**Landscaping Services**

**New Orleans Center for Creative Arts**

**2800 Chartres Street**

**New Orleans, LA 70117**

**Scope of Work**

To establish a Contract to furnish and deliver all labor, materials, supplies, tools and equipment necessary to maintain the landscaping year round at New Orleans Center for Creative Arts (NOCCA).

Locations:

2800 Chartres Street

New Orleans, LA 70117

and

2831 Chartres Street

New Orleans, LA 70117

**Contract Period is from July 1, 2025, through June 30, 2026**

Vendor will provide two monthly visits during the months of May, June, July, and August and one monthly visit during the months of January, February, March, April, September, October, November, and December.

Landscape maintenance to include weeding and pruning of plants, flowers, and shrubs. Fertilization of plants shall be provided throughout the year as necessary.

Spraying and/or granular insecticide/fungicide shall be used for upkeep of existing healthy plants, bushes, and trees for pest and disease control as necessary.

Snails and slug pellets will be placed as necessary.

Pre-emergence herbicide will be placed in beds as necessary. Weed killer shall be sprayed as necessary.

A minimum of 10 bags of .5”-2” Large Rock shall be provided and placed to upgrade existing rock garden as necessary.

A minimum of 175 bundles of top quality pine straw shall be provided and placed two times per year to replace existing pine straw.

12 flats (18 – 4” square pots per flat) of seasonal flowers shall be provided and placed two times per year (Spring and Fall).

Detail Services outlined in diagram below:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **SERVICE** | **JAN** | **FEB** | **MAR** | **APR** | **MAY** | **JUN** | **JUL** | **AUG** | **SEP** | **OCT** | **NOV** | **DEC** | **TOTAL** |
| Hand Weeding | 1 | 1 | 1 | 1 | 2 | 2 | 2 | 2 | 1 | 1 | 1 | 1 | 16 |
| Shaping of Shrubs  (as needed) | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 |
| Bed Fertilization |  |  | 1 |  |  |  |  |  |  |  |  |  | 1 |
| Insect Control on Bed  (as needed) | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 |
| Bed Pre-Emergent Herbicide | 1 |  |  | 1 |  |  | 1 |  |  | 1 |  |  | 4 |
| Bed Post-Emergent | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 |
| Annual Color |  |  | 1 |  |  |  |  |  |  | 1 |  |  | 2 |
| Mulch |  |  | 1 |  |  |  |  |  |  | 1 |  |  | 2 |
| Pea Gravel |  |  | 1 |  |  |  |  |  |  |  |  |  | 1 |
| Crack and Crevice Weed Control | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 |

Contractor must possess:

1. Contractor’s License with the Louisiana State Licensing Board for Contractors.
2. Horticulture Service License with the Louisiana Horticulture Commission.
3. Ground Owner Operator’s License, and employ a commercial pesticide applicator with a Category III Pesticide Certification.