

City of Tecumseh Downtown Development Authority Landscape Maintenance Contract

**Contract shall be for a Period of Three (3) Years
Summer 2018 - Summer 2021 Maintenance Contract
Chicago Boulevard/Evans Street Planters
and
Green Areas in Off-Street Parking Lots**

A Landscape Maintenance Contract made and entered into between the City of Tecumseh Downtown Development Authority, 309 E. Chicago Blvd., Tecumseh, MI 49286, hereinafter referred to as the "City" and Karle Nursery and Landscaping, P.O. Box 13, Tipton, MI 49287, hereinafter referred to as "Contractor."

Contract length shall be for three years from August 1, 2018 to July 31, 2021, after that time, the contract will be on a month-to-month basis.

The Contractor in consideration of an annual payment of **\$10,200.00** by the City, made in twelve **\$850.00** monthly installments, hereby agrees to perform Landscape Maintenance in Downtown Tecumseh subject to the following specifications and requirements:

SPECIFICATIONS

I. Planters:

Thirty (30) planters on Chicago Boulevard with a variety of plantings including Bradford Pear and Little Leaf Linden trees, shrubbery and perennials serviced with an underground irrigation system. Irrigation system will be overseen by the Contractor unless otherwise notified by the City. Repairs, start-up and winterization are the responsibility of the City.

One planting bed on North Evans Street.

Services to include, but not limited to, the following:

A. Contour Pruning of Trees and Shrubs in Planters

Pruning of trees and shrubs in the spring before third weekend of May to remove dead or diseased vegetation.

Lindens: ultimate height of first limbs 9 to 10 feet above the walks; minimum 2 to 1 head to trunk relationship to be maintained; canopy will be lifted to 6 to 8 feet.

B. Custom Spraying

Monitor plant material for insect and disease problems and report to the DDA Director **immediately** to set up treatment options as necessary. Record of time and type of treatment including identification of common name of pesticides used to be sent to DDA Director immediately after application.

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Product material safety data sheets shall be provided after product application to the DDA Director to be kept on file for Right to Know access.

C. Fertilization

Fertilize all trees, shrubs and perennials in planters and report date and type of applications to the DDA Director immediately after application.

1. Shrub beds: Fertilized early in the season, 2 to 3 weeks prior to replacement of any perennials and again in the fall.
2. Deciduous trees: Roots fertilized annually after October 15th but prior to November 15th with an appropriate mixture determined at the discretion of the Contractor.

D. Weed Control

1. Weekly weeding: Weed control fabric in all shrub beds but chemical weed control may be necessary.
2. Pre-emergent: Only in areas where weeds become a serious problem.

E. Weekly Cleaning

General cleaning of all beds on a weekly basis to remove all debris to coincide with the weekly weeding. All leaves and debris shall be removed from planter beds before Holiday Open House (November).

Contractor shall be responsible for litter pick up, emptying and disposal of trash receptacles in Downtown Area (approximately 30 receptacles) once per week during the months of January through April and twice per week May through December. Contractor will provide additional trash removal services when requested in instances such as during special events or overloaded trash receptacles. Trash removal shall be performed all three days during the Promenade Tecumseh weekend during May and Appleumpkin festival weekend during October (Friday, Saturday, & Sunday).

Contractor shall provide a weekly cleaning of the dumpster enclosures in the northwest and southwest parking lots. Contractor shall notify Director of any maintenance issues that need to be addressed within the enclosures.

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F. Spring/Fall Cleaning

1. In spring: All planting beds cleaned and dressed before the third weekend in May. Contractor shall plant all annuals in designated flower beds within the DDA district. (Four corners of Evans and Chicago Blvd.) DDA to purchase annuals at cost.
2. In fall: All herbaceous material removed from beds once plant material has died back to the ground, all beds raked and cleaned, fresh shredded bark shall be added to all shrub beds to a minimum 4-inch depth.

G. Mulch

Provide a minimum 4-inch deep shredded cypress mulch in all shrub beds except where ground covers are use at the end of March/beginning of April to be coordinated with the Downtown Development Director.

H. Planting Replacement Advisement

Contractor shall inform the DDA Director by September 30 of each calendar year of plantings that may need to be replaced in the spring.

II. **Parking Lots:**

A. Grass Areas

1. Spring and fall fertilization (notify DDA Director with dates the applications have been applied).
2. Apply weed control as needed and appropriate.
3. Cut grass weekly, **using a grass catcher**, and trim around the base of trees and around curbing; loose grass clippings **swept and removed** from the site.

B. Trees and Shrubs

1. Trees roots fed twice a year (notify DDA Director with date and type of applications).
2. Shrubs fertilized in spring and fall (notify DDA Director with date and type of applications).
3. Trees and shrubs treated for diseases/insects as needed (notify DDA Director with date and type of applications).
4. Trees and shrubs pruned annually (notify DDA Director with date of tree pruning).

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C. Maintenance Areas by Lot

1. Southwest Parking Lot

- Maintenance of grass areas in right-of-way along Pearl St. and Evans St.
- Maintenance of grass areas in median islands in parking lot, including the grass area surrounding dumpster enclosure.
- Maintenance of grass areas along the southern border of the parking lot.
- Maintenance of grass areas along the northwest corner of parking lot, including two bump outs with trees.
- Maintenance of the 2 islands in the parking lot and 35 trees; wood chips to be replaced annually. This includes the areas surrounding the brick walls at the Pearl St. entrance.
- Maintenance of shrubs, including 25 Greenlane Euonymous shrubs and 23 Korean Spice Viburnum. Shrubs are located in landscape islands and along the rear entrances to the buildings along Chicago Blvd.
- Maintenance of plant materials, including cutting back of dead materials.
- Maintenance of the landscape beds immediately to the south of the rear of the buildings.

2. South Ottawa Street Parking Lot

- Maintenance of green area north of Evans St. Station approximately 16 ft x 6 ft, with one tree, including landscape bed.
- Maintenance of green area south of Evans St. Station (next to Grey Fox Floral) approximately 8 ft x 9 ft and shrub maintenance.

3. South Ottawa Parking Lot to the South

- Maintenance of grass area and five trees in the islands.
- Maintenance of right-of-way grass area on Pottawatamie and two trees.
- Maintenance of grass area behind curb, approximately 20 in x 145 ft.

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4. South Ottawa Parking Lot to the East

- Maintenance of right-of-way grass areas and buffer strip and eleven trees.
- Maintenance of the four islands in the parking lot and seven trees; wood chips in the islands to be replaced annually.

5. Northwest Parking Lot

- Maintenance of grass areas in the right-of-way along Logan St., Pearl St. and Evans St.
- Maintenance of grass areas in median islands in parking lot, including the grass area surrounding dumpster enclosure.
- Maintenance of grass areas along the northeast corner of the parking lot, including four bump outs with trees.
- Maintenance of grass areas along the northwest corner of parking lot, including three bump outs with trees.
- Maintenance of the 7 islands in the parking lot and 44 trees; wood chips to be replaced annually. This includes the areas surrounding the brick walls at the Evans St. and Pearl St. entrances and the shrub row at the Logan St. entrance.
- Maintenance of shrubs, including 42 Greenlane Euonymous shrubs, 35 Dwarf Honeysuckle, 13 Dense Yews and 10 Korean Spice Viburnum. Shrubs are located in landscape islands and along the rear entrances to the buildings along Chicago Blvd.
- Maintenance of plant materials, including cutting back of dead materials.
- Maintenance of landscape beds immediately to the north of the rear of the buildings.

6. North Ottawa Street Parking Lot

- Maintenance of grass area in right-of-way on North Ottawa Street.
 - 60 ft x 6 ft approximately, with one tree
 - 40 ft x 6 ft approximately
 - 15 ft x 6 ft approximately
- Maintenance of all grass areas and trees in the parking lot.

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REQUIREMENTS

Personnel Training and Qualifications - Contractor shall have trained personnel on staff who can perform all work outlined above in accordance with the National Arborist Standards and Michigan Department of Agriculture regulations.

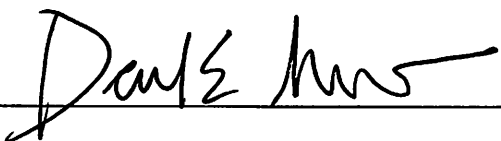
Contractor's Liability Insurance - The Contractor shall maintain such insurance as will protect him from claims under Worker's Compensation Acts from any other claims for damages for personal injury, including death, which may arise from operations under this Contract whether such operations be by himself or by any subcontractor or anyone directly or indirectly employed by either of them. Certificates of such insurance shall be filed with the City and shall be subject to the City's approval for adequacy of protection.

Early Termination - Contract may be terminated by either party with a 30-day written notice of cancellation. It is understood that the City reserves the right to terminate the Contract without further compensation or remedy to the Contractor for Contractor's failure to perform according to the specifications incorporated into and made part of this Contract.

Any questions may be directed to DDA Director at 424-6003.

Dated and signed this 13th day of June, 2018.

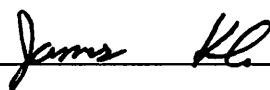
CITY OF TECUMSEH
DOWNTOWN DEVELOPMENT AUTHORITY

By: 

Daniel E. Swallow

Its: City Manager

KARLE NURSERY & LANDSCAPING

By: 

Printed Name: James Karle

Its: _____

Telephone Number: 517-403-2911