



STATE OF IOWA
MASTER AGREEMENT
Contract Declaration and Execution

MA 005

20079

EFFECTIVE BEGIN DATE: 11-09-2019
EXPIRATION DATE: 10-31-2022
PAGE: 1 of 6

VENDOR:

WHITFIELDS LAWN AND GARDEN SPECIALIST LLC

VENDOR CONTACT:

RaeLynn Whitfield
PHONE: 515-710-1812
EMAIL: whitfieldslgs@gmail.com

ISSUER:

Julie Janssen
PHONE: (515) 281-5602
EMAIL: julie.janssen@iowa.gov

3132 4th St
Des Moines, IA 50313-4324

FOB: FOB Dest, Freight Prepaid

Contract For: ABD Landscaping and Snow Removal Services

The parties agree to comply with the terms and conditions on the following attachments which are by this reference made a part of the Agreement.

Attachments are on file with the Department of Administrative Service - Central Procurement.

Attachment 1: Competitive Solicitation RFB0320212008.

Attachment 2: Contractor's Response to Competitive Solicitation RFB0320212008 (except for any contractor objection or amendment to the Competitive Solicitation Document requirements that the State has not explicitly agreed to in writing).

Attachment 3: Contractor's Cost (final pricing documentation) Response to competitive solicitation document RFB0320212008.

Delivery Days: Two (2) days after order receipt for materials.
Payment Terms: NET60

The state reserves the right to add additional items and services to the Contract.

whitfieldslgs@gmail.com
Chris Whitfield Mowing Manager 515-710-1802 cell
Catum Whitfield Snow Manager 515-974-9699 cell
Randy Whitfield Landscape Manager 515-554-3640 cell
RaeLynn Whitfield Office Manager 515-988-6230 cell

RENEWAL OPTIONS

FROM 11-01-2022 TO 10-31-2023
FROM 11-01-2023 TO 10-31-2024
FROM 11-01-2024 TO 10-31-2025

AUTHORIZED DEPARTMENT

212 Alcoholic Beverages
ALL
SUB Other Governmental Entities



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 PAGE: 2 of 6

LINE NO.	QUANTITY / SERVICE DATES	UNIT	COMMODITY / DESCRIPTION	UNIT COST / PRICE OF SERVICE
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1	0.00000	EA	98852	\$ 450.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**Landscaping (Including Design, Fertilizing, Planting, etc.,
 Landscaping Requirements**

Grass shall be maintained at a height according to species and variety. Mowing shall occur every one (1) time per business week or as needed due to varying weather conditions and will be decided at the discretion of the Facility Maintenance Coordinator at each location. Contractor must dispose of debris off-site. Equipment with a mulching type blade. (Grass to be mulched - no debris/ discharge.) Clean up of walkways, sidewalks and parking lots. Lawn mowing and grass trimming, around behind security fences and in front area outside security fence and around curbing, islands, building, downspouts, trees, shrubs/bushes, fences, posts, sidewalk and parking lot cracks must be done each time area is mowed. Removal of weeds and small trees growing within chain link fencing.

2	0.00000	EA	98852	\$ 500.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**Landscaping (Including Design, Fertilizing, Planting, etc.,
 Tree Trimming and Bush Pruning**

Disposal of material, pruning of dead, excessive or low lying tree limbs and trimming of bushes, entire facility, once per year in spring or additionally at request of facility. Contractor must dispose of debris off-site.

3	0.00000	EA	98852	\$ 350.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**Landscaping (Including Design, Fertilizing, Planting, etc.,
 Fertilizer Application**

Front area outside security fence, performed by Contractor twice at appropriate times once in the spring and once in the fall.

4	0.00000	EA	98852	\$ 750.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**Landscaping (Including Design, Fertilizing, Planting, etc.,
 Herbicide Application**



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MASTER AGREEMENT
 Contract Declaration and Execution

MA 005

20079

EFFECTIVE BEGIN DATE: 11-09-2019

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PAGE: 3 of 6

LINE NO.	QUANTITY / SERVICE DATES	UNIT	COMMODITY / DESCRIPTION	UNIT COST / PRICE OF SERVICE
			Pre-emergent herbicide to control crabgrass, weedy grass and broadleaf weeds. Applied to entire turf area (mowed areas) once in the spring.	
5	0.00000	EA	98852	\$ 650.000000 \$ 0.000000
REF DOC:			REF VNDR LN: REF COMM LN: REF TYPE: FINAL	
			Landscaping (Including Design, Fertilizing, Planting, etc., Lawn Core Aeration	
			Front area outside security fence, performed by Contractor once at appropriate time in spring.	
6	0.00000	EA	98852	\$ 1,060.000000 \$ 0.000000
REF DOC:			REF VNDR LN: REF COMM LN: REF TYPE: FINAL	
			Landscaping (Including Design, Fertilizing, Planting, etc., Steel Metal Blade Edging	
			Around curbing islands, building, downspouts, trees, shrubs/ bushes, fences, posts, sidewalk and parking lot cracks. Once per month.	
7	0.00000	EA	98852	\$ 650.000000 \$ 0.000000
REF DOC:			REF VNDR LN: REF COMM LN: REF TYPE: FINAL	
			Landscaping (Including Design, Fertilizing, Planting, etc., Flower Bed Maintenance	
			Dead heading of any shrubs, plants, and grasses. Also includes the spring cut back for the ornamental grasses. All trash, debris, and weeds will be removed from flower beds. Beds will be kept tidy and neat. Trees will be pruned and saplings growing from roots will be removed. Maintenance will occur 1-2 per month.	
8	0.00000	EA	98852	\$ 0.000000 \$ 0.000000
REF DOC:			REF VNDR LN: REF COMM LN: REF TYPE: FINAL	
			Landscaping (Including Design, Fertilizing, Planting, etc., Other Special Landscaping materials as requested	
			Other materials as requested by Facilities Maintenance Coordinator. Contractor must provide written quote before order is place. 20% Material Markup.	
9	0.00000	HOUR	98852	\$ 50.000000



STATE OF IOWA
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MA 005

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EFFECTIVE BEGIN DATE: 11-09-2019
 EXPIRATION DATE: 10-31-2022
 PAGE: 4 of 6

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\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**Landscaping (Including Design, Fertilizing, Planting, etc.,
 Other Special Landscaping maintenance as requested**

Contractor must provide written quote before performing service. Services may included but are not limited to; Spring Clean Up, Fall Clean Up, Targeted Weed Control, Leaf Removal, Garbage/Debris Removal, Mulch Application. Includes island maintenance, overseeding, weeding and debris removal, herbicide (round-up) spot spraying, soil sterilant for sidewalk and parking lot cracks, hardwood or cedar mulch.

10	0.00000	EA	96872	\$ 717.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Snow and Ice Removal Services
Snow and Ice Removal and Treatment Required Services 1-3 in

Contractor must provide snow and ice removal services automatically after one (1) inch of accumulation of snowfall occurs to allow for Iowa Alcoholic Beverages Division business to continue on a normal basis. 1-3 inch snowfall snow removal from the lot, sidewalks, entry ways, and other hard surfaces as expressed in the RFB Document.

11	0.00000	EA	96872	\$ 932.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Snow and Ice Removal Services
Snow and Ice Removal and Treatment Required Services 1-5 in.

Contractor must provide snow and ice removal services automatically after one (1) inch of accumulation of snowfall occurs to allow for Iowa Alcoholic Beverages Division business to continue on a normal basis. 1-5 inch snowfall. snow removal from the lot, sidewalks, entry ways, and other hard surfaces as expressed in the RFB Document.

12	0.00000	EA	96872	\$ 1,212.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Snow and Ice Removal Services
Snow and Ice Removal and Treatment Required Services 1-8 in.

Contractor must provide snow and ice removal services automatically after one (1) inch of accumulation of snowfall occurs to allow for Iowa Alcoholic Beverages Division business to continue on a normal



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20079

EFFECTIVE BEGIN DATE: 11-09-2019

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PAGE: 5 of 6

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basis. 1-8 inch snowfall. snow removal from the lot, sidewalks, entry ways, and other hard surfaces as expressed in the RFB Document.

13	0.00000	EA	96872	\$ 1,700.000000 \$ 0.000000
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REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Snow and Ice Removal Services

Snow and Ice Removal and Treatment Required Services 12+ in

(Blizzard 12 inch (Plus))Contractor must provide snow and ice removal services automatically after one (1) inch of accumulation of snowfall occurs to allow for Iowa Alcoholic Beverages Division business to continue on a normal basis. 1 Foot - Blizzard. snow removal from the lot, sidewalks, entry ways, and other hard surfaces as expressed in the RFB Document.

14	0.00000	EA	96872	\$ 835.000000 \$ 0.000000
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REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Snow and Ice Removal Services

Application of Rock Salt/Sand, Ice Melt mix.

Application of Rock Salt/Sand mix on roadways, parking lots, and driveways. Ice Melt/Sand Mix. Performed as needed or upon request of the Facility Maintenance Coordinator



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MASTER AGREEMENT
 Contract Declaration and Execution

MA 005

20079

EFFECTIVE BEGIN DATE: 11-09-2019

EXPIRATION DATE: 10-31-2022

PAGE: 6 of 6

TERMS AND CONDITIONS

Services Effective 1 May 16

The parties agree to comply with the terms and conditions on the following web site which are by this reference made a part of the Agreement. General Terms and Conditions for service contracts are posted at: <https://das.iowa.gov/sites/default/files/procurement/pdf/050116%20terms%20services.pdf>

THIS MASTER AGREEMENT IS EFFECTIVE AS OF THE LATEST DATE SHOWN IN "EFFECTIVE BEGIN DATE" IN THE UPPER RIGHT HAND CORNER OR THE DATE BELOW SIGNED BY THE STATE OF IOWA.

CONTRACTOR	STATE OF IOWA
CONTRACTOR'S NAME (if other than an individual, state whether a corp, partnership, etc.) Whitfield's Lawn & Garden	AGENCY NAME DAS Central Procurement Bureau
BY (Authorized Signature) Date Signed <i>Raelynn Whitfield</i> 10/21/19	BY (Authorized Signature) Date Signed <i>Julie Jassen</i> 10-22-2019
Printed Name and Title of Person Signing Raelynn Whitfield Account Manager	Printed Name and Title of Person Signing -Purchasing Agent
Address 3132 4th St DSM IA 50313	Address Hoover Bldg 3rd Floor 1305 E Walnut St Des Moines Iowa 50319-0105