I. Lawn and ground schedule of service and specifications for the Old State Capitol

A. General Requirements for Service:

i. The Contractor is to furnish all labor, tools, equipment, materials, supervision, and transportation to perform landscape maintenance.

ii. The Contractor is to be in possession of all applicable licenses and permits required by state and local agencies including but not limited to the Louisiana Commercial Pesticide Applicator’s Certification, Louisiana Landscape/Horticulturist License, Ground Owner Operator License, and Landscape Irrigation Contractor’s License.

iii. A working supervisor should make weekly inspections of the property.

iv. The same turf crew employee/employees to perform the service during the length of the contract.

v. Assigned employee supervisor must coordinate job related tasks with the Old State Capitol designated person, Carl Smith.

vi. The crew maintaining the beds/plant maintenance may be performed by different employee groups.

B. Services to be performed once per week:

i. Cut grass

ii. Weed eat around building, trees, hedges, and other obstacles

iii. Blow clippings and leaves (debris is not be blown into street; must be collected and bagged)

iv. Pick up litter, including cigarette butts, from grounds and parking lot

v. Clear drains and curbs of plant debris

vi. Monitor landscape for insects and diseases

vii. Apply insecticides and/or fungicides if necessary based on assessment

viii. Assess flower bed wetness and adjust sprinkler system as required

ix. Rake leaves if necessary

x. Remove plant debris from property

xi. Submit a report of services to the Old State Capitol personnel indicating all services provided that day and a listing of all pesticides and fertilizers applied, formulation used, rate applied, applicator’s name, plant being treated, problem pest and a copy of the MSDS (material safety sheet) for any products used

 C. Services to be performed every two weeks:

i. Weed flower beds and keep them weed free

ii. Edge sidewalks, parking lot and curbs

D. Services to be performed once a month:

i. Apply systematic herbicide (such as round-up or a similar product) to all cracks in sidewalks, parking lots, etc.

E. Services to be performed every other month:

i. Prune all plants, shrubs and small trees

ii. Hedge all shrubs that require hedging

F. Additional garden maintenance:

i. Pick up all trash on Old State Capitol grounds

ii. Make sure all signs that are placed throughout the Old State Capitol grounds are standing up correctly