

**Flat River Community Library
Landscaping Proposal – 2018**

Contractor Name:

Address:

Phone:

Contact Name:

Please list contractor's licenses, certifications, and education qualifications as it relates to landscaping, landscape architecture, and landscape design:

Instructions: Please complete the following chart indicating the price per unit for each of the services listed below. Proposals that do not follow this format will not be accepted. Please note, bids for other services (irrigation and lawn care) should be submitted on the corresponding proposal form.

Service Description	Dollars Per Unit	Unit	Estimated Hours
Prune brushes, shrubs, evergreens, and trees, according to individual prune schedule, to maintain desired shape and size. Haul debris off-site (As needed)		Per Hour	
Remove debris from beds in spring (Spring)		Per Task	N/A
Top dressing of mulch on beds and/or remove mulch build-up to maintain 2-3 inches of depth. Please specify what you recommend in the comments section and include the cost of mulch in this bid (Spring)		Per Task	N/A

Spray pre-emergent herbicide on all beds, cracks, and crevices in parking lot, sidewalks, and curbs as needed. Apply post-emergent herbicide. Repeat as needed (As needed)		Per Application	N/A
Weed all beds, cracks, and crevices (As needed)		Per Hour	
Apply fertilizer to all beds including a slow release formula (As needed)		Per Application	N/A
Spray landscaping for insects or disease (As needed)		Per Application	N/A
Prepare the beds for winter. Describe the process in the section for comments (Fall)		Per Task	N/A
Evaluate the condition of landscaping through the season and suggest needs/changes to the Director (As needed)		Per Task	N/A
Hourly rate for any services not listed above		Per Hour	N/A

Comments or Clarifications: Provide any clarifications to the bid that would be necessary to clarify or interpret the bid. If necessary, attach additional information on company letterhead.

_____ Proof of liability insurance is included (Initial)

_____ Three references are included (Initial)

Signature: _____ **Date:** _____

Printed Name: _____