



**PENNSYLVANIA STATE POLICE  
DEPARTMENT HEADQUARTERS  
1800 ELMERTON AVENUE  
HARRISBURG, PA 17110**

**PSP IFB SPECIFICATIONS  
610057843-BCI Marketplace Lawn Care Maintenance**

**I-1. Statement of the Project.**

1. Furnish all labor, equipment and material to perform monthly lawn care maintenance at the PA State Police, Bureau of Criminal Investigation location and in compliance with the specifications listed below estimated to be effective from 4/01/23 to 06/30/23 with four (4) one (1) year renewals

**I-2. Specification and Quantity.**

**Vendor must sign in before beginning and after cutting of grass.**

1. Mowing
  - a. 4 times/month to begin in April (to be performed once per week on a day agreed upon between vendor and Station Commander. If a week is missed, the clippings must be bagged the following cutting)
  - b. Includes weed whacking (trimming of grass around all walkways, parking lots, building, signs, impound lot with each cut)
  - c. Mowing/weed whacking of hillside behind the station 1 time/month
2. Shrubbery
  - a. Trimming of all shrubs/bushes/trees/landscaping to be performed in May, June and September – (includes the removal of all clippings)
3. Weed Control
  - a. To be performed 1 time/month during cutting season
    - i. Includes spraying weed killer, weed whacking and pulling weeds from rock beds/landscaping
    - ii. Weed control inside of impound lot.

**Vendor must supply** all necessary equipment to perform these services and remove all clippings, trimmings and lawn type debris from the premises.

**Special attention should be taken to be sure;** cut blown grass does not get on State Police or personal vehicles.

**\*\*Special Note:** Cuttings and weed control service may be designated by the Station Commander, to be less than or more than stated above, dependent upon weather conditions, such as drought that may affect grass growth

### **I-3. Service Level Agreements**

**VENDOR MUST VISIT THE SITE AND TAKE INTO CONSIDERATION ALL CONDITIONS PREVAILING THAT WOULD AFFECT THE BID PRICE – BEFORE BIDDING.**

**COMMONWEALTH WILL PAY FOR ONLY THOSE SERVICES ACTUALLY RENDERED. COMMONWEALTH HAS NO OBLIGATION TO HAVE CONTRACTOR PERFORM ANY WORK OR ANY MINIMUM AMOUNT UNDER THIS CONTRACT.**

**FAILURE TO COMPLETE ALL DOCUMENTS MAY BE CAUSE FOR BID REJECTION.**

**COMPENSATION INSURANCE SHALL BE CARRIED IN ACCORDANCE WITH THE PROVISIONS OF THE WORKMAN'S COMPENSATION LAWS OF THE COMMONWEALTH OF PENNSYLVANIA**

The Contractor is required to have in place during the term of the Contract and any renewals or extensions thereof, the following types of insurance, issued by companies acceptable to the Commonwealth and authorized to conduct such business under the laws of the Commonwealth of Pennsylvania:

- A. Worker's Compensation Insurance** for all of the Contractor's employees and those of any subcontractor, engaged in work at the site of the project as required by law.
- B. Public Liability and Property Damage Insurance** to protect the Commonwealth, the Contractor, and any and all subcontractors from claims for damages for personal injury (including bodily injury), sickness or disease, accidental death and damage to property including the loss of use resulting from any property damage, which may arise from the activities performed under the Contract or the failure to perform under the Contract, whether such performance or non-performance be by the Contract, by any subcontractor, or by anyone directly or indirectly employed by either. The minimum amounts of coverage shall be \$250,000 per person and \$1,000,000 per occurrence for bodily injury, including death, and \$250,000 per person and \$1,000,000 per occurrence for property damage. Such policies shall be occurrence rather than claims-made policies and shall not contain any endorsements or any other form designated to limit and restrict any action by the Commonwealth, as an additional insured, against the insurance coverage in regard to work performed for the Commonwealth.

Prior to commencement of the work under the Contract and at each insurance renewal date during the term of the Contract, the Contractor shall provide the Commonwealth with current certificates of insurance. These certificates or policies shall name the Commonwealth as an additional insured and shall contain a provision that the coverage's afforded under the policies will not be cancelled or changed until at least thirty (30) days written notice has been given to the Commonwealth.

**I-4. Delivery/Service Location.**

PA State Police Bureau of Criminal Investigation  
Sergeant Scott Rossman (717) 214-2987  
2629 Market Place  
Harrisburg, PA 17110