



SM FINANCE DEPARTMENT / PURCHASING DIVISION 5350 Belt Line Road
(972) 450-7071 – Facsimile (972) 450-7074 Post Office Box 9010 Addison, Texas 75001

INVITATION TO BID

The Town of Addison is accepting bids from all interested parties for

Bid No: 19-10
Bid Name: **Miscellaneous Landscape Plantings
-Annual Contract-**
Bid Closing: **December 18, 2018 at 2:00 p.m.**
Finance Department
Town of Addison
5350 Belt Line
Dallas, Texas 75254

SCOPE OF WORK:

The work involves providing the highest quality turnkey professional installation of new and replacement plantings within the Town of Addison.

Since Bidsync.com maintains the vendor files for the Town of Addison, bidders do not need to notify the Town if they do not intend to bid on this project. For vendors that would like to be removed from the bidder's list, please notify the Town of Addison in writing.

Please pay particular attention to Receipt and Preparation of the bid.

Questions concerning the bidding process shall be posted through BidSync. Questions will be answered in a timely manner. All participating vendors will be able to see all answers.

Miscellaneous Landscape Plantings

Scope of Services:

Provide turnkey professional installation of plant materials from the list to follow in various locations within the Town of Addison city limits.

- a. The specifications shall include the installation as defined within these specifications for shrubs, groundcovers, perennials, ornamental grasses, and turf within the Town of Addison city limits.
- b. The Contractor shall provide all materials, equipment, and labor required and/or inferred to professionally perform all tasks identified within these specifications.
- c. The work under this contract includes preparation, installation, mulching, and hand watering of various newly installed plant material listed below.
- d. This initial landscape plantings installation contract is for a twelve (12) month period and shall commence at the time of award. The contract shall be renewable for five (5) additional one-year periods per contract if agreed to by both parties.
- e. Landscape plantings shall be awarded by unit price. Plantings will be on as "as-needed" basis.
- f. Vehicle and Personnel ID and Behavior:
All services herein provided shall be done in a courteous and orderly manner with a minimum of inconvenience to the tenants, residents, and owner. All personnel shall be appropriately and neatly dressed, in clearly identifiable uniforms that are the same color and bearing the company logo. Shirts must be worn at all times. Gym shorts and tank tops are not appropriate dress. Sturdy, safe footwear must also be worn along with safety vests when required. No music will be allowed to be played by contractor's personnel while on property. Vehicles shall be clearly identified with company name.
- g. Waste Disposal Clause:
Haul off all trash, debris, or spoils to a state approved dump site and/or a recycling center.

Guarantee:

- a. The contractor shall expeditiously replace, at the contractor's expense, all plant material, that, in the opinion of the owner, fails to maintain a healthy, vigorous condition as a result of the contractor's negligence or due to disease or infestation of supplied stock.
- b. It is the responsibility of the contractor to notify the Town of Addison Parks Department of any conditions beyond the control of the contractor or scope of work of these specifications that may result in the damage and/or loss of plant material. This responsibility includes, but is not limited to, notifying the owner of the following:
 1. Damage by others to the irrigation system.
 2. Vandalism and/or other abuse of the property that results in damage to the plant material.
 3. Areas of the site that continually hold water or are excessively wet.
 4. Areas of the site that appear too dry.

Note: The contractor shall be responsible for notifying the Town of Addison Parks Department verbally immediately upon observation of conditions where the site is either too wet or too dry. This shall apply to damaged irrigation, as well. Each notification shall be confirmed in writing.
- c. All plant material shall be guaranteed by the contractor to be weed free and to be free of disease and infestations.
- d. All planting installations shall carry a (90) ninety-day warranty which shall begin upon final acceptance by the Parks Department.

General Notes for All Project Locations:

- a. Work hours shall be limited to Monday-Saturday, 8:00 a.m. until 4:00 p.m. However, the Parks Department hours are Monday-Friday from 6:30 a.m. until 3:00 p.m. and staff will only be available for inspections or to answer questions during these times.
- b. Contact the Town of Addison Parks Department (972) 672-1817 at least forty-eight (48) hours in advance for irrigation locates prior to commencement of any work.
- c. Any damage to existing structures, landscaping, irrigation systems, lighting systems, utilities, etc., shall be repaired expeditiously and to the satisfaction of the Town of Addison at the contractor's expense.
- d. Exercise care not to damage any existing irrigation. Any damage is the responsibility of the contractor to repair at his own cost and in accordance with the Town of Addison irrigation specifications. An irrigator currently licensed by the state of Texas shall accomplish or supervise all irrigation repairs. All repairs shall be inspected by a Town of Addison representative prior to backfilling. The chosen contractor must provide proof of current licensing.
- e. The Town's representative shall approve all planting locations, preparations, and grading with the contractor prior to installation of any plant material.
- f. The chosen contractor shall submit samples of all plantings for prior approval. All plant material shall be of specimen quality, full, healthy, and free of weeds, pests and diseases. The Town of Addison reserves the right to reject any plant material that in the representative's opinion does not meet the specifications or is not of the variety specified.
- g. Preparation of shrub, perennial, ornamental grass, and groundcover beds:
 1. Eradicate all existing unwanted vegetation with 'Finale' or approved herbicide.
Note: *The use of 'Roundup' is not allowed under this contract.*
 2. Totally remove any mulch, trash, debris, rock, etc. prior to installing plants, adjusting grades, or prepping.
 3. Adjust grades as needed or where specified with imported clean friable black clay topsoil native to the area. The chosen contractor shall submit a sample for approval. See #3 in the 'Specifications' to follow.
Note: Where grade will be re-worked around existing trees, do so as not to build up too much soil over the root systems or any onto the trunks.
 4. Unless otherwise noted, thoroughly till in 4" of 'Gumbo Buster', or approved equal, from Soil Building Systems in 2" lifts to a minimum depth of 8" exercising care not to damage the root systems of any existing trees or plant materials that are to remain. See #3 in the 'Specifications' to follow.
 5. Rake the area clean of roots, debris, and all rocks 1" in size or larger.
 6. Clean cut below grade any existing tree roots that become broken or severely damaged.
 7. Fine grade all areas. Allow a 1" lip along the back of curbs, concrete surfaces, and/or pavers for mulch retention.
 8. Obtain approval of final grading by the Parks Department representative prior to commencing with any installations.
 9. Repair any damaged irrigation and adjust head, valve box and/or meter box heights as needed once final grade is approved. **DO NOT** cover up any repairs until inspected and passed by one of the Town of Addison irrigators. An irrigator currently licensed by the state of Texas shall accomplish or supervise all irrigation repairs.
- h. Preparation and installation of areas to be sodded with grass:
 1. Eradicate all existing unwanted vegetation with 'Finale' or approved herbicide.
Note: *The use of 'Roundup' is not allowed under this contract.*
 2. Adjust grades as needed or where specified with imported clean friable black clay topsoil native to the area. The chosen contractor shall submit a sample for approval. See #3 in the 'Specifications' to follow.

Note: Where grade will be re-worked around existing trees, do so as not to build up too much soil over the root systems or any onto the trunks.

3. Lightly till areas to be sodded exercising care not to damage existing tree root systems.
 4. Rake the area clean of roots, debris, and all rocks 1" in size or larger.
 5. Fine grade and lightly compact to prevent settling. Allow a 1" lip along the back of curbs, concrete surfaces, and/or pavers for sod.
 6. Obtain approval of final grading by the Parks Department representative prior to commencing with any installations.
 7. Repair any damaged irrigation and adjust head, valve box and/or meter box heights as needed once final grade is approved. DO NOT cover up any repairs until inspected and passed by one of the Town of Addison irrigators. An irrigator currently licensed by the state of Texas shall accomplish or supervise all irrigation repairs.
 8. The newly laid sod must meet the level of any existing grass lawn areas to remain.
 9. Lay tightly with staggered joints.
 10. Closely cut in around irrigation heads, boxes, etc.
 11. Thoroughly hand water in all grass at the time of installation.
 12. Roll to level.
- i. Steel Edging:
1. Utilize 3/16" x 4" steel edging black powder coated where instructed and to separate beds from turf. See #4 in the 'Specifications' to follow.
 2. Where edging abuts a concrete or paver sidewalk/trail, cut edging to a 45-degree angle. To prevent rusting, paint the cut metal with high quality enamel that matches the original color as closely as possible. The chosen contractor shall submit paint sample for prior approval.
- j. Mulching: Install a minimum of 3" of hardwood bark mulch in the newly planted areas.
- k. Obtain an inspection of the landscape installation and operation of the irrigation system of each project site upon completion along with a final inspection of all projects by the Parks Department Representative. Any outstanding item(s) shall be addressed within ten (10) days to the satisfaction of the Representative.
- l. Plantings shall be installed based upon the spacing requirements given by the Parks Representative.
- m. Ensure plants are installed at the proper depth, not too deep or too high, and that the entire root systems are covered.
- n. All plant material shall carry a ninety (90) day warranty.
- o. Thoroughly clean the site(s) at the end of each workday and at the end of the job. Haul off all trash, debris, or spoils to a state approved dump site or a recycling center.
- p. Deep hand watering shall occur at the time of all plantings. It is the responsibility of the contractor to provide for this watering by whatever means it takes.
- q. The contractor shall keep all project areas watered, weed free, healthy and thriving until final acceptance.

Specifications:

- 1) **Provide a unit cost to provide, install/pocket plant, deep water, and mulch one (1) of each of the following while adhering to the 'General Notes' above. See #3 & 4 below for possible additional associated costs.**

1 Gallon Ornamental Grass:

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|-------------|------------------------------------|---|
| 1) 1-gallon | Sideoats Grama | <i>Bouteloua curtipendula</i> |
| 2) 1-gallon | Blue Grama Grass 'Blonde Ambition' | <i>Bouteloua gracilis</i> 'Blonde Ambition' |
| 3) 1-gallon | Meadow Sedge | <i>Carex perdentata</i> |
| 4) 1-gallon | Texas Sedge | <i>Carex retroflexa</i> 'Texensis' |
| 5) 1-gallon | Inland Sea Oats | <i>Chasmanthium latifolium</i> |

6) 1-gallon	Giant Liriope	<i>Liriope gigantea</i>
7) 1-gallon	Standard Liriope	<i>Liriope muscari</i>
8) 1-gallon	Variegated Lilyturf	<i>Liriope muscari</i> 'Variegata'
9) 1-gallon	Silver Dragon Lilyturf	<i>Liriope spicata</i> 'Silver Dragon'
10) 1-gallon	Gulf Muhly	<i>Muhlenbergia capillaris</i>
11) 1-gallon	Mexican Feather Grass	<i>Nasella tenuissima</i>
12) 1-gallon	Standard Mondo Grass	<i>Ophiopogon japonicus</i>
13) 1-gallon	Dwarf Mondo Grass	<i>Ophiopogon japonicus</i> 'nanus'
14) 1-gallon	Switchgrass	<i>Panicum virgatum</i>

1 Gallon Groundcover:

15) 1-gallon	Purple Winter Creeper	<i>Euonymus fortunei</i> 'Coloratus'
16) 1-gallon	Asian Jasmine	<i>Trachelospermum asiaticum</i>

1 Gallon Perennial:

17) 1-gallon	Lily of the Nile	<i>Agapanthus africanus</i>
18) 1-gallon	Columbine	<i>Aquilegia</i> spp.
19) 1-gallon	Flame Acanthus	<i>Anisacanthus quadrifidus</i>
20) 1-gallon	Mexican Butterfly Weed	<i>Asclepias curassavica</i>
21) 1-gallon	Cast Iron Plant	<i>Aspidistra elatior</i>
22) 1-gallon	Butterfly Bush	<i>Buddleia davidii</i>
23) 1-gallon	Canna Lily	<i>Canna</i> spp.
24) 1-gallon	Greggs Mistflower	<i>Conoclinium greggi</i>
25) 1-gallon	Coreopsis	<i>Coreopsis lanceolata</i>
26) 1-gallon	Purple Coneflower	<i>Echinacea purpurea</i>
27) 1-gallon	Leopard Plant	<i>Farfugium japonicum</i>
28) 1-gallon	Lindheimer's Gaura	<i>Gaura lindheimeria</i>
29) 1-gallon	Daylily	<i>Hemerocallis</i> spp.
30) 1-gallon	Coral Bells	<i>Heuchera</i> spp.
31) 1-gallon	Texas Star Hibiscus	<i>Hibiscus coccineus</i>
32) 1-gallon	Hardy Hibiscus	<i>Hibiscus moscheutos</i>
33) 1-gallon	Bearded Iris	<i>Iris germanica</i>
34) 1-gallon	Turk's Cap	<i>Malvaviscus arboreus</i>
35) 1-gallon	Rock Rose	<i>Pavonia lasiopetala</i>
36) 1-gallon	Penstemon	<i>Penstemon digitalis</i>
37) 1-gallon	Russian Sage	<i>Perovskia atriplicifolia</i>
38) 1-gallon	John Fanick Phlox	<i>Phlox paniculata</i>
39) 1-gallon	Victoria Phlox	<i>Phlox paniculata</i> 'Victoria'
40) 1-gallon	Rosemary	<i>Rosemary officinalis</i>
41) 1-gallon	Mexican Petunia	<i>Ruellia brittoniana</i>
42) 1-gallon	Black-Eyed Susan	<i>Rudbeckia fulgida</i>
43) 1-gallon	Tropical Sage	<i>Salvia coccinea</i>
44) 1-gallon	Blue Salvia	<i>Salvia farinacea</i>
45) 1-gallon	Autumn Sage	<i>Salvia greggii</i>
46) 1-gallon	Black and Blue Sage	<i>Salvia guaranitica</i>
47) 1-gallon	Mexican Bush Sage	<i>Salvia leucantha</i>
48) 1-gallon	Meadow Sage	<i>Salvia sylvestris</i>
49) 1-gallon	Strawberry Geranium	<i>Saxifraga stolonifera</i>
50) 1-gallon	Pincushion Flower	<i>Scabiosa columbaria</i>
51) 1-gallon	Skullcap	<i>Scutellaria suffrutescens</i>
52) 1-gallon	Texas Betony	<i>Stachys coccinea</i>
53) 1-gallon	Texas Aster	<i>Symphotrichum oblongifolium</i>

54) 1-gallon	Mexican Mint Marigold	<i>Tagetes lucida</i>
55) 1-gallon	Four Nerve Daisy	<i>Tetranneuris scaposa</i>
56) 1-gallon	Germander	<i>Teucrium chamaedrys</i>
57) 1-gallon	Purple Heart	<i>Tradescantia pallida</i>
58) 1-gallon	Society Garlic	<i>Tulbaghia violacea</i>

1 Gallon Shrubs:

59) 1-gallon	Dwarf Yaupon	<i>Ilex vomitoria</i>
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2 Gallon Shrubs:

60) 2-gallon	Dwarf Yaupon	<i>Ilex vomitoria</i>
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3 Gallon Ornamental Grass:

61) 3-gallon	Feather Reed Grass	<i>Calamagrostis acutiflora</i> 'Karl Foerster'
62) 3-gallon	Inland Sea Oats	<i>Chasmanthium latifolium</i>
63) 3-gallon	Maiden Grass	<i>Miscanthus sinensis</i>
64) 3-gallon	Gulf Muhly	<i>Muhlenbergia capillaris</i>
65) 3-gallon	Lindheimer's Muhly	<i>Muhlenbergia lindheimeri</i>
66) 3-gallon	Switchgrass	<i>Panicum virgatum</i>

3 Gallon Groundcover:

67) 3-gallon	Holly Fern	<i>Cyrtomium falcatum</i>
68) 3-gallon	Wood Fern	<i>Thelypteris kunthii</i>

3 Gallon Shrub:

69) 3-gallon	Dwarf Abelia	<i>Abelia x. grandiflora</i>
70) 3-gallon	Kaleidoscope Abelia	<i>Abelia x. grandiflora</i> 'Kaleidoscope'
71) 3-gallon	Rose Creek Abelia	<i>Abelia x. grandiflora</i> 'Rose Creek'
72) 3-gallon	Wintergreen Boxwood	<i>Buxus microphylla</i> 'Wintergreen'
73) 3-gallon	Beautyberry	<i>Callicarpa Americana</i>
74) 3-gallon	Red Yucca	<i>Hesperaloe parvifolia</i> 'brake lights'
75) 3-gallon	Oak Leaf Hydrangea	<i>Hydrangea quercifolia</i>
76) 3-gallon	Dwarf Burford Holly	<i>Ilex cornuta</i> 'Dwarf Burford'
77) 3-gallon	Standard Burford Holly	<i>Ilex cornuta</i> 'Burfordii'
78) 3-gallon	Carissa Holly	<i>Ilex cornuta</i> 'Carissa'
79) 3-gallon	Needlepoint Holly	<i>Ilex cornuta</i> 'Needlepoint'
80) 3-gallon	Dwarf Yaupon Holly	<i>Ilex vomitoria</i> 'Nana'
81) 3-gallon	Loropetalum	<i>Loropetalum chinense</i>
82) 3-gallon	Leatherleaf Mahonia	<i>Mahonia bealeii</i>
83) 3-gallon	Soft Caress Mahonia	<i>Mahonia eurybracteata</i> 'Soft Caress'
84) 3-gallon	Compact Nandina	<i>Nandina domestica</i> 'Compacta'
85) 3-gallon	Gulf Stream Nandina	<i>Nandina domestica</i> 'Gulf Stream'
86) 3-gallon	Lemon Lime Nandina	<i>Nandina domestica</i> 'Lemon Lime'
87) 3-gallon	Moon Bay Nandina	<i>Nandina domestica</i> 'Moon Bay'
88) 3-gallon	Flirt Nandina	<i>Nandina domestica</i> 'Murasaki'
89) 3-gallon	Variegated Pittosporum	<i>Pittosporum tenuifolium</i>
90) 3-gallon	Encore Azalea	<i>Rhododendron spp</i>
91) 3-gallon	Rosemary	<i>Rosemary officinalis</i>
92) 3-gallon	Spirea	<i>Spirea x bumalda</i> 'Anthony Waterer'
93) 3-gallon	Cleyera	<i>Ternstroemia gymnanthera</i>
94) 3-gallon	Color Guard Yucca	<i>Yucca filamentosa</i> 'Color Guard'
95) 3-gallon	Soft-Leaf Yucca	<i>Yucca recurvifolia</i>

5 Gallon Shrub:

96) 5-gallon	Dwarf Abelia	<i>Abelia x. grandiflora</i>
97) 5-gallon	Kaleidoscope Abelia	<i>Abelia x. grandiflora</i> 'Kaleidoscope'
98) 5-gallon	Rose Creek Abelia	<i>Abelia x. grandiflora</i> 'Rose Creek'
99) 5-gallon	Wintergreen Boxwood	<i>Buxus microphylla</i> 'Wintergreen'
100) 5-gallon	Beautyberry	<i>Callicarpa Americana</i>
101) 5-gallon	Red Yucca	<i>Hesperaloe parvifolia</i> 'brake lights'
100) 5-gallon	Oak Leaf Hydrangea	<i>Hydrangea quercifolia</i>
101) 5-gallon	Dwarf Burford Holly	<i>Ilex cornuta</i> 'Dwarf Burford'
102) 5-gallon	Standard Burford Holly	<i>Ilex cornuta</i> 'Burfordii'
103) 5-gallon	Carissa Holly	<i>Ilex cornuta</i> 'Carissa'
104) 5-gallon	Needlepoint Holly	<i>Ilex cornuta</i> 'Needlepoint'
105) 5-gallon	Nellie R. Steven Holly	<i>Ilex x</i> 'Nellie R. Stevens'
106) 5-gallon	Dwarf Yaupon Holly	<i>Ilex vomitoria</i> 'Nana'
107) 5-gallon	Loropetalum	<i>Loropetalum chinense</i>
108) 5-gallon	Leatherleaf Mahonia	<i>Mahonia bealeii</i>
109) 5-gallon	Soft Caress Mahonia	<i>Mahonia eurybracteata</i> 'Soft Caress'
110) 5-gallon	Compact Nandina	<i>Nandina domestica</i> 'Compacta'
111) 5-gallon	Gulf Stream Nandina	<i>Nandina domestica</i> 'Gulf Stream'
112) 5-gallon	Lemon Lime Nandina	<i>Nandina domestica</i> 'Lemon Lime'
113) 5-gallon	Moon Bay Nandina	<i>Nandina domestica</i> 'Moon Bay'
114) 5-gallon	Flirt Nandina	<i>Nandina domestica</i> 'Murasaki'
115) 5-gallon	Variegated Pittosporum	<i>Pittosporum tenuifolium</i>
116) 5-gallon	Encore Azalea	<i>Rhododendron spp</i>
117) 5-gallon	Rosemary	<i>Rosemary officinalis</i>
118) 5-gallon	Spirea	<i>Spirea x bumalda</i> 'Anthony Waterer'
119) 5-gallon	Cleyera	<i>Ternstroemia gymnanthera</i>
120) 5-gallon	Color Guard Yucca	<i>Yucca filamentosa</i> 'Color Guard'
121) 5-gallon	Soft-Leaf Yucca	<i>Yucca recurvifolia</i>

7 Gallon Shrub:

122) 7-gallon	Dwarf Burford Holly	<i>Ilex cornuta</i> 'Dwarf Burford'
123) 7-gallon	Standard Burford Holly	<i>Ilex cornuta</i> 'Burfordii'
124) 7-gallon	Carissa Holly	<i>Ilex cornuta</i> 'Carissa'
125) 7-gallon	Needlepoint Holly	<i>Ilex cornuta</i> 'Needlepoint'
126) 7-gallon	Nellie R. Stevens Holly	<i>Ilex x</i> 'Nellie R. Stevens'

10 Gallon Shrub:

127) 10-gallon	Standard Burford Holly	<i>Ilex cornuta</i> 'Burfordii'
128) 10-gallon	Needlepoint Holly	<i>Ilex cornuta</i> 'Needlepoint'
129) 10-gallon	Nellie R. Stevens Holly	<i>Ilex x</i> 'Nellie R. Stevens'

15 Gallon Shrub:

130) 15-gallon	Standard Burford Holly	<i>Ilex cornuta</i> 'Burfordii'
131) 15-gallon	Needlepoint Holly	<i>Ilex cornuta</i> 'Needlepoint'
132) 15-gallon	Nellie R. Stevens Holly	<i>Ilex x</i> 'Nellie R. Stevens'

Note: A line item on the bid shall be provided for a percent mark-up of wholesale prices for the turnkey installation of any plants not specified above.

- 2) Provide a unit cost to provide and install one square foot of thick cut, weed free, lush and healthy sod of each of the following types of grass while adhering to the ‘General Notes’ above. See #3 below for possible additional associated costs.**

- 1) Common Bermuda
- 2) ‘Tex-Turf 10’ Hybrid Bermuda
- 3) ‘CT-2’ Hybrid Bermuda (available from King Ranch)
- 4) ‘Celebration’ Bermuda
- 5) ‘Raleigh’ St. Augustine
- 6) ‘Palisades’ Zoysia
- 7) ‘El Toro’ Zoysia
- 8) ‘Zeon’ Zoysia
- 9) Buffalo

- 3) Provide a unit cost to prep one (1) square foot of area while adhering to the ‘General Notes’ above. See #4 below for possible additional associated costs.**

- 1) Shrubs, perennials, ornamental grasses, and groundcovers
- 2) Grass sod

- 4) Provide a unit cost to provide and install one (1) linear foot of 3/16” x 4” black powder coated steel edging while adhering to the ‘General Notes’ above.**