

MASTER SERVICES AGREEMENT

THIS MASTER SERVICES AGREEMENT (“Agreement”) is made and entered into effective this ____ day of _____, 2024 (“Effective Date”), by and between the CITY OF COMMERCE CITY, a Colorado home rule municipality whose address is 7887 East 60th Avenue, Commerce City, Colorado (“City”), and TWA, INC. d/b/a SIERRA LANDSCAPING & MAINTENANCE, a Colorado corporation whose principal business address is 1205 Boston Avenue, Longmont, CO 80501 (“Contractor”).

WHEREAS, the City desires to retain the services of Contractor and Contractor desires to provide services to the City.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained in this Agreement, the sufficiency of which is hereby acknowledged, the parties agree as follows:

I. SERVICES.

A. Services. At the City’s direction, on a non-exclusive, as-needed basis, Contractor will provide both programmatic and on-demand right-of-way landscape maintenance and repairs as set forth in Exhibit A – “Overview of Scope of Services; On-Demand Rates,” as well as Attachment A – Detailed Description of Programmatic Services; Agronomic Calendars,” both attached herein and formally incorporated by reference (“Services”). Contractor shall completely and promptly execute and perform all duties, obligations, and responsibilities which are described or reasonably implied from the Scope of Services set forth in Exhibit A, and pursuant to Work Orders, as defined below, if applicable. The terms and conditions of this Agreement shall apply to the performance of all Services under this Agreement, whether performed with or without a Work Order and notwithstanding the failure of any Work Order to incorporate this Agreement by reference. Contractor acknowledges that this Agreement does not grant any exclusive privilege or right to supply the Services to the City.

1. Work Order Services. A “Work Order” is an order agreed to by the City and Contractor to determine specific Services, within the Scope of Services defined in this Agreement, to be performed (including scope of Services, schedule, and total price) before the performance of the Services contained in the Work Order. Work Orders may be in the form of Exhibit B but must include a specific reference to this Agreement. Work Orders must be authorized and executed as follows: (a) Division Manager (up to \$10,000.00); (b) Department Director (\$10,000.00 - \$74,999.99); and (c) City Manager (\$75,000.00 and above). No terms or conditions contained in a Work Order shall serve to alter any provision of this Agreement. No Work Order shall be executed in violation of the City’s code, state laws, or the City’s Procurement Policy.

2. Invoiced Services. Contractor may perform Services without a Work Order if the scope of Services, rates, and total amount to be billed to the City for such Services are authorized and agreed to by the City before the performance of such Services. The performance of Services without a Work Order shall be limited to instances when obtaining an authorized Work Order is impractical or cannot be done in a timely fashion. No Services conducted without a Work Order shall be executed in violation of the City’s code, state laws, or the City’s Procurement Policy. Services to be performed without a Work Order must be authorized as follows: (a) Division Manager (up to

\$10,000.00); (b) Department Director (\$10,000.00 - \$74,999.99); and (c) City Manager (\$75,000.00 and above).

B. Changes to Scope of Services. A change in the Scope of Services, any Work Order, or invoiced Service shall not be effective unless expressly authorized by an employee of the City with the requisite authority to do so. If Contractor proceeds without such formal authorization, Contractor shall be deemed to have waived any claim for additional compensation, including a claim based on the theory of unjust enrichment, quantum merit or implied contract. Except as expressly provided herein, no agent, employee, or representative of the City is authorized to modify any term of this Agreement, either directly or implied by a course of action.

C. Controlling Terms. The terms of this Agreement will control if the terms of any exhibit, attachment, Work Order, proposal, quote, invoice, terms and conditions sheet, or other like or related document conflict with this Agreement. Additional terms and conditions not specifically relating to the Services (such as unnegotiated or form terms included in any related exhibit, attachment, Work Order, proposal, quote, invoice, terms and conditions sheet, or other related or like document, regardless of title), whether or not in conflict with this Agreement, are not agreed to by the City and are declared void and of no force or effect. This Agreement's terms and conditions may only be modified by an Amendment to this Agreement agreed to and executed by both parties.

D. Format and Ownership of Deliverables.

1. Format. Contractor will provide all reports, surveys, maps, plans, drawings or photographs, or any other materials that lend themselves to production in electronic format ("Deliverables") to the City in both hard copy and electronic formats acceptable to the City, unless otherwise directed by the City in writing. Contractor's failure to do so will constitute a material breach of this Agreement. Contractor will consult with the City to determine acceptable electronic formats before beginning the Services. All Deliverables and other tangible materials produced by Contractor pursuant to this Agreement will at all times be considered the property of the City.

2. Digital Images. Contractor will provide non-copyrighted, high resolution, illustrative, digital images of project site plans, elevations, renderings, photos, and other Deliverables, as directed by the City, suitable for reproduction of and dissemination in marketing materials and at City Council hearings and public presentations. Contractor will affirm that the images do not violate copyright laws and will indemnify and hold harmless the City from liability for any expense, cost, loss or damage resulting from any claim of copyright infringement arising from the City's use of the images. All images provided will become the property of the City.

3. Ownership. Any materials, items, and work specified in the Scope of Services or any Work Order, and any and all related documentation and materials provided or developed by Contractor in the course of performance of the Services shall be exclusively owned by the City. Contractor expressly acknowledges and agrees that all work performed under the Scope of Services constitutes a "work made for hire." To the extent, if at all, that it does not constitute a "work made for hire," Contractor hereby transfers, sells, and assigns to the City all of its right, title, and interest in such work. The City may, with respect to all or any portion of such work, use, publish, display,

reproduce, distribute, destroy, alter, retouch, modify, adapt, translate, or change such work without providing notice to or receiving consent from Contractor.

E. Contractor Representations. Contractor represents that it has the requisite authority, capacity, experience and expertise to perform the Services in compliance with the provisions of this Agreement and all applicable laws. Contractor acknowledges that the City is relying on Contractor's expertise, skill, and knowledge, and that the Contractor's obligations and liabilities will not be diminished by reason of any approval or review by the City.

F. Warranties. Contractor warrants that it is fully qualified to assume the responsibilities and render the Services described herein. Contractor further warrants that all work performed under this Agreement will be free from defects in workmanship, equipment, and materials. Upon acceptance of the work, Contractor will transfer the benefit of any applicable manufacturer's warranty to the City.

G. Prosecution of the Services. Contractor shall perform all work in a professional, workmanlike, and timely manner. Contractor shall monitor, supervise, and otherwise control and be solely responsible for all persons or entities performing work on its behalf, which shall be performed and supervised by competent, reliable, and qualified personnel. The Services performed by Contractor shall be performed in accordance with the generally accepted level of competency presently maintained by others in the same or similar type of work in the applicable community. The Services to be performed by Contractor hereunder shall be done in compliance with any and all applicable laws, ordinances, rules and regulations. All work, if related to construction, will be performed in accordance with the City's Engineering Standards and Specifications. The City's Engineering Standards and Specifications are available on the City's website.

H. Correction of Errors. Contractor will correct any errors or omissions in its work and any work deemed unsatisfactory or unacceptable by the City promptly, for no additional compensation, and without limiting any other express or implied remedies of the City.

I. Subcontractors. Contractor will not engage subcontractors to perform any part of the Services, other than for the provision of goods, materials or supplies, without the City's express written consent.

J. Licenses, Permits & Taxes. Contractor and each subcontractor will be responsible to obtain all required licenses and permits, including a City Contractor's license, if required. Contractor will pay any and all license and permit fees. Contractor is responsible for the payment of applicable taxes, including the City's sales and use tax, if applicable.

K. Rate of Progress. Contractor shall fully perform, complete, or present all identified tasks, sub-tasks, and Deliverable items by the deadline(s) established in the Scope of Services, any Work Order, or as otherwise directed by the City, as applicable. Contractor's rate of progress is a material term of this Agreement. At the City's request, Contractor will provide a progress schedule for the performance of any Services subject to the City's approval.

L. Monitoring and Evaluation. The City reserves the right to monitor and evaluate the progress and performance of Contractor to ensure that the terms of this Agreement are being satisfactorily met in

accordance with the City's and other applicable monitoring and evaluating criteria and standards. Contractor will cooperate with the City relating to such monitoring and evaluation.

M. Drugs, Alcohol, Workplace Violence, and Harassment; Compliance with Applicable Law. Contractor and its employees and agents, while performing the Services or while on City property for any reason during the Term, will adhere to the City's policies applicable to City employees regarding drugs, alcohol, workplace violence, and harassment. Policies will be made available to Contractor upon request. Contractor will comply with all applicable federal, state and local laws, ordinances and regulations.

N. Non-Exclusivity. The City may engage the services of other persons for the provision of Services that could be performed under this Agreement. Contractor acknowledges that it is not entitled to perform any work except as assigned under this Agreement and is not guaranteed any amount of work.

II. COMPENSATION.

A. Amount. As compensation for performance of the Services and any other obligations under this Agreement, the City will pay Contractor for work actually performed, in accordance with the rates set forth in Exhibit A and as may be set forth in Work Orders or invoices, provided such amounts set forth in any Work Order or invoice have been previously agreed to by the City pursuant to this Agreement. The compensation established by any Work Order or invoice shall include all of Contractor's costs and expenses to fully perform the Services and other obligations of this Agreement. The City will not consider or be obligated to pay or reimburse Contractor any other charges or fees and Contractor will not be entitled to any additional compensation or reimbursement. The maximum compensation payable under this Agreement is \$1,316,000.00.

B. Maximum Amount. The total amount of compensation paid for Services performed under this Agreement shall not exceed a maximum aggregate amount of \$250,000.00 (including all years and any Services performed under this Agreement), unless this Agreement is approved by the City Council of the City.

C. Invoices.

1. Submission. Contractor will submit invoices for all Services performed pursuant to a Work Order on a monthly basis and will submit invoices for Services performed without a Work Order promptly upon the completion of such Services. Invoices shall be submitted to the department or division that authorized the performance of Services for which the invoice is submitted, with a copy to the department or division that procured this Agreement.

2. Content. All invoices shall be in a format approved by the City and shall indicate that Services were performed under this Agreement. All invoices shall identify the specific Services performed for which payment is requested, including a description of the Services, the applicable rates, hours worked by each employee, the applicable Work Order, if any, any costs for which Contractor seeks reimbursement, and the total amount that Contractor claims is due. Contractor will provide verification documentation as requested by the City.

3. Representation. By submitting an invoice, Contractor warrants that: (i) the work covered by previous invoices is free and clear of liens, claims, security interests or encumbrances, except for any interest created by retainage; and (iii) no work covered by the invoice is subject to an agreement under which an interest therein or an encumbrance thereon is retained by the seller or otherwise imposed by Contractor or any other person or entity. Contractor shall not include in its invoice any billing for defective work or for work performed by subcontractors or suppliers if it does not intend to pay the subcontractors or suppliers for such work.

D. Payment. The City will make payment to Contractor within thirty (30) days after receipt and approval of invoices submitted by Contractor. The City's obligation to make payment is contingent upon the Contractor's: (a) submission of a complete and accurate invoice; and (b) satisfactory performance of the Services and conditions of this Agreement. The City may withhold payment of any disputed amounts, and no interest will accrue on any amount withheld pending the resolution of the dispute. The City's review, approval or acceptance of, or payment for any Services shall not be construed to operate as a waiver of any rights under this Agreement, or a waiver of any cause of action arising out of the performance of this Agreement

E. IRS Form W-9. If not on file with the City, Contractor will provide to the City a current, completed Internal Revenue Service Form W-9 with or before Contractor's first invoice. Failure to submit a W-9 may result in delay or cancellation of payment under this Agreement.

F. Subject to Annual Appropriation. This Agreement is expressly made subject to the limitations of the Colorado Constitution and Section 12, Chapter XII of the Charter of the City of Commerce City. Contractor acknowledges and accepts that nothing herein shall constitute or be deemed to constitute the creation of any kind of multiple fiscal-year debt, liability, or financial obligation of the City. Further, Contractor acknowledges and accepts that no provision of this Agreement shall be construed to create any kind of obligation of future monetary appropriations by the City Council of Commerce City that may run contrary to Article X, § 20 of the Colorado Constitution, or any other constitutional, statutory, or Charter debt limitation. Contractor acknowledges that the City has made no promise to continue to budget funds beyond the current fiscal year, and further acknowledges that the City has made no promise that it will pledge adequate cash reserves on a fiscal-year by fiscal-year basis, notwithstanding any provision of this Agreement that may be construed to the contrary. Consistent with Article X, § 20 of the Colorado Constitution, any financial obligation or liability of the City which may arise under this Agreement in any fiscal year after the date of execution, shall extend only to monies currently appropriated, and shall not constitute a mandatory charge, requirement, debt or liability beyond the current fiscal year.

G. Changed Conditions. Contractor agrees that, by careful examination, it is satisfied as to the nature and location of the Services, the conformation of the ground, the character, quality, and quantity of the materials to be encountered, the character of equipment and facilities needed before beginning and for the Services, the general and local conditions, and all other matters, which can in any way affect the performance of the Services. Contractor specifically waives any claim for additional compensation for any changed condition arising out of any one or more of the following, unless such changed condition is caused in whole or in part by acts or omissions within the City's control:

1. a physical condition of the site of an unusual nature;

2. any condition differing materially from those ordinarily encountered and generally recognized as inherent in work or services of the character and at the location provided for in this Agreement;
OR

3. any force majeure.

III. TERM AND TERMINATION.

A. Term. The term of this Agreement will be from the Effective Date until **12/31/2024** (“Term”), unless the Term is extended by validly executed written amendment.

B. Termination.

1. For Convenience. Contractor agrees that the City may terminate this Agreement without cause at any time for convenience of the City. Contractor assumes all risks of being terminated for convenience, whether such risks are known or unknown, and acknowledges that the City’s decision to terminate for convenience lies solely within the City’s own discretion. Contractor represents that it is a sophisticated business, has entered into the Agreement voluntarily, and has calculated all business risks associated with this Agreement. In the event of a termination for convenience, the City will provide written notice of termination to Contractor at least fourteen (14) calendar days prior to the effective date of termination. Contractor expressly agrees to and assumes the risk that the City shall not be liable for any costs or fees of whatsoever kind and nature if termination for convenience occurs before Contractor begins any Services or portion of the Services. Once Contractor has commenced performance of the Services, Contractor expressly agrees that the City shall be liable only for work Contractor satisfactorily completed up to the point of the effective date of the notice of termination, consistent with Section III(C) of this Agreement. The Contractor shall have no claim of any kind whatsoever against the City for any termination for convenience, except for compensation for work completed to the satisfaction of the City.

2. For Cause. If, through any cause, Contractor fails to fulfill its obligations under this Agreement in a timely and proper manner, violates any provision of this Agreement, or violates any applicable law relating to the performance of this Agreement (“Breach”), the City may terminate this Agreement for cause immediately upon written notice of termination to Contractor. Contractor will not be relieved of liability to the City for any damages sustained by the City by virtue of any Breach, and the City may withhold payment to Contractor for the purposes of setoff until such time as the exact amount of damages due to the City from Contractor is determined. If Contractor challenges a termination for cause by the City and prevails on all grounds asserted as a basis for such termination, the termination for cause will be deemed to be a termination for convenience and will be effective fourteen (14) days from the date that the original written notice of termination for cause was given to Contractor; no further notice will be required. As an alternative to immediate termination of the Agreement, the City may, but is not required, to provide written notice of a Breach to the Contractor, and allow the Contractor a reasonable period of time to cure the Breach, subject to the discretion of the City.

The occurrence of any one or more of the following as set forth in this non-exhaustive list shall constitute a Breach:

- a) The Contractor fails or refuses to expeditiously and actively undertake or substantially or timely perform its responsibilities and obligations, or fails or refuses to make adequate progress in performing its responsibilities and obligations under this Agreement, including those stated in the Scope of Services, any Work Order, or otherwise directed by the City;
- b) There is substantial evidence that it has been or will be impossible for the Contractor to perform the Services required due to matters within the Contractor's control such as voluntary bankruptcy, strikes, boycotts, and labor disputes involving the Contractor's employees or closure or suspension of operations by regulatory order of a governmental entity or an order of a court due to violations or infractions by the Contractor or the Contractor's employees;
- c) The Contractor has submitted requests for payment under this Agreement that are fraudulent or persistently or flagrantly erroneous or misleading;
- d) The Contractor has made an assignment or transfer of, or subcontracts, any or all of its responsibilities and obligations under this Agreement in violation of the terms of this Agreement;
- e) The Contractor fails to obtain, renew, replace, or maintain the insurance coverage required by this Agreement, or causes or is at fault for damage to property or injury to persons that is not covered or not adequately covered by insurance and the Contractor fails to remedy the situation to the satisfaction of the City;
- f) The Contractor fails to obtain or properly and timely maintain any financial assurances required by this Agreement;
- g) Any lien is filed against City property because of any act or omission of the Contractor and is not timely discharged, unless the Contractor furnishes to the City such bond or other financial assurance reasonably acceptable to protect the interests of the City;
- h) The Contractor has failed to obtain or maintain any required permit or license, or has utilized personnel or workers not licensed or registered as required by law;
- i) The Contractor has failed to deliver title or warranties or has failed to honor warranties as required by this Agreement;
- j) The Contractor has flagrantly or persistently failed or refused to comply with any applicable laws or City policies, or fails or refuses to rectify any condition or situation in violation of applicable law or City policies;
- k) The Contractor or any of its officers or employees are convicted, plead nolo contendere, enter into a formal agreement in which they admit guilt, enter a plea of guilty, or otherwise admit culpability to criminal offenses of bribery, kickbacks, collusive bidding, bid rigging, antitrust, fraud, undue influence, theft, racketeering, extortion or any offense of a similar nature, in connection with the Contractor's business.

3. For Non-Appropriation. Notwithstanding any other provision of this Agreement, with respect to any financial obligation of the City which may arise under this Agreement in any fiscal year after the year of execution, in the event the budget or other means of appropriation for any such year fails to provide funds in sufficient amounts to discharge such obligation, such failure (i) shall act to terminate this Agreement at such time as the then-existing and available appropriations are depleted, and (ii) neither such failure nor termination shall constitute a default or breach of this Contract, including any Work Order, sub-agreement, attachment, schedule, or exhibit thereto, by the City.

C. Effect of Termination.

1. For termination pursuant to either Section III(B)(1) or (2), above, the City will be liable only for Services that Contractor performed that were actually requested by the City and completed to the City's satisfaction up to the date of the effective date of termination.

2. For termination pursuant to Section III(B)(3), above, the City will be liable only for Services that Contractor performed that were actually requested by the City and completed to the City's satisfaction up to the date of the effective date of termination, to the extent that the budget for the year of such termination provided sufficient funds to discharge such obligation.

3. Following termination for any reason, Contractor expressly agrees and assumes the risks that under no circumstances will the City be liable for any costs related to Services not performed to the satisfaction of the City, any Services not requested by the City, or any Services that the City directed the Contractor to not perform. Further, the City will not be liable to Contractor for any unperformed Services, anticipated profits, overhead, mobilization or demobilization costs, administrative costs, productivity costs, losses on disposal of equipment or materials, cost associated with the termination of subcontractors, costs associated with purchase orders or purchases, or any other costs or fees of any kind and nature.

4. Upon receipt of a notice of termination, Contractor will:

a) Immediately discontinue performance of the Services (unless otherwise instructed in writing);

b) Take reasonable actions necessary, or as the City may direct, for the protection and preservation of completed or partial work;

c) Provide the City with all drawings, specifications, photographs, data, and other pertinent documents and information relating to work completed or partially completed, in either their original format or such other commercially reasonable format as the City may direct; AND

d) Cooperate in all respects with the City, which cooperation shall include, but not be limited to, all of the foregoing obligations listed herein, as well as assisting the City during a transition to another contractor for the Services, if applicable.

5. The City may pursue any remedies available at law or equity. Contractor shall be liable to the City for any loss or damage sustained by the City because of failure to perform in accordance with this Agreement.

D. Contractor's Remedies for Breach.

1. Contractor may terminate this Agreement for non-payment of sums due under this Agreement except where non-payment is pursuant to the City's rights under this Agreement. Contractor will first provide the City written notice of Contractor's intent to terminate and allow the City thirty (30) days within which to make payment.

2. Notwithstanding any claim of a material breach by the City, Contractor shall not discontinue performance of the Services without the written consent of the City.

IV. INDEMNITY.

Contractor will be liable and responsible for any and all damages to persons or property caused by or arising out of the negligent or willful actions or omissions in the performance of the Services by Contractor, its employees, agents, or other persons acting under Contractor's direction or control. Contractor will indemnify and hold harmless the City, as well as its elected and appointed officials, current and former officers and employees, servants, volunteers, agents, attorneys, representatives, insurance carriers, and self-insurance pools ("Indemnified Parties"), from any and all liability, claims, demands, actions, damages, losses, judgments, costs or expenses, including, but not limited to, attorney fees, which may be made or brought or which may result against any of the Indemnified Parties as a result or on account of the negligent, grossly negligent, willful and wanton, or intentional actions or omissions of or a failure to observe any applicable standard of care by Contractor and/or its employees, agents or representatives or other persons acting under Contractor's direction or control. Contractor will include the provisions of this Section in any such subcontracts engaged to perform any part of the Services. The provisions set forth in this Section will survive the completion of the Services and the satisfaction, expiration or termination of this Agreement.

V. WAIVER OF CONSEQUENTIAL DAMAGES; SUBROGATION

Notwithstanding any provision of this Agreement that may be construed to the contrary, in no event shall the City, including its elected and appointed officials, current and former officers and employees, servants, agents, attorneys, representatives, insurance carriers, and self-insurance pools, be liable to the Contractor for any exemplary, punitive, special, indirect, consequential, remote, or speculative damages arising out of or relating to, in any manner, this Agreement; whether arising in contract, tort, or otherwise, even if Contractor has been informed of the possibility thereof. Moreover, to the extent any damages arising under this Agreement may be covered by insurance, the Contractor agrees to waive all rights of subrogation against the City, its subsidiary, parent, associated and/or affiliated entities, successors, or assigns, its elected and appointed officials, current and former officers and employees, servants, volunteers, agents, attorneys, representatives, insurance carriers, and self-insurance pools for losses arising from the Services performed by the Contractor for the City.

VI. INSURANCE.

A. Required Policies. Contractor will procure and keep in force the following insurance subject to the conditions below, for the duration of this Agreement:

1. Commercial General Liability Insurance. Comprehensive general liability insurance insuring against any liability for personal injury, bodily injury or death arising out of the performance of the Services with minimum combined single limits of **One Million Dollars (\$1,000,000.00)** for each occurrence and **Two Million Dollars (\$2,000,000.00)** general aggregate.
2. Products and Completed Operations Insurance. Products and completed operations insurance insuring against any liability for bodily injury or property damage caused by the completed Services, with a combined single limit of at least One Million Dollars **(\$1,000,000)**.
3. Comprehensive Automobile Liability Insurance. Automobile Liability coverage with minimum combined single limits for bodily injury and property damage of not less than **One Million Dollars (\$1,000,000.00)** for any one occurrence with respect to each of Contractor's owned, hired or non-owned vehicles assigned to or used in connection with performance of the Services. If Contractor's insurance does not cover non-owned or hired vehicles, the requirements of this paragraph shall be met with respect to each such vehicle used in connection with performance of the Service, and Contractor agrees to assure compliance prior to allowing use of a vehicle not owned by Contractor for such purpose.
4. Professional Liability Insurance; Errors and Omissions Insurance. If Contractor is an architect, engineer, surveyor, appraiser, physician, attorney, accountant or other licensed professional, or if it is customary in the trade or business in which Contractor is engaged, or if the City otherwise deems it necessary, errors and omissions professional liability insurance insuring Contractor against any professional liability with a limit of at least **One Million Dollars (\$1,000,000.00)** per claim and annual aggregate.
5. Other Insurance. Workers' compensation insurance (unless Contractor provides a completed Declaration of Independent Contractor Status Form) and other insurance required by applicable law.
6. Excess or Umbrella Requirements. For the coverages required in Sections VI(A)(1-4), Contractor shall provide umbrella or excess coverage written on a "follow-form" basis to the underlying policy and in a coverage amount not less than **One Million Dollars (\$1,000,000.00)**. In so doing, the coverage shall provide complete protection to the City consistent with the liability limits that may be imposed upon the City pursuant to C.R.S. § 24-10-114, as may be amended.

The limits of any insurance required by this Agreement will not limit Contractor's liability.

B. Terms of Insurance.

1. Additional Insured. Except for the professional liability policy, if applicable, and workers' compensation policy, **all required insurance policies shall name the City as an additional insured** and will provide that the City, although named as an additional insured, will nevertheless be entitled to recovery under said policies for any loss occasioned to the City or its officers, employees or agents by reason of the negligence of Contractor or its officers, employees, agents, subcontractors or business invitees. The insurance policies will be for the mutual and joint benefit and protection of Contractor and the City. **Such policies will be written as primary policies not contributing to and not in excess of coverages the City may carry.**
2. Qualification; Deductible. Insurance required by this Section will be with companies qualified to do business in the State of Colorado and may provide for deductible amounts as Contractor deems reasonable for the Services, but in no event greater than **Ten Thousand Dollars (\$10,000.00)**, and Contractor will be responsible for the payment of any such deductible.
3. Cancellation. No such policies will be cancelable or subject to reduction in coverage limits or other modification unless previously approved by the City in writing.
4. Coverage Type. Contractor will identify whether the type of coverage is "occurrence" or "claims made." If the type of coverage is "claims made," which at renewal Contractor changes to "occurrence," Contractor will carry a twelve (12) month tail. Contractor will not do or permit to be done anything that will invalidate the policies.
5. Pollution Coverage. The insurance required by this Agreement will cover any and all damages, claims or suits arising out of the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of pollutants, and will not exclude from coverage any liability or expense arising out of or related to any form of pollution, whether intentional or otherwise. If necessary, Contractor will secure and maintain either a rider or a separate policy insuring against liability for pollution related damages, claims or suits with at least **Two Million Dollars (\$2,000,000)** each occurrence, subject to approval by the City, which approval will not be unreasonably withheld.
6. Evidence of Coverage. Before commencing work under this Agreement, Contractor will provide certificates of insurance policies and all necessary endorsements evidencing insurance coverage required by this Agreement. The City will not be obligated under this Agreement until Contractor provides acceptable such certificates of insurance and endorsements. If the Term extends beyond the period of coverage for any required insurance, Contractor will, at least ten (10) days before the expiration of any such insurance coverage, provide the City with new certificates of insurance and endorsements evidencing either new or continuing coverage.
7. Subcontracts. Contractor will include the insurance requirements of this Agreement in all subcontracts. Contractor will be responsible if any subcontractor fails to procure and maintain insurance meeting the requirements of this Agreement.

VII. SALES AND USE TAX.

Unless specifically exempt, all materials provided and equipment used in the performance of Services within the City are subject to City Sales & Use Tax, including services performed on behalf of the City.

A. Contractor Responsible for Tax. Contractor is subject to the tax on all purchases, fabrication, manufacture or other production of tangible personal property used, stored, or consumed in performance of the Services.

B. Specific Industry Standard. The Specific Industry Standard for Construction and Contractors (Regulation 20-S.I.15) can be provided upon request by contacting the City's Finance Department, Sales Tax Division, at 303-289-3628, and is available on the City's website.

C. Equipment. Prior to or on the date Contractor locates equipment within the City to fulfill this Agreement, Contractor will file a declaration describing each anticipated piece of equipment the purchase price of which was two thousand five hundred dollars (\$2,500) or greater, stating the dates on which Contractor anticipates the equipment to be located within and removed from the boundaries of the City and stating the actual or anticipated purchase price of each such anticipated piece of equipment along with any other information deemed necessary by the City. When such declared equipment is located within the City for a period of thirty (30) days or less, Contractor may include sales and use tax calculated on one-twelfth (1/12) of the purchase price of such equipment in the contract amount, in compliance with Section 20-5-T of the Commerce City Sales & Use Tax Code. If Contractor fails to declare the equipment to the City prior to or on the date Contractor locates the equipment within the City, none of the sales and use tax due on the equipment will be allowed as a contract expense.

VIII. NOTICES.

Except for routine communications, written notices required under this Agreement and all other correspondence between the parties will be directed to the following and will be deemed received when hand-delivered or three (3) days after being sent by certified mail, return receipt requested:

If to the City:
Parks & Street Program Coordinator
Public Works
City of Commerce City
8602 Rosemary Street
Commerce City, CO 80022
Cc: City Attorney's Office
7887 E. 60th Avenue
Commerce City, CO 80022

If to Contractor:
Manager/Owner
Sierra Landscaping & Maintenance
1205 Boston Avenue
Longmont, CO 80501

The parties may agree to delivery of notices via electronic mail.

IX. INDEPENDENT CONTRACTOR.

A. Generally. The relationship between Contractor and the City will be as independent contractors, and neither the City nor Contractor will be deemed or constitute an employee, servant, agent, partner

or joint venturer of the other. Contractor is obligated to pay federal and state income tax on any money earned pursuant to this Agreement, and neither Contractor nor Contractor's employees, agents or representatives are entitled to workers' compensation benefits, unemployment compensation benefits, sick and annual leave benefits, medical insurance, life insurance, or pension or retirement benefits from the City.

B. Representations. Contractor shall make no representation that either it or any of its employees, agents, or representatives are employees of the City for any purposes.

C. No Authority to Bind the City. Contractor does not have the authority to act for the City, or to bind the City in any respect whatsoever, or to incur any debts or liabilities in the name of or on behalf of the City.

D. Control and Supervision. Contractor has and retains control of and supervision over the performance of Contractor's obligations hereunder and control over any persons employed by Contractor for performing the Services hereunder

E. Non-Exclusivity. Contractor represents that it is engaged in providing similar services to other clients and/or the general public and is not required to work exclusively for the City.

F. Assumption of Risk. All Services are to be performed solely at the risk of Contractor and Contractor shall take all precautions necessary for the proper and sole performance thereof.

G. Separate Operations. Contractor will not combine its business operations in any way with the City's business operations and each party shall maintain their operations as separate and distinct.

X. GENERAL PROVISIONS.

A. Incorporation by Reference. Exhibit A to this Agreement and any Work Orders or invoices agreed to by the City are incorporated into this Agreement by reference.

B. No Assignment. Contractor will not assign or transfer any rights, interests, or obligations under this Agreement without the City's prior written consent.

C. Governing Law; Jurisdiction and Venue; Recovery of Costs. This Agreement will be governed by the laws of the State of Colorado without regard to its conflicts of laws provisions. For all claims arising out of or related to this Agreement, Contractor consents to the exclusive jurisdiction of and venue in the state courts in the County of Adams, State of Colorado. Contractor waives any exception to jurisdiction because of residence, including any right of removal based on diversity of citizenship. The prevailing party in any litigation to resolve a dispute between the parties arising from this Agreement will be entitled to recover from the non-prevailing party court costs, reasonable third party expenses, and reasonable attorney fees incurred in prosecuting or defending such action and enforcing any judgment, order, ruling or award. The prevailing party shall be determined based upon an assessment of which party's arguments or positions could fairly be said to have prevailed over the other party's arguments or positions on major disputed issues at trial. Such assessment should include evaluation of the following: the amount of the net recovery; the primary issues disputed by the parties; whether the

amount of the award comprises a significant percentage of the amount sought by the claimant; and the most recent settlement positions of the parties, which the parties agree shall be admissible for purposes of determining the prevailing party. Any obligation of the City to pay court costs or attorney fees pursuant to this Section shall be subject to the appropriation of funds by the City Council for such purpose.

D. Governmental Immunity. No term or condition of this Agreement will be construed or interpreted as an express or implied waiver of any of the immunities, rights, benefits, protections, or other provisions of the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101, et seq.

E. COVID-19 and Other Public Health Emergencies. While on City property, Contractor and any employees and subcontractors will comply with all public health orders and laws related to the COVID-19 public health emergency and any other public health emergency in the City, and all City directives relating to any public health emergency, including distancing, face coverings, employee screening, and sanitation. Contractor will not permit any employee who has tested positive for COVID-19, who is exhibiting symptoms of COVID-19, or who has exhibited symptoms within the prior 10 days, to be present at any City facility.

F. Protections for Data Privacy. Contractor shall implement and maintain reasonable security procedures and practices compliant with C.R.S. § 6-1-713.5(2)(a-b) and C.R.S. § 24-73-102(2)(a-b) with respect to any personal identifying information, as defined in C.R.S. § 6-1-713(2)(b) and C.R.S. § 24-73-101(4)(b), disclosed to Contractor in the course of performing the Services. Contractor will notify the City within twenty-four (24) hours of Contractor's determination that a security breach has occurred, as defined in C.R.S. § 6-1-716(1)(c) and C.R.S. § 24-73-103(1)(b), with regard to any personal information, as defined in C.R.S. § 6-1-716(1)(g) and C.R.S. § 24-73-103(1)(g), disclosed to Contractor in the course of performing the Services, and will conduct such investigation and provide such notice as required by law in the event of such breach.

G. Rights and Remedies. The rights and remedies of the City under this Agreement are in addition to any other rights and remedies provided by law. The expiration of this Agreement shall in no way limit the City's legal or equitable remedies, or the period in which such remedies may be asserted, for Services negligently or defectively performed.

H. Time of the Essence. Contractor acknowledges that time is of the essence in the performance of this Agreement. Contractor's failure to complete any of the Services during the Term, or as may be more specifically set forth in an exhibit, notice to proceed, change order, or any approved progress schedule, will be deemed a breach of this Agreement.

I. No Third-Party Beneficiaries. Enforcement of the terms and conditions of this Agreement and all rights of action relating to such enforcement will be strictly reserved to the parties. Any person other than the City and Contractor will be deemed to be only an incidental beneficiary under this Agreement.

J. No Waiver. The waiver of any breach of a term of this Agreement, including the failure to insist on strict compliance or to enforce any right or remedy, will not be construed or deemed as a waiver of any subsequent breach of such term; any right to insist on strict compliance with any term; or any right

to enforce any right or remedy with respect to that breach or any other prior, contemporaneous, or subsequent breach.

K. Rules of Construction. Neither party will be deemed to have drafted this Agreement. This Agreement has been reviewed by all parties and will be construed and interpreted according to the ordinary meaning of the words used so as to fairly accomplish the purposes and intentions of all parties. No term of this Agreement will be construed or resolved in favor of or against the City or Contractor on the basis of which party drafted the uncertain or ambiguous language. Where appropriate, the singular includes the plural and neutral words and words of any gender will include the neutral and other gender. Paragraph headings used in this Agreement are for convenience of reference and will in no way control or affect the meaning or interpretation of any provision of this Agreement.

L. Acknowledgement of Open Records Act. The City is a public entity subject to the Colorado Open Records Act, C.R.S. § 24-72-201, et seq., and this Agreement and any related documents are subject to public disclosure. The City will take reasonable steps to keep confidential only documents actually prevented from disclosure under the Colorado Open Records Act (“CORA” or “Act”), C.R.S. § 24-72-201, et seq., which efforts may include notifying the Contractor of a CORA request and allowing the Contractor to take steps to prevent disclosure, where and when it is reasonably possible to do so. The Contractor will indemnify and hold the City harmless from any claims arising from the release or inadvertent disclosure of confidential or proprietary information, and from any claims arising from the withholding, or release of documents not protected from disclosure under the Act.

M. Authority. The parties represent and warrant that they have taken all actions necessary to legally authorize the undersigned signatories to execute this Agreement for the parties and to bind the parties to its terms. The signatories represent and warrant that each has legal authority to execute this Agreement for the party he or she represents and to bind that party to its terms.

N. Liability of City Representatives. All authorized representatives of the City are acting solely as agents and representatives of the City when carrying out and exercising the power or authority granted to them under the Contract. There shall not be any liability on them either personally or as employees of the City

O. Entire Agreement; Modification; Binding Effect. This Agreement contains the entire agreement of the parties relating to the subject matter of this Agreement and, except as expressly provided, may not be modified or amended except by validly executed written agreement of the parties. All prior and contemporaneous agreements and understandings, whether oral or written, are superseded by this Agreement and are without effect to vary or alter any terms or conditions of this Agreement. This Agreement will be binding upon, and will inure to the benefit of, the parties and their respective heirs, personal representatives, successors and assigns.

P. Severability. A holding by a court of competent jurisdiction that any term of this Agreement is invalid or unenforceable will not invalidate or render unenforceable any other term of this Agreement.

Q. Survivability. The following provisions of this Agreement shall survive termination of this Agreement for any reason: I(D); I(F); II; III; IV; V; VI; IX; X. The obligations of any surety under any bond provided pursuant to this Agreement will survive termination.

R. Counterparts; Execution. This Agreement may be executed in any number of counterparts, each deemed to be an original, and, taken together will constitute one and the same instrument. Signature pages may be executed via “wet” signature or electronic mark and the executed signature pages may be delivered using pdf or similar file type transmitted via electronic mail, cloud based server, e-signature technology or other similar electronic means.

[Remainder of this page intentionally left blank – signature page(s) follow(s).]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

CITY OF COMMERCE CITY

Jason R. Rogers, City Manager
City Manager's Office

ATTEST:

APPROVED AS TO FORM:

Dylan A. Gibson, City Clerk

John-Patrick Sansom, Assistant City Attorney

**TWA, INC. d/b/a SIERRA LANDSCAPING &
MAINTENANCE**

Signature

Printed Name, Title

EXHIBIT A
Overview of Scope of Services; On Demand Rates

CONTRACTOR: TWA, Inc. d/b/a Sierra Landscaping & Maintenance

PROJECT LOCATION(S):

- 112th & Potomac, Commerce City, CO 80022
- 104th & Chambers, Commerce City, CO 80022
- Quebec & 56th, Commerce City, CO 80022
- US 85 & Hwy 2, Commerce City, CO 80022
- Tower Rd, Hwy 2, Commerce City, CO 80022
- And other City locations as directed by authorized City staff

GENERAL DESCRIPTION: Contractor shall provide programmatic & on-demand right-of-way landscape maintenance. Services shall include, but not be limited to, mowing, trimming, pruning, edging, weed control, tree maintenance, irrigation system monitoring, operating and repairs, litter removal, etc. (as detailed more fully in Attachment A, Supplemental Scope of Services and hereby incorporated by reference in their entirety).

COMPENSATION: Under no circumstances shall the compensation due and owing to the Contractor for performance of the Services described herein exceed the rates set forth herein, **for the entire Term of the Agreement**. If the City exercises its option to extend the Term of the Agreement through December 31, 2025 & 2026, **neither the lump sum amounts for programmatic services nor the on-demand rates set forth herein shall be increased under any circumstances**. The total aggregate compensation due and owing to the Contractor under this Agreement shall not exceed \$1,316,000.00.

Programmatic Services rates (which shall remain the same for 2025 & 2026 Services, if the City exercises its renewal term year option):

Company Name	Quebec & 56th	104th and Chambers Medians	US 85 & Hwy 2	112th and Potomac	Tower Rd	Hwy 2	Total
Sierra Landscaping and Maintenance	\$125,245.49	\$98,192.28	\$28,733.26	\$21,440.49	\$32,465.00	\$32,386.48	\$338,463.00

Extra Services	Cost
Disease Control (Hourly Price)	\$90
Insect Control (Hourly Price)	\$90
Add Mulch (Per 1000 sq feet 3 inch lift)	\$950.00 + material cost (+10%)
Tree Pruning (Hourly Price)	\$65.00
Irrigation Tech (Hourly Price)	\$75.00
Irrigation Tech (Hourly Price) After Hours	\$110.00
Weed Control (Hourly Price)	\$60.00

EXHIBIT B – SAMPLE WORK ORDER

WORK ORDER

This Work Order and any exhibit or attachment are subject to and incorporates all terms and conditions of the Master Services Agreement dated [Click here to enter a date](#).

Contractor shall perform the following Services:

-
-
-
-
- Cost: \$ Total Cost or Rate for Work Order
- Completion Date: [Click here to enter a date or type number of days](#)

Contractor shall obtain approval from Name prior to any changes in scope.

CONTRACTOR NAME

CITY OF COMMERCE CITY

Name, Title

Name, Title Based on Amount
Select Department

Date: _____

Date: _____

Recommended for approval:

Name, Title Based on Amount
Select Department

APPROVED AS TO FORM:

Choose an Attorney



7887 East 60th Avenue
Commerce City, Colorado 80022
Phone (303) 289-3627
Fax (303) 289-3661
www.c3gov.com

EQUIPMENT DECLARATION

Company: _____ Date: _____

Address: _____

State and Zip: _____

Note: Construction equipment that was not otherwise subjected to the Commerce City sales or use tax, and which is located within the boundaries of the City of Commerce City for a period of thirty (30) consecutive days or less, will be subjected to the use tax of Commerce City on a prorated basis if the equipment is declared in advance. **If the equipment is not declared in advance or is located within the City for over thirty (30) consecutive days, the amount of tax due will be calculated on 100% of the original purchase price.**

The tax on Declared Equipment will be calculated using the following method: **The original purchase price of the equipment will be multiplied by a fraction, the numerator of which is one (1) and the denominator which is twelve (12); and the result will be multiplied by four and one-half percent (4.5%) to determine the amount of Use Tax payable to the City.** Example: thirty (30) days or less = $\frac{1}{12}$ x purchase price of the equipment x 4.5%.

In order for a taxpayer to qualify for this exemption, the taxpayer must comply with the procedures described in Section 29-2-109(4) of the Colorado Revised Statutes by completing this form and remitting the tax due to the Finance Department of the City of Commerce City. **If the taxpayer does not file this form the exemption herein provided for will be deemed waived by the taxpayer.**

A separate declaration form must be used for each individual piece of equipment.

Construction Equipment Declared:

Description of Equipment and/or VIN number: _____

Purchase price of above equipment and date purchased: _____

Date equipment will enter the City: _____

Date equipment will be removed from the City: _____

Attachment A

Supplemental Scope of Services

Contractor Note: This is broken into six different sections, which largely have identical language. In areas where the language differs the text has been bolded and underlined to help the contractor see where services differ.

Section 1: Quebec & 56th

Commerce City Right Of Way Landscape Maintenance Scope of Service

A. Scope:

- (i) **Services:** This section shall serve as the reference for programmatic services for Quebec & 56th. The Contractor shall also provide non-programmatic services as authorized by the Department of Public Works and agreed to by the Contractor. Such non-programmatic, ad hoc services are never part of programmed, routine maintenance. All ad hoc services will follow the Work Order process as outlined in the Agreement.
- (ii) **Communication:** The Contractor will provide the City with a reasonable and professional level of communication. The City will provide a shared web based Agronomic Calendar with scheduled services and areas for ad hoc services. The Contractor will communicate within reasonable windows when the contractor will provide programmed services and the Contractor will provide the City with the exact dates of its programmed services, with details, in the provided Agronomic Calendar. Additionally the Contractor shall provide the City with detailed information on completed services for programmed and ad hoc services, within the provided detail sections of the Agronomic Calendar.

B. Turf Maintenance:

- (i) **Mowing:** Turf areas shall be mowed 26 times between April and October. Mowing frequencies shall follow the pattern laid out in the Quebec & 56th Agronomic Calendar. Mowing frequencies can and will be adjusted, based upon short and long term weather variations. It is understood that mowing will take place on specific dates when conditions allow. Mowing height will be based upon turf variety and season, meeting the horticultural best practices for such turf varieties. Turf clippings shall be mulched and not caught or removed from turf areas unless they are lying in clumps which could damage the turf or other landscaping. The City reserves the right to identify clippings as excessive at its sole discretion.

- (ii) Trimming: String trimming shall occur with the 26 scheduled mowings between April and October to be determined and approved by the City. Utility cabinets, lights, sign poles and other objects shall be trimmed around to assure a neat and attractive appearance at the time of each mowing.
- (iii) Edging: All turf areas adjacent to sidewalks or other hardscapes shall be edged 7 times, at a minimum, as specified in the Agronomic Calendar. Waste from edging shall be bagged and removed from the site in order to maintain the broom swept appearance which is the minimum expectation for how a site should look after service.
- (iv) Post-emergent weed control: Turf areas shall be kept free of weeds by the use of a chemical herbicide to promote a healthy appearance.
- (v) Disease control: The Contractor may diagnose and propose treatment of diseased turf areas on an ad hoc basis, to be determined and approved by the City.
- (vi) Backpack blowing: Blowing shall occur at the time of each mowing. Sidewalks, curb and gutters and other hardscapes shall be blown and kept clean of grass clippings and other debris with the use of power-operated blowers.
- (vii) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis as approved and directed by the City.
- (viii) Fertilization: Turf areas shall be fertilized as warranted by soil sampling and analysis, with a commercial fertilizer as approved by the City two times a year, in accordance with the Agronomic Calendar. The Contractor must provide the City with fertilizer mixture and application rates for approval.
- (ix) Aeration: Core aeration shall be performed once a year in accordance with the Agronomic Calendar, with a walk behind and/or a tow behind aerator. Aeration plugs shall be left and not caught or removed from the turf areas.

C. Shrub and Bed Maintenance:

- (i) Trimming and pruning: Shrub pruning shall occur twice a year as specified in the Agronomic Calendar. The fall pruning shall only include shrubs that are blocking lines of sight or the right of way. Late winter/early spring pruning shall include ornamental grasses and any shrubs or perennials that have been determined to need pruning. The annual pruning of shrubs should be done to maintain growth within space limitations, and it will vary depending upon the species. Perennial dead heading will be done on an as needed basis throughout the year. Pruning necessitated by storm damage, disease, neglected overgrowth and winterkill will occur on an as needed basis as part of the routine maintenance of the shrub and bed areas. None of the shrubs in the contract area need to be cut into artificial box, square, ball or other fancy shapes. All pruning will be done on a species and site specific basis, under the direction and approval of the City.

- (ii) Weed and spot control: The shrub beds and adjoining curb and gutter, sidewalks and miscellaneous hardscapes will be kept reasonably free of broadleaf or grassy weeds, at the discretion of the City. Spot weed control or manual removal of weeds taller than 4" will occur in the shrub and bed areas according to the Agronomic Calendar for a total of 19 times a year.
- (iii) Pre-emergent weed control: The contractor shall apply pre-emergent herbicide, according to industry best management practices, to the shrub beds, where applicable, and to the surrounding hardscapes. Pre-emergent weed control shall occur twice a year as specified in the Agronomic Calendar.
- (iv) Post-emergent weed control: Post-emergent weed control shall include contact herbicides for broadleaf weeds when they are rosettes and with manual removal if they are bolting. Manually removed weeds shall be removed from the site. At no time will bolted weeds be left in the shrub or bed areas. Post-emergent weed control shall occur twice a year as specified in the Agronomic Calendar..
- (v) Disease control: The Contractor may diagnose and treat diseased shrubs on an ad hoc basis, to be determined and approved by the City.
- (vi) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis, to be determined and approved by the City.
- (vii) Additional Mulch: The Contractor may be tasked with providing additional mulch for the shrub and bed areas on an ad hoc basis, to be determined and approved by the City.

D. Tree Maintenance:

- (i) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis as approved and directed by the City.
- (ii) Trimming up to 10': Once a year programmed trimming shall occur. Low hanging branches above walkways, drive lanes and high use turf areas that present a hazard to pedestrians, vehicles and park users will be pruned to a safe height not to exceed 10 feet. Volunteers and suckers will also be removed. It is incorporated into this scope of service, and the bid price, that routine trimming of broken and/or hazardous branches will be trimmed upon discovery by the Contractor or at the direction of the City.
- (iii) Tree rings: Tree rings will be chemically treated six times a year in accordance with the Agronomic Calendar to control weeds and grass adjacent to tree trunks. A safe buffer will be maintained to protect trees from damage.

E. Native Grass Areas:

- i. **The native grass areas will have monthly mowing/trimmings from May thru October. The native grass areas consist of three distinct service areas.**
 - a. **Tree lawns - the areas between the sidewalk and Quebec Parkway and the native grass nodes along Quebec Street.**
 - b. **Beauty bands - a 24" band around all other parts of the native grass area.**

- c. **Berms - an elevated section in the native grass area between 64th and 72nd along Quebec Parkway.**

In the pursuit of clarity, a detail of how the sections are maintained is below.

The tree lawn/beauty bands/berms mowing will consist of mowing the native grass areas to a height of 4"-5", this is to include the tree lawns, native grass nodes along Quebec Street, beauty bands and the berms. Native grass clippings shall be mulched and not caught or removed from native grass areas unless they are lying in clumps which could damage the native grass or other landscaping. Clumps shall be bagged and removed from the site. The City reserves the right to identify clippings as excessive at its sole discretion.

- ii. A backpack blower, or substitute item, will be used to ensure that the sidewalks are in a neat and clean condition after the trimming. **In May and August the Contractor shall mow the tree lawns and the beauty band areas, in accordance with the Agronomic Calendar. In June and October the Contractor will mow the entire native grass area, to include the tree lawn, beauty bands and berms, in accordance with the Agronomic Calendar. The June Mowing must occur during the last week of June.**
- iii. Pre-emergent weed control: The contractor shall apply pre-emergent herbicide, according to industry best managerial practices, to the native grass areas, where applicable, and to the surrounding hardscapes. Pre-emergent weed control shall occur twice a year as specified in the Agronomic calendar.
- iv. Post-emergent weed control: Post-emergent weed control shall include contact herbicides for broadleaf weeds in a broadband application. Post-emergent weed control shall occur twice a year as specified in the Agronomic calendar
- v. Weed and spot control: The native grass areas and adjoining curb and gutter, sidewalks and miscellaneous hardscapes will be kept reasonably free of broadleaf or grassy weeds at the sole discretion of the City. The Contractor is expected to treat rosettes with spot herbicides and with manual extraction if they are bolting. Pulled weeds shall be removed from the site. At no time will bolted weeds be left in the native grass areas. Weed and spot control will occur in the native grass areas according to the Agronomic Calendar for a total of 12 times a year.
- vi. Edging: The native grass areas will be edged once a year, as laid out in the agronomic calendar. During the dates where edging occurs the same standards for the appearance of the hardscapes after the service will apply. The edging must occur during the last mowing/trimming of the month.

F. System Wide Maintenance

- i. Spring clean up: As specified in the Agronomic calendar, the Contractor shall perform Spring clean up once a year. This service shall include the removal of debris from the

turf, shrub beds and mulched areas. The Contractor should use whatever equipment is necessary to maintain a neat appearance in the contract areas.

- ii. Fall clean up (leaf removal): Fall clean up shall occur twice a year as specified in the Agronomic calendar. The Contractor shall ensure that all leaves and other debris are removed from the contract area to ensure a neat appearance.
- iii. Litter removal:
 - a. April thru October, all turf areas will be inspected for debris and trash before mowing. The debris and trash shall be removed from the contract area. In the shrub bed areas and the native grass areas, debris and trash shall be removed before any mowing takes place. In non-mowed areas, such as shrub beds and native grass areas on non-service weeks, litter and debris removal shall occur at a minimum of every other week, to coincide with spot weed control in those areas, in accordance with the Agronomic Calendar.
 - b. November thru March, litter and debris removal shall occur every other week in accordance with the Agronomic Calendar.

G. Irrigation

- i. Spring charge up and activation: The Contractor shall perform the charge up and activation of the irrigation system. The system charge up shall include, but not be limited to, installing backflows at each of the controller areas (5 back flows which are kept in storage during non-irrigation months with the City), all back flows are currently reduced pressure, adjustable angle, bolt on, bolt off design. The Contractor shall insure that the system is fully functioning to include system operation checks on the full operational capacity, functionality and necessary adjustments of each controller, master valve, flow sensor, solenoid valve, head, emitter, bubbler, etc.
- ii. Irrigation monitoring & iCentral utilization: On a routine basis, but not less than weekly, from May thru September the Contractor shall monitor each irrigation controller via the iCentral system to ensure that it meets the minimum operating requirements of the City. iCentral is a web based irrigation monitoring system operated by Rain Master Control Systems. Each controller must be able to be monitored with the iCentral system, operate its programs with automated EvapoTranspiration adjustments and utilize flow sensors and master valves to regulate, monitor and generate automated system alarms and reports.
- iii. System checks: The Contractor shall perform monthly irrigation system checks six times in accordance with the Agronomic Calendar. System checks shall include the visual inspection of each zones operation in order to ensure that there are no malfunctions and verify flow sensor and master valve functionality. Routine irrigation adjustments, such as adjusting sprinkler heads for coverage, are considered routine maintenance and are incorporated into this scope of service, they will not be billed to the City. All repairs and replacements must have written approval from the City, e-mail and text communications

shall suffice as approval. Repairs under \$500 may be completed without a work order, repairs over \$500 must have an accompanying work order executed prior to the performance of work.

- iv. Water use: In an effort to conserve water resources and ensure prudent use of the City's budget, water conservation efforts will be required on the behalf of the Contractor. These efforts shall include but are not limited to; conservative irrigation runtimes and start times, the use of ET (EvapoTranspiration) scheduling, water usage reporting, and potential water budget/consumption limitations or restrictions. The City and the Contractor will communicate routinely on water usage.
- v. System winterization: The Contractor shall perform the seasonal winterization of the irrigation system once a year in accordance with the Agronomic calendar. The irrigation system will be drained of water and it will have forced air injected into the lines to clear all water from the lines, valves, heads & fittings (the flow sensor must be removed before this is done to prevent damage). All backflows must be tagged, removed and provided to the City for winter storage. Backflows must be removed from the field at the time that the system is drained to prevent theft. The Contractor will be responsible for the replacement of any backflow theft or loss after winterization has occurred.

2024 Agronomic Calendar for Quebec & 56th

Turf Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Mow					2	5	4	5	4	4	2			26
Trimming					2	5	4	5	4	4	2			26
Backpack blowing					2	5	4	5	4	4	2			26
Edging					1	1	1	1	1	1	1			7
Post-emergent weed control					1			1						2
Disease control	X													0
Insect control	X													0
Fertilizer (i)					1					1				2
Aeration					1									1
Shrub and Bed Maint.	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Trimming and pruning				1						1				2
Weed/Spot control					1	2	4	5	4	2	1			19
Trimming Ravenna			1											1
Pre-emergent weed control (ii)	X			1			1							2
Post-emergent weed control (ii)	X			1			1							2
Disease control (iii)	X													0
Insect control (ii)	X													0
Add mulch (iv)	X													0
Tree Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Insect control	X													0
Trimming up to 10'	X							1						1
Tree rings					1	1	1	1	1	1				6
Native Grass Areas	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Tree lawns (vi)						1	1	1	1	1	1			6
Beauty bands (24")						1			1					2
Berms (vi)							1				1			2
Pre-emergent weed control (ii)	X			1			1							2
Post-emergent weed control (ii)	X			1			1							2
Weed/Spot control	X				1	2	2	2	2	2	1			12
Edging (v)							1							1
System Wide Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Spring clean up				1										1
Fall clean up (leaf removal)											1	1		2
Litter Removal	X	2	2	2	2	2	2	2	2	2	2	2	2	24
Irrigation	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Spring charge up and activation					1									1
System checks						1	1	1	1	1	1			6
Monitoring						5	4	5	4	4				22
System winterization											1			1

(i) All fertilizations of turf grass must have at least 1 lb of nitrogen per 1000 square feet. The Contractor must provide details of the exact make up and intensity of each application.

(ii) All pre- emergent and post emergent weed controls will use a broadcast broadleaf application, to include the adjoining hardscapes and vacant bedding areas.

(iii) Hourly Rates.

(iv) Per 1000 sq feet 3 inch lift.

(v) Must occur during the last mowing/trimming of the month.

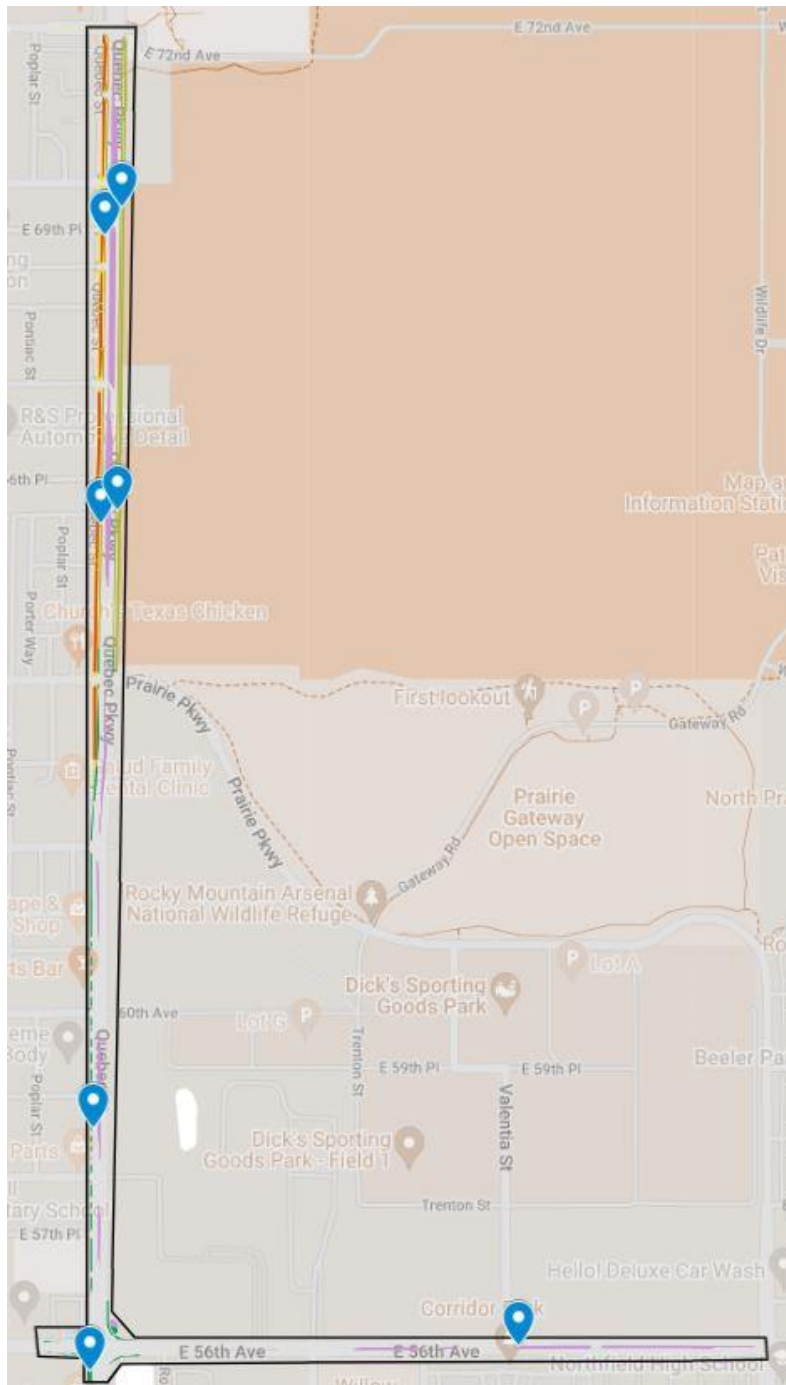
(vi) June Tree Lawns and Berm mowing must be done during the last week of June. October Tree Lawns and Berm mowing must be done during last week October-first week November.

Quebec & 56th :

Total Acres: 15.674 Breakdown Turf 1.478 Shrub Beds 5.835 Native Grass 8.4

Total Number of iCentral enabled Controllers: 6

Total Number of Backflows: 5



Quebec Beauty Bands Detail Sheets

The beauty bands are approximately 24" swaths that need to be mown in July and September, an example is in the photo from below:

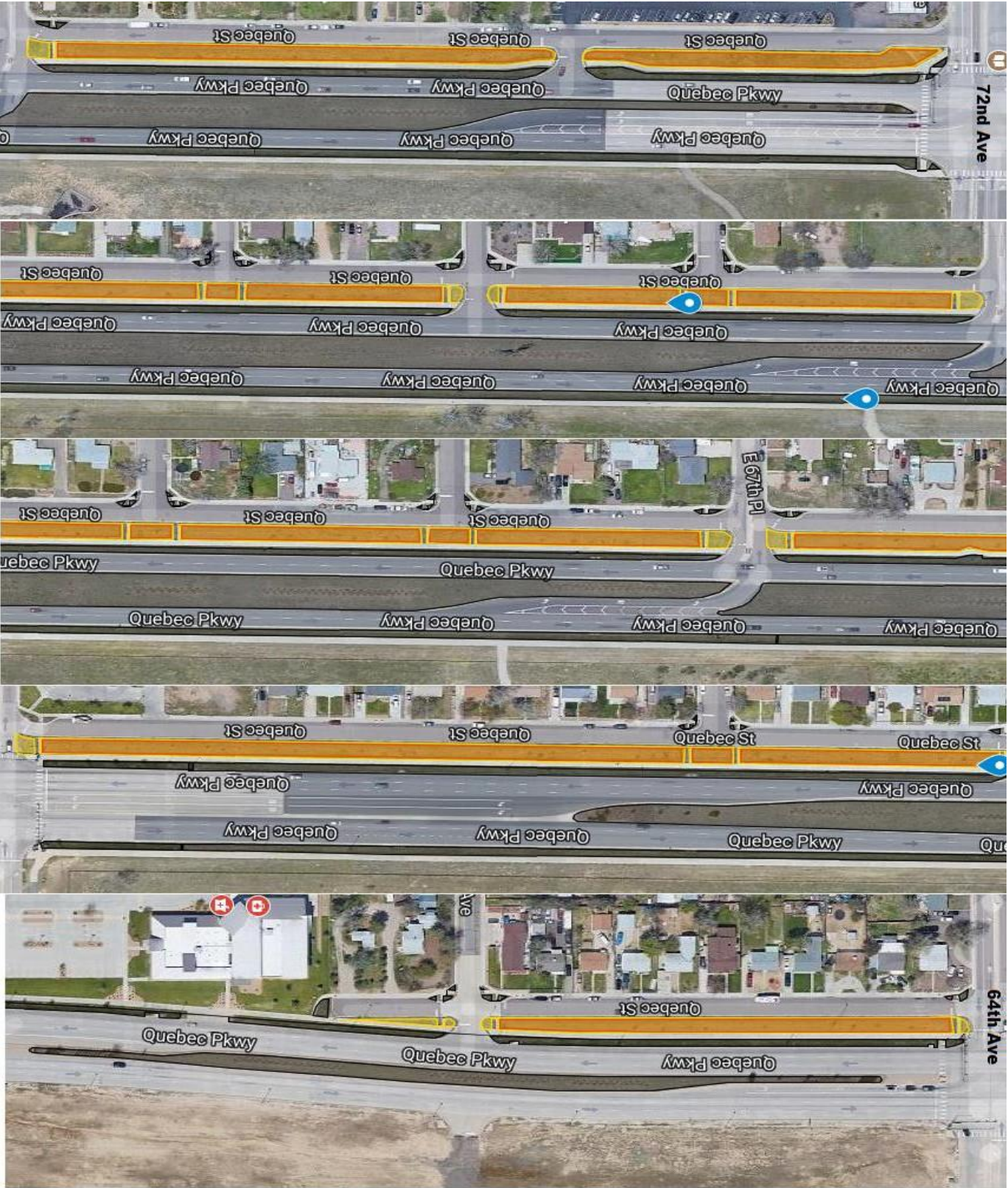


In June the entire site needs to be completely mowed to a level as high as your mower decks will allow (4" or more). Exhibit B outlines the pattern of beauty bands and full mows throughout the growing season. During the full mows, the contractor is encouraged to mulch all the plant material onsite.

On the next page are maps of the native grass areas in greater detail.

To get a sense of the size of this area, 72nd and 64th Avenues are labeled.

The yellow areas are the beauty bands. The orange areas are the raised berm areas.



Section 2: US 85 & Hwy 2

Commerce City Right Of Way Landscape Maintenance Scope of Service

A. Scope:

- (i) **Services:** This Section shall serve as the reference for programmatic services for US 85 and Highway 2. The Contractor shall also provide non-programmatic services for this area as authorized by the Department of Public Works and agreed to by the Contractor. Such non-programmatic, ad hoc services are never part of programmed, routine maintenance. All ad hoc services will follow the Work Order process as outlined in the Agreement.
- (ii) **Communication:** The Contractor will provide the City with a reasonable and professional level of communication. The City will provide a shared web based Agronomic Calendar with scheduled services and areas for ad hoc services. The Contractor will communicate within reasonable windows when the contractor will provide programmed services and the Contractor will provide the City with the exact dates of its programmed services, with details, in the provided Agronomic Calendar. Additionally the Contractor shall provide the City with detailed information on completed services for programmed and ad hoc services, within the provided detail sections of the Agronomic Calendar.

B. Turf Maintenance:

- (i) **Mowing:** Turf areas shall be mowed 26 times between April and October as approved and directed by the City. Mowing frequencies shall follow the pattern laid out in the US 85 & Hwy 2 Agronomic Calendar. Mowing frequencies can and will be adjusted, based upon short and long term weather variations. It is understood that mowing will take place on specific dates when conditions allow. Mowing height will be based upon turf variety and season, meeting the horticultural best practices for such turf varieties. Turf clippings shall be mulched and not caught or removed from turf areas unless they are lying in clumps which could damage the turf or other landscaping. The City reserves the right to identify clippings as excessive at its sole discretion.
- (ii) **Trimming:** String trimming shall occur with the 26 scheduled mowings between April and October to be determined and approved by the City. Utility cabinets, lights, sign poles and other objects shall be trimmed around to assure a neat and attractive appearance at the time of each mowing.
- (iii) **Edging:** All turf areas adjacent to sidewalks or other hardscapes shall be edged 7 times, at a minimum, as specified in the Agronomic Calendar. Waste from edging shall be bagged and removed from the site in order to maintain the broom swept appearance which is the minimum expectation for how a site should look after service.

- (iv) Post-emergent weed control: Turf areas shall be kept free of weeds by the use of a chemical herbicide to promote a healthy appearance.
- (v) Disease control: The Contractor may diagnose and propose treatment of diseased turf areas on an ad hoc basis, to be determined and approved by the City.
- (vi) Backpack blowing: Blowing shall occur at the time of each mowing. Sidewalks, curb and gutters and other hardscapes shall be blown and kept clean of grass clippings and other debris with the use of power-operated blowers.
- (vii) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis as approved and directed by the City.
- (viii) Fertilization: Turf areas shall be fertilized as warranted by soil sampling and analysis, with a commercial fertilizer as approved by the City two times a year, in accordance with the Agronomic Calendar. The Contractor must provide the City with fertilizer mixture and application rates for approval.
- (ix) Aeration: Core aeration shall be performed once a year in accordance with the Agronomic Calendar, with a walk behind and/or a tow behind aerator. Aeration plugs shall be left and not caught or removed from the turf areas.

C. Shrub and Bed Maintenance:

- (i) Trimming and pruning: Shrub pruning shall occur twice a year as specified in the Agronomic Calendar. The fall pruning shall only include shrubs that are blocking lines of sight or the right of way. Late winter/early spring pruning shall include ornamental grasses and any shrubs or perennials that have been determined to need pruning. The annual pruning of shrubs should be done to maintain growth within space limitations, and it will vary depending upon the species. Perennial dead heading will be done on an as needed basis throughout the year. Pruning necessitated by storm damage, disease, neglected overgrowth and winterkill will occur on an as needed basis as part of the routine maintenance of the shrub and bed areas. None of the shrubs in the contract area need to be cut into artificial box, square, ball or other fancy shapes. All pruning will be done on a species and site specific basis, under the direction and approval of the City.
- (ii) Weed and spot control: The shrub beds and adjoining curb and gutter, sidewalks and miscellaneous hardscapes will be kept reasonably free of broadleaf or grassy weeds, at the discretion of the City. Spot weed control or manual removal of weeds taller than 4" will occur in the shrub and bed areas according to the Agronomic Calendar for a total of 19 times a year.
- (iii) Pre-emergent weed control: The contractor shall apply pre-emergent herbicide, according to industry best management practices, to the shrub beds, where applicable, and to the surrounding hardscapes. Pre-emergent weed control shall occur twice a year as specified in the Agronomic Calendar.

- (iv) Post-emergent weed control: Post-emergent weed control shall include contact herbicides for broadleaf weeds when they are rosettes and with manual removal if they are bolting. Manually removed weeds shall be removed from the site. At no time will bolted weeds be left in the shrub or bed areas. Post-emergent weed control shall occur twice a year as specified in the Agronomic Calendar.
- (v) Disease control: The Contractor may diagnose and treat diseased shrubs on an ad hoc basis, to be determined and approved by the City.
- (vi) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis, to be determined and approved by the City.
- (vii) Additional Mulch: The Contractor may be tasked with providing additional mulch for the shrub and bed areas on an ad hoc basis, to be determined and approved by the City.

D. Tree Maintenance:

- (iv) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis as approved and directed by the City.
- (v) Trimming up to 10': Once a year programmed trimming shall occur. Low hanging branches above walkways, drive lanes and high use turf areas that present a hazard to pedestrians, vehicles and park users will be pruned to a safe height not to exceed 10 feet. Volunteers and suckers will also be removed. It is incorporated into this scope of service, and the bid price, that routine trimming of broken and/or hazardous branches will be trimmed upon discovery by the Contractor or at the direction of the City.
- (vi) Tree rings: Tree rings will be chemically treated six times a year in accordance with the Agronomic Calendar to control weeds and grass adjacent to tree trunks. A safe buffer will be maintained to protect trees from damage.

E. Native Grass Areas:

- i. **US 85 & Hwy 2: The native grass in this area borders the east side of Hwy 2 from Colorado Blvd and 52nd Ave to the bridge. This section is .689 acres and it needs to be mowed twice a year, as specified in the agronomic calendar for US 85 & Hwy 2. The contractor is only responsible for mowing the western portion of this median as depicted in the shared KML file of the native grass area, approximately running north to south from the backflow.**

Native grass clippings shall be mulched and not caught or removed from native grass areas unless they are lying in clumps which could damage the native grass or other landscaping. Clumps shall be bagged and removed from the site. The City reserves the right to identify clippings as excessive at its sole discretion.

- ii. A backpack blower, or substitute item, will be used to ensure that the sidewalks are in a neat and clean condition after the trimming.

- iii. Pre-emergent weed control: The contractor shall apply pre-emergent herbicide, according to industry best managerial practices, to the native grass areas, where applicable, and to the surrounding hardscapes. Pre-emergent weed control shall occur twice a year as specified in the Agronomic calendar.
- iv. Post-emergent weed control: Post-emergent weed control shall include contact herbicides for broadleaf weeds in a broadband application. Post-emergent weed control shall occur twice a year as specified in the Agronomic calendar.
- v. Weed and spot control: The native grass areas and adjoining curb and gutter, sidewalks and miscellaneous hardscapes will be kept reasonably free of broadleaf or grassy weeds at the sole discretion of the City. The Contractor is expected to treat rosettes with spot herbicides and with manual extraction if they are bolting. Pulled weeds shall be removed from the site. At no time will bolted weeds be left in the native grass areas. Weed and spot control will occur in the native grass areas according to the Agronomic Calendar for a total of 12 times a year.
- vi. Edging: The native grass areas will be edged once a year, as laid out in the agronomic calendar. During the dates where edging occurs the same standards for the appearance of the hardscapes after the service will apply. The edging must occur during the last mowing/trimming of the month.

F. System Wide Maintenance

- i. Spring clean up: As specified in the Agronomic calendar, the Contractor shall perform Spring clean up once a year. This service shall include the removal of debris from the turf, shrub beds and mulched areas. The Contractor should use whatever equipment is necessary to maintain a neat appearance in the contract areas.
- ii. Fall clean up (leaf removal): Fall clean up shall occur twice a year as specified in the Agronomic calendar. The Contractor shall ensure that all leaves and other debris are removed from the contract area to ensure a neat appearance.
- iii. Litter removal:
 - a. April thru October, all turf areas will be inspected for debris and trash before mowing. The debris and trash shall be removed from the contract area. In the shrub bed areas and the native grass areas, debris and trash shall be removed before any mowing takes place. In non-mowed areas, such as shrub beds and native grass areas on non-service weeks, litter and debris removal shall occur at a minimum of every other week, to coincide with spot weed control in those areas, in accordance with the Agronomic Calendar. .
 - b. November thru March, litter and debris removal shall occur every other week in accordance with the Agronomic Calendar.

G. Irrigation

- i. Spring charge up and activation: The Contractor shall perform the charge up and activation of the irrigation system. The system charge up shall include, but not be limited to, installing backflows at each of the controller areas (**11** back flows which are kept in storage during non-irrigation months with the City), all back flows are currently reduced pressure, adjustable angle, bolt on, bolt off design. The Contractor shall insure that the system is fully functioning to include system operation checks on the full operational capacity, functionality and necessary adjustments of each controller, master valve, flow sensor, solenoid valve, head, emitter, bubbler, etc.
- ii. Irrigation monitoring & iCentral utilization: On a routine basis, but not less than weekly, from May thru September the Contractor shall monitor each irrigation controller via the iCentral system to ensure that it meets the minimum operating requirements of the City. iCentral is a web based irrigation monitoring system operated by Rain Master Control Systems. Each controller must be able to be monitored with the iCentral system, operate its programs with automated EvapoTranspiration adjustments and utilize flow sensors and master valves to regulate, monitor and generate automated system alarms and reports.
- iii. System checks: The Contractor shall perform monthly irrigation system checks six times in accordance with the Agronomic Calendar. System checks shall include the visual inspection of each zones operation in order to ensure that there are no malfunctions and verify flow sensor and master valve functionality. Routine irrigation adjustments, such as adjusting sprinkler heads for coverage, are considered routine maintenance and are incorporated into this scope of service, they will not be billed to the City. All repairs and replacements must have written approval from the City, e-mail and text communications shall suffice as approval. Repairs under \$500 may be completed without a work order, repairs over \$500 must have an accompanying work order executed prior to the performance of work.
- iv. Water use: In an effort to conserve water resources and ensure prudential use of the City's budget, water conservation efforts will be required on the behalf of the Contractor. These efforts shall include but are not limited to; conservative irrigation runtimes and start times, the use of ET (EvapoTranspiration) scheduling, water usage reporting, and potential water budget/consumption limitations or restrictions. The City and the Contractor will communicate routinely on water usage.
- v. System winterization: The Contractor shall perform the seasonal winterization of the irrigation system once a year in accordance with the Agronomic calendar. The irrigation system will be drained of water and it will have forced air injected into the lines to clear all water from the lines, valves, heads & fittings (the flow sensor must be removed before this is done to prevent damage). All backflows must be tagged, removed and provided to the City for winter storage. Backflows must be removed from the field at the time that the system is drained to prevent theft. The Contractor will be responsible for the replacement of any backflow theft or loss after winterization has occurred.

2024 Agronomic Calendar for US 85 & Hwy 2

Turf Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Mow					2	5	4	5	4	4	2			26
Trimming					2	5	4	5	4	4	2			26
Backpack blowing					2	5	4	5	4	4	2			26
Edging					1	1	1	1	1	1	1			7
Post-emergent weed control					1			1						2
Disease control	X													0
Insect control	X													0
Fertilizer (i)					1					1				2
Aeration					1									1
Shrub and Bed Maint.	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Trimming and pruning				1						1				2
Weed/Spot control					1	2	4	5	4	2	1			19
Pre-emergent weed control (ii)	X			1			1							2
Post-emergent weed control (ii)	X			1			1							2
Disease control (iii)	X													0
Insect control (iii)	X													0
Add mulch (iv)	X													0
Tree Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Insect control	X													0
Trimming up to 10'	X							1						1
Tree rings					1	1	1	1	1	1				6
Native Grass Areas	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
East Side Hwy 85 52nd to bridge (.689 Acres)							1				1			2
Pre-emergent weed control (ii)	X			1			1							2
Post-emergent weed control (ii)	X			1			1							2
Weed/Spot control	X				1	2	2	2	2	2	1			12
Edging (v)							1							1
System Wide Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Spring clean up				1										1
Fall clean up (leaf removal)											1	1		2
Litter Removal	X	2	2	2	2	2	2	2	2	2	2	2	2	24
Irrigation	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Spring charge up and activation					1									1
System checks						1	1	1	1	1	1			6
Monitoring						5	4	5	4	4				22
System wintenzation											1			1

(i) All fertilizations of turf grass must have at least 1 lb of nitrogen per 1000 square feet. The Contractor must provide details of the exact make up and intensity of each application.

(ii) All pre- emergent and post emergent weed controls will use a broadcast broadleaf application, to include the adjoining hardscapes and vacant bedding areas.

(iii) Hourly Rates.

(iv) Per 1000 sq feet 3 inch lift

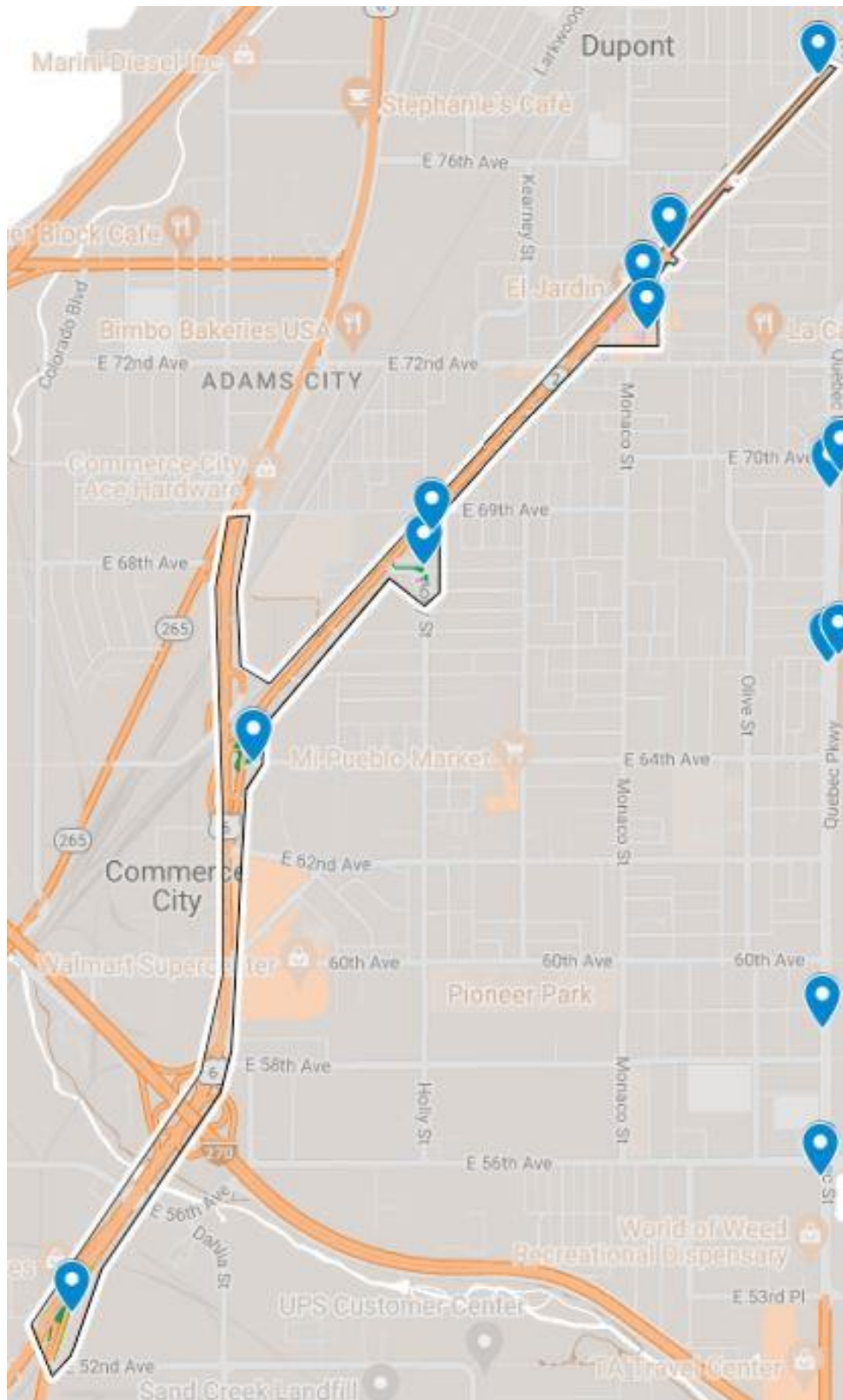
(v) Must occur during the last mowing/trimming of the month.

US 85 and Hwy 2:

Total Acres: 3.524 Breakdown Turf 1.662 Shrub Beds 1.173 Native Grass .689

Total Number of iCentral enabled Controllers: 6

Total Number of Backflows: 11



Section 3: 104th and Chambers Medians

Commerce City Right Of Way Landscape Maintenance Scope of Service

A. Scope:

- (i) **Services:** This section shall serve as the reference for programmatic services for 104th Avenue and Chambers Road medians. The Contractor shall also provide non-programmatic services as authorized by the Department of Public Works and agreed to by the Contractor. Such non-programmatic, ad hoc services are never part of programmed, routine maintenance. All ad hoc services will follow the Work Order process as outlined in the Agreement.
- (ii) **Communication:** The Contractor will provide the City with a reasonable and professional level of communication. The City will provide a shared web based Agronomic Calendar with scheduled services and areas for ad hoc services. The Contractor will communicate within reasonable windows when the contractor will provide programmed services and the Contractor will provide the City with the exact dates of its programmed services, with details, in the provided Agronomic Calendar. Additionally the Contractor shall provide the City with detailed information on completed services for programmed and ad hoc services, within the provided detail sections of the Agronomic Calendar.

B. Turf Maintenance:

- (i) **Mowing:** Turf areas shall be mowed 26 times between April and October as approved and directed by the City. Mowing frequencies shall follow the pattern laid out in the 104th and Chambers Medians Agronomic Calendar. Mowing frequencies can and will be adjusted, based upon short and long term weather variations. It is understood that mowing will take place on specific dates when conditions allow. Mowing height will be based upon turf variety and season, meeting the horticultural best practices for such turf varieties. Turf clippings shall be mulched and not caught or removed from turf areas unless they are lying in clumps which could damage the turf or other landscaping. The City reserves the right to identify clippings as excessive at its sole discretion.
- (ii) **Trimming:** String trimming shall occur with the 26 scheduled mowings between April and October to be determined and approved by the City. Utility cabinets, lights, sign poles and other objects shall be trimmed around to assure a neat and attractive appearance at the time of each mowing.
- (iii) **Edging:** All turf areas adjacent to sidewalks or other hardscapes shall be edged 7 times, at a minimum, as specified in the Agronomic Calendar. Waste from edging

- shall be bagged and removed from the site in order to maintain the broom swept appearance which is the minimum expectation for how a site should look after service.
- (iv) Post-emergent weed control: Turf areas shall be kept free of weeds by the use of a chemical herbicide to promote a healthy appearance.
 - (v) Disease control: The Contractor may diagnose and propose treatment of diseased turf areas on an ad hoc basis, to be determined and approved by the City.
 - (vi) Backpack blowing: Blowing shall occur at the time of each mowing. Sidewalks, curb and gutters and other hardscapes shall be blown and kept clean of grass clippings and other debris with the use of power-operated blowers.
 - (vii) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis as approved and directed by the City.
 - (viii) Fertilization: Turf areas shall be fertilized as warranted by soil sampling and analysis, with a commercial fertilizer as approved by the City two times a year, in accordance with the Agronomic Calendar. The Contractor must provide the City with fertilizer mixture and application rates for approval.
 - (ix) Aeration: Core aeration shall be performed once a year in accordance with the Agronomic Calendar, with a walk behind and/or a tow behind aerator. Aeration plugs shall be left and not caught or removed from the turf areas.

C. Shrub and Bed Maintenance:

- (i) Trimming and pruning: Shrub pruning shall occur twice a year as specified in the Agronomic Calendar. The fall pruning shall only include shrubs that are blocking lines of sight or the right of way. Late winter/early spring pruning shall include ornamental grasses and any shrubs or perennials that have been determined to need pruning. The annual pruning of shrubs should be done to maintain growth within space limitations, and it will vary depending upon the species. Perennial dead heading will be done on an as needed basis throughout the year. Pruning necessitated by storm damage, disease, neglected overgrowth and winterkill will occur on an as needed basis as part of the routine maintenance of the shrub and bed areas. None of the shrubs in the contract area need to be cut into artificial box, square, ball or other fancy shapes. All pruning will be done on a species and site specific basis, under the direction and approval of the City.
- (ii) Weed and spot control: The shrub beds and adjoining curb and gutter, sidewalks and miscellaneous hardscapes will be kept reasonably free of broadleaf or grassy weeds, at the discretion of the City. Spot weed control or manual removal of weeds taller than 4" will occur in the shrub and bed areas according to the Agronomic Calendar for a total of 19 times a year.
- (iii) Pre-emergent weed control: The contractor shall apply pre-emergent herbicide, according to industry best management practices, to the shrub beds, where applicable,

and to the surrounding hardscapes. Pre-emergent weed control shall occur twice a year as specified in the Agronomic Calendar.

- (iv) Post-emergent weed control: Post-emergent weed control shall include contact herbicides for broadleaf weeds when they are rosettes and with manual removal if they are bolting. Manually removed weeds shall be removed from the site. At no time will bolted weeds be left in the shrub or bed areas. Post-emergent weed control shall occur twice a year as specified in the Agronomic Calendar..
- (v) Disease control: The Contractor may diagnose and treat diseased shrubs on an ad hoc basis, to be determined and approved by the City.
- (vi) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis, to be determined and approved by the City.
- (vii) Additional Mulch: The Contractor may be tasked with providing additional mulch for the shrub and bed areas on an ad hoc basis, to be determined and approved by the City.

D. Tree Maintenance:

- (i) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis as approved and directed by the City.
- (ii) Trimming up to 10': Once a year programmed trimming shall occur. Low hanging branches above walkways, drive lanes and high use turf areas that present a hazard to pedestrians, vehicles and park users will be pruned to a safe height not to exceed 10 feet. Volunteers and suckers will also be removed. It is incorporated into this scope of service, and the bid price, that routine trimming of broken and/or hazardous branches will be trimmed upon discovery by the Contractor or at the direction of the City.
- (iii) Tree rings: Tree rings will be chemically treated six times a year in accordance with the Agronomic Calendar to control weeds and grass adjacent to tree trunks. A safe buffer will be maintained to protect trees from damage.

E. System Wide Maintenance

- i. Spring clean up: As specified in the Agronomic calendar, the Contractor shall perform Spring clean up once a year. This service shall include the removal of debris from the turf, shrub beds and mulched areas. The Contractor should use whatever equipment is necessary to maintain a neat appearance in the contract areas.
- ii. Fall clean up (leaf removal): Fall clean up shall occur twice a year as specified in the Agronomic calendar. The Contractor shall ensure that all leaves and other debris are removed from the contract area to ensure a neat appearance.
- iii. Litter removal:
 - a. April thru October, all turf areas will be inspected for debris and trash before mowing. The debris and trash shall be removed from the contract area. In the shrub bed areas and the native grass areas, debris and trash shall be removed

before any mowing takes place. In non-mowed areas, such as shrub beds and native grass areas on non-service weeks, litter and debris removal shall occur at a minimum of every other week, to coincide with spot weed control in those areas, in accordance with the Agronomic Calendar. .

- b. November thru March, litter and debris removal shall occur every other week in accordance with the Agronomic Calendar.

G. Irrigation

- i. Spring charge up and activation: The Contractor shall perform the charge up and activation of the irrigation system. The system charge up shall include, but not be limited to, installing backflows at each of the controller areas (5 back flows which are kept in storage during non-irrigation months with the City), all back flows are currently reduced pressure, adjustable angle, bolt on, bolt off design. The Contractor shall insure that the system is fully functioning to include system operation checks on the full operational capacity, functionality and necessary adjustments of each controller, master valve, flow sensor, solenoid valve, head, emitter, bubbler, etc.
- ii. Irrigation monitoring & iCentral utilization: On a routine basis, but not less than weekly, from May thru September the Contractor shall monitor each irrigation controller via the iCentral system to ensure that it meets the minimum operating requirements of the City. iCentral is a web based irrigation monitoring system operated by Rain Master Control Systems. Each controller must be able to be monitored with the iCentral system, operate its programs with automated EvapoTranspiration adjustments and utilize flow sensors and master valves to regulate, monitor and generate automated system alarms and reports.
- iii. System checks: The Contractor shall perform monthly irrigation system checks six times in accordance with the Agronomic Calendar. System checks shall include the visual inspection of each zones operation in order to ensure that there are no malfunctions and verify flow sensor and master valve functionality. Routine irrigation adjustments, such as adjusting sprinkler heads for coverage, are considered routine maintenance and are incorporated into this scope of service, they will not be billed to the City. All repairs and replacements must have written approval from the City, e-mail and text communications shall suffice as approval. Repairs under \$500 may be completed without a work order, repairs over \$500 must have an accompanying work order executed prior to the performance of work.
- iv. Water use: In an effort to conserve water resources and ensure prudent use of the City's budget, water conservation efforts will be required on the behalf of the Contractor. These efforts shall include but are not limited to; conservative irrigation runtimes and start times, the use of ET (EvapoTranspiration) scheduling, water usage reporting, and potential water budget/consumption limitations or restrictions. The City and the Contractor will communicate routinely on water usage.

- v. System winterization: The Contractor shall perform the seasonal winterization of the irrigation system once a year in accordance with the Agronomic calendar. The irrigation system will be drained of water and it will have forced air injected into the lines to clear all water from the lines, valves, heads & fittings (the flow sensor must be removed before this is done to prevent damage). All backflows must be tagged, removed and provided to the City for winter storage. Backflows must be removed from the field at the time that the system is drained to prevent theft. The Contractor will be responsible for the replacement of any backflow theft or loss after winterization has occurred.

2024 Agronomic Calendar for 104th and Chambers														
Turf Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Mow					2	5	4	5	4	4	2			26
Trimming					2	5	4	5	4	4	2			26
Backpack blowing					2	5	4	5	4	4	2			26
Edging					1	1	1	1	1	1	1			7
Post-emergent weed control					1			1						2
Disease control	X													0
Insect control	X													0
Fertilizer (i)					1					1				2
Aeration					1									1
Shrub and Bed Maint.	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Trimming and pruning				1						1				2
Weed/Spot control					1	2	4	5	4	2	1			19
Pre-emergent weed control (ii)	X			1			1							2
Post-emergent weed control (ii)	X			1			1							2
Disease control (iii)	X													0
Insect control (iii)	X													0
Add mulch (iv)	X													0
Tree Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Insect control	X													0
Trimming up to 10'	X							1						1
Tree rings					1	1	1	1	1	1				6
System Wide Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Spring clean up				1										1
Fall clean up (leaf removal)											1	1		2
Litter Removal	X	2	2	2	2	2	2	2	2	2	2	2	2	24
Irrigation	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Spring charge up and activation					1									1
System checks						1	1	1	1	1	1			6
Monitoring						5	4	5	4	4				22
System winterization											1			1

(i) All fertilizations of turf grass must have at least 1 lb of nitrogen per 1000 square feet. The Contractor must provide details of the exact make up and intensity of each application.

(ii) All pre-emergent and post emergent weed controls will use a broadcast broadleaf application, to include the adjoining hardscapes and vacant bedding areas.

(iii) Hourly Rates.

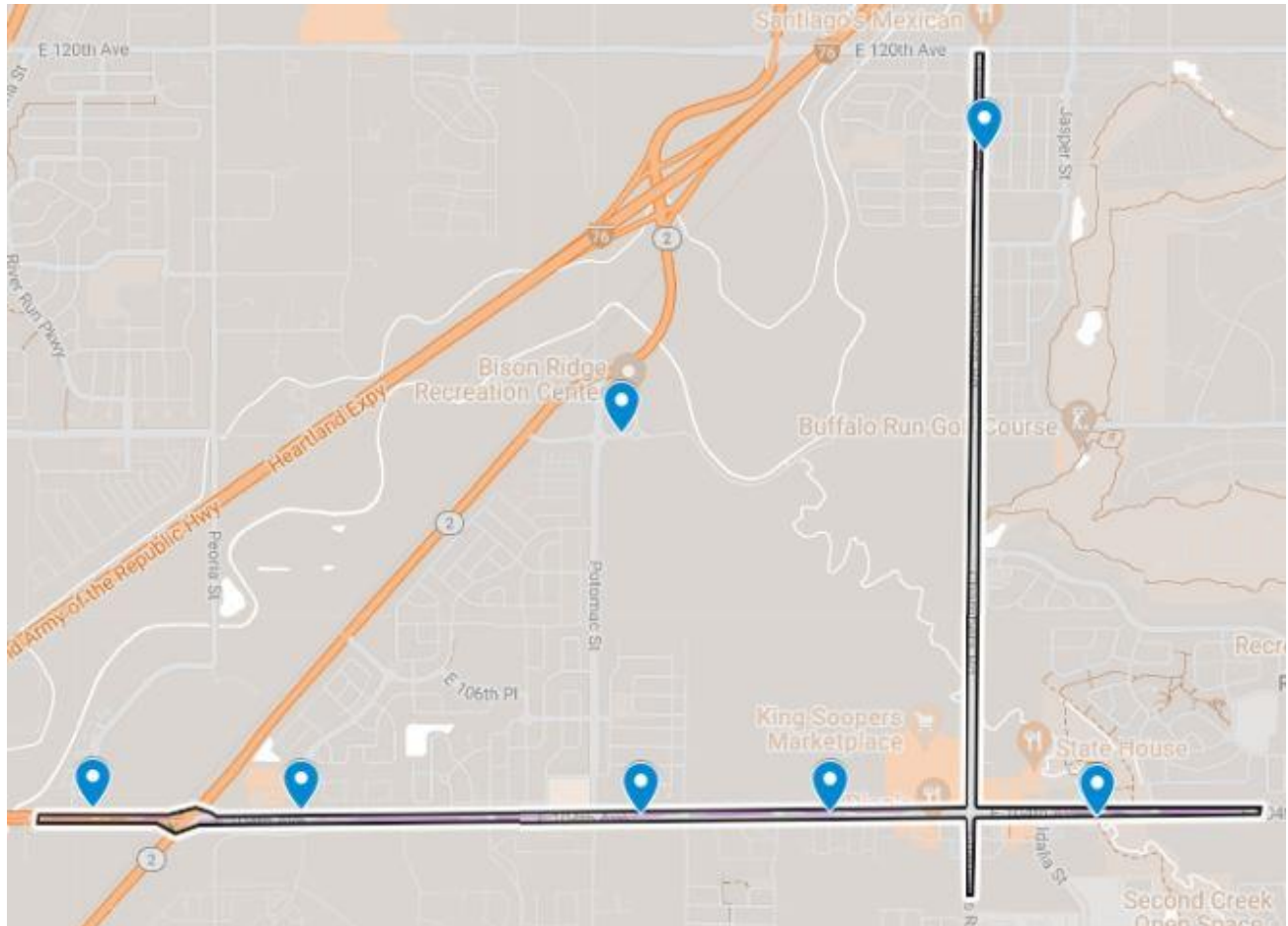
(iv) Per 1000 sq feet 3 inch lift.

104th and Chambers Medians:

Total Acres: 10.096 Breakdown Turf .378 Shrub Beds 9.718

Total Number of iCentral enabled Controllers: 7

Total Number of Backflows: 5



Section 4: 112th and Potomac

Commerce City Right Of Way Landscape Maintenance Scope of Service

A. Scope:

- (i) **Services:** This section shall serve as the reference for programmatic services for 112th Avenue and Potomac Street. The Contractor shall also provide non-programmatic services as authorized by the Department of Public Works and agreed to by the Contractor. Such non-programmatic, ad hoc services are never part of programmed, routine maintenance. All ad hoc services will follow the Work Order process as outlined in the Agreement.
- (ii) **Communication:** The Contractor will provide the City with a reasonable and professional level of communication. The City will provide a shared web based Agronomic Calendar with scheduled services and areas for ad hoc services. The Contractor will communicate within reasonable windows when the contractor will provide programmed services and the Contractor will provide the City with the exact dates of its programmed services, with details, in the provided Agronomic Calendar. Additionally the Contractor shall provide the City with detailed information on completed services for programmed and ad hoc services, within the provided detail sections of the Agronomic Calendar.

B. Turf Maintenance:

- (i) **Mowing:** Turf areas shall be mowed 26 times between April and October as approved and directed by the City. Mowing frequencies shall follow the pattern laid out in the 112th and Potomac Agronomic Calendar. Mowing frequencies can and will be adjusted, based upon short and long term weather variations. It is understood that mowing will take place on specific dates when conditions allow. Mowing height will be based upon turf variety and season, meeting the horticultural best practices for such turf varieties. Turf clippings shall be mulched and not caught or removed from turf areas unless they are lying in clumps which could damage the turf or other landscaping. The City reserves the right to identify clippings as excessive at its sole discretion.
- (ii) **Trimming:** String trimming shall occur with the 26 scheduled mowings between April and October to be determined and approved by the City. Utility cabinets, lights, sign poles and other objects shall be trimmed around to assure a neat and attractive appearance at the time of each mowing.
- (iii) **Edging:** All turf areas adjacent to sidewalks or other hardscapes shall be edged 7 times, at a minimum, as specified in the Agronomic Calendar. Waste from edging shall be bagged and removed from the site in order to maintain the broom swept appearance which is the minimum expectation for how a site should look after service.

- (iv) Post-emergent weed control: Turf areas shall be kept free of weeds by the use of a chemical herbicide to promote a healthy appearance.
- (v) Disease control: The Contractor may diagnose and propose treatment of diseased turf areas on an ad hoc basis, to be determined and approved by the City.
- (vi) Backpack blowing: Blowing shall occur at the time of each mowing. Sidewalks, curb and gutters and other hardscapes shall be blown and kept clean of grass clippings and other debris with the use of power-operated blowers.
- (vii) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis as approved and directed by the City.
- (viii) Fertilization: Turf areas shall be fertilized as warranted by soil sampling and analysis, with a commercial fertilizer as approved by the City two times a year, in accordance with the Agronomic Calendar. The Contractor must provide the City with fertilizer mixture and application rates for approval.
- (ix) Aeration: Core aeration shall be performed once a year in accordance with the Agronomic Calendar, with a walk behind and/or a tow behind aerator. Aeration plugs shall be left and not caught or removed from the turf areas.

C. Shrub and Bed Maintenance:

- (i) Trimming and pruning: Shrub pruning shall occur twice a year as specified in the Agronomic Calendar. The fall pruning shall only include shrubs that are blocking lines of sight or the right of way. Late winter/early spring pruning shall include ornamental grasses and any shrubs or perennials that have been determined to need pruning. The annual pruning of shrubs should be done to maintain growth within space limitations, and it will vary depending upon the species. Perennial dead heading will be done on an as needed basis throughout the year. Pruning necessitated by storm damage, disease, neglected overgrowth and winterkill will occur on an as needed basis as part of the routine maintenance of the shrub and bed areas. None of the shrubs in the contract area need to be cut into artificial box, square, ball or other fancy shapes. All pruning will be done on a species and site specific basis, under the direction and approval of the City.
- (ii) Weed and spot control: The shrub beds and adjoining curb and gutter, sidewalks and miscellaneous hardscapes will be kept reasonably free of broadleaf or grassy weeds, at the discretion of the City. Spot weed control or manual removal of weeds taller than 4" will occur in the shrub and bed areas according to the Agronomic Calendar for a total of 18 times a year.
- (iii) Pre-emergent weed control: The contractor shall apply pre-emergent herbicide, according to industry best management practices, to the shrub beds, where applicable, and to the surrounding hardscapes. Pre-emergent weed control shall occur twice a year as specified in the Agronomic Calendar

- (iv) Post-emergent weed control: Post-emergent weed control shall include contact herbicides for broadleaf weeds when they are rosettes and with manual removal if they are bolting. Manually removed weeds shall be removed from the site. At no time will bolted weeds be left in the shrub or bed areas. Post-emergent weed control shall occur twice a year as specified in the Agronomic Calendar.
- (v) Disease control: The Contractor may diagnose and treat diseased shrubs on an ad hoc basis, to be determined and approved by the City.
- (vi) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis, to be determined and approved by the City.
- (vii) Additional Mulch: The Contractor may be tasked with providing additional mulch for the shrub and bed areas on an ad hoc basis, to be determined and approved by the City.

D. Tree Maintenance:

- (i) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis as approved and directed by the City.
- (ii) Trimming up to 10': Once a year programmed trimming shall occur. Low hanging branches above walkways, drive lanes and high use turf areas that present a hazard to pedestrians, vehicles and park users will be pruned to a safe height not to exceed 10 feet. Volunteers and suckers will also be removed. It is incorporated into this scope of service, and the bid price, that routine trimming of broken and/or hazardous branches will be trimmed upon discovery by the Contractor or at the direction of the City.
- (iii) Tree rings: Tree rings will be chemically treated six times a year in accordance with the Agronomic Calendar to control weeds and grass adjacent to tree trunks. A safe buffer will be maintained to protect trees from damage.

E. Native Grass Areas:

- i. **112th and Potomac: The “No-Mow RFT Sod” consists of 2.83 acres of tree lawn. These areas need to be mowed only once a year, as outlined in the agronomic calendar. This area additionally needs three beauty bands a year, 10” wide along all borders of the tree lawn adjacent to hard surfaces. The expectation is that these bands may be made with a string trimmer.**

Native grass clippings shall be mulched and not caught or removed from native grass areas unless they are lying in clumps which could damage the native grass or other landscaping. Clumps shall be bagged and removed from the site. The City reserves the right to identify clippings as excessive at its sole discretion.

- ii. A backpack blower, or substitute item, will be used to ensure that the sidewalks are in a neat and clean condition after the trimming.

- iii. Pre-emergent weed control: The contractor shall apply pre-emergent herbicide, according to industry best managerial practices, to the native grass areas, where applicable, and to the surrounding hardscapes. Pre-emergent weed control shall occur twice a year as specified in the Agronomic calendar.
- iv. Post-emergent weed control: Post-emergent weed control shall include contact herbicides for broadleaf weeds in a broadband application. Post-emergent weed control shall occur twice a year as specified in the Agronomic calendar.
- v. Weed and spot control: The native grass areas and adjoining curb and gutter, sidewalks and miscellaneous hardscapes will be kept reasonably free of broadleaf or grassy weeds at the sole discretion of the City. The Contractor is expected to treat rosettes with spot herbicides and with manual extraction if they are bolting. Pulled weeds shall be removed from the site. At no time will bolted weeds be left in the native grass areas. Weed and spot control will occur in the native grass areas according to the Agronomic Calendar for a total of 12 times a year.
- vi. Edging: The native grass areas will be edged once a year, as laid out in the agronomic calendar. During the dates where edging occurs the same standards for the appearance of the hardscapes after the service will apply. The edging must occur during the last mowing/trimming of the month.

F. System Wide Maintenance

- i. Spring clean up: As specified in the Agronomic calendar, the Contractor shall perform Spring clean up once a year. This service shall include the removal of debris from the turf, shrub beds and mulched areas. The Contractor should use whatever equipment is necessary to maintain a neat appearance in the contract areas.
- ii. Fall clean up (leaf removal): Fall clean up shall occur twice a year as specified in the Agronomic calendar. The Contractor shall ensure that all leaves and other debris are removed from the contract area to ensure a neat appearance.
- iii. Litter removal:
 - a. April thru October, all turf areas will be inspected for debris and trash before mowing. The debris and trash shall be removed from the contract area. In the shrub bed areas and the native grass areas, debris and trash shall be removed before any mowing takes place. In non-mowed areas, such as shrub beds and native grass areas on non-service weeks, litter and debris removal shall occur at a minimum of every other week, to coincide with spot weed control in those areas, in accordance with the Agronomic Calendar. .
 - b. November thru March, litter and debris removal shall occur every other week in accordance with the Agronomic Calendar.

G. Irrigation

- i. Spring charge up and activation: The Contractor shall perform the charge up and activation of the irrigation system. The system charge up shall include, but not be limited to, installing backflows at each of the controller areas (1 back flow is kept in storage during non-irrigation months with the City), all back flows are currently reduced pressure, adjustable angle, bolt on, bolt off design. The Contractor shall insure that the system is fully functioning to include system operation checks on the full operational capacity, functionality and necessary adjustments of each controller, master valve, flow sensor, solenoid valve, head, emitter, bubbler, etc.
- ii. Irrigation monitoring & iCentral utilization: On a routine basis, but not less than weekly, from May thru September the Contractor shall monitor each irrigation controller via the iCentral system to ensure that it meets the minimum operating requirements of the City. iCentral is a web based irrigation monitoring system operated by Rain Master Control Systems. Each controller must be able to be monitored with the iCentral system, operate its programs with automated EvapoTranspiration adjustments and utilize flow sensors and master valves to regulate, monitor and generate automated system alarms and reports.
- iii. System checks: The Contractor shall perform monthly irrigation system checks six times in accordance with the Agronomic Calendar. System checks shall include the visual inspection of each zones operation in order to ensure that there are no malfunctions and verify flow sensor and master valve functionality. Routine irrigation adjustments, such as adjusting sprinkler heads for coverage, are considered routine maintenance and are incorporated into this scope of service, they will not be billed to the City. All repairs and replacements must have written approval from the City, e-mail and text communications shall suffice as approval. Repairs under \$500 may be completed without a work order, repairs over \$500 must have an accompanying work order executed prior to the performance of work.
- iv. Water use: In an effort to conserve water resources and ensure prudential use of the City's budget, water conservation efforts will be required on the behalf of the Contractor. These efforts shall include but are not limited to; conservative irrigation runtimes and start times, the use of ET (EvapoTranspiration) scheduling, water usage reporting, and potential water budget/consumption limitations or restrictions. The City and the Contractor will communicate routinely on water usage.
- v. System winterization: The Contractor shall perform the seasonal winterization of the irrigation system once a year in accordance with the Agronomic calendar. The irrigation system will be drained of water and it will have forced air injected into the lines to clear all water from the lines, valves, heads & fittings (the flow sensor must be removed before this is done to prevent damage). All backflows must be tagged, removed and provided to the City for winter storage. Backflows must be removed from the field at the time that the system is drained to prevent theft. The Contractor will be responsible for the replacement of any backflow theft or loss after winterization has occurred.

2024 Agronomic Calendar for 112th and Potomac

Turf Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Mow					2	5	4	5	4	4	2			26
Trimming					2	5	4	5	4	4	2			26
Backpack blowing					2	5	4	5	4	4	2			26
Edging					1	1	1	1	1	1	1			7
Post-emergent weed control					1			1						2
Disease control	X													0
Insect control	X													0
Fertilizer (i)					1					1				2
Aeration					1									1
Shrub and Bed Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Trimming and pruning				1						1				2
Weed/Spot control					1	2	4	5	4	2	1			19
Pre-emergent weed control (ii)	X			1			1							2
Post-emergent weed control (ii)	X			1			1							2
Disease control (iii)	X													0
Insect control (iii)	X													0
Add mulch (iv)	X													0
Tree Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Insect control	X													0
Trimming up to 10'	X							1						1
Tree rings					1	1	1	1	1	1				6
No-Mow RFT SOD	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Tree Lawns											1			1
Beauty bands (10")					1		1		1					3
Pre-emergent weed control (ii)	X			1			1							2
Post-emergent weed control (ii)	X			1			1							2
Weed/Spot control	X				1	2	2	2	2	2	1			12
Edging (v)	X										1			1
System Wide Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Spring clean up				1										1
Fall clean up (leaf removal)											1	1		2
Litter Removal	X	2	2	2	2	2	2	2	2	2	2	2	2	24
Irrigation	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Spring charge up and activation					1									1
System checks						1	1	1	1	1	1			6
Monitoring						5	4	5	4	4				22
System winterization											1			1

(i) All fertilizations of turf grass must have at least 1 lb of nitrogen per 1000 square feet. The Contractor must provide details of the exact make up and intensity of each application.

(ii) All pre-emergent and post emergent weed controls will use a broadcast broadleaf application, to include the adjoining hardscapes and vacant bedding areas.

(iii) Hourly Rates.

(iv) Per 1000 sq feet 3 inch lift.

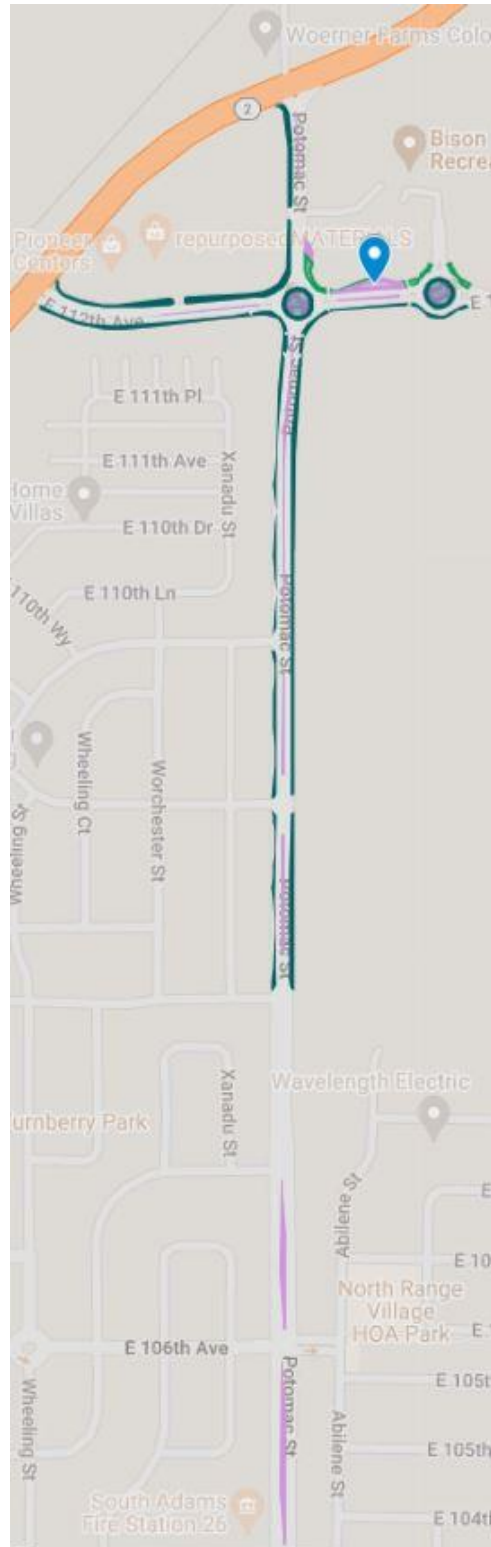
(v) Must occur during the last mowing/trimming of the month.

112th and Potomac:

Total Acres: 3.926 Breakdown Turf .287 Shrub Beds .809 Native Grass 2.83

Total Number of iCentral enabled Controllers: 1

Total Number of Backflows: 1



NO-MOW RTF SOD



RTF is a registered trademark of Barenbrug USA. US Patent#6,677,507.

Is it possible to have high quality turf low input?

It is if you choose RTF SOD. The expectations for "no-mow" products are ever increasing and only RTF SOD can deliver. Without mowing and using very little fertilizer and water, RTF SOD will not disappoint your low maintenance turf needs.

RTF (rhizomatous tall fescue) is an advanced generation of turf type tall fescue, which produces rhizomes. A rhizome is an underground stem that penetrates through the soil to spread the plant. Rhizomes send shoots up to the soil surface while extending new roots downward, forming a new plant. The rhizomatous nature of RTF is similar to Kentucky bluegrass, and thrives in the transition zone. The rhizomatous nature of RTF also makes the plant more drought tolerant.

In a two year trial RTF SOD exhibited an average height of 12 inches and a very dense, high quality turf. During the trial it was not mown a single time. It was also starved of water and fertilizer to better imitate real life situations it would be required to endure. RTF SOD performed great, it maintained a dense sod and it withstood the drought conditions very well. RTF SOD is a great alternative to fine fescues that are not as drought tolerant or traffic tolerant as tall fescue. Choose RTF SOD for a beautiful NO-MOW turf.

Maintenance recommendations:

- **DO NOT MOW**
- Fertilize once a year in fall, (high potassium - low nitrogen)
- Water occasionally for extended periods for optimum color.
- No fungicides necessary.
- Turf will grow to a height of 9 - 14 inches



Find your RTF SOD here:

NO-MOW RTF[®] SOD

"If you need a low maintenance turf look no further than RTF sod.
No mowing, less water, less fertilizer - sounds great to me!"

Frank Berns, Farm Manager
Ameri-Turf Sod Farm, CA

"RTF is fantastic for my roughs
and out of bounds areas. The
more we neglect it, the better it
looks."

DeWayne Diehl, CGCS, Golf Course Superintendent
Owl Creek Country Club, Louisville, Kentucky



NO MOWING

Grows to only 12" in height.



LESS FERTILIZER

Stays green longer with less input.



LOW WATER USE

Deep roots seek out water all year.

 **BARENBRUG**
Great in Grass[®]



NO-MOW RTF

Your low maintenance turf solution.

Section 5: Tower Road

Commerce City Right Of Way Landscape Maintenance Scope of Service

A. Scope:

- (i) **Services:** This section shall serve as the reference for programmatic services for Tower Road. The Contractor shall also provide non-programmatic services as authorized by the Department of Public Works and agreed to by the Contractor. Such non-programmatic, ad hoc services are never part of programmed, routine maintenance. All ad hoc services will follow the Work Order process as outlined in the Agreement.
- (ii) **Communication:** The Contractor will provide the City with a reasonable and professional level of communication. The City will provide a shared web based Agronomic Calendar with scheduled services and areas for ad hoc services. The Contractor will communicate within reasonable windows when the contractor will provide programmed services and the Contractor will provide the City with the exact dates of its programmed services, with details, in the provided Agronomic Calendar. Additionally the Contractor shall provide the City with detailed information on completed services for programmed and ad hoc services, within the provided detail sections of the Agronomic Calendar.

B. Turf Maintenance:

- (i) **Mowing:** Turf areas shall be mowed 26 times between April and October as approved and directed by the City. Mowing frequencies shall follow the pattern laid out in the Tower Rd Agronomic Calendar. Mowing frequencies can and will be adjusted, based upon short and long term weather variations. It is understood that mowing will take place on specific dates when conditions allow. Mowing height will be based upon turf variety and season, meeting the horticultural best practices for such turf varieties. Turf clippings shall be mulched and not caught or removed from turf areas unless they are lying in clumps which could damage the turf or other landscaping. The City reserves the right to identify clippings as excessive at its sole discretion.
- (ii) **Trimming:** String trimming shall occur with the 26 scheduled mowings between April and October to be determined and approved by the City. Utility cabinets, lights, sign poles and other objects shall be trimmed around to assure a neat and attractive appearance at the time of each mowing.
- (iii) **Edging:** All turf areas adjacent to sidewalks or other hardscapes shall be edged 7 times, at a minimum, as specified in the Agronomic Calendar. Waste from edging shall be bagged and removed from the site in order to maintain the broom swept appearance which is the minimum expectation for how a site should look after service.
- (iv) **Post-emergent weed control:** Turf areas shall be kept free of weeds by the use of a chemical herbicide to promote a healthy appearance.
- (v) **Disease control:** The Contractor may diagnose and propose treatment of diseased turf areas on an ad hoc basis, to be determined and approved by the City.

- (vi) Backpack blowing: Blowing shall occur at the time of each mowing. Sidewalks, curb and gutters and other hardscapes shall be blown and kept clean of grass clippings and other debris with the use of power-operated blowers.
- (vii) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis as approved and directed by the City.
- (viii) Fertilization: Turf areas shall be fertilized as warranted by soil sampling and analysis, with a commercial fertilizer as approved by the City two times a year, in accordance with the Agronomic Calendar. The Contractor must provide the City with fertilizer mixture and application rates for approval.
- (ix) Aeration: Core aeration shall be performed once a year in accordance with the Agronomic Calendar, with a walk behind and/or a tow behind aerator. Aeration plugs shall be left and not caught or removed from the turf areas.

C. Shrub and Bed Maintenance:

- (i) Trimming and pruning: Shrub pruning shall occur twice a year as specified in the Agronomic Calendar. The fall pruning shall only include shrubs that are blocking lines of sight or the right of way. Late winter/early spring pruning shall include ornamental grasses and any shrubs or perennials that have been determined to need pruning. The annual pruning of shrubs should be done to maintain growth within space limitations, and it will vary depending upon the species. Perennial dead heading will be done on an as needed basis throughout the year. Pruning necessitated by storm damage, disease, neglected overgrowth and winterkill will occur on an as needed basis as part of the routine maintenance of the shrub and bed areas. None of the shrubs in the contract area need to be cut into artificial box, square, ball or other fancy shapes. All pruning will be done on a species and site specific basis, under the direction and approval of the City.
- (ii) Weed and spot control: The shrub beds and adjoining curb and gutter, sidewalks and miscellaneous hardscapes will be kept reasonably free of broadleaf or grassy weeds, at the discretion of the City. Spot weed control or manual removal of weeds taller than 4" will occur in the shrub and bed areas according to the Agronomic Calendar for a total of 18 times a year.
- (iii) Pre-emergent weed control: The contractor shall apply pre-emergent herbicide, according to industry best management practices, to the shrub beds, where applicable, and to the surrounding hardscapes. Pre-emergent weed control shall occur twice a year as specified in the Agronomic Calendar.
- (iv) Post-emergent weed control: Post-emergent weed control shall include contact herbicides for broadleaf weeds when they are rosettes and with manual removal if they are bolting. Manually removed weeds shall be removed from the site. At no time will bolted weeds be left in the shrub or bed areas. Post-emergent weed control shall occur twice a year as specified in the Agronomic Calendar..
- (v) Disease control: The Contractor may diagnose and treat diseased shrubs on an ad hoc basis, to be determined and approved by the City.
- (vi) Insect control: The Contractor may be tasked with performing insect control on an ad

- hoc basis, to be determined and approved by the City.
- (vii) Additional Mulch: The Contractor may be tasked with providing additional mulch for the shrub and bed areas on an ad hoc basis, to be determined and approved by the City.

D. Tree Maintenance:

- (i) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis as approved and directed by the City.
- (ii) Trimming up to 10': Once a year programmed trimming shall occur. Low hanging branches above walkways, drive lanes and high use turf areas that present a hazard to pedestrians, vehicles and park users will be pruned to a safe height not to exceed 10 feet. Volunteers and suckers will also be removed. It is incorporated into this scope of service, and the bid price, that routine trimming of broken and/or hazardous branches will be trimmed upon discovery by the Contractor or at the direction of the City.
- (iii) Tree rings: Tree rings will be chemically treated six times a year in accordance with the Agronomic Calendar to control weeds and grass adjacent to tree trunks. A safe buffer will be maintained to protect trees from damage.

E. System Wide Maintenance

- iv. Spring clean up: As specified in the Agronomic calendar, the Contractor shall perform Spring clean up once a year. This service shall include the removal of debris from the turf, shrub beds and mulched areas. The Contractor should use whatever equipment is necessary to maintain a neat appearance in the contract areas.
- v. Fall clean up (leaf removal): Fall clean up shall occur twice a year as specified in the Agronomic calendar. The Contractor shall ensure that all leaves and other debris are removed from the contract area to ensure a neat appearance.
- vi. Litter removal:
- a. April thru October, all turf areas will be inspected for debris and trash before mowing. The debris and trash shall be removed from the contract area. In the shrub bed areas and the native grass areas, debris and trash shall be removed before any mowing takes place. In non-mowed areas, such as shrub beds and native grass areas on non-service weeks, litter and debris removal shall occur at a minimum of every other week, to coincide with spot weed control in those areas, in accordance with the Agronomic Calendar. .
 - b. November thru March, litter and debris removal shall occur every other week in accordance with the Agronomic Calendar.

G. Irrigation

- vi. Spring charge up and activation: The Contractor shall perform the charge up and activation of the irrigation system. The system charge up shall include, but not be limited to, installing backflows at each of the controller areas (5 back flows which are kept in storage during non-irrigation months with the City), all back flows are currently reduced pressure, adjustable angle, bolt on, bolt off design. The Contractor shall insure that the

system is fully functioning to include system operation checks on the full operational capacity, functionality and necessary adjustments of each controller, master valve, flow sensor, solenoid valve, head, emitter, bubbler, etc.

- vii. Irrigation monitoring & iCentral utilization: On a routine basis, but not less than weekly, from May thru September the Contractor shall monitor each irrigation controller via the iCentral system to ensure that it meets the minimum operating requirements of the City. iCentral is a web based irrigation monitoring system operated by Rain Master Control Systems. Each controller must be able to be monitored with the iCentral system, operate its programs with automated EvapoTranspiration adjustments and utilize flow sensors and master valves to regulate, monitor and generate automated system alarms and reports.
- viii. System checks: The Contractor shall perform monthly irrigation system checks six times in accordance with the Agronomic Calendar. System checks shall include the visual inspection of each zones operation in order to ensure that there are no malfunctions and verify flow sensor and master valve functionality. Routine irrigation adjustments, such as adjusting sprinkler heads for coverage, are considered routine maintenance and are incorporated into this scope of service, they will not be billed to the City. All repairs and replacements must have written approval from the City, e-mail and text communications shall suffice as approval. Repairs under \$500 may be completed without a work order, repairs over \$500 must have an accompanying work order executed prior to the performance of work.
- ix. Water use: In an effort to conserve water resources and ensure prudential use of the City's budget, water conservation efforts will be required on the behalf of the Contractor. These efforts shall include but are not limited to; conservative irrigation runtimes and start times, the use of ET (EvapoTranspiration) scheduling, water usage reporting, and potential water budget/consumption limitations or restrictions. The City and the Contractor will communicate routinely on water usage.
- x. System winterization: The Contractor shall perform the seasonal winterization of the irrigation system once a year in accordance with the Agronomic calendar. The irrigation system will be drained of water and it will have forced air injected into the lines to clear all water from the lines, valves, heads & fittings (the flow sensor must be removed before this is done to prevent damage). All backflows must be tagged, removed and provided to the City for winter storage. Backflows must be removed from the field at the time that the system is drained to prevent theft. The Contractor will be responsible for the replacement of any backflow theft or loss after winterization has occurred.

2024 Agronomic Calendar for Tower Road

Turf Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Mow					2	5	4	5	4	4	2			26
Trimming					2	5	4	5	4	4	2			26
Backpack blowing					2	5	4	5	4	4	2			26
Edging					1	1	1	1	1	1	1			7
Post-emergent weed control					1			1						2
Disease control	X													0
Insect control	X													0
Fertilizer (i)					1					1				2
Aeration					1									1
Shrub and Bed Maint.	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Trimming and pruning				1						1				2
Weed/Spot control					1	2	4	5	4	2	1			19
Pre-emergent weed control (ii)	X			1			1							2
Post-emergent weed control (ii)	X			1			1							2
Disease control (iii)	X													0
Insect control (iii)	X													0
Add mulch (iv)	X													0
Tree Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Insect control	X													0
Trimming up to 10'	X							1						1
Tree rings					1	1	1	1	1	1				6
Beauty bands						1			1					2
System Wide Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Spring clean up				1										1
Fall clean up (leaf removal)											1	1		2
Litter Removal	X	2	2	2	2	3	2	2	3	2	2	2	2	26
Irrigation	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Spring charge up and activation					1									1
System checks						1	1	1	1	1	1			6
Monitoring						5	4	5	4	4				22
System winterization											1			1

(i) All fertilizations of turf grass must have at least 1 lb of nitrogen per 1000 square feet. The Contractor must provide details of the exact make up and intensity of each application.

(ii) All pre-emergent and post emergent weed controls will use a broadcast broadleaf application, to include the adjoining hardscapes and vacant bedding areas.

(iii) Hourly Rates.

(iv) Per 1000 sq feet 3 inch lift.

(v) Must occur during the last mowing/trimming of the month.

(vi) June Tree Lawns and Berm mowing must be done during the last week of June.

Tower Road:

Total Acres: 4.11 Breakdown Turf .287 Shrub Beds 3.96

Total Number of iCentral enabled Controllers: 2

Total Number of Backflows: 1



Section 6: HWY 2

Commerce City Right Of Way Landscape Maintenance Scope of Service

A. Scope:

- (i) **Services:** This section shall serve as the reference for programmatic services for HWY 2. The Contractor shall also provide non-programmatic services as authorized by the Department of Public Works and agreed to by the Contractor. Such non-programmatic, ad hoc services are never part of programmed, routine maintenance. All ad hoc services will follow the Work Order process as outlined in the Agreement.
- (ii) **Communication:** The Contractor will provide the City with a reasonable and professional level of communication. The City will provide a shared web based Agronomic Calendar with scheduled services and areas for ad hoc services. The Contractor will communicate within reasonable windows when the contractor will provide programmed services and the Contractor will provide the City with the exact dates of its programmed services, with details, in the provided Agronomic Calendar. Additionally the Contractor shall provide the City with detailed information on completed services for programmed and ad hoc services, within the provided detail sections of the Agronomic Calendar.

B. Shrub and Bed Maintenance:

- (i) **Trimming and pruning:** Shrub pruning shall occur twice a year as specified in the Agronomic Calendar. The fall pruning shall only include shrubs that are blocking lines of sight or the right of way. Late winter/early spring pruning shall include ornamental grasses and any shrubs or perennials that have been determined to need pruning. The annual pruning of shrubs should be done to maintain growth within space limitations, and it will vary depending upon the species. Perennial dead heading will be done on an as needed basis throughout the year. Pruning necessitated by storm damage, disease, neglected overgrowth and winterkill will occur on an as needed basis as part of the routine maintenance of the shrub and bed areas. None of the shrubs in the contract area need to be cut into artificial box, square, ball or other fancy shapes. All pruning will be done on a species and site specific basis, under the direction and approval of the City.
- (ii) **Weed and spot control:** The shrub beds and adjoining curb and gutter, sidewalks and miscellaneous hardscapes will be kept reasonably free of broadleaf or grassy weeds, at the discretion of the City. Spot weed control or manual removal of weeds taller than 4" will occur in the shrub and bed areas according to the Agronomic Calendar for a total of 12 times a year.
- (iii) **Pre-emergent weed control:** The contractor shall apply pre-emergent herbicide, according to industry best management practices, to the shrub beds, where applicable, and to the surrounding hardscapes. Pre-emergent weed control shall occur twice a year as specified in the Agronomic Calendar.
- (iv) **Post-emergent weed control:** Post-emergent weed control shall include contact

- herbicides for broadleaf weeds when they are rosettes and with manual removal if they are bolting. Manually removed weeds shall be removed from the site. At no time will bolted weeds be left in the shrub or bed areas. Post-emergent weed control shall occur twice a year as specified in the Agronomic Calendar..
- (v) Disease control: The Contractor may diagnose and treat diseased shrubs on an ad hoc basis, to be determined and approved by the City.
 - (vi) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis, to be determined and approved by the City.
 - (vii) Additional Mulch: The Contractor may be tasked with providing additional mulch for the shrub and bed areas on an ad hoc basis, to be determined and approved by the City.

C. Tree Maintenance:

- (i) Insect control: The Contractor may be tasked with performing insect control on an ad hoc basis as approved and directed by the City.
- (ii) Trimming up to 10': Once a year programmed trimming shall occur. Low hanging branches above walkways, drive lanes and high use turf areas that present a hazard to pedestrians, vehicles and park users will be pruned to a safe height not to exceed 10 feet. Volunteers and suckers will also be removed. It is incorporated into this scope of service, and the bid price, that routine trimming of broken and/or hazardous branches will be trimmed upon discovery by the Contractor or at the direction of the City.
- (iii) Tree rings: Tree rings will be chemically treated six times a year in accordance with the Agronomic Calendar to control weeds and grass adjacent to tree trunks. A safe buffer will be maintained to protect trees from damage.

D. Native Grass Areas:

- i. **HWY 2: The native grass in this area are irrigated bioswales that only need to be mowed twice a year.**
- ii. **HWY 2: The native grass in this area IS MOWED MONTHLY between May and September.**

Native grass clippings shall be mulched and not caught or removed from native grass areas unless they are lying in clumps which could damage the native grass or other landscaping. Clumps shall be bagged and removed from the site. The City reserves the right to identify clippings as excessive at its sole discretion.

- iii. A backpack blower, or substitute item, will be used to ensure that the sidewalks are in a neat and clean condition after the trimming.
- iv. Pre-emergent weed control: The contractor shall apply pre-emergent herbicide, according to industry best managerial practices, to the native grass areas, where applicable, and to the surrounding hardscapes. Pre-emergent weed control shall occur twice a year as specified in the Agronomic calendar.
- v. Post-emergent weed control: Post-emergent weed control shall include contact herbicides for broadleaf weeds in a broadband application. Post-emergent weed control shall occur

twice a year as specified in the Agronomic calendar.

- vi. Weed and spot control: The native grass areas and adjoining curb and gutter, sidewalks and miscellaneous hardscapes will be kept reasonably free of broadleaf or grassy weeds at the sole discretion of the City. The Contractor is expected to treat rosettes with spot herbicides and with manual extraction if they are bolting. Pulled weeds shall be removed from the site. At no time will bolted weeds be left in the native grass areas. Weed and spot control will occur in the native grass areas according to the Agronomic Calendar for a total of 12 times a year.
- vii. Edging: The native grass areas will be edged once a year, as laid out in the agronomic calendar. During the dates where edging occurs the same standards for the appearance of the hardscapes after the service will apply. The edging must occur during the last mowing/trimming of the month.

E. System Wide Maintenance

- i. Spring clean up: As specified in the Agronomic calendar, the Contractor shall perform Spring clean up once a year. This service shall include the removal of debris from the turf, shrub beds and mulched areas. The Contractor should use whatever equipment is necessary to maintain a neat appearance in the contract areas.
- ii. Fall clean up (leaf removal): Fall clean up shall occur twice a year as specified in the Agronomic calendar. The Contractor shall ensure that all leaves and other debris are removed from the contract area to ensure a neat appearance.
- iii. Litter removal:
 - a. April thru October, all turf areas will be inspected for debris and trash before mowing. The debris and trash shall be removed from the contract area. In the shrub bed areas and the native grass areas, debris and trash shall be removed before any mowing takes place. In non-mowed areas, such as shrub beds and native grass areas on non-service weeks, litter and debris removal shall occur at a minimum of every other week, to coincide with spot weed control in those areas, in accordance with the Agronomic Calendar. .
 - b. November thru March, litter and debris removal shall occur every other week in accordance with the Agronomic Calendar.

F. Irrigation

- i. Spring charge up and activation: The Contractor shall perform the charge up and activation of the irrigation system. The system charge up shall include, but not be limited to, installing backflows at each of the controller areas (5 back flows which are kept in storage during non-irrigation months with the City), all back flows are currently reduced pressure, adjustable angle, bolt on, bolt off design. The Contractor shall insure that the system is fully functioning to include system operation checks on the full operational capacity, functionality and necessary adjustments of each controller, master valve, flow sensor, solenoid valve, head, emitter, bubbler, etc.
- ii. Irrigation monitoring & iCentral utilization: On a routine basis, but not less than weekly,

from May thru September the Contractor shall monitor each irrigation controller via the iCentral system to ensure that it meets the minimum operating requirements of the City. iCentral is a web based irrigation monitoring system operated by Rain Master Control Systems. Each controller must be able to be monitored with the iCentral system, operate its programs with automated EvapoTranspiration adjustments and utilize flow sensors and master valves to regulate, monitor and generate automated system alarms and reports.

- iii. System checks: The Contractor shall perform monthly irrigation system checks six times in accordance with the Agronomic Calendar. System checks shall include the visual inspection of each zones operation in order to ensure that there are no malfunctions and verify flow sensor and master valve functionality. Routine irrigation adjustments, such as adjusting sprinkler heads for coverage, are considered routine maintenance and are incorporated into this scope of service, they will not be billed to the City. All repairs and replacements must have written approval from the City, e-mail and text communications shall suffice as approval. Repairs under \$500 may be completed without a work order, repairs over \$500 must have an accompanying work order executed prior to the performance of work.
- iv. Water use: In an effort to conserve water resources and ensure prudential use of the City's budget, water conservation efforts will be required on the behalf of the Contractor. These efforts shall include but are not limited to; conservative irrigation runtimes and start times, the use of ET (EvapoTranspiration) scheduling, water usage reporting, and potential water budget/consumption limitations or restrictions. The City and the Contractor will communicate routinely on water usage.
- v. System winterization: The Contractor shall perform the seasonal winterization of the irrigation system once a year in accordance with the Agronomic calendar. The irrigation system will be drained of water and it will have forced air injected into the lines to clear all water from the lines, valves, heads & fittings (the flow sensor must be removed before this is done to prevent damage). All backflows must be tagged, removed and provided to the City for winter storage. Backflows must be removed from the field at the time that the system is drained to prevent theft. The Contractor will be responsible for the replacement of any backflow theft or loss after winterization has occurred.

2024 Agronomic Calendar for Hwy 2														
Shrub and Bed Maint.	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Trimming and pruning				1						1				2
Weed/Spot control					1	2	2	2	2	2	1			12
Pre-emergent weed control (ii)	X			1			1							2
Post-emergent weed control (ii)	X			1			1							2
Disease control (iii)	X													0
Insect control (iii)	X													0
Add mulch (iv)	X													0
Tree Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Insect control	X													0
Trimming up to 10'	X							1						1
Tree rings					1	1	1	1	1	1				6
Native Grass Areas	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Swales							1				1			2
Native - Road to Trail						1	1	1	1	1				5
Pre-emergent weed control (ii)	X			1			1							2
Post-emergent weed control (ii)	X			1			1							2
Weed/Spot control	X				1	2	2	2	2	2	1			12
Edging (vi)							1							1
System Wide Maintenance	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Spring clean up				1										1
Fall clean up (leaf removal)											1	1		2
Litter Removal	X	2	2	3	2	2	2	2	3	2	2	2	2	26
Irrigation	Extra Services	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Spring charge up and activation					1									1
System checks						1	1	1	1	1	1			6
Monitoring						5	4	5	4	4				22
System winterization											1			1

(i) All fertilizations of turf grass must have at least 1 lb of nitrogen per 1000 square feet. The Contractor must provide details of the exact make up and intensity of each application.

(ii) All pre-emergent and post emergent weed controls will use a broadcast broadleaf application, to include the adjoining hardscapes and vacant bedding areas.

(iii) Hourly Rates.

(iv) Per 1000 sq feet 3 inch lift.

(v) Must occur during the last mowing/trimming of the month.

(vi) June Tree Lawns and Berm mowing must be done during the last week of June.

HWY 2:

Total Acres: 29.5 Breakdown Bioswales 2.599 Shrub Beds 0.073

Native Grass 26.82

Total Number of iCentral enabled Controllers: 1

Total Number of Backflows: 1

