



**SUBMITTAL TO THE BOARD OF DIRECTORS
RIVERSIDE COUNTY REGIONAL PARK
AND OPEN-SPACE DISTRICT
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM
13.1
(ID # 6532)**

MEETING DATE:

Tuesday, March 13, 2018

FROM : REGIONAL PARK & OPEN SPACE DISTRICT:

SUBJECT: REGIONAL PARK AND OPEN-SPACE DISTRICT: Approval of Professional Service Agreement with Mariposa Landscapes Inc. for Landscape Maintenance and Irrigation Services for five (5) years; District II; [\$1,300,515 Park Maintenance and Operations Fund 25400].

RECOMMENDED MOTION: That the Board of Directors:

1. Approve Professional Service Agreement with Mariposa Landscapes Inc. for Landscape Maintenance and Irrigation Services for five years [\$260,103.00 Annually];
2. Authorize the Chairman to execute five (5) copies of the Agreement on behalf of the District;
3. Authorize the General Manager or his designee to sign any ministerial amendments and exercise the option to renew for up to four (4) additional one-year periods for a total of five (5) years; and
4. Direct the Clerk of the Board to return four (4) copies of the executed Agreement to the Riverside County Regional Park and Open-Space District (District).

ACTION: Policy

Scott Bangle, Director General Manager / Park Director

3/1/2018

MINUTES OF THE BOARD OF DIRECTORS

On motion of Director Ashley, seconded by Director Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington, Perez and Ashley
Nays: None
Absent: None
Date: March 13, 2018
xc: Parks

Kedia Harper-Ihem
Clerk of the Board
By
Deputy

**SUBMITTAL TO THE BOARD OF DIRECTORS RIVERSIDE COUNTY REGIONAL PARK
AND OPEN-SPACE DISTRICT
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$90,000	\$260,103	\$1,300,515	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: Park Maintenance and Operations Fund 25400			Budget Adjustment:	No
			For Fiscal Year:	17/18

BACKGROUND:

Summary

Since 2012, the Riverside County Regional Park and Open-Space District ("District"), has contracted landscaping services for maintenance and beautification of District facilities. The District contracts these services due to the unique detailed maintenance required for specific sites which also involves certain equipment that the District does not possess and would have challenges renting or leasing. The District is requesting service for four "District" locations, with approximately 2,120,000 square feet of landscape, inclusive of soft-scape, hardscape, irrigation systems, and mowing areas to be maintained by this contract. The selected contractor has expertise in hardscape, soft-scape, turf mowing, irrigation maintenance, and replacement services. Once awarded, this contract would be for a one-year term, with the option to renew the contract for 4 additional one-year terms.

Impact on Citizens and Businesses

Approval of these contracts will provide the most efficient and effective delivery of maintenance services.

Contract History and Price Reasonableness


On December 06, 2017, the District prepared a Request for Quote and advertised on the County's Public Purchase Website for Landscape Maintenance and Irrigation Services for five park locations. Ten firms attended the pre-proposal conference and three firms submitted quotes by the deadline for submission. The district representatives reviewed the proposals and two were determined to be the most responsive and responsible. In reviewing quotes, staff then selected the lowest responsible bid for each of the four quoted locations. Mariposa Landscape was awarded all 4 locations; District Headquarters, Rancho Jurupa Regional Park, Rancho Jurupa Sports Complex and Jensen -Alvarado Ranch.

Attachments

Professional Service Agreement with Mariposa Landscapes Inc. for Landscape Maintenance and Irrigation Services

SUBMITTAL TO THE BOARD OF DIRECTORS RIVERSIDE COUNTY REGIONAL PARK
AND OPEN-SPACE DISTRICT
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA


Rohini Dasika, Principal Management Analyst 3/5/2018


Gregory V. Priamos, Director County Counsel 3/1/2018



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/1/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Landscape Contractors (Lic#0755906) Insurance Services, Inc. 1835 N. Fine Avenue Fresno CA 93727	CONTACT NAME: Benita Hall, CISR PHONE (A/C, No, Ext): (559) 650-3555 FAX (A/C, No): (559) 650-3558 E-MAIL ADDRESS: bhall@lcisinc.com																					
INSURED Mariposa Landscapes Inc 6232 Santos Diaz Drive Irwindale CA 91706	<table border="1"><thead><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A</td><td>Atlantic Specialty Insurance</td><td>27154</td></tr><tr><td>INSURER B</td><td>Navigators Specialty Ins Co</td><td>36056</td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A	Atlantic Specialty Insurance	27154	INSURER B	Navigators Specialty Ins Co	36056	INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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COVERAGES

CERTIFICATE NUMBER: 17/18 Pkg & Auto

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> \$1,000 Pd Ded GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		618-00-11-21-0001 Blanket Contractual Liability	4/1/2017	4/1/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$ 1,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS		618-00-11-21-0001	4/1/2017	4/1/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist combined \$ 1,000,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		SF17EXC840614IC	4/1/2017	4/1/2018	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: PKARC-228 District-wide Landscape Maintenance

Primary Insurance; Blanket Additional insured per attached OBPGL04340414

County of Riverside, its agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents or representatives (Excluding Professional Liability) are named as additional insured

CERTIFICATE HOLDER**CANCELLATION**

County of Riverside
4600 Crestmore Road
Jurupa Valley, CA 92509

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

B Hall, CISR/KSAENZ

ACORD 25 (2014/01)

INS025 (201401)

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COMMERCIAL GENERAL LIABILITY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

A. The following is added to Paragraph 2. In SECTION II - WHO IS AN INSURED:

Any person or organization you are required by written contract or agreement to name as an additional insured subject to the following:

Any such person or organization must be approved in writing by us as an additional insured. Coverage for such person or organization will begin on the date of our approval.

- a.** No such person or organization is an additional insured for your acts, errors or omissions if such acts, errors or omissions are not also covered under such person or organization's liability insurance.
- b.** No such person or organization is an additional insured for "bodily injury" or "property damage" for acts, errors or omissions of any additional insured.

B. With respect to the insurance afforded to the additional insureds under Paragraph A. above, the following is added to SECTION III - LIMITS OF INSURANCE:

The most we will pay on behalf of the additional insured is the amount of insurance:

- a.** Required by the contract or agreement; or
- b.** Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement does not increase the applicable Limits of Insurance shown in the Declarations.

C. With respect to the insurance afforded to the additional insureds under Paragraph A. above, Paragraph I. Damage To Your Work in Paragraph 2. Exclusions of COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY in SECTION I – COVERAGES is replaced by the following

This insurance does not apply to:

I. Damage To Your Work

"Property damage" to "your work" arising out of it or any part of it and included in the "products-completed operations hazard".

D. With respect to the insurance afforded to the additional insureds under Paragraph A. above, The following is added to Paragraph 4. Other Insurance in SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:

This insurance is primary if required by the contract or agreement. If there is no such requirement, this insurance will be excess and paragraph **b. Excess Insurance** applies.

COMMERCIAL GENERAL LIABILITY

- E. With respect to the insurance afforded to the additional insureds under Paragraph A. above, the following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us**, in **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**:

However, we will waive our rights to recover against any additional insured for payments we make for injury or damage arising out of:

- a. Your ongoing operations; or
- b. "Your work" done under the contract or agreement and included in the "products completed operations hazard"

if such waiver is required by the contract or agreement.

Policy Number: 618-00-11-21-0001

Name Insured: Mariposa Landscapes Inc

This endorsement is effective on the inception date of this policy unless otherwise stated herein.

Endorsement Effective Date: 03-01-2018



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/02/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Global Risk, LLC 1800 N. Wilshire Blvd., Second Floor Los Angeles, CA 90017 License #0L60361		CONTACT NAME: PHONE (A/C, No, Ext): 310-514-8425 FAX (A/C, No): 310-514-8688 E-MAIL ADDRESS: certs@globalriskcap.com	
INSURED Mariposa Landscapes, Inc. 6232 Santos Diaz St. Irwindale, CA 91702		INSURER(S) AFFORDING COVERAGE INSURER A : Sentry Casualty Company NAIC # 28460 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	90-20720-01	04/01/2017	04/01/2018	X PER STATUTE E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: PKARC - 228 District-wide Landscape Maintenance for Rancho Jurupa Sports Complex, Rancho Jurupa Campground, Crestmore Manor / District Headquarters and Jensen-Alvarado Historic Ranch.

CERTIFICATE HOLDER

CANCELLATION

County of Riverside
4600 Crestmore Road
Jurupa Valley, CA 92509

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Maria Duarte Maura

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Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Mariposa Landscapes Inc

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☒ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

6232 Santos Diaz St

6 City, state, and ZIP code

Irwindale, CA 91702

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type.
See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - _____

or

Employer identification number

9 5 - 4 2 4 5 8 9 8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Date ►

2-28-18

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. Individual. Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. Sole proprietor or single-member LLC. Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. Partnership, LLC that is not a single-member LLC, C corporation, or S corporation. Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. Other entities. Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. Disregarded entity. For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

PROFESSIONAL SERVICE AGREEMENT
for
DISTRICT WIDE LANDSCAPE MAINTENANCE

Between

RIVERSIDE COUNTY REGIONAL PARK AND OPEN-SPACE DISTRICT

and

MARIPOSA LANDSCAPES, INC.

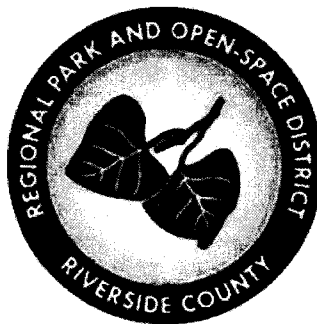


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This Agreement, made and entered into this 14 day of MARCH, 2018, by and between **(MARIPOSA LANDSCAPES, INC.)** (herein referred to as "CONTRACTOR"), and the **RIVERSIDE COUNTY REGIONAL PARK AND OPEN-SPACE DISTRICT**, a special District, (herein referred to as "DISTRICT"). The parties agree as follows:

1. Description of Services

1.1 CONTRACTOR shall provide all services as outlined and specified in Exhibit 'A', Scope of Services, at the prices stated in Exhibit 'B', Cost Summary.

1.2 CONTRACTOR represents that it has the skills, experience, and knowledge necessary to perform under this Agreement and the DISTRICT relies upon this representation. CONTRACTOR shall perform to the satisfaction of the DISTRICT and in conformance to and consistent with the highest standards of firms/professionals in the same discipline in the State of California.

1.3 CONTRACTOR affirms this it is fully apprised of all of the work to be performed under this Agreement; and the CONTRACTOR agrees it can properly perform this work at the prices stated in Exhibit B. CONTRACTOR is not to perform services or provide products outside of the Agreement.

1.4 Acceptance by the DISTRICT of the CONTRACTOR's performance under this Agreement does not operate as a release of CONTRACTOR's responsibility for full compliance with the terms of this Agreement.

2. Period of Performance

This Agreement shall be effective upon signature of this Agreement by both parties and continue in effect for ONE (1) year through March 31, 2019, unless terminated earlier. CONTRACTOR shall commence performance upon signature of this Agreement by both parties and shall diligently and continuously perform thereafter. The Riverside County Regional Park and Open Space District's Board of Director's is the only authority that may obligate the District for a non-cancelable multi-year agreement.

3. Compensation

3.1 The DISTRICT shall pay the CONTRACTOR for services performed, products provided and expenses incurred in accordance with the terms of Exhibit 'B', Cost Summary. Maximum payments by DISTRICT to CONTRACTOR shall not exceed \$52,843.32 annually including all expenses for Crestmore Manor/District Headquarters; and \$76,484.04 annual including all expenses for Rancho Jurupa Campground; and shall not exceed \$15,686.16 annually including all expenses for Jensen Alvarado Ranch; and \$115,089.48 annually including all expenses for Rancho Jurupa Sports Complex. Total annual cost for all services shall not exceed \$260,103.00 including all expenses. The DISTRICT is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated

in Exhibit 'B', Cost Summary, DISTRICT shall not be responsible for payment of any of CONTRACTOR's expenses related to this Agreement.

3.2 No price increases will be permitted during the first year of this Agreement. All price decreases (for example, if CONTRACTOR offers lower prices to another governmental entity) will automatically be extended to the DISTRICT. The DISTRICT requires written proof satisfactory to DISTRICT of cost increases prior to any approved price adjustment. After the first year of the award, a minimum of 30-days advance notice in writing is required to be considered and approved by DISTRICT. No retroactive price adjustments will be considered. Any price increases must be stated in a written amendment to this Agreement. The net dollar amount of profit will remain firm during the period of the Agreement. Annual increases shall not exceed the Consumer Price Index- All Consumers, All Items - Greater Los Angeles, Riverside and Orange County areas and be subject to satisfactory performance review by the DISTRICT and approved (if needed) for budget funding by the Board of Directors.

3.3 CONTRACTOR shall be paid only in accordance with an invoice submitted to DISTRICT by CONTRACTOR within fifteen (15) days from the last day of each calendar month, and DISTRICT shall pay the invoice within thirty (30) working days from the date of receipt of the invoice. Payment shall be made to CONTRACTOR only after services have been rendered or delivery of materials or products, and acceptance has been made by DISTRICT. Prepare invoices in duplicate. For this Agreement, send the original and duplicate copies of invoices to:

Riverside County Regional Park and Open-Space District
Attn: Finance
4600 Crestmore Road, Jurupa Valley, CA 92509
OR: Email invoices to: parks-finance@rivcoparks.org

- a) Each invoice shall contain a minimum of the following information: invoice number and date; remittance address; bill-to and ship-to addresses of ordering department/division; Agreement number PKARC-228; quantities; item descriptions, unit prices, extensions, sales/use tax if applicable, and an invoice total.
- b) Invoices shall be rendered monthly in arrears.

3.4 The DISTRICT obligation for payment of this Agreement beyond the current fiscal year end is contingent upon and limited by the availability of DISTRICT funding from which payment can be made. No legal liability on the part of the DISTRICT shall arise for payment beyond March 31st of each calendar year unless funds are made available for such payment. In the event that such funds are not forthcoming for any reason, DISTRICT shall immediately notify CONTRACTOR in writing; and this Agreement shall be deemed terminated, have no further force, and effect.

4. Alteration or Changes to the Agreement

4.1 The Board of Directors are the only authorized DISTRICT representatives who may at any time, by written order, alter this Agreement. If authorized by the Board of Directors, the General Manager or his designee, may exercise the option to extend the term period pursuant to the terms of this Agreement and execute amendments to effect the term period extensions. If any such alteration causes an increase or decrease in the cost of, or the time required for the performance under this Agreement, an equitable adjustment shall be made in the Agreement price or delivery schedule, or both, and the Agreement shall be modified by written amendment accordingly.

4.2 Any claim by the CONTRACTOR for additional payment related to this Agreement shall be made in writing by the CONTRACTOR within 30 days of when the CONTRACTOR has or should have notice of any actual or claimed change in the work, which results in additional and unanticipated cost to the CONTRACTOR. If the DISTRICT Purchasing Agent decides that the facts provide sufficient justification, may authorize additional payment to the CONTRACTOR pursuant to the claim. Nothing in this section shall excuse the CONTRACTOR from proceeding with performance of the Agreement even if there has been a change.

5. Termination

5.1. DISTRICT may terminate this Agreement without cause upon 30 days written notice served upon the CONTRACTOR stating the extent and effective date of termination.

5.2 CONTRACTOR may terminate this Agreement without cause upon 180 days written notice served upon the DISTRICT stating the intent and effective date of termination. CONTRACTOR will return funds to DISTRICT on a pro-rata basis, if applicable.

5.3 DISTRICT may, upon five (5) days written notice terminate this Agreement for CONTRACTOR's default, if CONTRACTOR refuses or fails to comply with the terms of this Agreement or fails to make progress that may endanger performance and does not immediately cure such failure. In the event of such termination, the DISTRICT may proceed with the work in any manner deemed proper by DISTRICT.

5.4 After receipt of the notice of termination, CONTRACTOR shall:

- (a) Stop all work under this Agreement on the date specified in the notice of termination; and
- (b) Transfer to DISTRICT and deliver in the manner as directed by DISTRICT any materials, reports or other products, which, if the Agreement had been completed or continued, would have been required to be furnished to DISTRICT.

5.5 After termination, DISTRICT shall make payment only for CONTRACTOR's performance up to the date of termination in accordance with this Agreement.

5.6 CONTRACTOR's rights under this Agreement shall terminate (except for fees accrued

prior to the date of termination) upon dishonesty or a willful or material breach of this Agreement by CONTRACTOR; or in the event of CONTRACTOR's unwillingness or inability for any reason whatsoever to perform the terms of this Agreement. In such event, CONTRACTOR shall not be entitled to any further compensation under this Agreement.

5.7 CONTRACTOR is not debarred from the System for Award Management (SAM). If the Agreement is federally or State funded, CONTRACTOR must notify the DISTRICT immediately of a debarment. Reference: System for Award Management (SAM) at <https://www.sam.gov> for Central Contractor Registry (CCR), Federal Agency Registration (Fedreg), Online Representations and Certifications Application, and Excluded Parties List System (EPLS)). Excluded Parties Listing System (EPLS) (<http://www.epls.gov>) (Executive Order 12549, 7 CFR Part 3017, 45 CFR Part 76, and 44 CFR Part 17). The System for Award Management (SAM) is the Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS.

5.8 The rights and remedies of DISTRICT provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or this Agreement.

6. Ownership/Use of Contract Materials and Products

The CONTRACTOR agrees that all materials, reports or products in any form, including electronic, created by CONTRACTOR for which CONTRACTOR has been compensated by DISTRICT pursuant to this Agreement shall be the sole property of the DISTRICT. The material, reports or products may be used by the DISTRICT for any purpose DISTRICT deems to be appropriate, including, but not limit to, duplication and/or distribution within the DISTRICT or to third parties. CONTRACTOR agrees not to release or circulate in whole or part such materials, reports, or products without prior written authorization of the DISTRICT.

7. Conduct of Contractor

7.1 The CONTRACTOR covenants that it presently has no interest, including, but not limited to, other projects or contracts, and shall not acquire any such interest, direct or indirect, which would conflict in any manner or degree with CONTRACTOR's performance under this Agreement. The CONTRACTOR further covenants that no person or subcontractor having any such interest shall be employed or retained by CONTRACTOR under this Agreement. The CONTRACTOR agrees to inform the DISTRICT of all the CONTRACTOR's interests, if any, which are or may be perceived as incompatible with the DISTRICT's interests.

7.2 The CONTRACTOR shall not, under circumstances which could be interpreted as an attempt to influence the recipient in the conduct of his/her duties, accept any gratuity or special favor from individuals or firms with whom the CONTRACTOR is doing business or proposing to do business, in accomplishing the work under this Agreement.

7.3 The CONTRACTOR or its employees shall not offer gifts, gratuity, favors, and entertainment directly or indirectly to DISTRICT employees.

8. Inspection of Service; Quality Control/Assurance

8.1 All performance (which includes services, workmanship, materials, supplies and equipment furnished or utilized in the performance of this Agreement) shall be subject to inspection and test by the DISTRICT or other regulatory agencies at all times. The CONTRACTOR shall provide adequate cooperation to any inspector or other DISTRICT representative to permit him/her to determine the CONTRACTOR's conformity with the terms of this Agreement. If any services performed or products provided by CONTRACTOR are not in conformance with the terms of this Agreement, the DISTRICT shall have the right to require the CONTRACTOR to perform the services or provide the products in conformance with the terms of the Agreement at no additional cost to the DISTRICT. When the services to be performed or the products to be provided are of such nature that the difference cannot be corrected; the DISTRICT shall have the right to: (1) require the CONTRACTOR immediately to take all necessary steps to ensure future performance in conformity with the terms of the Agreement; and/or (2) reduce the Agreement price to reflect the reduced value of the services performed or products provided. The DISTRICT may also terminate this Agreement for default and charge to CONTRACTOR any costs incurred by the DISTRICT because of the CONTRACTOR's failure to perform.

8.2 CONTRACTOR shall establish adequate procedures for self-monitoring and quality control and assurance to ensure proper performance under this Agreement; and shall permit a DISTRICT representative or other regulatory official to monitor, assess, or evaluate CONTRACTOR's performance under this Agreement at any time, upon reasonable notice to the CONTRACTOR.

9. Independent Contractor/Employment Eligibility

9.1 The CONTRACTOR is, for purposes relating to this Agreement, an independent contractor and shall not be deemed an employee of the DISTRICT. It is expressly understood and agreed that the CONTRACTOR (including its employees, agents, and subcontractors) shall in no event be entitled to any benefits to which DISTRICT employees are entitled, including but not limited to overtime, any retirement benefits, worker's compensation benefits, and injury leave or other leave benefits. There shall be no employer-employee relationship between the parties; and CONTRACTOR shall hold DISTRICT harmless from any and all claims that may be made against DISTRICT based upon any contention by a third party that an employer-employee relationship exists by reason of this Agreement. It is further understood and agreed by the parties that CONTRACTOR in the performance of this Agreement is subject to the control or direction of DISTRICT merely as to the results to be accomplished and not as to the means and methods for accomplishing the results.

9.2 CONTRACTOR warrants that it shall make its best effort to fully comply with all federal and state statutes and regulations regarding the employment of aliens and others and to ensure that employees performing work under this Agreement meet the citizenship or alien status requirement set forth in federal statutes and regulations. CONTRACTOR shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by federal or state statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. CONTRACTOR shall retain all such documentation for all covered employees, for the period prescribed by the law.

9.3 Ineligible Person shall be any individual or entity who: Is currently excluded, suspended, debarred or otherwise ineligible to participate in the federal health care programs; or has been convicted of a criminal offense related to the provision of health care items or services and has not been reinstated in the federal health care programs after a period of exclusion, suspension, debarment, or ineligibility.

9.4 CONTRACTOR shall screen prospective Covered Individuals prior to hire or engagement. CONTRACTOR shall not hire or engage any Ineligible Person to provide services directly relative to this Agreement. CONTRACTOR shall screen all current Covered Individuals within sixty (60) days of execution of this Agreement to ensure that they have not become Ineligible Persons unless CONTRACTOR has performed such screening on same Covered Individuals under a separate agreement with DISTRICT within the past six (6) months. Covered Individuals shall be required to disclose to CONTRACTOR immediately any debarment, exclusion or other event that makes the Covered Individual an Ineligible Person. CONTRACTOR shall notify DISTRICT within five (5) business days after it becomes aware if a Covered Individual providing services directly relative to this Agreement becomes debarred, excluded or otherwise becomes an Ineligible Person.

9.5 CONTRACTOR acknowledges that Ineligible Persons are precluded from providing federal and state funded health care services by contract with DISTRICT in the event that they are currently sanctioned or excluded by a federal or state law enforcement regulatory or licensing agency. If CONTRACTOR becomes aware that a Covered Individual has become an Ineligible Person, CONTRACTOR shall remove such individual from responsibility for, or involvement with, DISTRICT business operations related to this Agreement.

9.6 CONTRACTOR shall notify DISTRICT within five (5) business days if a Covered Individual or entity is currently excluded, suspended or debarred, or is identified as such after being sanction screened. Such individual or entity shall be promptly removed from participating in any activity associated with this Agreement.

10. Subcontract for Work or Services

No contract shall be made by the CONTRACTOR with any other party for furnishing any of the work or services under this Agreement without the prior written approval of the DISTRICT; but this provision shall not require the approval of contracts of employment between the CONTRACTOR and personnel assigned under this Agreement, or for parties named in the proposal and agreed to under this Agreement.

11. Disputes

11.1 The parties shall attempt to resolve any disputes amicably at the working level. If that is not successful, the dispute shall be referred to the senior management of the parties. Any dispute relating to this Agreement, which is not resolved by the parties, shall be decided by the DISTRICT's Purchasing Department's Compliance Contract Officer who shall furnish the decision in writing. The decision of the DISTRICT's Compliance Contract Officer shall be final and conclusive unless determined by a court of competent jurisdiction to have been fraudulent, capricious, arbitrary, or so grossly erroneous to imply bad faith. The CONTRACTOR shall proceed diligently with the performance of this Agreement pending the resolution of a dispute.

11.2 Prior to the filing of any legal action related to this Agreement, the parties shall be obligated to attend a mediation session in Riverside County before a neutral third party mediator. A second mediation session shall be required if the first session is not successful. The parties shall share the cost of the mediations.

12. Licensing and Permits

CONTRACTOR shall comply with all State or other licensing requirements, including but not limited to the provisions of Chapter 9 of Division 3 of the Business and Professions Code. All licensing requirements shall be met at the time proposals are submitted to the DISTRICT. CONTRACTOR warrants that it has all necessary permits, approvals, certificates, waivers and exemptions necessary for performance of this Agreement as required by the laws and regulations of the United States, the State of California, the County of Riverside and all other governmental agencies with jurisdiction, and shall maintain these throughout the term of this Agreement.

13. Use By Other Political Entities

The CONTRACTOR agrees to extend the same pricing, terms, and conditions as stated in this Agreement to each and every political entity, special district, and related non-profit entity in Riverside County. It is understood that other entities shall make purchases in their own name, make direct payment, and be liable directly to the CONTRACTOR; and DISTRICT shall in no way be responsible to CONTRACTOR for other entities' purchases.

14. Non-Discrimination

CONTRACTOR shall not be discriminate in the provision of services, allocation of benefits,

accommodation in facilities, or employment of personnel on the basis of ethnic group identification, race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status or sex in the performance of this Agreement; and, to the extent they shall be found to be applicable hereto, shall comply with the provisions of the California Fair Employment and Housing Act (Gov. Code 12900 et. seq), the Federal Civil Rights Act of 1964 (P.L. 88-352), the Americans with Disabilities Act of 1990 (42 U.S.C. §1210 et seq.) and all other applicable laws or regulations.

15. Records and Documents

CONTRACTOR shall make available, upon written request by any duly authorized Federal, State, or DISTRICT agency, a copy of this Agreement and such books, documents and records as are necessary to certify the nature and extent of the CONTRACTOR's costs related to this Agreement. All such books, documents and records shall be maintained by CONTRACTOR for at least five years following termination of this Agreement and be available for audit by the DISTRICT. CONTRACTOR shall provide to the DISTRICT reports and information related to this Agreement as requested by DISTRICT.

16. Confidentiality

16.1 The CONTRACTOR shall not use for personal gain or make other improper use of privileged or confidential information which is acquired in connection with this Agreement. The term "privileged or confidential information" includes but is not limited to: unpublished or sensitive technological or scientific information; medical, personnel, or security records; anticipated material requirements or pricing/purchasing actions; DISTRICT information or data which is not subject to public disclosure; DISTRICT operational procedures; and knowledge of selection of contractors, subcontractors or suppliers in advance of official announcement.

16.2 The CONTRACTOR shall protect from unauthorized disclosure names and other identifying information concerning persons receiving services pursuant to this Agreement, except for general statistical information not identifying any person. The CONTRACTOR shall not use such information for any purpose other than carrying out the CONTRACTOR's obligations under this Agreement. The CONTRACTOR shall promptly transmit to the DISTRICT all third party requests for disclosure of such information. The CONTRACTOR shall not disclose, except as otherwise specifically permitted by this Agreement or authorized in advance in writing by the DISTRICT, any such information to anyone other than the DISTRICT. For purposes of this paragraph, identity shall include, but not be limited to, name, identifying number, symbol, or other identifying particulars assigned to the individual, such as finger or voice print or a photograph.

17. Administration/Contract Liaison

The DISTRICT Purchasing Agent, or designee, shall administer this Agreement on behalf of the DISTRICT. The Purchasing Agent is to serve as the liaison with CONTRACTOR in connection with this

Agreement.

18. Notices

All correspondence and notices required or contemplated by this Agreement shall be delivered to the respective parties at the addresses set forth below and are deemed submitted two days after their deposit in the United States mail, postage prepaid:

DISTRICT

RIVERSIDE COUNTY REGIONAL PARK
AND OPEN-SPACE DISTRICT
4600 Crestmore Road
Jurupa Valley, CA 92509

CONTRACTOR

MARIPOSA LANDSCAPE, INC.
6232 Santos Diaz St.
Irwindale, CA 91702

19. Force Majeure

If either party is unable to comply with any provision of this Agreement due to causes beyond its reasonable control, and which could not have been reasonably anticipated, such as acts of God, acts of war, civil disorders, or other similar acts, such party shall not be held liable for such failure to comply.

20. EDD Reporting Requirements

In order to comply with child support enforcement requirements of the State of California, the DISTRICT may be required to submit a Report of Independent Contractor(s) form DE 542 to the Employment Development Department. The CONTRACTOR agrees to furnish the required data and certifications to the DISTRICT within 10 days of notification of award of Agreement when required by the EDD. This data will be transmitted to governmental agencies charged with the establishment and enforcement of child support orders. Failure of the CONTRACTOR to timely submit the data and/or certificates required may result in the contract being awarded to another contractor. In the event a contract has been issued, failure of the CONTRACTOR to comply with all federal and state reporting requirements for child support enforcement or to comply with all lawfully served Wage and Earnings Assignments Orders and Notices of Assignment shall constitute a material breach of Agreement. If CONTRACTOR has any questions concerning this reporting requirement, please call (916) 657-0529. CONTRACTOR should also contact its local Employment Tax Customer Service Office listed in the telephone directory in the State Government section under "Employment Development Department" or access their Internet site at www.edd.ca.gov.

21. Hold Harmless/Indemnification

21.1 CONTRACTOR shall indemnify and hold harmless the DISTRICT, County of Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Board of Directors, elected and appointed officials, employees, agents and representatives (individually and collectively hereinafter referred to as Indemnitees) from any liability, action, claim or damage whatsoever, based or asserted upon any services of CONTRACTOR, its officers, employees, subcontractors, agents

or representatives arising out of or in any way relating to this Agreement, including but not limited to property damage, bodily injury, or death or any other element of any kind or nature. CONTRACTOR shall defend, at its sole expense, all costs, and fees including, but not limited, to attorney fees, cost of investigation, defense and settlements or awards, the Indemnitees in any claim or action based upon such alleged acts or omissions.

21.2 With respect to any action or claim subject to indemnification herein by CONTRACTOR, CONTRACTOR shall, at their sole cost, have the right to use counsel of their own choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of DISTRICT; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes CONTRACTOR'S indemnification to Indemnitees as set forth herein.

21.3 CONTRACTOR'S obligation hereunder shall be satisfied when CONTRACTOR has provided to DISTRICT the appropriate form of dismissal relieving DISTRICT from any liability for the action or claim involved.

21.4 The specified insurance limits required in this Agreement shall in no way limit or circumscribe CONTRACTOR'S obligations to indemnify and hold harmless the Indemnitees herein from third party claims.

22. Insurance

22.1 Without limiting or diminishing the CONTRACTOR'S obligation to indemnify or hold the DISTRICT harmless, CONTRACTOR shall procure and maintain or cause to be maintained, at its sole cost and expense, the following insurance coverage's during the term of this Agreement. As respects to the insurance section only, the DISTRICT herein refers to the Riverside County Regional Park and Open-Space District, its Divisions, Departments, their respective directors, officers, Board of Directors, employees, elected or appointed officials, agents, or representatives as Additional Insureds.

A. Workers' Compensation:

If the CONTRACTOR has employees as defined by the State of California, the CONTRACTOR shall maintain statutory Workers' Compensation Insurance (Coverage A) as prescribed by the laws of the State of California. Policy shall include Employers' Liability (Coverage B) including Occupational Disease with limits not less than \$1,000,000 per person per accident. The policy shall be endorsed to waive subrogation in favor of The District.

B. Commercial General Liability:

Commercial General Liability insurance coverage, including but not limited to, premises liability, unmodified contractual liability, products and completed operations liability, personal and advertising injury, and cross liability coverage, covering claims which may arise from or out of CONTRACTOR'S performance of its obligations hereunder. Policy shall name the DISTRICT as Additional Insured. Policy's

limit of liability shall not be less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit.

C. Vehicle Liability:

If vehicles or mobile equipment is used in the performance of the obligations under this Agreement, then CONTRACTOR shall maintain liability insurance for all owned, non-owned, or hired vehicles so used in an amount not less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit. Policy shall name the DISTRICT as Additional Insureds.

D. General Insurance Provisions - All lines:

1) Any insurance carrier providing insurance coverage hereunder shall be admitted to the State of California and have an A M BEST rating of not less than A: VIII (A:8) unless such requirements are waived, in writing, by the District Risk Manager. If the District's Risk Manager waives a requirement for a particular insurer such waiver is only valid for that specific insurer and only for one policy term.

2) The CONTRACTOR must declare its insurance self-insured retention for each coverage required herein. If any such self-insured retention exceeds \$500,000 per occurrence each such retention shall have the prior written consent of the DISTRICT Risk Manager before the commencement of operations under this Agreement. Upon notification of self-insured retention unacceptable to the DISTRICT, and at the election of the DISTRICT's Risk Manager, CONTRACTOR'S carriers shall either; 1) reduce or eliminate such self-insured retention as respects this Agreement with the DISTRICT, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.

3) CONTRACTOR shall cause CONTRACTOR'S insurance carrier(s) to furnish the District with either 1) a properly executed original Certificate(s) of Insurance and certified original copies of Endorsements effecting coverage as required herein, and 2) if requested to do so orally or in writing by the DISTRICT's Risk Manager, provide original Certified copies of policies including all Endorsements and all attachments thereto, showing such insurance is in full force and effect. Further, said Certificate(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that thirty (30) days written notice shall be given to the DISTRICT prior to any material modification, cancellation, expiration or reduction in coverage of such insurance. In the event of a material modification, cancellation, expiration, or reduction in coverage, this Agreement shall terminate forthwith, unless the DISTRICT receives, prior to such effective date, another properly executed original Certificate of Insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing coverage's set forth herein and the insurance required herein is in full force and effect.

CONTRACTOR shall not commence operations until the DISTRICT has been furnished original Certificate (s) of Insurance and certified original copies of endorsements and if requested, certified original policies of insurance including all endorsements and any and all other attachments as required in this Section. An individual authorized by the insurance carrier shall sign the original endorsements for each policy and the Certificate of Insurance.

4) It is understood and agreed to by the parties hereto that the CONTRACTOR'S insurance shall be construed as primary insurance, and the DISTRICT'S insurance and/or deductibles and/or self-insured retention's or self-insured programs shall not be construed as contributory.

5) If, during the term of this Agreement or any extension thereof, there is a material change in the scope of services; or, there is a material change in the equipment to be used in the performance of the scope of work; or, the term of this Agreement, including any extensions thereof, exceeds five (5) years; the DISTRICT reserves the right to adjust the types of insurance and the monetary limits of liability required under this Agreement, if in the District Risk Manager's reasonable judgment, the amount or type of insurance carried by the CONTRACTOR has become inadequate.

6) CONTRACTOR shall pass down the insurance obligations contained herein to all tiers of subcontractors working under this Agreement.

7) The insurance requirements contained in this Agreement may be met with a program(s) of self-insurance acceptable to the DISTRICT.

8) CONTRACTOR agrees to notify DISTRICT of any claim by a third party or any incident or event that may give rise to a claim arising from the performance of this Agreement.

23. General

23.1 CONTRACTOR shall not delegate or assign any interest in this Agreement, whether by operation of law or otherwise, without the prior written consent of DISTRICT. Any attempt to delegate or assign any interest herein shall be deemed void and of no force or effect.

23.2 Any waiver by DISTRICT of any breach of any one or more of the terms of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term of this Agreement. Failure on the part of DISTRICT to require exact, full, and complete compliance with any terms of this Agreement shall not be construed as in any manner changing the terms or preventing DISTRICT from enforcement of the terms of this Agreement.

23.3 In the event the CONTRACTOR receives payment under this Agreement, which is later disallowed by DISTRICT for nonconformance with the terms of the Agreement, the CONTRACTOR shall promptly refund the disallowed amount to the DISTRICT on request; or at its option the DISTRICT may offset the amount disallowed from any payment due to the CONTRACTOR.

23.4 CONTRACTOR shall not provide partial delivery or shipment of services or products unless specifically stated in the Agreement.

23.5 CONTRACTOR shall not provide any services or products subject to any chattel mortgage or under a conditional sales contract or other agreement by which an interest is retained by a third party. The CONTRACTOR warrants that it has good title to all materials or products used by CONTRACTOR or provided to DISTRICT pursuant to this Agreement, free from all liens, claims, or encumbrances.

23.6 Nothing in this Agreement shall prohibit the DISTRICT from acquiring the same type or equivalent equipment, products, materials or services from other sources, when deemed by the DISTRICT to be in its best interest. The DISTRICT reserves the right to purchase more or less than the quantities specified in this Agreement.

23.7 The DISTRICT agrees to cooperate with the CONTRACTOR in the CONTRACTOR's performance under this Agreement, including, if stated in the Agreement, providing the CONTRACTOR with reasonable facilities and timely access to DISTRICT data, information, and personnel.

23.8 CONTRACTOR shall comply with all applicable Federal, State, and local laws and regulations. CONTRACTOR will comply with all applicable DISTRICT policies and procedures. In the event that there is a conflict between the various laws or regulations that may apply, the CONTRACTOR shall comply with the more restrictive law or regulation.

23.9 CONTRACTOR shall comply with all air pollution control, water pollution, safety and health ordinances, statutes, or regulations, which apply to performance under this Agreement.

23.10 CONTRACTOR shall comply with all requirements of the Occupational Safety and Health Administration (OSHA) standards and codes as set forth by the U.S. Department of Labor and the State of California (Cal/OSHA).

23.11 This Agreement shall be governed by the laws of the State of California. Any legal action related to the performance or interpretation of this Agreement shall be filed only in the Superior Court of the State of California located in Riverside, California, and the parties waive any provision of law providing for a change of venue to another location. In the event any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

[Signature Provisions on Following Page]

23.12 This Agreement, including any attachments or exhibits, constitutes the entire Agreement of the parties with respect to its subject matter and supersedes all prior and contemporaneous representations, proposals, discussions and communications, whether oral or in writing. This Agreement may be changed or modified only by a written amendment signed by authorized representatives of both parties.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Agreement.

DISTRICT

RIVERSIDE COUNTY REGIONAL
PARK AND OPEN-SPACE DISTRICT
4600 Crestmore Rd,
Jurupa Valley, CA 92509

Signature: _____


Chuck Washington
Chairman, Board of Directors

Dated: MAR 13 2018

SERVICE PROVIDER

MARIPOSA LANDSCAPES, INC

6232 Santos Diaz St.
Irwindale, CA 91702

Signature: _____


Print Name: Terry Noriega

Title: President

Dated: 3-7-18

ATTEST:

Kecia Harper-Ihem
Clerk of the Board

By: _____

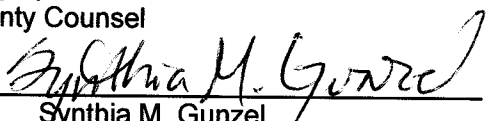

Deputy

(Seal)

APPROVED AS TO FORM:

Gregory P. Priamos
County Counsel

By: _____


Synthia M. Gunzel
Chief Deputy County Counsel

Attachment A

Scope of Work

1. SERVICE AREAS

The District considers each maintenance service area as a separate and distinct location, and will award the contract to the bidder that will provide the District with the best value for that specific maintenance area. The District may award up to five (5) separate contracts (one for each maintenance service area), if determined to be in the best interest of the Park District. Beginning on page 27, each of the five (5) service areas have broken down and grouped by location to include the scope of work, scope of schedule, and map of each of the location. The Park District reserves the right to remove or add areas within each service area as needed:

1. Crestmore Manor/ District Headquarters - 4600 Crestmore Rd., Jurupa Valley, CA 92509
2. Rancho Jurupa Park - 4800 Crestmore Rd., Jurupa Valley, CA 92509
3. Rancho Jurupa Sports Complex - 5249 Crestmore Rd., Jurupa Valley, CA 92509
4. Jensen - Alvarado Historic Ranch- 4307 Broggs St. Jurupa Valley, CA 92509

2. DESIGNATED COUNTY HOLIDAYS

The following list of designated Holidays. If normal Landscape service day falls on a holiday, arrangements will need to be made with the District Representative in order to reschedule services for another day within the same week. If the contractor fails to complete that week's services, a deduction will be made to the invoice in the amount of the weekly service rate.

New Year's Day	January 1 st *
Martin Luther King Day	Third Monday in January
Abraham Lincoln's Birthday	Second Monday in February
George Washington's Birthday	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4 th *
Labor Day	First Monday in September
Columbus Day	Second Monday in October
Veterans Day	November 11 th *
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Friday after Fourth Thursday
Christmas Day	December 25 th *

*When the Holiday falls on a Saturday, the Holiday will be observed the previous Friday, when the Holiday falls on a Sunday, the Holiday will be observed on the following Monday.

3. TERMS OF PAYMENT

- 3.1. At the end of each month the Contractor will provide invoices in duplicate. For this contract, send the original and duplicate copies of invoices to:

Riverside County Regional Park and Open-Space District
Attn: Finance

4600 Crestmore Road, Jurupa Valley, CA 92509

OR: Email invoices to: Park-finance@rivco.org

- 3.2. Voluntary E-Payment Program: Awarded Consultant may register with the County's Auditor Controllers Office to participate in this program.
- 3.3. Each invoice shall contain a minimum of the following information: invoice number and date; remittance address; "bill-to" and "ship-to" addresses of ordering department/division; contract number (to be provided upon award); invoiced must be itemized, quantities; item descriptions, unit prices,

individual/company performing services, hourly rate, hours spent performing the task, extensions, sales/use tax if applicable, and an invoice total. **A monthly lump sum number will not be accepted.**

3.4. Invoices shall be rendered "monthly" in arrear.

3.5. In the State of California, Government agencies are not allowed to pay excess interest and late charges, per Government Codes, Section 926.10

4. DEDUCTIONS

4.1. The DISTRICT shall have the right to assess damages for breach of the Contractor's obligations. The exercise of its rights shall not preclude the DISTRICTS right to terminate or revoke the agreement. Deductions and adjustments (as a credit to the Contractor's invoice) are a valid right of the DISTRICT.

4.2. The DISTRICT shall have the right to deduct monies as a credit from any monthly payments, otherwise due to the Contractor, as may be deemed necessary to protect the DISTRICT against failure by the Contractor to perform Contractor's obligations, without revoking or terminating the contract. The DISTRICT is not restricted to any certain type of inspection to determine if specifications have been achieved. The DISTRICT may adopt or change inspection method(s), quality assurance procedures, and increase or decrease the degree of inspection based upon contract modifications, lessons learned, technological changes, inspection documentation and changes to Contractor's quality control system.

4.2.1. Deduction from monthly performance payments shall be in the amount of the standard weekly charge for the said service that was not completed during the service week as stated in Tab G, Cost Quotes.

4.3. Notification of Deficient Performance:

4.3.1. The contractor shall be notified both verbally and in writing each time performance is considered to be non-satisfactory and corrective action is necessary. The contractor shall complete corrective action within twenty-four (24) hours of notification. Failure to complete corrective action according to the schedule and these specifications will constitute deficient performance, and a deduction to the invoice will be applied.

5. GENERAL REQUIREMENTS

5.1. **Emergency Numbers and Callouts:** The Contractor shall have the capability to receive and to respond immediately to calls of an emergency nature during normal working hours and during hours outside of normal working hours. Calls of an emergency nature received by the District shall be referred to the Contractor for immediate disposition.

5.1.1. In the event that emergency work is required, the Contractor shall notify the District Representative or Supervisor by telephone in advance before any emergency work is commenced. Non-emergency maintenance work requires written approval before the work is performed. An answering service is not acceptable for emergency calls after working hours/weekends.

5.1.2. In situations involving emergency work after normal working hours, the Contractor shall dispatch qualified personnel and equipment to reach the site within two (2) hours. The Contractor's vehicle shall carry sufficient equipment to safely control traffic. When the Contractor arrives at the site, the Contractor shall set up traffic warning and control devices, if deemed necessary, and proceed to repair the system on a temporary basis.

5.1.3. The Contractor shall supply the District with the name(s) and phone number(s) of responsible person(s) representing the Contractor for 24 hour emergency response. The above mentioned information shall remain current at all times. Any changes shall be forwarded to the District in writing within 12 hours of any such change.

5.1.3.1. Emergency response can be defined by:

5.1.3.1.1. Instructions per District Representative or Supervisor

5.1.3.1.2. Prior agreement

5.1.3.1.3. Public health/safety matters

5.1.4. Public health/safety matters include but are not limited to broken water mains, stuck valves, threat to private property resulting from the responsible Contractor's operations, fallen trees, natural disasters, etc.

- 5.1.5. The Contractor shall supply their field supervisor, crew chief, irrigators with a cellular telephone.
- 5.2. **Supervision:** The Contractor shall assign a supervisor working regular hours for the duration of this contract for each awarded area. He or she shall have a minimum of five (5) years of experience as a Landscape Supervisor. The supervisor shall be capable of communicating effectively both in written and verbal English.
- 5.3. **Personnel :** The Contractor shall provide personnel fully trained in all phases of landscape irrigation systems operation, maintenance, adjustments, and repairs; in all types of components, to include irrigation controllers, valves, master valves, moisture sensing devices, and sprinkler heads; CALSENSE irrigation systems including all brands and models of irrigation equipment used within the District.
- 5.3.1. The Contractor shall provide personnel capable of verbal and written communication of the English language.
- 5.3.2. Contractor recognizes that its personnel are perceived as representatives of the District while on the Districts property and, as such, will conduct themselves in an efficient, well-mannered, well-groomed and workman-like manner at all times
- 5.4. **Dress Code and Appearance:** All personnel of the Contractor shall be required to wear uniforms bearing the company name while on the project.
- 5.4.1. All Contractor employees shall be identified, while on the premises, by shirt or ID Badge (no smaller than a credit card) indicating the company name or logo.
- 5.5. **District Liaison and Inspections:** The District Representative or Supervisor, and the Contractor's representative will meet on a weekly basis. The purpose of this meeting will be to discuss specific project problems, unless the District representative feels that it is no longer necessary.
- 5.5.1. More frequent contact may be required between the District and the Contractor separately from these meetings.
- 5.5.2. Upon request, the Contractor or his representatives will walk the project with the District's Representative for the purpose of determining compliance with the specifications or to discuss required work.
- 5.5.3. Contractor representatives must be authorized to sign documents that affect changes to the job.
- 5.5.4. The District Supervisor and Contractor will review and initial invoice items verified as completed prior to submittal to the District for payment.
- 5.5.5. Any major topics, concerns or suggestions should be noted in writing and forwarded to the District Rep, Contractor and District Buyer.
- 5.6. **Non-Performance:** All work performance shall be subject to inspection and approval by the District Representative. Contractor shall be notified and issued a deficiency notification whenever The value of the task(s) not completed or improperly completed.
- 5.7. **Contractor Negligence:** Any damage to the District's property which has been determined to be due to the Contractor's negligence shall be corrected at no additional cost to the District. Dead or missing plants attributable to improper care by the Contractor shall be corrected by the Contractor at no additional cost to the District.
- 5.8. **Safety:** Contractor shall be responsible for providing a safe work place, and compliance with standards and regulations of the California Occupational Safety and Health Act (Cal OSHA), Federal Occupational Safety and Health Act (OSHA), California Division of Industrial Safety Orders (CDIS), and any other applicable government law or County of Riverside Risk Management standards.
- 5.9. **Protection of Property during Inclement Weather:** During periods of storms or high winds, the Contractor will provide supervisory inspection of the project during regular hours to prevent or minimize possible damage from inclement weather. The Contractor shall submit a report identifying any storm or high wind damage to the District's representative attached to a site map identifying the location of damage and cost estimate to repair/replace any damage. If remedial work is required beyond the scope of this Contract, it shall be paid for as extra work. It is the Contractor's responsibility for removing landscape debris and general trash accumulated by high winds or other typical or non-typical environmental conditions.

- 5.9.1. The Contractor shall modify their schedule to complete all the required work within a forty-eight (48) hours of inclement weather.
- 5.10. **Protection of Existing Facilities and Structures:** The Contractor shall exercise due care in protecting from damage all existing facilities, structures, and utilities both above surface and underground on the District's property. Any damage to District property deemed to be caused by the Contractor's negligence shall be corrected or paid for by the Contractor at no cost to the District. If the District requests or directs the Contractor to perform work in a given area, it will be the Contractor's responsibility to verify and locate any underground systems, i.e., utility lines. This does not release the Contractor of the responsibility for taking reasonable precaution when working in these areas. Any damage or problems shall be reported immediately to the District.
- 5.11. **Special Requests:** The Contractor may be requested by the District to perform special tasks which are above his normal scheduled work (i.e., pruning for a specific aesthetic view problem). It is intended that the Specifications are indicative of the work to be anticipated by the Contractor and will allow for reasonable additional work at no additional cost to the District which is considered normal maintenance to meet the objectives and criteria.
- 5.12. **Traffic Control:** Where applicable and in accordance with the Cal-Trans Watch Manual, the Contractor shall notify local authorities of his intent to begin work at least five (5) days before work is begun. The Contractor shall cooperate with local authorities relative to handling traffic through the area and shall make his own arrangements relative to keeping the working area clear of vehicles. If the Contractor permits traffic to operate in an unsafe manner and does not take appropriate safety measures (such as placement of markers or signs regarding the presence of workers near a roadway), the District may immediately suspend all work until the Contractor has met all safety requirements.
- 5.12.1. Where applicable, when entering or leaving roadways carrying public traffic, the Contractor's equipment, whether empty or loaded, shall in all cases yield to public traffic. The Contractor shall make every effort to keep commercial driveways open during working hours. During and after working hours, all driveways shall be accessible with smooth and safe crossings through the construction area (State of California Traffic Manual or Work Area Traffic Control Handbook).
- 5.13. **Work Not Included:** Water and electrical billings, except in instances where excessive costs are incurred by the District due to water waste or negligence by the Contractor, are not included within this Agreement. If the District determines that excessive utility costs have occurred in their sole and absolute discretion, the District may withhold from the payment to the Contractor those funds necessary to reimburse the District for these additional costs.
- 5.14. **Extra Work:** In the event the Contractor is required by the District and agrees to perform extra work, the following procedure shall govern such work:
- 5.14.1. Work will be executed under the direction of the District supervisor on a time and materials basis or an agreed lump sum price depending on the nature of the work and in accordance with the fees as described in the Cost Proposal; Extra Work.
- 5.14.2. A written estimate of cost will be required for approval by the District Supervisor prior to the work being done. The Contractor shall maintain records sufficient to distinguish the direct cost of other operations, and shall furnish reports of extra work, itemizing all costs for labor, including the number of hours, materials, and equipment used. The report shall include hours worked. Invoices for extra work shall be submitted no later than sixty (60) days after the District's acceptance of the proposal for work. Any invoices submitted later than sixty (60) days may be rejected by the District Supervisor. The following procedure will govern such extra work:
- 5.14.2.1. District will issue work request for such extra work to be performed.
- 5.14.2.2. Material cost shall be actual cost not to exceed 15% for the handling of materials purchased by the Contractor and used for the extra work.
- 5.14.2.3. Extra work must be approved by the District Supervisor in writing.
- 5.14.2.4. Bidder shall submit an itemized estimate.
- 5.14.2.5. District reserves the right to award extra work to other third party contractors.

- 5.15. **Scheduling of Operations:** The Contractor shall perform his work at such times as to minimize disturbance or interference to resident convenience, recreational programs, and pedestrian or vehicle circulation. For example, mowing or irrigation checks should occur early in the morning. The Contractor shall submit a Maintenance Schedule describing maintenance operations and when work and applications of chemicals/fertilizers will be accomplished. **Maintenance schedule shall be submitted with the bidders quote response and approved PRIOR to starting any maintenance operations.** All forms and schedules shall be of a format approved by the District.
- 5.16. **Sound Control Requirements:** The Contractor shall comply with all local sound control and noise level rules, regulations, and ordinances which apply to any work performed pursuant to the Contract.
- 5.16.1. Each internal combustion engine used for any purpose on the job or related to the job shall be equipped with a muffler of a type recommended by the manufacturer of such equipment. No internal combustion engine shall be operated on the project without said muffler. Properly equipped internal combustion engines may only be operated between 7:00 a.m. and 8:00 p.m.
- 5.16.2. Full compensation for conforming to the requirements of this section shall be considered as included in the prices paid for the various contract items of work involved and no additional compensation will be allowed therefore.
- 5.17. **Additions/Deletions to Maintenance Areas and Specifications:** The District reserves the right to make additions, deletions, revisions, and/or otherwise modify the maintenance specifications.
- 5.17.1. Any change in the specifications that causes the Contractor to suffer additional expenses may be negotiated upon written justification.
- 5.17.2. Changes in the areas to be maintained may be made as the District develops new areas or existing areas and/or relinquishes currently maintained areas.
- 5.17.3. Any and all such changes shall only be made upon written notification in the form of a change order which shall clearly state the effective date of the change.
- 5.17.4. The Contractor agrees that as additional maintenance service areas are added, the Contractor shall maintain such additional maintenance areas in accordance with the terms of this Contract and at the rates specified in the Maintenance Services cost proposal for extra work and at the stated unit costs.
- 5.17.5. Any deletion of services will only be deemed valid if a change order clearly states the effective date of the change. If a verbal change to the contract is made with no formal written change order, the terms of this contract as written will remain valid and unchanged.
- 5.18. **Refurbishment of Turf grass:** Turf areas that thin out due to shading effect of trees, structures and irrigation malfunction (due to Contractor's negligence) will be reseeded with an approved grass seed to restore the thinning areas. Coordinate with the District's Supervisor.
- 5.18.1. This will not be considered extra work.
- 5.18.2. In the winter months the District's Supervisor may require sod, which would be considered "Extra Work."
- 5.18.3. Lawn seed for reseeding shall be a certified mixture to match existing grasses.
- 5.19. **Materials:** The bidder shall submit a list to the DISTRICT of all materials that the bidder proposes to use in the performance of this work. The list shall include a Safety Data Sheet (SDS) for each material. The list shall be submitted before the use of any product pursuant to the provisions of this agreement. Similar listing of changes in materials proposed for use by the bidder shall be submitted prior to use of the products. The following shall apply to the material indicated:
- 5.19.1. Chemical Application
- 5.19.1.1. Chemicals shall be properly labeled with guarantee analysis, and brought to each job site in the manufacturer's original container, or appropriate and properly labeled secondary container.
- 5.19.1.2. Chemicals shall only be applied under the supervision of persons possessing a valid California Pest Control Operator's License. Records of all chemicals applications operations, authorizations stating dates, times, methods of application, chemical formulations, applicators

- name and weather conditions at the time of application shall be made after each application and retained in an active file for a minimum of one (1) year.
- 5.19.1.3. Contractor shall supply and apply Fertilizer which is to be complete, furnishing the required percentage of nitrogen, phosphoric acid, and potassium to keep lawns, trees, shrubs, and other plants in a healthy and vigorous growing condition.
- 5.19.2. Insecticides, fungicides, herbicides, and rodenticides
- 5.19.2.1. Contractor shall supply and apply the best quality obtainable chemicals for the control of Insecticides, fungicides, herbicides, and rodenticides.
- 5.19.3. Tree stakes, tree ties, and guy wires shall be of materials matching the existing on each work site, or as specified by the District.
- 5.19.3.1. Lawn seed for reseeded shall be a certified mixture to match existing grasses.
- 5.19.4. Materials Reports
- 5.19.4.1. Contractor shall supply the District Representative a monthly materials use report. The report should include the records of all chemicals applications operations, authorizations stating dates, times, methods of application, chemical formulations, applicators name and weather conditions at the time of application The chemical use report shall be due by the tenth (10th) day of the following month.
- 5.20. **Plant Additions and/or Replacements:** Contractor shall replace, at no additional cost to the District, any turf, plant material or any other District property damaged as a result of improper maintenance attention or procedures.
- 5.20.1. Contractor shall submit a timely proposal in writing for these improvements. Such work will be paid for as extra work by the District unless otherwise specified within these specifications. No work shall commence until the proposal has been signed as accepted by the District Supervisor. Exceptions will be replacements due to Contractor's neglect. This will be determined by the District Supervisor
- 5.21. **Guarantee and/or Replacement Policy:** All new plant material installations, irrigation installations and repairs done as part of this contract shall be guaranteed for a period of one calendar year with exceptions due to "Acts of God, "i.e., damage or death of plant material due to wind or storm, or vandalism, theft, or other willful acts over which the maintenance contractor has no control.
- 5.21.1. Existing plants shall be replaced by Contractor if they die due to Contractor's negligence.
- 5.22. **Equipment:** The Contractor shall take all necessary precautions for safe operation of his equipment and the protection of the public from injury and damage from such equipment
- 5.22.1. Contractor shall furnish all of the proper vehicles, equipment and tools required to perform the work as described herein.
- 5.22.2. All vehicles, equipment and tools shall be kept in good repair and conform to all state and local laws. Any equipment deemed by the District Representative to be unsafe, in disrepair or unsatisfactory shall be repaired or replaced immediately.
- 5.22.3. Contractor shall prevent the spread of disease by keeping all cutting edges sterile by dipping in an alcohol or bleach solution after each cut.
- 5.22.4. The District's Supervisor must approve of all mowing equipment used by the contractor.
- 5.22.4.1. Use rotary type mowers with sharp blades, and alternate mowing patterns shall be used whenever possible to prevent wheel ruts in turf areas.
- 5.22.4.2. Mower blades will be kept sharp at all times to prevent blade tearing
- 5.22.4.3. Small rotary push mowers will be required for parkways and other small areas.
- 5.22.4.4. It is the intent of the District that the contractor use mulching mowers. Said mowers must be approved by the District.
- 5.22.4.5. If the use of mulching mowers is approved, all visible clippings must be removed in accordance with this specification.
- 5.22.4.6. Edging equipment will be equipped with manufacture's guards to deflect hazardous debris.

- 5.23. **General Clean up and Debris Removal:** Removal of all landscape debris generated on the property during landscape maintenance is the sole responsibility of the Contractor, at no additional expense to the District.
- 5.23.1. **At no time will the Contractor be allowed to blow grass clippings or any other landscape debris into public streets or gutters without being swept or vacuum cleaned.**
- 5.23.2. All debris resulting from any of the Contractor's operations shall be removed and disposed of after each mowing or trimming operation legally at the Contractor's expense. No debris will be allowed to remain at the end of the work day.
- 5.23.3. At no time shall grass clippings be directed into the storm drain system or lakes by the contractor.
- 5.23.4. All debris must be separated into green waste, recyclables, and other waste to minimize contamination and be disposed of in the appropriate locations.
- 5.23.5. The contractor may be required, at the discretion of the District's Supervisor, to bag and remove grass clippings if the use of mulching mowers creates a hazardous or messy condition in the area of work.
- 5.23.6. All walkways will be kept clean/clear of debris and plant growth at all times. Care shall be taken not to create unnecessary hazards to foot or wheelchair traffic during maintenance operations.
- 5.23.7. Prior to mowing, each area will be patrolled for trash and other debris to reduce the risk of object propulsion and scattering, excluding areas concentrated with trash (e.g., dumpster zones, dock areas, and construction sites.)
- 5.24. **Administration:**
- 5.24.1. **Inspection of Site** - The Contractor, before submitting their proposal, shall be completely familiar with the site and be apprised fully as to all conditions that might affect the work specified. In addition, the Contractor should ascertain the availability and extent of maintenance storage facilities, necessary safety precautions, safeguards required for the protection of District property, and all other special regulations and requirements to be observed by the Contractor in the conduct of their work.
- 5.24.1.1. The inspection of the site, including physical and operational conditions which might affect the performance of the work will be presumed to have been made by the Contractor, and the District will in no case be responsible for the costs or expenses which may develop on account of the Contractor's failure to do so.
- 5.24.2. **Reports and Schedules:** The Contractor shall provide monthly reports and schedules, which shall indicate the major items of work and further delineate the time frames for accomplishment. The District reserves the right to provide contractor with report and schedule forms and to add at any time these reports and schedules when needed. Contractor agrees to complete and submit the District reports and schedules as required.
- 5.24.2.1. The Contractor shall complete a schedule for each item of work and each area of work.
- 5.24.2.2. The Contractor shall turn in a copy of the Weekly Maintenance Checklist to the Districts authorized representative each week. The checklist copy shall have a check mark by all items completed at the site during the week by the contractor. Any items completed that are not on the checklist shall be noted on the back of the checklist. The checklist shall be dated and contain the name and signature of the contractor's representative for the work at this site.
- 5.24.2.3. The initial schedule shall be submitted on or by the effective date of the contract. Thereafter it shall be submitted on the day agreed upon by the Contractor and the Inspector.
- 5.24.2.4. The Contractor shall provide a Maintenance Schedule, as directed by the District, showing the schedule of Maintenance Operations including, but not limited to: mowing, aeration, verticuting, overseeding, pruning, mulching trimming, pesticide applications, the application of fertilizers to shrubs, ground cover and turf, clippings and trash removal.
- 5.24.2.4.1. Failure to supply the required schedule shall be considered failure to perform.
- 5.24.2.4.2. Changes to the schedule shall be received by the District's Supervisor at least twelve (12) hours prior to the scheduled time for the work.

- 5.24.2.4.3. The Contractor shall adjust his schedule to compensate for all holidays. If normal service days falls on a DISTRICT Holiday, the Contractor needs to make arrangements with District Representative to complete weekly services on an alternate day within the same work week.
- 5.24.2.4.4. The Contractor shall adjust his schedule as directed by the District Supervisor.
- 5.24.3. Changes to the Scope of Work
 - 5.24.3.1. The Contract Manager at any time may have to change the scope of the contract. This can only be done through written contract amendments. On the designated effective date, the Contractor shall make the required changes to their operation.
 - 5.24.3.2. **Verbal adjustments will not be valid in terms of this contract, all changes must go through the District Buyer and a written amendment created.**
- 5.24.4. Performance During Inclement Weather
 - 5.24.4.1. During the periods when inclement weather hinders normal operations, the Contractor shall adjust his work force in order to accomplish those activities that are not affected by weather. Activities affected by the weather shall be completed within 48 hours after the inclement weather or as directed by the District's representative.
 - 5.24.4.2. The prime factors in assigning work shall be the safety of the work force and damage to landscaping, in that order.
 - 5.24.4.3. The Contractor will be given the maximum latitude in establishing work schedules which correspond to its staff and equipment resources. The contractor will also be provided the opportunity to adjust those schedules to meet special circumstances.
- 5.24.5. Performance On Schedule
 - 5.24.5.1. The Contractor will be given the maximum latitude in establishing work schedules which correspond to its staff and equipment resources. The Contractor will also be provided the opportunity to adjust those schedules to meet special circumstances.
 - 5.24.5.2. The District reserves the right, when needed, to adjust the mowing schedule from once per week to twice per week during the peak summer months and once per week to every other week during the winter months.
 - 5.24.5.3. Adjustments to the mowing services cost shall be in accordance with the fees proposed within this cost proposal at the per square foot price.
 - 5.24.5.4. All Work shall be completed on the week scheduled as shown on the schedule.
- 5.24.6. Green Waste Recycling - Recycling of maintenance material as part of this contract is required by the District. "Clean" is defined as green waste (leaves, bushes, grass clipping) that is free from contamination from non-green waste such as construction material, plastic irrigation lines, rocks, trash, etc. The Contractor shall meet all recycling needs as required by the designated District representative at no additional cost to the District.

6. DEFINITION OF SERVICES TO BE PREFORMED

6.1. The Contractor's primary responsibility

- 6.1.1. Contractor shall maintain the service areas at the highest industry standards by integrating innovative and progressive techniques and to follow the objectives as set forth in these specifications.
- 6.1.2. The Contractor shall furnish all labor, equipment, materials, tools, transportation, services, special skills and necessary apparatuses required to perform the landscape maintenance as set forth in this specification and in keeping with the highest standards of quality and performance.
- 6.1.3. Maintenance of the service areas shall include but not be limited to inspections, mowing, trimming, shrub pruning, fertilization, aeration, crown rising up to fifteen feet (15') or less, weed control, cultivation, pest control, replacements, renovation, cleanup of any blown in waste items (including trash, tumbleweeds, etc.), and clean-up of drainage facilities. It is the intent to schedule maintenance to keep this site in a state of healthy vigorous growth.

- 6.1.3.1. Palm trees are not included in this RFQ.
 - 6.1.4. Contractor shall be responsible for all repairs, at the Contractor's expense, to the complete in-ground portion of the irrigation system from the point that irrigation water exits the system to the point of connection with the water meter or well head. Irrigation maintenance shall include inspections, operation of the systems, adjustments, repairs, modifications, improvements, testing, analysis, and other work as needed.
 - 6.1.4.1. District shall supply the parts based on Contractors recommendation and the Districts approval.
- 6.2. **Mowing Specification:**
 - 6.2.1. Schedule
 - 6.2.1.1. **Each Park location will have its own unique mowing schedule. See each Park details to adhere to the schedule.**
 - 6.2.2. Care shall be exercised during the mowing operation to prevent damage to trees and other obstacles located within the turf areas such as electrical boxes or fixtures.
 - 6.2.3. Do not mow areas that are saturated with water.
 - 6.2.4. Contractor must work with District Representative to arrange an alternate day within the same week in order to complete the scheduled mow.
 - 6.2.4.1. If contractor is unable to reschedule due to rain, then no service charge for services shall be charged.
 - 6.2.5. If ruts are made, contractor will make repairs at his own expense.
 - 6.2.6. Blade Length
 - 6.2.6.1. Cool season turf grass will be maintained at a height of 2 inches.
 - 6.2.6.2. Common Bermuda and other warm season grasses shall be mowed to not exceed 1 inch height, hybrid Bermuda at ¾ inch height.
 - 6.2.6.3. Avoid removing more than one-third of the leaf area blade at any one time.
 - 6.2.7. "ALL" glass, leaves, paper and other debris shall be removed and disposed of off-site prior to mowing.
 - 6.2.8. "ALL" walkways, roadways, trails, or other areas dirtied by mowing operation shall be cleaned and all debris disposed of off-site prior to the completion of that day's mowing operations or the end of the day, whichever occurs first.
- 6.3. **Aeration:**
 - 6.3.1. Mechanically aerate all turf areas as often as required or as directed by the District's Supervisor to reduce compaction/stress conditions, which will offer greater water penetration and reduce runoff.
 - 6.3.2. Use a plug aerator with ½ inch tines. Any areas that show excessive compaction shall receive additional treatment as required and deemed necessary by District Supervisor to alleviate this condition. The scheduling of aeration will be recorded on the maintenance schedule and shall be performed no less than three (3) times per year. In rocky areas, a solid tine or vertical slice aerator will be required.
 - 6.3.2.1. Spring (March-May)
 - 6.3.2.1.1. Bermuda grass fields should only be cultivated when they are actively growing. Dethatching or core cultivation should take place on bermuda grass after spring greening is completed.
 - 6.3.2.2. Summer (June-August)
 - 6.3.2.2.1. Soil cultivation should be done once a month when turf is actively growing. If turf is undergoing stress, soil cultivation should be avoided. Soil cultivation is a necessary practice in order to keep Bermuda grass fields in acceptable condition. Bermuda grass produces significant amounts of thatch that should not exceed 0.5 inches throughout the growing season. When cultivating, two to four passes in different directions should be made on the fields.
 - 6.3.2.3. Fall (September-November)

- 6.3.2.3.1. Do not vertical mow, dethatch, or aerate bermudagrass fields in the fall unless they are being overseeded. Doing so can cause injury to bermudagrass that will not allow plants to successfully recover before winter.
- 6.3.2.4. Winter (December-February)
 - 6.3.2.4.1. Do not vertical mow, dethatch, or aerate bermudagrass fields in the winter.
- 6.3.3. It shall be the Contractors responsibility to insure that all irrigation heads, valves, quick couplers, and other improvements that can be damaged by the aeration operation are flagged and/or protected prior to starting.
- 6.3.4. Contractor is responsible replacing any damaged improvements with evidence of aeration damage.
- 6.3.5. Contractor is responsible for the repair or replacement of any District property which has been damaged due to contractor's negligence during the aeration process.
- 6.4. **Edging and Trimming:**
 - 6.4.1. Contractor will neatly edge and trim around all walls, buildings, curbs, header boards, valve boxes, quick couplers, and paved areas on a **weekly basis** to present a neat, clean appearance. All walks will be blown after edging to maintain a clean, well-groomed appearance.
 - 6.4.2. All walk ways, driveways, and parking lots will need to be blown after edging to maintain a clean, well-groomed appearance.
 - 6.4.3. Chemically edge around trees (tree wells) within a minimum 18" radius from the trunk using care not to damage the tree trunk or roots.
 - 6.4.4. At no time will chemical edging be allowed on anything other than tree wells unless directed otherwise in writing by the Supervisor.
 - 6.4.5. Edging equipment will be equipped with manufacturer's guards to deflect hazardous debris.
 - 6.4.6. All grass runners will be removed after edging to keep mulch areas free of weeds and encroaching grass.
 - 6.4.7. "Hard Edging" and clean up shall be performed in conjunction with turf mowing
 - 6.4.8. "Soft edging" and cleanup of bed areas shall be performed in conjunction with turf mowing.
 - 6.4.9. String trimming shall be performed as needed
 - 6.4.10. Care shall be exercised with regard to the use of string trimmers to prevent damage to building surfaces, walls, header board, light fixtures, signage, etc.
 - 6.4.11. String trimmers shall not be used within 18" of a tree trunk.
 - 6.4.12. Areas mutually agreed to be inaccessible to mowing machinery will be maintained with string trimmers or chemical means, as environmental conditions permit.
- 6.5. **Fertilization:**
 - 6.5.1. Apply fertilizers so as to provide sufficient nitrogen and other basic nutrients on a regular basis to maintain the turf in a healthy condition, or as directed by the Supervisor.
 - 6.5.2. Fertilizer will be applied as often as required to maintain deep green color at all times.
 - 6.5.3. The type of turf and time of year will determine the type of fertilizer used.
 - 6.5.4. The frequency of application will greatly depend on the amount of leaching caused by excess use of water. The type of fertilizer used and frequency applied will be recorded. Coordinate all fertilizer applications with the District's Supervisor.
 - 6.5.5. Fertilize with an N-P-K ratio approximating 5-1-4. Use products containing mixtures of soluble and controlled release nitrogen. Slow release sources such as Nutralene, IBDU, Polyon, Tri-Kote, Poly-S, etc., are products of choice for Summer application a quick release in the Spring.
 - 6.5.6. Time applications for early spring, early June, early august, mid-October, depending on turf vigor and appearance. With a consistent application schedule, rates of 1lb N / 1000 sq ft per application, should be adequate to produce acceptable turf. Turf under low fertility may require up to 2 lbs N / 1000 sq ft to achieve acceptable turf quality. Actual application rates

and frequencies will vary for every field and can only be determined by observing turf performance and consulting with the District Representative.

- 6.5.7. Applying a product high in potassium at the end of October or early November will improve low temperature hardness of Bermuda grass, especially if potassium levels are limited as determined by a soil test.
- 6.5.8. All sidewalks, roads, curbs and patios will be swept clean of granular fertilizer after applications to minimize staining.
- 6.5.9. When climatic factors cause problems with the general use of fertilizers, an adjustment of the fertilizing schedule may be necessary. After fertilizer application, watering schedule shall be monitored to eliminate runoff or leaching of fertilizer materials.

6.6. Insect, Disease, and Weed Control:

- 6.6.1. Contractor must possess and maintain an active certificate Pest Control License issued through the California Department of Agriculture and Consumer Services. Only trained applicators will apply agriculture chemicals
- 6.6.2. Treatment of turf areas for damaging insect infestation or disease and weed control will be the responsibility of the Contractor
- 6.6.3. All products will be applied as directed by the manufacturers' instructions and in accordance with all state and federal regulations.
- 6.6.4. Contractor shall supply and apply herbicide sufficient to maintain turf weed free and in optimum health to the entire park, including pre-emergent when needed.

6.7. Weeds

- 6.7.1. Weeds are defined as a plant that is not valued where it is growing and is usually of vigorous growth, especially one that tends to overgrow or choke out more desirable plants.
- 6.7.2. Weeds must be removed upon appearance. Selective pre-emergent and post-emergent herbicides shall be used to kill weeds without permanent injury to other plants.
- 6.7.3. Broadleaf weeds in turf shall be removed selectively, without injury to the lawn grass other than slight, temporary discoloration.
- 6.7.4. Chemical control should be applied as often as necessary to maintain turf areas in a "weed free" condition.
- 6.7.5. Grass weeds in lawns shall be controlled with selective pre-emergent and post-emergent herbicides.
- 6.7.6. Creeping grasses shall be kept out of shrubs and groundcovers.
- 6.7.7. Weeds not killed with herbicides shall be removed manually. Turf and other desirable plants killed by weeds, chemicals, etc., shall be replaced at the Contractor's expense.
 - 6.7.7.1. All replacements must be made within 7 calendar days after receiving notice from the District.

6.8. Pest Control of Plant Material:

6.8.1. General:

- 6.8.1.1. Contractor shall practice Integrated Pest Management. This shall involve common-sense practices that use environmentally acceptable methods of pest control with the least possible hazard to the public, District property, and the environment. Practices shall combine the use of current information on pest life cycles, exclusion, natural enemies, and host resistance.
- 6.8.1.2. District Representative will notified contractor of pest presence, contractor has 48 hours to eradicate the pest problem.
- 6.8.1.3. Contractor shall provide complete pest control of all plant pests and/ or diseases.
- 6.8.1.4. The Contractor shall obtain all necessary licenses and permits to comply with District, County, State and Federal regulations or laws.
- 6.8.1.5. Contractor will assume responsibility and liability for the use of all chemical

- controls.
- 6.8.1.6. Pest and disease shall include, but shall not be limited to all insects (i.e. snails, sowbugs, aphids, etc.), mites, other vertebrates, and invertebrates including pocket gophers, moles and squirrels, pathogens and nematodes.
 - 6.8.1.7. All material use shall be in strict accordance and applied within the most current EPA regulations and the California Food and Agricultural Code.
- 6.8.2. Fire Ant Control
- 6.8.2.1. Contractor shall supply and apply Fire Ant treatments to the entire turf areas (447,590 sq. ft.) so as to eradicate all active nests.
- 6.8.3. Rodent Control
- 6.8.3.1. Rodent control shall be performed in accordance with the following criteria
 - 6.8.3.2. All rodents to be controlled shall be identified and feeding habits determined prior to treatment of the area
 - 6.8.3.3. All mounds shall be raked level a minimum of twenty-four (24) hours prior to treatment.
 - 6.8.3.4. All treated bait, traps and gasses used to control rodents shall be placed in the tunnel. Traps shall be covered with soil once inserted into tunnel, to prevent vandalism and to ensure public safety.
 - 6.8.3.5. Any and all spilled bait shall be picked up or buried immediately
 - 6.8.3.6. All bait containers and/ or applicators shall be of the type that will minimize spills
 - 6.8.3.7. All treated areas shall be inspected for dying animals after treatment. Contractor shall remove all dying animals and/or carcasses and dispose of them off-site prior to the end of each work day until the area no longer requires further treatment.
- 6.8.4. Application of Pesticides:
- 6.8.4.1. District shall be notified prior to the application of pesticides and other chemicals. Pesticide applications shall be recorded on the Maintenance Schedule accessible when requested and coordinated with the District's Supervisor. Material Use Reports for all pesticides shall be filed with the District no later than the 10th day of every month for the preceding month.
 - 6.8.4.2. Pesticides shall be applied at times which limit the possibility of contamination from climatic or other factors. Early morning application shall be used when possible to avoid contamination from drift. Applicator shall monitor forecast weather conditions to avoid applications prior to inclement weather, to eliminate potential runoff or violation in treated areas.
 - 6.8.4.3. Irrigation water applied after treatment shall be reduced to eliminate runoff. When water is required to increase pesticide efficiency, it shall be applied only in quantities of which the area is capable of absorbing without excessive runoff.
 - 6.8.4.4. Care shall be taken in transferring and mixing pesticides to prevent contaminating areas outside the target area. Application methods shall be used which ensure that materials are confined to the target area. Spray tanks containing leftover materials shall not be drained on the site. Disposal of pesticides and tank rinsing materials shall be within the guidelines established in the State of California Food and Agricultural Code or EPA regulations.
 - 6.8.4.5. Spray equipment shall be in good operating condition, quality, and design to efficiently apply materials to the target area. Spray drift from pesticide applications shall be minimized.
 - 6.8.4.6. Wherever a specific type of material is specified, no substitutions shall be allowed without the written consent of the District Supervisor

- 6.8.4.7. When climatic factors cause problems with the general use of fertilizers, an adjustment of the fertilizing schedule may be necessary. After fertilizer application, watering schedule shall be monitored to eliminate runoff or leaching of fertilizer materials.
- 6.8.5. Certification of Materials:
- 6.8.5.1. All materials shall be transported to the site in original containers. Materials shall be subject to inspection by the District Supervisor.
 - 6.8.5.2. The State of California Agricultural Code requires that pesticides and/or chemicals may be used only after a written recommendation by a State of California Licensed Pest Control Advisor is obtained, with a copy forwarded to the District Supervisor prior to chemical usage. These recommendations shall be updated on a yearly basis. A recommendation consists of all the information the applicator should know for accurate and safe usage. The recommendation must be time and site specific.
 - 6.8.5.3. If a CA State Restricted Use Pesticide is recommended, a use permit issued by the County of Riverside Agricultural Commissioner must be provided to the District. See State Of CA DPR-ENF-013A section for Applicators Who Have Met The Certification Requirements For Restricted Materials Pursuant To Food And Agricultural Code Section 14015 for guidance on the permitting requirements for the use of specific restricted pesticides. The use of some federally restricted materials not restricted by the State of CA may not require permitting.
 - 6.8.5.4. All pesticides shall be applied only by an operator possessing a California state issued Qualified Applicator's License or a Qualified Applicator's Certificate.
 - 6.8.5.5. **THERE SHALL BE NO APPLICATION OF A PESTICIDE WITHOUT WRITTEN PERMISSION FROM THE DISTRICT.**
 - 6.8.5.6. All areas of the landscape shall be inspected for infestations of pests such as ants, insects, mites, snails, and sow bugs. Plants shall be observed closely for leaves that may be blotched, blighted, deformed, mildewed, rusted, scorched, discolored, defoliated, or wilted.
 - 6.8.5.7. Contractor shall identify the cause of plant injury and consult a Pest Control Advisor before application of chemical treatments.
 - 6.8.5.8. Cultural preventive methods shall begin before a pest is visible. At certain times of the year, and with certain environmental conditions, the presence of certain pests can be anticipated. New plant growth shall be monitored for the presence of piercing and sucking or leaf chewing insects (such as aphids, leaf hoppers, scale, mealy bugs, and mites).
 - 6.8.5.9. The use of Telstar pesticide is acceptable for spot treating of fire ants, Advion granular is recommended to be broadcasted to effectively control fire ants.
 - 6.8.5.10. Adult beetles shall be controlled before they lay eggs on bark in the spring. Ongoing inspections are necessary to determine if there is a summer brood.
 - 6.8.5.10.1. Snails shall be controlled before becoming epidemic. They can be anticipated as a menace from spring until the advent of high temperatures.
 - 6.8.5.11. Contractor shall prevent the spread of disease by keeping all cutting edges sterile by dipping in an alcohol or bleach solution after each cut.
 - 6.8.5.12. Weeds must be removed upon appearance. Selective post-emergent herbicides shall be used to kill weeds without permanent injury to other plants. If weed problems persist consult with the District representative to determine alternative treatment,
 - 6.8.5.13. Broadleaf weeds in turf shall be removed selectively, without injury to the turfgrass other than slight, temporary discoloration.

- 6.8.5.14. Grass weeds in turfgrass shall be controlled primarily with a preemerg herbicide selective and post-emergent herbicides when they have escaped.
- 6.8.5.15. Creeping grasses and vines shall be excluded from shrub and groundcover growing areas.
- 6.8.5.16. Weeds not killed with herbicides shall be removed manually. Turf and other desirable plants killed by weeds, chemicals, etc., shall be replaced at the Contractor's expense. All replacements must be made within 7 calendar days after receiving notice from the District.

6.9. **Care of Planted Areas: Applies to all applicable areas.**

- 6.9.1. **Shrubbery Replacement:** The Contractor, at their expense, shall be responsible for the complete removal and replacement of shrubbery lost due to negligence by the Contractor as determined by the District Supervisor.
- 6.9.2. **Pruning Schedule:** Shrubs shall be pruned and trimmed as needed, or as requested by the District Supervisor at no extra charge.
- 6.9.3. **Fertilization:** Contractor shall furnish and apply a balanced fertilizer as needed in shrub areas to maintain a healthy appearance and condition, or as directed by the District Supervisor.
- 6.9.4. **Cultivation and Mulching:** Contractor shall cultivate landscape bed areas and tree wells sufficiently and often enough to control weed growth and maintain existing irrigation and drainage ditches. Mulch is also required to be applied in all open dirt areas and/or around trees as required by the landscape inspector (mulch will be supplied/paid for by the District).
- 6.9.5. **Trees:**
 - 6.9.5.1. Trees shall be maintained in a healthy, vigorous growing condition, free from disease and large concentrations of pests.
 - 6.9.5.2. Prune trees only to remove dead, diseased, broken, dangerous, or crossing branches, and as required below. Pruning of this type is a minor, non-reimbursable, cost to be included as part of the regular maintenance.
 - 6.9.5.3. Prune trees only in appropriate months as determined by an arborist. Prune in accordance with generally accepted standards for proper pruning.
 - 6.9.5.4. Discard all tree trimmings off-site using a legal method.
 - 6.9.5.5. Any tree found to be dead or missing shall be replaced with plant material of identical species at the landscape maintenance contractor's expense, unless the loss was due to excluded damage.
 - 6.9.5.6. If the loss resulted from excluded damage, replacement will be paid for as additional work.
 - 6.9.5.7. Submit a quote for replacement within two weeks of the loss as outlined in the General Requirements section of these specifications.
 - 6.9.5.8. Replacement trees shall equal in size to the originally installed tree at the time it was planted at the site.
 - 6.9.5.9. **Damage**
 - 6.9.5.9.1. Minor damage, such as bark lost from impact of mowing equipment shall be remedied by a qualified tree surgeon or arborist.
 - 6.9.5.9.2. If damage results in loss of trees, the damaged trees shall be removed and replaced with a tree of the same species and size.
 - 6.9.5.9.3. All damage resulting from chemical operations, either spray drift or lateral leaching shall be repaired in accordance with the above.
 - 6.9.5.9.4. Remove tree stakes from trees when the trunks are larger than 2 inches caliper and the trees are able to support themselves. Remove stakes from site and dispose of by a legal method. Recycle used stakes if possible.
 - 6.9.5.10. Once a year, prune all trees to encourage a high-branching structure. Remove all non-structural branches between the ground and a point half the tree's total

height (for very tall trees don't remove branches higher than 15' above the ground).

6.9.6. Shrubs and Vines:

- 6.9.6.1. Shrubs and vines shall be kept in a healthy, vigorous condition, free from disease and large concentrations of pests.
- 6.9.6.2. All shrubbery shall be pruned, trimmed, thinned, hedged and suckers removed to properly contain its size with respect to species, size of planters and the best health of the plant.
 - 6.9.6.2.1. District expectation should be coordinate with the District Supervisor.
 - 6.9.6.2.2. Shrubs shall be pruned as required for safety, removal of broken, dead and diseased branches, general containment, and appearance.
- 6.9.6.3. Shrubs shall be pruned weekly only as needed to remove branches that are dead, broken, extending beyond the face of curbs or sidewalks, or are climbing building walls (unless they are intended to climb the wall, such as climbing vines). Formal hedges and topiary shall be regularly pruned to maintain a uniform height and width. Except as noted previously, allow the shrubs to grow unpruned to their natural sizes.
- 6.9.6.4. Shrubs uniformly planted in rows, where it is clear the intent was to create a hedge, shall be pruned so as to encourage a hedge. Shrubs in hedges shall be encouraged through pruning to form a dense, continuous, hedge, branching fully to the ground. All other shrubs shall be pruned only as required for safety, visibility, and plant health, and allowed to develop into the natural shapes expected of the plant variety. Do not shear shrubs into topiary (shapes) unless specifically instructed to do so in writing by the owner's authorized representative.
- 6.9.6.5. Any shrub found to be dead or missing shall be replaced with plant material of identical species at the landscape maintenance contractor's expense, unless the loss was due to excluded damage.
 - 6.9.6.5.1. If the loss resulted from excluded damage, replacement will be paid for as additional work.
- 6.9.6.6. Damage
 - 6.9.6.6.1. Minor damage may be corrected by appropriate pruning
 - 6.9.6.6.2. Major damage shall be corrected by removal of the damaged shrub and replacement with the same species and size.
- 6.9.6.7. Prune shrubs to retain as much of the natural informal appearance as possible, consistent with intended use. District expectations should be coordinate with District Supervisor.
- 6.9.6.8. Shrubs used as formal hedges or screens shall be pruned as required to present a neat appearance.
- 6.9.6.9. Remove any spent blossoms or dead flower stalks as required to present a neat appearance.
- 6.9.6.10. Shrubs and mounding shall not exceed 2 feet in height within areas required for vehicle sight distance depending upon roadway topography (i.e. medians and street corners). District expectation should be coordinate with the District Supervisor.
- 6.9.6.11. Shrubs shall be pruned and trimmed using sound horticultural techniques.
- 6.9.6.12. Shrubs shall be maintained within the limits of confined areas (i.e., narrow medians, walkways, etc.) so as not to encroach on those areas.
- 6.9.6.13. Shrubs shall be trimmed to maintain horizontal clearance along all walkways and trails to prevent encroachment onto private property.
- 6.9.6.14. Vines:

- 6.9.6.14.1. Secure vines with appropriate ties to promote directional growth on supports.
- 6.9.6.14.2. Do not use nails to secure vines on masonry walls.
- 6.9.6.14.3. Existing vines planted in pockets not provided with sprinklers shall be deep watered as needed to promote optimum growth.
- 6.9.6.14.4. Pruning of roses will be in accordance with good horticulture practices.
- 6.9.7. Groundcover:
 - 6.9.7.1. Groundcover shall be maintained in a healthy, vigorous growing condition, free from disease and large concentrations of pests.
 - 6.9.7.2. All groundcover shall be pruned, trimmed, thinned, and hedged to properly contain its size with respect to species, size of planters and the best health of the plant.
 - 6.9.7.3. Any groundcover found to be dead or missing shall be replaced with plant material of identical species at the landscape maintenance contractor's expense, unless the loss was due to excluded damage. If the loss resulted from excluded damage, replacement will be paid for as additional work.
 - 6.9.7.4. Keep groundcover trimmed back from sidewalks, curbs, and paved areas on a weekly basis. Do not create vertical edges when pruning groundcover. Cut the edges at an angle for a more natural appearance and healthier plants.
- 6.9.8. Roses:
 - 6.9.8.1. Roses shall be checked and retied as required.
 - 6.9.8.2. Pruning of roses will be in accordance with good horticulture practices.
 - 6.9.8.3. Rose shall receive a hard prune once a year during winter months per good horticulture practices.
 - 6.9.8.4. Roses shall be trimmed as required for safety, disease, general containment or appearance, or as directed by the District Supervisor.
 - 6.9.8.5. Roses can be susceptible to mildew and diseases. Before the plant's health and survivability is compromised, applications of fungicides should be made by the Contractor.
 - 6.9.8.6. Roses are to be maintained such that they present a neat appearance at all times and are not a public hazard. This includes but not limited to cutting dead roses from the rose bushes.
 - 6.9.8.7. The Contractor shall not remove any roses from the District's property without the District Supervisor prior approval.
 - 6.9.8.8. The Contractor shall not allow roses to grow into trees or other undesirable shapes.

7. DEFINITION OF TERMS

Annually	One (1) time a year
As Needed	Area reviewed and require service as deemed necessary by District staff
Bi-Weekly	Two (2) times per week.
Crown Raising	The Removal of the lower branches of a tree in order to provide clearance or view
Daily	Monday- Friday, five (5) times per week.
Dethatch	Process of removing dead stems that build up beneath lawn grasses.
If Needed	Area to be reviewed and service may be necessary depending on weather and District determination that services are required

Monthly	Twelve (12) times a year (1 day per month)
N/A	Not Required or Applicable
On Going	Continually reviewed and addressed as needed. District staff can requested services as they deem necessary.
Optional	Being bid on as an optional item, to be confirmed once bid is awarded
Weekly	Fifty-two (52) times a year
Weeds	Plant that is not valued where it is growing and is usually of vigorous growth

8. CRESTMORE MANOR/DISTRICT HEADQUARTERS

4600 CRESTMORE RD., JURUPA VALLEY, CA 92509

8.1. SCOPE OF WORK

8.1.1. **Asphalt Areas and Pathways:**

8.1.1.1. Special emphasis shall be placed on chemical edging along these areas to prevent damage to the asphalt by vegetation. All such damage shall be repaired at the Contractor's expense.

8.1.1.2. Drainage Facilities

8.1.1.3. The Contractor shall be responsible for the continual inspection and maintenance of all drains installed in the landscape areas. This includes V-ditches, surface drains, or any other drainage facilities that are contiguous to the landscape areas. Drains shall be checked and maintained free of obstruction and debris at all times to assure proper drainage. Remove any debris or vegetation that might accumulate, preventing the proper flow of water. All grates shall be tested for security and refastened as necessary. Missing or damaged grates shall be reported to the District Supervisor immediately.

8.1.2. **Irrigation System Maintenance:**

8.1.2.1. The Contractor is responsible, if required, to monitor and adjust all automatic controller programs at all times. Contractor shall coordinate central irrigation system program adjustments with the District Supervisor. Contractor is expected to use the minimum amount of water required to maintain healthy plant growth and vigor.

8.1.3. **General**

8.1.3.1. Contractor shall be responsible for all repairs, at the Contractor's expense, to the complete in-ground portion of the irrigation system from the point that irrigation water exits the system to the point of connection with the water meter.

8.1.3.2. Irrigation maintenance shall include inspections, operation of the systems, adjustments, repairs, modifications, testing, analysis, and other work as needed.

8.1.3.3. Contractor to provide parts at an additional cost, not to exceed a 15% mark up.

8.1.3.4. If repair is due to Contractor negligence, contractor to replace at their expense.

8.1.4. **Reporting:**

8.1.4.1. All Irrigation systems shall be checked once per week, at a minimum, for proper operation. A record of this observation must be maintained and submitted to the District Supervisor by the first working day of the following week. During extreme weather conditions more frequent observations and adjustments may be required.

8.1.4.2. Contractor shall submit an irrigation schedule, which lists watering days and times for stand-alone controllers.

8.1.4.3. Contractor shall create and maintain irrigation zone data sheets upon request of the District Supervisor.

8.1.5. Water and Programing:

- 8.1.5.1. The initial programming of new controllers shall be performed by District personnel, with the contractor's assistance
- 8.1.5.2. Irrigation shall be applied at hours that will insure that vehicular traffic and foot traffic is not disturbed.
- 8.1.5.3. Watering shall be scheduled to prevent runoff, pooling, and over-watering.
- 8.1.5.4. In determining rates of application, soil type, topography, and weather condition shall be taken into consideration.
- 8.1.5.5. Until the groundcover plantings are established, care shall be exercised to minimize soil erosion by the use of proper irrigation programming. Repeat cycles shall be utilized where appropriate and available, applying water over shorter periods of time that will allow for proper infiltration and thereby minimizing runoff.
- 8.1.5.6. Particular attention shall be required for all sloped areas which, by physical nature provide for the greatest potential runoff.
- 8.1.5.7. Contractor shall turn off all standalone controllers in the field when it is unnecessary to irrigate due to adequate rainfall.

8.1.6. Controllers:

- 8.1.6.1. Automatic controllers, backflow and pump enclosures shall be kept locked at all times. The District Supervisor and assigned District Maintenance staff will have master keys to all controllers. (The District shall provide locks for irrigation enclosures. However, it is the contractor's responsibility to request and replace locks as needed).
- 8.1.6.2. All irrigation controller, backflow device and pump enclosures shall be painted as needed to prevent rusting and to maintain good appearance. (Stainless steel enclosures shall not be painted). Painting shall occur a minimum of once per year and shall be placed on the annual activity schedule as outlined in the maintenance schedule. Paint color will be determined by District Supervisor.

8.1.7. Repairs & Maintenance:

- 8.1.7.1. Any repairs identified in the observation report will be corrected within three days.
- 8.1.7.2. Any repairs made by the Contractor shall be in accordance with the original design specifications. All materials are to be new and identical to existing materials, unless a Supervisor approves a substitute in writing.
- 8.1.7.3. Contractor shall implement repairs in accordance with all effective warranties, and no separate payment shall be made for repairs on equipment covered by warranty.
- 8.1.7.4. The Contractor shall keep all irrigation heads clean of flow impediments, and adjusted properly at all times.
- 8.1.7.5. Contractor shall be responsible for adjusting height of sprinklers and risers as necessary to compensate for growth of plant material.
- 8.1.7.6. Contractor shall restore any landscape areas disturbed by irrigation repair work back to their preexisting condition.
- 8.1.7.7. Damages to plant material due to the Contractor's lack of performance in accordance with these specifications shall be the responsibility of the Contractor and will be repaired at the Contractor's expense.
- 8.1.7.8. Damage to the system caused by conditions under which the contractor has no control, shall be repaired by the contractor as Extra Work if approved by the District Supervisor. Such circumstances include:
 - 8.1.7.8.1. Theft (missing heads)
 - 8.1.7.8.2. Storm damage

8.1.7.8.3. Damage by others

- 8.1.7.9. At any time, the District Supervisor may request a coverage test to evaluate proper settings, timing, usage, or maintenance of system.
- 8.1.7.10. The Contractor shall keep all controller enclosures free of debris and pests (slugs, ants, spiders, etc.) at all times. Any resultant damage due to the Contractor not meeting this specification will be the responsibility of the Contractor.
- 8.1.7.11. The Contractor shall be responsible for hand watering at no additional cost any areas not provided with an automatic irrigation system. Contractor will also be required to hand water at no additional cost any landscape areas with a non-functioning irrigation system if it is the Contractor's responsibility to maintain that system.
- 8.1.7.12. The Contractor may be required to hose off plant material monthly in areas where a drip system is used.
- 8.1.7.13. Contractor shall maintain an adequate inventory of medium to high usage stock items for repair of the irrigation system.
- 8.1.7.14. The Contractor may be required to hose off plant material monthly in areas where a drip system is used.
- 8.1.7.15. Contractor shall maintain an adequate inventory of medium to high usage stock items for repair of the irrigation system.

8.1.8. Water Management:

- 8.1.8.1. The Contractor is responsible, if required, to monitor and adjust all automatic controller programs at all times. Contractor shall coordinate central irrigation system program adjustments with the District Supervisor. Contractor is expected to use the minimum amount of water required to maintain healthy plant growth and vigor.
- 8.1.8.2. Irrigation shall be applied at hours that will insure that vehicular traffic and foot traffic is not disturbed.
- 8.1.8.3. Watering shall be scheduled to prevent runoff, pooling, and over-watering.
- 8.1.8.4. In determining rates of application, soil type, topography, and weather condition shall be taken into consideration.
- 8.1.8.5. Until the groundcover plantings are established, care shall be exercised to minimize soil erosion by the use of proper irrigation programming. Repeat cycles shall be utilized where appropriate and available, applying water over shorter periods of time that will allow for proper infiltration and thereby minimizing runoff.
- 8.1.8.6. Particular attention shall be required for all sloped areas which, by physical nature provide for the greatest potential runoff.
- 8.1.8.7. Contractor shall turn off all stand-alone controllers in the field when it is unnecessary to irrigate due to adequate rainfall.
- 8.1.8.8. Automatic controllers, backflow and pump enclosures shall be kept locked at all times. The District Supervisor and assigned District Maintenance staff will have master keys to all controllers. (The District shall provide locks for

irrigation enclosures. However, it is the contractor's responsibility to request and replace locks as needed).

- 8.1.8.9. All irrigation controller, backflow device and pump enclosures shall be painted as needed to prevent rusting and to maintain good appearance. (Stainless steel enclosures shall not be painted). Painting shall occur a minimum of once per year and shall be placed on the annual activity schedule as outlined in the maintenance schedule. Paint color will be determined by District Supervisor.

8.1.9. Park Structures and Park Amenities

- 8.1.9.1. All hardscape and surrounding ground surfaces, shall be power washed every week.

8.1.10. Thatching:

- 8.1.10.1. Thatch all turf areas once per year at a time when there will be the least amount of stress to turf, preferably in June. Thatching will be in accordance with the following methods:

Step 1: Aerify entire area using an aerator with ½ inch tines.

Step 2: Verticut the entire area using a thatching machine set to contact the soil line.

Step 3: Verticut in two different directions. Pick up debris with a turf vacuum.

Step 4: Mow with rotary mower at regular cutting height as specified above or as directed by the Supervisor.

8.1.11. Turfgrass –

- 8.1.11.1. Mowing Specifications:

- 8.1.11.2. Mowing Schedule for all Turf Areas

- 8.1.11.2.1. April – September - All turf areas shall be mowed once per week on Monday and could be requested up to twice per week during the peak summer months, as directed by the District's Supervisor.

- 8.1.11.2.2. October – March - All turf area shall be mowed on Monday once per week to every other week during the winter months, as directed by the District's Supervisor.

- 8.1.11.3. Adjustments to the mowing services cost shall be in accordance with the fees proposed within this cost proposal at the per square foot price.

- 8.1.11.4. Grass Type

- 8.1.11.4.1. The turf areas are Bermuda

8.1.12. Trash, litter and debris clean-up

- 8.1.12.1. Applies to all park and landscape areas as well as contiguous hardscape areas.

- 8.1.12.1.1. All broken glass and sharp objects shall be removed whenever service is provided or per request.

- 8.1.12.1.2. All trash, litter and debris shall be removed and disposed of. The District provides on-site dumpster enclosures at some, but not all of its Parks for this purpose.

8.1.12.1.3. All animal feces or other material detrimental to human health shall be removed from the park areas

8.1.12.1.4. All broken glass and sharp objects shall be removed daily.

8.1.12.2. Contractor shall be responsible for the upkeep and cleanliness of the District's onsite dumpster enclosures. This includes removal and disposal of illegally dumped debris inside of and around the exterior of the enclosures whenever scheduled services are provided, and when requested by the District Supervisor. Pressure washing of the two trash enclosures (twice per month). **Any hazardous materials found in the trash enclosures must be left in place and reported immediately to the District Supervisor.**

8.1.13. Park Structures and Park Amenities

8.1.13.1. All benches, trash receptacles, and surrounding ground surfaces, shall be power washed and sanitized every week.

8.1.13.2. District reserves the right to modify the requested services and frequency of this service.

8.1.14. Weed Control of Paved Surfaces and Empty Lots

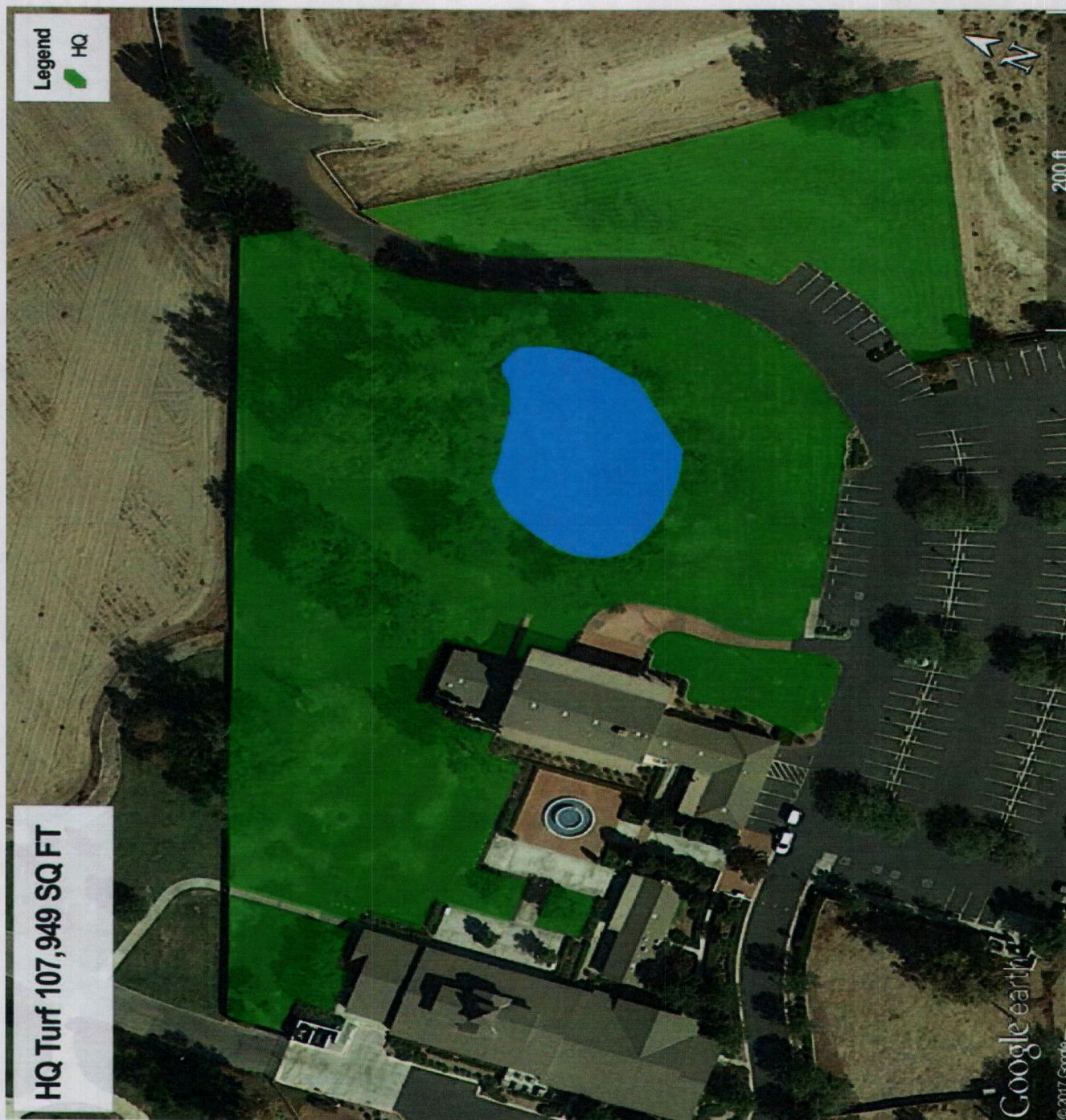
8.1.14.1. Contractor shall be responsible for controlling weeds in the cracks and expansion joints of hardscape areas that are contiguous to contractor maintained District landscape areas. This includes, but is not limited to, curb and gutter areas, sidewalks, walkways, picnic areas, courts, trails, etc.

8.1.14.2. Landscape areas adjacent to empty lots shall have a contractor maintained 4' to 5' foot "buffer zone" separating the landscape from the weeds or vegetation on empty lots. Coordinate with the District Supervisor.

SCOPE OF WORK SCHEDULE – Crestmore/ District Headquarters

Crestmore/ District Headquarters	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Comments
Aeration	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	
Spring - (March - May)	N/A	N/A	N/A	As Needed	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Summer - (June - August)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	As Needed	N/A	N/A	N/A	N/A	
Winter - (December - February)	N/A	As Needed	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Care of Plant Areas	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Trees	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Shrubs	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Groundcover	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Vines	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Roses	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Drainage Facilities	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	
Edging & Trimming	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Asphalt Areas & Pathways	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	
Engineered Wood Fiber Areas	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Fertilizer	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	See Definition of Service
Pest, Insect, Disease, & Weed Control	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	
Paved Surfaces & Empty Lots	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	
Insert Control of Plant Material	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	
Irrigation System Maintenance	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	
Repairs and Maintenance	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	
Mowing	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	
April thru September	N/A	N/A	N/A	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	N/A	N/A	N/A	Could be requested for only twice/week
October thru March	Weekly	Weekly	Weekly	N/A	N/A	N/A	N/A	N/A	N/A	Weekly	Weekly	Weekly	Could be requested for only twice/month
Dethatching	N/A	N/A	N/A	N/A	N/A	Annually	N/A	N/A	N/A	N/A	N/A	N/A	
Topdress	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Trash, Litter and Debris Clean-up	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Power washing of Dumpsters	2 times per mth	2 times per mth	2 times per mth	2 times per mth	2 times per mth	2 times per mth	2 times per mth	2 times per mth	2 times per mth	2 times per mth	2 times per mth	2 times per mth	
Park Structures & Amenities	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Power Washing	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Wood Fiber Areas	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	

CRESTMORE/DISTRICT HEADQUARTERS MAPS





10. RANCHO JURUPA PARK AND CAMPGROUND

4800 CRESTMORE RD., JURUPA VALLEY, CA 92509

10.1. Scope Of Work

10.1.1. Turfgrass –

10.1.1.1. Mowing Specifications:

10.1.1.1.1. Mowing Schedule for all Turf Areas

10.1.1.1.1.1. April – September – All turf areas shall be mowed once per week to twice per week during the peak summer months, as directed by the District's Supervisor.

10.1.1.1.1.2. October – March - All turf area shall be mowed once per week to every other week during the winter months, as directed by the District's Supervisor.

10.1.1.1.1.3. Adjustments to the mowing services cost shall be in accordance with the fees proposed within this cost proposal at the per square foot price.

10.1.1.2. Grass Type.

10.1.1.2.1. The turf areas are Common Bermuda and/or Hybrid Bermuda

10.1.1.3. Care and Safety.

10.1.1.3.1. Contractor will be vigilant in the campground exhibit L When mowing and string trimming of the customer's property for example sewer line, water line, power cords And customers personal property .

10.1.1.3.2. The cottonwood campground exhibit L must be mowed on a fixed day every week, that day will be determined by the District.

10.1.1.3.3. At no time shall the Contractor create a hazardous or messy condition in the area of work.

SCOPE OF SERVICE SCHEDULE – Rancho Jurupa Park and Campground

Rancho Jurupa Park & Camp Ground	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Comments
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Comments
Drainage Facilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Edging & Trimming	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Asphalt Areas & Pathways	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Engineered Wood Fiber Areas	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Insect Control of Plant Material	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Mowing	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	
April thru September	N/A	N/A	N/A	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	N/A	N/A	N/A	Could be requested up to twice/week
October thru March	Weekly	Weekly	Weekly	N/A	N/A	N/A	N/A	N/A	N/A	Weekly	Weekly	Weekly	Could be requested for only twice/month
Dethatching	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Topdress	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Trash, Litter and Debris Clean-up	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Power washing of Dumpsters	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Park Structures & Amenities	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Power Washing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Optional	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Comments
Irrigation System Maintenance	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Repairs and Maintenance	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Care of Plant Areas	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	
Trees	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Shrubs	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	
Groundcover	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	
Vines	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Roses	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Fertilizer	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	
Pest, Insect, Disease, & Weed Control	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	
Paved Surfaces & Empty Lots	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	
Aeration	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Spring - (March - May)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Summer - (June - August)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Winter - (December - February)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	

RANCHO JURUPA PARK CAMPGROUND MAPS





Exhibit K

Write a description for your map.

Legend

- 7,828 SQ FT
- JURUPA RANCH PARK



Google earth
© 2016 Google



Exhibit L

Write a description for your map.

Legend



- 276,237 SQ FT
- JURUPA RANCH PARK



Exhibit O

Write a description for your map.

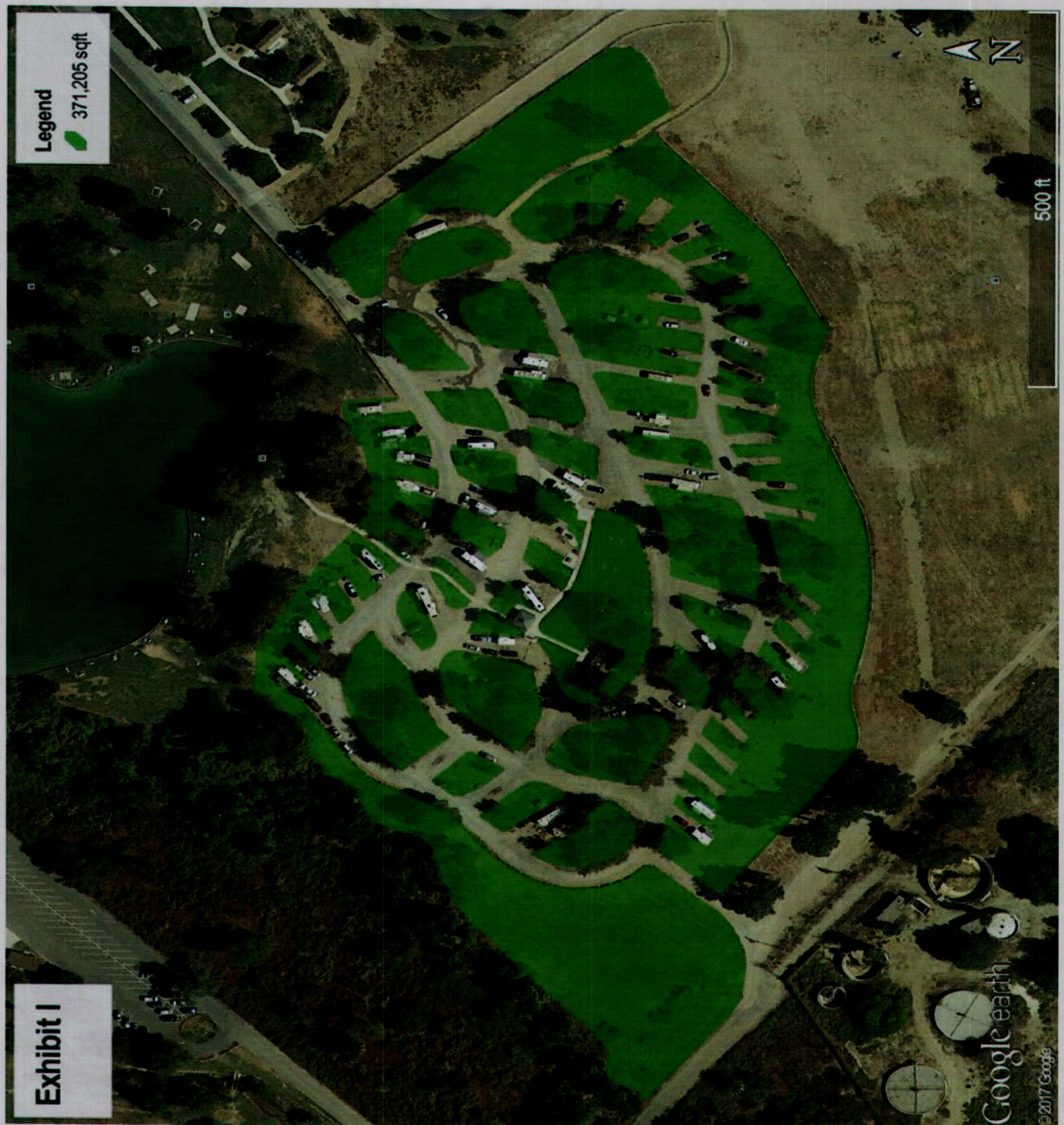
Legend

-  502,288 SQ FT
-  JURUPA RANCH PARK



Google earth

© 2016 Google



11. RANCHO JURUPA SPORTS COMPLEX

5249 CRESTMORE RD., JURUPA VALLEY, CA 92509

11.1. Scope of Work

11.1.1. Asphalt areas and pathways

- 11.1.1.1. Special emphasis shall be placed on chemical edging along these areas to prevent damage to the asphalt by vegetation. All such damage shall be repaired at the Contractor's expense.
- 11.1.1.2. Pressure washing by the Contractor will be required when requested by the District Supervisor and shall be considered a part of this RFQ.
- 11.1.1.3. It is the Contractors responsibility to remove gum upon appearance throughout the sports complex, which includes all sidewalks.

11.1.2. Drainage Facilities

- 11.1.2.1. The Contractor shall be responsible for the continual inspection and maintenance of all drains installed in the landscape areas.
 - 11.1.2.1.1. This includes V-ditches, surface drains, or any other drainage facilities that are contiguous to the landscape areas.
 - 11.1.2.1.2. Drains shall be checked and maintained free of obstruction and debris at all times to assure proper drainage.
 - 11.1.2.1.3. Remove any debris or vegetation that might accumulate, preventing the proper flow of water.
 - 11.1.2.1.4. All grates shall be tested for security and refastened as necessary.
 - 11.1.2.1.5. Missing or damaged grates shall be reported to the District Supervisor immediately.

11.1.3. Edging and Trimming:

- 11.1.4. The edges of the fields are to be kept clean and trimmed. The contractor is to also keep edged the areas around items set on the turf areas such as waste receptacles, goals, flags, fences, bleachers, walkways, etc.
- 11.1.5. The clear area around objects in the turf area shall not be greater than 2" beyond the object

11.1.6. Fertilizer: (has been removed from this scope)

11.1.7. Insect, Disease, and Weed Control

- 11.1.8. Contractor will purchase all weed control products at the recommended application rates and the District will reimburse the contractor upon submission of vendor receipts showing the item purchased, and at what price.
 - 11.1.8.1. District may require a specific brand based on field experience or outside non-biased recommendations.
- 11.1.9. Contractor shall maintain turf areas in a weed free condition at all times by the use of either chemical or mechanical means. Herbicides with pre-emerge and early post-emergent capabilities shall be required to control weeds in all turf areas. The Contractor shall exercise extreme care and caution while applying chemical weed controls to avoid damaging any non-target plant materials. All chemical applications will be recorded and coordinated with the District Supervisor.
- 11.1.10. Kikuyugrass – Will need at least 3 Spot treatment applications, this needs to occur during active growing season of March to November.
- 11.1.11. Contractor will purchase the desired pesticide for the treatment products at the recommended application rates and the District will reimburse the contractor upon submission of vendor receipts showing the item purchased, and at what price.
- 11.1.12. District may require a specific brand based on field experience or outside non-biased recommendations.

11.1.13. Park Structures and Park Amenities

- 11.1.14. All shelters, including park benches, picnic tables, trash receptacles, and surrounding ground surfaces including areas within the vicinity and next to the concession stand (if needed) and play equipment, shall be power washed and sanitized weekly.
- 11.1.15. District reserves the right to modify the requested services and frequency of this service.
- 11.1.16. Playground Equipment inspection
- 11.1.17. All play and sports equipment shall be inspected for vandalism, safety hazards, and serviceability daily. Deficiencies shall be reported in writing immediately to the District Representative.
- 11.1.18. Contractor is responsible for cleaning drinking fountains and inspecting them to ensure they are operating properly, reporting any issues concerning proper operation to District's Supervisor.
- 11.1.19. Contractor is responsible for inspecting parks for graffiti and will report graffiti to District's Supervisor

11.1.20. Engineered Wood Fiber (EWF) areas

- 11.1.21. These areas generally include but are not limited to tot lots, playground areas, etc.
- 11.1.22. All areas shall be maintained weed free.
- 11.1.23. Each week on Monday and Thursday, all EWF areas shall be raked level and inspected for any foreign debris. All foreign debris shall be removed at this time. Any displaced EWF shall be replaced into the area it came from or removed if contaminated.

11.1.24. Turfgrass -

11.1.25. Mowing Specifications:

11.1.25.1. Mowing Schedule

11.1.25.1.1. June – September - The turf area is to be mowed at least twice per week on Monday and Thursday during the growth season

11.1.25.1.1.1. No more than 1/3 of the length of blade of grass is to be removed at one mowing. This requirement will dictate the frequency of mowing during the growth season.

11.1.25.1.2. October – May The turf area is to be mowed at least once per week on Thursday during the winter season

11.1.25.2. Grass Type

11.1.25.2.1. The turf areas are to be hybrid Bermuda (GN1).

11.1.25.3. Specification

11.1.25.3.1. Keep turf areas mowed to a height of ¾ to 1 inch.

11.1.25.3.2. Prior to mowing, the contractor is to remove all bleachers, benches and goals, returning them to the original locations after mowing is completed.

11.1.25.4. Equipment

11.1.25.4.1. Turf to be mowed only with a reel-type-mower.

11.1.25.4.2. Contractor has the option of using a mulching type mower to cut the clipping into small enough pieces so the clippings are not visible; using catchers to gather the clippings as the turf is cut; or using a sweeping after mowing to remove clippings. It is not acceptable to leave visible grass clippings on the turf area.

11.2. Dethatching: Dethatch all turf areas once per year at a time when there will be the least amount of stress to turf, preferably in June. Thatching will be in accordance with the following methods:

Step 1: Aerify entire area using an aerator with 3 to 4 inch depth.

Step 2: Verticut the entire area using a thatching machine set to contact the soil line with tines at ¼ to ½”.

Step 3: Verticut in two different directions. Pick up debris and remove with a turf vacuum.

Step 4: Mow with rotary mower at regular cutting height as specified above or as directed by the Supervisor.

11.2.1. Trash, litter and debris clean-up

11.2.2. Applies to all park and landscape areas as well as contiguous hardscape areas.

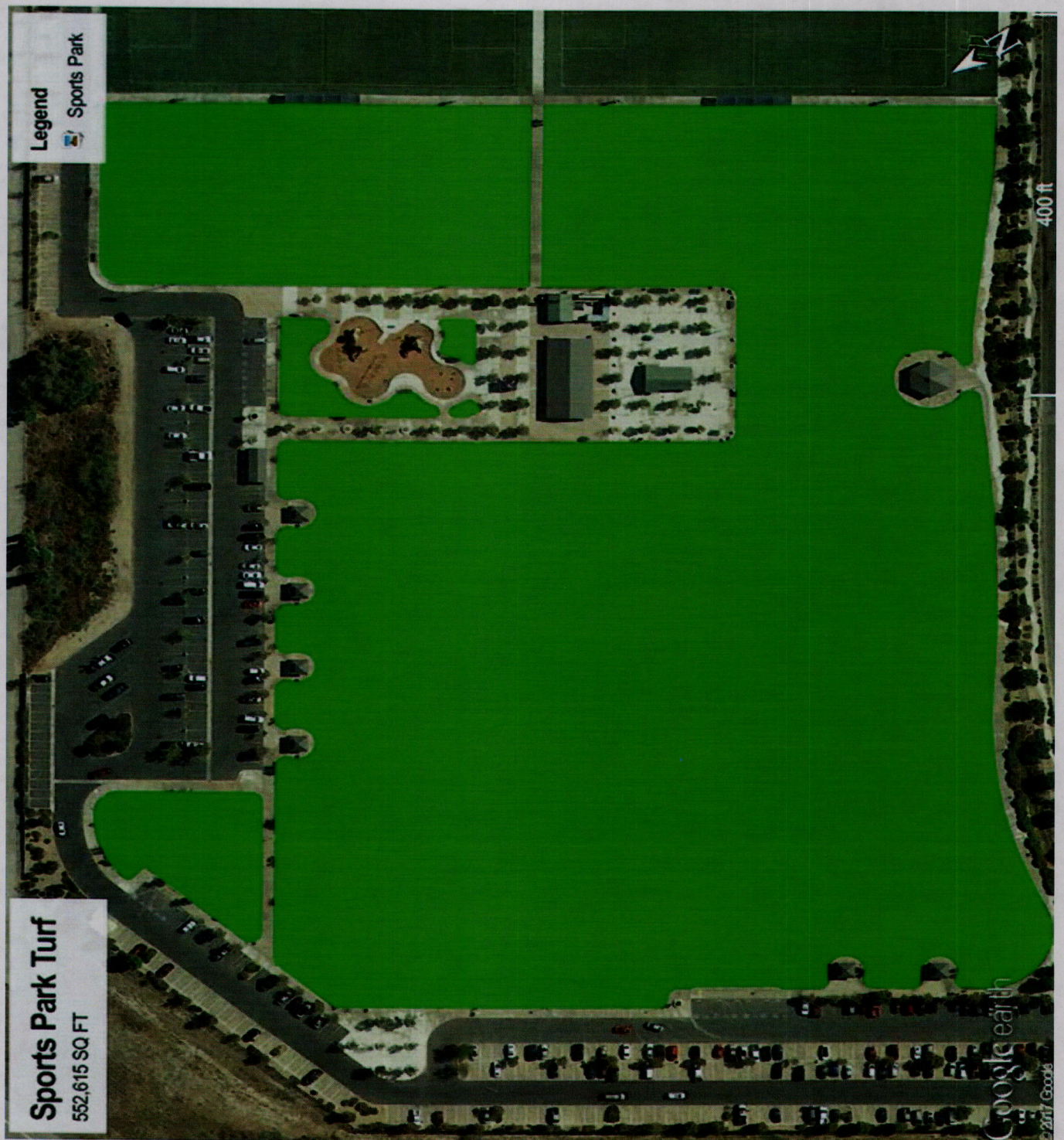
- 11.2.3. To be completed bi-weekly on Monday's and Thursday's.
- 11.2.4. All areas shall be inspected **daily** and maintained in a neat, clean and safe condition at all times.
- 11.2.5. All animal feces or other materials detrimental to human health shall be removed from parks and landscape areas on a **daily** basis or per request.
- 11.2.6. **All broken glass and sharp objects shall be removed whenever service is provided or per request.**
- 11.2.7. All trash, litter and debris shall be removed and disposed of on a **daily** basis and as requested by the District's Supervisor. The District provides on-site dumpster enclosures at some, but not all of its Parks for this purpose.
- 11.2.8. Contractor shall be responsible for the upkeep and cleanliness of the District's onsite dumpster enclosures. This includes removal and disposal of illegally dumped debris inside of and around the exterior of the enclosures whenever scheduled services are provided, and when requested by the District Supervisor. Pressure washing of the trash enclosures (*once per month maximum*) will be required. **Any hazardous materials found in the trash enclosures must be left in place and reported immediately to the District Supervisor.**
- 11.2.9. All sidewalks, trails, pathways, sports courts, parking lots, skate parks, water drainage systems (all types), playground surfacing, sand courts/beds, barked and/or wood chip, gravel/dg areas, and hardscape areas contiguous to District maintenance areas shall be swept, raked, cleaned or hosed down daily, if necessary, to remove glass, sand/dirt, leaves, pine needles or any other debris that is hazardous to foot traffic or the intended use of the area.
- 11.2.10. Pressure washing by the Contractor will be required when requested by the District Supervisor and considered a part of this RFQ.
- 11.3. **Weed Control of Paved Surfaces and Empty Lots**
 - 11.3.1. Contractor shall be responsible for controlling weeds in the cracks and expansion joints of hardscape areas that are contiguous to contractor maintained District landscape areas. This includes, but is not limited to, curb and gutter areas, sidewalks, walkways, picnic areas, courts, trails, etc.
 - 11.3.2. Landscape areas adjacent to empty lots shall have a contractor maintained 4' to 5' foot "buffer zone" separating the landscape from the weeds or vegetation on empty lots. Coordinate with the District Supervisor.
- 11.4. **Pruning Services**
 - 11.4.1. Refer to section 6 above regarding the definition of services to be performed for pruning and shape of plant material.

SCOPE OF WORK SCHEDULE – Rancho Jurupa Sports Complex

Rancho Jurupa Sports Complex												Comments
Aeration	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	
Spring - (March - May)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Summer - (June - August)	N/A	N/A	N/A	N/A	N/A	As Needed	As Needed	As Needed	N/A	N/A	N/A	
Winter - (December - February)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	As Needed	
Drainage Facilities	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Edging & Trimming	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Asphalt Areas & Pathways	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Engineered Wood Fiber Areas	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	See Definition of Service
Fertilizer	N/A	N/A	N/A	N/A	N/A	As Needed	As Needed	As Needed	N/A	N/A	N/A	See Definition of Service
Pest, Insect, Disease, & Weed Control	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	
Paved Surfaces & Empty Lots	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	
Insect Control of Plant Material	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Mowing	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	
October thru May	If needed	As Needed	Weekly	Weekly	Weekly	N/A	N/A	N/A	N/A	Weekly	As needed If needed	Could be requested up to twice/month
Dethatching	N/A	N/A	N/A	N/A	N/A	Annual	N/A	N/A	N/A	N/A	N/A	
Trash, Litter and Debris Clean-up	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	See Definition of Service
Power washing of Dumpsters	2 times per mth	2 times per mth	2 times per mth	2 times per mth	2 times per mth	2 times par mth	2 times per mth	2 times per mth	2 times per mth	2 times per mth	2 times per mth	
Park Structures & Amenities	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Power Washing	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Wood Fiber Areas	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Optional	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Care of Plant Areas	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Trees	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Shrubs	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Groundcover	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Vines	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Roses	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Irrigation System Maintenance	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Repairs and Maintenance	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Topdress	N/A	N/A	N/A	N/A	N/A	As Needed	As Needed	As Needed	N/A	N/A	N/A	See Definition of Service

RANCHO JURUPA SPORTS COMPLEX MAPS





8. JENSEN-ALVARADO HISTORIC RANCH

4307 BROGGS ST., JURUPA VALLEY, CA 92509

8.1. Scope of Work

8.1.1. Turfgrass

8.1.1.1. Mowing:

8.1.1.1.1. Mowing Schedule for all Turf Areas

8.1.1.1.1.1. April – September - All turf areas shall be mowed once per week on Monday's to twice per week during the peak summer months, as directed by the District's Supervisor.

8.1.1.1.1.2. October – March – All turf area shall be mowed once per week on Monday's to every other week during the winter months, as directed by the District's Supervisor.

8.1.1.1.1.3. Adjustments to the mowing services cost shall be in accordance with the fees proposed within this cost proposal at the per square foot price.

SCOPE OF SERVICES SCHEDULE – Jensen-Alvarado

Jensen- Alvarado Historic Ranch	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Comments
Aeration	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Spring - (March - May)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Summer - (June - August)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Winter - (December - February)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Care of Plant Areas	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Trees	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Shrubs	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Groundcover	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Vines	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Roses	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Drainage Facilities	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Edging & Trimming	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Asphalt Areas & Pathways	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	
Engineered Wood Fiber Areas	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Fertilizer	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	See Definition of Service
Pest, Insect, Disease, & Weed Control	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	
Paved Surfaces & Empty Lots	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	
Insect Control of Plant Material	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	On Going	
Irrigation System Maintenance	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Repairs and Maintenance	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Mowing	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	See Below	
April thru September	N/A	N/A	N/A	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	N/A	N/A	N/A	Could be requested up to twice/week
October thru March	Weekly	Weekly	Weekly	N/A	N/A	N/A	N/A	N/A	N/A	Weekly	Weekly	Weekly	Could be requested for only twice/month
Dethatching	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Topdress	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Trash, Litter and Debris Clean-up	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Power washing of Dumpsters	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Park Structures & Amenities	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Power Washing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Wood Fiber Areas	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	

JENSEN-ALVARADO HISTORIC RANCH MAPS



Exhibit B
Cost Sheet

RIVERSIDE COUNTY REGIONAL PARK & OPEN-SPACE DISTRICT
Crestmore/ Headquarters

PROJECT: RFQ #PKARC-228 District Wide Landscape

		Mariposa
Contractors License		592268
Item Description		
Mowing, Edging & Turf Services: (subject to modification during peak season)		\$ 15,588.00
Hardscape		\$ 5,403.84
Concrete		\$ 1,143.12
Brick Pavers		\$ 779.40
Asphalt		\$ 3,481.32
Softscape		\$ 8,521.44
Roses - 468 (cost per hour)		\$ 2,701.92
Hedges - 1185 (linear feet)		\$ 2,701.92
Trees- 101 (each)		\$ 3,117.60
Fertilizer		\$ 2,701.92
Fertilizer		\$ 1,558.80
Pest, Insect, Disease & Weed Control		\$ 1,143.12
Trash, Litter and Debris Clean up		\$ 1,922.52
Debris Clean up		\$ 1,922.52
Aeration		\$ 2,338.20
Area Aeration / per instance		\$ 2,338.20
De-Thatching		\$ 2,338.20
De-Thatching / per instance		\$ 2,338.20
Irrigation Services:		\$ 11,794.92
All Areas: repairs/ Replacement		\$ 8,261.64
Water Management		\$ 3,533.28
Powerwashing		\$ 2,234.28
Concrete and Brick Pavers		\$ 1,350.96
Trash Recepticals		\$ 883.32
Base plus Optional		\$ 52,843.32
Contract will include both optional Irrigation services and Powerwashing Service		
Local Business		n/a
Veteran Business		n/a
Early Payment Discount		n/a

RIVERSIDE COUNTY REGIONAL PARK & OPEN-SPACE DISTRICT **Rancho Jurupa Campground**

PROJECT: RFQ #PKARC-228 District Wide Landscape

		Mariposa
CSLB/DIR		592268
Item Description		
Event Shelter		\$ 10,378.56
Mowing, Edging & Turf Services: (subject to modification during peak season)		\$ 10,378.56
Area 1		
Area 2		
Area 3		
Splash Pad Area		\$ 2,075.88
Mowing, Edging & Turf Services: (subject to modification during peak season)		\$ 2,075.88
Splash Pad Area		
CottonWood Campground & Cabin Areas		\$ 11,762.28
Mowing, Edging & Turf Services: (subject to modification during peak season)		\$ 11,762.28
Area 1		
Area 2		
Day Use Area		\$ 24,215.52
Mowing, Edging & Turf Services: (subject to modification during peak season)		\$ 24,215.52
Area 1		
Area 2		
Area 3		
Picnic Lake Area		\$ 20,756.52
Mowing, Edging & Turf Services: (subject to modification during peak season)		\$ 20,756.52
Area 1		
Area 2		
Area 3		
OPTIONAL - Softscape		\$ 7,295.28
Shrubs		\$ 3,647.64
Groundcover		\$ 3,647.64
Base Bid + Optional Selected		\$ 76,484.04
Contract will include optional softscape services for shrubs and trees		
Local Business		n/a
Veteran Business		n/a
Early Payment Discount		n/a

RIVERSIDE COUNTY REGIONAL PARK & OPEN-SPACE DISTRICT **Rancho Jurupa Sports Complex**

PROJECT: RFQ #PKARC-228 District Wide Landscape

		Mariposa
CSLB/DIR		592268
Item Description		
Mowing, Edging & Turf Services: (subject to modification during peak season)		\$ 46,139.04
Aeration		\$ 4,501.92
Area Aeration		\$ 4,501.92
Dethatching		\$ 7,877.76
Dethatching		\$ 7,877.76
Softscape		\$ 4,501.92
Care of Plant Areas		\$ 2,250.96
Tree Services		\$ 2,250.96
Hardscape Cleaning		\$ 18,007.68
Park Structures and Amenities		\$ 3,376.44
Engineered Wood Fibers Areas		\$ 2,250.96
Concrete & Pavers		\$ 4,501.92
Permeable Pavers in Parking Lot		\$ 3,376.44
Asphalt Paving		\$ 4,501.92
Trash, Litter and Debris Clean up		\$ 7,878.36
Debris Clean up		\$ 3,376.44
Power Washing Dumpsters		\$ 4,501.92
Other		\$ 5,626.80
Pest, Insect, Disease & Weed Control		\$ 5,626.80
Optional Pruning Services:		\$ 20,556.00
Trees		\$ 2,052.00
Shrubs		\$ 15,408.00
Groundcover		\$ 1,032.00
Vines		\$ 1,032.00
Roses		\$ 1,032.00
AWARD Pricing		\$ 115,089.48
Local Business		n/a
Veteran Business		n/a
Early Payment Discount		n/a

RIVERSIDE COUNTY REGIONAL PARK & OPEN-SPACE DISTRICT

Jensen Alverado

PROJECT: RFQ #PKARC-228 District Wide Landscape

		Mariposa
CSLB/DIR		592268
Item Description		
Mowing, Edging & Turf Services: (subject to modification during peak season)		\$ 1,339.08
Area 1		
Day Use		\$ 14,347.08
Mowing & Edging Services: (subject to modification during peak season)		
Area 1		\$ 2,191.68
Area 2		\$ 6,403.08
Area 3		\$ 375.72
Area 4		\$ 316.44
Area 5		\$ 323.28
Area 6		\$ 1,126.56
Area 7		\$ 3,417.48
Area 8		\$ 192.84
Base Bid		\$ 15,686.16
Local Business		n/a
Veteran Business		n/a
Early Payment Discount		n/a