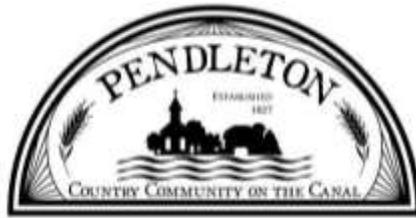


**TOWN OF PENDLETON**  
6570 Campbell Boulevard  
Lockport, NY 14094



*Supervisor Joel Maerten  
Councilman Jason Evchich  
Councilman Justin Graham  
Councilman Joseph Hickman  
Councilman David Leible*

At the meeting of the Town Board of the Town of Pendleton, Niagara County, New York, held in the Board Room at the Town of Pendleton Town Hall, 6570 Campbell Boulevard, Lockport, New York, 14094 at 7:00 p.m. on March 28, 2022.

**WHEREAS**, the Town of Pendleton operates and maintains the Town Hall located at 6570 Campbell Boulevard; and

**WHEREAS**, the residents of this great town have an expectation that the visual appearance of the exterior of the Town Hall maintains an orderly and professional appearance at all times, and

**WHEREAS**, landscaping maintenance, lawn spraying, and similar efforts are outside of the scope the duties and expertise of the Town's employees, and

**WHEREAS**, the adopted procurement policy species a need to obtain multiple proposals for services for expenditures of the amount anticipated for maintenance and upkeep of the Town Hall landscaping, and

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Board of the Town of Pendleton on this 28<sup>th</sup> day of March 2022 that advertisement for requests for proposals for landscape maintenance, lawn spraying, and related efforts is authorized as detailed in the attached Request for Proposals. This resolution shall take effect immediately.

TOWN OF PENDLETON  
TOWN HALL  
LANDSCAPING, SHRUB, AND BED MAINTENANCE

SUMMARY OF WORK

**PART 1        GENERAL**

**1.1 SITE LOCATION**

A. Project Location

1. Town of Pendleton Town Hall, 6570 Campbell Boulevard, Town of Pendleton, New York.
2. See attached map for outlined area to be serviced.

**1.2 WORK INCLUDED**

A. General

1. Contractor will perform maintenance to landscape areas three times through the year as follows:

*Spring Cleanup-* to occur in late April or May

*Shrub Trimming and Mulching of Beds-* to occur in early to mid-June

*Early Fall Cleanup-* to occur in late September or October

2. The Owner has the expectation that the Contractor and their employees are trained, experienced personnel and have the adequate knowledge to complete this scope of work in a professional manner.
3. The Contractor shall supply all supervision, labor, equipment, and materials to complete the work outlined in this section unless specified otherwise.
4. The Contractor will evaluate the needs of the area and update the Owner on an ongoing basis to any changes or recommendations. No changes are allowed unless authorized by Town officials.
5. Contractor must abide by prevailing wage requirements as mandated by NYS.

**1.3 GENERAL SCOPE OF WORK ITEMS**

A. The Contractor's Scope of Work for this Project shall also include the following services:

1. *Spring Cleanup:* Clean up all winter debris from bed areas, weed all beds, edge landscaping beds, trim any shrubs or bushes where needed, remove and dispose of debris, cleanup of work area

2. *Trimming and Mulching*: weed all beds, trim shrubs and bushes, remove and dispose of debris, apply pre-emergent weed control, mulch bed areas with brown mulch at the depth of 2", cleanup of work area

3. *Early Fall Cleanup*: weed all beds, trim shrubs and bushes to prepare for winter season, clean beds of leaves and debris, remove and dispose of all debris, cleanup of work area

**1.4 MODIFICATION – NOT USED**

**1.5 AVAILABLE DATA AND PHYSICAL DATA**

A. The CONTRACTOR shall be required to be fully informed concerning the location of the Work and all physical aspects of the area delineated as the focus of such work and if it shall be assumed that the CONTRACTOR has prepared the bid and entered into the Contract in full understanding of the conditions to be encountered, and responsibility of the CONTRACTOR in connection therewith.

**PART 2 PRODUCTS**

A. Products, such as mulch, will be locally sourced and of good quality.

**PART 3 EXECUTION – NOT USED**

END OF SECTION

TOWN OF PENDLETON

TOWN HALL

LAWN FERTILIZING, WEED CONTROL, AND INSECT CONTROL

SUMMARY OF WORK

**PART 1 GENERAL**

**1.1 SITE LOCATION**

A. Project Location

1. Town of Pendleton Town Hall, 6570 Campbell Boulevard, Town of Pendleton, New York.
2. See attached map for outlined area to be serviced.

**1.2 WORK INCLUDED**

A. General

1. Application of fertilizer, weed control, and insect control chemicals to the specified site location.
2. This will consist of four applications:
  - Spring Application- (April-May)
  - Spring Application- (May-June)
  - Summer Application- (August)
  - Grub Application- Timing at discretion of Contractor
3. The expectation that the products used by Contractor will provide adequate means to eliminate/ minimize weeds, enhance turf growth, deter grubs, and control insects.
4. Contractor and applicator must be certified for this type of work in accordance with NYSDEC regulations.
5. The Contractor shall supply all supervision, labor, equipment, and materials to complete the Work outlined in this section unless specified otherwise.
6. The Contractor will evaluate the needs of the area, in regards to fertilizer, weed control, and insect control, and update the Owner on an ongoing basis to any changes or recommendations to application or application schedule.

**1.3 GENERAL SCOPE OF WORK ITEMS – NOT USED**

**1.4 MODIFICATION – NOT USED**

**1.5 AVAILABLE DATA AND PHYSICAL DATA**

A. The Contractor shall be required to be fully informed concerning the location of the Work and all physical aspects of the area delineated as the focus of such work and if it shall be assumed that the Contractor has prepared the bid and entered into the Contract in full understanding of the conditions to be encountered, and responsibility of the Contractor in connection therewith.

**PART 2            PRODUCTS**

A. Products are expected to be of good quality and perform as described. The Contractor will produce data sheets to Owner on products used, if requested.

**PART 3            EXECUTION – NOT USED**

END OF SECTION