

West Des Moines RC

Rock gardens and borders

Spray with weed killer/plant killer the fence line to (pink line) so that fence line remains clear all season. Spray with weed killer / plant killer all rock beds (highlighted in pink above). See next page for more details on mowing and trimming.

0 40 80 160 240 320 Feet

Microsoft, Vantor



**WDM Readiness Center
1625 National Guard Road
West Des Moines, Iowa 50265**

- **Spray with weed killer/plant killer the fence line to (highlighted in pink on page 1) so that fence line remains clear all season**
- **Spray with weed killer plant killer all rock beds (highlighted in pink on page 1)**
- **Purchase and install mulch in spring of every season to that all mulch beds have 1-3" inch surface cover**
- **Mow and weed trim in blue area on page 1 once a week or as needed (grass NTE 5") –approximately 13.5 acres**
 - **There may be weeks without rain where mowing and weed trimming are not needed.**
- **Mow orange area once a month on page 1 – or as needed – grass height NTE 12"**
- **On the orange area on page 1:**
 - **It is required that there be visibility through the fence lines.**
 - **While weed/ plant spray should take care of this, if needed the contractor must weed wack/ trim weeds along the fence line to retain visibility.**

The contractor agrees to provide quality services so that our grounds look professionally maintained

The contractor agrees to use industry best practices and will conduct business compliant with all codes from all applicable jurisdictional bodies.

The contractor agrees to operate in compliance with all applicable safety laws and codes and utilize best safe practices.

Equipment:

- a. **Contractor must have a minimum of (1) 60 inch or larger commercial rated mower, If possible, provide all company equipment list**
- b. **Mowing and trimming equipment, gas, oil and any cost of repairs are the responsibility of Contractor.**

c. All mowing, trimming, and edging equipment shall be properly maintained. Cutting blades shall be kept sharp to minimize turf damage.

d. Equipment and supplies may NOT be stored overnight or for extended periods of time on Iowa National Guard premises.

No mowing to be done on Saturdays or Sundays, unless written approval is obtained from Field Engineer (FE). No mowing will be allowed on holidays or holiday weekends from 3:00 p.m. Friday to 8:00 a.m. Tuesday

Project Manager / FE

Daniel G. Smith

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Construction and Facilities Management Office
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Payment.

a. Invoices must be submitted to Agency **WITHIN 30 DAYS** from the last service date listed on the invoice. *For example: Contractor mows 1x per week in June (June 3, 10, 17, 24); invoice must be submitted no later than July 24th.*

b. A copy of the **Department of Public Defense Proof of Service Form (EXHIBIT A)** must be attached to each invoice. This form must be signed by Iowa National Guard facility representative (site Building Manager or Field Engineer).

c. Invoices shall be submitted via hard copy (mail) or electronic (scanned image submitted via email).

d. Billing / Remit to: dpdinvoice@dpd.iowa.gov

OR

Iowa Department of Public Defense
Building 3465(W-41)
7105 NW 70th Ave
Johnston, IA 50131-1824