

# Request for Proposal for Landscape Maintenance and Seasonal Landscaping Services

related to

## Waterfront Park at The Wharf



Hoffman-Madison Waterfront invites your firm to provide a proposal to perform the landscape maintenance and seasonal landscaping services on its newly completed Waterfront Park at The Wharf.

Proposers are asked to submit items listed in this document and further detailed in the Exhibit to the Request for Proposal (“RFP”).

Deadline for submission is Monday, April 10.

Finalist Interviews to be scheduled for week of April 17.

Contract to be awarded on April 24.

### The Wharf:

The Wharf is reestablishing Washington, DC as a true waterfront city. This remarkable mile-long neighborhood along the Washington Channel stretches across 24 acres of land and more than 50 acres of riparian rights in the Potomac River—from the Municipal Fish Market to Fort McNair. Hoffman-Madison Waterfront is transforming The Wharf into a vibrant, amenity-rich, 24-hour neighborhood for District residents and international visitors alike, featuring 3.2 million square feet of new residential, office, hotel, retail, cultural, marina and public uses including waterfront parks, piers and docks. Phase 1 of the development is set to open on October 12, 2017.

### Project Description:

The Wharf contains several acres of parks, piers and public docks in Phase 1 of the redevelopment site. Several green spaces are now under construction.

The Park is on an expedited April 28, 2017 completion and turnover from Clark Construction to Hoffman-Madison Waterfront. Therefore, The Wharf is now actively requesting proposals for landscape maintenance and seasonal landscaping services for its new Waterfront Park to commence in May, 2017.

The Park has primary areas that are irrigated and landscaped. Secondary areas are not irrigated and include bio-swales, and right of ways. Waterfront Park includes a water feature surrounded by extensive hardscaping and seating areas.

### Detailed Program:

*Turf Management:* The Park’s turf should be mowed in accordance with turf growth, rescheduling rain days with the Association Manager. All necessary turf pest and disease treatments shall be included. Aerate turf and top-dress turf with ¼” compost once per year at an appropriate seasonal schedule.

*Water Feature:* Waterfront Park includes a water feature that shall be monitored each visit and cleaned weekly (during season). Water feature system will receive a full system check monthly (from April through November) to include system adjustments, filtration, cleaning, pump maintenance, checking for leaks or breaks and water stagnation. A water feature report shall be submitted to the Association Manager monthly. The water feature shall be closed from December 1 thru April 1. Contract shall include winterization, spring clean-up and spring activation.

*Tree Management:* All trees in primary areas and along pedestrian walkways (sidewalks, hardscape areas around fountain) shall be trimmed to shape once per year. Flowering trees shall be trimmed to shape but never deadheaded.

*Bed Management:* Shrubs shall be heavily pruned during the dormant season (Nov-Feb). The exception is spring flowering shrubs which shall be heavily pruned just after flowering. Shrubs shall be shaped throughout the season to maintain an orderly but natural look. Perennials shall be reduced by one-half by rounding and mounding them to produce greater dense growth following a winter freeze. Ground cover shall be maintained in a healthy manner with no dead leaves or long runners and seasonally scalped (as necessary) for new growth. All planted ornamental grasses shall be reduced to a 10" height as necessary. All irrigated beds shall receive a slow release organic fertilizer (3-month life span) three times per year. All beds shall be maintained to be kept weed free, and all debris and trash shall be removed first.

*Mulch:* Mulching is considered a part of the contract. All beds and tree wells currently mulched will be re-mulched two times per year at a depth of 2" per mulching. Mulch shall be shredded hardwood mulch.

*Irrigation System:* Irrigation system shall be monitored each visit and adjusted per weather conditions. Any damage caused by the contractor shall be repaired by the contractor at no cost to the client. Irrigation system will receive a full system check four times per year (quarterly) to include adjusting heads, cleaning out nozzles, checking for leaks or breaks and poor coverage. An irrigation report shall be submitted to the Association Manager.

*Hardscape, Paths and Public Walkways:* Hardscape, established Park paths and pedestrian walkways of stone, cement and or granite shall be kept free of weeds and debris each visit. A damage/repair report shall be submitted to the Association Manager at the end of each site visit, only as necessary.

*Bio-swales and storm management areas (secondary areas):* Areas shall be maintained in a healthy manner and kept clean of all debris and trash. All areas to be kept weed free.

*Clean Up:* All sidewalks and parking lots shall be blown of landscape debris at the end of each visit with trash being removed from the area first. All debris shall be removed from the site at the end of each. Leaves shall be removed from beds during all visits for a crisp clean look. Expansion joints, cracks, and curb lines shall remain weed free.

*Schedule:* This site shall have no less than 36 scheduled visits per year with monthly site inspections to be performed and a copy distributed to The Wharf Association at the end of each month.

*Duration of Contract:* This contract shall be from May 1, 2017 to May 1, 2018, and contract services shall be billed monthly.

*Workmanship:* All work shall be performed in a good and workmanlike manner by skilled and experienced workers. Employees shall be in uniform, with clearly designated vehicle bearing the company name. Insurance shall be kept current.

#### Submission of Proposal:

The following information should be included in the Proposal:

- Summary of Qualifications
- Organization
- Capabilities of Firm
- Comparable Work
- Related Exhibits or Photos of Current and Past Work
- Fee
- Acknowledgement of Schedule
- References (at least two current clients)
- Insurance including Workman's Compensation and General Liability

#### Evaluation Criteria:

Bidders will be evaluated based on materials submitted. Proposals will be evaluated on expertise, cost considerations and ability to perform work. The following will be used as a guideline for selection:

- Fee and Structure
- Landscape Management Approach
- Relevant Experience
- Successful Portfolio of Past Projects
- CBE and First Source Experience/Compliance

Key Deadlines:

The following dates are important to consider:

Proposal Issuance:	March 13, 2017
Questions Deadline:	April 3, 2017
Proposal Submission Deadline:	April 10, 2017
Finalist Interviews	April 17, 2017
Contract Awarded:	April 24, 2017
Work to Begin:	May 1, 2017

Submission Instructions:

Proposal is due on or before 10 am on Monday, April 10, 2017 to the attention of Bob Rubenkönig via email at [brubenkonig@wharfdc.com](mailto:brubenkonig@wharfdc.com). No hard copies can be accepted.

Other Notes:

Should you have any questions, please contact Bob Rubenkönig at [brubenkonig@wharfdc.com](mailto:brubenkonig@wharfdc.com).

Questions must be submitted by 10am on April 3, 2017.

Responses to all questions will be shared with all interested parties. Please register with Mr. Rubenkönig if you wish to receive the consolidated questions and answers.







