

Lawn Care / Lawn Maintenance

SERVICE CONTRACT

This Contract is between the Housing Authority of Brevard County (the "Housing Authority") and _____ hereafter called "Contractors".

This Contract is for services for lawn care / lawn maintenance at the facilities:

Facilities Name: Housing Authority of Brevard County
Melbourne Housing Authority

Conditions of Contract:

Term: This Contract begins at midnight 1 Jan 2015 and expires midnight 31 December 2015.

Renewal: This Contract may be renewed for 1 year at the discretion and mutual consent of both parties; after the one (1) year renewal is completed the contract will be re-advertised and re-bid.

Cancellation: This Contract may be cancelled by either party with a thirty (30) days written notice. No cancellation satisfaction will be in effect.

Insurance: The Contractor shall provide a current certificate of coverage for the below listed coverage. Said certificate shall name the "Housing Authority of Brevard County as an additional insured.

- a.) One (1) million dollars General Liability & Property Damage.
- b.) Five (5) hundred thousand dollar Vehicle Coverage per Incident.
- c.) Workmen's' Compensation for all workers as regulated by the State of Florida and Federal government.

Change Orders: Changes in Scope of Service and/or monetary changes must be in writing and mutually agreed upon before service is authorized.

Equipment: Only commercial grade equipment can be used in performance of this Contract. Equipment must be maintained and be in compliance with all OSHA and Safety specifications. Blades will be sharp at all time to insure quality cut.

Problems: 1). Accidents resulting from the work pertaining to this contract must be reported immediately to:

Mr. John Sullivan, Asset Manager
(321) 576-3269

Problems (cont): 2). Incidents involving residents, such as: trash, verbal abuse, threats, physical assault, etc., must be reported immediately to Mr. Sullivan.

3). Incidents involving refusal by resident to allow mowing, must be reported immediately to Mr. Sullivan.

Payment: The Contract is for \$_____ per week. Invoices and payment must coincide with *Federal Procurement Regulation 585-C*. **Payment will be rendered within 30 days of receipt of invoice. Only work performed can be billed. Work will be reviewed before billing is processed. Asset Manager must approve all invoices before payment is made.**

Breach of Contract: 1). Failure to comply with all "conditions" and/or "scope of service" will be considered a breach.

2). Failure to rectify within 24 hours will be grounds for immediate cancellation of this contract.

Scope of Service:

A) LAWN CARE

Mowing schedule:

- as directed by Housing Authority

- 1) ***Service includes cleaning yards, common areas and fence lines of debris before mowing, mowing, weed eating, edging, and or herbicide spraying).***
- 2) The complete property must be mowed per schedule.
- 3) Grass must be mowed to the proper height. Height will not exceed three (3) inches. No more than 1/3 of the blade shall be removed per mowing.
- 4) **Debris must be removed from site before mowing, (paper, cans, bottles, palm fronds).**
- 5) Grass clippings must be removed from all streets, curbs, sidewalks, parking lots, patios, windows and doors.
- 6) No readily visible clumps should remain on the grass surface. All clumps of clippings must be removed from the grass surface.
- 7) The blow from the mower must be away from the house within a twenty (20) foot radius.
- 8) **The contractor must notify the Housing Authority when they are on the authority property working. Phone numbers and Names of workers will be provided.**

B) TRIMMING AND EDGING

- 1) All grass area boundaries must be edged and trimmed to give a neat and precise boundary to lawns. Care will be taken so as not to leave bare ground. This will be completed with each mowing.
- 2) Grass around all buildings, foundations, flowerbeds, trees, and other objects within the lawn area must be weed-eaten and/or edged. This will be completed with each mowing.
- 3) **Weeds in cracks sidewalks and driveways must be controlled with weed eaters / herbicide spraying.**
- 4) **Fence lines must be controlled by cutting and herbicide spraying. This will be completed with each mowing.**

- 5) Sidewalks, curbs, road gutters curbs and other paved surfaces adjacent to lawns and/or other landscaped areas will be kept clean of unwanted debris and weeds by cutting or herbicide spraying. All such debris shall be collected and disposed of properly. At no time shall debris be disposed of into sewer drains.

Note: The contractor will use only *PROSECUTOR herbicide* for spraying with a 3:1 ratio.

C) PRUNING:

- 1) Shrubs will be pruned as needed to provide a uniformed shape, fullness, and blooms.
- 2) All shrubs will be pruned around buildings, electrical service, and gas meters and water meters.
- 3) **All debris will be removed from the site by the contractor. Housing Authority dumpsters will not be utilized for debris.**

D) LAWN SERVICES:

The Housing Authority reserves the rights to request mowing or no mowing of the property. No mowing means no compensation, mowing translates to the agreed upon weekly contract price.

The following services will be quoted and authorized upon request:

- ◇ Mulch replacement
- ◇ Annual flower replacement and bed maintenance
- ◇ Erosion control
- ◇ Sodding
- ◇ Seeding / fertilization

I have read and agree to all terms of this Service Contract - Bid:

Signature / Date	Signature / Date
Name / Title	<i>Ron Lewis, COO</i>
	Name / Title
Contact person / Telephone number	