

SPECIFICATIONS FOR ONE TIME GROUNDS MAINTENANCE
FOR KEAKEALANI STATE OFFICE BUILDING

GENERAL SCOPE:

The Contractor agrees to perform the following work: Grounds Services for the Keakealani Office Building (Old Kona Hospital) located in Kealahou, Kona, Hawaii as specified herein all in strict accordance with the terms and conditions of the agreement.

The Contractor shall furnish all labor, tools, equipment, materials, and supervision to satisfactorily perform the grounds maintenance services detailed below for approximately 89,000 square feet of lawn, driveways, parking lots and planted areas at the Keakealani Office Building (Old Kona Hospital) located in Kealahou, Hawaii as shown on Exhibit A-1.

TERM OF CONTRACT:

One time cleanup of the property exterior to the building, as shown in exhibit A1. Trees are not included. Contractor will notify DAGS upon completion of cleanup for inspection.

Contact Information – Central Services Engineer, Roger Ross– (808) 322-4867

SPECIFICATIONS:

This service shall include the weeding, trimming, herbicide application, mowing, sweeping, washing down and other operations necessary to maintain the area as indicated below. Contractor is further responsible for the cleaning, removal and disposal of leaves, trash and debris which accumulate on lawns, driveways, sidewalks, walkways, stairwells, and main entrance stairway up to the main entrance door.

- **General Cleanup of Grounds:**
 - The Contractor shall be responsible for clean-up the entire grounds, including parking lot, driveway, sidewalks, walkways, planted areas and lawns. Trees are not included. The main entrance stairway up to the main entrance door is to be cleaned. Clean up should include sweeping, raking, washdown and/or pickup of all trash and debris.

- **Herbicide, Insecticide and Fungicide:**
 - Contractor shall remove weeds by either applying the appropriate herbicide or by manually weeding.
 - The selection, care and use of all chemicals is the Contractor's responsibility and use must comply with Department of Agriculture's Rules and Regulations governing the use of such chemicals.

- **Mowing, Edging, Trimming or Pruning:**
 - The lawns shall be mowed to maintain a maximum height of 1/2 inch. A bag to remove all cuttings shall be attached to mower or area must be raked clean.
 - All turf, plants or shrubs along walkways, plant beds or structures will be edged. Pruning and trimming shall be maintained in accordance with the best horticultural practices.
 - All trash, trimmings and clippings must be cleaned, broomed, or washed clean from walkways, plant beds or structures.

- **Removal and Disposal of Trash:**
 - All trash, trimmings, clippings, etc. shall be removed by the end of each workday to the container provided by the Department of Accounting and General Services. Large branches will be removed by the Contractor.
 - Burning of any trash on the worksite is prohibited.

- **Vehicle and Equipment Operation:**
 - The Contractor shall exercise all due care in the operation of vehicles or other equipment at the worksite. Vehicles, heavy equipment, and trailers are not permitted on the lawns. Any damage to lawns shall be repaired by the Contractor at no cost to the State. Noise from equipment will be kept to a minimum to prevent any disruption to the tenants of the building.

- **Safety Precautions:**
 - The Contractor shall be required to put up safety devices such as barricades, cones, warning signs, etc. as required to protect the occupants and the general public from any unsafe conditions during the performance of all phases of work.
 - Contractor shall adhere to all provisions of the Occupational Safety and Health regulations as administered by the State of Hawaii.

Required Liability Insurance –

General Liability: \$1 million per occurrence/\$2 million aggregate and Automobile insurance of \$1 million per accident, naming the State of Hawaii DAGS as the additional insured.

Proof of Workers' Compensation Insurance: to include Employers' Liability coverage. Not necessary to name the State as additional insured.

Fidelity Coverage: to cover theft of State property with a limit of \$50,000 and the policy needs to have an endorsement that covers theft of State property and not solely the property of the contractor.

Availability of Funds: Award shall be contingent upon sufficient funds being available.