

Town of Meggett
4776 Highway 165 Meggett, SC 29449

Landscape Contract Bid - Scope of Work

Weekly Maintenance

Municipal Grounds (4775,4776 & 4770 Highway 165, parcel behind SCPA building, open space between the SCPA building and Calvary Church, and Town Sign)

1. Mow, trim and edge grass the on all Municipal grounds.
2. Maintain all sidewalks, pavilion walkways, porches, parking areas and road in front of Town Hall and the SCPA building keeping free of all debris (dirt, leaves, weeds, ant hills etc.)
3. Clean grounds by removing any fallen limbs, debris, leaves, grass, and trash.
4. Trim Hedges, plants, low hanging tree limbs.
5. Maintain flower beds at Town Hall, SCPA building and Town Sign.
 - a. Pull weeds
 - b. Maintain existing flowers and plants
 - c. Plant new flowers and plants according to seasonal changes

Non-Weekly Maintenance (as needed)

1. Fertilize grounds (weed and feed) at least twice a year
2. Install new organic brown mulch as needed (typically 3-4 times per year), new mulch should coordinate with upcoming Town hosted events.
3. Apply ant control to all areas including the Town sign.
4. Maintain and repair irrigation system.
5. Keep all vines from trees, buildings, sidewalks, porches etc.
6. Prune trees as needed.

Notes:

All weekly tasks are to be completed on Thursday afternoon or Friday morning. Mowing, trimming and edging grass only as needed when the growing season has ended.

Price of bid should include all materials including mulch, plants, flowers, and weeds and pest control supplies etc.

The contract for the landscaping shall be for one year beginning January 15, 2021.

The contract may be terminated by the Town of Meggett or the vendor with written notice of 30 days.

The Town of Meggett reserves the right to refuse any bid.

Certificate of insurance is required to be provided with the bid.

Vendors will be paid monthly unless other arrangements are made with Mayor Herrington.

All bids must be received in a **sealed envelope on or before December 29, 2020**. You may submit bids by mail to 4776 Highway 165, Meggett, SC 29449. Call 843-889-3622 if you have any questions regarding bid submittal.

All questions regarding the details of the scope of work portion of the bid should be directed to Mayor Herrington by calling 843-901-1213.

The Landscaping Contract will be awarded and announced by January 5, 2021.