



## A. GENERAL REQUIREMENTS

1. The Interior Plant Maintenance Contractor will furnish necessary labor, equipment, materials and , transportation. The Contractor will provide the buildings with all services to keep all plants healthy and attractive.
2. The scheduled monthly service will include watering, fertilizing, pruning, cleaning and insect and plant disease control.
3. All Interior plants at listed facilities are the property of DAS.
4. The contractor will maintain/replace all plants at contractor's expense, except in circumstances described in section C, below. At the discretion of the Facility Manager:
  - 4.1 Any plant, the appearance of which has deteriorated and cannot be corrected by maintenance, will be removed and replaced by a plant of comparable value.
  - 4.2 The Contractor shall recommend species of plants and containers when needed. The plants proposed shall be complimentary to the Authority's aesthetics and represent at a minimum the quantity, quality and size of existing plants.
5. The Contractor shall provide a point of contact that is adequate, competent and professional supervisory personnel, capable of ensuring the accomplishment of the Best in Class practices within the industry.
6. The Contractor will adhere to any statutory and regulatory provisions of the laws of the State of Ohio.
7. Applications of any Herbicides or Pesticides will be reviewed with the Facility Manager before being applied and will only be used by a qualified technician licensed by the State of Ohio.
8. The Contractor will submit to the Facility Manager a Materials Safety Data Sheet (MSDS) prior to any products being used at the building.
9. The Contractor will adhere to all building rules and security requirements.
10. The Contractor shall clean plant containers and replace decorative top dressing, remove debris from topping material and inspect containers for leakage or damage.
11. Any and all chemicals applied to the plants as a part of the interior planting maintenance program are to be applied by Contractor with the Commercial Applicator. Protection is to be provided for all Adjacent surfaces.
12. The Contractor shall take every precaution to avoid water spillage on carpets, furniture, walls etc. No soil, insecticide or fertilizer will be stored on the premises.

## **B. ASSIGNMENT OF CONTRACT**

A contract shall not be assignable by the Contractor in whole or in part, without the written consent of the Office of Properties and Facilities.

## **C. CONTROL ENVIRONMENT AND DAMAGE**

1. Respective facilities ensure acceptable temperature range is maintained between 60 and 80 degrees.
2. The facility will not lower light levels below those originally agreed upon.
3. The Contractor will not be responsible for acts of God, catastrophes such as fire, freeze, explosion, flooding, accidental or malicious damages, vandalism or theft.

## **D. SPECIAL TERMS & CONDITIONS**

1. Contract Terms: The base term of the contract shall be for a period of one year, starting July 1, 2013 and ending June 30, 2014.
2. Option to Extend: DAS/GSD/OPF may, at its option and with the approval of the Contractor, extend the period of this Contract up to a maximum of four (3) additional one (1) year periods. The Authority shall notify the Contractor in writing of the Authority's intentions to extend the contract period at least thirty (30) calendar days prior to the expiration of the original contract.
3. Toxic Substances/Federal "Right to Know" Regulations: The Federal "Right to Know" Regulation implemented by the Occupational Safety and Health Administration (OSHA) requires employers to inform their employees of any toxic substances to which they may be exposed in the workplace, and to provide training in safe handling practices and emergency procedures. It also requires notification to local fire departments of the location and characteristics of all toxic substances regularly present in the workplace. Accordingly, the successful Contractor shall be required to provide two (2) complete sets of Material Safety Data Sheets to the DAS Facility Manager or his/her designee, prior to utilizing products covered by a Material Safety Data Sheet.
4. Insecticides and Fertilizers: Use of any chemicals not labeled for interior use is prohibited. When chemical use is necessary, the person spraying is to have in his/her possession all "labeling" and Material Safety Data Sheets associated with this chemical while it is being used. Spraying of insecticides, fertilizer, and other pollutant materials is to be confined to the individual plant. Spraying techniques that may introduce the material being sprayed into the ventilating system or beyond the immediate area of the individual plant is strictly prohibited.

## **E. MANDATORY SITE VISITS**

It is mandatory that you visit service sites before you submit your bid to log the quantity and kinds of plants. You need to call and schedule an appointment to schedule an appointment at the following numbers:

For the **Rhodes Tower**, 30 East Broad St., Columbus, Ohio 43215, please call the Facility's Manager **Ryan Dalton: 614-466-1268.**

For the **Riffe Tower**, 77 South High St., Columbus, Ohio 43215, please call the facility Manager **Brian Hammen: 614-644-9854.**

## **F. BUILDING AND PLANT LOCATIONS**

### **RHODES TOWER: 30 E. BROAD STREET: COLUMBUS, OHIO 43215.**

BASEMENT

MANAGEMENT OFFICE

1<sup>ST</sup> FLOOR LOBBY

40<sup>TH</sup> FLOOR

3<sup>RD</sup> FLOOR

### **VERNE RIFFE CENTER : 77 SOUTH HIGH STREET, COLUMBUS, OH 43215.**

MANAGEMENT OFFICE

1ST ESCALATOR BALCONY

1<sup>ST</sup> FLOOR LOBBY

2<sup>ND</sup> ESCALATOR BALCONY

2<sup>ND</sup> FLOOR-

3<sup>RD</sup> ESCALATOR BALCONY

3<sup>RD</sup> FLOOR

### **THE OCASEK BUILDING : 161 S. HIGH STREET, STE 102, AKRON, OH 44308-1615.**

LOBBY WEST/PLAZA LEVE

LOBBY WEST ELEVATOR/FLOOR1

LOBBY CENTER STAIRS/FLOOR 1

LOBBY ATRIUM/FLOOR1

LOBBY EAST/FLOOR 1

OFFICE/FLOOR 1

ATRIUM/FLOOR 2

BENCH BETWEEN FLOORS 2 & 3

ATRIUM/FLOOR 3

BENCH BETWEEN FLOORS 3&4

ATRIUM/FLOOR 4

BENCH BETWEEN FLOORS 4&5

ATRIUM/FLOOR 5