

REQUEST FOR PROPOSAL

2020 – 2024 CONTRACT LANDSCAPE MAINTENANCE For Renton Regional Fire Authority Property

**RENTON REGIONAL FIRE AUTHORITY
18002 108TH AVENUE SE
RENTON, WA 98055**

**RENTON REGIONAL FIRE AUTHORITY REPRESENTATIVE:
KYLE KAUZLARICH, FACILITY MANAGER
(425) 430 - 7740**

ANTICIPATED TIME SCHEDULE:

Issue RFP.....Friday, July 12th, 2019
Pre-Bid Meeting and Site Review.....Friday, July 19th, 2019 at 9:00am
Proposal Submittal Deadline.....Friday, July 26th, 2019

CONTRACT LANDSCAPE MAINTENANCE

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SECTION 2 - SYNOPSIS OF PROPOSAL INFORMATION

- A. Contract: Contract Landscape Maintenance.
- B. Contract Description: The contractor will furnish all labor, materials, and equipment to perform landscape maintenance services for listed Renton Regional Fire Authority owned and leased properties and all associated street frontages, parking lots and sidewalks.
- C. Contract Locations:
1. Station 11, 211 Mill Ave S
 2. Station 12, 1209 Kirkland Ave NE
 3. Station 13, 18002 108th Ave SE
 4. Station 14, 1900 Lind Ave SW
 5. Station 15, 1404 N 30th St
 6. Station 16, 12923 156th Ave SE
 7. Station 17, 14810 SE Petrovitsky Rd
- D. Owner: Renton Regional Fire Authority
18002 108th Avenue SE
Renton, WA 98055
- E. Owner's Project Manager: Kyle Kauzlarich, Facilities Manager
Mailing Address:
18002 108th Avenue SE
Renton, WA 98055
Cell Phone (425) 970-5063
Office Phone (425) 430-7740
FAX (425) 430-7044
- F. Pre-Proposal Meeting & Site Review: **Friday, July 19th 2019**
Renton Regional Fire Authority -
Fire Station #13
18002 108th Avenue SE
Renton, WA 98055
- G. Proposals Due: Friday, July 26th 2019 before 11:00am
- H. Wages: Pay state prevailing wage rates

SECTION 3 - REQUEST FOR PROPOSALS
(Copy of Published Advertisement)

Renton Regional Fire Authority

Request for Proposals

Contract Landscape Maintenance

Renton Regional Fire Authority is requesting Proposals for CONTRACT LANDSCAPE MAINTENANCE. Sealed proposals must be received at Renton Regional Fire Authority - Fire Station #13, 18002 108th Avenue SE, Renton, WA 98055 no later than **11:00 a.m., Friday, July 26th 2019.**

Obtain the complete proposal document on-line via the Renton Regional Fire Authority website, RFPs & Bids page, at <https://rentonrfa.com/rfp-bids/>

Questions and requests for proposal documents shall be addressed to Kyle Kauzlarich, Facilities Manager, 18002 108th Ave SE, Renton, WA 98055 telephone (425) 430-7740. The Renton Regional Fire Authority reserves the right to reject any and all proposals and to waive minor irregularities in the proposal process.

SECTION 4 - INSTRUCTIONS TO CONTRACTORS

Pre-Proposal Conference & Site Review

A pre-proposal conference and site review will convene on Friday, July 19th, 2019 at 9:00 a.m. at the Renton Regional Fire Authority, Fire Station #13, 18002 108th Avenue SE, Renton, WA 98055 and will proceed to all project sites. Prospective Proposers are strongly encouraged to attend.

Submission of Proposals

Three (3) copies of the Proposal, and other documents required to be submitted with the proposal, shall be enclosed in a sealed envelope. The envelope shall be addressed to Renton Regional Fire Authority, 18002 108th Avenue SE, Renton, WA 98055 and shall be identified with the project name, "SEALED PROPOSAL FOR LANDSCAPE MAINTENANCE SERVICES ENCLOSED", and the contractor's name and address.

Proposals shall be deposited at the designated location no later than 11:00 a.m. Friday, July 26th 2019. Proposals received after the designated time and date will be returned unopened.

Considerations of Proposals

The RFA reserves the right to reject any or all Proposals, reject a Proposal not accompanied by required documents, or reject a Proposal which is in any way incomplete or irregular.

The RFA shall have the right to waive informalities or irregularities in a Proposal received and to accept the Proposal which, in the RFA's judgment, is in the RFA's best interest.

The RFA reserves the right to request clarification of information submitted and to request additional information from any proposer.

Any proposal may be withdrawn up to and until the date and time set above for receiving proposals (Friday, July 16th, 2019, 11:00 a.m.). Any proposal not so timely withdrawn shall constitute an irrevocable offer, for a period of ninety (90) calendar days to contract with the RFA for services described in the attached specifications, or until one or more of the proposals have been approved by the RFA, whichever occurs first.

The hourly wages to be paid to laborers, workers, or other occupations under this contract agreement shall not be less than the prevailing rate of wage for an hour's work in the same trade or occupation and shall be in accordance with the provisions of Chapter 39.12 RCW. Current prevailing wages are found in Exhibit D.

The RFA shall not be responsible for any costs incurred by the Contractor in preparing, submitting, or presenting its proposal/response to this Request for Proposal (RFP).

The RFA reserves the right to award the contract to the next most qualified Contractor, if the successful Contractor does not execute a contract within ten (10) calendar days after the award of the contract. It is expected that the date of commencement for the contract will be January 1, 2020 and continue for five (5) years, subject to available funding and early termination as set forth in the Agreement for Services.

SECTION 5 - PROPOSAL FORM

PROPOSAL FOR CONTRACT LANDSCAPE MAINTENANCE

PROPOSAL DUE: 11:00 a.m.
Friday, July 26th 2019

To: RENTON REGIONAL FIRE AUTHORITY
18002 108TH AVENUE SE
RENTON, WA 98055

The undersigned hereby certifies that they have carefully examined the Request for Proposal entitled "CONTRACT LANDSCAPE MAINTENANCE" and they have examined the sites of the work and the locations where said work is to be performed, and fully understands the manner in which payment is proposed to be made for the cost thereof, hereby proposes to furnish all materials and to perform all labor which may be required to complete said work upon the terms and conditions provided in the said Request for Proposal for consideration of the following amount:

PROPOSAL

For all work specified in the Request for Proposal for Contract Landscape Maintenance, the lump sum of: _____ dollars (\$_____) plus applicable sales tax, PER YEAR.

The breakdown of cost is requested in Section 8 for the RFA budget purposes only. The lump sum cost per year provided above will be the only cost used in evaluating the lowest responsible bidder. The lump sum cost shall serve as a not to exceed cost for the services identified in the Scope of Work in Sections 7,8 and 9.

CONDITIONS OF PROPOSAL

Overhead and Profit:

The above Proposal Price shall include overhead and profit.

SALES AND USE TAXES:

Prices quoted in the Proposal shall **NOT** include local and state sales taxes applied to the RFA's payments. The RFA will pay the local and state sales taxes directly to the Contractor when applicable based on the monthly progress pay estimate. All other taxes as required by the laws and statutes of the State and its political subdivision shall be paid by the Contractor.

PERIOD OF PROPOSAL VALIDITY/ACCEPTANCE OF PROPOSAL

Validity of Proposal:

The undersigned hereby agrees this PROPOSAL as described in paragraph "A" shall be a valid and firm offering for the period of ninety (90) calendar days from closing time for the "Receipt of Proposals."

Acceptance of Proposal:

Within ninety (90) calendar days after the Proposal opening, the RFA will act either to accept the Proposal from the lowest responsible bidder or to reject all Proposals. The RFA reserves the right to request extension of such Proposal acceptance period. The acceptance of a Proposal will be evidenced by a written Notice of Intent to Award Contract to the Contractor whose Proposal is under consideration for acceptance, together with a request to furnish evidence of insurance to execute the agreement set forth in the Request for Proposal.

EXECUTION OF CONTRACT

If written "Notice of Intent to Award Contract" is mailed, faxed, emailed, or delivered to undersigned within the ninety day period noted above, or any time thereafter before this Proposal is withdrawn, the undersigned will, within the ten (10) calendar days after the date of such notification, sign the Contract and deliver to the RFA the required Certificates of Insurance, and will, to the extent of its Proposal, furnish all machinery, tools, apparatus, and other means of construction and do the work and furnish all the materials necessary to complete all Work as specified or indicated in the Contract Documents.

ADDENDA:

The undersigned hereby acknowledges that the undersigned has received Addenda No's. _____, _____, _____, _____, _____, _____, (Undersigned shall insert No. of each Addendum received) and agrees that all addenda issued are hereby made part of the Contract Documents, and further agrees that his Proposal(s) includes all impacts resulting from said Addenda.

EXECUTION OF PROPOSAL

Name of Firm _____

Address _____

City _____ State _____ Zip Code _____

Telephone _____ FAX _____

The undersigned designates the above as the firm and address to which "NOTICE OF CONTRACT AWARD" may be mailed, hand delivered, or delivered via facsimile.

NOTE: If a Contractor is a corporation, write state of incorporation; and if a partnership, give full names and addresses of all partners below:

The undersigned certifies that the above is a firm and valid PROPOSAL to accomplish all work and comply with all requirements of the Request for Proposal.

Proposal Signature. The Proposal shall be signed, as follows:

Sole Proprietorship: Signature of sole proprietor in the presence of a witness who will also sign. Insert the words "Sole Proprietor" in the Official Capacity line.

Partnership: Signature of all partners in the presence of a witness who will also sign. Insert the word "Partner" in the Official Capacity line.

Corporation: Signature of a duly authorized signing officer(s) in their normal signatures. Insert the officer's capacity in which the signing officer acts, under each signature. If the Bid is signed by officials other than the president and secretary of the company, or the president / secretary / treasurer of the company, a copy of the by-law resolution of their board of directors authorizing them to do so, must also be submitted with the Bid.

Joint Venture: Each party of the joint venture shall sign in a manner appropriate to such party as described above, similar to the requirements of a Partnership.

Name of Firm _____
Signed by _____, Official Capacity _____
Print Name _____
Signed by _____, Official Capacity _____
Print Name _____
Signed by _____, Official Capacity _____
Print Name _____
Address _____
City _____ State _____ Zip Code _____

Date _____	Telephone _____	FAX _____
State of Washington Contractor's License No. _____		UBI No. _____
Federal Tax ID # _____		e-mail address: _____

SECTION 6 - INFORMATION TO BE SUBMITTED WITH PROPOSAL

Each contractor shall respond to all of the following requests/questions in a clear and comprehensive manner. An incomplete or inaccurate response may prevent the Contractor from further consideration for the services described in this Request for Proposal (RFA).

- 1. Contractor’s Business Name: _____
- 2. Business address: _____
- 3. Business phone: _____ Fax: _____
- 4. Contractor Registration- Washington State License Number _____ Status: Active Yes: ___ No: ___
- 5. How many years have you been engaged in the contracting business under the present firm name? _____

(Contractors with less than five (5) years in business shall be deemed non-responsive.)

- 6. Describe the general character of work performed by your company: _____

- 7. List five (5) references, including names, titles, and telephone numbers of contact persons, which you have provided services to in the past two (2) years. At least one reference shall be from a public safety agency such as City, or Fire Department. All such references shall be for services should be similar in scope to this RFP.)
 - a) _____
 - b) _____
 - c) _____
 - d) _____
 - e) _____

The RFA will contact all of the listed references and may conduct a site visit of one or more of the projects or contacts listed.

Contractors that list fewer than five (5) references shall be deemed non-responsive.

Contractors that list fewer than one (1) public safety agency reference shall be deemed non-responsive.

Contractors that receive more than one (1) negative reference from the listed references shall be deemed non responsive.

- 8. State of Washington Excise Tax Registration No.: _____

9. Industrial Insurance Account No.: _____ Account Current: Yes___ No___
10. Current UBI Number: _____ Account: Open___ Closed___
11. Employment Security Department (ESD)
- Number: _____
 - Documentation available from ESD: Yes___ No___
12. Is your company or any company with which the bidder is affiliated, listed on the “Contractors Not Allowed to Bid” list of the Department of Labor and Industries? Yes___ No___
13. I certify that other contracts now in progress or hereafter obtained will not interfere with timely performance of this project should I be awarded the contract
- Company: _____
- Authorized Signature: _____

Print Name and Title:

List of Subcontractors/Equipment

List all subcontractors for this contract and the work to be subcontracted to them.

Provide a general inventory of equipment, by type, that you currently own.

Contractor’s Rates

Provide standard cost per task and schedule of monthly expenses for services requested in this proposal (Section 8). This will serve as the basis of monthly payments (subject to not to exceed annual lump sum cost) and for any additional services requested on a temporary, one-time change upon completion of an approved Change Order.

Permanent changes to the Scope of Work will be made by a *Change Order*.

Describe the Contractor’s on-call and emergency response procedures to deal with emergency requests. Provide a list of hourly rates for emergency services and any minimum call-out hours.

Other Information/Questions

Has the Contractor ever been terminated, replaced, or failed to complete work awarded under a contract? If so, name the client and describe the circumstances.

Has the Contractor ever been named as a defendant in any litigation brought on by a client as a result of a contract? If so, describe the circumstances fully.

Combined Affidavit and Certification Form

Contractor shall sign and submit the Combined Affidavit and Certification Form supplied in Exhibit B.

SECTION 7 - SCOPE OF WORK FOR LANDSCAPE MAINTENANCE SERVICES

The number in the maintenance schedule is a minimum; HOWEVER, some areas may need to be done more frequently to assure that the task is maintained.

Service Locations

1. Station 11, 211 Mill Ave S
2. Station 12, 1209 Kirkland Ave NE
3. Station 13, 18002 108th Ave SE
4. Station 14, 1900 Lind Ave SW
5. Station 15, 1404 N 30th St
6. Station 16, 12923 156th Ave SE
7. Station 17, 14810 SE Petrovitsky Rd

Time Performance

The Contractor shall follow a weekly work schedule as set forth in an annual maintenance schedule, (Section 9, Attachment A, Sites 1 - 7). Work shall, to the extent possible, be performed on the same day each week. In no case shall work be performed more than 24 hours after the regularly scheduled day without notification and consent of the Project Manager. The Contractor shall provide a daily location of work schedule prior to beginning of work and updated as the schedule may change.

Invoice

The Contractor will submit a detailed monthly invoice, together with maintenance and chemical log. All invoices shall describe the task completed (e.g. mowing) and the corresponding amount for that task. All invoices submitted in less detailed forms will be returned for correction. Payments may be delayed until the invoice has been submitted in the proper form. No interest on the payment will be due buy the RFA for invoices not in the proper form.

Turf Maintenance

Mowing: All grass will be mowed once a week at a 2-1/4 inch height during the mowing seasons from March - October and once every other week in February and November. (See Frequency Schedules for deviations.)

All grass clippings will be collected and disposed of. Grass clippings are not to be left on the turf.

Trim/edge: All hard surfaces and tree wells will be edged every other week during the mowing season and the surface either swept or blown clean. All debris shall be swept clean and shall not be left in streets or on adjacent property. (See Frequency Schedules for deviations.)

Litter: Pick up loose litter in all areas upon each site visit.

Shrub Maintenance

Pruning: All shrub and tree pruning will be done on an individual basis. They shall be hand pruned to maintain the integrity of the plant and its location in the landscape.

Bedwork/weeding: Bed areas will be kept in a weed-free condition, and maintained per the Frequency Schedule for each location. Hand weeding is encouraged.

Leaf Removal: All areas will be kept free of leaves during the fall. The leaves will be picked up weekly and removed from the site as per the Frequency Schedule. (See Frequency Schedules for deviations.)

Ground Cover Maintenance

All ground cover in beds will be weeded per the Frequency Schedule. Ground cover will be trimmed or sheared at the edge of hard surfaces and beds will be trimmed to prevent encroachment into lawn, shrubs, or trees.

Hard Surfaces

The entrance drives, sidewalks, curbs and other hard surfaces will be kept free of leaves, moss, litter, trash, and/or garbage. The use of power blowers is acceptable; however, the debris will be picked and/or swept up not blown onto adjacent property, street surfaces, or planting beds. Undesirable vegetation in sidewalks, curbs, and other hard surfaces shall receive an approved herbicide application, mechanically removed (e.g. pulled), treated with vinegar (weeds) or industrial strength outdoor bleach (moss control mixed 50% water; 50% bleach) and be removed.

Irrigation

Irrigation operations, maintenance, and repair will be performed by the Contractor on a time and material basis, as requested by the RFA.

SECTION 8 - CONTRACTOR'S RATE SCHEDULE

Site 1: Station 11 - 211 Mill Ave S
(Includes entire site, parking lots, drives, adjacent sidewalks, yards)

Cost Per Task

Turf	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mow												
Trim/Edge												
Aerate/Over-seed												
Trees/Shrubs/Beds	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Prune Shrubs/Trees												
Bed work/Weeding												
Herbicide post-emergent												
Bark												
Leaf Removal												
Prune Groundcover												
Ground Cover	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Weeding/Trim												
Hard Surfaces	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Sweep/Blow												
Litter												
Monthly Costs												

Site 2: Station 12 - 1209 Kirkland Avenue NE
 (Includes entire site, parking lots, drives, adjacent sidewalks, yards)

Cost Per Task

Turf	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mow												
Trim/Edge												
Aerate/Over-seed												
Trees/Shrubs/Beds	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Prune Shrubs/Trees												
Bed work/Weeding												
Herbicide post-emergent												
Bark												
Leaf Removal												
Prune Groundcover												
Ground Cover	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Weeding/Trim												
Hard Surfaces	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Sweep/Blow												
Litter												
Monthly Costs												

Site 3: Station 13 - 18002 108th Ave SE
 (Includes entire site, parking lots, drives, adjacent sidewalks, yards)

Cost Per Task

Turf	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mow												
Trim/Edge												
Aerate/Over-seed												
Trees/Shrubs/Beds	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Prune Shrubs/Trees												
Bed work/Weeding												
Herbicide post-emergent												
Bark												
Leaf Removal												
Prune Groundcover												
Ground Cover	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Weeding/Trim												
Hard Surfaces	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Sweep/Blow												
Litter												
Monthly Costs												

Site 4: Station 14 & Fire Training Center - 1900 Lind Ave SW
 (Includes entire site, parking lots, drives, adjacent sidewalks, yards)

Cost Per Task

Turf	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mow												
Trim/Edge												
Aerate/Over-seed												
Trees/Shrubs/Beds	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Prune Shrubs/Trees												
Bed work/Weeding												
Herbicide post-emergent												
Bark												
Leaf Removal												
Prune Groundcover												
Ground Cover	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Weeding/Trim												
Hard Surfaces	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Sweep/Blow												
Litter												
Monthly Costs												

Site 5: Station 15 - 1404 N 30th Street
 (Includes entire site, parking lots, drives, adjacent sidewalks, yards)

Cost Per Task

Turf	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mow												
Trim/Edge												
Aerate/Over-seed												
Trees/Shrubs/Beds	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Prune Shrubs/Trees												
Bed work/Weeding												
Herbicide post-emergent												
Bark												
Leaf Removal												
Prune Groundcover												
Ground Cover	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Weeding/Trim												
Hard Surfaces	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Sweep/Blow												
Litter												
Monthly Costs												

Site 6: Station 16 - 12923 156th Ave SE
 (Includes entire site, parking lots, drives, adjacent sidewalks, yards)

Cost Per Task

Turf	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mow												
Trim/Edge												
Aerate/Over-seed												
Trees/Shrubs/Beds	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Prune Shrubs/Trees												
Bed work/Weeding												
Herbicide post-emergent												
Bark												
Leaf Removal												
Prune Groundcover												
Ground Cover	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Weeding/Trim												
Hard Surfaces	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Sweep/Blow												
Litter												
Monthly Costs												

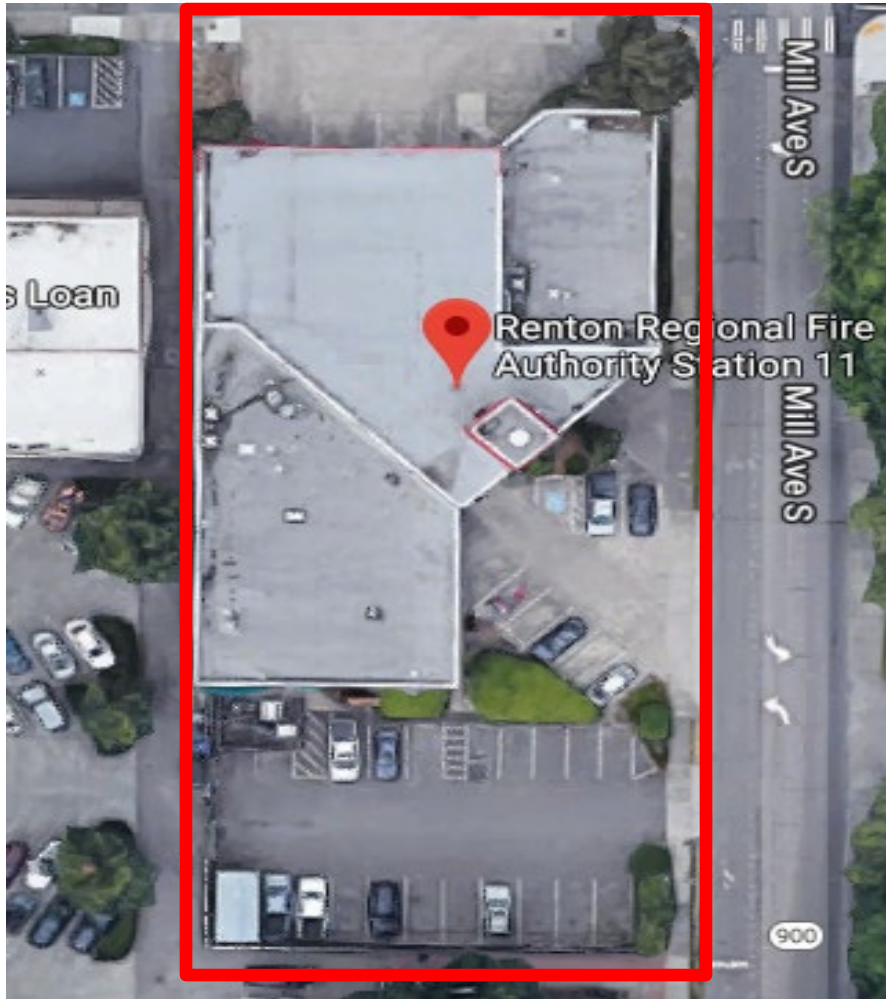
Site 7: Station 17 - 14810 SE Petrovitsky Road
 (Includes entire site, parking lots, drives, adjacent sidewalks, yards)

Cost Per Task

Turf	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mow												
Trim/Edge												
Aerate/Over-seed												
Trees/Shrubs/Beds	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Prune Shrubs/Trees												
Bed work/Weeding												
Herbicide post-emergent												
Bark												
Leaf Removal												
Prune Groundcover												
Ground Cover	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Weeding/Trim												
Hard Surfaces	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Sweep/Blow												
Litter												
Monthly Costs												

SECTION 9 - SITE LOCATIONS AND FREQUENCY SCHEDULES

Site 1: Station 11 - 211 Mill Ave S



Site 1: Station 11 - 211 Mill Ave S

Frequency Schedule

Turf	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mow		2	4	4	4	4	4	4	4	4	2	
Trim/Edge		2	4	4	4	4	4	4	4	4	4	
Aerate/Over-seed	As Determined by RFA											
Trees/Shrubs/Beds												
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Prune Shrubs/Trees						1						1
Bed work/Weeding			1		1		1		1		1	
Herbicide post-emerge			1		1		1		1		1	
Bark	As Determined by RFA											
Leaf Removal										2	2	1
Prune Groundcover						1						1
Ground Cover												
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Weeding/Trim			1			1			1			1
Hard Surfaces												
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Sweep/Blow		2	4	4	4	4	4	4	4	4	2	
Litter		2	4	4	4	4	4	4	4	4	2	

Site 2: Station 12 - 1209 Kirkland Ave SE



Site 2: Station 12 - 1209 Kirkland Ave NE

Mow and edge turf. Clean parking lots, north woods area, enclosures, sidewalks, and curb-lines. Remove litter, leaves, and weeds. Lightly prune shrubs and groundcovers to keep within planting bed, clear building walls or to rejuvenate. Add fine pine bark mulch. Keep debris from entering surrounding streets and private property areas.

Frequency Schedule

Turf	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mow		1	2	2	4	4	4	4	4	4	1	
Trim/Edge		1	2	2	2	2	2	2	2	2	1	
Aerate/Over-seed	As Determined by RFA											
Trees/Shrubs/Beds	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Prune Shrubs/Trees						1					1	
Bed work/Weeding			1		1		1		1		1	
Herbicide pre-emerge			1				1		1			
Herbicide post-emerge					1				1			
Mulch – Fine Bark						1						
Fertilize							1					
Leaf Removal										2	2	1
Prune Groundcover						1						1
Ground Cover	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Weeding/Trim			1			1			1			1
Hard Surfaces	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Sweep/Blow		1	2	2	2	2	2	2	2	2	1	
Litter		1	2	2	4	4	4	4	4	4	1	

Site 3: Station 13 & Fleet Shop - 18002 108th Ave SE



Site 3: Station 13 & Fleet Shop - 18002 108th Ave SE

Clean parking lots, sidewalks and curb-lines. Remove litter, leaves and weeds. Lightly prune shrubs and groundcovers to keep within beds, to rejuvenate, or for building wall clearances. Add fine pine bark to shrub beds. Keep debris from entering streets and private property.

Frequency Schedule

Turf	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mow												
Trim/Edge												
Aerate/Over-seed												
Trees/Shrubs/Beds												
Trees/Shrubs/Beds	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Prune Shrubs/Trees					1						1	
Bed work/Weeding			2	2	2	2	2	2	2	2	2	
Herbicide pre-emerge			1				1				1	
Herbicide post-emerge					1				1			
Fertilize												
Mulch – Fine bark					1							
Leaf Removal										2	2	1
Prune Groundcover						1						1
Ground Cover												
Ground Cover	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Weeding/Trim			1	1	1	1	1	1	1	1	1	1
Hard Surfaces												
Hard Surfaces	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Sweep/Blow												
Litter		1	1	1	1	1	1	1	1	1	1	

Site 4: Station 14 & Fire Training Center- 1900 Lind Ave SW



Site 4: Station 14 & Fire Training Center - 1900 Lind Ave SW

Mow turf and edge. Clean parking lots, driveways, practice yards, entryways, sidewalks and curb-lines. Remove litter, leaves and weeds. Lightly prune shrubs and groundcovers to keep within beds, to rejuvenate, or to clear building walls; keep entry sign clear and visible from the street. Remove weeds from practice yard and fence-line; maintain a 3-foot clear zone on outside of fence. Add wood chip mulch to tree rings and shrub beds

Frequency Schedule

Turf	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mow		2	4	4	4	4	4	4	4	4	2	
Trim/Edge		2	4	4	4	4	4	4	4	4	2	
Aerate/Over-seed	As Determined by RFA											
Trees/Shrubs/Beds												
Trees/Shrubs/Beds	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Prune Shrubs/Trees						1					1	
Bed work/Weeding		1	1	1	1	1	1	1	1	1		
Herbicide pre-emerge			1				1				1	
Herbicide post-emerge					1				1			
Mulch – wood chips					1							
Leaf Removal										2	2	1
Prune Groundcover						1						1
Ground Cover												
Ground Cover	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Weeding/Trim			1			1			1			1
Hard Surfaces												
Hard Surfaces	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Sweep/Blow		2	4	4	4	4	4	4	4	4	2	
Litter		2	4	4	4	4	4	4	4	4	2	

Site 5: Station 15 - 1404 N 30th Street

No Picture Available
(Visual confirmation needed at site-walk)

Site 5: Station 15 - 1404 N 30th Street

Mow grass. Clean sidewalks and curb-lines. Remove litter. Prune shrubs along sidewalk to provide visibility to surrounding businesses. Keep debris from entering surrounding street.

Frequency Schedule

Turf	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mow		2	4	4	4	4	4	4	4	4	2	
Trim/Edge		1	1	1	1	1	1	1	1	1	1	
Fertilize			1								1	
Herbicide				1					1			
Aerate/Over-seed	As Determined by RFA											
Trees/Shrubs/Beds												
Prune Shrubs/Trees						1					1	
Bed work/Weeding			1		1		1		1		1	
Herbicide pre-emerge			1				1					
Herbicide post-emerge					1				1			
Leaf Removal										2	2	1
Mulch						1						
Prune Groundcover						1						1
Ground Cover												
Weeding/Trim			1		1		1		1		1	
Hard Surfaces												
Sweep/Blow		1	1	1	1	1	1	1	1	1	1	
Litter		2	4	4	4	4	4	4	4	4	2	

Site 6: Station 16 - 12923 156th Ave SE



Site 6: Station 16 - 12923 156th Ave SE

Mow turf/field. Clean parking lot, remove litter, leaves, and weeds. Lightly prune shrubs and groundcovers to keep within beds or to rejuvenate. Add wood chip mulch to shrub beds.

Frequency Schedule

Turf	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mow		2	4	4	4	4	4	4	4	4	2	
Trim/Edge												
Aerate/Over-seed	As Determined by RFA											
Trees/Shrubs/Beds	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Prune Shrubs/Trees						1					1	
Bed work/Weeding			1	1	1	1	1	1	1	1	1	
Herbicide pre-emerge												
Herbicide post-emerge			1		1		1		1		1	
Mulch – fine bark					1							
Leaf Removal										2	2	1
Prune Groundcover						1					1	
Ground Cover	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Weeding/Trim			1			1			1		1	
Hard Surfaces	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Sweep/Blow		2	4	4	4	4	4	4	4	4	2	
Litter		2	4	4	4	4	4	4	4	4	2	

Site 7: Station 17 - 14810 SE Petrovitsky Road



Site 7: Station 17 - 14810 SE Petrovitsky Road

Mow and edge turf. Clean parking lots, driveways, sidewalks and curb-lines. Remove litter, leaves and weeds. Lightly prune shrubs and groundcovers to provide clearance or to rejuvenate. Add fine pine bark mulch to shrub beds and tree rings. Keep debris from entering street and private property areas.

Frequency Schedule

Turf	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mow			4	4	4	4	2	2	2	2	2	
Trim/Edge			1	1	1	1	1	1	1	1	1	
Aerate/Over-seed	As Determined by RFA											
Trees/Shrubs/Beds												
Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
Prune Shrubs/Trees					1					1		
Bed work/Weeding			1	1	1	1	1	1	1	1		
Herbicide pre-emerge			1					1				
Herbicide post-emerge					1			1				
Leaf Removal									2	2	1	
Mulch – fine bark					1							
Prune Groundcover						1					1	
Ground Cover												
Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
Weeding/Trim			1			1			1		1	
Hard Surfaces												
Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
Sweep/Blow			1	1	1	1	1	1	1	1	1	
Litter			4	4	4	4	2	2	2	2	2	