

**SPECIFICATIONS / SCOPE OF WORK**  
**SOLICITATION NO.: S10-L24787**

**20.0 LABOR HOURS TIME DEFINITIONS:**

20.1 The grounds maintenance contract working hours shall be as follows:

20.1.1 "Business Day" shall mean any calendar day except Saturdays, Sundays, and full-day holiday(s) for City of Houston employees, as designated by the Houston City Council.

20.1.2 "Business Hours" unless mutually agreed upon by both parties, shall mean 7:00 a.m. to 6:00 p.m. on business days.

20.1.3 "Regular Time" shall mean 7:00 a.m. through 6:00 p.m., Monday through Friday. This rate shall be for services outside the scope of services stated herein.

20.1.4 "Emergency Time" shall mean any time 365 days a year. This rate is primarily for emergency repairs to sprinkler systems' water leaks and tree removal (per Provision 19.3), and a two-hour response time shall be required.

**21.0 PENALTIES FOR NON-PERFORMANCE:**

21.1 Liquidated damages shall be applied on monthly payment on non-performance of Services on the following categories: "**Service**" is considered to be the performance of work done in a given month; and a "**Unit**" is equal to one of the required Services as described within the contract.

21.1.1 One unit for non-performance of service: 100% per unit.

21.1.2 Failure to maintain bushes, trees and cleaning/maintaining of flowerbeds: 50% per unit.

21.1.3 Failure to clean area of grass cuttings, limbs and debris: 50% of unit.

21.1.4 Failure to apply fertilization: 100% Monthly unit.

21.1.5 Failure to apply mulch: 100% Monthly unit.

21.1.6 Failure to maintain minimum requirement of mulch: 25% of unit.

**22.0 WORKMANSHIP AND INSPECTION:**

22.1 All work shall be performed in a workmanlike manner to the satisfaction of the Department, and in complete accordance with the specifications herein. A weekly grounds maintenance inspection shall be conducted by the Department. A joint inspection between the Contractor and the Department shall take place the last week of each month. The Contractor shall give at least twenty-four (24) hour notification to the authorized Department representative of the date and time of this inspection.