

**Town of Holden Beach
Scope of Work
Landscaping Services**

Facilities:

- DOT Project Area-Mainland Side of Holden Beach Bridge
- Town Hall
- 628 OBW (Pocket Park)
- Butterfly Garden and grounds at Fire Department
- Padgett Garden and Padgett Garden Extension
- All landscaped areas along the Town side of the Bridge
- Halstead Park
- Jordan Boulevard –Pavilion, Pump Station 1 and the Triangle
- Bridgeview Park

Mowing, Edging, and Trimming:

- All turf areas will be mowed on a weekly basis April through September and bi-weekly or as needed all other times of the year.
- String trimming will be performed around all areas not accessible by mowers.
- Edging of sidewalks, curbs, etc., will be done on an as needed basis to maintain a neat appearance.
- All clippings will be blown from the sidewalks, drives, and parking areas. If needed these should be collected and disposed of by the contractor.
- Shrubs will be trimmed as needed to maintain proper health and appearance. All clippings will be removed the same day they are cut. All shrub beds will be edged periodically to maintain a well-defined look.
- Any trash or debris in the designated areas will be picked up and disposed of properly.

Fertilization and Weed Control:

- All turf areas will be fertilized as needed. Post and pre-emergent herbicides will be applied to the turf and landscaped areas at the recommended times to control weeds.
- Shrubs and ornamentals will be fertilized as needed according to species.
- All turf and shrubs will be monitored for disease and insects. Upon discovery, the Parks and Recreation Director will be notified and informed of the proper control methods.
- All landscaped beds are to be kept clear of weeds.

Mulch

- A good quality mulch will be replenished twice per year in late spring/early summer and at the end of summer/early fall at all areas of responsibility.
- Substitute materials shall be as approved by the Town and coordinated by the Contractor prior to installation.

Irrigation

NOTE: Irrigation bids should be submitted in a separate line item when returning bids to the Town. The Town reserves the right to separate maintenance and irrigation services to the most responsive bid. Irrigation scope of work is as follows:

- Maintain the irrigation system in all areas and repair as needed.
- Check irrigation system weekly during the summer.
- Complete irrigation system check twice per year, spring and fall.
- Winterize irrigation system.
- Mark irrigation system lines as directed by the Parks and Recreation Director prior to Beatification Club planting events.

Special Requirements, Services, and Compensation

Contractor will provide workers' compensation and liability insurance certification to the Town before proceeding with any work and as part of the bid package. Special services and compensation will be determined and agreed upon jointly by the Town of Holden Beach and the Contractor as the need arises. Said services to include damages by hurricanes and strong winds are not part of this agreement except by reference.

Agreement between the Town and the Contractor shall become severable upon 30 days written notice by either party.