

Attachment B  
RFx No.: 3000023798  
Title: \*Mand. Site Visit\* Grounds Maintenance - LMD

# **SCOPE OF WORK**

**LA Army National Guard Lake Charles Readiness Center  
Grounds Maintenance**

**Located on Chennault Airport Authority Footprint**

**3300 Sen J Bennett Johnson Ave., Lake Charles, La**

**STATE OF LOUISIANA  
MILITARY DEPARTMENT**

**For**

**Louisiana Military Department**

**September 2024**

Scope of work AS OF: September 14, 2024

Note: Any attachments and attachment numbers reference in this document are attached only to this document, and are only an additional portion of this document.

**I. Summary of Work:**

Provide all labor, materials, tools, and equipment to maintain the specified grounds as indicated below for the Louisiana Military Department located/ CFMO at 3300 Senator J Bennett Johnson Ave., Lake Charles, Louisiana. Work includes grass cutting services including all turf mowing and/or bush hogging and string trimming of all fence lines and drainage ditches. In addition to the use of spraying chemical herbicide on fence lines and drainage ditches and edging.

**II. Description of Work:**

**General Requirements**

1. Contractor will verify all dimensions and measurements of work being performed.
2. The Contractor shall take all precautions necessary to prevent damages when conducting grounds maintenance. Any damages that occur are the responsibility of the Contractor to correct and place in original and satisfactory condition.
3. See Site Maps.
4. See Grounds Standard.

**Base Bid:**

1. Basic Grounds Maintenance Services: Includes all turf mowing, edging, string trimming, cleanup of any debris generated during servicing, crack and crevice weed control in concrete joints, and litter pickup in landscape areas. Includes spraying chemical herbicide of fence lines and drainage ditches to control turf and weed growth. Includes retention pond weed control and turf upkeep.
2. Bush hog Mowing Services: Includes bushhogging, string trimming, and Winter clean-up services.

**III. General Conditions:**

1. Contractor will verify all dimensions of work being performed. Contractor will measure and inspect grounds.

2. The Contractor shall take all precautions necessary to prevent damages. Any damages that occur due to the repairs are the responsibility of the Contractor to correct and place in original and satisfactory condition.

**V. Special Conditions:**

1. Normal hours of operation are Tuesday through Friday from 7:00 AM until 5:30 PM. Work performed outside this schedule requires prior approval.
2. Standard for Bush Hog grass is generally no more than 11” in height. Standard for finish/turf mowing is based off typical height for turf type.
3. Police area for litter/debris in turf areas and remove during each visit.
4. Any additional work will be addressed to LMD, in writing, immediately by issue, cost proposal, and approval.
5. During emergency response actions, access may be restricted for grass cutting services in the specified areas.
6. The Contractor will supply all employees with PPE as required and/or necessary to perform the work and must comply with all applicable safety and environmental requirements. Work shall meet OSHA, NEC, Parish, City and State requirements and regulations as required.
7. This fixed Charge is mission critical to the Louisiana National Guard Operations. The State Military Department has identified this fixed charge in the budget and received funding on or about 01 July 2024. Delivery cannot be made after June 30, 2025, and your bid prices must be firm for acceptance and delivery accordingly. Any orders, after June 30, 2025, resulting from this solicitation will be paid with new FY funds, if appropriated by the legislature.
8. Any additional work not included in the SOW may be added by a set price per hour, when requested by The State and agreed upon by the Contractor.
9. The point of contact (POC) for the project Elliott Grissom at 318-955-7067; email [Elliott.m.grissom.nfg@army.mil](mailto:Elliott.m.grissom.nfg@army.mil)

**VI. Schedule of Services**

Year	2025												Total
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
Calendar Weeks	5	4	4	4	5	4	5	4	4	5	4	4	52
Basic Grounds Maintenance Services	2	2	2	2	3	2	3	2	2	2	2	2	26
Bush Hog Services	1	1	1	1	1	1	1	1	1	1	1	1	12
Chemical Herbicide		1			1			1			1		4

**Attachments:**

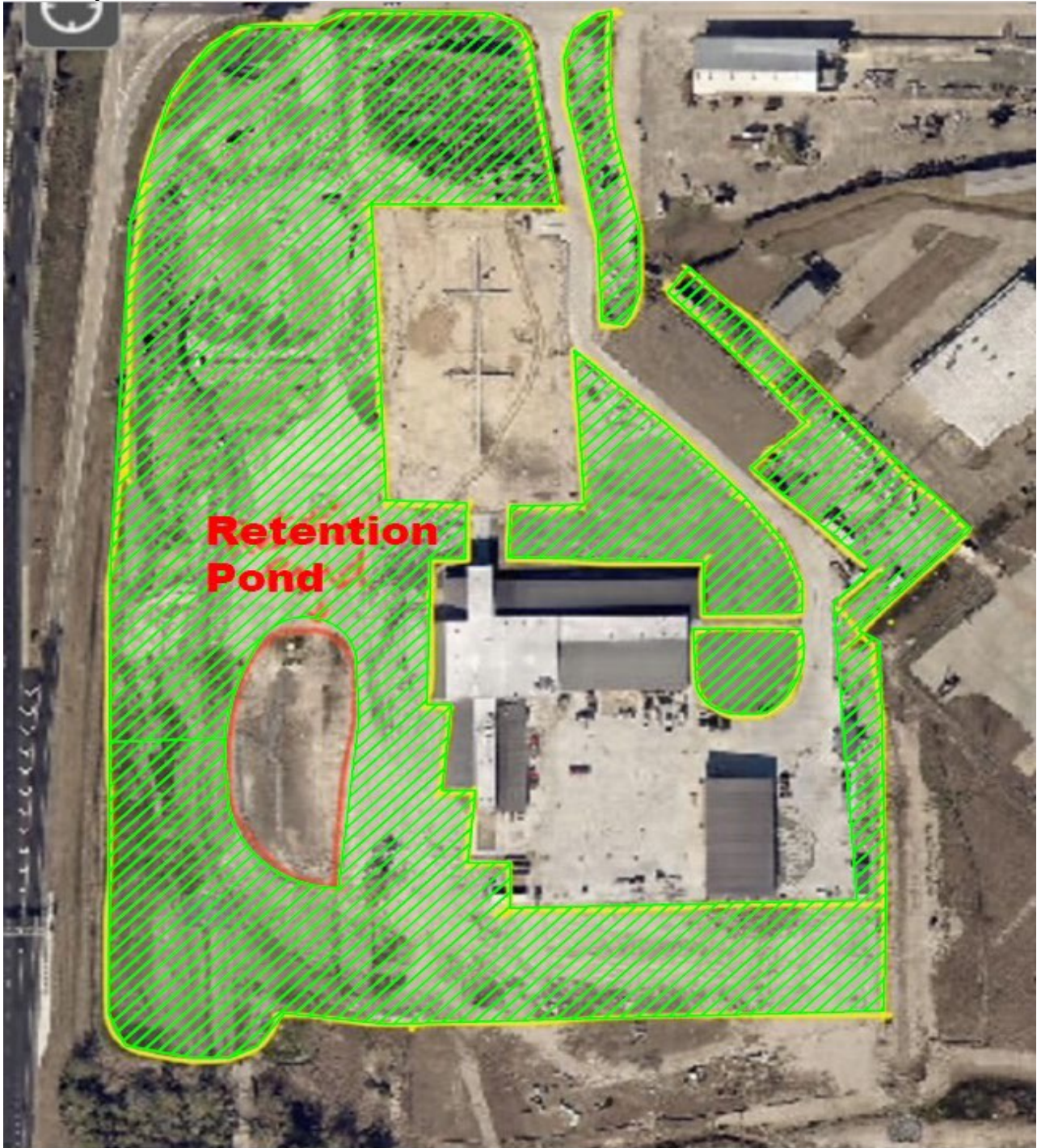
1. Site Map: Basic Grounds Maintenance
2. Site Map: Bush Hog
3. Grounds Standard

**Owner's Representatives**

Project Manager: Elliott Grissom  
 Office: (337) 593-2091  
 Cell: (318) 955-7067

LANG-LMD-PM  
 1806 Surrey Street,  
 Lafayette, LA 70508

**Attachment 1**  
**Site Map: Basic Grounds Maintenance**



Finish Mowing Section  
w/Retention Pond Upkeep

**Attachment 2**  
**Site Map: Bush Hog**



**Bush Hog**

**Attachment 3**  
**Grounds Standard**

