

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES DIVISION
OFFICE OF PROCUREMENT FROM COMMUNITY REHABILITATION PROGRAMS
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

MANDATORY USE CONTRACT FOR: Lawn Care Services, Ross Lake

CONTRACT No.: CRP30277

EFFECTIVE DATES: 07/01/2018 to 06/30/2020
Renewal through 06/30/2022*

The Department of Administrative Services (DAS), Office of Procurement from Community Rehabilitation Programs (OPCRP) has accepted the proposal submitted in response to the Contract Number listed above by the certified Community Rehabilitation Program (CRP) and/or the certified Agent of a Community Rehabilitation Program (Agent). The CRP and/or Agent listed herein has been awarded a contract for the services or supplies listed. The respective ordering office contract approval form, [contract terms and conditions, supplemental terms and conditions](#), pricing schedules, specifications, and any attachments incorporated by reference and accepted by DAS become a part of this Mandatory Contract.

This Mandatory Contract is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Contract is renewed, terminated or cancelled in accordance with the Contract Terms and Conditions.

This mandatory contract is available to the Ohio Department of Natural Resources, 360 East State Street, Athens, OH 45701.

This contract award by Office of Procurement from Community Rehabilitation Program is in accordance with Sections 125.60 to 125.6012 of the Revised Code.

Agencies are eligible to make purchases of the listed supplies and/or services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that agencies will purchase the volume of supplies and/or services as initially advertised or described.

State agencies may make purchases under this Mandatory Contract up to \$2500.00 using the State of Ohio Payment Card. Any purchase that exceeds \$2500.00 will be made using the official state of Ohio purchase order (ADM-0523). Any non-state agency, institution of higher education or Cooperative Purchasing member will use forms applicable to their respective agency.

This mandatory contract and any amendments thereto are available from the DAS Web site at the following address:

www.procure.ohio.gov

Signed: _____
Matthew M. Damschroder, Director Date

* This amendment is issued to notify that as a result of mutual agreement between the State of Ohio and the Contractor, this contract is renewed for an additional twenty-four (24) months, effective 07/01/2020 through 06/30/2022. It is also issued to update the price list and add a summary of amendments page effective 07/01/2020.

TABLE OF CONTENTS

	<u>PAGE NO.</u>
<u>SPECIFICATIONS</u>	
SCOPE OF WORK	3
DATES OF SERVICE	3
WORKING HOURS	3
SERVICES PROVIDED	3
DRESS CODE	3
BASIS OF PAYMENT	3
INSPECTION	3
EQUIPMENT	4
CHEMICALS	4
OTHER PROCEDURES	4
<u>CONTRACT ITEMS</u>	
COST SUMMARY	5
CONTRACTOR'S INDEX	6
*SUMMARY OF AMENDMENTS	

*Add summary of amendments page effective 07/01/2020.

SPECIFICATIONS

I. SCOPE OF WORK

The intent of these specifications is to provide mowing services and litter/debris pick-up furnishing adequate supervision and labor to accomplish all required mowing services. All work shall be performed in accordance with the specifications and schedules set forth herein. There shall be no exceptions or deviations to any part, or from approved schedule without prior written approval of the area representative. Contractor shall be deemed to have knowledge of the nature of the work and areas to be mowed.

II. LOCATION

Ross Lake
East and West Hydel Roads
Chillicothe, OH 45601

III. DATES OF SERVICE

A. Vendor shall furnish all necessary personnel, supplies and equipment to provide mowing and litter/debris pickup services on the following periods/ days listed below.

B. Grounds Maintenance (Mowing and Trimming):

1. April-November: Trim and mow the area two (2) to three (3) times per month not to exceed 18 visits during this time period. *
2. Litter and Debris Pickup

C. January-December: Remove Litter and debris from the area four (4) to seven (7) times per month not to exceed 90 services during this time period.

IV. WORKING HOURS

Services shall be performed Monday – Friday between the hours of 7:00AM and 5:00PM.

V. SERVICES PROVIDED

Per Occurrence

A. Grounds Maintenance

1. Mow all lawn areas.
2. Trim around buildings, signs and parking lots.

B. Litter/Debris Pickup

Remove litter and debris from the area.

VI. DRESS CODE

Employees of the vendor must wear suitable clothing to perform services.

VII. BASIS OF PAYMENT

Payment shall be made at quoted price per occurrence.

VIII. INSPECTION

Area personnel may inspect the performance of work after each occurrence.

*Weather and growing conditions are a variable that can affect the frequency of these visits for the designated time period.

SPECIFICATIONS

IX. EQUIPMENT

All equipment used to perform work outlined in these specifications shall be of acceptable quality to complete all tasks requested.

X. CHEMICALS

No Chemicals are to be used on grounds.

XI. OTHER PROCEDURES

After all mowing/trimming/litter pickup operations have been completed. the premises shall be left in an orderly condition at the end of each occurrence.

At no time shall the vendor of record bring any items to or on ODNR properties for disposal.

END OF SPECIFICATIONS

COST SUMMARY

ITEM NUMBER	ITEM	PRICE PER
34638	Lawn Care Services, Ross Lake, East and West Hydell Roads, Chillicothe, OH 45601	\$203.88 / per occurrence
*34647	Lawn Care Services, Litter Pick-up, Ross Lake, East and West Hydell Roads, Chillicothe, OH 45601	\$69.00 / per day

Submit Invoices to:
Ohio Department of Natural Resources
360 East State Street
Athens, OH 45701

*Update pricing effective 07/01/2020.

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

OAKS ID: 0000043405
First Capital Enterprises
505 East 7th Street
Chillicothe, OH 45601

CONTRACT NO: CRP30277

TERMS: Net 30 Days

CONTRACTOR'S CONTACT:

Joan DePugh

Telephone: (740) 779-2519

Email: jdepugh@firstcapitalenterprises.com

SUMMARY OF AMENDMENTS

Amendment Number	Effective Date	Description
1	07/01/2020	This amendment is issued to notify that as a result of mutual agreement between the State of Ohio and the Contractor, this contract is renewed for an additional twenty-four (24) months, effective 07/01/2020 through 06/30/2022. It is also issued to update the price list and add a summary of amendments page effective 07/01/2020.