

Appendix F Specifications

1.0 The University of Connecticut (hereinafter referred to as the “University”) is seeking experienced and qualified firms to provide landscaping services at the University of Connecticut Hartford Campus located in Hartford, CT. The objective of this RFP process is to identify Service Providers who can provide world-class service at the most competitive prices and the highest consistent quality to the University.

Respondents are expected to be completely familiar with all the requirements outlined in this solicitation prior to submitting a proposal. To simplify the award process respondents must submit proposals that include all required documents in the format specified herein.

1.0.1 Contractor shall maintain all Federal and State licenses required for the services being provided. Licenses shall be available for review by the University for all personnel while the services are performed.

1.1 Description of Required Goods & Services: Services will be required at UConn Hartford Location.

1.1.1 Equipment and Supplies: The successful bidder shall provide all labor, equipment and materials required to perform the services, including, but not limited to, trucks, mowers, trimmers, blowers, and hand tools to accommodate each landscaping request.

1.2 The University requires the following services:

1.2.1 10 Prospect Street:

1.2.1.1 Spring Cleanup

- Pick up and remove branches, limbs, litter, debris, etc.
- Dispose of all debris in a manner to promote sustainability, as agreed to by the University
- Weed and clean out planting beds and tree wells
- Edge all planting beds and tree wells. No mechanical edgers on tree wells
- Remove excess soil and mulch. Must be inspected by University Rep prior to new mulch being installed
- Supply and install pre-emergent weed control to planting beds and tree saucers prior to new mulch, as specified in UConn Integrated Pest Management Plan, Ornamental & Turf Program Supply and install Hemlock blend bark mulch (minimum 40% Hemlock Bark Mulch) to all planting beds and tree wells.

1.2.1.2 Prune trees/shrubs as needed throughout the season

1.2.1.3 Weekly maintenance/mowing visit (24 occurrences)

- Mowing all lawn areas weekly or as needed to a 2 ½" to 3" height to maintain health and appearance without removing more than 1/3 of lawn height at any mowing.
- Remove litter from lawns prior to mowing
- String trim curbs, foundation, planting beds, tree saucers, poles etc. at each mowing.
- Mechanically edge lawns at sidewalks at every other mowing (minimum frequency).
- Blow of all grass clippings, etc. from all sidewalks, paved surfaces, mulched areas, etc. following mowing.
- If it is determined by the University that the clippings left on lawns are too heavy as a result of excessive grass length at time of mowing, the contractor will double cut those areas at no additional cost.

***Note the following stipulations:**

1. Only turf equipment is permitted on lawn areas. Trucks, trailers, etc. are prohibited.
2. Mower blades are to be kept sharp.
3. No grass clippings are to be discharged onto buildings, walks, cars, pedestrians, etc. if mower is not rear discharge, or discharge collecting, discharge is to remain on lawn areas.

1.2.1.4 Turf program, Courtyard only: 3-step time release (provide SDS sheets)

1.2.1.5 Fall cleanup

- Rake, blow, sweep and remove all leaves, branches, and other debris at appropriate intervals throughout the leaf season
- Dispose of all debris in a manner to promote sustainability, as agreed to by the University.

1.2.1.6 Additional services

- Emergency tree removal services
- Plantings

1.2.2 38 Prospect Street:

1.2.2.1 Spring Cleanup

- Pick up and remove branches, limbs, litter, debris, etc.
- Dispose of all debris in a manner to promote sustainability, as agreed to by the University
- Weed and clean out planting beds and tree wells
- Edge all planting beds and tree wells. No mechanical edgers on tree wells
- Remove excess soil and mulch. Must be inspected by University Rep prior to new mulch being installed
- Supply and install pre-emergent weed control to planting beds and tree saucers prior to new mulch, as specified in UConn Integrated Pest Management Plan, Ornamental & Turf Program. Supply and install Hemlock blend bark mulch (minimum 40% Hemlock Bark Mulch) to all planting beds and tree wells.

1.2.2.2 Prune trees/shrubs as needed throughout the season

1.2.2.3 Weekly maintenance/mowing visit (24 occurrences)

- Mowing all lawn areas weekly or as needed to a 2 ½" to 3" height to maintain health and appearance without removing more than 1/3 of lawn height at any mowing.
- Remove litter from lawns prior to mowing
- String trim curbs, foundation, planting beds, tree saucers, poles etc. at each mowing.
- Mechanically edge lawns at sidewalks at every other mowing (minimum frequency).
- Blow of all grass clippings, etc. from all sidewalks, paved surfaces, mulched areas, etc. following mowing.
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1.2.2.4 Turf program, Front only: 3-step time release (provide SDS sheets)

1.2.2.5 Fall cleanup

- Rake, blow, sweep and remove all leaves, branches, and other debris at appropriate intervals throughout the leaf season

- Dispose of all debris in a manner to promote sustainability, as agreed to by the University.

1.2.2.6 Additional services

- Emergency tree removal services
- Plantings

1.3 Supervision: Contractor will designate a primary supervisor to coordinate all services with the University Representative. Prior to April 1st, the designated supervisor and the University Representative shall coordinate regular meetings to review the performance and effectiveness of services being performed by the contractor.