

Service Level: Turf Landscaping Maintenance

Department of Recreation, Parks, and Cultural Activities
 Division of Park Operations
TURF LANDSCAPING MAINTENANCE
LEVELS OF SERVICE

LEVELS	Turf Care				Fertilizer	Irrigation	Litter Control	Repairs	Inspections
	Mowing	Aeration	Reseeding	Weed Control					
One (1): Premium¹	@ min. 5 days: Varies per species.	Min. 4/year	As needed	Max spread: 1%	As needed	Automatic	7 days/week ²	As needed	Daily
Two (2): High³	@ 10 days	Min. 2/year	As needed	Max spread: 5%	As needed	Automatic	5 days/week	As needed	Per RPCA service visit
Three (3): Moderate⁴	@ 10 days	Per RPCA inspection	Per RPCA inspection	Required removal: noxious weeds	Per RPCA inspection	Per climate ⁵	2-3 days/week	As needed: Per RPCA inspection	1/week
Four (4): Standard⁶	@ 12-18 days	None	None	Required removal: noxious weeds	None	None	Max. 1/week	Per safety requirements only	1/month
Five (5): Minimum⁷	None or min. per species	None	None	Required removal: noxious weeds	None	None	Per complaint order	Per safety requirements only	1/month

***Applies to Athletic Fields only.**

1 Mowing every five days; no more than 1% of surfaces have weeds; athletic fields are pristine; trees and shrubs are pruned monthly; beds are changed frequently. State-of-the art maintenance applied to a high-quality diverse landscape. Associated with high-traffic urban areas, such as public squares, malls, government grounds, or university campuses.

2 Sweeping and cleaning frequency as such that at no time does accumulation of debris distract from look or safety of the area, includes surfaces.

3 Mowing every ten days; no more than 5% of surfaces have weeds; athletic fields are done weekly; trees and shrubs are pruned seasonally; beds are changed twice a year. High-level maintenance. Associated with well-developed public areas, malls, government grounds, or university campuses. Recommended level for most organizations.

4 Mowing every ten to fifteen days; no more than 15% of surfaces have weeds; athletic fields are done as needed for athletic events. Moderate-level maintenance. Associated with locations that have moderate to low levels of development or visitation, or with localities that cannot afford a high level of maintenance.

5 Climate dependent. Areas with more than twenty-five inches of annual rainfall rely on natural rainfall. Areas with less than twenty-five inches of annual rainfall rely on supplemental irrigation, normally two to three times per week.

6 Mowing every twelve to eighteen days; weed control limited to legal requirements for noxious weeds; athletic fields are done as needed for athletic events; trees and shrubs are pruned on an as-needed basis for safety; no beds are updated, maybe wild flowers. Moderate to low-level maintenance. Associated with locations that cannot afford a high level of maintenance.

7 Turf Care: Low-frequency mowing schedule based on species. Low growing grasses may not be mowed; high grasses receive periodic mowing; weed control limited to legal requirements for noxious weeds.

Service Level: Horticultural Maintenance

Department of Recreation, Parks, and Cultural Activities
Division of Park Operations
HORTICULTURAL MAINTENANCE
LEVELS OF SERVICEⁱ

LEVELS	Site Visits					Mulching ⁱⁱ	Pruning ⁱⁱⁱ	Leaf Removal ^{iv}	Enhancements ^v
	Frequency	Cleanliness ^{vi}	Weed Control ^{vii}	Density ^{viii}	Neatness ^{ix}				
One (1): Premium^x	@ 10 – 14 days	No visible trash	FOS: No weeds (upon work completion)	100%	High	August & April-May	2/year	2/year	Watering, IPM, fertilizing, containers
Two (2): High^{xi}	@ 10 – 14 days	Limited trash/litter pickup	90% weed free	70%	High-moderate	August	1/year	2/year	None
Three (3): Moderate^{xii}	@ 15 - 21 days	Limited trash/litter pickup	80% weeds free	Partial	Moderate	August	1/year	1/year	None
Four (4): Standard^{xiii}	@ 22 - 45 days	Limited trash/litter pickup	70% weeds free	Partial	Moderate-low	August	Per RPCA inspection	1/year	None
Five (5): Minimum^{xiv}	Per safety/health requirement	Per complaint	NA	NA	NA	None	Per safety/health requirements	None	None

1 RPCA is only responsible for the areas defined as “Front of School” on associated aerial maps included as part of this MOU. The standards below apply to “Front of the School” and shall represent the conditions upon completion of each site visit.

2 August mulching includes the following: 1) beds edged, 2) old mulch is removed, 3) A new 2-3” layer of shredded pine bark mulch is added, and 4) new mulch is gently tamped down. April/May mulching only includes: 1) addition of 0.25”-0.50” of new mulch for color and appearance, 2) no bed edging, and 3) no removal of old mulch, 4) no tamping.

3 Pruning includes: All shrubs and hedges at the front of the school will be pruned at the number of times per year defined by the Level of Service Matrix. The amount of growth pruned from the plants and the timing of the pruning will vary depending upon the Level of Service Matrix. Selected species of ornamental trees are to receive annual pruning to stimulate flowering.

4 Leaf removal: “Fall cleanup” includes: 1) mid-November until the end of December, all fallen leaves removed, 2) Additional leaf removal shall occur from January through February.

5 Enhancements include: 1) seasonal Color changes, especially in the Spring, Fall, and Winter, 2) addition of containers with seasonal color changes, 3) more detailed pruning, 4) higher density of plantings, 5) fertilizing and watering as needed, 6) additional mulching (two times per year), 7) IPM = Integrated Pest Management used.

6 Cleanliness refers to: 1) trash and litter pickup. 2) no trash visible in the front of the school, 3) no trash visible within twenty-five feet of any door on the sides or back of the school, and 4) no more than one piece of trash along a one hundred foot site line, or in a twenty-five by twenty-five foot area.

7 Weeds: Weed coverage is determined by the Level of Service contracted upon the completion of a site visit. There should not be any weedy vines overtaking ornamental plants following any site visit.

Service Level: Horticultural Maintenance Cont'd

- 1 Density: Density of plant coverage is determined by the Level of Service contracted upon the completion of a site visit. Plants shall be full and healthy, with any dead plants removed.
- 2 Neatness includes: 1) beds edged, 2) sight lines clear, and 3) no shrubs or tree branches blocking walkways or entrances.
- 3 Level 1: 1) 100% weed free landscaped beds that are mulched twice per year, 2) site visits every ten to fourteen days, weeds should not be more than two to three inches tall between visits, and 3) full, densely planted landscaped beds with seasonal color changes.
- 4 Level 2: 1) clean, weed free landscape beds that are mulched once per year, and 2) site visits every two weeks, weeds should not be more than three to four inches tall between visits.
- 5 Level 3: 1) 80% weed free landscape beds that are mulched once per year, and 2) site visits every fifteen to twenty-five days, weeds will often attain heights of eight to twelve inches between
- 6 Level 4: 1) 70% weed free landscape beds that are mulched once per year, and 2) site visits every twenty-two to forty-four days, weeds will often be taller than twelve inches between visits.
- 7 Level 5: 1) No landscape maintenance, and 2) often are Native Plant Conservation Zones or areas with limited public access.

Service Level: Tree Care Maintenance

Department of Recreation, Parks, and Cultural Activities Division of Park Operations TREE CAREⁱ LEVELS OF SERVICE					
LEVELS	Tree Assessment ⁱⁱ	Emergency Hazard Response ⁱⁱⁱ	Tree Removal ^{iv}	Selective Tree Maintenance ^v	Five-Year Rotational Maintenance ^{vi vii viii}
One (1): Premium	1/year	Per request: For public safety only	1/year	Per request: For public safety only	Per 5 year cycle
Two (2): High	1/year	Per request: For public safety only	1/year	Per request: For public safety only	NA
Three (3): Moderate	1/year	Per request: For public safety only	1/year	NA	NA
Four (4): Standard^{ix}	NA	NA	NA	NA	NA
Five (5): Minimum^x	NA	NA	NA	NA	NA

1 It is the intent of this MOU to provide tree maintenance services in areas near buildings, parking lots, athletic fields, walkways, and other activity areas. Tree maintenance services (including those described in item 7 below) will not be provided in wooded and natural areas, low-maintenance zones, Native Plant Conservation Zones, or similar areas.

2 Tree Assessment: 1) an evaluation of all trees within the area covered by the MOU will be completed in order to identify the presence of hazards that need to be resolved, and 2) determine the need for other tree maintenance activities that are to be performed in accordance with the contracted Level of Service.

3 Emergency and Hazard Response: RPCA will provide removal of safety hazards and downed trees and limbs which block access to facilities or traffic flow at all schools. Emergency response at schools will be prioritized in coordination with other RPCA emergency response requirements (Levels 1, 2, and 3).

4 Tree Removal: Trees which are dead or in severe decline and are located in areas commonly used near buildings or activity areas will be removed from each school site annually. Trees which present a low risk hazard due to their location away from high activity areas will not be removed (Levels 1, 2, and 3).

5 Selective Tree Maintenance: RPCA will perform necessary maintenance to provide clearance for pedestrian or vehicular traffic, or to address tree-related maintenance issues (such as safe buffer distances between trees and structures) (Levels 1 and 2).

6 Five-Year Rotational Maintenance: RPCA will perform maintenance activities to improve the health, structure, and appearance of all trees within the area covered by the MOU (except as noted in #1 above), on a pro-active five-year rotation cycle. A schedule of school sites whose trees are to be maintained each year shall be developed by ACPS and RPCA, so that each site is maintained once every five years, and may include: 1) crown cleaning, 2) crown thinning, 3) crown raising, 4) crown reduction, and shaping, and/or 5) crown restoration, as defined within this MOU (Level 1).

Service Level: Tree Care Level Cont'd

7 Maintenance pruning activities shall be performed in accordance with ANSI A300 (Part 1) standards. (ANSI A300 = American National Standard for Tree Care Operations - Tree, Shrub, and Other Woody Plant Maintenance - Standard Practices, 2008^{viii}) Planting of new trees, maintenance of new trees, watering, fertilization, or any other services not specified as the responsibility of RPCA through this MOU, may be provided only through a separate agreement between ACPS and RPCA, at an additional cost to be mutually agreed upon.

8 Level 4: Secluded areas, undeveloped areas, or areas with restricted or limited public pedestrian access, but not classified under Level 5

(below). 9 Level 5: Native Plant Conservation Zones, and Natural Resource Areas.