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## REQUIREMENTS

### **SCOPE OF WORK:**

Hidalgo County is seeking a qualified company to establish a service contract for 'Lawn Care Services' for Hidalgo County Sheriff's Office and facilities as indicated herein. Offeror should be able to provide all services as indicated herein and stated on Appendix B. Required services shall consist of both weekly services and additional services to be provided on an as-needed basis (but at a minimum of once a month). The Sheriff's Office, at its sole discretion, may cancel or change service visit locations and/or times. Offeror or Sheriff's Office may cancel a visit due to inclement weather. There shall be no charge for any cancelled visit for any reason by any party. Offeror may only invoice for services actually performed. Offeror's proposed rates are to apply to all locations as mentioned herein and in Appendix B as a method to ensure standard pricing for all locations. The awarded Offeror shall be responsible to provide labor, materials, equipment, and insurance to accomplish the following but not limited to scope of work. Services shall be performed during normal business hours Monday through Friday 8 A.M to 5 P.M, under the Supervision of key personnel from the Sheriff's Office.

### **Weekly Required Services:**

#### **Trash Pick-Up**

- All trash and debris will be picked up from the landscaped areas.
- No paper or any objects should be ran over by mowing equipment.
- Trash and litter pick-up in common and natural areas are to continue on scheduled service days, even if mowing is not performed during that week due to weather, seasonal issues, or if the Sheriff's Office advises reschedules and or declines service for any given reason.

#### **Mowing**

- Mowing height will typically be 2 to 3 inches. If the height of the grass has exceeded 6", the mower blades shall be raised so at no time will more the 1/4 of the grass leaf area be removed. Several mows will be implemented to gradually reduce the overall height of the turf and prevent undue stress.
- To prevent scalping, at no time will mower blades be set lower than 2".

#### **Trim Work**

- Foliage will be trimmed.
- Where appropriate, trimming by use of a weed eater (typically around foliage, trees, walls, buildings, etc.) and an edger (typically along concrete walks) will be completed (PLEASE NOTE: All areas inaccessible with open area cutting equipment must be trimmed mechanically. Examples of areas include around utility poles, yard equipment, fencing, trees, etc.).
- All bedding areas, tree rings and specialty planting areas will be free from weeds at all times in the interior and along the edges. Chemicals can be used where they will not contact or adversely affect desirable material. Sucker growth will be pruned, never trimmed or sprayed. Dead weeds will be removed by trimming or hand as appropriate. Asphalt areas, curbs and sidewalks shall be sprayed with pre and post emergent treatments for weeds and kept weed free at all times.
- Offeror must keep the fence clean from overgrowth and debris.

### **Clean Up**

- Grass clippings and debris are to be blown away from buildings, walkways, curbs, driveways, concrete pads, dumpster pads, air conditioning pads, and storm drains after each mowing or edging operation.
- Grass and debris will not be blown or placed in parking lots, entrance doors or other areas where it will be seen or is unsightly. Grass and debris will not be blown into bedding areas.
- All grass and debris requiring removal shall be removed from the premises by the end of each working day.
- The Sheriff's Office dumpsters shall not be used by the Offeror for this purpose.

### **As Needed Services:**

#### **Pruning Shrubs and Trees**

- Shrubs and or Trees at no time will be allowed to become overgrown. All shrub and hedge debris to be carried offsite. Small trees shall be trimmed and maintained, vendor is to follow same guidelines as Shrubs.
- Trimming will be hand (detailed) or mechanical (sheared) control. All tree material shall be maintained to provide a clear line of sight to all pedestrian walkways, sidewalks, driveways and intersections.

#### **Fertilizing, Weed Control, Insecticides**

- Insecticides or other agents will be used as-needed to control ants and insects destructive to vegetation.
- The Contractor shall comply with any applicable City of Edinburg, Hidalgo County, State of Texas, and federal laws, codes and regulations that oversee the applications of such chemical agents for lawn care or related applications.
- Maintain all areas where carpet grass is located with weed and feed, for all year maintenance and up keep to provide for maximum results.
- Weed killer used on cracks in sidewalks and parking lot will be applied once per month.

#### **Sprinkler Systems**

- The offeror shall adjust sprinkler control modules, adjustment of sprinkler head spray pattern, replace worn out, and or broken Sprinkler Heads.

**Service Locations:**

**701 E. El Cibolo Rd. Edinburg, TX 78541**



<https://goo.gl/maps/kvqP9dzZMQQnhhee7>



<https://goo.gl/maps/TQaNoPoFXNM3GQe99>

**12401 Vicksburg Dr. Edinburg, TX 78541**



<https://goo.gl/maps/VHjDuH7dQcrqpojS8>

**3003 E. Mile 11 N. Weslaco, TX 78599**



<https://goo.gl/maps/Zgemx6BvARGg9Jkx9>

## **General Requirements**

### **Equipment**

- The Offeror shall supply any and all equipment, supplies, and or accesories needed to provide the services detailed herein; meaning, Hidalgo County and/or The Sheriff's Office shall not pay any additional fees for such.

### **Safety**

- The Offeror shall, at all times, ensure that all work provided by the Offeror complies with all Local, State and Federal rules pertaining to work place safety; meaning, the Offeror shall, at all times, conduct business in such a manner as to protect its workers, Hidalgo County staff, and the public.

### **Damage to Property**

- Any damage to **any** property caused by mowing or other services performed by the Offeror, will be the Offeror's sole responsibility and expense to repair in a timely manner. Offeror shall be responsible for its employees' conduct and assuring that they are not engaging in any destructive or illegal activity.

### **Qualifications**

- The selected contractor(s) must have 2 years minimum experience in lawn care maintenance for commercial properties.

### **Identification**

- Offeror staff must wear identification badges either provided by the Sheriff's Office or by the lawn care company while performing lawn care services.

### **Lawn Care Service Log**

- Upon completion of each lawn care service the Offeror shall submit a service log to the Sheriff's Office or designee for approval of all work completed on same day of service.