REQUEST FOR PROPOSALS # 181

Blinn College District invites qualified firms to submit Proposals for a:

**BRENHAM CAMPUS AND HODDE TECHNICAL CENTER GROUNDS MAINTENANCE SERVICES**

Proposals must be submitted by:

**July 6, 2021 @ 2:30 PM CDT**

Sealed Proposals must be submitted to the following location with the proposal # in the lower left corner of the envelope.  
**Faxed proposals will not be accepted.**

<table>
<thead>
<tr>
<th>Mail Proposals to:</th>
<th>Deliver Proposals to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blinn College Purchasing</td>
<td>Blinn College Purchasing</td>
</tr>
<tr>
<td>902 College Avenue</td>
<td>902 College Avenue – Classroom Building Room 17</td>
</tr>
<tr>
<td>Brenham, Texas 77833</td>
<td>Brenham, Texas 77833</td>
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</tbody>
</table>

RFP# 181  
Brenham Grounds Maintenance Services

Proposals that arrive after the closing date and time will be rejected. Time/date stamp clock in the Purchasing Department shall be the official time of receipt. Responses received via email after submission deadline shall be replied to and unopened and will be considered void and unacceptable. Mailing of a Proposal does not ensure that the RFP will be delivered on time or delivered at all. The proposer (not the college) is solely responsible for ensuring the RFP is received prior to the closing date and time. **Delivery at any other email address is unacceptable.**

Blinn reserves the right to reject any and/or all Proposals, to award contracts as may appear advantageous to Blinn, and to waive all formalities in offering.

Ross Schroeder – Director of Purchasing
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SECTION 1 – PURPOSE

Blinn College District, the Junior College District of Washington County, is receiving proposals for; Landscaping and Grounds Maintenance Services for the Blinn-Brenham and Blinn-Hodde Tech Center Campuses. The scope of work will include landscaping and grounds maintenance services for all areas on these Blinn College District campuses, except as outlined in attached exhibits, and as specified further in this proposal.

The scope of work included in these instructions establish a standard of quality desired by the District. **Any reference to a specific brand or model is only intended to provide guidance on the standard of quality desired by the District.** Any offeror may submit their proposal on any brand / model, of equal or greater quality that complies with the specifications. Blinn reserves the right to make its selections of materials purchased, based on its best judgment as to which articles substantially comply with the strength and quality required by the specifications.

OPEN RECORDS

It is understood by submitting a proposal to Blinn College, the document becomes part of an open record. Blinn College District will comply with the Texas Open Records Act with any request for your proposal. Copies of your proposal will be supplied to the requesting party.

Response to Request for Proposals

Respondents are required to provide detailed written responses to this RFP no later than **July 6, 2021 @ 2:30 PM C.D.T.** Responses received after this date will not be considered or accepted.

Written responses shall address each requirement identified in this RFP. Failure to provide all requested information will be considered an incomplete response. Blinn College District reserves the right to reject any or all proposals and to accept any proposal deemed as providing the best value to the Blinn College District. Blinn College District shall rank the respondents in the order that they provide the “best value” for the College based on the published selection criteria and on the ranking evaluations. Interviews of General Contractor firms may follow at the Owner’s option.

Respondents are required to submit one (1) bound copy and one (1) electronic flash drive of the proposal statement.

Questions regarding the project and this Request for Proposals are to be directed to:

Ross Schroeder  
Blinn College District  
Director of Purchasing  
902 College Ave.  
Brenham, Texas 77833  
Phone: 979-830-4118   Email: ross.schroeder@blinn.edu
### RFP #181 Calendar

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Action</th>
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<tbody>
<tr>
<td>June 15, 2021</td>
<td>Advertisement #1</td>
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<tr>
<td>June 22, 2021</td>
<td>Advertisement #2</td>
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<tr>
<td>June 24, 2021</td>
<td>Pre-Proposal Meeting&lt;br&gt;Blinn-Brenham Campus, 9:00 am</td>
</tr>
<tr>
<td>June 29, 2021, 5:00 pm</td>
<td>Last day and time to submit email inquiries&lt;br&gt;Submit to: <a href="mailto:ross.schroeder@blinn.edu">ross.schroeder@blinn.edu</a></td>
</tr>
<tr>
<td>July 1, 2021</td>
<td>Addenda issued, if any, communicated by e-mail</td>
</tr>
<tr>
<td>July 6, 2021, 2:30 p.m.</td>
<td>Deadline for Submission, RFP #&lt;br&gt;Blinn College District Purchasing&lt;br&gt;Attn: Mr. Ross Schroeder, Director of Purchasing&lt;br&gt;902 College Ave., Classroom Building Room 17&lt;br&gt;Brenham, Texas 77833</td>
</tr>
<tr>
<td>July 13, 2021</td>
<td>Notify Shortlist – If Necessary</td>
</tr>
<tr>
<td>July 20, 2021</td>
<td>Interview – If Necessary</td>
</tr>
<tr>
<td>August 1, 2021</td>
<td>Submit Agenda Item to Administration</td>
</tr>
<tr>
<td>August 17, 2021</td>
<td>Recommendation of selected firm to the Board of Trustees for approval</td>
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</tbody>
</table>

A Pre-Proposal Meeting for the Blinn-Brenham Campus is scheduled on June 24, 2021 at 9:00 AM at the Physical Plant on the Brenham Campus.

Please limit the number of attendees at the pre-proposal meeting to one (1) per company.
SECTION 2 – EVALUATION CRITERIA AND SELECTION PROCESS

Proposals Evaluation Criteria and Requirements

All proposals will be evaluated based on the criteria listed below by the evaluation committee. The committee shall consist of individuals who have knowledge or experience of the subject matter in the RFP; beneficiaries and /or users of the RFP’s subject matter; and individuals who provide a diversity of experience within the Blinn College District. The top scoring firms will be selected to participate in the interview process.

Proposals Evaluation Criteria

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Max. Score</th>
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<tbody>
<tr>
<td>Qualifications, and Experience</td>
<td>25</td>
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<tr>
<td>Qualifications of Personnel and Team</td>
<td>25</td>
</tr>
<tr>
<td>Proposal Understanding and Site Inspection</td>
<td>10</td>
</tr>
<tr>
<td>Completeness and Thoroughness of Proposal</td>
<td>5</td>
</tr>
<tr>
<td>Proposal Cost</td>
<td>35</td>
</tr>
<tr>
<td><strong>TOTAL MAXIMUM PROPOSAL SCORE</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

The following information is required to be included in the RFP response for step one at a minimum. The descriptions below correspond with the scoring factors outlined above.

All proposals will be evaluated based on the criteria listed below.

1. Firm’s Qualifications, and Experience (25 pts.)
   A. Provide your company profile including history, company principals, number of employees, annual revenues, date the company was established, and any lawsuits/liens within the past five years in accordance with the format included in this RFP.
   B. Provide a list of five (5) clients within the last three (3) years for which the proposer has provided similar/relevant services to the services required in this RFP in accordance with the format included in this RFP, noting any state agencies, state institutions of higher education, cities, counties, school districts, community colleges, or other special authorities and districts. Provide the following for each client:
      a. Project Name, Location, Contract Type and Contract Timeframe
      b. Brief description of services provided.
      c. Owner’s Name, title, and current phone number
2. **Qualifications of Personnel and Team (25 pts.)**

   A. Provide an organizational list of the proposer’s leadership to include years of experience in their
      positions and any licensing.
   
   B. Provide a staffing and management plan, including the number of full and part-time employees.

3. **Proposal Understanding and Site Inspection (10 pts.)**

   A. Provide a brief statement acknowledging that the proposer has visited the site-specific locations
      and has a clear understanding of the scope of services set forth in this RFP.

4. **Completeness and Thoroughness of Proposal (5 pts.)**

   A. RFP submittal packet must be clear, concise and easy to follow. Provide materials in tabs that
      correspond with all requested information on the criteria factors.

5. **Proposal Cost: Provide on Bid form included in the project specifications (35 pts.)**

**Presentation Evaluation and Selection Process**

At the college’s discretion the top ranked firms from the proposal evaluation criteria may be asked to present
their proposal. The evaluation criteria and weight factors listed below will be used in the interview. The
cumulative scores from Proposal Evaluation Criteria and Presentation Evaluation will be used to select top
ranked firm.

### Presentation Evaluation Criteria

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Max. Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Presentation of Qualifications, and Experience</td>
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</tr>
<tr>
<td>Presentation of Qualifications of Personnel and Team</td>
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</tr>
<tr>
<td>Presentation of Proposal Understanding and Site Inspection</td>
<td>75</td>
</tr>
<tr>
<td>Completeness and Thoroughness of Qualifications</td>
<td>25</td>
</tr>
<tr>
<td><strong>TOTAL MAXIMUM PRESENTATION SCORE</strong></td>
<td><strong>200</strong></td>
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The evaluation committee will utilize the information provided in qualification evaluation criteria.
SECTION 3 - SCOPE OF WORK

1. OVERVIEW
This request for proposal is for a two (2) year contract, with the option of two (2) renewals of one (1) year each, for Landscaping and Grounds Maintenance Services for Blinn College District Brenham Campus and A.W. Hodde Jr. Technical Education Complex facilities. The scope of work requires full landscaping and grounds maintenance services for the following Blinn College District campuses, subset building groups, and annex buildings at the general locations indicated. The scope of work requires the contractor to furnish all required and necessary resources to perform landscaping and grounds maintenance services for the College. The contractor shall provide all necessary management, supervision, labor, transportation, tools, supplies, equipment and any other resources and materials necessary and required to perform landscaping and grounds maintenance services.

   Blinn-Brenham Campus
   902 College Ave., Brenham, Texas 77833
   A.W. Hodde Jr. Technical Education Complex
   910 S. Blue Bell Rd., Brenham, Texas 77833

1. AREAS REQUIRING LANDSCAPING AND GROUNDS MAINTENANCE SERVICES
A. See attached maps, Exhibit C & D.

2. SCOPE
The Contractor shall furnish all labor, material, tools, equipment, transportation, insurance, incidentals, and other facilities to perform all work for the said Landscaping and Grounds Maintenance Services for Campuses. Work to be performed comprises general grounds keeping, horticultural maintenance and cleanup of landscape areas as designated in each service area and the list of locations and, when necessary, repairs to vandalism and replacement of plant materials. Services to be rendered include but are not limited to the following:
A. Maintenance of groundcover areas, mowing and edging
B. Removal of litter and debris from planter beds, fence lines and street curbs
C. Pruning of trees and shrubs
D. Application of chemical agents for control of weeds, plant disease and insects that are harmful to plant growth and/or pedestrians
E. Replacement of plant material
F. Other work as defined in the attached schedule

3. GENERAL CONDITIONS
The contractor shall:
A. Not post signs or advertising material anywhere on Blinn College premises or improvements thereon without prior written approval from the Colleges authorized representative.
B. Ensure that all employees wear the appropriate personal protective equipment (PPE) for the activity they are performing.
C. Replace plants or dead ground cover that die under the Contractor's care and not due to vandalism or circumstances beyond Contractor’s control.
D. Reduce mowing frequency if a drought period is determined to exist and approved in advance by the Facilities Director and provide a revised mowing schedule to the Facilities Director for approval prior to implementing the schedule change
E. Replace existing irrigation systems and equipment damaged by the Contractor with original brand and model at Contractor's expense.
F. Establish and announce at the beginning of the Contract a specific day or days of the week each facility will be maintained.

Blinn College shall monitor all work performed, and meet as needed with Contractor to discuss concerns, additions, and or deletions in the performance of the contract. Contractor shall maintain and have available for review all records that reasonably confirm frequency of tasks performed at each location.

All material and design of landscaping services shall be in accordance with Blinn College guidelines.

4. DAMAGES
A. All damages incurred to existing facilities by the Contractor's operation shall be repaired or replaced, at the College’s discretion, and at the Contractor's expense.
B. All such repairs or replacements shall be completed within the following time limits:
C. Irrigation damage shall be repaired or replaced within 1-2 watering cycles including replacement of damaged sprinkler heads, risers, drip lines and bubblers.
D. All damage to shrubs, trees, grass, or groundcover shall be repaired or replaced within five (5) working days.
E. All repairs or replacements shall be completed in accordance with the following maintenance practices:
   a. Trees - a qualified tree surgeon or arborist shall remedy minor damage such as bark lost from impact of mowing equipment. If damage results in loss of a tree, the damaged tree shall be removed and replaced to comply with the specific instructions of the College.
   b. Shrubs - Minor damage may be corrected by appropriate pruning. Major damage shall be corrected by removal of the damaged shrub and replacement to comply with the specific instructions of the College.
   c. Chemicals - All damage resulting from chemical application, either spray-drift or lateral leaching shall be corrected in accordance with the aforementioned maintenance practices and the soil conditioned to ensure its ability to support future plant life.

5. SAFETY PLAN
A. It shall be the Contractor’s responsibility to inspect, and identify, any condition(s) that renders any portion of the maintenance area unsafe, as well as any usage practices occurring thereon. The College shall be notified immediately of any unsafe condition that requires major correction. Contractor shall be responsible for making minor corrections including but not limited to; filling holes in and replacing valve box covers so as to prevent loss/damage and to protect members of the public or others from injury.
B. Contractor shall cooperate fully with the College in the investigation of any accidental injury or death occurring in the maintenance area. For any accident requiring medical attention, the contractor is to notify the College immediately, and file a written report to the College within three (3) working days.
6. **DELAYS**
   A. The Contractor shall make a good faith effort to adhere to the contracted maintenance schedule. In the event that Contractor is unable, for whatever reason, to maintain maintenance schedule (i.e. poor weather conditions, etc.), and Contractor does not reschedule the service, or inform the College of intent to make up the service within 72 hours, that amount for the failure to perform may be deducted from Contractor’s fee. If the work cannot be completed on the proposed scheduled day, the Contractor must notify the College contact on that day to advise them accordingly.

7. **MAINTENANCE SCHEDULES**
   A. Contractor shall adhere to attached maintenance schedule, **Exhibit A**.
   B. Contractor shall contact the College key personnel described within the Scope of Services on arrival at the respective site as per the weekly schedule for landscaping maintenance. The Colleges list of key personnel and contact information is as follows:
      - Blinn College Brenham Director of Facilities – Brandon Barrow, 979-830-4106, brandon.barrow@blinn.edu.
      - Blinn College Brenham Grounds Supervisor – Darrell Stein, 979-830-4102, darrell.stein@blinn.edu.
      - Blinn College Brenham Facilities Administrative Assistant – Bonne Webb, 979-830-4161, bonne.webb@blinn.edu.
   C. The Contractor MUST notify the College’s authorized representative, by e-mail, at least one (1) week prior of the scheduled date and time for all “specialty type” maintenance operations. “Specialty Type” maintenance operations are defined as:
      - fertilization and aeration
      - reseeding
      - micro-nutrients/soil amendments
      - spraying of trees, shrubs
      - aesthetic tree pruning
      - planting bed removals and/or additions
      - other items as determined by the College

8. **STAFFING/MANAGERIAL**
   A. There will be no subcontractors working on the College grounds and facilities without the express prior written consent of the Colleges’ Facilities Director.
   B. The Contractor shall provide a Project Manager that will be responsible for managing and overseeing services provided in all service areas and ensuring quality control. The Project Manager shall be responsible for all aspects of the successful implementation and management of landscaping and grounds maintenance projects including a complete and regularly scheduled program for maintaining the health and appearance of the College’s landscape, plantings. The Project Manager must provide pro-active recommendations to College Facilities Director for ongoing maintenance of Blinn College properties throughout the term of the contract.
   C. The Contractor must provide a competent, English speaking crew leader for each crew, who can understand and speak English fluently, during all times while work is performed. The crew leader shall have the authority to represent or act on behalf of Contractor in any matter pertaining to the performance of this contract. Contractor shall furnish the names of all such crew leaders to the College prior to the commencement of this contract and further advise of any changes.
   D. Contractor’s staff shall wear identification (uniform, logo tee shirt, etc.) allowing anyone to readily identify that individual as part of Contractor’s staff.
E. The College Facilities Director shall make quarterly inspections with Contractor at each site to review work performed. Contractor shall maintain and have available such records that reasonably confirm frequency of tasks performance at each location. Contractor shall furnish an itemized statement of work performed on all invoices.

9. PLANTING, PLANTER BOXES and BED CARE
   A. The Contractor shall be required to provide the plant materials, soils, soil amendments, and other necessary materials for installing plant annuals and associated plant materials. **Maintenance and changing of seasonal colors are required.**
      a. Change seasonal colors two (2) times per year in the months of March and October. Design concepts and plant selections shall be approved by Blinn College Facilities Director
      b. Provide a uniform blend of seasonal color in seasonal planting bed. Provide single selections but different selections for each container.
   B. Any exterior plant container planters shall be serviced throughout all service areas.
   C. All diseased plants are to be removed from all beds and then properly disposed of offsite. Broken, damaged, or unsightly flowers or plants are to be removed promptly and replaced with like kind or a variety of plant that is approved by the authorized College representative.
   D. Special emphasis shall be placed on public safety during all operations, particularly when adjacent to roadways and sidewalks.
   E. All trimmings and debris, etc. shall be removed by the contractor and disposed of offsite.
   F. Contractor will be required to plant bedding materials such as flowers and shrubs as needed, and in accordance with College’s requests.
   G. The Contractor shall conduct a major cleanup of all planter bed areas and perform major trimming of all shrubs, planter beds and ground cover plants in late winter (no later than mid-March) in preparation for the growing season. This trimming will be a benchmark for future maintenance trimmings throughout the growing season. The College authorized representative will dictate trimming heights of shrubs and distances between plant groupings during the active growing season.

10. GROUND COVER
   A. The Contractor shall be responsible for the maintenance of any plant that grows over an area of ground used to provide protections from erosion and drought, and to improve its aesthetic appearance (by concealing bare earth).
   B. The Contractor shall provide the following:
      a. Replace dead or diseased plants.
      b. Trim all ground cover as necessary to keep borders away from paving lawns, planted areas and buildings.
      c. Trim top growth to achieve an overall even appearance. Keep free of weeds and debris.
      d. Maintain ground cover free of pests such as snails, slugs, etc.
      e. Keep fence lines groomed on both sides and all areas along side of buildings and any adjacent walls.
      f. Maintain all ground cover areas clean and cleared of dead leaves each spring and as necessary if severe leaf drop occurs.
11. TREE, SHRUB and HEDGES CARE
   A. The Contractor shall have the knowledge, expertise, and responsibility to trim, remove and plant trees and shrubs as approved by Blinn College. Contractor will provide the following:

   B. Maintain trees
      Clearance- Maintain trees to achieve an eight (8) foot clearance for all branches overhanging walkways/fence lines and fourteen (14) foot clearance for branches overhanging beyond curb line into the paved section of roadways. Prune trees where and as necessary to maintain access, safe vehicular and pedestrian visibility and clearance, and to prevent or eliminate hazardous situations.
      a. All cuts shall be sufficiently close, flush if possible, to the parent stem. All limbs 1-1/2” or greater in diameter shall be undercut to prevent splitting.
      b. Limbs are to be lowered to the ground using a method, which prevents damage to remaining limbs.
      c. Climbing spurs shall not be used.
      d. Contractor will provide Hazard and Security pruning as needed.
      e. Remove all new growth on trees up to the appropriate height clearances.
      f. Remove all dead, diseased and unsightly branches, and dead trees. Contractor, at Contractor’s cost, shall remove dead/dying trees that have a caliper of eight (8) inches or less measured six (6) inches above the ground level. Larger trees and dead woodying above fourteen (14) feet will be considered specialty/unscheduled work. All specialty/unscheduled work shall be proposed on a case-by-case basis.
      g. The Contractor shall remove trimmings and all cuttings and debris from the site.
      h. All structural weaknesses such as split crotch or limbs, diseased or decayed limbs, or other severe damage shall be immediately reported to College’s authorized representative.
      i. All trees shall be trimmed prior to budding each year in accordance with directions given by the authorized College representative for the facility.
      j. Trim trees to keep them from touching any building.

   C. Pruning
      Prune hedges and shrubs where necessary to maintain access, safe vehicular and pedestrian visibility and clearance, and to prevent or eliminate hazardous situations and promotion of pests and insects in all areas especially those adjacent to the College building perimeters.

      All shrubs/hedges shall be trimmed prior to budding each year in accordance with directions given by Facilities Director. Restrict growth of hedges and shrubs to areas behind curbs and walkways and within planter beds by trimming.
      a. Prune deciduous shrubs/hedges in March to develop a strong framework or as necessary.
      b. Prune evergreen shrubs/hedges in the March to thin out heads and shape as necessary.
      c. Remove all dead and damaged branches back to point of branching. Paint all cuts over one-inch in diameter with approved sealant.
      d. Prune all shrubs and young trees as required by thinning and shaping as necessary for a natural appearance.
      e. Prune flowering shrubs after blooming once per month.

   D. Weeding – Every Visit
      a. Keep basins and areas between plants free of weeds.
      b. Use herbicides per manufacturer's recommendations.
      c. Cultivate as necessary for aeration.
      d. Weed ground cover areas, cracks, crevices and all mulch beds.
      e. Weed perimeter of Bldgs. and any fence lines and structures.
E. Plant Replacements
With the prior written approval of the College Facilities Director to remove and purchase plants, remove dead and damaged plants and replace with plants of equivalent size and variety.

F. Mulching
Contractor shall remove the top layer 2 inches of old mulch and install two (2) inch depth of composite shredded bark mulch two (2) times per year in the months of March and November, at a minimum depth of two inches on all existing beds, at the base of trees and other mulched areas. Mulch must be at least two inches away from the base of the tree and not mounded to the trunk. Contractor is also required to fluff mulch areas once a month.

12. LAWN CARE
Blinn College stresses the importance of lawn maintenance quality at all of the College campuses and properties. Not only does good lawn maintenance affect the quality and value of the property but it also reflects on the College as a quality higher education institution. The appearance and the professionalism of lawn maintenance affect employees, students, clients, and Blinn College partners by creating a first impression. The Contractor and the Blinn College Facilities Director are responsible for weekly review and quality control of lawn maintenance.

A. Mowing
  a. Mowing operation shall be completely performed at each site according to Maintenance Schedule (see Exhibit A).
  b. Walkways shall be cleaned immediately following each mowing and all cuttings and debris shall either be removed from the site by the contractor or mulched into lawn, unless it is detrimental to the lawn or unsightly, and not blown into the street, planter beds or storm drains.
  c. Edge along sidewalks, walk areas, walking tracks, detention ponds, curbs and fence lines.
  d. Contractor shall use the recommended cutting height of 2-3 inches for Saint Augustine Grass and 1-1 ½ inches for Bermuda Grass during normal seasonal weather. The cutting height will be adjusted during extreme dry weather as recommended by the contractor.
  e. Do not scalp the lawn or cut more than half the existing top-growth in one mowing.
  f. Care must be taken not to leave ruts or spinouts in the turf area during wet periods. Any mud tracked onto sidewalks on facility grounds must be removed and cleaned with brush and water prior to leaving the maintenance site.

B. Edging / Detailing / Weed Control
  a. All turf areas shall be kept neatly edged and all weed/foreign grass invasions eliminated.
  b. When designed edges exist in flower beds, these edges shall be kept clean, sharp, well defined, free of weeds, and grass invasion.
  c. All turf edges including but not limited to sidewalks, patios, drives, curbs, shrub beds, flowerbeds, groundcover beds, and around the base of trees shall be edged to a neat and uniform line.
  d. The edge of lawns shall be trimmed or limited around all sprinklers (to provide maximum water coverage), valve boxes, meter boxes, back-flow devices, and other obstacles.
  e. All grass-like type weeds, morning glory, or vine-weed types, ragweed, or other underground spreading weed shall be kept under strict control.
f. Remove all weeds and grass from walkways, curbs, concrete expansion joints, roadways, driveways, parking lots, outdoor sitting areas and drainage areas.
g. Methods for removal of weeds, turf encroachment and detailing of planter beds shall incorporate manual, mechanical and/or chemical means of eradication.
h. Mechanical edging of turf shall be performed at each site at same frequency as mowing.
i. Detailing of sprinkler heads (to provide maximum water coverage), valve boxes, meter boxes, and similar small obstacles in turf areas shall be performed in a manner that ensures operational clearance.
j. Walkways and planter beds shall be cleaned immediately following each mechanical edging, all excessive cuttings and debris shall be removed from the site by the contractor.

C. Fertilizing

a. Fertilize lawn five (5) times per year according to the below schedule.
   i. April, 29-0-4, + CF & Dicamba, per mfgr. Application rate.
   ii. May, 20-4-20 w/60% NS-52 & 5% Fe, per mfgr. application rate
   iii. July, 20-4-20 w/60% NS-52 & 5% Fe, per mfgr. Application rate
   iv. October, 29-0-4, + CF & Dicamba, per mfgr. Application rate
   v. December, 29-0-4, + CF & Dicamba, per mfgr. Application rate
b. Weeds include: hand pull weeds during every visit such as, Johnson Grass, Nut Grass and Poison Ivy.
c. Apply pre-emergent weed killer three (3) times per year in February, May and October, implement safety precautions during applications.
   i. Andersons Fertilizer 18-3-12 /0.164% Dimension at 3.5-5.2lbs per 1000 sq ft
d. With the prior approval of the Facilities Director, spray only the foliage of grass to be eradicated to prevent killing healthy plant life.
e. Spray weeds in paving cracks once (1) time per month.
f. Spray walkway sidewalks, driveways, expansion joints and bumper stops with contact herbicide to eliminate weed growth in and around areas without damaging surrounding turf and plant materials include: along fence line and adjacent walls.

D. Watering

a. Blinn College personnel maintain the campus irrigation systems, any special watering requests or water samples needed shall be scheduled through the campus contact.

E. Raking / Sweeping / Blowing:

a. Accumulation of leaves and/or debris shall be removed from all landscaped areas including beds, planters, and turf areas under trees and removed from site. Under no circumstances shall leaves, grass clippings and/or debris be blown into the street or into storm drains as a means of removal from the site.
b. Frequency
   - Ground cover/planter beds- at each visit
   - Turf, under trees- as needed
   - Sweeping/ blowing of concrete areas and walkways, as well as patios and decks, etc., once per visit.
F. Insect and Disease Control
   a. The Contractor shall ensure all areas are inspected regularly for weeds, fungus, grubs, slugs, snails, twig borers and insect infestation. Lawn disease applications and insect control applications shall be performed on a monthly basis for prevention and intervention purposes and with the prior approval of College Facilities Director. Proper chemicals approved by the Facilities Director shall be applied as soon as possible to correct the infestation.
   
   b. Weed killers and other chemicals shall be applied during low foot traffic hours.

G. Herbicide
   a. Distribute approved herbicides agreed upon by Contractor and Facilities Director based upon environmental conditions and needs.

H. Lawn Areas
   a. Monitor weekly all turf areas for insect and disease infestation.
   b. Treat fire ant infestation routinely.
   c. Remove contaminated materials from the site and dispose in a proper and safe manner with prior approval of the Facilities Director.

I. Equipment Utilization – Mowers
   a. Use power rotary mowers with bagger attachment or mulching blades for maintenance of smaller lawn areas.
   b. Use riding mowers with bagger attachment or mulching blades for maintenance of extensive lawn areas.
   c. Use rigid or flexible steel blade edger is to produce a fine, clean edge along walkways, pavements, curbs, headers or buildings.
   d. Use only monofilament trimmers.
   e. Use cyclone fertilizer spreaders. Visible overlapping of applications is prohibited.
   f. Maintain pruning tools in good working order with sharp cutting edges. Disinfect pruning tools after use to remove diseased limbs.
   g. Water container plants that do not have irrigation system.

J. Chemicals
   a. At the contract execution, the Contractor shall provide Safety Data Sheets (SDS) of all products to be applied to the Facilities Director. At the start of each season and any time during the season, Contractor shall provide SDS sheets identifying any new chemicals that will be used and applied a minimum of three (3) days prior to planned application. All chemicals being applied must have prior written approval by the Facilities Director.
   b. The Texas Right to Know Law requires a communication program designed to safeguard the handling of hazardous chemicals through labeling of chemical containers for the hazardous ingredients.
   c. The Contractor may use herbicides, insecticides, sterilants and animal traps in compliance with Federal, State and local laws and regulations.
   d. The Contractor assumes all liability either for damage or for injury or both resulting from accident or misuse of either these products, equipment or both.
   e. Blinn College retains the right to prohibit the use of any herbicide, insecticide, sterilant, poison or animal trap that College deems to be undesirable for any reason.
f. Pesticides used in this contract shall not carry any State or Federal restrictions.
g. Any products that leave an undesirable residue or odor shall not be used.
h. Any pesticides used shall be applied by a licensed applicator.

K. Chemical Application
a. Chemical application shall be used in and around areas such as planters, areas adjacent to buildings, trees, fence lines, sprinkler heads, etc. Prior to application of chemicals, all areas shall be trimmed to proper mowing height. Chemicals shall be applied in a manner to limit drift to six (6) inches. Precautionary measures shall be employed because all areas will be open for public access during application.
b. Spot treat with a portable sprayer or wick wand using an effective herbicide and apply per manufacturer's recommendation.
c. Proper use of selective herbicides is critical to prevent damage to bedding plants and turf during the growing season. Appropriate mulch is encouraged but must be aesthetically compatible and not physically or chemically harmful.
d. Weeds treated with a contact weed chemical shall be left in place for a minimum of seven (7) days. If kill is not complete, a second application shall be applied.
e. Weeds treated using a systematic chemical shall be left in place per manufacturer's recommendation. If kill is not complete by the time specified in the manufacturer's recommendation, a second application shall be applied.
f. After a complete kill, dead weeds shall be removed from the area.
g. All turf areas will be treated just prior to the growing season in the spring and prior to the fall season with an effective herbicide that will eliminate broadleaf and other invasive weed varieties.
h. Proposal must include a complete list of all chemicals anticipated to be used as well as its description of use, frequency, and volume of use in accordance with the performance of the Scope of Services.
i. Successful Contractor must supply SDS Sheets for all supplies used prior to application and may not use them in the performance of the contract without express written authorization of College’s authorized representative.
j. Contractor must utilize a long lasting ant control pesticide that is broadcast over all turf and planter bed areas and along any paths and walkways as needed to prevent and/or eliminate infestations and personal harm to people – Top Choice @ 88lbs per acre.
k. Only those individuals possessing a valid Texas Pest Control Applicator’s license shall apply chemicals.
l. Records must be readily available of all operations and state dates, time, methods of application, chemical formulations, applicators names, and weather conditions at the time of applications and shall be retained for a minimum of three years.
m. SDS sheets with dangers explained must be sent to College two weeks prior to use if chemicals require special permits. Contractor must provide a list of alternative chemicals, if any, prior to the application.
13. COORDINATION

A. Reporting and Meetings

The Contractor shall be responsible for submitting reports on a monthly basis in an electronic PDF or EXCEL format regarding this project to the College Facilities Director. The Contractor shall be required to communicate monthly to the College Facilities Director regarding the current status and any recommendations regarding the project. The Contractor shall be required to provide the following:

a. Safety Data Sheets (SDS) at contract execution and thereafter upon planned utilization of new chemicals not originally listed.

b. Annual Fertilizer Schedule for each facility and by season.

c. Schedule and timeline for tasks specified in Exhibit A - Facility Maintenance Frequency Schedule a month in advance to the Facilities Director so College personnel can be present as necessary.

d. Monthly mowing schedule for each facility.

e. Damage report submitted immediately upon incident to the Facilities Director and punch list identified and implemented.
SECTION 4 - TERMS, CONDITIONS AND AGREEMENTS

ANNULMENTS AND RESERVATIONS:
Blinn College reserves the right to reject any and all proposals and waive any and all formalities and conditions. The College reserves the right to retain all proposals received for 30 days prior to taking any action and offerors shall not withdraw their proposal at any time thereafter. Blinn College shall accept the proposal determined by the College to be in its best interest. It is not the intent of any condition or specification in the RFP to prohibit any responsible offeror from submitting a proposal.

This Request for Proposal is not construed as a CONTRACT or a COMMITMENT of any kind. The request for proposal does not commit Blinn College to pay for any costs incurred in the preparation and submission of specifications or for any costs incurred prior to the execution of a final offer.

Blinn is not obligated to purchase any item or service, if funds are not allocated by the Grant, legislative session or the Board of Trustees.

Offeror’s OBLIGATIONS:
Substitutions will not be allowed after a proposal has been submitted for review, and will not be accepted in lieu of specified items, unless the item is of a higher quality than the item specified and approved by the Director of Purchasing.

Any item that does not perform or meet the specifications or warranty, or as claimed by the offeror, will be replaced at no cost to the College.

Any specification an offeror may not agree with must be submitted in writing to the Purchasing Office five (5) days in advance of the proposal closing date.

Prompt payment discounts shall be listed on the proposal form.

In proposing, give complete information in spaces provided; otherwise your proposal offer may not be given consideration. All proposal offers must be signed to be considered.

AWARD DETERMINATION / OBLIGATIONS BY THE COLLEGE:
Blinn College will award this contract to the offeror providing the best value as it deems to be in the best interest of the college.

In determining to whom to award a contract, the district shall consider items identified in the evaluation criteria.

The College may make such investigations, as it deems necessary, to determine the ability of the offeror to provide satisfactory performance in accordance with the specifications. The offeror shall furnish to the College all such information and data for this purpose as the College may request.

INTERPRETATIONS OF THE SPECIFICATIONS:
Only the interpretation or correction so given by the College, in writing, shall be binding and prospective offeror’s are advised that no other source, outside of the college, is authorized to give information concerning, explain or interpret, the proposal document.

Every request for such interpretation or correction must be in writing. All such interpretation and supplemental instructions will be in the form of written addenda to the proposal documents prior to the proposal opening. Your questions concerning the proposal specifications must be submitted in writing. We will return a written answer to your company.
BILLING AND PAYMENT/DISCOUNTING:
All invoices are to be submitted and mailed to:

Blinn College District – Attn: Accounts Payable
902 College Avenue
Brenham, Texas 77833

Unless otherwise stated on the purchase order, payment will be net thirty (30) days after receipt of a correct invoice. If a cash discount is allowed for prompt payment, please indicate on the invoice. Partial payments may be paid if partial shipments have been made. Any penalty for delayed payment must be stated on the invoice.

TAX EXEMPTIONS:
Prices Proposed SHALL NOT INCLUDE FEDERAL EXCISE OR STATE SALES AND USE TAXES as the COLLEGE is exempt from the payment of these taxes. Exemption Certificates for the Federal Excise Tax and State of Texas Sales Tax will be furnished upon request.

PRICE QUOTATIONS:
Lump sum price.

Proposals must be submitted on the forms provided to insure complete uniformity of wording of all Proposals. Proposals may be rejected if they show any omissions, alterations in wording, conditional clauses, or irregularities of any kind.

RIGHT OF OFFEROR SELECTION:
You are notified that although the College is required to submit purchases of all contracts of $25,000 to competitive bidding, it is not required to accept the lowest proposal. In such purchasing the lowest proposal may be rejected if the College, in the exercise of its best judgment, feels that the proposal of one other than the low proposer will best serve the interest of the College.

Blinn College reserves the right to accept or reject any or all proposals in its entirety and/or waive all formalities. This inquiry implies no obligation on the part of the buyer, nor does the buyer’s silence imply any acceptance or rejection of any quotation offer.

REFERENCES:
Please provide at least three (3) educational references in addition to non-educational references.

CONFLICT OF INTEREST:
No public official shall have interest in this contract, in accordance with Vernon’s Texas Codes Annotated, Local Government Code Title 5, Subtitled C, Chapter 171 and Chapter 176.

ETHICS:
The offeror shall not accept or propose gifts or anything of value nor enter into any business arrangement with any employee, official or agent of Blinn.

STATE LAW REQUIREMENTS:
This agreement will be governed and construed according to the laws of the State of Texas.

VENUE: The parties agree that regarding any dispute or litigation that may arise in the execution and performance of this contract, that venue for all proceedings, judicial or otherwise shall be in “Washington County”, Texas

All equipment and services furnished under this contract shall comply with applicable laws, ordinances and regulations. The proposer shall give all notices and comply with all laws, ordinances, rules and regulations, and without such notice to the authorized Owner’s representative, the proposer shall bear all costs arising there from.
On May 30, 1995, Governor, George Bush, signed Senate Bill 1. It became effective on the day he signed it. The following is a requirement included in this law. It is mandatory that the College must include this in all Proposals. Each offeror must respond to this section of the law.

**Section 44.034 TEC. Notification of Criminal History of Contractor.** (This section does not apply to a publicly held corporation).

A person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The school district must have advance notice that a person, owner, or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony.

A school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract.

**State of Texas Government Code Chapter 178 –**
Offerors submitting a response to a Blinn College RFB/RFP are responsible for complying with all applicable laws, ordinances and regulations including the provisions of the State of Texas Government Code Chapter 176. As applicable, the person submitting a response to a RFB/RFP must complete and submit a Conflict of Interest Questionnaire form CIQ, in a format approved by the Texas Ethics Commission. This form is to be included with your proposal. A copy of the CIQ form can be found at the Texas Ethics Commission Web site.

**UNIFORM & COMMERCIAL CODE:**
This writing and subsequent interview information given and forward to the College shall be a sole and final expression of the agreement between the College and the offeror, and is intended also as a complete an exclusive statement of the terms of their agreement. Whenever a term defined by the Uniform Commercial Code is used in this agreement, the definition contained in the Code is controlling.

This agreement shall be governed by the laws of the State of Texas. By submitting a signed proposal, the offeror certifies that the company does not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin, and certifies that the company complies with equal employment opportunity regulations.

**ENTIRE AGREEMENT**
This proposal document will serve as a basis for a **SERVICE AGREEMENT** to be drafted by the College’s attorney with the successful **OFFEROR**.

**WHERE TO ADDRESS QUESTIONS**
Proposal questions should be referred to:

Ross Schroeder, Director of Purchasing and Transportation
Blinn College
902 College Ave
Brenham, TX 77833
(979) 830 4118
e-mail: ross.schroeder@blinn.edu
SECTION 5 – FORMS

OFFEROR STATEMENT
MUST BE SIGNED & RETURNED WITH THE PROPOSAL

Date ____________________________

Blinn College
902 College Avenue
Brenham, Texas 77833

Having carefully examined the specifications and conditions prepared by the Purchasing Office of Blinn College and agreeing to conform to conditions set out in the contract, we, the undersigned, propose to furnish landscaping and grounds maintenance services to the Blin College Brenham campus, Brazos County campuses.

The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this proposal in collusion with any other offeror, and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned or by any employee or agent to any College employee, board member, or other person engaged in this type of business prior to the official acceptance of this proposal.

1. In the event the undersigned offeror intends to deviate from the proposal, condition, or specifications contrary to those listed in the “specifications”, “Standard Terms and Conditions”, “Instructions” and other information attached hereto, all such deviations must be attached along with complete and detailed conditions and information.

2. All proposers must complete this page, sign, and return the sealed proposal. If the page is not signed the proposal may be considered Non-Responsive.

3. Our proposal is submitted with (check appropriately): _____ No Deviations _____ Yes Deviations

__________________________ ____________________________
Name of Firm’s Agent/Title/Official Position
__________________________ ____________________________
Signature of Company Official Authorizing the Proposal Company Official Printed Name
Felony Conviction Notification

State of Texas Legislative Senate Bill No. 1, Section 44,034, Notification of Criminal History, Subsection (a), states a person or business entity that enters into a contract with a College must give advance notice to the College if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony.

(I) (We), the undersigned agent for the firm named below, certify that the information concerning notification of felony convictions has been reviewed by me and the following information furnished is true to the best of my knowledge.

COMPANY NAME: ____________________________________________

AUTHORIZED PRINTED NAME: __________________________________

Title: ________________________________________________________

Check the appropriate box and sign the form.

My firm is a publicly-held corporation; therefore, this reporting requirement is not applicable.

AUTHORIZED SIGNATURE:

My firm is neither owned nor operated by anyone who has been convicted of a felony.

AUTHORIZED SIGNATURE:

My firm is owned or operated by the following individual(s) who has/have been convicted of a felony.

Name of Felony: ____________________________________________

Details of Conviction(s) ____________________________________________________________________________
_________________________________________________________________________________________________________________________________________________
_________________________________________________________________________________________________________________________________________________
_________________________________________________________________________________________________________________________________________________

AUTHORIZED SIGNATURE: ____________________________________________
REQUEST FOR PROPOSALS #

BID FORM FOR:

LANDSCAPING and GROUNDS MAINTENANCE SERVICES for the
BLINN-BRENHAM and BLINN-HODDE CENTER CAMPUSES

1. BID INFORMATION
   a. Bidder: ________________________________
   b. Owner: Blinn College District

2. CERTIFICATION AND BID
   a. The undersigned Bidder, having carefully examined the procurement and contracting requirements, conditions of the contract, drawings, specifications, and all subsequent addenda, as prepared by the Owner, having visited the site, and being familiar with all conditions and requirements of the Work hereby agrees to furnish all material, labor, equipment, and services necessary to complete the annual landscaping and grounds maintenance services contract for the following sum(s):

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<tr>
<th>Bid Area #1 - Blinn-Brenham Campus: Main Campus</th>
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<td>Monthly Cost</td>
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<td>Bid Area #2 - Blinn-Brenham Campus: Hodde Tech Center</td>
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<td>Bi-Annual Cost</td>
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<td>Bid Area #3 – Undeveloped Vacant Land</td>
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<td>Bi-Annual Cost</td>
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<td>Monthly Cost</td>
<td>Annual Cost</td>
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3. SUBCONTRACTORS AND SUPPLIERS
   a. List all subcontractors and/or suppliers who will provide services/supplies as well as the services/supplied they will provide.

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<th>Subcontractor/Supplier Name</th>
<th>Service/Supply</th>
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Continue list on additional page(s) if necessary
4. ACKNOWLEDGEMENT OF ADDENDA
   a. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid.
      i. Addendum No. 1, dated: ______________________
      ii. Addendum No. 2, dated: ______________________
      iii. Addendum No. 3, dated: ______________________
      iv. Addendum No. 4, dated: ______________________

5. CONTRACTOR’S LICENSE
   a. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in the jurisdiction in which the work will be performed.

6. OTHER CONDITIONS
   a. The undersigned agrees to the following:
      i. Will furnish all labor, material, supplies, and equipment as specified in the scope of work.
      ii. Understands that the Owner reserves the right to reject any or all Bids and to waive any informalities in the Bidding and to assign the Work to the Bidder, who in the opinion of the Owner, serves the Owner’s best interest.
      iii. Attest that the bid is submitted without collusion with any other bidder.
      iv. Provide insurance per the owner’s standard contracting documents.

7. SUBMISSION OF BID
   a. Respectfully submitted this ______ day of ____________________, 2021
   b. Submitted By: _____________________________________ (Name of Bidding Firm/Corporation)
   c. Authorized Signature: ______________________________________ (Handwritten signature)
   d. Signed By: __________________________________________ (Type or print name)
   e. Title: ______________________________________________ (Owner/Partner/President/Vice President)
   f. Street Address: _________________________________________
   g. City, State, Zip: _________________________________________
   h. Phone: ________________________________________________

   End of Bid Form
CERTIFICATE OF INTERESTED PARTIES FORM (HB 1295)

The Texas Government Code §2252.908, and the rules issued by the Texas Ethics Commission found in Title 1, Sections 46.1, 46.3 and 46.5 of the Texas Administrative Code, require a business entity to submit a completed Form 1295 to the City before the City may enter into a contract with that business entity.

Form 1295 must be completed online. In Box 3 of the form, provide the solicitation number, contract number or contract name. The form is available from the Texas Ethics Commission by accessing the following web address:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

Print your completed Form 1295 showing the Certification Number and Date Filed in the Certification of Filing box at the upper right corner. Sign Form 1295 in front of a notary and submit it with your response to this solicitation.

The following definitions found in the statute and Texas Ethics Commission rules may be helpful in completing Form 1295.

“Business entity” includes an entity through which business is conducted with a governmental entity or state agency, regardless of whether the entity is a for-profit or nonprofit entity. The term does not include a governmental entity or state agency.

“Controlling interest” means: (1) an ownership interest or participating interest in a business entity by virtue of units, percentage, shares, stock, or otherwise that exceeds 10 percent; (2) membership on the board of directors or other governing body of a business entity of which the board or other governing body is composed of not more than 10 members; or (3) service as an officer of a business entity that has four or fewer officers, or service as one of the four officers most highly compensated by a business entity that has more than four officers.

“Interested party” means: (1) a person who has a controlling interest in a business entity with whom a governmental entity or state agency contracts; or (2) a person who actively participates in facilitating a contract or negotiating the terms of a contract with a governmental entity or state agency, including a broker, intermediary, adviser, or attorney for the business entity.

“Intermediary”, for purposes of this rule, means a person who actively participates in the facilitation of the contract or negotiating the contract, including a broker, adviser, attorney, or representative of or agent for the business entity who:

(1) receives compensation from the business entity for the person’s participation;
(2) communicates directly with the governmental entity or state agency on behalf of the business entity regarding the contract; and
(3) is not an employee of the business entity.
CERTIFICATE OF INTERESTED PARTIES

Complete Nos. 1 - 4 and 6 if there are interested parties. Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

1 Name of business entity filing form, and the city, state and country of the business entity’s place of business.

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

4 | Name of Interested Party | City, State, Country (place of business) | Nature of Interest (check applicable) |
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5 Check only if there is no Interested Party.

6 UNSWORN DECLARATION

My name is ________________________________________________________________________________, and my date of birth is ________________________________________________________________________________.

My address is ____________________________________________________________________________, ____________________________________________________________________________

(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in ___________ County, State of ___________, on the ___________ day of ___________, 20 ___________.

(month) (year)

________________________________________
Signature of authorized agent of contracting business entity (Declarant)
REFERENCE SHEET

**PLEASE TYPE OR ATTACH YOUR REFERENCE LIST HERE:** (Remember to include any educational entities you have done business with)

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<tr>
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<th>Contact Person</th>
<th>E-mail Address</th>
<th>Phone Number</th>
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Exhibit A

MAINTENANCE SCHEDULE – ALL SERVICE AREAS
(Note: estimates are based on 12-month service period)

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>ESTIMATED NO. OF</th>
<th>SERVICE DATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mow, edge, remove trash and power blow (weed/grass); waterplant containers and annual bed. Do Not Over Water</td>
<td>44</td>
<td>March-October: Weekly November-February: Every otherweek.</td>
</tr>
<tr>
<td>Prune Shrubs</td>
<td>6</td>
<td>Every other month</td>
</tr>
<tr>
<td>Prune Trees</td>
<td>1</td>
<td>November</td>
</tr>
<tr>
<td>Insect Control</td>
<td>44</td>
<td>March-October: Weekly November-February: Every otherweek.</td>
</tr>
<tr>
<td>Spray weeds in paving cracks</td>
<td>12</td>
<td>Once Per Month</td>
</tr>
<tr>
<td>Fluff mulch</td>
<td>12</td>
<td>Once per month</td>
</tr>
<tr>
<td>Cultivate beds</td>
<td>2</td>
<td>March and October</td>
</tr>
<tr>
<td>Trim lower limbs at 8 ft. and below</td>
<td>1</td>
<td>November</td>
</tr>
<tr>
<td>Switch out seasonal color (1st Week).</td>
<td>2</td>
<td>March and October</td>
</tr>
<tr>
<td>Mulching</td>
<td>2</td>
<td>March and November</td>
</tr>
<tr>
<td>Fertilize lawn</td>
<td>2</td>
<td>February and November</td>
</tr>
<tr>
<td>Fertilize Shrubs</td>
<td>2</td>
<td>February and August</td>
</tr>
<tr>
<td>Fertilize seasonal color</td>
<td>2</td>
<td>March and October</td>
</tr>
<tr>
<td>Lawn pre-emergent</td>
<td>3</td>
<td>February, May and October</td>
</tr>
</tbody>
</table>

*Note: All design concepts and Blinn College Facilities Director or designee shall approve plant selection for seasonal colors.*
# Exhibit B

## RECOMMENDED ANNUAL PLANT BED LIST - SEASONAL PLANTS

### ALL SERVICE AREAS

<table>
<thead>
<tr>
<th>Botanical Name</th>
<th>Common Name</th>
<th>Size</th>
<th>Spacing</th>
<th>Month to Plant</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calendula Officinalis</td>
<td>Pot Marigold</td>
<td>Note 3</td>
<td>8-10&quot; o.c.</td>
<td>October</td>
<td>Full Sun, Bon Bon, Yellow - Orange</td>
</tr>
<tr>
<td>Brassica Oleracea</td>
<td>Ornamental Cabbage</td>
<td>Note 3</td>
<td>8-10&quot; o.c.</td>
<td>October</td>
<td>Full Sun, Color-up, Red - White</td>
</tr>
<tr>
<td>Brassica Oleracea</td>
<td>Kale</td>
<td>Note 3</td>
<td>8-10&quot; o.c.</td>
<td>October</td>
<td>Full Sun, Nagoya Hyb, Red - White</td>
</tr>
<tr>
<td>Dianthus Chinensis</td>
<td>Dianthus</td>
<td>Note 3</td>
<td>8-10&quot; o.c.</td>
<td>October</td>
<td>Full Sun, Telstar Hyb Mix</td>
</tr>
<tr>
<td>Dianthus Chinensis</td>
<td>Dianthus</td>
<td>Note 3</td>
<td>8-10&quot; o.c.</td>
<td>October</td>
<td>Full Sun, Superparfait Mix</td>
</tr>
<tr>
<td>Violax Wittrockiana</td>
<td>Pansy</td>
<td>Note 3</td>
<td>8-10&quot; o.c.</td>
<td>October</td>
<td>Full Sun to Part Shade, Majestic Giants Mix</td>
</tr>
<tr>
<td>Antirrhinum Majus</td>
<td>Snap Dragon</td>
<td>Note 3</td>
<td>8-10&quot; o.c.</td>
<td>October</td>
<td>Full Sun, Solstice Mix</td>
</tr>
<tr>
<td>Tagetes Erecta</td>
<td>Marigold</td>
<td>Note 3</td>
<td>8-10&quot; o.c.</td>
<td>March</td>
<td>Full Sun, Gold – Orange – Yellow, AntiquqorInca II</td>
</tr>
<tr>
<td>Impatiens Walleriana</td>
<td>Impatiens</td>
<td>Note 3</td>
<td>8-10&quot; o.c.</td>
<td>March</td>
<td>Part Shade to Full Shade, Shady Lady Mix</td>
</tr>
<tr>
<td>Catharanthus Roseus</td>
<td>Vinca Periwinkle</td>
<td>Note 3</td>
<td>8-10&quot; o.c.</td>
<td>March</td>
<td>Full Sun, Pacifica, Burgundy – Blush - White</td>
</tr>
<tr>
<td>Verbenaxhybrida</td>
<td>Verbena</td>
<td>Note 3</td>
<td>8-10&quot; o.c.</td>
<td>March</td>
<td>Full Sun, Obsession Eyed Mix</td>
</tr>
<tr>
<td>Salvia Splendens</td>
<td>Salvia</td>
<td>Note 3</td>
<td>8-10&quot; o.c.</td>
<td>March</td>
<td>Part Shade to Full Sun, Hot Line, Blue - White</td>
</tr>
<tr>
<td>Portulaca Grandiflora</td>
<td>Moss Rose</td>
<td>Note 3</td>
<td>8-10&quot; o.c.</td>
<td>March</td>
<td>Full Sun, Happy Hour Mix</td>
</tr>
<tr>
<td>Zinnia Elegans</td>
<td>Zinnia</td>
<td>Note 3</td>
<td>8-10&quot; o.c.</td>
<td>March</td>
<td>Full Sun, Magellan Mix</td>
</tr>
</tbody>
</table>

**Notes:**

1) **All plants are to be “nematode free” at time of installation.**

2) **Size of plants shall be Standard 1020 Flat with 36 plants per flat.**