

**St John the Baptist Parish Library**  
**2920 Hwy 51**  
**LaPlace, LA 70068**  
**985-652-6857**  
**BID ANNOUNCEMENT**

**I. Landscaping Service Quote Specifications and Requirements**

**II. Length of Contract:**

Contract term shall be for a period of 12 months starting 5 months from day of notification of acceptance of quote/bid. Contract may continue after 12 months on a month-to-month basis until library notified contractor in writing of termination of contract.

**III. Payment Terms:**

The library shall pay contractor monthly by check upon receipt of invoice for services rendered.

**IV. Scope of Contract:**

- a. Fertilization and weed control: Lawns will be fertilized in accordance with the specific needs of the turf to maintain a healthy and vigorous condition, said needs to be determined by the professional expertise of the bidder. A formulated complete fertilizer containing at least 50% slow-release nitrogen will be applied. The expected schedule of application will be roughly as follows:
  - a. February – pre/post emergent herbicide application
  - b. May 21/3/21 fertilizer with 2% iron or equal will be applied; and
  - c. September – 5/10/31 fertilizer with 10% iron or equal will be applied.
  
- b. Turf Insect and Disease Control: Chemical controls shall be applied as needed using approved materials under the direction of a certified applicator as chosen by the bidder.
  
- c. Ornamental Fertilization: Ornamental plantings and beds will be fertilized in accordance with the specific needs of the plants in order to maintain a healthy and vigorous condition as determined by the bidder. A formulated complete fertilizer containing at least 50% slow-release nitrogen shall be used, roughly in accordance with the following schedule:
  - a. Spring – 1 pound N/ 1000s.f (50% slow release will be applied: and
  - b. Fall – winterize 1 pound P & K/1000s.f.
  
- d. Weed Control: Hand weeding, as well as pre- and post-emergent chemical will be utilized to control weeds in planting beds. The bidder in accordance with industry standards shall determine frequency of weeding.
  
- e. Ornamental Insect and Disease Control: Ornamental plant materials will be inspected periodically to ensure against damaging infestations. Treatment of plant pest will be treated on a case-by-case basis using EPA approved products. All treatment will be as determined by the bidder in accordance with industry standards, but will roughly be in accordance with the following schedule:
  - a. Spring – general summer oil spray applied to all ornamentals.
  - b. Monthly – systemic spray applied to all crepe myrtles as needed.
  - c. Selective controls for specific problems will be performed as needed, as determined by the bidder.

- d. Fall – dormant oil spray will be applied to ornamentals.
- f. Pruning: All ornamental plant material will be pruned in accordance with industry standards, as well as in accordance with the intended function of the plant in its present location.
- g. Debris Control: At the time those services noted in Section A-H above are performed, bidder will review and provide a cursory inspection of the turf and beds to ensure that cleanliness and attractiveness of the landscaping. However, everyday debris removal is not the bidder's responsibility pursuant to this contract.
- h. Parking Lot Area and Driveways: Paving joints in sidewalks, drives and parking lot areas will be kept free of live weeds and grasses in a method determined by the bidder in accordance with industry standards. However, everyday maintenance and cleanup of sidewalks, drives and parking lot areas is not the bidder's responsibility pursuant to this contract.
- i. Seasonal Color Beds: The planting beds are included to receive seasonal color. Existing color beds are designed with initial landscaping, i.e. sign, statues, and front walkway. These and other beds will receive bed preparation performed prior to each seasonal color rotation. Beds will be maintained on a regular basis to ensure the full impact of the planting. Plants should be abundant to avoid bare areas within color beds. Weed control, insect and disease control and pruning or pinching is included, in accordance with industry standards. All seasonal color will be installed using 4-inch pots or larger and will be spaced in accordance with industry standards, as determined by the bidder. Plant material will be rotated bi-annually.
- j. Mulching: The following planting beds are included to receive mulching: Existing beds and around tree wells as designed with initial landscaping. Only the beds specifically noted above will be mulched, with mulching materials in accordance with industry standards, as determined by the bidder on the following schedule: Mulching will be done at the time of each seasonal color planting.
- k. Irrigation Management: All existing irrigation system equipment will be shut off at the close of the growing season. The system will be activated, checked and adjusted each spring. Any necessary repairs to the system will be decided upon by the library, the library will handle labor, parts and payment. Bidder will check and establish clock at no charge to the library.
- l. Vehicle and Staff protection: All work to be completed during times that protect vehicles and to protect the staff from harsh chemicals, grass clippings on cars and spraying in the wind.

**Plant Guaranty:**

Any and all plants provided to client by bidder shall be of good quality, in accordance with industry standards. Bidder guarantees the survival of said plants for a period of 30 days from date of planting.

**Insurance and Licenses:**

Bidder agrees to obtain and pay for any public liability and / or property damage insurance coverage required by Federal, State and Local Laws.

1. Louisiana State Board Contractor's License
2. Landscape Contractor's License
3. Horticulture Services License
4. License for Pesticide Application
5. Ground Commercial Applicator's Permit

**Labor, Tools and Equipment:**

Bidder will provide any and all labor, materials, equipment and tools necessary to perform services.

**Locations where services to be provided:**

1. Central Branch  
2920 Highway 51  
LaPlace, LA 70068
2. Reserve Branch  
170 West 10<sup>th</sup> Street  
Reserve, LA 70084
3. Garyville Branch  
111 Historic Front Street  
Garyville, LA 70051
4. Edgard Branch  
2979 Highway 18  
Edgard, LA 70049

**Bid Closing:** All bids to be delivered to the Central Branch, 2920 Highway 51, LaPlace, LA 70068 by **noon on Friday, January 22<sup>nd</sup>, 2021.**