



**CITY OF SANTA ROSA  
GENERAL SERVICES AGREEMENT  
WITH NEW IMAGE LANDSCAPING NEW IMAGE LANDSCAPE COMPANY  
AGREEMENT NUMBER F002587**

This "Agreement" is made as of this \_\_\_\_ day of \_\_\_\_\_, 2023, by and between the City of Santa Rosa, a municipal corporation ("City"), and New Image Landscape Company, a California Corporation ("Contractor").

**RECITALS**

A. City desires to enter into an Agreement for landscape maintenance services to various citywide properties maintained by the Water Department.

B. City desires to retain a qualified contractor to conduct the services described above in accordance with the terms of this Agreement.

C. Contractor represents to City that it is fully qualified to conduct the services described above.

D. The parties have negotiated upon the terms pursuant to which Contractor will provide such services and have reduced such terms to writing.

**AGREEMENT**

**NOW, THEREFORE**, City and Contractor agree as follows:

**1. SCOPE OF SERVICES**

Contractor shall provide to City the services described in Exhibit A ("Scope of Services"). Contractor shall provide these services at the time, place, and in the manner specified in Exhibit A. Exhibit A is attached hereto solely for the purpose of defining the manner and scope of services to be provided by Contractor and is not intended to, and shall not be construed so as to, modify or expand the terms, conditions or provisions contained in this Agreement. The parties agree that any term contained in Exhibit A that adds to, varies or conflicts with the terms of this Agreement is null and void.

**2. TIME FOR PERFORMANCE**

The services described herein shall be provided as needed for a one-year term. Contractor shall devote such time and effort to the performance of services as is necessary for the satisfactory and timely performance of Contractor's obligations under

this Agreement. Neither party shall be considered in default of this Agreement, to the extent that party's performance is prevented or delayed by any cause, present or future, that is beyond the reasonable control of that party.

### **3. STANDARD OF PERFORMANCE**

Contractor shall perform all services required under this Agreement in the manner and according to the standards currently observed by a competent practitioner of Contractor's occupation in California. All products and services of whatsoever nature that Contractor provides to City pursuant to this Agreement shall conform to the standards of quality normally observed by persons currently practicing in Contractor's occupation, and shall be provided in accordance with any schedule of performance specified in Exhibit A. Contractor shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, at any time during the term of this Agreement, desires the removal of any person assigned by Contractor to perform services pursuant to this Agreement, because City, in its sole discretion, determines that such person is not performing in accordance with the standards required herein, Contractor shall remove such person immediately upon receiving notice from City of the desire of City for the removal of such person.

### **4. COMPENSATION**

The total of all fees paid to Contractor for the satisfactory performance and completion of all services set forth in Exhibit A shall not exceed the total sum of \$364,828.38. The Chief Financial Officer is authorized to pay all proper claims from Charge Number 130101-5321.

### **5. BILLABLE RATES, PAYMENTS TO CONTRACTOR**

a. Billable Rates. Contractor shall be paid for the performance of services, as set forth in Exhibit B.

b. Payments. Payments will be delayed where Contractor fails to provide the information required under subsection c. below or fails to comply with the insurance requirements in Attachment One to this Agreement. In no event shall the City be obligated to pay late fees or interest, whether or not such requirements are contained in Contractor's invoice.

c. Invoices. Payment will be made on a calendar-month basis in arrears. Invoices shall be submitted to the person and address specified in the Agreement, bid, or purchase order. In the event this Agreement becomes effective or terminates during the course of a month, the amount paid to the Contractor for the partial month shall be determined by prorating the amount on the basis of the number of calendar days involved. Processing of payment will be delayed for Contractor's failure to include reference to Agreement (including number) on the invoice **and for failure to maintain current insurance information with the City in accordance with**

**insurance requirements hereunder.** In no event shall City be obligated to pay late fees or interest, whether or not such requirements are contained in the Contractor's invoice. Invoices for services provided in June or for any services not previously invoiced shall be submitted within 10 working days after June 30 to facilitate City fiscal year end closing. Failure to comply with this invoice submission requirement may delay payment.

In connection with any cash discount specified in the bid response, if applicable, or Contractor's Proposal, time will be computed from the date correct invoices are received by the person and address specified in the Agreement, bid, or purchase order. For the purpose of earning the discount, payment is deemed to be made on the date of mailing of the City warrant or check. All invoices shall contain the following information:

1. Contractor name and remittance address
2. Date of invoice issuance
3. Amount of invoice
4. City purchase order or Agreement number
5. Identification of Agreement or purchase order line item(s) (if multiple lines) and description of services provided
6. Date of completion of services
7. Detail of costs, including labor, materials, tax, etc.

d. Business Taxes. Contractor shall pay to the City when due all business taxes payable by Contractor under the provisions of Chapter 6-04 of the Santa Rosa City Code. The City may deduct any delinquent business taxes, and any penalties and interest added to the delinquent taxes, from its payments to Contractor.

## **6. TERM, SUSPENSION, TERMINATION**

a. The term of this Agreement shall be for one-year, commencing on the date it is made above.

b. City shall have the right at any time to temporarily suspend Contractor's performance hereunder, in whole or in part, by giving a written notice of suspension to Contractor. If City gives such notice of suspension, Contractor shall immediately suspend its activities under this Agreement, as specified in such notice.

c. City shall have the right to terminate this Agreement for convenience at any time by giving a written notice of termination to Contractor. If City gives such notice of termination, Contractor shall immediately cease rendering services pursuant to this Agreement. If City terminates this Agreement, City shall pay Contractor the reasonable value of services rendered by Contractor prior to termination. In this regard, Contractor shall furnish to City such information as in the judgment of the City is necessary for City to determine the reasonable value of the services rendered by Contractor. City shall not in any manner be liable for lost profits that might have been made by Contractor had the Agreement not been terminated or had Contractor completed the services required by this Agreement.

## **7. TERMINATION OF AGREEMENT FOR DEFAULT**

If at any time 1) Contractor fails to conform to the requirements of this Agreement; 2) Contractor seeks relief under any law for the benefit of insolvents or is adjudicated bankrupt; 3) any legal proceeding is commenced against Contractor which may interfere with the performance of this Agreement; or 4) Contractor has failed to supply an adequate working force, or materials of proper quality, or has failed in any other respect to prosecute the work with the diligence and force specified and intended in and by the terms of this Agreement, which default is not fully corrected or remedied to the reasonable satisfaction of City within ten (10) days following the date a written notice thereof by City, then City shall have the right and power, at its option and without prejudice to any other rights or remedies it may have, to immediately terminate this Agreement. Any cost or expense incurred by City arising out of Contractor's breach or default hereunder, and for City's enforcement of these rights, shall be the obligation of Contractor and may, at City's discretion, be deducted from any amounts that may then be owing to Contractor under this Agreement, without any release or waiver of any other rights or remedies in law or equity to which City may be entitled.

## **8. INDEMNIFY AND HOLD HARMLESS AGREEMENT**

Contractor shall indemnify, defend and hold harmless City and its employees, officials, and agents, from and against any liability, (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, interest, defense costs, and expert witness fees), where the same results from or arises out of the performance of this Agreement by Contractor, its officers, employees, agents, or sub-contractors, excepting only that resulting from the sole, active negligence or intentional misconduct of City, its employees, officials, or agents. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Contractor or its agents under workers' compensation acts, disability benefits acts, or other employees' benefits acts. The provisions of this Section 8 shall survive any expiration or termination of this Agreement.

## **9. INSURANCE REQUIREMENTS**

Contractor shall maintain in full force and effect all of the insurance coverage described in, and in accordance with, Attachment One, "Insurance Requirements", which is attached hereto and hereby incorporated herein by this reference. Maintenance of the insurance coverages as set forth in Attachment One is a material element of this Agreement and a material part of the consideration provided by Contractor in exchange for the City's agreement to make the payments prescribed hereunder. Failure by Contractor to (i) maintain or renew coverage, (ii) provide the City notice of any changes, modifications, or reductions in coverage, or (iii) provide evidence of renewal, may be treated by the City as a material breach of this Agreement by

Contractor, whereupon the City shall be entitled to all rights and remedies at law and in equity, including but not limited to the immediate termination of this Agreement. Notwithstanding the foregoing, any failure by Contractor to maintain required insurance coverage shall not excuse or alleviate Contractor from any of its other duties or obligations under this Agreement. In the event Contractor, with approval of the City pursuant to Section 11 below, retains or utilizes any subcontractors in the provision of any services to City under this Agreement, Contractor shall assure that any such subcontractor has first obtained, and shall maintain, all of the insurance coverage requirements set forth in Attachment One.

## **10. LEGAL REQUIREMENTS AND PERMITS; NONDISCRIMINATION**

a. Legal Requirements and Permits. Contractor represents and warrants that Contractor has all licenses, permits, City Business Tax Certificate, qualifications, and approvals of whatsoever nature that are legally required for Contractor to practice its occupation and provide services under this Agreement. Contractor shall perform all services described herein in compliance with all applicable federal, state and local laws, rules, regulations, and ordinances, including but not limited to, (i) the Americans With Disabilities Act (ADA) of 1990, (42 U.S.C. 12101, et seq.), and any regulations and guidelines issued pursuant to the ADA, which prohibits discrimination against individuals with disabilities and may require reasonable accommodations; (ii) and Labor Code Sections 1700-1775, which require prevailing wages (in accordance with DIR schedule at [www.dir.ca.gov](http://www.dir.ca.gov)) be paid to any employee performing work covered by Labor Code Section 1720 et seq.; (iii) OSHA; and (iv) the Immigration Reform and Control Act of 1986. Contractor shall, if requested by City, provide certification and evidence of such compliance. If Contractor is an out-of-state corporation, Contractor warrants and represents that it possesses a valid certificate of qualification to transact business in the State of California issued by the California Secretary of State pursuant to Section 2105 of the California Corporations Code.

b. Non-Discrimination. With respect to the provision of goods or services under this Agreement, Contractor agrees not to discriminate against any person because of the race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status of that person.

## **11. ASSIGNMENT AND SUBCONTRACTING**

Contractor shall not subcontract or assign any right or obligation under this Agreement without the written consent of the City. Any attempted or purported subcontract or assignment without City's written consent shall be void and of no effect. No right under this Agreement, or claim for money due or to become due hereunder, shall be asserted against the City, or persons acting for the City, by reason of any so-called assignment of this Agreement or any part thereof and Contractor hereby agrees to indemnify and hold City harmless against any and all such claims. In the event

Contractor obtains the prior written consent of City to assign monies due or to become due under this Agreement, Contractor shall provide City a copy of the instrument of assignment duly executed by Contractor, which shall contain a clause subordinating the claim of the assignee to all prior liens for services rendered or materials supplied for the performance of work. Upon notice and request by the City, Contractor shall promptly remedy, to include termination of any subcontract as appropriate and necessary, any default or failure to perform in a satisfactory manner the work undertaken by any subcontractor. Contractor shall be fully responsible and accountable to the City for the acts and omissions of its subcontractors, and of persons directly or indirectly employed by them, to the same extent that Contractor is for the acts and omissions of persons directly employed by Contractor. Nothing contained in this Agreement shall create any contractual relation between any subcontractor and the City.

## **12. BINDING EFFECT**

This Agreement shall be binding on the heirs, executors, administrators, successors, and assigns of the parties, subject to the provisions of Section 11, above.

## **13. RETENTION OF RECORDS**

Contractor shall be required to retain any records necessary to document the charges for the services to be performed under this Agreement and make such records available to the City for inspection at the City's request for a period of not less than four (4) years.

## **14. ENTIRE AGREEMENT**

This document, including all Exhibits and Attachment One, contains the entire agreement between the parties and supersedes whatever oral or written understanding the parties may have had prior to the execution of this Agreement. No alteration to the terms of this Agreement shall be valid unless approved in writing by Contractor, and by City, in accordance with applicable provisions of the Santa Rosa City Code.

## **15. SEVERABILITY**

If any portion of this Agreement or the application thereof to any person or circumstance shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby and shall be enforced to the greatest extent permitted by law.

## **16. WAIVER**

Neither City acceptance of, or payment for, any service performed by Contractor, nor any waiver by either party of any default, breach or condition precedent, shall be construed as a waiver of any provision of this Agreement, nor as a waiver of any other default, breach or condition precedent or any other right hereunder.

## **17. ENFORCEMENT OF AGREEMENT**

This Agreement shall be governed, construed and enforced in accordance with the laws of the State of California. Venue of any litigation arising out of or connected with this Agreement shall lie exclusively in the state trial court located in Sonoma County in the State of California, and the parties consent to jurisdiction over their persons and over the subject matter of any such litigation in such court, and consent to service of process issued by such court.

## **18. CONTRACTOR NOT AGENT**

Except as City may specify in writing, Contractor and Contractor's personnel shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Contractor and Contractor's personnel shall have no authority, express or implied, to bind City to any obligations whatsoever.

## **19. INDEPENDENT CONTRACTOR**

a. It is understood and agreed that Contractor (including Contractor's employees) is an independent contractor and that no relationship of employer-employee exists between the parties hereto for any purpose whatsoever. Neither Contractor nor Contractor's assigned personnel shall be entitled to any benefits payable to employees of City. City is not required to make any deductions or withholdings from the compensation payable to Contractor under the provisions of this Agreement, and Contractor shall be issued a Form 1099 for its services hereunder. As an independent contractor, Contractor hereby agrees to indemnify and hold City harmless from any and all claims that may be made against City based upon any contention by any of Contractor's employees or by any third party, including but not limited to any state or federal agency, that an employer-employee relationship or a substitute therefor exists for any purpose whatsoever by reason of this Agreement or by reason of the nature and/or performance of any services under this Agreement.

b. It is further understood and agreed by the parties hereto that Contractor, in the performance of Contractor's obligations hereunder, is subject to the control and direction of City as to the designation of tasks to be performed and the results to be accomplished under this Agreement, but not as to the means, methods, or sequence used by Contractor for accomplishing such results. To the extent that Contractor obtains permission to, and does, use City facilities, space, equipment or support services in the performance of this Agreement, this use shall be at the Contractor's sole discretion based on the Contractor's determination that such use will promote Contractor's efficiency and effectiveness. Except as may be specifically provided elsewhere in this Agreement, the City does not require that Contractor use City facilities, equipment or support services or work in City locations in the performance of this Agreement.



c. If, in the performance of this Agreement, any third persons are employed by Contractor, such persons shall be entirely and exclusively under the direction, supervision, and control of Contractor. Except as may be specifically provided elsewhere in this Agreement, all terms of employment, including hours, wages, working conditions, discipline, hiring, and discharging, or any other terms of employment or requirements of law, shall be determined by Contractor. It is further understood and agreed that Contractor shall issue W-2 or 1099 Forms for income and employment tax purposes, for all of Contractor's assigned personnel and subcontractors.

d. The provisions of this Section 19 shall survive any expiration or termination of this Agreement. Nothing in this Agreement shall be construed to create an exclusive relationship between City and Contractor. Contractor may represent, perform services for, or be employed by such additional persons or companies as Contractor sees fit.

## **20. NOTICES**

Except as otherwise specifically provided in this Agreement, any notice, submittal or communication required or permitted to be served on a party hereto, may be served by personal delivery to the person or the office of the person identified below. Service may also be made by mail, by placing first-class postage affixed thereto, and addressed as indicated below, and depositing said envelope in the United States mail to:

### **City**

Brandalyn Tramel  
Purchasing Agent  
635 First Street, 2<sup>nd</sup> Floor  
Santa Rosa, California 95404  
Phone: (707) 543-3706  
Fax: (707) 543-3723

### **Contractor**

Russell Takehara  
Vice President/General Manager  
3250 Darby Common  
Fremont, California 94539  
510-226-9191 – Office  
209-226-1298 - Fax

## **21. AUTHORITY; SIGNATURES REQUIRED FOR CORPORATIONS**

Contractor hereby represents and warrants to the City that it is (a) a duly organized and validly existing Limited Liability Corporation, formed and in good standing under the laws of the State of California, (b) has the power and authority and the legal right to conduct the business in which it is currently engaged, and (c) has all requisite power and authority and the legal right to consummate the transactions contemplated in this Agreement. Contractor hereby further represents and warrants that this Agreement has been duly authorized, and when executed by the signatory or signatories listed below, shall constitute a valid agreement binding on Contractor in accordance with the terms hereof.

If this Agreement is entered into by a corporation, it shall be signed by two corporate officers, one from each of the following two groups: a) the chairman of the board, president or any vice-president; b) the secretary, any assistant secretary, chief financial officer, or any assistant treasurer. The title of the corporate officer shall be listed under the signature.

## **22. COUNTERPARTS AND ELECTRONIC SIGNATURES**

This Agreement and future documents relating thereto may be executed in two or more counterparts, each of which will be deemed an original and all of which together constitute one Agreement. Counterparts and/or signatures delivered by facsimile, pdf or City-approved electronic means have the same force and effect as the use of a manual signature. Both City and Contractor wish to permit this Agreement and future documents relating thereto to be electronically signed in accordance with applicable federal and California law. Either Party to this Agreement may revoke its permission to use electronic signatures at any time for future documents by providing notice pursuant to the Agreement. The Parties agree that electronic signatures, by their respective signatories are intended to authenticate such signatures and to give rise to a valid, enforceable, and fully effective Agreement. The City reserves the right to reject any signature that cannot be positively verified by the City as an authentic electronic signature.

Executed as of the day and year first above stated.

**CONTRACTOR:**

**CITY OF SANTA ROSA**  
a Municipal Corporation

Name of Firm: New Image Landscape  
Company

TYPE OF BUSINESS ENTITY (*check one*):

- Individual/Sole Proprietor
- Partnership
- Corporation
- Limited Liability Company
- Other

By: \_\_\_\_\_

Print Name: Daniel J Galvin III

Title: Board Chair

APPROVED AS TO FORM:

*Signatures of Authorized Persons:*

By: \_\_\_\_\_

Print Name: Russell Takehara

Title: VP/General Manager

By: \_\_\_\_\_

Print Name: Irene Briggs

Title: Treasurer

\_\_\_\_\_  
Office of the City Attorney

ATTEST:

\_\_\_\_\_  
City Clerk

City of Santa Rosa Business Tax Cert. No.

06516709

Attachments:

- Attachment One – Insurance Requirements
- Exhibit A – Scope of Services
- Exhibit B – Compensation Schedule

**ATTACHMENT ONE  
INSURANCE REQUIREMENTS FOR  
GENERAL SERVICES AGREEMENTS**

**A. Insurance Policies:** Contractor shall, at all times during the term of this Agreement, maintain and keep in full force and effect, the following policies of insurance with minimum coverage as indicated below and issued by insurers with AM Best ratings of no less than A-:VI or otherwise acceptable to the City.

<b>Insurance</b>	<b>Minimum Coverage Limits</b>	<b>Additional Coverage Requirements</b>
1. Commercial general liability	\$ 1 million per occurrence \$ 2 million aggregate	Coverage must be at least as broad as ISO CG 00 01 and must include completed operations coverage. If insurance applies separately to a project/location, aggregate may be equal to per occurrence amount. <b>Coverage may be met by a combination of primary and umbrella or excess insurance but umbrella and excess shall provide coverage at least as broad as specified for underlying coverage. Coverage shall not exclude subsidence.</b>
2. Business auto coverage	\$ 1 million	ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, then hired, (Code 8) and non-owned autos (Code 9), with limit no less than \$ 1 million per accident for bodily injury and property damage.
3. Workers' compensation and employer's liability	\$ 1 million	As required by the State of California, with Statutory Limits and Employer's Liability Insurance with limit of no less than \$ 1 million per accident for bodily injury or disease. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Contractor, its employees, agents and subcontractors.
4. Pollution Liability	(N/A)	If the work involves lead-based paint or asbestos identification/remediation, the policy must not contain lead-based paint or asbestos exclusions. If the work involves mold identification, the policy must not contain mold exclusion and the definition of "Pollution" in the policy must include microbial matter, including mold.

**B. Endorsements:**

1. All policies shall provide or be endorsed to provide that coverage shall not be canceled by either party, except after prior written notice has been provided to

the entity in accordance with the policy provisions.

2. Liability, umbrella and excess policies shall provide or be endorsed to provide the following:

- a. For any claims related to this project, Contractor's insurance coverage shall be primary and any insurance or self-insurance maintained by City shall be excess of the Contractor's insurance and shall not contribute with it; and,
- b. **The City of Santa Rosa, its officers, agents, employees and volunteers are to be covered as additional insureds on the CGL policy.** General liability coverage can be provided in the form of an endorsement to Contractor's insurance at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used.

**C. Verification of Coverage and Certificates of Insurance:** Contractor shall furnish City with original certificates and endorsements effecting coverage required above. Certificates and endorsements shall make reference to policy numbers. All certificates and endorsements are to be received and approved by the City before work commences and must be in effect for the duration of the Agreement. The City reserves the right to require complete copies of all required policies and endorsements.

**D. Other Insurance Provisions:**

1. No policy required by this Agreement shall prohibit Contractor from waiving any right of recovery prior to loss. Contractor hereby waives such right with regard to the indemnitees.
2. All insurance coverage amounts provided by Contractor and available or applicable to this Agreement are intended to apply to the full extent of the policies. Nothing contained in this Agreement limits the application of such insurance coverage. Defense costs must be paid in addition to coverage amounts.
3. Policies containing any self-insured retention (SIR) provision shall provide or be endorsed to provide that the SIR may be satisfied by either Contractor or City. Self-insured retentions above \$10,000 must be approved by City. At City's option, Contractor may be required to provide financial guarantees.
4. Sole Proprietors must provide a representation of their Workers' Compensation Insurance exempt status.
5. City reserves the right to modify these insurance requirements while this Agreement is in effect, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

# **EXHIBIT A**

## **SCOPE OF SERVICES**

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## **GENERAL AND MINIMUM SPECIFICATIONS**

The Contractor shall furnish all labor, material, equipment and other services necessary for the complete maintenance of all the landscaped areas at all of the Santa Rosa Water Facilities.

Landscape areas are defined as all lawn areas, trees, shrubs, header boards, concrete sidewalks, retaining walls, mowing strips, mulched areas, ground cover, flower beds, and paved areas as presently exist. Water Department Facilities landscape area will also include any curb, driveways, gutters, and sidewalks adjacent to landscaped areas. Installation of new landscaping in areas not currently meeting the above definition will be negotiated as separate items and as such are not included in this agreement. Any deviation from the written specifications shown in the Request for Proposals shall be noted, in the Exceptions Section of the proposal (See Required Data Section).

Prevailing Wage is required for but not limited to Landscape Laborer and Tree Maintenance (laborer).

## **MINIMUM QUALIFICATIONS:**

### **A. Contractor Qualifications and Work Requirements**

All services rendered shall be provided in accordance with all ordinances, resolutions, statutes, rules, laws and regulations of the City of Santa Rosa, and any Federal, State, or local governmental agency having jurisdiction in effect at the time service is provided. The Contractor shall have the following qualifications:

1. **License.** Contractor must have a valid California C-27 Contractor's license authorized by the State of California and registered with the California Department of Industrial Relations.
2. **Chemical Application.** Contractor must have assigned to the project at least one employee possessing a California State Qualified Applicator's License (QAL) through the California Department of Pesticide Regulation, and be registered with the Sonoma County Agricultural Commissioner. All pest control work shall be directed by personnel in possession of a QAL.
3. All employees must have experience and training in Integrated Pest Management (IPM) techniques. Once the contract has been awarded and before Contractor begins work, all employees who will be working on this contract must attend the City's one-day IPM Implementation Training. If there is substantial turnover in employees during the contract period, the Contractor will inform SRW and (an) additional training session(s) may be held. Personnel must be able to identify common weeds, native, and landscaping plants common at these facilities.
4. **Russian-River Friendly Landscaping.** It is required that the Contractor have assigned to the project at least one employee or subcontractor who is a qualified Bay-Friendly Qualified

Landscaping Professional, to oversee work practices (<http://rescapeca.org>). The contractor must have the certification prior to award.

5. **Water Efficiency.** Contractor must have assigned to the project at least one employee who is a California Landscape Contractor's Association (CLCA) Certified Water Manager. Additional experience preferred includes: certification as an Irrigation Association Landscape Irrigation Auditor or Qualified Water Efficient Landscaper. Contractor shall have familiarity with Santa Rosa Model Water Efficient Landscape Ordinance (MWEL) requirements.

<https://srcity.org/2428/Landscape-Standards>

6. **Recycled Water.** Contractor shall provide evidence that personnel have completed a Site Supervisor Training course provided by the City of Santa Rosa and are trained to use Santa Rosa's recycled water, have the authority to carry out the rules, regulations and requirements for recycled water use as outline in by the Santa Rosa City Code Chapter 14-25, the California Code of Regulations Title 22 and 17, the Division of Drinking Water regulations, Health and Safety Code, and the City of Santa Rosa's Regional Water Quality Control Board Permit.
7. **Hydropoint.** The Utilities Field Operation facility uses the Hydropoint 2-way smart technology/flow sensing system. Contractor experience with Hydropoint Controllers is preferred. If contractor is unable to demonstrate staff experience using Hydropoint Controllers they must have at least one employee meet with a Hydropoint representative onsite at the Utilities Field Operation Facility to be trained on how to program the controller within one month of starting date of the contract. The Contractor is responsible for any costs associated with this training.
8. **Pruning.** All tree pruning shall be completed under the direction of a Certified Arborist or Certified Tree Worker (International Society of Arboriculture). This will be validated by providing a list of staff and their pruning credentials for all tree pruning work.
9. **Subcontracting.** A portion of the work covered by these specifications may be subcontracted with prior approval of the City. Contractor shall supervise subcontractor and guarantee work quality. Subcontractors and their qualifications must be submitted to the City thirty (30) days before working at the site. All subcontractors must possess the qualifications listed herein.

## **B. Personnel**

1. Contractor shall provide a list including all Contractor's and subcontractors' employees assigned to any work site and include work schedule and assignment. Contractor must update list within 5 business days of any change.
2. Contractor shall assign a qualified and appropriately trained supervisor to oversee work performed at the work site(s) and to act as the Contractor's liaison with the City representative. This supervisor must inspect the sites and provide direction to the Contractor's workers and/or subcontractors. This supervisor shall speak, write, read and



understand English and be capable of writing schedules, monthly reports noting any deficiency that needs correcting and summarizing major activities to be performed in the coming month. This supervisor shall have at least three (3) years of landscape maintenance supervision experience.

3. All Contractor's personnel shall adhere to Landscape Contractor industry standards for working attire including shoes, safety glasses, vests and other equipment required by State Safety Regulations, and uniform shirts with Contractor's name or logo clearly visible at all times when working at all locations. All Contractor vehicles are to have a readable sign with Contractor's name or logo and telephone number. Trucks are to be kept in a clean and presentable condition.
4. The City of Santa Rosa may require dismissal, from work on this contract, of those employees whom the City deems incompetent, careless or otherwise objectionable to the public interest. Typical reasons for employees being dismissed are unsafe driving habits, proof of theft or other illegal behavior, or if work habits result in continued complaints from the public.
5. The City maintains the right to require staff go through background security checks conducted by the Santa Rosa Police Department. Based on these background checks, if the opinion of the City is that this employee is a security risk the City may dismiss contractor staff from working on this contract. The City will pay the cost of all required background test.

### **C. Workmanship, Quality, and Appearance Level**

1. It is the intention of the City to require the highest quality level in landscape maintenance consistent with standard practices. The Contractor is expected to assume responsibility for diligently maintaining the landscaped areas with a minimal amount of oversight and direction by the City's designated representative. The City may randomly inspect sites after maintenance activities to ensure the standards are being met. It is also expected that the Contractor, their supervisors and crew leaders will be proactive in identifying and recommending needed repairs and improvements to existing irrigation systems, drainage and landscaping within the maintained areas, and communicating these recommendations to the City's designated representative. At minimum, the Contractor is expected to maintain a satisfactory appearance of the landscaped areas at all times and is encouraged to improve upon the landscape appearance wherever possible.
2. Unless otherwise provided in the contract requirements and specifications, the Contractor shall furnish all labor, materials and equipment for satisfactory contract performance. When not specifically identified in the specifications, such materials and equipment shall be of suitable type and grade for the purpose. Each item or article shall be subject to inspection and/or test and approved by the City's designated representative when so required. All necessary landscaping equipment needed for the performance of the work of this contract shall be furnished by the Contractor. Such equipment shall be of the size and type customarily used in work of this kind and shall meet the approval of the City's designated representative. Equipment deemed by the City's designated representative to

be of improper type of design, or inadequate for the purpose intended shall be replaced.

3. The Contractor shall ensure that all work under this agreement is continually supervised by Contractor employed supervisory personnel who are fluent in conversational English language speech and comprehension, who are technically qualified with a minimum of the requirements outlined in Minimum Specifications, Section A (Contractor Qualifications and Work Requirements), and possesses a level of technical and management skills required to implement modern methods and newly developed horticulture procedures.
4. The Contractor shall ensure that fully qualified, experienced, and trained personnel, directly employed by the Contractor, perform all work under this agreement.
5. The Contractor shall be responsible for the skills, methods, appearance, and action of Contractor's employees and for all work done. The Contractor shall instruct all Contractor's employees that they are not required to respond to questions, suggestions, or instruction from City employees other than the City's designated representative(s) for their respective areas of responsibilities. However, a spirit of mutual cooperation is encouraged.
6. The Contractor shall perform the work provided for in this agreement under the direction of the City's designated representative(s). City's designated representative(s) may make inspections at any time and may request that the Contractor perform additional work or services to bring Contractor's performance up to the level required by this agreement. The Contractor shall cooperate with any representative designated by City to enable said representative to determine the Contractor's conformity with the provisions of this agreement and the adequacy of the work being performed
7. The Contractor shall replace in kind and at Contractor's own expense, any lawn, ground cover, trees, shrubs, or irrigation system components requiring replacement through normal attrition, infestation, or negligence resulting from Contractor failing to provide maintenance in accordance with the provisions of this agreement. The City must approve all substitutions. These requirements are not to be construed as requiring the Contractor to replace improvements due to conditions beyond the Contractor's control, but it is to be considered strictly as a normal maintenance condition compatible with accepted practice.
8. Contractor must at all times exercise necessary precautions to provide for the protection of the public, employees, and the environment.
9. Maintenance services conducted in the roadway must be performed in a safe manner. Any maintenance activity that necessitates lane closure activities must comply with Federal Highway Manual on Uniform Traffic Control Devices (MUTCD) <http://www.dot.ca.gov/hq/traffops/signtech/mutcdsupp/supplement.htm>], applicable governmental agencies and follow notification requirements of the Police and Fire Departments.

#### **D. Work Schedule**

1. Contractor is to provide the City with a monthly work schedule describing the work to be performed at each site, hours by job classification and tasks to be completed. This schedule shall be submitted to the City's designated representative no later than the 15th day of the prior month.

Contractor shall conduct all operations during the hours of 7:00 a.m. to 5:00 p.m. Monday through Friday, except for the Geysers Pump Stations and Compost Facility, which must be completed during the hours between 7:00 a.m. and 3:00 p.m., Monday through Friday, unless otherwise approved by the City. Contractor may not work on any Federal, State, or local holidays.

2. Any non-emergency work that may be deemed hazardous or disruptive (i.e., chemical spraying, tree pruning, etc.) shall be scheduled at least two (2) weeks in advance with the City's representative.
3. Contractor shall obtain written approval from City's representative prior to commencing emergency work.
4. Authorization is required for irrigation system repairs. Repairs shall be completed in a timely manner upon obtaining written approval from City's representative.
5. City reserves the right to change schedules for special events, conflicts with adjacent property owners/tenants within five (5) working days advance notice to Contractor.

#### **E. Work Not Included**

1. The Contractor shall not be responsible for structural maintenance, repair, or replacement of the following:
  - a. Parking areas, driveways, roads, buildings, walks, and related structures except in instances of damage to these structures by negligent actions on the part of the Contractor in which case the Contractor will be responsible for the complete repair/replacement of the damaged area(s) to "as new" condition as determined by the City.
  - b. Losses/damages beyond Contractor's control except that appropriate maintenance, repair, or replacement of such losses or damage made by the Contractor after receipt of approval and authorization from appropriate City representative.
2. The City will provide all utility/water services related to or required for the performance of this agreement.

#### **F. Environmental Protection**

1. Contractor must protect all existing plant materials, site improvements, structures, facilities, utilities, and natural areas from damage, both above and below ground. Any

damages shall be reported immediately to the City's representative. Any damages caused by Contractor shall be corrected and/or paid for by the Contractor at no cost to the City.

2. Contractor shall protect property from accidental chemical, fuel, oil or other contaminant spills.
3. Contractor shall not wash or blow soil, chemicals, litter, mulch, soil amendments or other materials into storm drains.
4. Contractor shall be thoroughly familiar with California native wildflower, herbaceous, shrub and tree species, and take care not to eliminate or eradicate California native wildflowers, herbaceous, shrubs, trees or other installed plants without City approval.
5. Supplies and Equipment: The Contractor shall implement strategies in work operations to reduce fossil fuel consumption and emissions, such as:
  - a. Use hand-powered equipment when possible.
  - b. Minimize use of gas-powered blowers, especially on planting beds.
  - c. Select smallest, most fuel-efficient equipment to accomplish task.
  - d. Consider vehicles that operate on natural gas, biodiesel, or electricity.
  - e. Maintain equipment properly and keep it well tuned.
  - f. Use local products and suppliers. The Contractor shall use local products and suppliers (produced within 150 miles from the project site) to the extent possible to minimize fuel consumption and emissions.
  - g. Use recycled and salvaged materials. The Contractor shall use salvaged and recycled-content products where possible. Materials for reuse may be found by contacting the CalMax website at [www.ciwmb.ca.gov](http://www.ciwmb.ca.gov) or [www.stopwaste.org](http://www.stopwaste.org).
  - h. Equipment refueling and repair. The Contractor shall refuel and repair equipment in a safe manner to protect against accidental spills. Limit refueling to specific areas on a site. Measures shall be taken to prevent, control, and clean up spills. Clean-ups should be immediate, automatic and routine and performed by a trained staff member or a licensed cleaning company. Keep a spill control kit with Material Safety Data Sheets (MSDS) on site for any chemicals that may be used. Contact the local emergency response team agencies to report all spills.

## **G. Reporting and Inspecting**

1. The Contractor is responsible for submitting chemical usage reports to the Sonoma County Agricultural Commissioner. Copies are to be sent to the City's representative as part of the

Contractor's monthly report, described in Minimum Specifications, Section M (Weed Control).

2. The Contractor shall submit to the City's designated representative a written report each month stating all contract work completed, using the reporting template provided by Santa Rosa Water. The report shall log the work completed during each week contract work was accomplished, and shall be submitted with and cover the same work as the Contractor's billing statement for the previous month's work. The report shall include documentation of storm water and irrigation inspections; a map showing irrigation system components, hydrozones, repairs and issues; irrigation schedule; IPM monitoring; soil management and fertility; pest management; any chemical applications; and a copy of the chemical usage reports to the Sonoma County Agricultural Commissioner. The schedule outlining future work for the coming month described in Minimum Specifications, Section G (Reporting and Inspecting) should be included.
3. For Santa Rosa Water sites that have a City dedicated irrigation meter, the Contractor shall submit a landscape consumption to budget analysis on a monthly basis from May through November. The City's Water-Use Efficiency Department staff can assist the Contractor in obtaining this analysis. Staff can be reached at (707) 543-3985 or wue@srcity.org.
4. Unusual horticultural problems such as pests, disease, and damages that are beyond the scope of the Contractor's responsibility shall be brought to the attention of the City representative immediately.
5. The City, through a designated representative, may make periodic inspections to ensure that complete and continuous maintenance is fulfilled. In addition, the City may obtain the services of a Landscape Architect, Arborist, IPM/PCA or other professional to inspect plantings and make recommendations for improvements in the maintenance program.

#### **H. Materials**

1. The Contractor shall submit a list to the City's designated representative of all materials that the Contractor proposes to use in the performance of this work. The list shall include an MSDS for each material. Said 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 Contractor shall be submitted prior to use of the products.
2. The following shall apply to the material indicated:
  - a. Fertilizers shall be organic and complete, furnishing the required percentage of nitrogen, phosphoric acid, and potash to keep lawns, trees, shrubs, and other plants in a healthy and vigorous growing condition. NOTE: Areas that are irrigated with reclaimed water may require less fertilizer. These areas are: Laguna Treatment Plant, Compost Facility, Utilities Field Office, and Oakmont Treatment Plant.
  - b. Only those pesticides indicated in the attached Pest Control Recommendations (see Appendix A1) shall be used, as indicated in Minimum Specifications, Section M

(Weed Control). All products shall be of the best quality obtainable, properly labeled, and brought to each job site in the manufacturer's original container, or appropriate and properly labeled secondary container.

- c. Tree stakes, tree ties, and guy wires shall be of materials matching those existing on a work site, or as specified by the City designated representative.
- d. Lawn seed for reseeding shall be a certified mixture to match existing grasses.

## **I. Soil Management and Fertilization**

### **1. General**

- A. Contractor shall become familiar with each site's microclimate(s) and soil conditions, including soil texture, organic matter content and fertility, water holding capacity, and infiltration rate. This information will be needed to manage irrigation, soil fertility and plant nutrition, and to schedule irrigation.
- B. Contractor shall become familiar with plants species present in the site landscape and to identify areas of insect or disease infestation or nutritional deficiency. Avoid removing native California woody landscape species.
- C. Contractor shall inspect soil conditions, including runoff and drainage features at each site visit to identify potential erosion problems and storm water management needs. Alert City designated representative within 24 hours to any serious drainage, storm water runoff or erosion problems outside of the scope of work of this contract. Correct minor problems as they are observed.

### **2. Align with Russian River Friendly Landscape Guidelines**

Contractor shall use the Russian River Friendly Guidelines for soil management: Nurture the soil – Create a healthy soil that supports a healthy landscape by protecting the soil from compaction and erosion, replenishing organic matter and mulching, using slow-release and organic fertilizers and minimizing use of chemicals that harm beneficial soil organisms.

[http://rrwatershed.org/sites/default/files/Russian%20River%20Friendly%20Landscape%20Guidelines%20compiled\\_for%20web.pdf](http://rrwatershed.org/sites/default/files/Russian%20River%20Friendly%20Landscape%20Guidelines%20compiled_for%20web.pdf)

- a. Prevent Soil Compaction with the exception of grading work.
- b. Cultivate soil only when it is moderately moist; do not cultivate overly wet and dry soils.
- c. If work, maintenance or repair results in disturbance to soil, the contractor must prevent and control soil erosion.
- d. Identify and correct soil erosion problems.
- e. Use compost berms, blanket, socks or straw rolls along slopes where erosion is present.

f. Retain leaf litter and do not use blowers in planting beds.

3. Soil Analysis

a. Identify soil management needs, based on site inspections. Where stunted growth, yellowed chlorotic, veiny top burn or other unusual leaf and flower color and appearance problems occur and soil infertility is suspected, notify City Designated Representative. If directed by City designated representative, Contractor shall submit soil sample for testing at an approved agricultural testing laboratory. Testing requires approval by the City's designed representative. Contractor shall provide copies of receipts and results. The types and quantities of fertilizer and/or soil amendments to be applied based on the soil analysis shall be based on an 'organic' approach to soil management, as described in Section I, Subsection 5 (below).

4. Maintain Organic Mulch

a. Keep root crowns of all plants free of compost, mulch and debris.

b. Contractor shall retain natural leaf drop under trees or in shrub beds where leaf litter will not wash into storm drains. Remove diseased leaves. Cut grass will be left in place (see Minimum Qualifications Sections K (Lawn Care) and O (Maintenance and Clean Up)).

5. Fertilizers and Soil Amendments

a. Contractor shall use only organic fertilizers and soil amendments from natural sources that release elements slowly, unless prior approval from City is obtained.

b. Additional amendments and fertilizers that are approved for use by the Organics Materials Research Institute (OMRI) for use in crop production are approved for use in landscape. See [www.omri.org](http://www.omri.org). Contractor must supply fertilizer and soil amendment labels including the guaranteed analysis identifying components of the material and the percent nutrient content. Contractor is required to apply the appropriate amount of fertilizer to supply the specified quantity of nutrient as determined by soil analysis and/or plant tissue analysis.

c. Contractor shall apply and manage fertilizers and amendments carefully, applying the minimum needed for plant health to avoid spills and prevent pollution of surface and ground water and to avoid creating a nitrogen draft in the soil or toxicity to plants.

d. Organic fertilizer application frequency shall be on a prescriptive base only, depending on soil test results and/or plant observations. Application frequency shall be determined by plant need, based on plant appearance and growth habit. For larger sites, fertilizer applications may be assessed through soil and/or plant tissue analyses, as described in Section I, subsection 3 (above), and as recommended by agricultural soil testing laboratory. If the Contractor believes soil tests are in order, they shall submit a cost to the City Designated Representative for approval.

- e. Fertilizers that are not approved or are restricted for use in crop production by OMRI shall be applied only after review and written approval by the City Designated Representative.
- f. The Contractor shall follow the following additional Fertilizer BMPs:
  - i. Use a slow-release organic fertilizer with low or no phosphorus (with a middle number 5 or less, such as 13-5-13).
  - ii. Apply fertilizer using smaller applications rather than a large, single application. Follow the label.
  - iii. Postpone fertilizing when more than 0.5 inch of rain is forecast within 48 hours.
  - iv. Use a tarp under the fertilizer spreader when filling or emptying to prevent spills. Make sure fertilizer does not fall onto sidewalks or impervious surfaces during application. If this happens, sweep and remove granular fertilizer, NEVER hose it off.
  - v. Do not apply fertilizer on lawn areas within 10 feet of a creek, wetland, or other water body.
  - vi. Apply fertilizer according to the needs of the plants, including just prior to budding for flowering plants, or if leaves and flowers show visual evidence of infertility such as yellow/chlorotic colors, veining, etc. Fertilize cool season grasses (such as Kentucky bluegrass) in spring, and warm season grasses during summer (mid-June and August, typically).

## **J. Irrigation**

- 1. General
  - a. Landscapes shall be irrigated as needed to maintain plant appearance and health, and avoid overspray and water damage to City's hardscape and property.

- 2. System Maintenance and Repair

Throughout the term of this agreement, the Contractor shall be responsible for the effectiveness of the irrigation systems on the site(s) covered by this agreement. The Contractor shall:

- a. Report promptly to the City's designated representative any damage to the irrigation systems. Any mainline, valve, or controller problems shall be reported to the City within 24 hours of observation.
  - i. Submittals shall be provided to the City designated representative for all repair components and piping. Repairs shall be completed upon obtaining



written approval from City's representative. Repairs shall be completed in a timely manner, with same manufacturer's components and operational function.

- ii. The City will repair any shortcoming submitted, or ask Contractor for cost estimate for repair.
  - iii. If the City chooses to have the Contractor carry out the submitted repairs or replacements, the Contractor shall provide labor and equipment.
  - iv. The City shall have the option of providing replacement parts or having the Contractor provide the parts. The Contractor shall obtain the approval of the City's designated representative before replacing any parts not covered by Minimum Specifications Section J (Irrigation) Subsection 2a(i), above, or 2a(vi), below.
  - v. Contractor shall provide copies of receipts for materials and/or parts shall be submitted upon request. If parts and materials are purchased by Contractor, mark-up shall not exceed 10%.
  - vi. Contractor shall repair or replace, at the Contractor's expense, any irrigation system equipment damaged as a result of the Contractor's performance. Contractor must replace all broken items with item of same brand and model. The City must approve all substitutions.
- b. Adjust and trim around all sprinkler heads to obtain and maintain proper water coverage.
  - c. Remove the last sprinkler head from each system and flush lines if and as required.
  - d. Contractor shall maintain the irrigation system for optimum performance, as per manufacturers specifications, by inspecting the entire system on an ongoing basis. This includes cleaning and adjusting all sprinkler and bubbler heads, drip emitters and valves for proper coverage.
  - e. Irrigation controllers shall be inspected weekly and adjusted a minimum of one time per month during the irrigation season to ensure that consumption to budget is optimized. Contractor is encouraged to work with City Water Use Efficiency staff (contact: (707) 543-4506) to compare consumption to budget.
  - f. The delivery of adequate moisture shall include, but is not limited to, hand watering, operation of manual valves, automatic controllers, and bleeding valves. If a condition such as controller breakdown, electrical problems or battery failure prevents automatic irrigation, other irrigation methods shall be used as necessary, until repairs have been authorized and completed.
  - g. An accurate irrigation controller map showing location of controllers, valves and

distribution systems (mark up of City map is acceptable) shall be prepared by the Contractor and placed in the irrigation controller enclosure. A copy shall be given to the City designated representative. The City will provide any available as built irrigation drawings for Contractor use.

### 3. Scheduling and Application

- a. The Water Manager will be responsible for programming and scheduling site irrigation using a monthly consumption to water budget approach, with the goal of managing each site's consumption to its corresponding landscape water budget. The Water Manager will apply only enough irrigation to replace natural water loss from the landscape and maintain plant health. In accordance with the following, the Water Manager shall:
  - i. Be guided by site water meters (where present), Santa Rosa Water staff input, and the City's weekly WaterSmartYard irrigation scheduling recommendations that are provided on the City's website at: [srcity.org/watersmartyard](http://srcity.org/watersmartyard).
  - ii. Consider site soil types, plant types, root depths, precipitation rates, weekly net evapotranspiration (ETO), and tailor the amount of water applied for each irrigation zone according to these and other pertinent conditions in order to apply the minimum amount of water needed to maintain plant health.
  - iii. Schedule multiple repeat cycle start times to allow the water to infiltrate into the soil and avoid/eliminate runoff, ponding, and over-watering.
- b. Irrigation will be provided using the existing irrigation systems at the following sites: 1) Laguna Treatment Plant; 2) Compost Facility; 3) Geysers; 4) Utilities Field Operations Facility; and 5) Municipal Services Center North Parking Lot. The portions of the Oakmont Treatment Plant to be irrigated will be identified by the City designated representative.
- c. Where feasible, water shall be applied at night to reduce water loss from evaporation. Controllers shall be programmed to operate system between 9pm and 6am, where possible.
- d. During each site visit, perform visual verification that the plant material is healthy and that soil moisture is adequate. Check the soil moisture content, root depth and structure with a trowel, shovel or probe to a depth of 3 to 4 inches. If the soil is dry or overly moist, adjust irrigation.

### 4. Seasonal System Maintenance and System Checks

- a. The results of all following checks shall be included in the Contractor's monthly report. Any necessary repairs shall be reported and carried out as described in

Subsection 2, Irrigation System Maintenance and Repairs, above.

- b. At start of maintenance contract, and/or in spring of each year, the Contractor shall verify available static water pressure (PSI) and gallons per minute (GPM) at point of connection to water service. Any replacement, relocation or additional materials required as a result of failure to check (PSI) and (GPM) shall be done at the Contractor's expense.
- c. Quarterly System Checks:
  - i. Within 30 days after contract award, Contractor shall inspect all irrigation systems and report condition of all components and piping to the City designated representative.
  - ii. The Contractor shall perform three additional system checks; one during system start up in early spring, one in midsummer and one in early fall. Include the findings in the system check report that includes an estimate for needed repairs based on the findings of the system check. If the check described in (i) above coincides with one of these three checks, it is not necessary to do two checks in the same period.
- d. Controller Seasonal Check—Spring, Summer and Fall
  - i. Open the controller cabinet and clean out any cobwebs, dirt, or debris.
  - ii. Change the battery and check all wiring connections.
  - iii. If a rain sensor is not attached to the controller, consult with City designated representative for retrofit options.
  - iv. Adjust time and day on the controller to current condition.
  - v. Note any problems on the system check report; necessary repairs shall be completed in accordance with Minimum Specifications, Section J (Irrigation) subsection 2 (System Maintenance and Repair).
- e. Spray Irrigation System Seasonal Check—Spring, Summer and Fall
  - i. Run the system one valve at a time and inspect for missing, broken, or leaking heads or other water leaks. Flag problem areas and report any problems on the system check report.
  - ii. Inspect system by checking the point of connection, valves and sprinkler heads.
  - iii. Test all zones. Flush each valve and circuit.
  - iv. Clean valves, spray nozzles, and filters.

- v. Trim plants or grass around heads and valve boxes and system components.
  - vi. Adjust heads as needed to minimize overspray.
  - vii. Test entire system for overall performance and distribution uniformity.
  - viii. Any problems with distribution uniformity will be noted in the system check report and discussed with the City designated representative. Necessary repairs shall be completed in accordance with Minimum Specifications, Section J (Irrigation) subsection 2 (System Maintenance and Repair).
- f. Drip System Seasonal Check—Spring, Summer and Fall
- i. Remove end caps and flush out any dirt and debris from the system.
  - ii. Replace end caps and run the system, one valve at a time. Flag any broken or missing fittings, emitters or tubing.
  - iii. Note clogged, broken or missing emitters on system check report.
  - iv. Note pinched or broken tubing on system check report. Pinched tubing shall be repaired, not straightened.
  - v. Note any water filter and/or or pressure regulator that are not present on system check report.
  - vi. Identify where emitter location results in overspray and note this and other drip system problems on the system check report.
  - vii. All necessary repairs shall be completed in accordance with Section Minimum Specifications, Section J (Irrigation) subsection 4 (System Maintenance and Repair).

## **K. Lawn Care**

The Contractor shall maintain all lawn areas on the sites covered by this agreement in a healthy, growing condition by performing the following operations and other work incidental thereto:

- A. Mowing
  - a. Mow the lawn frequently enough so that no more than one-third of the grass blade is removed during a single mowing, and maintain a height of 3" to 3 ½", and up to 4" during summer. Do not mow grass less than 3 1/2" high.
  - b. Contractor shall use a mulching mower and leave lawn clippings on surface.

- c. The Contractor shall remove all paper, rubbish, twigs, limbs, branches or debris from each lawn area prior to mowing.
- d. Mowing shall be done only by clean and properly adjusted mowing equipment with sharp cutting edges so that grass blades are not shredded or damaged.
- e. Bruising or rough cutting of grass will not be permitted.
- f. "Scalping" will not be permitted.

B. Trimming

- a. All lawn area edges along curbs and walks shall be trimmed after each mowing. Edging shall include cutting all grass along walls, fences, foundations, curbs, sidewalks, paths, shrubs, tree trunks, poles, guy wires, or any other object or structure within or bordering the lawn areas.
- b. Trimming shall be done by powered edging equipment.
- c. Trimming shall be done around irrigation system sprinkler heads as necessary to permit maximum water coverage by the system.
- d. Turf around trees shall be mechanically edged at twelve inches (12") around tree trunk.
- e. The Contractor shall avoid damaging tree trunks, shrubs, sprinkler heads, buildings, and other objects and structures during trimming operations. Any such damage shall be reported immediately to the City's designated representative.

C. Weeds, Disease, and Pest Control

- a. The Contractor shall have all required permits and licenses for the possession and use of pesticides. The Contractor's employees shall have completed all necessary and required training(s) before applying pesticides Minimum Specifications, Section A (Contractor Qualifications and Work Requirements).
- b. The Contractor and their employees shall be familiar with the Russian River Friendly Landscape Guidelines.
- c. Contractor shall be trained in and utilize Integrated Pest Management practices, and be responsible for the selection, timing, and proper use of pesticides and for the specific applications for which the same may be used. Any damage resulting from the use of pesticides shall be the responsibility of the Contractor.
- d. Turf Treatment Programmatic Specifications

The use of appropriate cultural methods (such as mulch mowing, appropriate

fertilization, aeration, and irrigation) described more fully in Minimum Qualifications Section I (Soil Management and Fertilization); Section J (Irrigation), Section K (Lawn Care); and Section O (Maintenance and Clean Up) will minimize weed cover on all managed turf. Should weed cover increase to over 20% coverage of the turf area, then weeds shall be pulled; applications of organic herbicide may be considered if hand pulling has been conducted and is inadequate to reduce weeds to below 20% coverage. The goal for this section is to manage for healthy/vigorous turf while maintaining site aesthetics.

**Target Pest:** broadleaf weeds

**Approved Techniques:**

- Hand pull weeds from turf areas.
- Apply organic herbicide as necessary for selective broad-leaf weed control. See attached Pest Control Recommendation–Turf for details on application rates and restrictions (Appendix A1).

D. Aerating and Renovating

- a. Lawn areas shall be aerated at least once each year and shall be renovated as necessary to retain current quality. Renovating shall consist of verti-cutting and raking to remove thatch, followed by reseeding, and top dressing. Such aeration shall be done more frequently if required to maintain good water penetration.
- b. As required by the City's designated representative, Contractor shall reseed bare places or depressions in lawn areas after first bringing such depressions to grade level with top soil.

E. Watering

- a. Lawn areas shall be irrigated as required by site and weather conditions to provide adequate moisture for optimum health while maintaining the application of water to match the site's landscape water budget.
- b. Wherever or at any time that a regularly installed sprinkler irrigation system does not adequately cover the lawn area in which it is installed, the Contractor shall furnish and set out hoses and sprinklers as required to uniformly water the lawn areas.
- c. Watering shall be done at night or in the early morning and shall be controlled to prevent any runoff, ponding, and over watering.
- d. Irrigation controllers shall use repeat cycling where possible to allow water to soak in to soil and prevent runoff or ponding.

F. Fertilizing

- a. Lawn areas shall be fertilized in accordance with Minimum Specifications, Section I (Soil Management and Fertilization).
- b. Lawn areas shall be watered immediately after fertilization to prevent burning of grass. Burning of grass due to improper fertilization work on lawn areas shall be considered as "property damage" and shall be corrected by the Contractor.
- c. The Contractor shall include fertilizing schedule information in the monthly work schedule required in Minimum Specifications, Section G (Reporting and Inspecting).

#### **L. Trees, Shrubs, and Ground Cover Care**

The Contractor shall maintain all trees, shrubs, and ground cover on the sites covered by this agreement, in a healthy, growing condition by performing the following operations and other work incidental thereto:

##### **1. Watering**

- a. All watering shall be consistent with Minimum Specifications, Section J (Irrigation).
- b. Trees, shrubs, and ground cover shall be watered deeply and slowly to establish moisture to the full depth of the root zones. Watering shall be done in a manner to avoid erosion of soil, any runoff or ponding of water, or creating a waterlogged soil condition. The Contractor shall furnish and set out hoses and sprinklers when and where necessary to ensure watering coverage. Areas designated, as non-irrigated landscaping shall not be irrigated.
- c. The Contractor shall make a moisture check of representative plants in the landscaping at each site to establish a need for watering.
- d. The Contractor shall maintain a water basin of such size around young trees, as is necessary to ensure that enough water can be applied to establish moisture through the major root zone. A water wand shall be used to break the water force when hand watering. Water basins shall be opened during the rainy season to allow surface drainage away from the root crown where excess water may accumulate.

##### **2. Pruning & Minor Tree Care (up to 15' above ground)**

- a. The Contractor shall ensure that only professionally qualified personnel using approved methods and techniques perform pruning:
  - i. Excessive pruning or stubbing back shall not be permitted.
  - ii. All pruning cuts shall maintain the branch bark ridge and shall be clearly cut with no tearing of the bark. No flush cuts shall be permitted.

- iii. Shearing of shrubs and ground cover will be permitted only if specifically approved by the City's designated representative.
- b. Trees shall be pruned to select and develop permanent scaffold branches that are smaller in diameter than the trunk or branch to which they are attached and which have vertical spacing of from eighteen inches (18") to forty-eight inches (48") inches with radial orientation so as not to overlay one another.
- c. Under no circumstances shall stripping of lower branches ("raising up") of young trees be permitted. Lower branches shall be retained in a "tipped back" or pinched condition with as much foliage as possible to promote caliper trunk growth (tapered trunk). Lower branches may be cut only after obtaining permission from the City's designated representative.
- d. Evergreen trees shall be thinned out and shaped when necessary to prevent wind and storm damage.
- e. Pruning of trees and shrubs shall be done as needed to achieve the following:
  - i. To shape, particularly to correct misshaping caused by the wind.
  - ii. To raise the lower branches of trees above head height wherever they overhang walks or paths.
  - iii. To cut back shrubs and ground cover where they encroach on the walks, paths, paved areas and fence lines.
  - iv. To remove suckers, watersprouts, and other undesirable growth on trees.
  - v. To remove all dead or damaged branches.
- f. Minor pruning may be done at any time.
- g. Pruning to remove a hazard shall be done immediately.

### 3. Staking & Guying

The Contractor shall maintain and replace stakes and guys with materials approved by the City's designated representative, and maintain and replace plant ties to provide support without chafing of bark. Additional stakes or guys shall be placed as needed to correct misshaping caused by wind.

### 4. Fertilizing

- a. All trees, shrubs, and ground cover in irrigated areas shall be fertilized two (2) times per year, as per Minimum Specifications, Section I (Soil Management and Fertilization).



- b. Fertilizer shall be spread evenly under trees and shrubs to the drip line and shall not be applied to the root ball or the base of the main stem.
5. Replacement of Plants and Trees
- a. The Contractor shall remove dead and damaged trees and plants, and if directed, replace the same with plants of equivalent size and variety, and trees of equivalent variety and size up to 15 gallons, after obtaining the approval of the City's designated representative for such replacement. The City shall provide replacement trees for those that have died or been damaged through no fault of the Contractor, except as defined in Minimum Specifications, Section (Workmanship, Quality, and Appearance Level). The Contractor is responsible for providing labor and equipment to plant all replacement plants and trees under this contract.

#### **M. Weed Control**

1. The Contractor shall be trained in and use Integrated Pest Management practices, and be responsible for pest control on all trees, shrubs, ground cover, and other site features.
2. Annual weeds are to be controlled during their growing season in the winter and spring when they are most susceptible to cultural control methods (see Gantt Chart in Appendix B). Frequent control when plants are young will enhance overall control in the landscape and prevent them from establishing large populations.
3. Perennial weeds are to be controlled to the extent possible during the winter and spring with cultural control methods when soils are moist and roots can be fully removed (see Gantt Chart in Appendix B).
4. The general non-organic herbicide guidelines (for locations where such herbicides are allowed) follows:
  - a. The only non-organic herbicide that may be used is Roundup Custom™ Herbicide (see attached Pest Control Recommendation – Industrial Sites in Appendix A for details on application rates and restrictions).
  - b. Roundup Custom™ Herbicide is only to be used as a last resort if performance goals cannot be otherwise met. Roundup Custom™ may only be used one per year per target pest and only at the end of each weed species' growing cycle (see attached Gantt Chart, Appendix B).
  - c. Roundup Custom™ will be applied only as spot treatment of individual plants (no broadcast spraying).
  - d. Review pesticide labels for time periods for optimum control and weed species

control. Most pesticides are ineffective when used at incorrect times in a weed's lifecycle.

- e. Properly identify all weeds before treatment, and limit all pesticide applications to time periods when they are effective.
- f. Roundup Custom™ Herbicide is not to be used for weed control on concrete and asphalt surfaces.
- g. It will not be applied within 15 feet of public paths or on grounds of areas frequented by children without temporary closure.
- h. Observe all label guidelines, and notes and restrictions on attached Pest Control Recommendation sheets (Appendix A).
- i. Recommended Pest Control Methods Based on Landscape Type and Service Frequency:

The following describes the programmatic treatment for the different types of site conditions. The appropriate treatment specifications will be referenced in the subsequent discussion of the site-specific specifications for all Santa Rosa Water sites.

## **1. Hard Surfaces Programmatic Treatment Specifications**

Hard surface areas include concrete, asphalt and gravel-surfaced areas surrounding water treatment facilities, offices, and parking areas. Proper maintenance of these areas can minimize the need for weed control. Regular control of weeds in these areas will prevent further damage to hard surfaces and enhance long-term control of weeds. These areas are maintained to enhance facilities access, security, and fire safety.

**Target Pest:** Annual/Perennial weeds

**Goals:** Keep pavement cracks/seams weed free in areas easily visible by the public and at least 80% weed free in other areas. All weeds to be maintained at 4 inches in height or less unless otherwise noted.

### ***A. Hard Surfaces Weed Treatment Protocol 1: Weekly Services Areas***

Approved Techniques:

- Hand pull weeds from cracks, margins and edges.
- Mow (string trimmer) all weeds to target height in cracks or other areas.
- Propane flaming asphalt areas (cracks/margins). Propane flaming shall only be used during the winter season when plants and surrounding environment is wet. Flaming during rain events is optimal. Contractor shall

have basic firefighting equipment onsite at all times (fire extinguisher, shovel, axe).

- Mow 3' on each side of perimeter fencing to maintain vegetation < 6" high.
- Organic herbicide may be used as needed. Control weeds on young annual and germinating perennials. See attached Pest Control Recommendation and Gantt Chart in Appendix B.
- Spot treatment using Roundup Custom™ Herbicide is permitted as a last resort for weeds on gravel surfaces only (not asphalt or concrete) if other methods fail to meet performance goal. **Spray each weed a maximum of 1x per year at the end of the growing season for each target species.** See attached Pest Control Recommendation (Appendix A).

### ***B. Hard Surfaces Weed Treatment Protocol 2: Weekly Services Areas***

Approved Techniques:

- Hand pull weeds from cracks, margins, and edges.
- Mow (string trimmer) all weeds to target height in cracks or other areas.
- Mow 3' on each side of perimeter fencing to maintain vegetation < 6" high.
- Apply organic herbicides as needed. See attached Pest Control Recommendation and Gantt Chart in Appendix B.
- Spot treatment using Roundup Custom™ Herbicide is permitted as a last resort for weeds on gravel surfaces only (not asphalt or concrete) if other methods fail to meet performance goal. Spray each weed a maximum of 1x per year at the end of the growing season for each target species. See attached Pest Control Recommendation (Appendix A).

### ***C. Hard Surfaces Weed Treatment Protocol 3: Low Frequency Service Areas***

- Goal: Keep at least 80% of pavement cracks/seams weed free. All weeds to be maintained at 4 inches or less. Keep at least 90% of pavement cracks/seams weed free.

Approved Techniques:

- Hand pull weeds from cracks, margins and edges.
- Mow (string trimmer) all weeds to target height in cracks or other areas.
- Mow 3' on each side of perimeter fencing to maintain vegetation < 6" high.
- Organic herbicides as needed – see attached Pest Control Recommendation
- Spot treatment using Roundup Custom™ Herbicide is permitted as a last resort for weeds on gravel surfaces only (not asphalt or concrete) if other methods fail to meet performance goal. **Spray each weed a maximum of 1x per year at the end of the growing season for each target species.** See attached Pest Control Recommendation (Appendix A).

## **2. Planter Beds Programmatic Treatment Specifications**

Use cultural methods (mulch, proper pruning, proper irrigation) to encourage landscaping plant health and growth and discourage weeds in all landscaping areas. Keep planter beds and tree wells free of weeds and debris on a rotational basis, throughout the year by hand pulling or other mechanical means. Site shall be weeded by hand or mechanical weeding methods that remove the roots at least once per visit. Effective monitoring and routine maintenance will control weeds while they are small before they have the opportunity to set seed; limiting effort for future maintenance.

**Target Pest:** Annual/perennial weeds

**Goals:** Promote healthy/vigorous landscape planting areas with weed cover less than 20%. Promote growth of seedling trees in buffer areas to increase site shading to reduce weeds.

#### ***A. Planting Bed Treatment Protocol 1: Weekly Services Areas***

Approved Techniques:

- Hand pull weeds from target areas.
- Add/replenish mulch for planting beds to suppress weeds.
- Organic herbicide – see attached Pest Control Recommendation (Appendix A).
- Spot treatment using Roundup Custom™ Herbicide is permitted as a last resort. Spray each weed a maximum of 1x per year at the end of the growing season for each target species. See attached Pest Control Recommendation (Appendix A).
- Preserve native tree seedlings and young trees from damage pulling and mowing damage.

#### ***B. Planting Bed Treatment Protocol 2: Monthly Services Areas***

Approved Techniques:

- Hand pull weeds from target areas.
- Add/replenish mulch for planting beds to suppress weeds.
- Organic herbicide – see attached recommendation (Appendix A)
- Spot treatment using Roundup Custom™ Herbicide is permitted as a last resort. Spray each weed a maximum of 1x per year at the end of the growing season for each target species. See attached Pest Control Recommendation (Appendix A).

#### ***C. Planting Bed Treatment Protocol 3: Low Frequency Service Areas***

Approved Techniques:

- Hand pull any annual weeds at the time of the maintenance visit.
- Add/replenish mulch for planting beds to suppress weeds.
- Spot treatment using Roundup Custom™ Herbicide is permitted as a last resort. Spray each weed a maximum of 1x per year at the end of the growing season for each target species. See attached Pest Control Recommendation (Appendix A).

#### **N. General Maintenance and Cleanup**

1. The Contractor shall collect all clippings, trimmings, cuttings, rubbish, litter, and debris at each site covered by this agreement and deal with as follows:
  - a. Lawn grass that has been cut with a mulching mower shall be left in place.
  - b. Tall grass that has been cut with a string trimmer shall be left in place.
  - c. Leaf litter shall be left in planting beds as mulch, as described in Minimum Specifications, Section I (Soil Management and Fertilization).
  - d. Compostable plant material that cannot be left in place may be left to compost in piles on those sites where space and aesthetic considerations permit. Such material may NOT be left on site at Water Stations and Lift Stations. Material left on site may be generated at that site alone, and shall not include material that is slow to biodegrade, such as coarse woody debris (branches, trees, stumps, etc); rocky material (rocks, sand, gravel, etc.); or man-made materials.
  - e. All diseased leaves and plants and branches or larger prunings shall be removed from the site.
  - f. Compostable plant material that does not fit into the preceding categories, which was generated as a result of this contract, may be disposed of at the City's Compost Facility, located at 4301 Llano Road, Santa Rosa. The Contractor will be responsible for transporting all material. Wood products may also be taken to the Compost Facility as long as they have been chipped. Should the Contractor elect not to dispose of the grass or wood products at the City Compost Facility, the cost for disposing of said products will not be an additional cost to the City.
  - g. Non-compostable litter, rubbish and other debris shall be removed from each site and disposed of in a lawful manner at the Contractor's expense. Clippings, trimmings, removed trees, cuttings, rubbish, or debris resulting from Contractor's performance under this agreement shall NOT be deposited in the refuse cans or dumpsters placed by the City at various locations in the areas covered by this agreement. Note: Non-organic' debris found on site CAN be disposed of in City dumpsters.
  
2. The Contractor shall keep all ground cover areas, all areas around shrubs and trees,

next to building, fences, tanks, sidewalks, paths, curbs, and gutters free from rocks, glass, and other debris.

3. The Contractor shall keep all cracks and seams in sidewalks, curbs, street gutters, and other paved areas relatively free of weeds (meeting the performance goals established in Minimum Specifications, Section M (Weed Control)).
4. The Contractor shall keep all sidewalks and paved areas clear of dead plant material such as leaves, twigs, and branches.
5. The Contractor shall keep sidewalks and paved areas swept and cleaned of any dirt or soil that might be washed from adjacent slopes or planted areas.
6. The Contractor shall repair any eroded places on the landscaped area covered by this agreement by replacement of topsoil to bring such eroded places back to original grade. The cause of erosion shall be reported promptly to the City's designated representative.
7. Work sites shall be left orderly and neat upon completion of work for that particular day.
8. The Contractor is responsible for all traffic control required as a result of this contract. A traffic plan shall be submitted to and approved by the City Traffic Engineering Division two weeks prior to performing any work requiring traffic control.
9. The Contractor is responsible for picking up and disposing of trash found on site during the course of their maintenance.

**O. Equipment**

1. The Contractor shall furnish, maintain, and use sufficient modern and efficient equipment and tools to perform the work required under the provisions of this agreement. All equipment and tools shall be kept in safe, usable condition with cutting edges properly sharpened. The City's designated representative may direct that the Contractor discontinue the use of any equipment or tools that in the opinion of said representative are not in an acceptably safe and usable condition.

# INDIVIDUAL SITE SPECIFICATIONS

## WEEKLY SERVICES

All sites shall be maintained in accordance with the above specifications.

### **1. Laguna Treatment Plant 4300 Llano Road, Santa Rosa, CA**

Contractor's crew leader shall check in with the City's designated representative at the beginning of weekly maintenance visit at the Laguna Treatment Plant Warehouse.

#### LAWNS

The lawns at this site are being phased out. Accordingly, no maintenance is to be conducted beyond mowing. Mowing shall be done in accordance with Minimum Guidelines Section K (Lawn Care).

#### GROUND COVER

##### A. Weed Control

Tree, shrub, and ground cover beds shall be maintained on a regular basis using the timeline below and using the methods outlined in the Minimum Specifications Section M (Weed Control). Depending on the area on the site, use the programmatic specifications for Turf, Planting Bed and Hard Surfaces Weed Treatment Protocol #1 – Weekly Service Areas.

JAN – (4x/month) hand pull planting beds/hard surfaces

FEB – (4x/month) treat beds and hard surfaces with hand pulling, propane flaming and/or organic spray.

MAR – (4x/month) hand pull and/or apply organic spray in planting beds/hard surfaces

APR – (4x/month) hand pull, mow in planting beds/hard surfaces

MAY – (4x/month) hand pull, mow, if necessary apply Roundup Custom™ in planting beds

JUN – (4x/month) hand pull, fire safety mow. Roundup Custom™ may be used in planting beds if necessary

JUL – (2x/month) hand pull in planting beds

AUG – (1x/month) and pull in planting beds

SEPT – (1x/month) hand pull in planting beds

OCT – (1x/month) hand pull in planting beds

NOV – (1x/month) hand pull in planting beds

DEC – (2x/month) hand pull in planting beds

##### B. Edging

Ground covers shall be kept within designated areas. Invasive ground covers shall be kept trimmed away from buildings. Ground covers will be allowed to grow on fences unless

amended below. Ground covers shall be prevented from invading shrubs or climbing trees.

### TREES AND SHRUBS

#### A. General

- All pruning of trees and shrubs is included.
- Keep ivy away from Administration Building.

#### B. Trees

- "Regular maintenance" of trees will include pruning for pedestrian clearance, structural clearance, light clearance, and immediate safety issues (such as broken limbs).
- Keep tree branches away from Administration Building.
- Annual pruning shall be done to thin the crown and establish healthy structure.

#### C. Pruning – Shrubs

- Pruning shall promote structural strength and health, and accentuate the plant's natural forms and features within the limitations of space. Annual pruning shall be done to thin the crown and establish healthy structure.
- Hedging and shearing of plants shall be performed as required by seasonal plant growth to remove excess and uneven growth, and to prevent crowding other plants,) structures and walking paths.
- Hedge rows shall be pruned to maintain a tidy uniform appearance.
- Shrubs beneath windows shall be topped at window sill height.

### IRRIGATION –RECLAIMED WATER – CONDITIONS CHANGE DUE TO DROUGHT

- #### A.
- The Contractor will operate and maintain the irrigation system per minimum specifications covered by Minimum Specifications, Section J (Irrigation).

### MISCELLANEOUS

- #### A.
- High weed mowing shall be performed two (2) to four (4) times per year depending on weather conditions in the following areas within the Treatment Plant perimeter fence and on both sides of Llano Rd., Meadow Lane and Walker Road. High weed mowing during the nesting bird season (February 1—September 30) must be approved by one of the City's Environmental Specialists to ensure all active nests are flagged and avoided by Contractor.
- Llano Road: East side from the south plant entrance to Meadow Lane;



West side from the pump station to the bridge.

- Meadow Lane: south side only (adjacent to treatment plant) between Llano Road and Walker Road.
- Walker Road: west side only (adjacent to treatment plant) from Meadow Lane to southern treatment plant boundary.
- Inside Treatment Plant: Mow areas around solar panels, along drive south of Admin Building, east of Admin Building, behind and just north of Warehouse.
- NOTE: Bird Sanctuary shall not be mowed.

## MAINTENANCE

All non-organic debris and litter shall be picked up and disposed of. Pavement, cement and other hard surfaces shall be blown clear of leaf litter and other debris. Maintenance and disposal shall be conducted according to Minimum Specifications Section O, General Maintenance and Cleanup.

## **2. Compost Facility 4301 Llano Road, Santa Rosa, CA**

### GROUND COVER

#### A. Weed Control

Tree, shrub, and ground cover beds shall be weeded on a regular basis using the timeline below and using the methods outlined in the General Specifications: Turf, Planting Bed and Hard Surface Weed Protocol #1 – Weekly Service Areas.

Additionally, mow perimeter fenceline along Llano Road from creek to Geysers Station as necessary to maintain fenceline access. Mow all berms around the building. Hand pulling only of weeds in the biofilter area (absolutely no spraying allowed).

JAN – (4x/month) hand pull planting beds/hard surfaces

FEB – (4x/month) treat with hand pulling, propane flaming and/or organic spray in beds/hard surfaces  
MAR – (4x/month) hand pull and/or organic spray in planting beds/hard surfaces

APR – (4x/month) hand pull, mow in planting beds/hard surfaces

MAY – (4x/month) hand pull, mow. Roundup Custom™ may be used in planting beds if necessary

JUN – (4x/month) hand pull, fire safety mow. Roundup Custom™ may be used in planting beds if necessary

JUL – (2x/month) hand pull in planting beds

AUG – (1x/month) hand pull in planting beds

SEPT – (1x/month) hand pull in planting beds

OCT – (1x/month) hand pull in planting beds

NOV – (1x/month) hand pull in planting beds  
DEC – (2x/month) hand pull in planting beds

#### B. Edging

Ground covers shall be kept within designated areas. Invasive ground covers shall be kept trimmed away from buildings. Ground covers will be allowed to grow on fences unless amended below. Ground covers shall be prevented from invading shrubs or climbing trees.

#### TREES AND SHRUBS

All pruning of trees and shrubs is required. Annual pruning shall be done to thin the crown and establish healthy structure. "Regular maintenance" of trees will include pruning for pedestrian clearance, structural clearance, light clearance, and immediate safety issues (such as broken limbs).

#### Pruning–Shrubs

Pruning shall promote structural strength and health, and accentuate the plant's natural forms and features within the limitations of space. Hedging and shearing of plants shall be performed as required by seasonal plant growth to remove excess and uneven growth, and to prevent crowding other plants, structures and walking paths. Hedge rows shall be pruned to maintain a tidy uniform appearance. Shrubs beneath windows shall be topped at window sill height.

#### IRRIGATION – CONDITIONS CHANGE DUE TO DROUGHT

The Contractor will operate and maintain the irrigation system per Minimum Specifications, Section J (Irrigation), accepting any recommendations from the City.

#### MAINTENANCE

All non-organic debris and litter shall be picked up and disposed of. Pavement, cement and other hard surfaces shall be blown clear of leaf litter and other debris. Maintenance and disposal shall be conducted according to Minimum Specifications Section M, General Maintenance and Cleanup.

#### MISCELLANEOUS

##### **Alpha Farm, 3300 Llano Road, Santa Rosa, CA**

- Supply all labor and materials to remove hemlock and thistle at both Alpha Farm and Compost Facility.
- The Contractor will perform high weed mowing and string trimming at areas outlined on map to be provided, to create a 3' wide area from the bottom of the slope. This service will take place three (3) times per year, as scheduled per the

direction of the Stores Specialist.

- Any compostable material that is not left in place may be disposed of on-site, in piles left in discreet locations.

### **3. Geysers Operation Center 35 Stony Point Road, Santa Rosa, CA**

#### GROUND COVER

##### A. Weed Control

Tree, shrub, and ground cover beds shall be weeded on a regular basis using the timeline below and using the methods outlined in the General Specifications: Turf, Planting Bed and Hard Surface Weed Protocol #1 – Weekly Service Areas.

JAN – (4x/month) hand pull planting beds/hard surfaces

FEB – (4x/month) treat with hand pulling, propane flaming and/or organic spray in planting beds/hard surfaces  
MAR – (4x/month) hand pull and/or Organic spray in planting beds/hard surfaces

APR – (4x/month) hand pull, mow in planting beds/hard surfaces

MAY – (4x/month) hand pull, mow. Roundup Custom™ may be used in planting beds if necessary

JUN – (4x/month) hand pull, fire safety mow. Roundup Custom™ may be used in planting beds if necessary

JUL – (2x/month) hand pull in planting beds

AUG – (1x/month) hand pull in planting beds

SEPT – (1x/month) hand pull in planting beds

OCT – (1x/month) hand pull in planting beds

NOV – (1x/month) hand pull in planting beds

DEC – (2x/month) hand pull in planting beds

##### B. Edging

Edging along sidewalks, structures, and curbs shall be performed bi-weekly. Ground covers shall be kept within designated areas. Invasive ground covers shall be kept trimmed away from buildings. Ground covers will be allowed to grow on fences unless amended below. Ground covers shall be prevented from invading shrubs or climbing trees.

#### TREES AND SHRUBS

All pruning of trees and shrubs is included. Annual pruning shall be done to thin the crown and establish healthy structure. "Regular maintenance" of trees will include pruning for pedestrian clearance, structural clearance, light clearance, and immediate safety issues (such as broken limbs).

##### Pruning–Shrubs

Pruning shall promote structural strength and health, and accentuate the plant's natural

forms and features within the limitations of space. Hedging and shearing of plants shall be performed as required by seasonal plant growth to remove excess and uneven growth, and to prevent crowding other plants, structures and walking paths. Hedge rows shall be pruned to maintain a tidy uniform appearance. Shrubs beneath windows shall be topped at window sill height.

#### IRRIGATION – CONDITIONS CHANGE DUE TO DROUGHT

The Contractor will operate and maintain the irrigation system per minimum specifications covered by Minimum Specifications, Section J (Irrigation), accepting any recommendations from the City.

#### **4. Utilities Field Operations Facility 35 Stony Point Road, Santa Rosa, CA**

##### GROUND COVER

###### A. Weed Control

Tree, shrub, and ground cover beds shall be weeded on a regular basis using the timeline below and using the methods outlined in the General Specifications: Turf, Planting Bed and Hard Surface Weed Protocol #1 – Weekly Service Areas. Additionally, mow perimeter fencelines as necessary to maintain fenceline access.

JAN – (4x/month) hand pull planting beds/hard surfaces.

FEB – (4x/month) treat with hand pulling, propane flaming and/or Organic spray in beds/hard surfaces. MAR – (4x/month) hand pull and/or Organic spray in planting beds/hard surfaces.

APR – (4x/month) hand pull, mow in planting beds/hard surfaces.

MAY – (4x/month) hand pull, mow. Roundup Custom™ may be used in planting beds.

JUN – (4x/month) hand pull, fire safety mow. Roundup Custom™ may be used in planting beds.

JUL – (2x/month) hand pull in planting beds.

AUG – (1x/month) hand pull in planting beds.

SEPT – (1x/month) hand pull in planting beds.

OCT – (1x/month) hand pull in planting beds.

NOV – (1x/month) hand pull in planting beds.

DEC – (2x/month) hand pull in planting beds.

###### B. Edging

1. Ground covers shall be kept within designated areas. Invasive ground covers shall be kept trimmed away from buildings. Ground covers will be allowed to grow on fences unless otherwise directed. Ground covers shall be prevented from invading shrubs or climbing trees.
2. Edging along sidewalks, structures, and curbs shall be performed biweekly.

#### IRRIGATION – CONDITIONS CHANGE DUE TO DROUGHT

The Contractor shall operate and maintain the irrigation system per minimum specifications covered by General and Minimum Specifications, Section J (Irrigation), accepting any recommendations from the City.

#### MAINTENANCE

All non-organic debris and litter shall be picked up and disposed of. Pavement, cement and other hard surfaces shall be blown clear of leaf litter and other debris. Maintenance and disposal shall be conducted according to Minimum Specifications Section M (General Maintenance and Cleanup).

### **5. Municipal Services Center North Parking Lot 55 Stony Point Road, Santa Rosa, CA**

#### PARKING LOT AND SIDEWALKS

All non-organic debris and litter shall be picked up and disposed of. Pavement, cement and other hard surfaces shall be blown clear of leaf litter and other debris. Maintenance and disposal shall be conducted according to Minimum Specifications Section M, General Maintenance and Cleanup.

#### GROUND COVER

##### Weed Control

Tree, shrub, and ground cover beds shall be weeded on a regular basis using the timeline below and using the methods outlined in the General Specifications: Turf, Planting Bed and Hard Surface Weed Protocol #1 – Weekly Service Areas.

NOTE: All weeding in bio-swales shall be done by hand; NO pesticide spraying to be done on bio-swales in the main parking lot area per storm water permit.

JAN – (4x/month) hand pull planting beds/hard surfaces/bioswales

FEB – (4x/month) treat with hand pulling/propane flaming and/or Organic spray in beds/hard surfaces. Hand pull in bioswales.

MAR – (4x/month) hand pull and/or Organic spray in planting beds/hard surfaces. Hand pull in bioswales. APR – (4x/month) hand pull, mow in planting beds/hard surfaces. Hand pull in bioswales.

MAY – (4x/month) hand pull, mow. Roundup Custom may be used in planting beds only, if necessary.

JUN – (4x/month) hand pull, fire safety mow. Roundup Custom may be used in planting beds only, if necessary.

JUL – (2x/month) hand pull in planting beds/bioswales.

AUG – (1x/month) hand pull in planting beds/bioswales.

SEPT – (1x/month) hand pull in planting beds/bioswales.

OCT – (1x/month) hand pull in planting beds/bioswales.

NOV – (1x/month) hand pull in planting beds/bioswales.

DEC – (2x/month) hand pull in planting beds/bioswales.

#### TREES AND SHRUBS

All pruning of trees and shrubs is included. Annual pruning shall be done to thin the crown and establish healthy structure. "Regular maintenance" of trees will include pruning for pedestrian clearance, structural clearance, light clearance, and immediate safety issues (such as broken limbs), Shrubs/grasses will be cut back and trimmed as needed.

#### IRRIGATION – RECLAIMED WATER – CONDITIONS CHANGE DUE TO DROUGHT

- A. The Contractor will operate and maintain the irrigation system per minimum specifications covered by Minimum Specifications, Section J (Irrigation), accepting any recommendations from the City.
- B. Watering shall be done at night or in the early morning and shall be controlled to prevent any reclaimed water runoff, ponding, and over-watering.
- C. Irrigation controllers shall be recycled where possible to allow water to soak in and prevent runoff or ponding.

#### STAKING & GUYING

Maintain and replace stakes and guys with approved materials, and maintain and replace plant ties to provide support without chafing of bark. Additional stakes or guys shall be placed as needed to correct misshaping caused by wind. Climbing of foliage along fence will be trellis to fence as needed.

#### FERTILIZING

All trees, shrubs and ground cover in irrigated areas shall be fertilized two (2) times per year. Fertilizer shall be spread evenly under trees and shrubs to the drip line and shall not be applied to the root ball or the base of the main stem.

#### MISCELLANEOUS

Leaf cleanup and debris in bio-swales will be cleaned as needed.

### **6. Brown Farm CIMIS Station #83 2200 Llano Road, Santa Rosa, CA**

#### MAINTENANCE

The Contractor shall maintain lawn area in and around the CIMIS station in a healthy and vigorous growing condition as outlined in General and Minimum Specifications, Section 0, Item 5. City shall be responsible for irrigation lawn area.

All non-organic debris and litter shall be picked up and disposed of. Pavement, cement and other hard surfaces shall be blown clear of leaf litter and other debris. Maintenance and

disposal shall be conducted according to Minimum Specifications Section M, General Maintenance and Cleanup.

#### MOWING

Frequency of mowing will depend on current weather and growing conditions. Mowing will be done weekly if needed at a height of no less than four inches (4") or greater than six inches (6"). Mow a 2' strip along the outside of the fence to maintain access to the station on a weekly basis.

### **7. Bennett Valley CIMIS Station #158 3330 Yulupa Ave., Santa Rosa, CA**

#### MAINTENANCE

The Contractor shall maintain lawn area in and around the CIMIS station in a healthy and vigorous growing condition as outlined in General and Minimum Specifications, Section O, Item 5. City shall be responsible for irrigation lawn area.

All non-organic debris and litter shall be picked up and disposed of. Pavement, cement and other hard surfaces shall be blown clear of leaf litter and other debris. Maintenance and disposal shall be conducted according to Minimum Specifications Section M, General Maintenance and Cleanup.

#### MOWING

Frequency of mowing will depend on current weather and growing conditions. Mowing will be done weekly if needed at a height of no less than four inches (4") or greater than six inches (6"). In addition to the area within the fence, contractor shall mow the 1.5 acre area outside of the fence to maintain a consistent height and aesthetic.

### **8. 2260 Sonoma Ave. Water Pump Station 4, Santa Rosa, CA**

#### GROUND COVER

##### A. Weed Control

Tree, shrub, and ground cover beds shall be weeded on a regular basis using the timeline below and using the methods outlined in the General Specifications: Turf, Planting Bed and Hard Surface Weed Protocol #1 – Weekly Service Areas. Additionally, mow perimeter fence lines as necessary to maintain fence line access.

JAN – (4x/month) hand pull planting beds/hard surfaces/bioswales

FEB – (4x/month) treat with hand pulling, propane flaming and/or Organic spray in

beds/hard surfaces/bioswales MAR – (4x/month) hand pull and/or Organic spray in planting beds/hard surfaces/bioswales

APR – (4x/month) hand pull, mow in planting beds/hard surfaces/bioswales

MAY – (4x/month) hand pull, mow. Roundup Custom™ may be used in planting beds

JUN – (4x/month) hand pull, fire safety mow. Roundup Custom™ may be used in planting

beds

JUL – (2x/month) hand pull in planting beds/bioswales

AUG – (1x/month) hand pull in planting beds/bioswales

SEPT – (1x/month) hand pull in planting beds/bioswales

OCT – (1x/month) hand pull in planting beds/bioswales

NOV – (1x/month) hand pull in planting beds/bioswales

DEC – (2x/month) hand pull in planting beds/bioswales

#### B. Edging

1. Ground covers shall be kept within designated areas. Invasive ground covers shall be kept trimmed away from buildings. Ground covers will be allowed to grow on fences unless otherwise directed. Ground covers shall be prevented from invading shrubs or climbing trees.
2. Edging along sidewalks, structures, and curbs shall be performed biweekly.

#### IRRIGATION – CONDITIONS CHANGE DUE TO DROUGHT

The Contractor shall operate and maintain the irrigation system per minimum specifications covered by General and Minimum Specifications, Section J (Irrigation), accepting any recommendations from the City.

#### TREES AND SHRUBS

All pruning of trees and shrubs is included. Annual pruning shall be done to thin the crown and establish healthy structure. "Regular maintenance" of trees will include pruning for pedestrian clearance, structural clearance, light clearance, and immediate safety issues (such as broken limbs).

##### Pruning–Shrubs

Pruning shall promote structural strength and health, and accentuate the plant's natural forms and features within the limitations of space. Hedging and shearing of plants shall be performed as required by seasonal plant growth to remove excess and uneven growth, and to prevent crowding other plants, structures and walking paths. Hedge rows shall be pruned to maintain a tidy uniform appearance. Height shall not exceed above window sill height or the top of fence lines.

#### MAINTENANCE

All non-organic debris and litter shall be picked up and disposed of. Pavement, cement and other hard surfaces shall be blown clear of leaf litter and other debris. Maintenance and disposal shall be conducted according to Minimum Specifications Section M, General Maintenance and Cleanup.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc..



All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site boundaries are the back of curb on Sonoma Ave. and Farmers Ln. extending to the rear fence.*

## **TWELVE (12) SERVICE VISITS PER YEAR**

### **9. Oakmont Treatment Plant 6200 Stonebridge Road, Santa Rosa, CA**

#### **LAWNS**

Lawns shall be maintained in a healthy, vigorous, growing condition by performing the following services:

##### **A. Mowing**

Lawns shall be mowed monthly. During the period between March and October, lawns will be mowed at a height of no less than two inches (2"), and during the period of November through February at a minimum height of one and one half inches (1.5").

##### **B. Edging and Trimming**

Edging along sidewalks, fence lines, structures, and curbs shall be performed monthly with mowing. Lawns bordering ground cover areas shall be maintained once a month. Turf shall be kept away from the base of trees in at least a six inch (6") radius to help prevent mechanical damage.

##### **C. Fertilization**

All lawns shall be fertilized according to their individual needs to maintain good health, vigor, and color throughout the year

#### **GROUND COVER**

## A. Weed Control

Tree, shrub, and ground cover beds shall be weeded on a regular basis using the timeline below and using the methods outlined in the General Specifications: Turf, Planting Bed and Hard Surface Weed Protocol #2 – Monthly Service Areas.

JAN – (1x/month) hand pull planting beds/hard surfaces

FEB – (1x/month) treat with hand pulling, propane flaming and/or Organic spray in beds/hard surfaces  
MAR – (1x/month) hand pull and/or Organic spray in planting beds/hard surfaces

APR – (1x/month) hand pull, mow in planting beds/hard surfaces

MAY – (1x/month) hand pull, mow. Roundup Custom™ may be used in planting beds if necessary

JUN – (1x/month) hand pull, fire safety mow. Roundup Custom™ may be used in planting beds if necessary

JUL – (1x/month) hand pull in planting beds

AUG – (1x/month) hand pull in planting beds

SEPT – (1x/month) hand pull in planting beds

OCT – (1x/month) hand pull in planting beds

NOV – (1x/month) hand pull in planting bed

DEC – (1x/month) hand pull in planting beds

## B. Edging

Ground covers shall be kept within designated areas. Invasive ground covers shall be kept trimmed away from buildings. Ground covers will be allowed to grow on fences unless amended below. Ground covers shall be prevented from invading shrubs or climbing trees.

## TREES AND SHRUBS

All pruning of trees and shrubs is included. Annual pruning shall be done to thin the crown and establish healthy structure. "Regular maintenance" of trees will include pruning for pedestrian clearance, structural clearance, light clearance, and immediate safety issues (such as broken limbs).

Pruning–Shrubs: Pruning shall promote structural strength and accentuate the plant's natural forms and features within limitations of space. Hedging and shearing of plants will only be done where called for by design and space limitations.

## IRRIGATION – CONDITIONS CHANGE DUE TO DROUGHT

The Contractor will operate and maintain the irrigation system per minimum specifications covered by Minimum Specifications, Section J (Irrigation), accepting any recommendations from the City.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc..

All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site includes the fenced in concrete pond on the south side of the creek and the fenced treatment plant area.*

#### **10. 2521 Del Rosa Avenue, Santa Rosa, CA**

Once a month pick up debris/trash/leaves on and alongside the asphalt walking path starting at Alice St. and ending at Piedra Ln. Blow asphalt walking path and site driveway clear of leaves and debris.

Prioritize monthly weed control treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #2 – Monthly Service Areas and/or mowing/string trimming. Control weeds on areas inside fence and outside of fence from lower gate to upper gate from fence to edge of roadway. Prune shrubs inside and outside of fence as needed.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of

the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at edge of asphalt on Alice Dr., Sunridge Dr. and Del Rosa Dr. and continues to the fence line bordering 154 and 160 Alice.*

*On the entire property, the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris on the entire property. Two feet (2') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes or trees grow through the fence. All bushes shall be trimmed and unless otherwise specified no higher than seven feet (7'). All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, adventitious shoots shall be removed. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6'). After all the debris has been removed, all of the hard surfaces shall be blown.*

*All leaves, garbage, fallen limbs, dead trees, dead bushes, etc. on and alongside the asphalt walking path starting at Alice St. and ending at Piedra Ln. Maintain proper clearance on the walkway by cutting all weeds, brush and bushes growing on both sides, nothing should be encroaching on the walkway. Blow asphalt walking path and site driveway clear of leaves and debris.*

#### **66. 1225 Fulton Road, Santa Rosa, CA**

- The landscape is to be maintained within the boundaries shown in red on the attached map;
- The weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.;
- The sidewalk and gutter pan on Fulton Rd. should clean of debris and weeds. All bushes and scrubs should be trimmed to the edge of both sides of the sidewalk and the back edge of the top of curb. Tree limbs should be no lower than six feet from the top of the sidewalk;
- All trees shall be pruned, mature trees shall be limb free from the ground up six feet (6') unless otherwise specified;
- All canopies of bushes and trees hanging over all driving paths and driveways shall be at least ten feet (10') above the ground;
- All fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height;
- Basal shoot, root shoot, and adventitious shoots shall be removed;
- After all the debris, including trash, has been removed, all the hard surfaces shall be blown;



## **SIX (6) SERVICE VISITS PER YEAR**

### **11. Warehouse Annex 4322 Walker Road, Santa Rosa, CA**

Hard surface areas shall be weeded six times per year. Prioritize treatments using the weed management calendar (attached in Appendix A). Maintain according to the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas. Weeds on flat, non-asphalt areas inside fence to be mowed/string trimmed at each visit. Blow asphalt areas clear of leaves and debris.

### **12. 5219 Monte Verde, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves six times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and Planting Bed Treatment Protocol 3: Low Frequency Services Areas.

Plantings adjacent to sidewalk shall be maintained in good order. Prune shrubs inside and outside fence as needed. Blow asphalt areas clear of leaves and debris. Leaf clean-up as needed.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature

existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*Note: The site includes the entire property at the corner of Calistoga Rd. and Monte Verde Dr. starting at the back of curb.*

## **FOUR (4) SERVICE VISITS PER YEAR**

### **13. Carley Well/Peter Spring 805 Carley Road, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves four times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Vegetation in non-asphalt areas to be mowed/string trimmed at each visit. Hedge photinia. Hedges shall be pruned not to exceed fence height. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: Hedges shall be pruned not to exceed one foot (1') over the fence height.*

### **14. Llano Road Pump Station 4305 Llano Road, Santa Rosa, CA**

Control weeds in the parking areas and within 10 feet of the pump station. These hard surface areas shall be weeded four times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications:

Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Blow asphalt clear of leaves and debris.

**15. Bear Canyon Pump Station 5565 Pine Flat Road, Healdsburg, CA**

Hard surface areas in the parking lot and within 10 feet of the pump station shall be weeded four times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Blow asphalt clear of leaves and debris.

**16. Mayacamas Pump Station 8100 Pine Flat Road. Healdsburg, CA**

Hard surface areas in the parking lot and within 10 feet of the pump station shall be weeded four times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Blow asphalt clear of leaves and debris.

**17. Pine Flat Pump Station 10600 Pine Flat Road, Healdsburg, CA**

Hard surface areas shall be weeded four times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Blow asphalt clear of leaves and debris.

**18. Terminal Reservoir Private road at north end of Pine Flat Road, Healdsburg, CA**

Hard surface areas in the parking lot and within 10 feet of the pump station shall be weeded four times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Blow asphalt clear of leaves and debris.

**19. 5623 Yerba Buena Road, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves four times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Maintain two-foot (2') stretch on both sides of road from Yerba Buena up to reservoir site. Prune brush on both sides of drive from Yerba Buena to first gate. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways,

walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the back of curb of the driveway on Yerba Buena Dr., extends five feet (5') on each side of road leading to the second locked gate and all property inside the fence around the water tank. Prune the bamboo and bushes on both sides of drive from Yerba Buena to first locked gate.*

## **20. West College Lift Station 1098 Fulton Road, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves four times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Weeds shall be controlled within the fenced area and out to the property lines.

Remove and keep ivy from growing on tree trunks, keep ivy trimmed so it does not exceed 1' over the top of the fence and keep ivy trimmed so it does not grow onto the asphalt. Prune hedge height not to exceed 1' over the top of fence and width not to exceed the width of the retaining wall.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the back of curb on W. College Ave. and Fulton Rd. and extends to the*



*rear chain link fence. Remove and keep ivy from growing on tree trunks, keep ivy trimmed so it does not exceed 1' over the top of the fence and keep ivy trimmed so it does not grow onto the asphalt. Prune hedge height not to exceed 1' over the top of fence and not to exceed the inside edge of the retaining wall.*

**21. Intentionally omitted**

**22. Speers 618 Speers Road**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves four times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Weeds shall be controlled within the fenced area and out to the property lines.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*Note: Site boundaries are the edge of Speers Rd. to rear fence of property.*

**37. 4796 Annadel Heights Drive, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Mow both sides of the road two (2') feet wide from Annadel Heights Road to reservoirs and 2' on both sides of fence around reservoirs. No synthetic herbicide to be used around fence. Blow asphalt clear of leaves and debris, and remove any rocks that roll onto driveway.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along

with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts the edge of Annadel Heights Road and extends to five feet (5') around the exterior of the fenced area of the water tanks. Remove any rocks that roll onto driveway*

#### **51. Hearn Well 637 Hearn Avenue, Santa Rosa, CA**

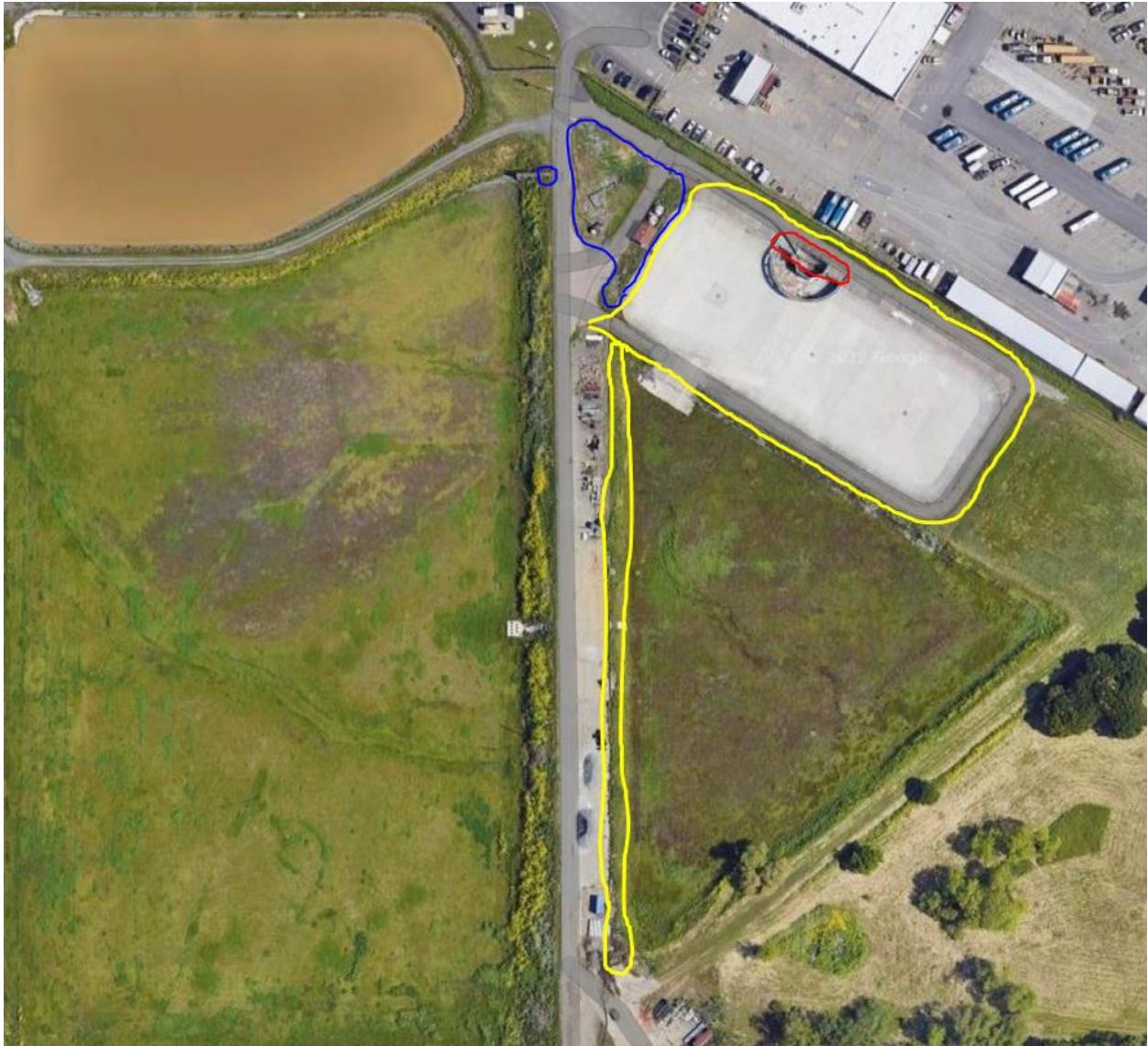
Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Control weeds on areas inside fence and outside south fence between the fence and street.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the back of curb on Hearn Ave. and extends to the rear fence.*

**68 West College Facility, Santa Rosa, CA**

- Yellow – remove weeds and berry vines from access road and three feet back from the edge of the access road and pond.
- Blue – remove weeds and berry vines from these areas, the block building, and the sides/entrance to the wooden dock
- Red – remove any tree saplings that start up around this concrete diversion structure



## **TWO (2) SERVICE VISITS PER YEAR**

### **23. *Removed***

### **24. 3899 Parker Hill Road, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas. Mow/string trim all flat non-asphalt areas and two-foot (2') stretch on both sides of road starting from second gate up to reservoir site. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

### **25. 2785 Skyfarm Drive, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3. Control weeds and grasses around photinia, gate, and area between east fence and curb of street, and all other flat, non-asphalt areas using mowing/string trimming or Planting Bed Weed Protocol # 3 as necessary. Prune photinia.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature

existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the back of the curb at Skyfarm Dr. from the property line at 3777 Skyfarm Dr. to the property line 3787 Skyfarm and extends to the rear fence*

## **26. 2889 Summerfield Road, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Control weeds around pump house and outside of fence to curb along Brook Shire Circle and outside fence along Summerfield Rd. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the back of curb on Brookshire Cir. And extends to the back of curb on Summerfield Rd. The trees, side walk and planter strip against the fence on Summerfield Rd. are to be maintained.*

## **27. 2195 Fountaingrove Parkway, Santa Rosa, CA**

Hard surface areas and on-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications:

Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas. Mow/string trim all flat non-asphalt areas. Protect tree seedlings in the area north of the tank. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at back of curb on Fountaingrove Parkway and extends to the rear fence.*

## **28. 280 Fountaingrove Parkway, Santa Rosa, CA**

Hard surface areas and on-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Control weeds inside fence and outside of north fence between fence and walkway. Prune Photinia as necessary. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been

removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at back of curb on Fountaingrove Parkway and extends to the rear fence.*

### **29. 1395 Fountaingrove Parkway, Santa Rosa, CA**

Hard surface areas and on-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas. Mow/string trim all flat, non-asphalt areas to control weeds and grasses. Prune Photinia. Blow asphalt (front of reservoir to gate) clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at back of curb on Fountaingrove Parkway and extends to the rear fence. It is bounded by Nagasawa Park (which starts on the west side of the driveway at Fountaingrove Pkwy) and 1445 Fountaingrove Pkwy.*

### **30. 3503 Thomas Lake Harris Drive, Santa Rosa, CA**

Hard surface areas and on-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface and Planting Bed Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas. Mow/string trim all flat, non-asphalt areas to control weeds and grasses. Prune shrub beds. Leaf cleanup in shrub beds, as needed. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways,

walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

**31. 3884 Skyfarm Drive, Santa Rosa, CA**

Hard surface areas and on-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Maintain all flat, non-asphalt areas to control weeds and grasses. Prune photinia. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

**32. 4905 Rockridge Lane, Santa Rosa, CA**

Hard surface areas and on-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Maintain all flat, non-asphalt areas to control weeds and grasses. Maintain ivy. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with



all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: Maintain the ivy on the property, not allowing it to encroach on to the asphalt, fence or any trees.*

### **33. 4177 Chanate Road, Santa Rosa, CA**

Hard surface areas and on-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Treat area west of access road between gates with herbicide to control poison oak. Maintain two-foot stretch inside fence at first gate. Blow asphalt clear of leaves and debris from first entrance gate, up around reservoir and station.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts from the first gate, extends to the perimeter fence and the back of*

*sidewalk on Chanate Rd. Do not over trim the strip of property starting at the first gate between the retaining wall and back of sidewalk on Chanate Rd. Maintain this strip of property so it is a barrier preventing entry onto the property but weed and debris free.*

**34. 5035 Harville Road, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. No herbicide to be used between fences on east side. Minimal pruning, keep tree branches out of driveway and fence. Weed eat slope areas, outside the fence to the roads and 2' inside and outside chain link fence perimeter to abate annual fire hazard. Blow asphalt clear of leaves and debris. The property line starts at the corner of Calistoga Rd and Harville Rd and ends at the secondary fence.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The property line starts at the edge of asphalt on Calistoga Rd. and Harville Rd. The site extends to the secondary wire and wood post fence. A clearance next to the secondary wire and wood post fence does not need to be maintained. The brush and trees between the secondary fence and to a point five feet (5') from the exterior of the primary cyclone fence does not need to be maintained on the west and north sides of the property.*

**35. 5780 Mountain Hawk Drive, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Control weeds on landscape areas inside fence, and a 2' perimeter around fence and in area between north fence and Mountain Hawk Drive. Prune shrubs (except Manzanita) inside fence and outside of fence north side. Leaf cleanup as

needed. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the back of curb on Mountain Hawk Dr. bordered by the property line of 5854 Sailing Hawk Ave. and Skyhawk Creek and extends to the rear fence.*

*The hedge on the east side of the site, between the retaining wall and wooden fence, shall be maintained at a height not to exceed two feet (2') above the top of the fence and not to exceed the inside edge of the retaining wall.*

### **36. 6801 Sunhawk Drive, Santa Rosa, CA (access off Los Alamos)**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Control weeds inside fence by vault (from hydrant to gate) and around gate. Do not use synthetic herbicides around fence; control weeds along fence with mowing/string trimming. Blow asphalt clear of leaves and debris, and remove any rocks that roll onto driveway.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet

(7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the intersection of the driveway leading directly to the water tank turns off the private residence driveway, there is a fire hydrant located at that location.*

*Remove any rocks that roll onto driveway. Maintain the space between the fence and concrete edge of top of the hillside on east and west side and 20' of the southern edge so no new trees or any bushes grow.*

### **38. Intentionally Omitted**

### **39. 4738 Woodview Drive, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Control weeds on landscape areas inside fence and in area between north fence and Woodview Drive. Prune shrubs (except manzanita) inside fence and outside of fence on north side. Leaf cleanup as needed. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site extends from the back of curb at Woodview Dr. to the rear fence.*

#### **40. 4762 Woodview Drive, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Control weeds inside fence and outside west fence to Woodview Drive. Prune shrubs inside fence and outside of fence on the west side as needed. The property includes the open area surrounding the fenced reservoir site to the wire fence to the east and the wire fence to 4760 Woodview Dr. This entire property needs to be weeded. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the back of curb on Woodview Dr. and it bordered by 4760 Woodview Dr. and 4764 Woodview Dr. The site includes the open area surrounding the fenced reservoir site to the wire fence to the east and the wire fence to 4760 Woodview Dr. This entire property needs to be weeded.*

#### **41. 1825 Kawana Springs Road, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Blow asphalt clear of leaves and debris. Trim bushes and trees on entire property from Kawana Springs Rd to 5' outside the fence line.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the

ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: Trim bushes and trees on entire property from Kawana Springs Rd. to ten feet (10') outside the entire fence line.*

#### **42. 1784 Allan Way, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Control weeds on landscape areas inside fence and around gate. Maintain two foot (2') stretch on both sides of road from pole gate up to reservoir site. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts where the gravel access road ends and the asphalt driveway leading to the water tank starts and extends up the road to the tank.*

#### **43. 297 Valley Oak Drive, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management

calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Control weeds on landscape areas inside fence. Prune shrubs inside fence and outside fence on south, east, and north sides as needed. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site begins at the back of the curb on Valley Oak Dr. and extends to the rear fence.*

#### **44. 444 Oak Point Court, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Control weeds from first ten feet (10') of drive leaving reservoir. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of

the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the water tank and extends ten feet (10') down the driveway leaving reservoir. Do not use synthetic herbicide on the driveway (Requested by the neighbor).*

**45. 461 Woodley, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Control weeds on flat areas inside fence and along fence in front. Mow weeds on both sides of road two (2') feet wide from back of houses, past cable gate, up to reservoirs two times per year. Control Acacia suckers inside of fence. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site begins at the back of curb on Woodley Pl. and extends to the water tank.*

**46. 801 White Oak Drive, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Mow (string trim) areas between station and road only. Pick up limb debris. Blow asphalt clear of leaves and debris shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and



adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the back of berm on White Oak Dr. and edge of asphalt of the private driveway on the north and extends to ten feet of the rear of each building.*

#### **47. 1051 White Oak Drive, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Trim back trees and bushes along road as necessary so it is not blocked. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the edge of White Oak Dr. and ending at the point 10' beyond the back of the buildings, extending five feet (5') beyond the asphalt edge of the entire site.*

#### **48. 1510 White Oak Drive, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Maintain all flat, non-asphalt areas around reservoir. Blow asphalt clear of leaves and debris. shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious

shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the edge of White Oak Dr. and extends to the rear fence.*

#### **49. Freeway Well 1302 Cleveland Avenue, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Keep ivy away from buildings and off concrete, asphalt, and fence. Control weeds on areas inside fenced area and area outside south fence between fence and curb. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the back of curb on Cleveland Ave. and Ridgeway Ave. and extends to the rear fence bordering Hwy 101. Keep ivy off of the buildings, concrete and asphalt.*

#### **50. Leete Well 3812 Leete Road, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Control weeds on landscape areas inside fence areas. Prune photinia. Blow asphalt clear of leaves and debris.

shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot,

root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

#### **52. 6348 Sonoma Hwy., Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Mow weeds on areas inside fence and two feet (2') each side of driveway down to highway. Blow asphalt clear of leaves and debris. Leaf clean up as needed.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the edge of asphalt of Hwy 12 extends up the driveway to the water station's rear fence and is bounded on the east and west sides by the wire and wood post fence.*

#### **53. 2750 Fountaingrove Parkway, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Mow all flat, non-asphalt areas inside fence with string trimmer to control weeds and grasses. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways,

walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at back of curb on Fountaingrove Parkway and extends to the rear fence.*

#### **54. 2201 Newgate Court, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Mow all flat, non-asphalt areas inside fence to control weeds and grasses. Blow asphalt clear of leaves and debris.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site starts at the intersection of the driveway leading directly to the water tank and the private driveway leading to 2219 Newgate Ct. and extends to the rear fence.*

#### **55. Intentionally Omitted**

#### **56. Intentionally Omitted**

## **57. Intentionally Omitted**

### **58. Skyfarm (A) Lift Station 3957 Skyfarm Drive, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Control weeds on inside of fenced in area and two feet (2') outside. Keep vegetation low. Planter strip and strip behind sidewalk between driveways shall be maintained.

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5') from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: Site starts at the back of the curb on Skyfarm Dr. and extends to the rear fence of the station.*

### **59. Skyfarm (B) Lift Station 4021 Skyfarm Drive, Santa Rosa, CA**

Hard surface areas and non-asphalt areas (the entire site) shall be weeded and cleared of debris/trash/leaves two times per year. Prioritize treatments using the weed management calendar (attached). Maintain according to the methods outlined in the General Specifications: Hard Surface Weed Protocol #3 and, as necessary, Planting Bed Protocol #3 – Low Frequency Service Areas and/or mowing/string trimming. Weeds shall be controlled within the fenced area and out to the property lines (the edge of sidewalk on the east and south sides).

Within the boundaries of the entire site the weeds shall be cut, raked and removed along with all other debris, including leaves, garbage, fallen limbs, dead trees, dead bushes, etc.. All trees shall be pruned and mature trees shall be limb free from the ground up six feet (6') unless otherwise specified. All canopies of bushes and trees hanging over all driving paths, driveways, walk ways and driving paths around the water tanks shall be at least ten feet (10') above the ground. Weeds and brush shall be cut and removed a minimum of five feet (5') on each side of all driveways. All swales and concrete drainage ditches shall be free of debris. Five feet (5')

from the interior and exterior of all fences shall be clear of bushes and trees, excluding mature existing trees and bushes. The fences shall be maintained so no brush, bushes, weeds or trees grow through the fence. All bushes shall be trimmed so that they are no higher than seven feet (7') unless otherwise specified. All bushes next to fences, unless otherwise specified, shall be trimmed to the fence height. Basal shoot, root shoot, and adventitious shoots shall be removed. All Coyote Brush (*Baccharis Pilularis*) is to be removed from within the boundaries of the site and within five feet (5') of exterior of the fences. After all the debris has been removed, all of the hard surfaces shall be blown.

*NOTE: The site boundary lines the back of the curb on Cross Creek Rd. to the east, the back of the curb on Skyfarm Dr. to the south, the rock swale to the west and the rear fence to the north.*

**60. Intentionally Omitted**

**61. Intentionally Omitted**

**62. Intentionally Omitted**

**63. Intentionally Omitted**

**64. Intentionally Omitted**

**67. 4906 Sonoma Hwy**

- The landscape is to be maintained within the boundaries shown in red on the attached map
- The weeds shall be cut using string trimmers or mowing
- Remove all debris including leaves, garbage, fallen limbs etc.

**ONE (1) SERVICE VISIT PER YEAR**

**65. Woodbridge Subdivision, Santa Rosa, CA**

Account Number: 33601                      BMP Type: Bio-Retention

There are 13 Bio-Retention BMPs.

Basic for Bio-Retention: Weed by hand, clear gutter inlets, replace river rock, inspect DI.

Note any sidewalk under cutting. Repair irrigation system if damaged.

## **SPECIAL PROVISIONS**

**At the City's discretion, in the event that unsatisfactory performance is not corrected within four (4) hours, the City shall have the immediate right to complete the work with City personnel (at the employee hourly billable rate), or outside contractor (invoice for service) to its satisfaction, and shall deduct the cost incurred from any balances due or to become due to the Contractor. An additional penalty deduction may be applied in the amount of one (1) days percentage of the monthly total for a given area will be assessed for each day's non-performance for recovering City costs to correct the deficiency.**

**Specialized/Miscellaneous One-Time Services:** A contingency amount will be allocated for miscellaneous additional services requested throughout the term of the contract. The contingency amount is not a guarantee for services, only identified for miscellaneous services that may be required on an as-needed basis throughout the term of the agreement. A quote will be provided and approved by the City before services can begin. Services will be completed on a time and materials basis and billed separately from the contract. Invoices will be processed against the contingency rather than be included in the monthly summary billing.

**Miscellaneous Hourly Rates:** Identify within **Exhibit "B"** the proposed hourly rates that will apply for specialized/miscellaneous services, Hourly, Overtime Hourly, and Holiday Hourly.

**New Monthly Services:** All newly requested ongoing monthly services will be addressed through an Amendment to the contract. Services cannot begin until Contractor has received an executed Amendment authorizing services to begin.

**Control, Supervision and Approval Authority:** Unless otherwise provided by specific provisions of this agreement, Contractor operations and activities related and provided for in this agreement will be under the control and supervision of the City's designated representative(s), on behalf of the City as designated in this agreement. The City expects to have several designated representatives assigned responsibilities for the various sites. A list of designated representatives and their respective sites shall be provided by the City. *Overall* contract administration shall be by the Project Manager.

**Failure to Perform Maintenance:** The Contractor shall perform landscape maintenance operations and services in accordance with the provisions of this agreement, as appropriate, without specific notice or instructions from the City's designated representative to do so. Should it be determined the Contractor is negligent in performing specific operations or services, the Contractor shall be notified in writing, of said deficiencies. Failure by the Contractor to respond to said written notice and to perform said specific operations or services as required by the provisions of this agreement within seven (7) working days after receipt of said written notice, may result in the City causing the specified operations or services to be performed by other means and deducting the costs thereof from payments due to Contractor.

**Changes:** The City may at any time, by giving fifteen days written notice delete or add to the work as set forth in the specifications. If such changes cause an increase or decrease in the amount due under the contract, an equitable adjustment shall be made and the contract amended in writing accordingly. Changes in the scope of five percent (5%) or less shall not be cause for adjustment.

**Storage Areas & Facilities:** The Contractor shall be responsible for obtaining, at Contractor's expense, such storage and parking areas as may be required by the Contractor for performance under the provision of this agreement.

**Protection & Damage:** Any City-owned property or private property damaged or altered in any way by the Contractor during the performance under the provisions of this agreement shall be reported promptly by the Contractor to the City's designated representative and shall be repaired or replaced back to the condition of such property prior to damage. It is understood that property damage includes, but is not limited to, any damage resulting from Contractor's use of fertilizers or pesticides. Such repair or replacement shall be accomplished in a manner and by means first approved by the City's designated representative. The Contractor shall be responsible for the protection of all existing vegetation, equipment and facilities and shall, at his own expense, repair or restore any damages caused by the actions or negligence of his employees. If he fails or refuses to make such repairs or restorations, the City may have the work accomplished under a separate contract and deduct the cost from this contract price.

The Contractor shall take all precautions necessary for the protection against injury of all persons engaged at the site in performance of the contract. He shall observe all pertinent safety practices and comply with any applicable safety regulations.

**Non-Interference with Facility Operations:** The Contractor will perform all necessary work as provided for in this agreement so as not to interfere with the normal operation or activity of the facilities by City Staff.

If the Contractor finds that in order to perform any required work it is necessary to block or restrict access to an area, driveway or road, the Contractor must inform the City's designated representative at least 48 hours in advance to permit any necessary coordination with impacted City Staff.

The Contractor shall make themselves aware of holidays and other work routines within the facilities and conduct their work in such a manner as to cause no interference with the execution of City business.

**Invoices:** Invoices shall be submitted monthly for all work completed during the previous month. Invoices shall be formatted and described exactly as the terms on the Cost Proposal including item numbers. Invoice will include only those sites visited during the previous month.

**Monthly Progress Report:** Every month, Contractor shall meet with the City's designated representative(s) to go over invoicing, previous month's work status, the following month's work schedule and scheduling of facility inspections.



## Exhibit B - Compensation Schedule

(effective 05/17/23)

<u>SITE</u>	<u>UNIT OF MEASURE</u>	<u>WEEKLY SERVICE VISITS</u>	<u>UNIT COST (PER VISIT)</u>	<u>ANNUAL COST</u>
1.	52 weeks	Laguna Treatment Plant 4300 Llano Road Specification 1	\$1,954.71	\$101,644.83
2.	52 weeks	Compost Facility 4301 Llano Road Specification 2	\$592.33	\$30,801.28
3.	52 weeks	Geysers Operation Center 35 Stony Point Road Specification 3	\$355.40	\$18,480.88
4.	52 weeks	Utilities Field Operations Facility 35 Stony Point Road Specification 4	\$355.40	\$18,480.88
5.	52 weeks	Municipal Services Center North 55 Stony Point Road Parking Lot Specification 5	\$799.65	\$41,581.98
6.	52 weeks	Brown Farm CIMIS Station #83 2200 Llano Road Specification 6	\$88.85	\$4,620.22
7.	52 weeks	Bennett Valley CIMIS #158 3330 Yulupa Ave Specification 7	\$88.85	\$4,620.22
8.	52 weeks	Water Pump Station 4 2260 Sonoma Ave S-4, Specification 8	\$88.85	\$4,620.22
<b>TOTAL</b>				<b>\$224,850.51</b>

<u>SITE</u>	<u>UNIT OF MEASURE</u>	<u>12 SITE VISITS PER YEAR</u>	<u>UNIT COST (PER VISIT)</u>	<u>ANNUAL COST</u>
9.	12 Each	Oakmont Treatment Plant 6200 Stonebridge Road Specification 9	\$1,482.48	\$17,789.77
10.	12 Each	2521 Del Rosa Avenue S-4B, Specification 10	\$423.56	\$5,082.77

66.	12 Each	1225 Fulton Rd	\$1,002.55	\$12,030.61
<b>TOTAL</b>				<b>\$34,903.15</b>

<u>SITE</u>	<u>UNIT OF MEASURE</u>	<u>6 SITE VISITS PER YEAR</u>	<u>UNIT COST (PER VISIT)</u>	<u>ANNUAL COST</u>
11.	6 Each	Warehouse Annex 4322 Walker Road Specification 11	\$512.17	\$3,073.02
12.	6 Each	5219 Monte Verde S-7, specification 12	\$512.17	\$3,073.02
<b>TOTAL</b>				<b>\$6,146.04</b>

<u>SITE</u>	<u>UNIT OF MEASURE</u>	<u>4 SITE VISITS PER YEAR</u>	<u>UNIT COST (PER VISIT)</u>	<u>ANNUAL COST</u>
13.	4 Each	W-2, Carley Well/Peter Spring 805 Carley Road Specification 13	\$300.39	\$1,201.58
14.	4 Each	Llano Road Pump Station 4305 Llano Road Specification 14	\$325.43	\$1,301.72
15.	4 Each	Bear Canyon Pump Station 565 Pine Flat Road – Healdsburg, CA Specification 15	\$425.56	\$1,702.24
16.	4 Each	Mayacamas Pump Station 8100 Pine Flat Road – Healdsburg, CA Specification 16	\$375.49	\$1,501.98
17.	4 Each	Pine Flat Pump Station 10600 Pine Flat Road – Healdsburg, CA Specification 17	\$375.49	\$1,501.98
18.	4 Each	Terminal Reservoir Private Rd North end of Pine Flat Road Healdsburg, CA Specification 18	\$400.52	\$1,602.09
19.	4 Each	5623 Yerba Buena Road R-7, Specification 19	\$625.81	\$2,503.26

20.	4 Each	West College Lift Station 1098 Fulton Road Specification 20	\$500.66	\$2,002.64
21.		Intentionally omitted		
22.	4 Each	Speers 618 Speers Road Specification 22	\$255.38	\$1,021.52
37.	4 Each	4796 Annadel Heights Drive R-9-A & R-9-B, Specification 37	\$2,991.74	\$11,966.95
51.	4 Each	637 Hearn Avenue Hearn Well, Specification 51	\$371.32	\$1,485.26
68.	4 Each	West College Facility, Specification 68	\$2,100.00	\$8,400.00
			<b>TOTAL</b>	<b>\$36,191.22</b>

<u>BID ITEM</u>	<u>UNIT OF MEASURE</u>	<u>2 SITE VISITS PER YEAR</u>	<u>UNIT COST (PER VISIT)</u>	<u>ANNUAL COST</u>
23.		Intentionally omitted		
24.	2 Each	3899 Parker Hill Road R-2-A, Specification 24	\$1,661.03	\$3,322.06
25.	2 Each	2785 Skyfarm Drive R-2-B & S-5, Specification 25	\$577.74	\$1,155.49
26.	2 Each	2889 Summerfield Road S-9, Specification 26	\$577.74	\$1,155.49
27.	2 Each	2195 Foutaingrove Parkway R-3 & S-18, Specification 27	\$1,119.39	\$2,238.77
28.	2 Each	280 Fountain Grove Parkway S-1, Specification 28	\$1,011.06	\$2,022.12
29.	2 Each	1395 Fountain Grove Parkway S-2 & R-1 & R-1-B, Specification 29	\$1,011.06	\$2,022.12
30.	2 Each	3503 Thomas Lake Drive S-3, Specification 30	\$613.85	\$1,227.69
31.	2 Each	3884 Skyfarm Drive R-5, Specification 31	\$613.85	\$1,227.69
32.	2 Each	4905 Rockridge lane R-4-A, Specification 32	\$613.85	\$1,227.69

33.	2 Each	4177 Chante Road R-4-B & S-16, Specification 33	\$1,227.72	\$2,455.43
34.	2 Each	5035 Hartville Road R-6, Specification 34	\$2,744.29	\$5,488.59
35.	2 Each	5780 Mountain Hawk Drive S-8, Specification 35	\$397.20	\$794.40
36.	2 Each	6801 Sunhawk Drive R-8, Specification 36	\$613.85	\$1,227.69
38.		Intentionally omitted		
39.	2 Each	4738 Woodview Drive S-10, Specification 39	\$433.31	\$866.63
40.	2 Each	4762 Woodview Drive R-10, Specification 40	\$1,011.06	\$2,022.12
41.	2 Each	1825 Kawana Springs Road S-11, Specification 41	\$1,011.06	\$2,022.12
42.	2 Each	1784 Allan Way R-11, Specification 42	\$2,310.98	\$4,621.96
43.	2 Each	297 Valley Oak Drive S-12, Specification 43	\$758.29	\$1,516.58
44.	2 Each	444 Oak Point Court R-12-A, Specification 44	\$938.84	\$1,877.69
45.	2 Each	461 Woodley R-12-B, Specification 45	\$2,960.95	\$5,921.90
46.	2 Each	801 White Oak Drive S-13, Specification 46	\$613.85	\$1,227.69
47.	2 Each	1051 White Oak Drive R-13 & S-14, Specification 47	\$577.74	\$1,155.49
48.	2 Each	1510 White Oak Drive R-14, Specification 48	\$1,227.72	\$2,455.43
49.	2 Each	1302 Cleveland Avenue Freeway Well, Specification 49	\$938.84	\$1,877.69
50.	2 Each	3812 Leete Road Leete Well, Specification 50	\$938.84	\$1,877.69
52.	2 Each	6348 Sonoma Highway S-15, Specification 52	\$1,227.72	\$2,455.43
53.	2 Each	2750 Fountaingrove Parkway R-16 & S-17, Specification 53	\$613.85	\$1,227.69
54.	2 Each	2201 Newgate Court R-17, Specification 54	\$613.85	\$1,227.69
55.		Intentionally omitted		

56.		Intentionally omitted		
57.		Intentionally omitted		
58.	2 Each	Skyfarm (A) Lift Station 3957 Skyfarm Drive Specification 58	\$794.40	\$1,588.80
59.	2 Each	Skyfarm (B) Lift Station 4021 Skyfarm Drive Specification 59	\$794.40	\$1,588.80
60.		Intentionally omitted		
61.		Intentionally omitted		
62.		Intentionally omitted		
63.		Intentionally omitted		
64.		Intentionally omitted		
67.	2 Each	4906 Sonoma Hwy	\$297.05	\$594.10
			<b>TOTAL</b>	<b>\$61,690.73</b>

<u>SITE</u>	<u>UNIT OF MEASURE</u>	<u>1X PER YEAR</u>	<u>UNIT COST (PER VISIT)</u>	<u>ANNUAL COST</u>
65.	1 each	Woodbridge Subdivision	\$1,046.73	\$1,046.73

<b>TOTAL ANNUAL COST 2023-2024</b>	<b>\$364,828.38</b>
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**REPAIR COSTS**

**MISCELLANEOUS IRRIGATION SYSTEM REPAIR SERVICES AND MINOR LANDSCAPE IMPROVEMENTS**

Item Description	Hourly Rate
Labor rate – regular business hours (8 am to 5 pm Mon-Fri)	\$80.00/hour
Labor rate – after hours (5:01 pm to 7:59 am Mon-Fri)	\$110.00/hour
Labor rate – weekend/holiday	\$110.00/hour
% Markup on Parts	25%