized, in writing, to act as agent for the offeror's principals in certifying that those principals have not participated, and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this certification [As used in this subdivision (b)(2)(i), the term "principals" means the person(s) in the offeror's organization responsible for determining the prices offered in this bid or proposal];

(ii) As an authorized agent, does certify that the principals referenced in subdivision (b)(2)(i) of this certification have not participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this certification; and

(iii) As an agent, has not personally participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this certification.

CODE OF LAWS AVAILABLE (JAN 2006): The South Carolina Code of Laws, including the Consolidated Procurement Code, is available at <http://www.scstatehouse.gov/code/statmast.php>. The South Carolina Regulations are available at: <http://www.scstatehouse.gov/coderegs/statmast.php>.

COMPLETION OF FORMS / CORRECTION OF ERRORS (JAN 2006): All prices and notations should be printed in ink or typewritten. Errors should be crossed out, corrections entered and initialed by the person signing the bid. Do not modify the solicitation document itself (including bid schedule). (Applicable only to offers submitted on paper.)

DEADLINE FOR SUBMISSION OF OFFER (JAN 2006): Any offer received after the Procurement Officer of the governmental body or his designee has declared that the time set for opening has arrived, shall be rejected unless the offer has been delivered to the designated purchasing office or the governmental bodies' mail room which services that purchasing office prior to the bid opening. [R.19-445.2070(H)]

DISCLOSURE OF CONFLICTS OF INTEREST OR UNFAIR COMPETITIVE ADVANTAGE (MAY 2011): You warrant and represent that your offer identifies and explains any unfair competitive advantage you may have in competing for the proposed contract and any actual or potential conflicts of interest that may arise from your participation in this competition or your receipt of an award. The two underlying principles are (a) preventing the existence of conflicting roles that might bias a contractor's judgment, and (b) preventing an unfair competitive advantage. If you have an unfair competitive advantage or a conflict of interest, the state may withhold award. Before withholding award on these grounds, an offeror will be notified of the concerns and provided a reasonable opportunity to respond. Efforts to avoid or mitigate such concerns, including restrictions on future activities, may be considered.

DRUG FREE WORK PLACE CERTIFICATION (JAN 2006): By submitting an Offer, Contractor certifies that, if awarded a contract, Contractor will comply with all applicable provisions of The Drug-free Workplace Act, Title 44, Chapter 107 of the South Carolina Code of Laws, as amended.

DUTY TO INQUIRE (JAN 2006): Offeror, by submitting an Offer, represents that it has read and understands the Solicitation and that its Offer is made in compliance with the Solicitation. Offerors are expected to examine the Solicitation thoroughly and should request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements in the Solicitation. Failure to do so will be at the Offeror's risk. Offeror assumes responsibility for any patent ambiguity in the Solicitation that Offeror does not bring to the State's attention.

ETHICS CERTIFICATE (May 2008): By submitting an offer, the offeror certifies that the offeror has and will comply with, and has not, and will not, induce a person to violate Title 8, Chapter 13 of the South Carolina Code of Laws, as amended (ethics act). The following statutes require special attention: Section 8-13-700, regarding use of official position for financial gain; Section 8-13-705, regarding gifts to influence action of public official; Section 8-13-720, regarding offering money for advice or assistance of public official; Sections 8-13-755 and 8-13-760, regarding restrictions on employment by former public official; Section 8-13-775, prohibiting public official with economic interests from acting on contracts; Section 8-13-790, regarding recovery of kickbacks; Section 8-13-1150, regarding statements to be filed by consultants; and Section 8-13-1342, regarding restrictions on contributions by contractor to candidate who participated in awarding of contract. The state may rescind any contract and recover all amounts expended as a result of any action taken in violation of this provision. If contractor participates, directly or indirectly, in the evaluation or award of public contracts, including without limitation, change orders or task orders regarding a public contract, contractor shall, if required by law to file such a statement, provide the statement required by Section 8-13-1150 to the procurement officer at the same time the law requires the statement to be filed.

IRAN DIVESTMENT ACT – CERTIFICATION (JAN 2015): (a) The Iran Divestment Act List is a list published by the Board pursuant to Section 11-57-310 that identifies persons engaged in investment activities in Iran. Currently, the list is available at the following URL: <http://procurement.sc.gov/PS/PS-iran-divestment.phtm> (.). Section 11-57-310 requires the government to provide a person ninety days written notice before he is included on the list. The following representation, which is required by Section 11-57-330(A), is a material inducement for the State to award a contract to you. (b) By signing your Offer, you certify that, as of the date you sign, you are not on the then-current version of the Iran Divestment Act List. (c) You must notify the Procurement Officer immediately if, at any time before posting of a final statement of award, you are added to the Iran Divestment Act List.

OMIT TAXES FROM PRICE (JAN 2006): Do not include any sales or use taxes in Your price that the State may be required to pay.

PROCUREMENT AGENT (AUG 2004): Authorized Agent. All authority regarding the conduct of this procurement is vested solely with the responsible Procurement Officer. Unless specifically delegated in writing, the Procurement Officer is the only government official authorized to bind the government with regard to this procurement.

PROTESTS (JUN 2006): Any prospective bidder, offeror, contractor, or subcontractor who is aggrieved in connection with the solicitation of a contract shall protest within fifteen days of the date of issuance of the applicable solicitation document at issue. Any actual bidder, offeror, contractor, or subcontractor who is aggrieved in connection with the intended award or award of a contract shall protest within ten days of the date notification of award is posted in accordance with this code. A protest shall be in writing, shall set forth the grounds of the protest and the relief requested with enough particularity to give notice of the issues to be decided, and must be received by the appropriate Chief Procurement Officer within the time provided. See clause entitled “Protest-CPO.”

PUBLIC OPENING (JAN 2006): Offers will be publicly opened at the date / time and at the location identified on the Cover Page, or last Amendment, whichever is applicable.

QUESTIONS FROM OFFERORS (JAN 2006): (a) Any prospective offeror desiring an explanation or interpretation of the solicitation, drawings, specifications, etc., must request it in writing. Questions must be received by the Procurement Officer no later than five (5) days prior to opening unless otherwise stated on the Cover Page. Label any communication regarding your questions with the name of the procurement officer, and the solicitation's title and number. Oral explanations or instructions will not be binding. Any information given a prospective offeror concerning a solicitation will be furnished promptly to all other prospective offerors as an Amendment to the solicitation, if that information is necessary for submitting offers or if the lack of it would be prejudicial to other prospective offerors. (b) The State seeks to permit maximum practicable competition. Offerors are urged to advise the Procurement Officer – as soon as possible – regarding any aspect of this procurement, including any aspect of the Solicitation that unnecessarily or inappropriately limits full and open competition.

REJECTION/CANCELLATION (JAN 2004): The State may cancel this solicitation in whole or in part. The State may reject any or all proposals in whole or in part.

RESPONSIVENESS / IMPROPER OFFERS (JAN 2006):

(a) Bid as Specified. Offers for supplies or services other than those specified will not be considered unless authorized by the Solicitation.

(b) Multiple Offers. Offerors may submit more than one Offer, provided that each Offer has significant differences other than price. Each separate Offer must satisfy all Solicitation requirements. If this solicitation is an Invitation for Bids, each

separate offer must be submitted as a separate document. If this solicitation is a Request for Proposals, multiple offers may be submitted as one document, provided that you clearly differentiate between each offer and you submit a separate cost proposal for each offer, if applicable.

(c) Responsiveness. Any Offer which fails to conform to the material requirements of the Solicitation may be rejected as nonresponsive. Offers which impose conditions that modify material requirements of the Solicitation may be rejected. If a fixed price is required, an Offer will be rejected if the total possible cost to the State cannot be determined. Offerors will not be given an opportunity to correct any material nonconformity. Any deficiency resulting from a minor informality may be cured or waived at the sole discretion of the Procurement Officer. [R.19-445.2070 and Section 11-35-1520(13)]

(d) Price Reasonableness: Any offer may be rejected if the Procurement Officer determines in writing that it is unreasonable as to price. [R. 19-445.2070]

(e) Unbalanced Bidding. The State may reject an Offer as nonresponsive if the prices bid are materially unbalanced between line items or sub-line items. A bid is materially unbalanced when it is based on prices significantly less than cost for some work and prices which are significantly overstated in relation to cost for other work, and if there is a reasonable doubt that the bid will result in the lowest overall cost to the State even though it may be the low evaluated bid, or if it is so unbalanced as to be tantamount to allowing an advance payment.

RESTRICTIONS APPLICABLE TO OFFERORS (JAN 2006): Violation of these restrictions may result in disqualification of your offer, suspension or debarment, and may constitute a violation of the state Ethics Act. (a) After issuance of the solicitation, you agree not to discuss this procurement activity in any way with the Using Governmental Unit or its employees, agents or officials. All communications must be solely with the Procurement Officer. This restriction may be lifted by express written permission from the Procurement Officer. This restriction expires once a contract has been formed. (b) Unless otherwise approved in writing by the Procurement Officer, you agree not to give anything to any Using Governmental Unit.

SIGNING YOUR OFFER (JAN 2006): Every Offer must be signed by an individual with actual authority to bind the Offeror. (a) If the Offeror is an individual, the Offer must be signed by that individual. If the Offeror is an individual doing business as a firm, the Offer must be submitted in the firm name, signed by the individual, and state that the individual is doing business as a firm. (b) If the Offeror is a partnership, the Offer must be submitted in the partnership name, followed by the words "by its Partner," and signed by a general partner. (c) If the Offeror is a corporation, the Offer must be submitted in the corporate name, followed by the signature and title of the person authorized to sign. (d) An Offer may be submitted by a joint venturer involving any combination of individuals, partnerships, or corporations. If the Offeror is a joint venture, the Offer must be submitted in the name of the Joint Venture and signed by every participant in the joint venture in the manner prescribed in paragraphs (a) through (c) above for each type of participant. (e) If an Offer is signed by an agent, other than as stated in subparagraphs (a) through (d) above, the Offer must state that it has been signed by an Agent. Upon request, Offeror must provide proof of the agent's authorization to bind the principal.

STATE OFFICE CLOSINGS (JAN 2006): If an emergency or unanticipated event interrupts normal government processes so that offers cannot be received at the government office designated for receipt of bids by the exact time specified in the solicitation, the time specified for receipt of offers will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal government processes resume. In lieu of an automatic extension, an Amendment may be issued to reschedule bid opening. If state offices are closed at the time a pre-bid or pre-proposal conference is scheduled, an Amendment will be issued to reschedule the conference. Useful information may be available at: <http://www.scemd.org/closings>.

SUBMITTING CONFIDENTIAL INFORMATION (AUG 2002): (An overview is available at www.procurement.sc.gov) For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the word "CONFIDENTIAL" every page, or portion thereof, that Offeror contends contains information that is exempt from public disclosure because it is either (a) a trade secret as defined in Section 30-4-40(a)(1), or (b) privileged and confidential, as that phrase is used in Section 11-35-410. For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the words "TRADE SECRET" every page, or portion thereof, that Offeror contends contains a trade secret as that term is defined by Section 39-8-20 of the Trade Secrets Act. For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the word "PROTECTED" every page, or portion thereof, that Offeror contends is protected by Section 11-35-1810. All markings must be conspicuous; use color, bold, underlining, or some other method in order to conspicuously distinguish the mark from the other text. Do not mark your entire response (bid, proposal, quote, etc.) as confidential, trade secret, or protected! If your response, or any part thereof, is improperly marked as confidential or trade secret or protected, the State may, in its sole discretion, determine it nonresponsive. If only portions of a page are subject to some protection, do not mark the entire page. By submitting a response to this solicitation or request, Offeror (1) agrees to the public disclosure of every page of every document regarding this solicitation or request that was submitted at any time prior to entering into a contract (including, but not limited to, documents contained in a response, documents

submitted to clarify a response, and documents submitted during negotiations), unless the page is conspicuously marked "TRADE SECRET" or "CONFIDENTIAL" or "PROTECTED", (2) agrees that any information not marked, as required by these bidding instructions, as a "Trade Secret" is not a trade secret as defined by the Trade Secrets Act, and (3) agrees that, notwithstanding any claims or markings otherwise, any prices, commissions, discounts, or other financial figures used to determine the award, as well as the final contract amount, are subject to public disclosure. In determining whether to release documents, the State will detrimentally rely on Offeror's marking of documents, as required by these bidding instructions, as being either "Confidential" or "Trade Secret" or "PROTECTED". By submitting a response, Offeror agrees to defend, indemnify and hold harmless the State of South Carolina, its officers and employees, from every claim, demand, loss, expense, cost, damage or injury, including attorney's fees, arising out of or resulting from the State withholding information that Offeror marked as "confidential" or "trade secret" or "PROTECTED". (All references to S.C. Code of Laws.)

SUBMITTING YOUR OFFER OR MODIFICATION (JAN 2006): (a) Offers and offer modifications shall be submitted in sealed envelopes or packages (unless submitted by electronic means) – (1) Addressed to the office specified in the Solicitation; and (2) Showing the time and date specified for opening, the solicitation number, and the name and address of the bidder. (b) If you are responding to more than one solicitation, each offer must be submitted in a different envelope or package. (c) Each Offeror must submit the number of copies indicated on the Cover Page. (d) Offerors using commercial carrier services shall ensure that the Offer is addressed and marked on the outermost envelope or wrapper as prescribed in paragraphs (a)(1) and (2) of this provision when delivered to the office specified in the Solicitation. (e) Facsimile or e-mail offers, modifications, or withdrawals, will not be considered unless authorized by the Solicitation. (f) Offers submitted by electronic commerce shall be considered only if the electronic commerce method was specifically stipulated or permitted by the solicitation.

TAX CREDIT FOR SUBCONTRACTING WITH DISADVANTAGED SMALL BUSINESSES (JAN 2008): Pursuant to Section 12-6-3350, a taxpayer having a contract with this State who subcontracts with a socially and economically disadvantaged small business is eligible for an income tax credit equal to four percent of the payments to that subcontractor for work pursuant to the contract. The subcontractor must be certified as a socially and economically disadvantaged small business as defined in Section 11-35-5010 and regulations pursuant to it. The credit is limited to a maximum of fifty thousand dollars annually. A taxpayer is eligible to claim the credit for ten consecutive taxable years beginning with the taxable year in which the first payment is made to the subcontractor that qualifies for the credit. After the above ten consecutive taxable years, the taxpayer is no longer eligible for the credit. A taxpayer claiming the credit shall maintain evidence of work performed for the contract by the subcontractor. The credit may be claimed on Form TC-2, "Minority Business Credit." A copy of the subcontractor's certificate from the Governor's Office of Small and Minority Business (OSMBA) is to be attached to the contractor's income tax return. Questions regarding the tax credit and how to file are to be referred to: SC Department of Revenue, Research and Review, Phone: (803) 898-5786, Fax: (803) 898-5888. Questions regarding subcontractor certification are to be referred to: Governor's Office of Small and Minority Business Assistance, Phone: (803) 734-0657, Fax: (803) 734-2498.

TAXPAYER IDENTIFICATION NUMBER (JAN 2006): (a) If Offeror is owned or controlled by a common parent as defined in paragraph (b) of this provision, Offeror shall submit with its Offer the name and TIN of common parent. (b) Definitions: "Common parent," as used in this provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the offeror is a member. "Taxpayer Identification Number (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a Social Security Number or an Employer Identification Number. (c) If Offeror does not have a TIN, Offeror shall indicate if either a TIN has been applied for or a TIN is not required. If a TIN is not required, indicate whether (i) Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States; (ii) Offeror is an agency or instrumentality of a state or local government; (iii) Offeror is an agency or instrumentality of a foreign government; or (iv) Offeror is an agency or instrumentality of the Federal Government.

WITHDRAWAL OR CORRECTION OF OFFER (JAN 2006): Offers may be withdrawn by written notice received at any time before the exact time set for opening. If the Solicitation authorizes facsimile offers, offers may be withdrawn via facsimile received at any time before the exact time set for opening. A bid may be withdrawn in person by a bidder or its authorized representative if, before the exact time set for opening, the identity of the person requesting withdrawal is established and the person signs a receipt for the bid. The withdrawal and correction of Offers is governed by S.C. Code Section 11-35-1520 and Regulation 19-445.2085.

II. Instructions To Offerors - B. Special Instructions

SUBMISSION OF QUESTIONS

Mark Envelopes on questions mailed:

QUESTIONS: USC-RFP-2792-LW

Title: **Contract to Maintain Landscaping Services for USC Athletic Sites**

Mailing Address:

University of South Carolina – Purchasing Dept.
Attn: Lana Widener
1600 Hampton St, Suite 606
Columbia, SC 29208

QUESTIONS MAY BE E-MAILED TO:

llw@sc.edu

FAXED TO:

(803)777-2032

CLARIFICATION (NOV 2007): Pursuant to Section 11-35-1530(6), the Procurement Officer may elect to communicate with you after opening for the purpose of clarifying either your offer or the requirements of the solicitation. Such communications may be conducted only with offerors who have submitted an offer which obviously conforms in all material aspects to the solicitation. Clarification of an offer must be documented in writing and included with the offer. Clarifications may not be used to revise an offer or the solicitation.

CONTENTS OF OFFER (RFP) – SPO (JAN 2006): (a) Offers should be complete and carefully worded and should convey all of the information requested. (b) Offers should be prepared simply and economically, providing a straightforward, concise description of offeror's capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content. (c) Each copy of your offer should be bound in a single volume where practical. All documentation submitted with your offer should be bound in that single volume. (d) If your offer includes any comment over and above the specific information requested in the solicitation, you are to include this information as a separate appendix to your offer. Offers which include either modifications to any of the solicitation's contractual requirements or an offeror's standard terms and conditions may be deemed non-responsive and not considered for award.

DISCUSSIONS AND NEGOTIATIONS (NOV 2007): Submit your best terms from a cost or price and from a technical standpoint. Your proposal may be evaluated and your offer accepted without any discussions, negotiations, or prior notice. Ordinarily, nonresponsive proposals will be rejected outright. Nevertheless, the State may elect to conduct discussions, including the possibility of limited proposal revisions, but only for those proposals reasonably susceptible of being selected for award. If improper revisions are submitted, the State may elect to consider only your unrevised initial proposal. [11-35-1530(6); R.19-445.2095(I)] The State may also elect to conduct negotiations, beginning with the highest ranked offeror, or seek best and final offers, as provided in Section 11-35-1530(8). If negotiations are conducted, the State may elect to disregard the negotiations and accept your original proposal.

DISCUSSIONS WITH BIDDERS: After opening, the Procurement Officer may, in his sole discretion, initiate discussions with you to discuss your bid. Discussions are possible only if your bid is apparently responsive and only for the purpose of clarification to assure your full understanding of the solicitation's requirements. Any discussions will be documented in writing and shall be included with the bid.

IRAN DIVESTMENT ACT – CERTIFICATION (JAN 2015): (a) The Iran Divestment Act List is a list published by the Board pursuant to Section 11-57-310 that identifies persons engaged in investment activities in Iran. Currently, the list is available at the following URL: <http://procurement.sc.gov/PS/PS-iran-divestment.phtm> (.). Section 11-57-310 requires the government to provide a person ninety days written notice before he is included on the list. The following representation, which is required by Section 11-57-330(A), is a material inducement for the State to award a contract to you. (b) By signing your Offer, you certify that, as of the date you sign, you are not on the then-current version of the Iran Divestment Act List. (c) You must notify the Procurement Officer immediately if, at any time before posting of a final statement of award, you are added to the Iran Divestment Act List.

MAGNETIC MEDIA – REQUIRED FORMAT (JAN 2006): As noted on the cover page, an original hard copy of your offer must be accompanied by the specified number of copies in the following electronic format: compact disk (CD) in one of the following formats: CD-R; DVD ROM; DVD-R; or DVD+R. Formats such as CD-RW, DVD-RAM, DVD-RW, DVD-

+RW, or DVIX are not acceptable and will result in the Offeror's proposal being rejected. Every CD must be labeled with offeror's name, solicitation number, and specify whether contents address technical proposal or business proposal. If multiple CD sets are provided, each CD in the set must be appropriately identified as to its relationship to the set, e.g., 1 of 2. Each CD must be identical to the original hard copy. File format shall be MS Word 97 or later.

OPENING PROPOSALS – PRICES NOT DIVULGED (JAN 2006): In competitive sealed proposals, prices will not be divulged at opening.

PROTEST - CPO - MMO ADDRESS (JUNE 2006): Any protest must be addressed to the Chief Procurement Officer, Materials Management Office, and submitted in writing (a) by email to protest-mmo@mmo.state.sc.us, (b) by facsimile at 803-737-0639, or (c) by post or delivery to 1201 Main Street, Suite 600, Columbia, SC 29201.

SITE VISIT (JAN 2006): A site visit will be held at the following date, time and location. Your failure to attend will not relieve the Contractor from responsibility for estimating properly the difficulty and cost of successfully performing the work, or for proceeding to successfully perform the work without additional expense to the State. The State assumes no responsibility for any conclusions or interpretations made by the Contractor based on the information made available at the conference. Nor does the State assume responsibility for any understanding reached or representation made concerning conditions which can affect the work by any of its officers or agents before the execution of this contract, unless that understanding or representation is expressly stated in this contract.

Date & Start Time: April 16, 2015 at 9:00 AM

**Starting Location: 1) Rice Athletic Center
1304 Heyward Street, Lobby
Columbia, SC 29208**

NOTE:

The site visit will begin at the Rice Athletic Center (address listed above) and will end at OneWood Farm. The site visit includes all 11 sites. The estimated time for the site visit is 4-6 hours.

- 2) Carolina Softball Stadium and Carolina Tennis Center
1318 Heyward Street, Columbia, SC 29208
- 3) Weems-Baskins Track and Field Complex
200 S. Marion Street, Columbia, SC 29205
- 4) Stone Soccer Stadium
1300 Whaley Street, Columbia, SC 29205
- 5) Fieldhouse
1401 Whaley Street, Columbia, SC 29208
- 6) Colonial Life Arena
801 Lincoln Street, Columbia, SC 29208
- 7) Carolina Stadium
431 Williams Street, Columbia, SC 29201
- 8) Gamecock Park
1001 Bluff Road, Columbia, SC 29201
- 9) Springs-Brooks Plaza at Williams-Brice Stadium
1125 George Rogers Blvd., Columbia, SC 29201
- 10) Wardle Golf Center
57 Golden Spur Lane, Blythewood, SC 29016

- 11) One Wood Farm
1201 Syrup Mill Road, Blythewood, SC 29016

UNIT PRICES REQUIRED (JAN 2006): Unit price to be shown for each item.

III. Scope of Work / Specifications

DELIVERY / PERFORMANCE LOCATION – PURCHASE ORDER (JAN 2006): After award, all deliveries shall be made and all services provided to the location specified by the using Governmental Unit in its purchase order.

A. BACKGROUND/INTRODUCTION

The University of South Carolina, founded in 1801, is one of the oldest and most comprehensive universities in the United States. The Columbia campus is the flagship institution in the eight (8) campus public University of South Carolina system, located in a diverse and thriving metropolitan community of over 450,000 people. The University offers baccalaureate, masters, and doctoral degrees through 17 colleges and schools. The baccalaureate degree is offered in over 70 major fields; the master's degree in over 100 fields; and doctorate in over 50 fields.

The University of South Carolina has experienced considerable growth since the sixties with over 27,400 students enrolled at the Columbia campus, more than a third of whom are graduate students. Students from all states and over 130 foreign countries attend the University.

Approximately 6,700 undergraduates reside in on-campus housing on the Columbia campus; family and graduate housing accommodate an additional 400 plus residents. USC currently also provides housing for 270 students on the Beaufort campus and over 750 students on the Upstate campus.

The University continues to plan towards a strategic goal of housing 100% of the freshman class, and 40-50% of all remaining undergraduates and to provide housing for any graduate student or visiting professors who chooses on-campus living.

Additional information may be obtained through USC's web site: <http://www.sc.edu/aboutusc/>.

B. SCOPE OF WORK

- A. The purpose of this solicitation is to solicit bids from qualified sources of supply to furnish complete lawn care services for the University of South Carolina. The contractor must furnish the following, including but not limited to, all supplies, materials, labor, labor supervision, tools, and equipment necessary to provide for the installation of plant material or other work for the complete lawn care services for the Roost Athletic Village, Carolina Stadium, Colonial Life Arena, One Wood Farm, Stone Soccer Stadium, Fieldhouse, Wardle Golf Center, Weems-Baskins Track and Field Complex, Carolina Softball Stadium, Carolina Tennis Center, Gamecock Park and Springs-Brooks Plaza at Williams-Brice Stadium as described herein.
- B. Additional work may be requested of the contractor and the University reserves the right to add, delete, revise and expand services in response to changing requirements. Such modifications will be executed using a written contract amendment with adjustments to contract amounts.
- C. The University shall inspect the property on a reasonably prompt basis after any service completed by the Contractor. If the University is dissatisfied with any of the work performed, notice of such dissatisfaction shall be given in writing to the Contractor within 15 days of the service rendered, specifying the particular alleged deficiency. The Contractor shall repair or correct such deficiencies as are found to exist at no additional cost to the University within the expiration of 15 days from the date such notice was received.

The failure of the University to properly notify the Contractor of dissatisfaction with any work performed under the procedures set forth herein shall constitute a waiver of any claim or offset the University may claim in regard to the services rendered by the Contractor.

CONTRACTOR'S DUTIES

- A. Contractor shall perform, coordinate and complete the requirements of the contract, in cooperation with any other contractors or trades then doing any work on the University, promptly, diligently, and in a good workmanlike manner to the full and complete satisfaction and acceptance of The University. Contractor shall perform the requirements of the contract in a manner that will not impede or obstruct the ongoing business activities of any occupants at the University.
- B. Contractor shall guarantee that a member of their supervisory personnel regularly engaged in inspection and supervision will visit each unit at least quarterly to observe the quality of maintenance and to make certain that the quality of maintenance meets the specified and intended standards. The Contractor's Supervisor shall schedule each visit with, and be accompanied by, the University Representative.
- C. Contractor shall be responsible for the acts of its employees and agents while on the University's premises. Accordingly, contractor agrees to take all necessary measures to prevent injury and loss to persons located on the University's premises. Contractor shall be responsible for all damages to persons or property caused by the contractor or any of its agents or employees. Contractor shall promptly repair any damage that it, its employees or agents may cause to the University's premises or equipment; on contractor's failure to do so, the University may repair such damage and contractor shall reimburse the University promptly for the cost of repair.
- D. Contractor shall not be liable for injury or damage to persons or property except those directly due to negligent acts of the contractor or its employees. The contractor shall not be liable for any loss, damage or delay due to cause beyond his reasonable control including, but not limited to, acts of government, strikes, lockouts, fire, explosion, theft, floods, riot, civil commotions, war malicious mischief, or acts of god. In no event shall any party be held responsible for special, indirect or consequential damages.
- E. The contractor acknowledges full understanding of the extent and character of the work required and the condition surrounding the performance thereof. The University shall not be responsible for any alleged misunderstanding of the work to be furnished or completed, or any misunderstanding of conditions surrounding the performance thereof.

LANDSCAPING SPECIFICATIONS **SITES**

The Roost Athletic Village

1304 Heyward Street, Columbia, SC 29208

Carolina Stadium

431 Williams Street, Columbia, SC 29201

Colonial Life Arena

801 Lincoln Street, Columbia, SC 29208

One Wood Farm

1201 Syrup Mill Road, Blythewood, SC 29016

Stone Soccer Stadium

1300 Whaley Street, Columbia, SC 29205

Fieldhouse

1401 Whaley Street, Columbia, SC 29208

Wardle Golf Center

57 Golden Spur Lane, Blythewood, SC 29016

Weems-Baskins Track and Field Complex

200 S. Marion Street, Columbia, SC 29205

Carolina Softball Stadium and Carolina Tennis Center

1318 Heyward Street, Columbia, SC 29208

Gamecock Park

1001 Bluff Road, Columbia, SC 29201

Springs-Brooks Plaza at Williams-Brice Stadium

1125 George Rogers Blvd., Columbia, SC 29201

Contractor responsibilities

Site: The Roost Athletic Village

Turf Areas:

- All turfgrass areas shall be maintained at a height between 1” and 2”. Mowing should be performed weekly to maintain a manicured appearance. Any clumpy clippings shall be removed or dispersed after each mowing.
- Turfgrass areas shall be kept weed free using pre-emergent herbicides, post emergent herbicides and hand pulling. All chemicals must be approved by owner’s representative.
- Fertility shall be performed based on soil tests. All Bermudagrass turf areas shall receive a minimum 5 lbs. of N/1000ft² per growing season of which 50% shall be from a slow release source. All Zoysiagrass areas shall receive a minimum of 2 lbs. of N/1000ft² per growing season of which 50% shall be from a slow release source. All fertilizer must be approved by owner’s representative.
- All turfgrass areas shall be core aerified in June. Cores shall be dragged in or removed.
- All turfgrass areas shall be kept free of fire ants using fipronil insecticide annually at labeled rates.
- All turfgrass areas shall be overseeded with a turf type Annual Ryegrass in October. A starter fertilizer shall be used 1 week after seeding. All overseeded turf shall be fertilized in December and February with 1 lb. of N/1000ft² of which 50% is from a slow release source.

Trees, Shrubs, and Plant Bed Care:

- All plant beds shall be kept weed free using pre-emergent herbicides, post emergent herbicides and hand pulling. All chemicals must be approved by owner’s representative.
- All plant beds shall be edged as needed to maintain a sharp, neat edge.
- All ornamental plants, shrubs and trees shall receive a complete fertility, disease and insect control program to be reviewed by the owner representative.
- All ornamental plants, shrubs and trees below 15’ tall shall be pruned as needed in accordance with accepted horticultural practices to maintain a manicured appearance.
- Fire ants shall be spot treated on occurrence with owner approved insecticide.

Irrigation:

- Contractor shall perform all irrigation scheduling, monitor the irrigation system and notify the owner/manager of any malfunctions. Winterization and spring start-up will be performed at no additional charge. *Any needed repairs will be made at an additional cost.
- All irrigation shall be scheduled as to not interfere with scheduled events.

Contractor shall have extensive knowledge of and experience with 2-wire/decoder type irrigation systems. Offeror shall provide a list of its 3 previous jobs where a 2-wire system is being used in its proposal. Contractor will be required to attend training for both the Rainbird IQ software and pump station software.

Litter and Debris:

- Litter shall be cleaned up from all landscape areas during the scheduled maintenance call, weather permitting, including pavement, walks and parking areas. All debris resulting from landscape operations will be cleaned up as work progresses. Leaves will be removed as needed during the winter months.

Hardscapes:

- Contractor shall string line trim around all curbs, wheel stops, buildings and fence lines to keep them free from grass and weeds as needed.
- Contractor shall edge all curbs to maintain a clean, crisp edge as needed.
- Contractor shall keep all roads, sidewalks, and walkways free of weeds and debris.
- Contractor shall be responsible for removing any stains or marks on hardscapes created by mower tires, chemicals or fertilizer.

Storm Clean-Up

- All storm clean up shall be completed during the regular scheduled visit, *any additional man-hours or special visits required to complete job will result in an additional charge.

Seasonal Color

- *Annual flowers will be installed in designated beds twice per year, in the spring and fall at the request of the owner at an additional charge.

Mulching

- *Re-mulching landscape bed areas will be done at the request of the property owner at an additional charge.

General

- The Maintenance Division Manager will make a Quality Control Inspection weekly.
- Contractor is responsible for any deterioration of plant or lawn areas resulting from negligence or improper maintenance. Any plant material killed as a result of the work performed will be replaced with a plant of the same type in an available size.

The Roost Athletic Village Landscape Frequency Schedule

	DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	NOTES
Turf Areas	Mowing	*	*	*	4	4	4	4	4	4	4	4	*	*as needed
	Edging	4	4	4	4	4	4	4	4	4	4	4	4	
	Trimming	4	4	4	4	4	4	4	4	4	4	4	4	
	Blowing	4	4	4	4	4	4	4	4	4	4	4	4	
	Weed Control		1		1						1			Pre-Emergent
	Fire Ant Control													As Needed
	Fertilization		1		1	1	1	1	1		1		1	
Shrub Areas	Pruning	1	1	1	1	1	1	1	1	1	1	1	1	As Needed
	Fire Ant Control													As Needed
	Weed Control	4	4	4	4	4	4	4	4	4	4	4	4	At Each Service
	Fertilization													As needed
MISC.	Litter	4	4	4	4	4	4	4	4	4	4	4	4	
	Irrigation			On								Off		



Contractor responsibilities

Site: Carolina Stadium

Scheduling: Maintenance shall be scheduled as to not interfere with events. Baseball games typically occur on Tuesdays, Fridays, Saturdays and Sundays February thru June.

Turf Areas:

- All turfgrass areas shall be maintained at a height between 1”and 2”. Mowing should be performed weekly during the growing season (April-November) and as needed to maintain a manicured appearance during the winter months. Any clumpy clippings shall be removed or dispersed after each mowing.
- Turfgrass areas shall be kept weed free using pre-emergent herbicides, post emergent herbicides and hand pulling. All chemicals must be approved by owner’s representative.
- Fertility shall be performed based on soil tests. All Bermudagrass turf areas shall receive a minimum 5 lbs. of N/1000ft² per growing season of which 50% shall be from a slow release source. All Zoysiagrass areas shall receive a minimum of 2 lbs. of N/1000ft² per growing season of which 50% shall be from a slow release source. All fertilizer must be approved by owner’s representative.
- All turfgrass areas shall be kept free of fire ants using fipronil insecticide annually at labeled rates.

Trees, Shrubs, and Plant Bed Care:

- All plant beds shall be kept weed free using pre-emergent herbicides, post emergent herbicides and hand pulling. All chemicals must be approved by owner’s representative.
- All plant beds shall be edged as needed to maintain a sharp, neat edge.
- All ornamental plants, shrubs and trees shall receive a complete fertility, disease and insect control program to be reviewed by the owner representative.
- All ornamental plants, shrubs and trees below 15’ tall shall be pruned as needed in accordance with accepted horticultural practices to maintain a manicured appearance.
- Fire ants shall be spot treated on occurrence with owner approved insecticide.

Irrigation:

- Contractor shall perform all irrigation scheduling, monitor the irrigation system and notify the owner/manager of any malfunctions. Winterization and spring start-up will be performed at no additional charge. *Any needed repairs will be made at an additional cost.
- All irrigation shall be scheduled as to not interfere with scheduled events.

Contractor shall have extensive knowledge of and experience with 2-wire/decoder type irrigation systems. Offer shall provide a list of its 3 previous jobs where a 2-wire system is being used in its proposal. Contractor will be required to attend training for both the Rainbird IQ software and pump station software.

Litter and Debris:

- Litter shall be cleaned up from all landscape areas during the scheduled maintenance call, weather permitting, including pavement, walks and parking areas. All debris resulting from landscape operations will be cleaned up as work progresses. Leaves will be removed as needed during the winter months.

Hardscapes:

- Contractor shall string line trim around all curbs, wheel stops, buildings and fence lines to keep them free from grass and weeds as needed.
- Contractor shall edge all curbs to maintain a clean, crisp edge as needed.
- Contractor shall keep all roads, sidewalks, and walkways free of weeds and debris.
- Contractor shall be responsible for removing any stains or marks on hardscapes created by mower tires, chemicals or fertilizer.

Storm Clean-Up

- All storm clean up shall be completed during the regular scheduled visit, *any additional man-hours or special visits required to complete job will result in an additional charge.

Seasonal Color

- *Annual flowers will be installed in designated beds twice per year, in the spring and fall at the request of the owner at an additional charge.

Mulching

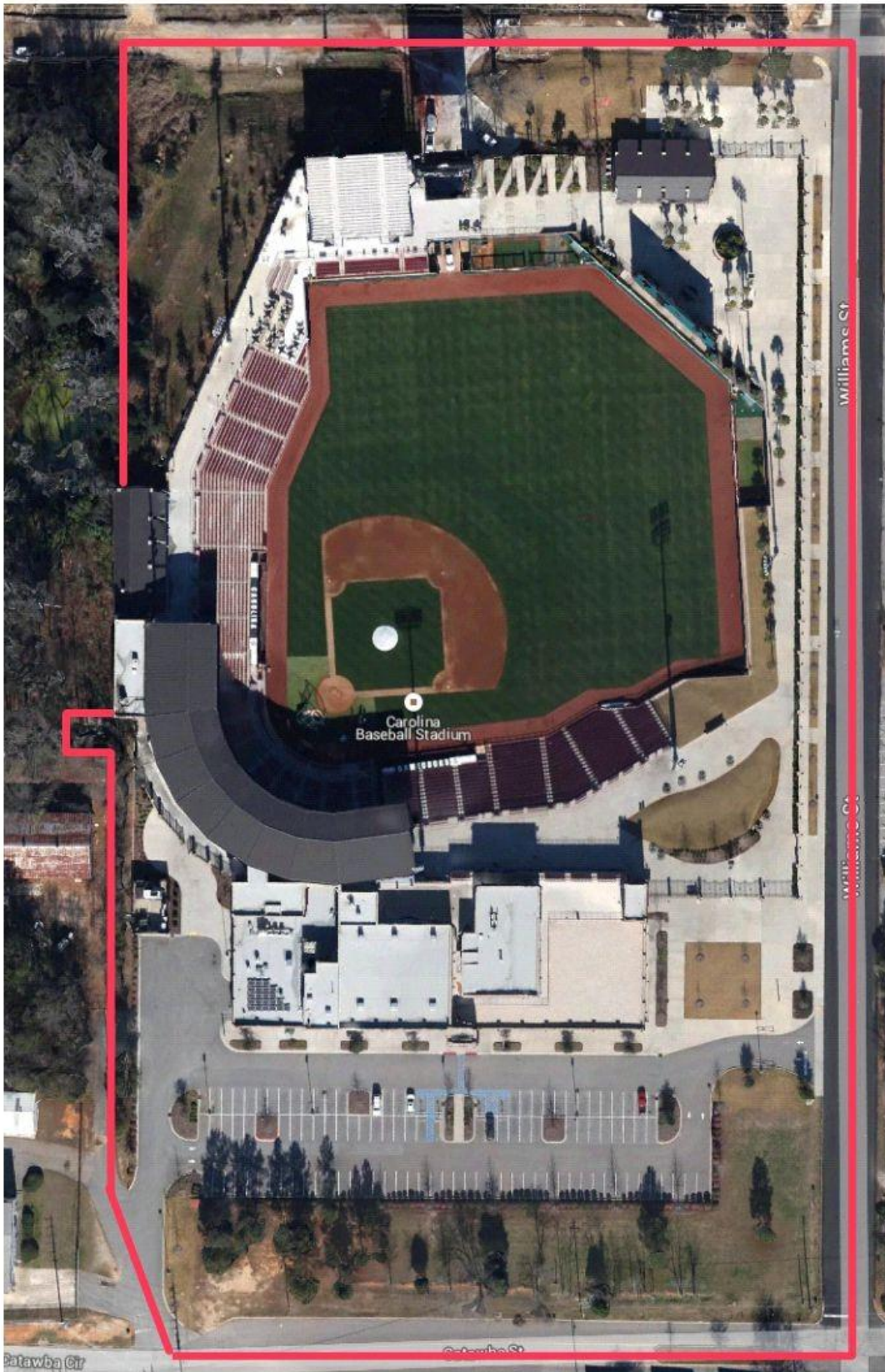
- *Re-mulching landscape bed areas will be done at the request of the property owner at an additional charge.

General

- The Maintenance Division Manager will make a Quality Control Inspection weekly.
- Contractor is responsible for any deterioration of plant or lawn areas resulting from negligence or improper maintenance. Any plant material killed as a result of the work performed will be replaced with a plant of the same type in an available size.

Carolina Stadium Landscape Frequency Schedule

	DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	NOTES
Turf Areas	Mowing	*	*	*	4	4	4	4	4	4	4	4	*	*as needed
	Edging	4	4	4	4	4	4	4	4	4	4	4	4	
	Trimming	4	4	4	4	4	4	4	4	4	4	4	4	
	Blowing	4	4	4	4	4	4	4	4	4	4	4	4	
	Weed Control		1		1						1			Pre-Emergent
	Fire Ant Control													As Needed
	Fertilization		1		1	1	1	1	1		1		1	
Shrub Areas	Pruning	1	1	1	1	1	1	1	1	1	1	1	1	As Needed
	Fire Ant Control													As Needed
	Weed Control	4	4	4	4	4	4	4	4	4	4	4	4	At Each Service
	Fertilization													As needed
MISC.	Litter	4	4	4	4	4	4	4	4	4	4	4	4	
	Irrigation			On								Off		



Contractor responsibilities

Site: Colonial Life Arena

Scheduling: Maintenance shall be scheduled as to not interfere with events. Colonial Life Arena host assorted events throughout the year at various times. Maintenance schedule will need to be adjusted occasionally to avoid conflict.

Turf Areas:

- All turfgrass areas shall be maintained at a height between 1”and 2”. Mowing should be performed weekly to maintain a manicured appearance. Any clumpy clippings shall be removed or dispersed after each mowing.
- Turfgrass areas shall be kept weed free using pre-emergent herbicides, post emergent herbicides and hand pulling. All chemicals must be approved by owner’s representative.
- Fertility shall be performed based on soil tests. All Bermudagrass turf areas shall receive a minimum 5 lbs. of N/1000ft² per growing season of which 50% shall be from a slow release source. All Zoysiagrass areas shall receive a minimum of 2 lbs. of N/1000ft² per growing season of which 50% shall be from a slow release source. All fertilizer must be approved by owner’s representative.
- All turfgrass areas shall be kept free of fire ants using fipronil insecticide annually at labeled rates.
- All turfgrass areas shall be overseeded with a turf type Annual Ryegrass in October. A starter fertilizer shall be used 1 week after seeding. All overseeded turf shall be fertilized in January with 1 lb. of N/1000ft² of which 50% is from a slow release source.

Trees, Shrubs, and Plant Bed Care:

- All plant beds shall be kept weed free using pre-emergent herbicides, post emergent herbicides and hand pulling. All chemicals must be approved by owner’s representative.
- All plant beds shall be edged as needed to maintain a sharp, neat edge.
- All ornamental plants, shrubs and trees shall receive a complete fertility, disease and insect control program to be reviewed by the owner representative.
- All ornamental plants, shrubs and trees below 15’ tall shall be pruned as needed in accordance with accepted horticultural practices to maintain a manicured appearance.
- Fire ants shall be spot treated on occurrence with owner approved insecticide.

Irrigation:

- Contractor shall perform all irrigation scheduling, monitor the irrigation system and notify the owner/manager of any malfunctions. Winterization and spring start-up will be performed at no additional charge. *Any needed repairs will be made at an additional cost.
- All irrigation shall be scheduled as to not interfere with scheduled events.

Contractor shall have extensive knowledge of and experience with 2-wire/decoder type irrigation systems. Offeror shall provide a list of its 3 previous jobs where a 2-wire system is being used in its proposal. Contractor will be required to attend training for both the Rainbird IQ software and pump station software.

Litter and Debris:

- Litter shall be cleaned up from all landscape areas during the scheduled maintenance call, weather permitting, including pavement, walks and parking areas. All debris resulting from landscape operations will be cleaned up as work progresses. Leaves will be removed as needed during the winter months.

Hardscapes:

- Contractor shall string line trim around all curbs, wheel stops, buildings and fence lines to keep them free from grass and weeds as needed.
- Contractor shall edge all curbs to maintain a clean, crisp edge as needed.
- Contractor shall keep all roads, sidewalks, and walkways free of weeds and debris.
- Contractor shall be responsible for removing any stains or marks on hardscapes created by mower tires, chemicals or fertilizer.

Storm Clean-Up

- All storm clean up shall be completed during the regular scheduled visit, *any additional man-hours or special visits required to complete job will result in an additional charge.

Seasonal Color

- *Annual flowers will be installed in designated beds twice per year, in the spring and fall at the request of the owner at an additional charge.

Mulching

- *Re-mulching landscape bed areas will be done at the request of the property owner at an additional charge.

General

- The Maintenance Division Manager will make a Quality Control Inspection weekly.
- Contractor is responsible for any deterioration of plant or lawn areas resulting from negligence or improper maintenance. Any plant material killed as a result of the work performed will be replaced with a plant of the same type in an available size.

Colonial Life Arena Landscape Frequency Schedule

	DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	NOTES
Turf Areas	Mowing	*	*	*	4	4	4	4	4	4	4	4	*	*as needed
	Edging	4	4	4	4	4	4	4	4	4	4	4	4	
	Trimming	4	4	4	4	4	4	4	4	4	4	4	4	
	Blowing	4	4	4	4	4	4	4	4	4	4	4	4	
	Weed Control		1		1									Pre-Emergent
	Fire Ant Control													As Needed
	Fertilization		1		1	1	1	1	1		1		1	
Shrub Areas	Pruning	1	1	1	1	1	1	1	1	1	1	1	1	As Needed
	Fire Ant Control													As Needed
	Weed Control	4	4	4	4	4	4	4	4	4	4	4	4	At Each Service
	Fertilization													As needed
MISC.	Litter	4	4	4	4	4	4	4	4	4	4	4	4	
	Irrigation													



Contractor responsibilities

Site: One Wood Farm

Scheduling:

- All maintenance must be performed between 7am and 12pm.
- Prior to start of maintenance the contractor shall provide the One Wood Farm staff with days that weekly maintenance will be performed and not deviate from those days without written notification.

Turf Areas:

- All turfgrass areas including those between paddocks shall be maintained at a height of 2”- 3”. Mowing should be performed weekly to maintain a manicured appearance. Any clumpy clippings shall be removed or dispersed after each mowing.
- Turfgrass areas shall be kept weed free using pre-emergent herbicides, post emergent herbicides and hand pulling. All chemicals must be approved by owner’s representative.

***Use of herbicides will be restricted in some areas of One Wood Farm. These areas will be outlined by the One Wood Farm staff prior to start of work.**

- Fertility shall be performed based on soil tests. All Bermudagrass turf areas shall receive a minimum 5 lbs. of N/1000ft² per growing season of which 50% shall be from a slow release source. All Zoysiagrass areas shall receive a minimum of 2 lbs. of N/1000ft² per growing season. All Centipedegrass areas will receive a minimum of 1 lb. of N/1000ft² per growing season. All fertilizer must be approved by owner’s representative.
- All turfgrass areas shall be overseeded with a turf type Annual Ryegrass in October. A starter fertilizer shall be used 1 week after seeding. All overseeded turf shall be fertilized in January with 1 lb. of N/1000ft² of which 50% is from a slow release source.

Trees, Shrubs, and Plant Bed Care:

- All plant beds shall be kept weed free using pre-emergent herbicides, post emergent herbicides and hand pulling. All chemicals must be approved by owner’s representative.

***Use of herbicides will be restricted in some areas of One Wood Farm. These areas will be outlined by the One Wood Farm staff prior to start of work.**

- All plant beds shall be edged as needed to maintain a sharp, neat edge.
- All ornamental plants, shrubs and trees shall receive a complete fertility, disease and insect control program to be reviewed by the owner representative.
- All ornamental plants, shrubs and trees below 15’ tall shall be pruned as needed in accordance with accepted horticultural practices to maintain a manicured appearance.
- Fire ants shall be spot treated on occurrence with owner approved insecticide.

Irrigation:

- Contractor shall perform all irrigation scheduling, monitor the irrigation system and notify the owner/manager of any malfunctions. Winterization and spring start-up will be performed at no additional charge. *Any needed repairs will be made at an additional cost.

- All irrigation shall be scheduled to not interfere with scheduled events.

Litter and Debris:

- Litter shall be cleaned up from all landscape areas during the scheduled maintenance call, weather permitting, including pavement, walks, gravel driveways and parking areas. All debris resulting from landscape operations will be cleaned up as work progresses. Leaves and sweetgum tree balls will be removed as needed.

Hardscapes:

- Contractor shall string line trim around all buildings, parking bumpers and fence lines to keep them free from grass and weeds as needed.
- Contractor shall edge all curbs and walkways to maintain a clean, crisp edge as needed.
- Contractor shall keep all gravel roads, sidewalks, gravel parking areas, walkways and riprap drainage ditches free of weeds and debris.
- Contractor shall be responsible for removing any stains or marks on hardscapes created by mower tires, chemicals or fertilizer.

Storm Clean-Up

- All storm clean up shall be completed during the regular scheduled visit, any additional man-hours or special visits required to complete job will result in an additional charge.

Seasonal Color

- *Annual flowers will be installed in designated beds twice per year, in the spring and fall at the request of the owner at an additional charge.

Mulching

- *Re-mulching landscape bed areas will be done at the request of the property owner at an additional charge.

General

- No landscape maintenance employee shall enter any paddock, riding ring or pasture at any time for any reason during scheduled maintenance.
- The Maintenance Division Manager will make a Quality Control Inspection weekly.
- Contractor is responsible for any deterioration of plant or lawn areas resulting from negligence or improper maintenance. Any plant material killed as a result of the work performed will be replaced with a plant of the same type in an available size.

One Wood Farm Landscape Frequency Schedule

	DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	NOTES
Turf Areas	Mowing	*	*	*	4	4	4	4	4	4	4	*	*	*as needed
	Edging	4	4	4	4	4	4	4	4	4	4	4	4	
	Trimming	4	4	4	4	4	4	4	4	4	4	4	4	
	Blowing	4	4	4	4	4	4	4	4	4	4	4	4	
	Weed Control		1		1									Pre-Emergent
	Fire Ant Control													As Needed
	Fertilization		1		1	1	1	1	1		1		1	
Shrub Areas	Pruning	1	1	1	1	1	1	1	1	1	1	1	1	As Needed
	Fire Ant Control													As Needed
	Weed Control	4	4	4	4	4	4	4	4	4	4	4	4	At Each Service
	Fertilization		1		1			1			1			
MISC.	Litter	4	4	4	4	4	4	4	4	4	4	4	4	
	Irrigation													



Contractor responsibilities

Site: Stone Stadium

Scheduling: Maintenance shall be scheduled as to not interfere with events.

Turf Areas:

- All turfgrass areas shall be maintained at a height between 1”and 2”. Mowing should be performed weekly to maintain a manicured appearance. Any clumpy clippings shall be removed or dispersed after each mowing.
- Turfgrass areas shall be kept weed free using pre-emergent herbicides, post emergent herbicides and hand pulling. All chemicals must be approved by owner’s representative.
- Fertility shall be performed based on soil tests. All irrigated Bermudagrass turf areas shall receive a minimum 5 lbs. of N/1000ft² per growing season of which 50% shall be from a slow release source. . All fertilizer must be approved by owner’s representative.
- All turfgrass areas shall be kept free of fire ants using fipronil insecticide annually at labeled rates.
- All irrigated turfgrass areas shall be overseeded with a turf type Annual Ryegrass in October. A starter fertilizer shall be used 1 week after seeding. All overseeded turf shall be fertilized in December and February with 1 lb. of N/1000ft² of which 50% is from a slow release source.

Trees, Shrubs, and Plant Bed Care:

- All plant beds shall be kept weed free using pre-emergent herbicides, post emergent herbicides and hand pulling. All chemicals must be approved by owner’s representative.
- All plant beds shall be edged as needed to maintain a sharp, neat edge.
- All ornamental plants, shrubs and trees shall receive a complete fertility, disease and insect control program to be reviewed by the owner representative.
- All ornamental plants, shrubs and trees below 15’ tall shall be pruned as needed in accordance with accepted horticultural practices to maintain a manicured appearance.
- Fire ants shall be spot treated on occurrence with owner approved insecticide.

Irrigation:

- Contractor shall perform all irrigation scheduling, monitor the irrigation system and notify the owner/manager of any malfunctions. Winterization and spring start-up will be performed at no additional charge. *Any needed repairs will be made at an additional cost.
- All irrigation shall be scheduled as to not interfere with scheduled events.

Contractor shall have extensive knowledge of and experience with 2-wire/decoder type irrigation systems. Offeror shall provide a list of its 3 previous jobs where a 2-wire system is being used in its proposal. Contractor will be required to attend training for both the Rainbird IQ software and pump station software.

Litter and Debris:

- Litter shall be cleaned up from all landscape areas during the scheduled maintenance call, weather permitting, including pavement, walks and parking areas. All debris resulting from landscape operations will be cleaned up as work progresses. Leaves will be removed as needed during the winter months.

Hardscapes:

- Contractor shall string line trim around all curbs, wheel stops, buildings and fence lines to keep them free from grass and weeds as needed.
- Contractor shall edge all curbs to maintain a clean, crisp edge as needed.
- Contractor shall keep all roads, sidewalks, and walkways free of weeds and debris.
- Contractor shall be responsible for removing any stains or marks on hardscapes created by mower tires, chemicals or fertilizer.

Storm Clean-Up

- All storm clean up shall be completed during the regular scheduled visit, *any additional man-hours or special visits required to complete job will result in an additional charge.

Mulching

- *Re-mulching landscape bed areas will be done at the request of the property owner at an additional charge.

General

- The Maintenance Division Manager will make a Quality Control Inspection weekly.
- Contractor is responsible for any deterioration of plant or lawn areas resulting from negligence or improper maintenance. Any plant material killed as a result of the work performed will be replaced with a plant of the same type in an available size.

Stone Stadium Landscape Frequency Schedule

	DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	NOTES
Turf Areas	Mowing	*	*	*	4	4	4	4	4	4	4	4	*	*as needed
	Edging	4	4	4	4	4	4	4	4	4	4	4	4	
	Trimming	4	4	4	4	4	4	4	4	4	4	4	4	
	Blowing	4	4	4	4	4	4	4	4	4	4	4	4	
	Weed Control		1		1									Pre-Emergent
	Fire Ant Control													As Needed
	Fertilization		1		1	1	1	1	1		1		1	
Shrub Areas	Pruning	1	1	1	1	1	1	1	1	1	1	1	1	As Needed
	Fire Ant Control													As Needed
	Weed Control	4	4	4	4	4	4	4	4	4	4	4	4	At Each Service
	Fertilization													As needed
MISC.	Litter	4	4	4	4	4	4	4	4	4	4	4	4	
	Irrigation													



Contractor responsibilities

Site: Fieldhouse

Scheduling: Maintenance shall be scheduled as to not interfere with events.

Turf Areas:

- All turfgrass areas shall be maintained at a height between 1”and 2”. Mowing should be performed weekly during the growing season (April-November) and as needed to maintain a manicured appearance during the winter months. Any clumpy clippings shall be removed or dispersed after each mowing.
- Turfgrass areas shall be kept weed free using pre-emergent herbicides, post emergent herbicides and hand pulling. All chemicals must be approved by owner’s representative.
- Fertility shall be performed based on soil tests. All Centipedegrass areas will receive a minimum of 1 lb. of N/1000ft2 per growing season. All fertilizer must be approved by owner’s representative.
- All turfgrass areas shall be kept free of fire ants using fipronil insecticide annually at labeled rates.

Trees, Shrubs, and Plant Bed Care:

- All plant beds shall be kept weed free using pre-emergent herbicides, post emergent herbicides and hand pulling. All chemicals must be approved by owner’s representative.
- All plant beds shall be edged as needed to maintain a sharp, neat edge.
- All ornamental plants, shrubs and trees shall receive a complete fertility, disease and insect control program to be reviewed by the owner representative.
- All ornamental plants, shrubs and trees below 15’ tall shall be pruned as needed in accordance with accepted horticultural practices to maintain a manicured appearance.
- Fire ants shall be spot treated on occurrence with owner approved insecticide.

Irrigation:

- Contractor shall perform all irrigation scheduling, monitor the irrigation system and notify the owner/manager of any malfunctions. Winterization and spring start-up will be performed at no additional charge. *Any needed repairs will be made at an additional cost.
- All irrigation shall be scheduled as to not interfere with scheduled events.

Contractor shall have extensive knowledge of and experience with 2-wire/decoder type irrigation systems. Offeror shall provide a list of its 3 previous jobs where a 2-wire system is being used in its proposal. Contractor will be required to attend training for both the Rainbird IQ software and pump station software.

Litter and Debris:

- Litter shall be cleaned up from all landscape areas during the scheduled maintenance call, weather permitting, including pavement, walks and parking areas. All debris resulting from landscape operations will be cleaned up as work progresses. Leaves will be removed as needed during the winter months.

Hardscapes:

- Contractor shall string line trim around all curbs, wheel stops, buildings and fence lines to keep them free from grass and weeds as needed.
- Contractor shall edge all curbs to maintain a clean, crisp edge as needed.
- Contractor shall keep all roads, sidewalks, and walkways free of weeds and debris.
- Contractor shall be responsible for removing any stains or marks on hardscapes created by mower tires, chemicals or fertilizer.

Storm Clean-Up

- All storm clean up shall be completed during the regular scheduled visit, *any additional man-hours or special visits required to complete job will result in an additional charge.

Mulching

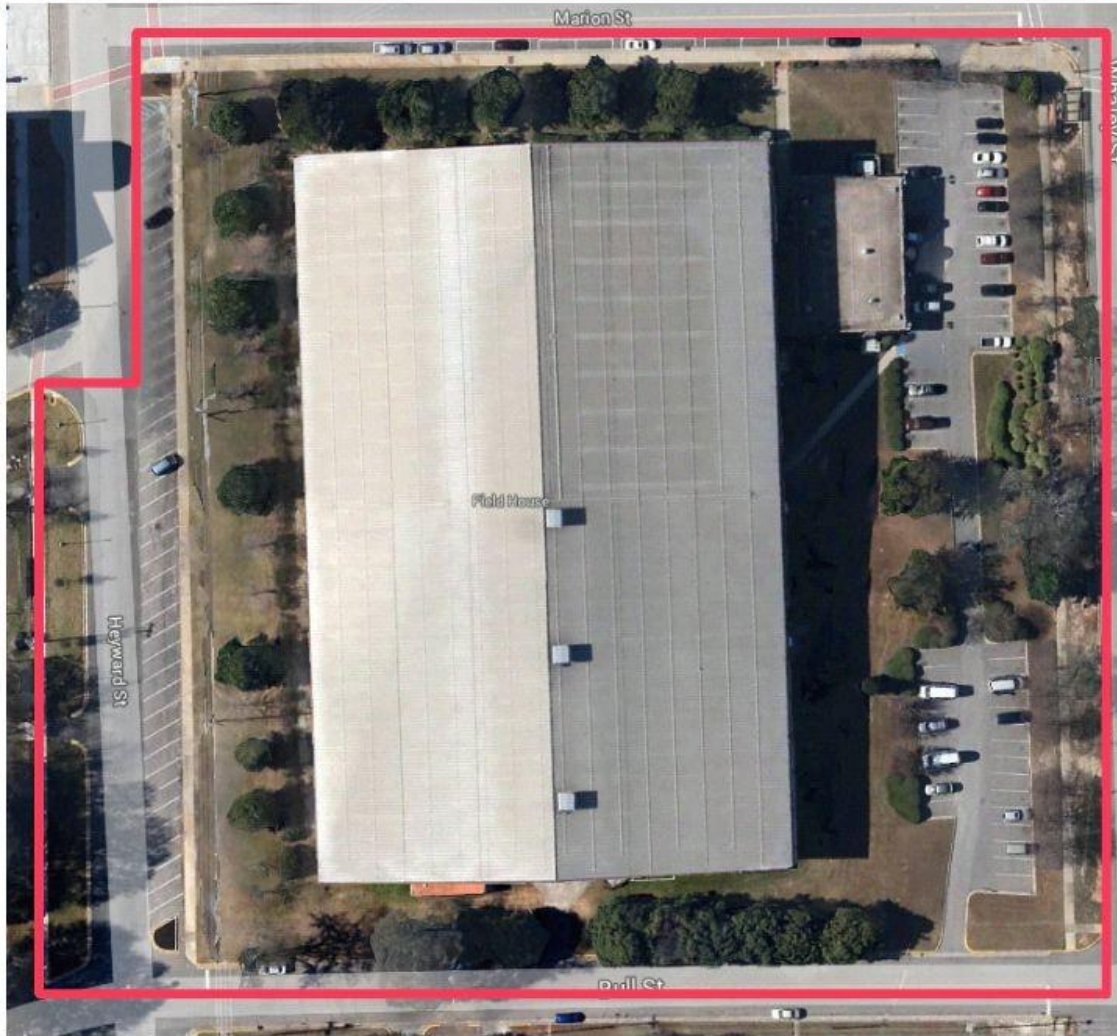
- *Re-mulching landscape bed areas will be done at the request of the property owner at an additional charge.

General

- The Maintenance Division Manager will make a Quality Control Inspection weekly.
- Contractor is responsible for any deterioration of plant or lawn areas resulting from negligence or improper maintenance. Any plant material killed as a result of the work performed will be replaced with a plant of the same type in an available size.

Fieldhouse Landscape Frequency Schedule

	DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	NOTES
Turf Areas	Mowing	*	*	*	4	4	4	4	4	4	4	4	*	*as needed
	Edging	4	4	4	4	4	4	4	4	4	4	4	4	
	Trimming	4	4	4	4	4	4	4	4	4	4	4	4	
	Blowing	4	4	4	4	4	4	4	4	4	4	4	4	
	Weed Control		1		1					1				Pre-Emergent
	Fire Ant Control													As Needed
	Fertilization						1							
Shrub Areas	Pruning	1	1	1	1	1	1	1	1	1	1	1	1	As Needed
	Fire Ant Control													As Needed
	Weed Control	4	4	4	4	4	4	4	4	4	4	4	4	At Each Service
	Fertilization													As needed
MISC.	Litter	4	4	4	4	4	4	4	4	4	4	4	4	
	Irrigation			on								off		



Contractor responsibilities

Site: Wardle Golf Center

Scheduling: Maintenance shall be scheduled as to not interfere with events.

Turf Areas:

- All turfgrass areas shall be maintained at a height between 1” and 2”. Mowing should be performed weekly during the growing season (April-November) and as needed to maintain a manicured appearance during the winter months. Any clumpy clippings shall be removed or dispersed after each mowing.
- Turfgrass areas shall be kept weed free using pre-emergent herbicides, post emergent herbicides and hand pulling. All chemicals must be approved by owner’s representative.
- Fertility shall be performed based on soil tests. All Bermudagrass turf areas shall receive a minimum 5 lbs. of N/1000ft² per growing season of which 50% shall be from a slow release source. All fertilizer must be approved by owner’s representative.
- All turfgrass areas shall be kept free of fire ants using fipronil insecticide annually at labeled rates.

Trees, Shrubs, and Plant Bed Care:

- All plant beds shall be kept weed free using pre-emergent herbicides, post emergent herbicides and hand pulling. All chemicals must be approved by owner’s representative.
- All plant beds shall be edged as needed to maintain a sharp, neat edge.
- All ornamental plants, shrubs and trees shall receive a complete fertility, disease and insect control program to be reviewed by the owner representative.
- All ornamental plants, shrubs and trees below 15’ tall shall be pruned as needed in accordance with accepted horticultural practices to maintain a manicured appearance.
- Fire ants shall be spot treated on occurrence with owner approved insecticide.

Irrigation:

- Contractor shall perform all irrigation scheduling, monitor the irrigation system and notify the owner/manager of any malfunctions. Winterization and spring start-up will be performed at no additional charge. *Any needed repairs will be made at an additional cost.
- All irrigation shall be scheduled as to not interfere with scheduled events.

Contractor shall have extensive knowledge of and experience with 2-wire/decoder type irrigation systems. Offeror shall provide a list of its 3 previous jobs where a 2-wire system is being used in its proposal. Contractor will be required to attend training for both the Rainbird IQ software and pump station software.

Litter and Debris:

- Litter shall be cleaned up from all landscape areas during the scheduled maintenance call, weather permitting, including pavement, walks and parking areas. All debris resulting from landscape operations will be cleaned up as work progresses. Leaves will be removed as needed during the winter months.

Hardscapes:

- Contractor shall string line trim around all curbs, wheel stops, buildings and fence lines to keep them free from grass and weeds as needed.
- Contractor shall edge all curbs to maintain a clean, crisp edge as needed.
- Contractor shall keep all roads, sidewalks, and walkways free of weeds and debris.
- Contractor shall be responsible for removing any stains or marks on hardscapes created by mower tires, chemicals or fertilizer.

Storm Clean-Up

- All storm clean up shall be completed during the regular scheduled visit, *any additional man-hours or special visits required to complete job will result in an additional charge.

Mulching

- *Re-mulching landscape bed areas will be done at the request of the property owner at an additional charge.

General

- The Maintenance Division Manager will make a Quality Control Inspection weekly.
- Contractor is responsible for any deterioration of plant or lawn areas resulting from negligence or improper maintenance. Any plant material killed as a result of the work performed will be replaced with a plant of the same type in an available size.

Wardle Golf Center Landscape Frequency Schedule

	DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	NOTES
Turf Areas	Mowing	*	*	*	4	4	4	4	4	4	4	4	*	*as needed
	Edging	4	4	4	4	4	4	4	4	4	4	4	4	
	Trimming	4	4	4	4	4	4	4	4	4	4	4	4	
	Blowing	4	4	4	4	4	4	4	4	4	4	4	4	
	Weed Control		1		1					1				Pre-Emergent
	Fire Ant Control													As Needed
	Fertilization				1	1	1	1	1					
Shrub Areas	Pruning	1	1	1	1	1	1	1	1	1	1	1	1	As Needed
	Fire Ant Control													As Needed
	Weed Control	4	4	4	4	4	4	4	4	4	4	4	4	At Each Service
	Fertilization													As needed
MISC.	Litter	4	4	4	4	4	4	4	4	4	4	4	4	
	Irrigation			on								off		

