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MAINTENANCE AGREEMENT
Providing Payment of Prevailing Wages

(City of South Pasadena / Parkwood Landscape Maintenance, Inc.)

1. IDENTIFICATION

This MAINTENANCE AGREEMENT ("Agreement") is entered into by and between the City of South Pasadena, a California municipal corporation ("City"), and **Parkwood Landscape Maintenance, Inc.**, a California corporation ("Contractor").

2. RECITALS

2.1. City has determined that it requires the following recurring maintenance services from a contractor: **Landscaping Services**.

2.2. Contractor represents that it is fully qualified to perform such maintenance services by virtue of its experience and the training, education and expertise of its principals and employees. Contractor further represents that it is willing to accept responsibility for performing such maintenance services in accordance with the terms and conditions set forth in this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Contractor agree as follows:

3. DEFINITIONS

3.1. "Scope of Services": The required Scope of Services is attached hereto as Exhibit A and incorporated herein by this reference.

3.2. "Agreement Administrator": The Agreement Administrator for this project is **H. Ted Gerber, Public Works Director**. The Agreement Administrator shall be the principal point of contact at the City for this project. All services under this Agreement shall be performed at the request of the Agreement Administrator. The Agreement Administrator will establish the timetable for completion of services and any interim milestones. City reserves the right to change this designation upon written notice to Contractor

3.3. "Maximum Amount": The highest total compensation and costs payable to Contractor by City under this Agreement. The Maximum Amount under this Agreement is **Six Hundred and Eighty-Four Thousand Dollars ($684,000) in Fiscal Year 2023-2024, Six Hundred and Eighty-Four Thousand Dollars ($684,000) in Fiscal Year 2024-2025, and Six Hundred and Eighty-Four Thousand Dollars ($684,000) in Fiscal Year 2025-2026**.

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3.4. "Commencement Date": **July 1, 2023**.

3.5. "Termination Date": **June 30, 2026**.

4. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Termination Date ("Initial Term") unless extended as provided herein or terminated earlier under Section 16 of this Agreement. At the conclusion of the Initial Term, the City may at its option, extend or terminate this Agreement as provided for herein. If requested by the Contractor, an extension of this Agreement may be considered by the City, provided that such request is made in writing 60 days prior to the Termination Date.

This Agreement may be extended for up to two (2) additional one (1) year terms under the same terms and conditions, except that the rates set forth in Exhibit B shall automatically increase by the percentage increase, if any, based on the Consumer Price Index for All Urban Consumers for the Los Angeles-Long Beach-Anaheim region. The calculation shall be made using the month of April over the month of April in the prior year. The increase shall apply to each additional one (1) year terms. If so extended, the Contractor agrees to provide the services described in this Scope of Services for said additional periods.

5. CONTRACTOR'S DUTIES

5.1. **Services**. Contractor shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.

5.2. **Coordination with City**. In performing services under this Agreement, Contractor shall coordinate all contact with City through its Agreement Administrator.

5.3. **Budgetary Notification**. Contractor shall notify the Agreement Administrator, in writing, when fees and expenses incurred under this Agreement have reached eighty percent (80%) of the Maximum Amount. Contractor shall concurrently inform the Agreement Administrator, in writing, of Contractor's estimate of total expenditures required to complete its current assignments before proceeding, when the remaining work on such assignments would exceed the Maximum Amount.

5.4. **Business License.** Contractor shall obtain and maintain in force a City business license for the duration of this Agreement.

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5.5. **Professional Standards.** Contractor shall perform all work to the highest standards of Contractor's profession and in a manner reasonably satisfactory to City. Contractor shall keep itself fully informed of and in compliance with all local, state, and federal laws, rules, and regulations in any manner affecting the performance of this Agreement, including all Cal/OSHA requirements, the conflict of interest provisions of Government Code § 1090 and the Political Reform Act (Government Code § 81000 et seq.).

5.6. **Appropriate Personnel.** Contractor has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Contractor or under its supervision or by subcontractor(s) of Contractor, and all personnel engaged in the work shall be qualified to perform such services. **David L. Melito** shall be Contractor's project administrator and shall have direct responsibility for management of Contractor's performance under this Agreement. No change shall be made in Contractor's project administrator without City's prior written consent.

5.7. **Prevailing Wages.** This Agreement is subject to the prevailing wage law as more fully set forth in Section 8 (Labor Code), for all work performed under this Agreement for which the payment of prevailing wages is required under the California Labor Code. In particular, Contractor acknowledges that prevailing wage determinations are available for work performed under this Agreement.

5.8. **Permits and Approvals.** Contractor shall obtain, at its sole cost and expense, all licenses, permits and regulatory approvals necessary, if any, for Contractor's performance of this Agreement including, but not limited to, professional licenses and permits. Contractor shall hold a valid State of California Contractor's License (C27), and a Qualified Applicator License. These licenses must be provided at time of execution of this Agreement and be kept current throughout the Initial Term and any extension term.

5.9. **Notification of Organizational Changes.** Contractor shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Contractor's firm or of any subcontractor. Change of ownership or control of Contractor's firm may require an amendment to this Agreement.

5.10. **Records.** Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to Contractor under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of City. In addition, pursuant to Government Code Section 8546.7, if the amount of public funds expended under this

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Agreement exceeds ten thousand dollars, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under this Agreement.

6. SUBCONTRACTING AND ASSIGNMENT

6.1. General Prohibition On Assignment. This Agreement covers services of a specific and unique nature. Except as otherwise provided, Contractor shall not assign or transfer its interest in this Agreement without amending this Agreement.

6.2. Contractor Responsible. Contractor shall be responsible to City for all services to be performed under this Agreement.

6.3. Subcontracting. Contractor shall not subcontract any portion of the performance contemplated and provided for herein unless the City provides prior written approval or as provided for in Exhibit A. In any event, Contractor shall supervise all work subcontracted by Contractor in performing the services described in the Scope of Services and shall be responsible for all work performed by a subcontractor as if Contractor itself had performed such work. The subcontracting of any work shall not relieve Contractor from any of its obligations under this Agreement with respect to the services described in the Scope of Services. Contractor is obligated to ensure that any and all subcontractors performing any services under this Agreement shall be fully insured in all respects and to the same extent as set forth under Section 12 (Insurance), to City's satisfaction.

6.4. Compensation for Subcontractors. Contractor shall be liable and accountable for any and all payments, compensation, and federal and state taxes to all subcontractors performing services under this Agreement. City shall not be liable for any payment, compensation, or federal and state taxes for any subcontractors.

7. COMPENSATION

7.1. General. City agrees to compensate Contractor for the services provided under this Agreement, and Contractor agrees to accept payment in full satisfaction for such services, the amounts set forth in Exhibit B up to the Maximum Amount. In no event shall the compensation exceed the Maximum Amount. Contractor shall not be reimbursed for any services or expenses unless provided for in this Agreement or authorized in writing by City in advance.

7.2. Invoices. Contractor shall submit to City an invoice, on a monthly basis or as otherwise agreed to by the Agreement Administrator, for services performed pursuant to this Agreement. Each invoice shall identify the services rendered during the billing period and corresponding amount for such services, the dates the services were rendered, the

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amount due for the invoice, and the total amount previously invoiced. At any time, City may request that the invoice contain additional information. Contractor shall include a copy of each subcontractor invoice, if any, for which reimbursement is sought in the invoice. City shall make payment within forty-five (45) days or as soon as practicable following satisfactory completion of the work required. In the circumstance where Contractor services that are required as described in the Scope of Services are not rendered, the Contractor and City agree that City may deduct payment of said services up to three (3) times the cost of the service as listed in Exhibit B.

7.3. **Payment Method**. City shall pay all undisputed invoice amounts within forty-five (45) days after receipt or within such other reasonable time dependent on the City's warrant run procedures. In the circumstance where Contractor has not provided the services that are required as described in Exhibit A and Exhibit B, the Contractor and City agree that City may deduct payment of said services up to three (3) times the cost of the service as listed in Exhibit B.

7.4. **Taxes.** City shall not withhold applicable taxes or other payroll deductions from payments made to Contractor except as otherwise required by law. Contractor shall be solely responsible for calculating, withholding, and paying all taxes.

7.5. **Disputes.** The parties agree to meet and confer at mutually agreeable times to resolve any disputed amounts contained in an invoice submitted by Contractor.

8. LABOR CODE

8.1. **Prevailing Wage Law.** Prevailing Wage Law. This Agreement is subject to the requirements of the prevailing wage laws, including, but not limited to, Labor Code Section 1720 et seq., and Labor Code Section 1770 et seq., as well as Code of Regulations, Title 8, Section 16000 et seq., which require payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. Contractor shall defend, indemnify, and hold harmless City, and its officers, employees, agents, and volunteers free and harmless from any claim or liability arising out of failure or alleged failure of Contractor to comply with such prevailing wage laws.

8.2. **Payment of Prevailing Wages.** Contractor shall pay the prevailing wage rates for all work performed under this Agreement. When any craft or classification is omitted from the general prevailing wage determinations, the Contractor shall pay the wage rate of the craft or classification most closely related to the omitted classification.

8.3. **Forfeiture.** Contractor shall forfeit as a penalty to City Two Hundred Dollars ($200.00), or any greater penalty provided in the Labor Code, for each calendar day, or portion thereof, for each worker paid less than the prevailing wage rates for any work

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done under this Agreement employed in the performance of the Scope of Services by Contractor or by any subcontractor of Contractor in violation of the provisions of the Labor Code. In addition, the difference between such prevailing wage rates and the amount paid to each worker for each calendar day, or portion thereof, for which each worker was paid less than the prevailing wage rate shall be paid to each worker by Contractor.

8.4. **Apprentices.** Contractor shall comply with the provisions of Labor Code 1777.5 concerning the employment of apprentices on public works projects. Contractor shall be responsible for ensuring compliance by its subcontractors with Labor Code 1777.5.

8.5. **Payroll Records.** Pursuant to Labor Code 1776, Contractor and any subcontractor(s) shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by Contractor in connection with this Agreement. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following: (1) The information contained in the payroll record is true and correct; and (2) The employer has complied with the requirements of Labor Code 1811 and Labor Code 1815 for any work performed by his or her employees on the public works project. The payroll records shall be certified and shall be available for inspection at all reasonable hours as required by Labor Code 1776.

8.6. **8-Hour Work Day.** This Agreement is subject to 8-hour work day and wage and hour penalty laws, including, but not limited to, Labor Code 1810 and Labor Code 1813. Contractor and any subcontractor(s) of Contractor shall strictly adhere to the provisions of the Labor Code regarding 8-hour work day and 40-hour work week requirements, and overtime, Saturday, Sunday, and holiday work. Pursuant to the Labor Code, eight hours' labor shall constitute a legal day's work. Work performed by Contractor's employees in excess of eight hours per day, and 40 hours during any one week, must include compensation for all hours worked in excess of eight hours per day, or 40 hours during any one week, at not less than one and one-half times the basic rate of pay. Contractor shall forfeit as a penalty to City $25.00, or any greater penalty set forth in the Labor Code, for each worker employed in the execution of the work by Contractor or by any subcontractor(s) of Contractor, for each calendar day during which such worker is required or permitted to the work more than eight hours in one calendar day or more than 40 hours in any one calendar week in violation of the Labor Code.

8.7. **Registration with DIR.** Contractor and any subcontractor(s) of Contractor shall comply with the provisions of Labor Code 1771 and Labor Code 1725.5 requiring registration with the Department of Industrial Relations (DIR).

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9. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material ("written products" herein) developed by Contractor in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City except as provided by law. Contractor may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Contractor.

10. RELATIONSHIP OF PARTIES

10.1. General. Contractor is, and shall at all times remain as to City, a wholly independent contractor.

10.2. No Agent Authority. Contractor shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Contractor or any of Contractor's employees, except as set forth in this Agreement. Contractor shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.

10.3. Interest of Contractor. The Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, in the City or any other interest which would conflict in any manner or degree with the performance of its services hereunder. Contractor further covenants that in the performance of this contract no person having any such interest shall be employed.

10.4. Personnel. Personnel shall not be employees of or have any contractual relationship with the City of South Pasadena.

10.5. Independent Contractor Status. Under no circumstances shall Contractor or its employees look to the City as an employer. Contractor shall not be entitled to any benefits. City makes no representation as to the effect of this independent contractor relationship on Contractor's previously earned California Public Employees Retirement System ("CalPERS") retirement benefits, if any, and Contractor specifically assumes the responsibility for making such a determination. Contractor shall be responsible for all reports and obligations including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation, and other applicable federal and state taxes.

10.6. Indemnification of CalPERS Determination. In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the City, Contractor shall

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indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Contractor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

11. INDEMNIFICATION

11.1. Definitions. For purposes of this Section 11, "Contractor" shall include Contractor, its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Contractor or its subcontractors, in the performance of this Agreement. "City" shall include City, its officers, agents, employees and volunteers.

11.2. Contractor to Indemnify City. To the fullest extent permitted by law, Contractor shall indemnify, hold harmless, and defend City, the City Council and each member thereof, and every officer, employee and agent of the City, from and against any and all claims, including but not limited to any claims relating to any personal injury or property damage, any liability, costs or expenses, arising out of or in connection with Contractor's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Contractor, in the performance of this Agreement or failure to comply with any provision in this Agreement.

11.3. Scope of Indemnity. For purposes of Section 11.2, personal injury shall include injury or damage due to death or injury to any person, whether physical, emotional, consequential or otherwise, Property damage shall include injury to any personal or real property. Contractor shall not be required to indemnify City for such loss or damage as is caused by the sole active negligence or willful misconduct of the City.

11.4. Attorneys Fees. Such costs and expenses shall include reasonable attorneys' fees for counsel of City's choice, expert fees and all other costs and fees of litigation. Contractor shall not be entitled to any refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.

11.5. Defense Deposit. The City may request a deposit for defense costs from Contractor with respect to a claim. If the City requests a defense deposit, Contractor shall provide it within 15 days of the request.

11.6. Waiver of Statutory Immunity. The obligations of Contractor under this Section 11 are not limited by the provisions of any workers' compensation act or similar act. Contractor expressly waives its statutory immunity under such statutes or laws as to City.

11.7. Indemnification by Subcontractors. Contractor agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 11 from each

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and every subcontractor or any other person or entity involved in the performance of this Agreement on Contractor's behalf.

11.8. Insurance Not a Substitute. City does not waive any indemnity rights by accepting any insurance policy or certificate required pursuant to this Agreement. Contractor's indemnification obligations apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

12. INSURANCE

12.1. Insurance Required. Contractor shall maintain insurance as described in this section and shall require all of its subcontractors, Contractors, and other agents to do the same. Approval of the insurance by the City shall not relieve or decrease any liability of Contractor. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

12.2. Documentation of Insurance. City will not execute this agreement until it has received a complete set of all required documentation of insurance coverage. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. Contractor shall file with City:

- Certificate of Insurance, indicating companies acceptable to City, with a Best's Rating of no less than A:VII showing. The Certificate of Insurance must include the following reference: **Landscaping Services**
- Documentation of Best's rating acceptable to the City.
- Original endorsements effecting coverage for all policies required by this Agreement.
- City reserves the right to obtain a full certified copy of any required insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of the right to exercise later.

12.3. Coverage Amounts. Insurance coverage shall be at least in the following minimum amounts:

- Professional Liability Insurance: $2,000,000 per occurrence, $4,000,000 aggregate

- General Liability:
  - General Aggregate: $4,000,000
  - Products Comp/Op Aggregate $4,000,000
  - Personal & Advertising Injury $2,000,000
  - Each Occurrence $2,000,000

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- Fire Damage (any one fire) $ 100,000
- Medical Expense (any 1 person) $ 10,000

- Workers' Compensation:
  - Workers' Compensation Statutory Limits
  - EL Each Accident $1,000,000
  - EL Disease - Policy Limit $1,000,000
  - EL Disease - Each Employee $1,000,000

- Automobile Liability
  - Any vehicle, combined single limit $1,000,000

Any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured

12.4. General Liability Insurance. Commercial General Liability Insurance shall be no less broad than ISO form CG 00 01. Coverage must be on a standard Occurrence form. Claims-Made, modified, limited or restricted Occurrence forms are not acceptable.

12.5. Worker's Compensation Insurance. Contractor is aware of the provisions of Section 3700 of the Labor Code which requires every employer to carry Workers' Compensation (or to undertake equivalent self-insurance), and Contractor will comply with such provisions before commencing the performance of the work of this Agreement. If such insurance is underwritten by any agency other than the State Compensation Fund, such agency shall be a company authorized to do business in the State of California.

12.6. Automobile Liability Insurance. Covered vehicles shall include owned if any, non-owned, and hired automobiles and, trucks.

12.7. Claims-Made Policies. If any of the required policies provide coverage on a claims-made basis the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work. Claims-Made Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

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12.8. Additional Insured Endorsements. The City, its City Council, Commissions, officers, and employees of South Pasadena must be endorsed as an additional insured for each policy required herein, for liability arising out of ongoing and completed operations by or on behalf of the Contractor. Contractor's insurance policies shall be primary as respects any claims related to or as the result of the Contractor's work. Any insurance, pooled coverage or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or Contractors shall be non-contributory. All endorsements shall be signed by a person authorized by the insurer to bind coverage on its behalf. General liability coverage can be provided using an endorsement to the Contractor's insurance at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.

12.9. Failure to Maintain Coverage. In the event any policy is canceled prior to the completion of the project and the Contractor does not furnish a new certificate of insurance prior to cancellation, City has the right, but not the duty, to obtain the required insurance and deduct the premium(s) from any amounts due the Contractor under this Agreement. Failure of the Contractor to maintain the insurance required by this Agreement, or to comply with any of the requirements of this section, shall constitute a material breach of this Agreement.

12.10. Insurance Notices. Contractor shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. Contractor shall provide no less than 30 days' notice of any cancellation or material change to policies required by this Agreement. Contractor shall provide proof that cancelled or expired policies of insurance have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages. The name and address for Additional Insured Endorsements, Certificates of Insurance and Notices of Cancellation is: **City of South Pasadena, Attn: Risk Management, 1414 Mission Street, South Pasadena, CA 91030**.

12.11. Contractor's Insurance Primary. The insurance provided by Contractor, including all endorsements, shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers, shall be in excess of Contractor's insurance and shall not contribute with it.

12.12. Waiver of Subrogation. Contractor hereby waives all rights of subrogation against the City. Contractor shall additionally waive such rights either by endorsement to each policy or provide proof of such waiver in the policy itself.

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12.13. Report of Claims to City. Contractor shall report to the City, in addition to the Contractor's insurer, any and all insurance claims submitted to Contractor's insurer in connection with the services under this Agreement.

12.14. Premium Payments and Deductibles. Contractor must disclose all deductables and self-insured retention amounts to the City. The City may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within retention amounts. Ultimately, City must approve all such amounts prior to execution of this Agreement.

City has no obligation to pay any premiums, assessments, or deductibles under any policy required in this Agreement. Contractor shall be responsible for all premiums and deductibles in all of Contractor's insurance policies. The amount of deductibles for insurance coverage required herein are subject to City's approval.

12.15. Duty to Defend and Indemnify. Contractor's duties to defend and indemnify City under this Agreement shall not be limited by the foregoing insurance requirements and shall survive the expiration of this Agreement.

13. MUTUAL COOPERATION

13.1. City Cooperation in Performance. City shall provide Contractor with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Contractor's services under this Agreement.

13.2. Contractor Cooperation in Defense of Claims. If any claim or action is brought against City relating to Contractor's performance in connection with this Agreement, Contractor shall render any reasonable assistance that City may require in the defense of that claim or action.

14. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Contractor's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

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If to City:

H. Ted Gerber, Public Works Director
City of South Pasadena
Public Works Department
1414 Mission Street
South Pasadena, CA 91030
Telephone: (626) 403-7240
Facsimile: (626) 403-7241

If to Contractor:

David L. Melito, President
Parkwood Landscape Maintenance, Inc.
16443 Hart Street
Van Nuys, CA 91406
Telephone: (818) 988-9677
Facsimile: (818) 988-4934

With courtesy copy to:

Roxanne Diaz, Esq.
South Pasadena City Attorney
Richards, Watson & Gershon
350 South Grand Avenue, 37th Floor
Los Angeles, CA 90071
Telephone: (213) 626-8484
Facsimile: (213) 626-0078

15. SURVIVING COVENANTS

The parties agree that the covenants contained in paragraph 5.10 (Records), paragraph 10.4 (Indemnification of CalPERS Determination), Section 11 (Indemnification), paragraph 12.7 (Claims-Made Policies), paragraph 13.2 (Contractor Cooperation in Defense of Claims), and paragraph 18.1 (Confidentiality) of this Agreement shall survive the expiration or termination of this Agreement, subject to the provisions and limitations of this Agreement and all otherwise applicable statutes of limitations and repose.

16. TERMINATION

16.1. City Termination. City has the right to terminate this Agreement for any reason on five calendar days' written notice to Contractor. In so terminated, Contractor agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.

16.2. Contractor Termination. Contractor may terminate this Agreement for a material breach of this Agreement upon 30 calendar days' notice.

16.3. Compensation Following Termination. Upon termination, Contractor shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Contractor be entitled to receive more than the amount that would be paid to Contractor

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for the full performance of the services required by this Agreement. The City shall have the benefit of such work as may have been completed up to the time of such termination.

16.4. Remedies. City retains any and all available legal and equitable remedies for Contractor's breach of this Agreement.

17. INTERPRETATION OF AGREEMENT

17.1. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of California.

17.2. Integration of Exhibits. All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Contractor with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed on by City and Contractor.

17.3. Headings. The headings and captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the language of the section or paragraph shall control and govern in the construction of this Agreement.

17.4. Pronouns. Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).

17.5. Severability. If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to the extent necessary to, cure such invalidity or unenforceability, and shall be enforceable in its amended form. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

17.6. No Presumption Against Drafter. Each party had an opportunity to consult with an attorney in reviewing and drafting this agreement. Any uncertainty or ambiguity shall not be construed for or against any party based on attribution of drafting to any party.

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18. GENERAL PROVISIONS

18.1. Confidentiality. All data, documents, discussion, or other information developed or received by Contractor for performance of this Agreement are deemed confidential and Contractor shall not disclose it without prior written consent by City. City shall grant such consent if disclosure is legally required. All City data shall be returned to City upon the termination or expiration of this Agreement.

18.2. Conflicts of Interest. Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Contractor further agrees to file, or shall cause its employees or subcontractor to file, a Statement of Economic Interest with the City's Filing Officer if required under state law in the performance of the services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

18.3. Non-assignment. Contractor shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Contractor.

18.4. Binding on Successors. This Agreement shall be binding on the successors and assigns of the parties.

18.5. No Third-Party Beneficiaries. Except as expressly stated herein, there is no intended third-party beneficiary of any right or obligation assumed by the parties.

18.6. Time of the Essence. Time is of the essence for each and every provision of this Agreement.

18.7. Non-Discrimination. Contractor shall not discriminate against any employee or applicant for employment because of race, sex (including pregnancy, childbirth, or related medical condition), creed, national origin, color, disability as defined by law, disabled veteran status, veteran status, religion, age (40 and above), medical condition, marital status, ancestry, or sexual orientation. Employment actions to which this provision applies shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; or in terms, conditions or

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privileges of employment, and selection for training. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, the provisions of this nondiscrimination clause.

18.8. Waiver. No provision, covenant, or condition of this Agreement shall be deemed to have been waived by City or Contractor unless in writing signed by one authorized to bind the party asserted to have consented to the waiver. The waiver by City or Contractor of any breach of any provision, covenant, or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other provision, covenant, or condition.

18.9. Excused Failure to Perform. Contractor shall not be liable for any failure to perform if Contractor presents acceptable evidence, in City's sole judgment that such failure was due to causes beyond the control and without the fault or negligence of Contractor.

18.10. Remedies Non-Exclusive. Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers or remedies.

18.11. Attorneys' Fees. If legal action shall be necessary to enforce any term, covenant or condition contained in this Agreement, each party shall pay its own costs, including any accountants' and attorneys' fees expended in the action.

18.12. Venue. The venue for any litigation shall be Los Angeles County, California and Contractor hereby consents to jurisdiction in Los Angeles County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.

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TO EFFECTUATE THIS AGREEMENT, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

"City"
City of South Pasadena

By: DocuSigned by: Armine Chaparyan B6E60358A0E24D7... *Signature*

Printed: Armine Chaparyan

Title: City Manager

Date: 6/29/2023

"Contractor"
Parkwood Landscape Maintenance, Inc.

By: David Melito *Signature*

Printed: DAVID MELITO

Title: PRESIDENT

Date: 6-21-23

Attest:

By: DocuSigned by: Mark Perez BA951D463FA0445... Mark Perez, Deputy City Clerk

Date: 6/29/2023

Approved as to form:

By: DocuSigned by: Roxanne Diaz A7800E5CA8A241F... Roxanne Diaz, City Attorney

Date: 6/29/2023

WORKER'S COMPENSATION INSURANCE ACKNOWLEDGEMENT

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract. If any class of employees engaged in work under this contract at the site of the Project is not protected under any Worker's Compensation law, Contractor shall provide and shall cause each subcontractor to provide adequate insurance for the protection of employees not otherwise protected. Contractor shall indemnify and hold harmless City for any damage resulting from failure of either Contractor or any subcontractor to take out or maintain such insurance.

Date:_____

_____
Signature

DAVID MELITO
Printed Name

PRESIDENT
Title

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Exhibit A
Scope of Services

I. SCOPE OF SERVICE

Contractor shall perform completely all work and incidentals appurtenant to the Specifications as set forth herein. Any mention herein or indication on the drawings of materials, operations, or methods, requires that the contractor provide each item mentioned, perform each operation described and provide all necessary labor, equipment, materials and incidentals.

The landscaping maintenance shall include complete responsibility for proper care of all landscaping; i.e., irrigation systems, shrubs, lawns, groundcovers, and planting as further described herein; and shall include performance of such services as watering, trimming, pruning, edging, mowing lawns, fertilizing, cultivating, weed control, resodding, and seeding, staking, cleanup of sidewalks and walkways, inspection for damaged conditions, including all items considered related to the performance of landscaping maintenance, as further described herein.

II. REQUIRED QUALIFICATIONS

Persons performing the work outlined herein must be qualified and trained in the landscape maintenance industry. The use of subcontractors is not allowed except for one time specialized services. The subcontractor must be approved by the City prior to performing any work.

The Contractor shall also maintain at least one (1) English-speaking foreman/crew leader on-site at all times

The firm must submit to the City a "Quality Control Plan", to be approved by the City. The Quality Control Plan shall provide the City with an effective and efficient means of identifying and correcting problems throughout the entire scope of operations. In addition, the firm must submit to the City for approval, a current Safety Manual that meets SB 198 Requirements for injury and illness prevention.

III. GENERAL PROVISIONS AND REQUIREMENTS

PROJECT ORGANIZATION

Contractor must provide a project manager to act as a liaison with the Park Supervisor/Public Works Operations Manager, who will coordinate written reports and see the project through to satisfactory conclusion. The City's Park Supervisor/Public Works Operations Manager will be responsible for the direction, review and approval of all work.

ADDITIONS/DELETIONS OF SERVICE

The City reserves the right to add and/or delete services to this contract. Should a service requirement be deleted, payment to the Contractor will be reduced proportionally, to the

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amount of service reduced in accordance with the contracted price. Should additional services be required from this contract, prices for such additions shall be in accordance with Agreement. No additional work should be performed unless otherwise authorized by the City in writing.

CONTRACTOR'S RESPONSIBILITY

The Contractor shall be responsible for any damages whatsoever to City property as applicable when such property is the responsibility or in custody of the Contractor, his/her employees or subcontractors.

RECORDS AND REPORTS

Contractor shall prepare and submit to the Park Supervisor/Public Works Operations Manager such reports concerning the performance of the services required by this Agreement as required.

Contractor shall keep such books and records as shall be necessary to perform the services required by this Agreement and enable the Park Supervisor/Public Works Operations Manager to evaluate the performance of such services. The Park Supervisor/Public Works Operations Manager shall have full and free access to such books and records at all reasonable times, including the right to inspect, copy, audit, request certified payrolls, and make records and transcripts from such records.

All reports, records, documents and other materials prepared by Contractor in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Park Supervisor/Public Works Operations Manager upon the termination of this Agreement, and Contractor shall have no claim for further compensation as a result of the exercise by City of its full right of ownership of the documents and materials hereunder. Contractor may retain copies of such documents for its own use. It shall have an unrestricted right to use the concepts embodied therein.

The drawings, specifications, reports, records, documents and other materials prepared by Contractor in the performance of services under this Agreement may be subject to release under the California Public Records Act.

IV. SPECIAL PROVISIONS

1.00 INTRODUCTION

These Special Provisions are intended to apply to the scope of work specified in each contract item, as described herein, where each type of landscaping might exist or be placed in the future.

1.01 CONTRACT ITEMS

The contract items cover landscape maintenance at the following work areas, including parks, sports fields, facilities, trails, medians or locations:

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I. PARKS & TRAILS

Location	Address/Place
Garfield Park	1000 Mission St. South Pasadena, CA
Arroyo Park	614 Stoney Dr., South Pasadena, CA
Orange Grove Park	815 Mission St., South Pasadena, CA
Heritage Park	913 Meridian Ave., South Pasadena, CA (including Meridian Median between Mission St. and El Centro St.)
Eddie Park	2017 Edgewood Dr., South Pasadena, CA
Library Park	1000 Oxley St., South Pasadena, CA
War Memorial Park	435 Fair Oaks Ave., South Pasadena, CA
Arroyo Seco Woodland and Wildlife Park	100 Pasadena Ave., South Pasadena, CA
Monterey/Via Del Rey Pocket Parks	839 Monterey Rd., South Pasadena (both sides of Via del Rey at Monterey Road)
Camino Verde Pocket Park	399 Camino Verde, South Pasadena, CA
San Pascual Park	5668 Via Marisol, Los Angeles, CA (Eastern Section)
Dog Park & Skate Park	650 Stoney Dr., South Pasadena, CA
Demonstration Garden	1028 Magnolia Ave., South Pasadena, CA
Arroyo Drive Trail	110 Freeway to Pasadena Ave.
South Pasadena Freeway Sign & Trail	110 Freeway to Magnolia St)
Snake Trail	between Rollin and Flores De Oro
Stoney Drive Trail	Arroyo Dr. to San Pascual Ave.
Arroyo Seco Bicycle and Pedestrian Trail	Stoney Dr. to West City Boundary near Nature Park
Grevelia Pocket Park	1103 Grevelia St., South Pasadena, CA
Berkshire Pocket Park	2000 Berkshire, Ave., South Pasadena, CA

II. SPORTS FIELDS

Location	Address/Place
Arroyo Park North	614 Stoney Dr. North Fields (Burke, Clarich and Nelson Fields)
Arroyo Park South	614 Stoney Dr. South Field
Orange Grove Field	815 Mission St., South Pasadena, CA

III. CITY FACILITIES

Location	Address/Place
Civic Center	1414 Mission St., South Pasadena, CA
Parking Lots	820 Mound St., 1500 El Centro St., 1001 Edison Ln.
CNG Station	1939 Stoney Dr., South Pasadena, CA
Service Yard	825 Mission St., South Pasadena, CA
San Pascual House	308 San Pascual Ave., South Pasadena, CA

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IV. WATER FACILITIES

Location	**Address/Place**
Garfield Reservoir	416 Garfield Avenue, South Pasadena, CA
Grand Reservoir	624 Hermosa Avenue, South Pasadena, CA
Westside Reservoir	820 Glen Place, South Pasadena, CA
Raymond Tank	1648 Raymond Hill Rd., South Pasadena, CA
Kolle Pump House,	1217 Kolle Ave., South Pasadena, CA
Bilicke Tank,	700 La Portada St., South Pasadena, CA
Wilson Reservoir	545 Adelyn Dr., San Gabriel, CA
Wilson Well 2	311 Bradbury Dr., San Gabriel, CA
Graves Reservoir	2225 El Molino Ave., San Marino, CA

V. MEDIANS & EASEMENTS

Location	**Address/Place**
Hawthorne St. Parkway	Between Orange Grove Ave. and Pasadena Ave.
Huntington Drive Medians	Between Alhambra Road and Garfield Ave.
Fair Oaks Ave. Medians	Between Huntington Dr. and Columbia St.
Huntington Drive and Fair Oaks Ave.	Intersection Medians
Monterey Rd. Medians	Between Orange Grove Ave. and Brent Ave.
Monterey Rd. Medians	At Pasadena Ave.
Pasadena Ave. Medians	Between York Blvd. Bridge and Monterey Rd.
Pasadena Avenue	Between City Limits and Sycamore Ave.
Camden Court Medians	Between Oak St. and Court Ave.
El Cerrito Circle Island	1300 Block of El Cerrito Circle
Stratford Ave. Circle Island	1900 Block of Stratford Ave.
Raymondale Dr. Meridians	Between State St. and Amberwood Dr.
Fletcher Ave. Islands	Between Oak St. and Huntington Dr.
Orange Grove Ave. Medians	Between Charter Oak St. and Columbia St.
Orange Grove Ave. Parkway	Between Oliver St. and Sterling Pl. (West Side)
Sterling Place	At the end of cul-de-sac
State Street Medians	Fair Oaks to 1800 State St.
State Street Parkways	Fair Oaks to 1800 State St.(East Side)
Mound Ave Parkways	900 Block (East Side)
El Centro St. Parkways	East and West sides of Edison Ln.
Stoney Dr. Easement	Lohman Ln. to 110 Freeway

1.02 SCOPE

1. Contractor shall perform completely all work and incidentals appurtenant to each paragraph of this section of the specifications. Any mention herein or indication on the drawings of materials, operations, or methods, requires that the contractor provide each item mentioned if indicated, perform each operation described and provide all necessary labor, equipment, materials and incidentals.

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2. The landscape maintenance shall include complete responsibility for proper care of all landscaping; i.e., irrigation systems, shrubs, lawns, groundcovers and planting on said premises and further described herein; and shall include performance of such services as watering, trimming, pruning, edging, mowing lawns, fertilizing, cultivating, insect and rodent control, weed control, re-sodding and seeding, staking and guying, cleanup of sidewalks and walks, including all items considered related to the performance of landscape maintenance. Contractor shall perform the specific tasks at the location and required frequency as set forth in Exhibit B.

3. All chemicals used in the everyday course of landscape maintenance need to be green/environmentally friendly. The use of hazardous, harmful, or toxic chemicals is prohibited, such as, but not limited to, the following: glyphosate, 2,4-dichlorophenoxyacetic acid (2,4-D), or other chemicals with a risk to human or animal health, a risk to non-target organisms, or potential for contamination of groundwater, surface water or other valued environmental resources. Chemical Safety Data Sheets (SDS) shall be provided by the Contractor upon request.

4. City reserves the right to partner with providers for pilot programs or demonstration projects which may reduce the scope of Contractor's work. Contractor shall receive no additional compensation for any such reduction in their scope of work.

5. Contractor shall report immediately to City any hazard or dangerous condition on public property located within or adjacent to the area of work being performed.

6. Contractor shall execute all responsibilities within this scope in accordance with federal, state, and local regulations, including those listed in the South Pasadena Municipal Code (SPMC). Several sections of the SPMC relevant to this scope, and their corresponding website uniform resource locators (URLs) are listed below:

   South Pasadena Municipal Code Chapter 34 – Trees and Shrubs:

   http://www.codepublishing.com/CA/SouthPasadena/#!/SouthPasadena34.html

   South Pasadena Municipal Code Chapter 19A – Noise Regulations:

   http://www.codepublishing.com/CA/SouthPasadena/#!/SouthPasadena19A.html

   South Pasadena Municipal Code Chapter 19A.12.1 Power yard maintenance equipment

   https://www.codepublishing.com/CA/SouthPasadena/#!/SouthPasadena19A.html

   South Pasadena Municipal Code Chapter 35, Article 35.41-35.43 – Hose Use:

   http://www.codepublishing.com/CA/SouthPasadena/#!/SouthPasadena35.html#35.41

7. All of Contractor's personnel assigned to work on any City Parks, medians, grounds and facilities shall undergo **American Green Zone Alliance (AGZA)** or equivalent accreditation and training. This training shall cover the safety and efficient operation of electric equipment, proper storage and charging procedures of electric equipment,

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competency training for trouble shooting and basic maintenance and repair of electric equipment.

8. The Contractor shall also maintain at least one (1) English-speaking foreman/crew leader on-site at all times. The minimum total regular crew size shall be a minimum of eight (8) full time equivalent regular staff members:

   1 Irrigation Technician
   1 Crew Lead Person
   6 General Laborers
   In addition to the regular staff members, the Contractor must have an irrigation technician and representative from the management team available to provide services as required in the Special Provisions. At the request of the City work may be assigned as needed and directed during normal business hours.

1.03 MATERIALS

All Materials require prior approval by City including fertilizer, weed control, fungicides, herbicides, etc.

A. **Commercial Fertilizer**:

1. Shall be blended for use as specified and may be combined with fungicides, herbicides and insecticides as covered in these specifications. All to be delivered to the job in original sealed packages, with labels attached showing analysis.

2. Sports fields, fertilizer information is included in Tables I, II, III and IV outlining the field maintenance plans. Activity details listed in the tables are subject to modification upon written consent between City and Contractor.

3. Iron, Sequestrene, Iron Chelates, Pelletized Sulfur.

B. **Equipment**:

1. All tools and equipment shall be furnished by Contractor and shall be sufficient in number and design to be capable of effective and efficient discharge of work to be performed. Cutting tools shall be maintained in sharpened condition. The City will not be providing any tools or equipment for the Contractor to perform any service. All tools and equipment to be furnished by the Contractor.

2. Unsatisfactory equipment shall be repaired or replaced. Obsolete, broken equipment of any kind shall be removed from the premises.

3. Tools and equipment shall be maintained in clean condition to avoid spread of weeds.

4. Lawns and sports fields shall be mowed with rotor mowers. Mower blades shall be kept sharp and clean.

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5. City of South Pasadena Municipal Code 19A.12 provides for the use of leaf blowers and other power yard maintenance equipment as relates to hours of operation, noise and dust control.

6. All landscape equipment must meet the requirements of Chapter 19A.12 -19A.12.5(3), and must be electrically powered. Contractor shall have sufficient batteries and equipment to complete the daily required work load to complete the scope of services. No fossil-fuel-powered or gas-powered landscaping equipment may be used. No outdated, polluting power equipment shall be used. Contractor **may not** use a stand-alone fossil fuel generator to charge batteries in the City Parks or City Facilities. Contractor may use City power outlets to charge batteries for power equipment with written permission from the Parks Supervisor or Public Works Operations Manager. City shall retain authority to approve all equipment being used, and may request Contractor to cease use of equipment determined to be unsafe, non-compliant, or unsatisfactory.

7. Lawn Mowing Equipment: Contractor shall supply battery powered turf mowers with six (6) to eight (8) hours of run-time battery capacity per day, under load. Autonomous or remote-controlled equipment may only be used with written permission from the Public Works Operations Manager. If used, autonomous or remote-controlled equipment must addressed in the Contractor's Safety Manual, and a demonstration that adequate training has been provided to equipment operators to ensure the safety and protection of Contractor staff, City staff, members of the public, and other parties in proximity to the use of the equipment.

8. Contractor's Vehicles: While working on City facilities and grounds, the Contractor shall have a magnetized sign placed on both sides of each vehicle identifying "Contractor for the City of South Pasadena". Magnet shall be legible by vehicles passing by the Contractor's vehicle. The Contractor shall submit a proof for City approval before ordering the magnet for their vehicles.

9. Gas Allowance: Gas-powered equipment may be used only for occasional non-routine tasks for which no commercially available electric equipment exists. For example, dethatching aeration in the fall, heavy tree trimming, rototilling compacted areas at playgrounds, and controlling invasive warm season grasses throughout the City. Gas equipment may also be used for contracted enhancement work that required heavy machinery. The use of gas-powered equipment must be approved in writing 48 hours in advance of use by the Public Works Director or their designee. Below is a summary of the tasks that may require the use of gas-powered equipment:

    a. Dethatching, aeration: If needed, Contractor may use a gas-powered zero turn mower once a year in the fall for scalping and dethatching purposes. If needed, Contractor may use a gas-powered aerator in the fall for aerating purposes.

    b. Invasive warm season grasses: If needed, Contractor may use gas-powered zero turn once a year in the spring or summer months to control growth of invasive warm season turf.

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c. Heavy tree trimming: If Contractor is required to perform heavy and substantial tree trimming, vender will be allowed to use gas-powered chain saws as needed to complete the enhancement job if an expedited and professional manner. Gas blowers may not be used for cleanup of heavy and substantial tree trimmings jobs.

d. Pressure washer may be gas but shall meet California Air Resources Control Board Tier 2 compliance.

e. Theft of equipment fleet. The Contractor agrees that in the event of theft of electric equipment that the Contractor may be granted a five-day grace period to replace the equipment and can utilize gas equipment during the grace period. The City must be notified in the event of the theft and the Contractor shall provide the City with a plan to replace the stolen equipment within the five-day grace period.

C. Material:

1. Grass seed for common (non-sports field) turf areas shall be fresh, clean, new crop seed, pre-mixed by mechanical mixer to proportions specified, with minimum purity and germination, which shall be agreed upon by City and Contractor.

2. Grass seed for sports field turf areas shall be fresh, clean, new crop seed, pre-mixed by mechanical mixer to proportions specified, with minimum purity and germination, which shall be agreed upon by City and Contractor.

3. Fungicides, Herbicides and Insecticides shall be recognized brands in general use, approved and complying with all local, state, and federal regulations. All chemicals used in the everyday course of landscape maintenance need to be green/environmentally friendly. Please see section 1.02.3 Scope related to chemical requirements.

4. Irrigation System: Installations shall be consistent with the existing components, including precipitation, size, and flow. Water efficient nozzles should be used wherever feasible. Weather Based Irrigation Controllers should be utilized at all parks in an effort to water efficiently. Instillation shall be consistent with existing components including precipitation, size, and flow.

5. Plant Materials: When not provided by the City, shall be best quality, new stock of size and kinds noted on plans or in other written instructions from the City. Priority selection to drought tolerant plants when and wherever appropriate.

6. Topsoil: Shall be fertile, sandy loam, free from noxious weeds, debris and toxic quantities of mineral salts.

7. Tree Stakes: From time to time, installation of stakes shall be required for tall and new trees. Upkeep of these stakes, including moving the stakes and/or loosening the ties, also required.

8. Tie Materials: Tree ties shall be Twist Brace Tree Support used to attach to lodge poles.

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1.04PLANT REPLACEMENT

Existing planting requiring replacement or relocation due to changes in existing premises, vandalism or from causes due to nature of operations, major accidents or Acts of God, will be replaced by City at its expense or handled under separate agreement. New plantings conceived will be handled under separate agreement. Contractor shall have its own nursery in order to maintain the highest quality plant material available or should have access to a reputable nursery in good standing.

1.05PLANT REPLACEMENT LIABILITY

Where proven neglect on the part of Contractor or their employees have caused damage to planting through improper use of insecticides, herbicides, watering, failure to control rodents, gophers, insects, use of tools and mechanical equipment, conveyances, or through general neglect, Contractor shall repair or replace such damaged planting at their own expense to the satisfaction of City.

1.06CLEAN UP/TRASH REMOVAL/ENVIRONMENT

A. In general, Contractor shall see that the premises are kept neat and clean of foreign debris, however deposited, whether by winds, persons entering or passing by premises, or careless persons. Clean up shall consist of removal of all debris, papers, weeds, cut grass, and removal of fallen limbs when needed on a weekly basis. Weeds growing at curb and sidewalk joints shall be removed. Sidewalks and walks shall be swept at least once a week.

B. Contractor shall clean up after their own work and deposit all debris in containers for removal from the premises. Contractor shall not permit debris to accumulate anywhere on the site. Debris and material generated by Contractor shall be removed from the site by Contractor.

C. Contractor shall pick up the trash at City parks, sport fields, medians, and facilities listed in this Scope of Services. Contractor shall supply trash liner bags.

D. On weekends and Holidays, Contractor shall perform two trash pickups at Garfield, Arroyo and Orange Grove Park Gazebo areas (three locations). Below is the schedule for the weekend and Holiday trash pickups:

    a. November 1 through March 31: Morning trash pickup at all three locations shall be completed before 9:00 am. Afternoon trash pickup at all three locations shall be completed between 12:00 pm and 1:00 pm.

    b. April 1 through October 31: Morning trash pickup at all three locations shall be completed before 10:00 am. Afternoon trash pickup at all three locations shall be completed between 1:00 pm and 2:00 pm.

    City Observed Holidays are as follows:

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1) January 1: New Year's Day*

2) 3rd Monday in January: Martin Luther King, Jr. Birthday

3) 3rd Monday in February: President's Day

4) Last Monday in May: Memorial Day

5) June 19: Juneteenth*

6) July 4: Independence Day*

7) 1st Monday in September: Labor Day

8) November 11: Veteran's Day*

9) 4th Thursday in November: Thanksgiving Day

10) Friday after Thanksgiving

11) December 25: Christmas Day*

At least 48 hours before a Holiday, Contractor shall contact the Parks Supervisor and establish a City staff contact person who will receive notices or notifications on behalf of the City as described in this Scope of Services.

*If a holiday falls on a Saturday, the previous Friday shall be deemed the holiday. If a Holiday falls on a Sunday, the following Monday shall be deemed the holiday. The City shall close each year from December 25 to January 1.

E. No trash, including but not limited to bottles, cans, paper, leaves, tree branches, and/or grass shall be swept or blown into the city's storm drains. In accordance with the state of California's municipal separate storm sewer systems (MS4s), nothing but rain down our drains. When using fertilizers and chemicals, Contractor shall be mindful of not allowing spray or runoff of chemicals into gutters, storm drains, or onto hardscaped/impervious surfaces where there is potential for runoff into those storm systems.

F. Contractor shall dispose of a trash generated as part of services in City provided containers at the City Storage Yard located at Stoney Drive and Lohman Lane. At no time shall trash be dumped on the ground of the City Storage Yard unless there are no containers available and Contractor receives approval from the City representative. Contractor shall be given access code and ensure the access gate is secure upon exiting and departure. Contract will be provided access code, making sure code and ensure access gate is safe upon departure

1.07IRRIGATION SYSTEMS - RESPONSIBILITY, MAINTENANCE, WATERING

After the award of each contract, the Contractor shall inspect and test each irrigation system under this contract and shall promptly inform the City of all deficiencies. The City shall then repair such systems, using either its own forces or that of a contractor (not necessarily the Contractor), and shall then turn the system over to the Contractor. The Contractor will be responsible for maintaining the system at that level of service from that time forward. The

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Contractor must have a separate irrigation management division or similar capabilities in order to properly manage a City irrigation system.

A. Facilities:

1. PARKS & TRAILS

Location	**Address/Place**	**Irrigation Controller Type**
Garfield Park	1000 Mission St. South Pasadena, CA	Automatic
Arroyo Park	614 Stoney Dr., South Pasadena, CA	Automatic
Orange Grove Park	815 Mission St., South Pasadena, CA	Automatic
Heritage Park	913 Meridian Ave., South Pasadena, CA (including Meridian Median between Mission St. and El Centro St.)	Automatic
Eddie Park	2017 Edgewood Dr., South Pasadena, CA	Automatic
Library Park	1000 Oxley St., South Pasadena, CA	Automatic
War Memorial Park	435 Fair Oaks Ave., South Pasadena, CA	Automatic
Arroyo Seco Woodland and Wildlife Park	100 Pasadena Ave., South Pasadena, CA	Automatic
Monterey/Via Del Rey Pocket Parks	839 Monterey Rd., South Pasadena (both sides of Via del Rey at Monterey Road)	Automatic
Camino Verde Pocket Park	399 Camino Verde, South Pasadena, CA	Automatic
San Pascual Park	5668 Via Marisol, Los Angeles, CA (Eastern Section)	Automatic
Dog Park & Skate Park	650 Stoney Dr., South Pasadena, CA	Automatic
Demonstration Garden	1028 Magnolia Ave., South Pasadena, CA	Automatic
Arroyo Drive Trail	110 Freeway to Pasadena Ave.	Automatic
South Pasadena Freeway Sign & Trail	110 Freeway to Magnolia St)	Automatic
Snake Trail	between Rollin and Flores De Oro	Automatic
Stoney Drive Trail	Arroyo Dr. to San Pascual Ave.	Automatic
Arroyo Seco Bicycle and Pedestrian Trail	Stoney Dr. to West City Boundary near Nature Park	None
Grevelia Pocket Park	1103 Grevelia St., South Pasadena, CA	TBD
Berkshire Pocket Park	2000 Berkshire, Ave., South Pasadena, CA	TBD

2. SPORTS FIELDS

Location	**Address/Place**	**Irrigation Controller Type**
Arroyo Park North	614 Stoney Dr. North Fields (Burke, Clarich, and Nelson Fields)	Automatic
Arroyo Park South	614 Stoney Dr. South Field	Automatic
Orange Grove Field	815 Mission St., South Pasadena, CA	Automatic

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3. CITY FACILITIES

Location	Address/Place	Irrigation Controller Type
Civic Center	1414 Mission St., South Pasadena, CA	Automatic
Parking Lots	820 Mound St., 1500 El Centro St., 1001 Edison Ln.	None
CNG Station	1939 Stoney Dr., South Pasadena, CA	None
Service Yard	825 Mission St., South Pasadena, CA	Automatic
San Pascual House	308 San Pascual Ave., South Pasadena, CA	Automatic

4. WATER FACILITIES

Location	Address/Place	Irrigation Controller Type
Garfield Reservoir	416 Garfield Ave., South Pasadena, CA	Automatic
Grand Reservoir,	624 Hermosa Ave., South Pasadena, CA	Automatic
Westside Reservoir	820 Glen Place, South Pasadena, CA	None
Raymond Tank	1648 Raymond Hill Rd., South Pasadena, CA	None
Kolle Pump House,	1217 Kolle Ave., South Pasadena, CA	None
Bilicke Tank,	700 La Portada St., South Pasadena, CA	None
Wilson Reservoir	545 Adelyn Dr., San Gabriel, CA	Automatic
Wilson Well 2	311 Bradbury Dr., San Gabriel, CA	None
Graves Reservoir	2225 El Molino Ave., San Marino, CA	Automatic

V. MEDIANS & EASEMENTS

Location	Address/Place	Irrigation Controller Type
Hawthorne St. Parkway	Between Orange Grove Ave. and Pasadena Ave.	Automatic
Huntington Drive Medians	Between Alhambra Road and Garfield Ave.	Automatic
Fair Oaks Ave. Medians	Between Huntington Dr. and Columbia St.	Automatic
Huntington Drive and Fair Oaks Ave.	Intersection Medians	Automatic
Monterey Rd. Medians	Between Orange Grove Ave. and Brent Ave.	Automatic
Monterey Rd. Medians	At Pasadena Ave.	Automatic
Pasadena Ave. Medians	Between York Blvd. Bridge and Monterey Rd.	Automatic
Pasadena Avenue	Between City Limits and Sycamore Ave.	Automatic
Camden Court Medians	Between Oak St. and Court Ave.	Automatic
El Cerrito Circle Island	1300 Block of El Cerrito Circle	Automatic
Stratford Ave. Circle Island	1900 Block of Stratford Ave.	Automatic
Raymondale Dr. Meridians	Between State St. and Amberwood Dr.	Automatic
Fletcher Ave. Islands	Between Oak St. and Huntington Dr.	Automatic
Orange Grove Ave. Medians	Between Charter Oak St. and Columbia St.	Automatic

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Location	Address/Place	Irrigation Controller Type
Orange Grove Ave. Parkway	Between Oliver St. and Sterling Pl. (West Side)	Automatic
Sterling Place	At the end of cul-de-sac	Automatic
State Street Medians	Fair Oaks to 1800 State St.	Automatic
State Street Parkways	Fair Oaks to 1800 State St.(East Side)	Automatic
Mound Ave Parkways	900 Block (East Side)	None
El Centro St. Parkways	East and West sides of Edison Ln.	Automatic
Stoney Dr. Easement	Lohman Ln. to 110 Freeway	None

B. Standards:

1. Contractor shall reference and implement the 2014 Landscape Irrigation Best Management Practices developed by the Irrigation Association and the American Society of Irrigation Consultants in the management of landscape water resources, in order to maintain a healthy and functional landscape.

2. Contractor's irrigation shall maintain a healthy and verdant landscape in all work areas, except as required under drought conditions by state and local regulations.

C. Methods:

1. Landscape areas are covered by irrigation systems, hose bibs, etc. All areas and planting pots shall be inspected on a weekly basis by the Contractor to ensure the Contractor is appropriately applying water, as to not underwater or overwater the landscaped area. In addition, Contractor shall test all stations at least weekly to make sure the system is running efficiently and not wasting water. The purposes of the test are to determine:

   (a) the proper operation of the system and

   (b) the need for repair to controllers, valves, risers, sprinkler heads, etc.

   A written report on system problems shall be given to the Parks Supervisor or Public Works Operations Manager the following day. The sprinkler systems should not be depended upon solely to meet the total watering requirements under all conditions.
2. Valve boxes must be securely replaced when damaged and excessive wet or dry areas eliminated areas eliminated. A comprehensive report must be included with the written report on system problems on the following day.

3. Semi-automatic mechanical valve actuators have been provided at each valve for the Contractor's convenience. The Contractor shall provide a "Watering Schedule" to the City for review and acceptance. This schedule shall list the number of minutes that each valve is to be set for at each time of watering. Contractor shall be responsible for setting timing of valve actuators to comply with said schedule. The Contractor is required to work with City staff to improve irrigation efficiency of the watering schedule.

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4. Areas to be watered shall receive adequate water, without flooding or creating bog like conditions, at a frequency designated by the "Watering Schedule." Whenever using a hose and watering by hand, the hose must be equipped with a nozzle that has an on/off valve.

5. Watering days on the Contractor provided "Watering Schedule" shall be timed so as not to inconvenience the on-site personnel or operations. Hand watering shall not be permitted to wet parked cars. Contractor shall be responsible to shut off the irrigation system before it rains if rain is forecasted. Contractor can resume irrigating 48 hours after the rain has ceased.

6. Contractor shall water adequately as required for specific planting and seasonal changes, taking precautions not to create bog-like conditions or damage to landscaping, hardscaping, or structures.

7. During extremely hot weather and extended Holiday periods, and during or following breakdown of systems or water supply, Contractor shall supply at their own expense, and no additional charge under the contract, the personnel required to adequately water all landscaped areas. Dry areas which develop in lawn or groundcover areas shall receive supplemental manual irrigation until such time as the condition is alleviated.

8. Contractor shall obey all laws, codes, regulations, and policies associated with watering of landscaping and use of water.

D. Maintenance:

Contractor shall be responsible for the complete operation and maintenance of the irrigation systems except as noted herein:

1. Contractor shall repair all broken hose bib risers, regularly inspect for and replace or repair all broken sprinkler risers, fitting, lines and sprinkler heads; remove foreign matter of any kind to insure proper operation of sprinklers; and flush lines when required to remove foreign matter from systems. Contractor shall be responsible for the maintenance of controllers, control valves, irrigation distribution lines, irrigation pressure lines, risers, swing joints and heads. Repair or replacements of controllers, control valves, anti-siphon valve, etc. require prior approval and supervision of City.

2. Contractor shall be responsible to report immediately to City any malfunction of mechanical valve actuators, anti-siphon valves, damages to mains and damages caused by others. During the period malfunctions exist, Contractor shall water manually by whatever means necessary. Dry conditions shall not be permitted to develop. Water mains shall not be turned off without prior authorization from City.

3. Contractor shall verify that pop-up sprinkler heads are in retracted position before mowing or edging lawns. Sprinkler heads damaged by mowers and edgers shall be replaced by Contractor at their expense. Lawns shall not be permitted to suffer due to head damage.

4. Grass shall be neatly trimmed away from sprinkler heads and valve boxes to insure proper operation. A circular cutter may be used for this purpose, but under no

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circumstances, either is the sod to be removed leaving holes larger than head diameter nor is weed killer to be used.

5. Groundcovers are to be kept trimmed away from sprinkler heads by tapering away from head. Under no circumstance shall holes be cut into groundcovers. Head risers shall be extended as necessary to provide un-obstructed throw of water.

6. Materials required for irrigation systems maintenance due to normal wear, extension, or sprinkler risers on lawn or shrub heads, etc., shall, at City's discretion, either be furnished by the City or paid for by City at Contractor's actual cost. All damaged, broken or otherwise inoperable or unusable parts so replaced shall be turned over to City's representative in order to be eligible for reimbursement. Invoices for such material replacement shall be submitted by Contractor at the end of each month.

7. Where damage to irrigation systems including valve covers has been caused by Contractor's negligence, repair and replacement materials and labor shall be furnished by contractor at their own expense. All materials shall be of equal or better quality than that originally installed. Substitutions must be approved by the Park Supervisor/Public Works Operations Manager‘. All repairs and replacements shall be made in a careful, workman-like manner.

1.08 LAWNS/TURF

A. General:

1. Contractor shall maintain all lawns in top condition at all times through the practice of regular mowing, seeding, watering, fertilizing, and aerating in accordance with these specifications. Lawn shall have a well-tended appearance.

2. All City facilities with turf/lawn shall be mowed per the requirements of this Scope of Services. The Arroyo Sports Fields, and Orange Grove Park shall be mowed twice per week during the warm season (April 15 to October 15).

3. Mowing shall not remove more than 50% of vegetative growth. Grass generally shall not exceed four (4) inches in height. Mowing heights of other than Bermuda grass shall generally be between two (2) to three (3) inches, using a mower. Bermuda grass sport fields shall be mowed at one and a half (11/2) inches in height using a mower. Turf shall be cut at a uniform height. Keep blades sharp and mowing equipment to be kept sufficient to prevent grass blade bruising, tearing, and shredding. Clippings shall be caught in a grass catcher, collected and removed from the premises. Grass clippings that are finely cut may be left in place. Mowing pattern will be varied weekly where possible to reduce jutting and compaction of grade. Contractor shall coordinate mowing and irrigation schedules so that the grass is not mowed while it is wet.

4. Edges shall be trimmed at each mowing, including trimming around walls and fences, trees, shrubs, sprinkler heads, valves, curbs, planting beds, utility poles, sign posts, playground equipment and other items located in lawns. The trimming must be done on the same day as the mowing. At the conclusion of each visit, walks adjacent to work area

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shall be blown clean. Under no circumstance shall Contractor blow trimmings into the public right of way. Water shall not be used to clear walks clear of trimmings.

5. Grass shall not be allowed to invade plant and other areas not intended to be lawn. Care should be taken not to damage sprinkler heads, plantings, walks and buildings with equipment. Curbs, gutters, walks and driveways shall be left in a clean condition after each mowing. Excessive amounts of leaves, papers and other debris shall not be allowed to accumulate on lawns. Mowing shall not be done when soil is too wet; avoid compaction of turf.

6. Weeds of any kind shall not be permitted to become established in lawns. Contractor shall submit to City for approval a weed abatement program that keeps the lawns as nearly as possible to a weed-free condition stating which products will be used for‘ those weeds now in existence, at what rate they will be applied, and at what schedule during the year’. Lawns shall receive at least two applications per year of broad spectrum herbicide for the control of crabgrass and other common lawn weeds. Mow lawns before applying. Additional applications of herbicides shall be made when necessary to complete eradication of specific weed problems not covered by the use of herbicide. Product shall be applied according to manufactures directions.

7. Provide work schedule for rainy days and dormant seasons for alternate work. Days of week to be on job site including Holiday schedule.

8. Perform the following maintenance services to sport fields at Arroyo and Orange Grove parks: Dethatching, core aerating, remove cores, top dress with medium, fertilizing, reseeding or stolons, irrigation, top dress seeds at a frequency of two times per year. All areas designated for re-seeding shall be groomed and dethatched for the purpose of top dressing with seed and organic matter. Areas shall be posted and closed to the public until germination and first mowing is completed. Dethatching shall be with a mechanical de-thatcher to remove built or organic matter in turf areas.

9. The spreading of mulch shall depend on the type of mulch provided by the City. Tree shavings shall be used around shrub areas or to suffocate weeds. Composted fine mulch will be used for re-seeding or top dressing in turf areas. The material will be spread along planting areas and barren areas for weed prevention and moisture retention.

B. Fertilizing Lawn/Turf:

1. Lawns (except for sports fields) shall be fertilized per Table I. Applications will consist of pelleted formula as agreed upon by City and Contractor Sports fields at Orange Grove, Arroyo South and Arroyo North use different materials at different times per Tables II, III, and IV.

2. All materials shall be applied at times and in amounts shown for each feeding.

3. Fertilizer shall be distributed evenly over lawn when dry, using calibrated spreader. Do not overlap materials and cause burning of turf, dark streaks, etc. Sweep off pavements and water in immediately.

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4. Where herbicides, fungicides, or insecticides are required, these materials, in the amounts according to the manufacturer's directions, shall be added where compatible to the fertilizer specified. All products shall be combined and blended at factory, delivered in original packages, and applied as previously specified.

5. Additional insecticides, fungicides and herbicides applications shall be required as noted. These may be in liquid spray form. Herbicides shall not be applied during windy conditions. All chemicals used in the everyday course of landscape maintenance need to be green/environmentally friendly. Please see section 1.02.3 Scope related to chemical requirements.

6. Soil Compaction

    a. Contractor shall not engage in activities that foster the compaction of the soil; i.e., driving of vehicles on turf or riding equipment on soggy soil.

    b. Contractor shall aerate the athletic sports fields per the maintenance schedule in Tables II, III and IV. Aeration shall be accomplished by the use of a tractor drawn tine aerator. Proper soil moisture shall be present to insure that plugs are removed to a minimum depth of three inches. All plugs shall be broken up and removed from the sports fields on the day they are generated. Sprinkler heads shall be flagged to prevent damage to the irrigation system.

7. Insect, Fungi and Rodent Control

    a. Contractor shall maintain continuous control against insects, leaf hopper, red spider, cut- worms, sod web worm (Lawn Moth) and other insects by the use of appropriate insecticides. Insecticides should not be applied above certain temperatures (check with manufacturer) or during wind.

    b. Fungi shall be controlled by appropriate combination of watering practices, aeration and treating when specified. Additional applications shall be made when necessary to obtain control of rust and other fungi.

    c. Mounds and holes on the sports fields shall be filled with dirt at the time of each mowing by contractor. All chemicals used in the everyday course of landscape maintenance need to be green/environmentally friendly. Please see section 1.02.3 Scope related to chemical requirements.

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TABLE I

LIBRARY, GARFIELD PARK, EDDIE PARK AND WAR MEMORIAL PARK

MAINTENANCE PLAN

Materials utilized shall comply with the related sections of the scope of work or as agreed to by City and Contractor

Date	**Activity**	**Responsible Organization**
March	Apply appropriate fertilizer	Contractor
May	Apply appropriate fertilizer	Contractor
August	Apply appropriate fertilizer	Contractor
September	Dethatch, aerate, reseed, apply top dressing	Contractor
November	Apply appropriate fertilizer	Contractor

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TABLE II

ARROYO SOUTH MAINTENANCE PLAN

Materials utilized shall comply with the related sections of the scope of work or as agreed to by City and Contractor

December - January	Verticut, dethatch, seed prep, overseed sports turf (Trifecta II at 7-10 lbs. / 1,000 sf.), install water retention product Hydretain at 2.7 lbs./1000 sf.)	Contractor
February	Aeration of the field with hollow tine and apply gypsum (5lbs./1,000 sf.)	Contractor
February	Apply appropriate fertilizer	Contractor
February	Weed control, post emergent application to control broadleaf weeds	Contractor
March - October	Spot treatment of weed control, post emergent to control broadleaf weeds	Contractor
March	Aeration of the field with hollow tine	Contractor
March	Rototil of infields	Contractor
March	Apply Dimension 270G herbicide to prevent crabgrass germination at a rate of 3-4 lbs./1,000 sf.	Contractor
April	Aeration of the field with hollow tine and apply gypsum (5lbs./1,000 sf.)	Contractor
April	Apply appropriate fertilizer	Contractor
April	Start of the warm season, increase irrigation	Contractor
May	Aeration of the field with hollow tine	Contractor
June	Aeration of the field with hollow tine and apply gypsum (5 lbs./1,000 sf.)	Contractor
June	Rototil of infields	Contractor
July	Veiticut, dethatch, seed prep, overseed sports turf, install water retention product	Contractor
August	Apply slow release fertilizer at a rate of 3.2lbs./1,000 sf.	Contractor
September	Aeration of the field with hollow tine	Contractor

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October	Aeration of the field with hollow tine and apply gypsum (5lbs./1,000 sf.)	Contractor
October	Apply slow release fertilizer	Contractor
October	End of the warm season, decrease irrigation	Contractor
November	Aeration of the field with hollow tine	Contractor

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TABLE III

ARROYO NORTH MAINTENANCE PLAN

Materials utilized shall comply with the related sections of the scope of work or as agreed to by City and Contractor

December - January	Verticut, dethatch, seed prep, overseed sports turf, install water retention product	Contractor
February	Aeration of the field with hollow tine and apply gypsum (5lbs./1,000 sf.)	Contractor
February	Apply appropriate fertilizer	Contractor
February	Weed control, post emergent application to control broadleaf weeds	Contractor
March	Aeration of the field with hollow tine	Contractor
March	Rototil of infields	Contractor
March	Apply Dimension 270G herbicide to prevent crabgrass germination at a rate of 3-4 lbs./1,000 sf.	Contractor
April	Aeration of the field with hollow tine and apply gypsum (5lbs./1,000 sf.)	Contractor
April	Apply appropriate fertilizer	Contractor
April	Start of the warm season, increase irrigation	Contractor
May	Aeration of the field with hollow tine	Contractor
June	Aeration of the field with hollow tine and apply gypsum (5 lbs./1,000 sf.)	Contractor
June	Rototil of infields	Contractor
July	Veiticut, dethatch, seed prep, overseed sports turf , install water retention product	Contractor
August	Apply slow release fertilizer	Contractor
September	Aeration of the field with hollow tine	Contractor
October	Aeration of the field with hollow tine and apply gypsum (5lbs./1,000 sf.)	Contractor
October	Apply slow release fertilizer	Contractor
October	End of the warm season, decrease irrigation	Contractor
November	Aeration of the field with hollow tine	Contractor

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TABLE IV

ORANGE GROVE MAINTENANCE PLAN

Materials utilized shall comply with the related sections of the scope of work or as agreed to by City and Contractor

November-January	Veiticut, dethatch, seed prep, overseed sports turf, install water retention product	Contractor
February	Aeration of the field with hollow tine and apply gypsum (5lbs./1,000 sf.)	Contractor
February	Apply appropriate fertilizer	Contractor
February	Weed control, post emergent application to control broadleaf weeds	Contractor
March - October	Spot treatment of weed control, post emergent to control broadleaf weeds	Contractor
March	Aeration of the field with hollow tine	Contractor
March	Rototil of infields	Contractor
March	Apply Dimension 270G herbicide to prevent crabgrass germination at a rate of 3-4 lbs./1,000 sf.	Contractor
April	Aeration of the field with hollow tine and apply gypsum (5lbs./1,000 sf.)	Contractor
April	Apply appropriate fertilizer	Contractor
April	Start of the warm season, increase irrigation	Contractor
May	Aeration of the field with hollow tine	Contractor
June	Aeration of the field with hollow tine and apply gypsum (5 lbs./1,000 sf.)	Contractor
June	Rototil of infields	Contractor
July	Veiticut, dethatch, seed prep, overseed sports turf install water retention product	Contractor
August	Apply slow release fertilizer	Contractor
September	Aeration of the field with hollow tine	Contractor
October	Aeration of the field with hollow tine and apply gypsum (5lbs./1,000 sf.)	Contractor
October	Apply slow release fertilizer	Contractor
October	End of the warm season, decrease irrigation	Contractor

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November	Aeration of the field with hollow tine	Contractor

1.09GROUNDCOVERS

A. General:

1. Groundcovers shall be inspected weekly. Maintenance shall include removal of all debris, including leaves, branches, papers, bottles, etc.
2. Weeds shall be removed weekly. Bermuda grass and other noxious weeds shall not be allowed to become established in these areas. Weeds shall be completely removed, including roots, rhizomes, and stolons. Pre-emergent weed killer may be used after cultivation.
3. All groundcovers shall be pruned, sheared and thinned neatly away from shrubs, trees, walks and header boards, etc. Edges of groundcovers shall be thinned out and tapered away from walks, header boards and shrubs. DO NOT TRIM VERTICALLY.
4. All groundcovers at the Freeway Sign shall be trimmed around the rock letters, curbs and perimeter of the area to provide a uniform appearance.

B. Fertilizer:

1. A balanced, pelleted commercial fertilizer shall be broadcast evenly on ground cover and related shrub areas per the maintenance plans listed in Tables II, III, IV, and shall be watered and cultivated in thoroughly where conditions permit.
2. All groundcover areas shall be deep irrigated weekly (at night), weather requiring
3. Contractor shall maintain constant controls against insects, rodents and snails.
4. Barren areas shall be replanted (see Plant Replacement and Plant Replacement Liability).

1.10 SHRUB GROUNDCOVERS

A. Groundcover shall be controlled where spreading over walks by pruning back to nearest branch fork and removing dead wood.

1.11 SHRUBS, PLANTS AND TREES

General maintenance of shrubs, plants and trees shall include:

1. Weekly watering of all areas per the "watering schedule".
2. Removal of spent flowers and flower spikes; removal of all leaves and debris from plant areas weekly.
3. Regular cultivation of all plant areas.

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4. Removal of weeds. Bermuda grass shall be traced to source and all roots and stolon removed or sprayed with approved weed killer; all weeds and debris shall be removed from the premises.

5. Plants shall be hosed off monthly to remove accumulations of dirt and soot.

6. Pruning shall be performed continually. Contractor shall not allow plants to develop stray, undesirable growth.

7. Insect and rodent control.

8. Fertilizing of shrubs and perennials in accordance with the fertilizer indicated for groundcovers. All fertilizers shall be applied evenly by hand and lightly cultivated into soil, with thorough watering to follow. Shrubs located in groundcover areas will not require additional fertilizing. All chemicals used in the everyday course of landscape maintenance need to be green/environmentally friendly. Please see section 1.02.3 Scope related to chemical requirements.

9. Shrubs shall be trimmed as needed at established maintenance height.

10. Plants that grow as clumps must be divided as part of regular maintenance. Divides can be in half or other fractions depending on plant vigor. These plants can be used elsewhere to enhance vegetation and landscape at the direction of the Director of Public Works, or their representative.

11. All flower plants shall be cleaned and opened to a natural appearance. The Bird of Paradise and facial plants shall be dead-headed.

12. All low growing branches of trees that interfere with the clear passage of pedestrians shall be skirted or trimmed to provide a height clearance of nine-feet (9'). Contractor shall look for dangers or hazards posed by trees, and such conditions shall be reported to the City.

1.12 ROSES

A. Fertilizing

1. Roses are to be fertilized in March, May, August, and October. A balanced, pelleted commercial fertilizer shall be broadcast evenly on ground at the rate of 8 pounds per 1,000 square feet.

B. Pruning

1. Prune annually during the last two weeks in January, or as scheduled by the Park Supervisor/Public Works Operations Manager.

2. Remove 1/3 to 1/2 of the old canes. Prune away from the middle. Have eye, or young bud, facing out in the direction the plant is to grow. Prune 1/8 inch to 1/4

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inch above the bud at an angle. All leaves and sucker‘s will be removed and the bed raked clean.

3. Old blooms will be removed on a regular basis.

C. Watering

1. Weekly watering of all roses as per the “watering schedule”.

1.13 CONTROL OF INSECTS, RODENTS AND OTHER PESTS

A. Contractor and their employees shall be entirely familiar with the use of all insecticides and chemicals of any kind intended for use as regards laws, proper types, rates of application, temperatures at which to be applied, etc. Please see section 1.02.3 Scope related to chemical requirements.

B. Contractor shall maintain adequate equipment, sprayers, dusters, etc., on the job for emergency spot controls of insects. Larger equipment and materials shall be supplied when required.

C. An adequate supply of basic insecticides, fungicides, properly packaged and labeled, shall be maintained for use.

D. Contractor shall maintain proper controls by spraying at such frequency and in such amounts as necessary to prevent insect infestations.

E. Control of chewing and sucking insects shall be performed at least twice a year (late winter or early spring, and summer) or as required to maintain control and prevent damage to plantings. Appropriate insecticides for the required purposes shall be applied with power sprayer. Care shall be exercised not to damage buildings, planting or adjacent materials by improper use of insecticides (amounts, high temperature) or of equipment.

F. Snails, slugs and similar pests shall be controlled by Contractor as needed.

G. Notwithstanding any previously identified chemicals contractor shall be prohibited from applying any pesticide or insecticide that is a neonicotinoid. Please see section 1.02.3 Scope related to chemical requirements.

1.14 FUNGI, MILDEW AND PATHOLOGICAL PROBLEMS

Contractor shall control fungi, mildew, and other pathological problems in work areas. Where necessary, Contractor shall apply fungicide. Please see section 1.02.3 Scope related to chemical requirements.

1.15 CULTIVATING

Contractor shall cultivate areas between shrubs, groundcovers, and trees for the removal of weeds, as well as aeration ad application of fertilizer and water. Please see section 1.02.3 Scope related to chemical requirements.

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1.16 MISCELLANEOUS MAINTENANCE PROVISIONS

Contractor shall, as part of this contract perform the following services in accordance with the frequency specified below, unless specified in the locations and frequencies listed in this Scope of Services:

1. Inspect erosion in work areas daily, correct minor erosion, and immediately report major erosion to the Parks Supervisor.
2. Inspect catch basins, concrete swales, drain lines, and area drains in parks, trails, sports fields, and facilities daily. Clean/clear debris as necessary daily.
3. Inspect work areas daily for vandalism and defacement, graffiti, collections of items, and required repairs. Correct minor issues, and immediately report major issues to the Parks Supervisor.
4. Clean all barbecue pits weekly.
5. Sweep/blow parking lots daily at the parks, trails, sports fields, and facilities.
6. Plant shrubs, groundcover, and trees at the request of the Parks Supervisor.
7. All hard surface areas are to be swept with a broom or cleared with an electric blower daily, except for sanitary purposes when power-washing is necessary or as specifically called for in these specifications. City of South Pasadena Municipal Code 35.41 hose use prohibits the use of water to clean areas that can be swept with a broom.
8. Tennis courts, bleacher areas, picnic areas, tables, and rubber playground surface are to be power washed monthly, unless specified more frequently in this Scope of Services. A Contractor furnished motorized power washer will be used to wash the picnic table and surrounding area from all food stains and other type of stains. The area will be kept clean and stain free. Contractor shall coordinate the power washing times with the Parks Supervisor that will have minimum disruption to the facility. The Contractor is responsible for posting any signage, barricades and/or caution tape required for to allow the Contractor to perform the services.
9. Contractor shall rake and grade play areas at Orange Grove, Arroyo, Garfield, and Eddie parks weekly, including dress up, cleaning and rototilling to a depth of six (6) inches for the sand or engineered wood fibers..
10. Supply and refill the bags for the dog waste stations weekly.
11. On Saturday, Sunday and Holidays the Contractor shall unlock the park restrooms at Orange Grove Park, Arroyo Park and Garfield Park before 7:00 a.m. City staff or Janitorial Services Contractor shall unlock park restrooms on other days.

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Exhibit B
Costs

Parkwood Landscape Maintenance, Inc.

Section	Item No.	Item Description	Required Frequency	Bid Item Price
Eddie Park	A001	Mowing with rotary mower: recreational area, lawn, and parkway	Weekly	$ 248.00 (per week)
Eddie Park	A002	Edging, trimming all areas after mowing	Weekly	$ 61.00 (per week)
Eddie Park	A003	Sweep/blow all concrete areas, picnic area, steps, recreational area and sidewalks around the parkway and cleaning up leaves, litter and debris	Weekly	$ 80.00 (per week)
Eddie Park	A004	Detailing and trimming flowers and shrubs in flower beds, planters	Weekly	$ 60.00 (per week)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Eddie Park	A005	Picking up and emptying trash seven days per week M-T-W-Th-F-Sat-Sun	Weekly	$ 40.00 (per week)
Eddie Park	A006	Weed control throughout the Park	Weekly	$ 30.00 (per week)
Eddie Park	A007	Preventative maintenance (PM) irrigation: maintain and repair	Weekly	$ 50.00 (per week)
Eddie Park	A008	Field maintenance plan (per Table I)	Monthly	$ 129.00 (per month)
Eddie Park	A009	Cultivating and/or mulching planter beds	Monthly	$ 129.00 (per month)
Eddie Park	A010	Power wash picnic area and tables	Weekly	$ 28.00 (per week)
Eddie Park	A011	Filling dog waste stations	Weekly	$ 30.00 (per week)
Eddie Park	A012	Dress up engineered wood fiber (EWF) in the play areas	Weekly	$ 30.00 (per week)
Garfield Park	A013	Mowing with rotary mower: recreational area, lawn, and parkway	Weekly	$ 655.00 (per week)
Garfield Park	A014	Edging, trimming all areas after mowing	Weekly	$ 96.00 (per week)
Garfield Park	A015	Sweep/blow all concrete areas gazebo picnic area, steps, recreational area and sidewalks around the parkway and cleaning up leaves, litter and debris	Weekly	$ 149.00 (per week)
Garfield Park	A016	Blowing leaves, weeding and cleanup of tennis courts	Weekly	$ 93.00 (per week)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Garfield Park	A017	Power washing tennis courts (high pressure nozzle)	Monthly	$ 198.00 (per month)
Garfield Park	A018	Power washing gazebo and picnic area (high pressure nozzle)	Weekly	$ 37.00 (per week)
Garfield Park	A019	Power wash playground rubber surface (high pressure nozzle)	Monthly	$ 162.00 (per month)
Garfield Park	A020	Picking up and emptying all trash cans M-T-W-Th-F-Sat-Sun	Weekly	$ 37.00 (per week)
Garfield Park	A021	Unlock the park restrooms Friday, Saturday, Sunday & Holidays before 7:00 am	Weekly	$ 19.00 (per week)
Garfield Park	A022	Additional afternoon trash pickup of gazebo trash cans on Saturday, Sunday & Holidays April 1 - October 31 Trash pickup between 1pm & 2pm November 1 - March 31 Trash pickup between 12pm & 1pm	Weekly	$ 51.00 (per week)
Garfield Park	A023	Weed control throughout the Park	Weekly	$ 97.00 (per week)
Garfield Park	A024	PM irrigation: maintain and repair	Weekly	$ 37.00 (per week)
Garfield Park	A025	Field maintenance plan (per Table I)	Monthly	$ 242.00 (per month)
Garfield Park	A026	Rose maintenance including fertilization and pruning	Monthly	$ 163.00 (per month)
Garfield Park	A027	Clean BBQ pits (Fridays in preparation for Weekend Rentals)	Weekly	$ 19.00 (per week)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Garfield Park	A028	Re-planting	Annually	$ 992.00 (per year)
Garfield Park	A029	Detailing and trimming flowers and shrubs in flower beds, planters	Weekly	$ 19.00 (per week)
Garfield Park	A030	Clearing turf around valve boxes	Weekly	$ 19.00 (per week)
Garfield Park	A031	Rototill sand area equipment, rake, grade and clean sand play area including setting sand under slide	Weekly	$ 37.00 (per week)
Garfield Park	A032	Filling dog waste stations	Weekly	$ 19.00 (per week)
Heritage Park	A033	Mowing with rotary mower: including lawn area and parkway	Weekly	$ 16.00 (per week)
Heritage Park	A034	Edging, trimming all areas after mowing	Weekly	$ 5.00 (per week)
Heritage Park	A035	Blowing and cleaning up leaves and debris including the concrete areas, plaza, median and sidewalk and cleaning up leaves, litter and debris	Weekly	$ 140.00 (per week)
Heritage Park	A036	Picking up and emptying trash seven days per week M-T-W-Th-F-Sat-Sun	Weekly	$ 26.00 (per week)
Heritage Park	A037	Spreading mulch	Monthly	$ 3.00 (per month)
Heritage Park	A038	Detailing shrubs and flower beds	Weekly	$ 21.00 (per week)
Heritage Park	A039	PM irrigation: maintain and repair	Weekly	$ 21.00 (per week)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Library Park	A040	Mowing with rotary mower: including lawn area and parkway	Weekly	$ 394.00 (per week)
Library Park	A041	Edging, trimming all areas after mowing	Weekly	$ 41.00 (per week)
Library Park	A042	Sweep/blow all concrete areas, steps, and sidewalks around the parkway and cleaning up leaves, litter and debris	Weekly	$ 87.00 (per week)
Library Park	A043	Picking up and emptying trash seven days per week M-T-W-Th-F-Sat-Sun	Weekly	$ 58.00 (per week)
Library Park	A044	Weed control throughout the Park	Weekly	$ 116.00 (per week)
Library Park	A045	Field maintenance plan (Per Table I)	Monthly	$ 284.00 (per month)
Library Park	A046	PM irrigation: maintain and repair	Weekly	$ 87.00 (per week)
Library Park	A047	Detailing and trimming flowers and shrubs in flower beds, planters	Weekly	$ 117.00 (per week)
Library Park	A048	Spread mulch	Monthly	$ 111.00 (per month)
Library Park	A049	Re-planting	Semi-annually	$ 372.00 (per 6 months)
Library Park	A050	Manual Water Containers in front of Library, Senior Center Patio & Plants outside of the Community Room	Weekly	$ 22.00 (per week)
War Memorial Park	A051	Mowing with rotary mower: including lawn area and parkway	Weekly	$ 183.00 (per week)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
War Memorial Park	A052	Edging, trimming all areas	Weekly	$ 33.00 (per week)
War Memorial Park	A053	Sweep/blow all concrete areas, steps, and sidewalks around the parkway and cleaning up leaves, litter and debris	Weekly	$ 53.00 (per week)
War Memorial Park	A054	Sweep/blow Oaklawn Bridge	Weekly	$ 14.00 (per week)
War Memorial Park	A055	Weed control throughout the Park	Weekly	$ 53.00 (per week)
War Memorial Park	A056	Field maintenance plan (Per Table I)	Monthly	$ 130.00 (per month)
War Memorial Park	A057	PM irrigation: maintain and repair	Weekly	$ 53.00 (per week)
War Memorial Park	A058	Detailing and trimming flowers and shrubs in flower beds, planters	Weekly	$ 20.00 (per week)
War Memorial Park	A059	Spread mulch	Monthly	$ 22.00 (per month)
War Memorial Park	A060	Clean Swale	Weekly	$ 27.00 (per week)
Orange Grove	A061	Mowing with rotary mower: recreational area, lawn, sports field, and parkway (once a week, except for twice a week during the warm season April 15 to October 15)	Twice Weekly	$ 614.00 (per week)
Orange Grove	A062	Edging, trimming all areas after mowing (once a week, except for twice a week during the warm season April 15 to October 15)	Twice Weekly	$ 81.00 (per week)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Orange Grove	A063	Sweep/blow all concrete areas gazebo picnic area, steps, bleachers, dugouts, and sidewalks around the parkway and cleaning up leaves, litter and debris	Weekly	$ 130.00 (per week)
Orange Grove	A064	Blowing leaves, weeding and cleanup of tennis courts	Weekly	$ 65.00 (per week)
Orange Grove	A065	Power washing tennis courts (high pressure nozzle)	Weekly	$ 65.00 (per week)
Orange Grove	A066	Power washing gazebo and picnic area (high pressure nozzle)	Weekly	$ 81.00 (per week)
Orange Grove	A067	Power wash playground rubber surface (high pressure nozzle)	Monthly	$ 210.00 (per month)
Orange Grove	A068	Picking up and emptying all trash cans M-T-W-Th-F-Sat-Sun	Weekly	$ 130.00 (per week)
Orange Grove	A069	Unlock the park restrooms Fridays Saturday, Sunday & Holidays before 7:00 am	Weekly	$ 16.00 (per week)
Orange Grove	A070	Additional afternoon trash pickup of gazebo trash cans on Saturday, Sunday & Holidays April 1 - October 31 Trash pickup between 1pm & 2pm November 1 - March 31 Trash pickup between 12pm & 1pm	Weekly	$ 33.00 (per week)
Orange Grove	A071	PM irrigation: maintain and repair	Weekly	$ 65.00 (per week)
Orange Grove	A072	Field maintenance plan (Per Table IV)	Monthly	$ 499.00 (per month)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Orange Grove	A073	Detailing and trimming flowers and shrubs in flower beds, planters	Weekly	$ 48.00 (per week)
Orange Grove	A074	Rake, grade and clean sand play area including setting sand under slide	Weekly	$ 21.00 (per week)
Orange Grove	A075	Pruning Bougainvillea hedges throughout park	Monthly	$ 228.00 (per month)
Orange Grove	A076	Filling dog waste stations	Weekly	$ 13.00 (per week)
Orange Grove	A077	Remove Gopher Mounds	Weekly	$ 7.00 (per week)
Arroyo Park and Sports Fields	A078	Mowing with rotary mower: recreational area, lawn, sports field, and parkway (once a week, except for twice a week during the warm season April 15 to October 15)	Twice Weekly	$ 995.00 (per week)
Arroyo Park and Sports Fields	A079	Edging, trimming all areas after mowing(once a week, except for twice a week during the warm season April 15 to October 15)	Twice Weekly	$ 125.00 (per week)
Arroyo Park and Sports Fields	A080	Sweep/blow all concrete areas gazebo picnic area, steps, bleachers, dugouts, and sidewalks around the parkway and cleaning up leaves, litter and debris	Weekly	$ 99.00 (per week)
Arroyo Park and Sports Fields	A081	Power washing gazebo and picnic area (high pressure nozzle)	Weekly	$ 198.00 (per week)
Arroyo Park and Sports Fields	A082	Picking up and emptying all trash cans M-T-W-Th-F-Sat-Sun	Weekly	$ 97.00 (per week)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Arroyo Park and Sports Fields	A083	Unlock the park restrooms (Friday, Saturday, Sunday & Holidays before 7:00 am)	Weekly	$ 25.00 (per week)
Arroyo Park and Sports Fields	A084	Additional afternoon trash pickup of gazebo trash cans on Saturday, Sunday and Holidays April 1 - October 31 Trash pickup between 1pm & 2pm November 1 - March 31 Trash pickup between 12pm & 1pm	Weekly	$ 84.00 (per week)
Arroyo Park and Sports Fields	A085	PM irrigation: maintain and repair	Weekly	$ 145.00 (per week)
Arroyo Park and Sports Fields	A086	Field maintenance plan (Per Tables II and III)	Monthly	$ 807.00 (per month)
Arroyo Park and Sports Fields	A087	Detailing and trimming flowers and shrubs in flower beds, planters	Weekly	$ 129.00 (per week)
Arroyo Park and Sports Fields	A088	Dress up EWF in the play areas	Weekly	$ 113.00 (per week)
Arroyo Park and Sports Fields	A089	Filling dog waste stations	Weekly	$ 49.00 (per week)
Arroyo Park and Sports Fields	A090	Remove Gopher Mounds	Weekly	$ 10.00 (per week)
Arroyo Park and Sports Fields	A091	Maintain 10 foot weed and shrub clearance from the fence around the ball fields	Weekly	$ 94.00 (per week)
Arroyo Seco Woodland and Wildlife Park	A092	Litter removal	Weekly	$ 132.00 (per week)
Arroyo Seco Woodland and Wildlife Park	A093	Inspect quick coupling spigots for leaks and repair	Weekly	$ 6.00 (per week)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Dog Park, Skate Park and Parking Lot	A094	Trash pick-up at both parks and the parking lot on seven days a week M-T-W-Th-F-Sat-Sun	Weekly	$ 59.00 (per week)
Dog Park, Skate Park and Parking Lot	A095	Blow EWF back into the planters	Weekly	$ 15.00 (per week)
Dog Park, Skate Park and Parking Lot	A096	Weed control	Weekly	$ 14.00 (per week)
Dog Park, Skate Park and Parking Lot	A097	Fill dog waste stations	Weekly	$ 14.00 (per week)
Dog Park, Skate Park and Parking Lot	A098	Fill in low areas of DG (including the walkway in front of the park)	Weekly	$ 16.00 (per week)
Dog Park, Skate Park and Parking Lot	A099	Clearing out the trash beneath the skate park ramps	Weekly	$ 11.00 (per week)
Dog Park, Skate Park and Parking Lot	A100	Sweep/blow and remove debris, leaves and litter from the Parks, walkway surrounding the Parks and the Parking Lot	Weekly	$ 12.00 (per week)
Demonstration Garden	A101	Mowing with rotary mower	Weekly	$ 112.00 (per week)
Demonstration Garden	A102	Edging, trimming all areas	Weekly	$ 27.00 (per week)
Demonstration Garden	A103	Blowing and cleaning up leaves, litter and debris	Weekly	$ 19.00 (per week)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Demonstration Garden	A104	Picking up and emptying trash seven days per week M-T-W-Th-F-Sat-Sun	Weekly	$ 24.00 (per week)
Demonstration Garden	A105	Weed abatement	Weekly	$ 7.00 (per week)
Demonstration Garden	A106	Fill dog waste station	Weekly	$ 4.00 (per week)
Demonstration Garden	A107	Detailing and trimming flowers and shrubs in flower beds, planters	Weekly	$ 14.00 (per week)
Demonstration Garden	A108	PM irrigation: maintain and repair	Weekly	$ 15.00 (per week)
Monterey/Via Del Rey, Camino Verde, Grevelia, & Berkshire Pocket Parks	A109	Mowing with rotary mower	Weekly	$ 105.00 (per week)
Monterey/Via Del Rey, Camino Verde, Grevelia, & Berkshire Pocket Parks	A110	Edging, trimming all areas	Weekly	$ 14.00 (per week)
Monterey/Via Del Rey, Camino Verde, Grevelia, & Berkshire Pocket Parks	A111	Blowing and cleaning up leaves, litter and debris	Weekly	$ 12.00 (per week)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Monterey/Via Del Rey, Camino Verde, Grevelia, & Berkshire Pocket Parks	A112	Picking up and emptying trash seven days per week M-T-W-Th-F-Sat-Sun	Weekly	$ 24.00 (per week)
Monterey/Via Del Rey, Camino Verde, Grevelia, & Berkshire Pocket Parks	A113	Weed abatement/control	Weekly	$ 20.00 (per week)
Monterey/Via Del Rey, Camino Verde, Grevelia, & Berkshire Pocket Parks	A114	Detailing and trimming flowers and shrubs in flower beds, planters	Weekly	$ 17.00 (per week)
Monterey/Via Del Rey, Camino Verde, Grevelia, & Berkshire Pocket Parks	A115	PM irrigation: maintain and repair	Weekly	$ 15.00 (per week)
San Pascual Park	A116	Litter removal	Monthly	$ 324.00 (per month)
San Pascual Park	A117	Weed Abatement	Monthly	$ 174.00 (per month)
Snake Trail	A118	Sweep/blow all concrete/asphalt areas cleaning up leaves, litter and debris	Weekly	$ 6.00 (per week)
Snake Trail	A119	Litter removal	Weekly	$ 6.00 (per week)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Snake Trail	A120	Trim the shrubs adjacent to the trail to maintain clearance	Weekly	$ 6.00 (per week)
Snake Trail	A121	Weed abatement	Weekly	$ 5.00 (per week)
Stoney Drive and Arroyo Trails	A122	Weed Abatement	Monthly	$ 39.00 (per month)
Stoney Drive and Arroyo Trails	A123	Spread mulch along the whole trail	Quarterly	$ 118.00 (per 3 months)
Stoney Drive and Arroyo Trails	A124	Litter removal	Monthly	$ 39.00 (per month)
Stoney Drive and Arroyo Trails	A125	A 6-foot wide minimum walkway shall be maintained. Any vegetation conflicting with the walkway shall be removed.	Monthly	$ 77.00 (per month)
Civic Center, CNG Station, Service Yard, and Parking Lots	A126	Trimming all ivy and shrubs	Weekly	$ 66.00 (per week)
Civic Center	A127	Courtyard maintenance including: manual watering, weed control, plant detailing	Weekly	$ 66.00 (per week)
Civic Center, CNG Station, Service Yard, and Parking Lots	A128	Sweep/blow and remove debris, leaves and litter from sidewalks and approaches	Weekly	$ 165.00 (per week)
Civic Center, CNG Station, Service Yard, and Parking Lots	A129	Detailing and trimming flowers and shrubs in flower beds, planters	Weekly	$ 79.00 (per week)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Civic Center, CNG Station, Service Yard, and Parking Lots	A130	PM irrigation: maintain and repair	Weekly	$ 66.00 (per week)
San Pascual House	A131	Mowing with rotary mower: including lawn area and parkway	Twice Monthly	$ 63.00 (per month)
San Pascual House	A132	Edging, trimming all areas	Twice Monthly	$ 14.00 (per month)
San Pascual House	A133	Sweep/blow all hard surfaces, driveway, steps, and sidewalks cleaning up leaves, litter and debris	Twice Monthly	$ 12.00 (per month)
San Pascual House	A134	Detailing and trimming flowers and shrubs in flower beds, planters	Twice Monthly	$ 22.00 (per month)
San Pascual House	A135	PM irrigation: maintain and repair	Twice Monthly	$ 16.00 (per month)
Medians and Easements	A136	Mowing with rotary mower	Weekly	$ 217.00 (per week)
Medians and Easements	A137	Edging, trimming all areas	Weekly	$ 86.00 (per week)
Medians and Easements	A138	Blowing and cleaning up leaves, litter and debris	Weekly	$ 162.00 (per week)
Medians and Easements	A139	Detailing and trimming flowers and shrubs in flower beds, planters	Weekly	$ 104.00 (per week)
Medians and Easements	A140	Sidewalk cleaning and trash removal	Weekly	$ 91.00 (per week)
Medians and Easements	A141	Weed Control	Weekly	$ 203.00 (per week)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Medians and Easements	A142	PM irrigation: maintain and repair	Weekly	$ 326.00 (per week)
Medians and Easements	A143	Rose maintenance including fertilization and pruning (Huntington Dr/Garfield Ave)	Monthly	$ 300.00 (per month)
Medians and Easements	A144	Spreading mulch	Quarterly	$ 902.00 (per 3 months)
Medians and Easements	A145	Re-planting	Semi-annually	$ 451.00 (per 6 months)
South Pasadena Sign Hillside & Sign Trail	A146	Picking up and emptying trash cans seven days per week M-T-W-Th-F-Sat-Sun	Weekly	$ 67.00 (per week)
South Pasadena Sign Hillside & Sign Trail	A147	PM irrigation: maintain and repair	Weekly	$ 32.00 (per week)
South Pasadena Sign Hillside & Sign Trail	A148	Weeding around rock sign	Monthly	$ 27.00 (per month)
Water Facilities	A149	Bilicke Tank: Edging, trimming all areas, Blowing and cleaning up leaves, litter and debris, Detailing shrubs, PM irrigation: maintain and repair	Twice Monthly	$ 277.00 (per month)
Water Facilities	A150	Garfield Reservoir: Edging, trimming all areas, Blowing and cleaning up leaves, litter and debris, Detailing shrubs, PM irrigation: maintain and repair	Twice Monthly	$ 205.00 (per month)
Water Facilities	A151	Grand Reservoir: Edging, trimming all areas, Blowing and cleaning up leaves, litter and debris	Twice Monthly	$ 205.00 (per month)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Water Facilities	A152	Graves Reservoir: Edging, trimming, Blowing and cleaning up leaves, litter and debris, Detailing shrubs PM irrigation: maintain and repair	Twice Monthly	$ 205.00 (per month)
Water Facilities	A153	Kolle Pump House: Edging, trimming all areas, Blowing and cleaning up leaves, litter and debris, Detailing shrubs, PM irrigation: maintain and repair	Twice Monthly	$ 60.00 (per month)
Water Facilities	A154	Raymond Tank: Edging, trimming all areas, Blowing and cleaning up leaves, litter and debris, Detailing shrubs, PM irrigation: maintain and repair	Twice Monthly	$ 133.00 (per month)
Water Facilities	A155	Westside Reservoir: Edging, trimming all areas, Blowing and cleaning up leaves, litter and debris, Detailing shrubs, PM irrigation: maintain and repair	Twice Monthly	$ 205.00 (per month)
Water Facilities	A156	Wilson Reservoir: Mowing with rotary mower: including parkway. Edging, trimming all areas, Blowing and cleaning up leaves litter and debris, Detailing shrubs, PM irrigation: maintain and repair	Twice Monthly	$ 277.00 (per month)
Water Facilities	A157	Wilson Well 2: Edging, trimming all areas, Blowing and cleaning up leaves, litter and debris, Detailing shrubs, PM irrigation: maintain and repair	Twice Monthly	$ 133.00 (per month)
Arroyo Seco Bicycle and Pedestrian Trail	A158	Detailing ground cover	Weekly	$ 37.00 (per week)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
Arroyo Seco Bicycle and Pedestrian Trail	A159	Detailing and trimming flowers and shrubs in flower beds, planters	Weekly	$ 89.00 (per week)
Arroyo Seco Bicycle and Pedestrian Trail	A160	Blowing and cleaning up leaves, litter and debris	Weekly	$ 21.00 (per week)
Arroyo Seco Bicycle and Pedestrian Trail	A161	Picking up and emptying trash cans seven days a week M-T-W-Th-F-Sat-Sun	Weekly	$ 62.00 (per week)
Arroyo Seco Bicycle and Pedestrian Trail	A162	Weed abatement/control	Weekly	$ 116.00 (per week)
Arroyo Seco Bicycle and Pedestrian Trail	A163	PM irrigation: maintain and repair	Weekly	$ 47.00 (per week)
Personnel	A164	Irrigation Technician	Hourly	$ 85.00 (per hour)
Personnel	A165	Crew Lead Person	Hourly	$ 55.00 (per hour)
Personnel	A166	General Laborer	Hourly	$ 48.00 (per hour)
Alternative Bid Items				
[Alternative Bid] Eddie Park	B001	Skirting trees (tree clearance should be checked monthly and corrected if needed)	Monthly	$ 510.00 (per month)
[Alternative Bid] Garfield Park	B002	Skirting trees (tree clearance (9 ft.) should be checked monthly and corrected if needed)	Monthly	$ 900.00 (per month)

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Section	Item No.	Item Description	Required Frequency	Bid Item Price
[Alternative Bid] Library Park	B003	Skirting trees (tree clearance (9 ft.) should be checked monthly and corrected if needed)	Monthly	$ 625.00 (per month)
[Alternative Bid] War Memorial Park	B004	Skirting trees (tree clearance (9 ft.) should be checked monthly and corrected if needed)	Monthly	$ 290.00 (per month)
[Alternative Bid] Orange Grove	B005	Skirting trees (tree clearance (9 ft.) should be checked monthly and corrected if needed)	Monthly	$ 900.00 (per month)
[Alternative Bid] Arroyo Park and Sports Fields	B006	Skirting trees (tree clearance (9 ft.) should be checked monthly and corrected if needed)	Monthly	$ 1,200.00 (per month)
[Alternative Bid] Dog Park and Parking Lot	B007	Skirting trees (tree clearance (9 ft.) should be checked monthly and corrected if needed)	Monthly	$ 85.00 (per month)
[Alternative Bid] Stoney Drive and Arroyo Trails	B008	Skirting trees (tree clearance (9 ft.) should be checked monthly and corrected if needed)	Monthly	$ 30.00 (per month)
[Alternative Bid] Civic Center, CNG Station, Service Yard, and Parking Lots	B009	Skirting trees (tree clearance (9 ft.) should be checked monthly and corrected if needed) and tree well weeding including parking lots	Monthly	$ 270.00 (per month)
[Alternative Bid] Arroyo Seco Bicycle and Pedestrian Trail	B010	Skirting trees (tree clearance (9 ft.) should be checked monthly and corrected if needed) and tree well weeding including parking lots	Monthly	$ 260.00 (per month)