

**STATE OF SOUTH CAROLINA     ) ADDENDUM NUMBER THREE**  
**) TO FACILITIES MAINTENANCE**  
**) MANAGEMENT SERVICES**  
**COUNTY OF BEAUFORT            ) CONTRACT RFP #14-014**

**This Addendum Number Three** dated as of April 25, 2016, is entered into pursuant to the Contract between Beaufort County School District, hereinafter “BCSD”, and GCA Education Services, Inc., hereinafter “Contractor”, dated July 1, 2014.

**Whereas**, the parties now desire to amend the contract:

**Now, therefore**, in consideration of the mutual covenants and promises and for other good and valuable consideration, the sufficiency and receipt of which is hereby acknowledged, the parties hereto agree as follows:

1. BCSD and the Contractor have agreed on the following addition to Paragraph 2. Scope of Work of the Contract and the associated price increase as follows:

**Maintenance – Grounds Maintenance Scope of Work (SOW)**

General - Maintain all plants, trees and shrubs in a manner that prolongs life and sustains a healthy appearance. Grounds maintenance services in the standard services and above standard services requirements shall benefit the environment and generate cost savings to the District by preserving and protecting the native plants and wildlife habitat entrusted to us. The campuses will be maintained with, trees, shrubs, roads and pathways in an environment that is free of litter, weeds and unwanted pests. Storm water ponds, fences and other Owner property will be maintained in an attractive manner that is clear of unwanted debris and vegetation. Under this contract, grounds personnel will be under the Maintenance contract and will work seamlessly with existing maintenance personnel. The Scope that follows below is a general guide. Responsibilities associated with but outside the duties outlined in this SOW may be assigned by the Owner.

**A. COMPOSTING –**

1. To reduce the amount of material being disposed of in landfills, the contractor is required to compost to the greatest extent possible, yard waste generated by the contractor's operations. The contractor shall not compost material on-site unless authorized by the COSO or designee. The contractor shall utilize an approved recycling or composting facility or compost the material at the contractor's own facility.
2. BCSD may request that the contractor develop a composting program. The program shall address composting location and maintenance. It shall also describe how composting material is to be reused throughout the BCSD for the advantage of the District.

**B. TREES AND SHRUBS**

1. Tree Maintenance –
  - i. Tree supports shall be kept in good condition and functioning at all times and removed when no longer needed. All trees and shrubs should be fully protected. Tree stakes and tree ties shall be of materials that are comparable to those existing on site, and shall be replaced or repaired by the contractor as needed. Supports or braces are to be repositioned as often as necessary to prevent damage to the tree or shrub trunk. Sand pans can be used for trees and shrubs to protect the plant trunk from the mower, and help to avoid over-watering. Shrubs and trees are to be kept trimmed to present an attractive appearance.
2. Pruning –
  - i. To promote optimum efficiency and safety for all foot and vehicular traffic, trees and shrubs shall be kept pruned to clear all roads, drives, and walking areas. Driveway and road clearance shall be for the largest service vehicle or bus that uses the roadway. The contractor shall trim limbs back to avoid interference with vehicles or at the request of the COSO or designee.
  - ii. Any limbs and branches touching or brushing buildings or other structures are also to be pruned to provide clearance and free air circulation around the facility. When pruning the contractor shall remove all dead or diseased foliage or a branch to control growth and to ensure position of main branches enhances structural strength.

- iii. Prune trees, shrubs and vines in accordance with horticultural standards.
- iv. Prune on a regular ongoing basis to remove all dead, diseased, damaged, crossing, rubbing, stubs, suckers, water sprouts and multiple shoots.
- v. Remove branches that extend over buildings.
- vi. Prune or remove growth in front of windows, over roofs, over entryways or walks, or where vision is obstructed at street intersections.
- vii. Tree Removal - All dead or diseased trees shall be removed
- viii. When a tree is observed to be dead or diseased, the tree should be marked for demolition with a ribbon and the COSO or designee shall be notified.
- ix. Upon approval of all permits, the tree shall be removed. Unless otherwise approved by the COSO or designee, remove stumps, main root ball, root systems to a depth of 12" below finish grade elevations.
- x. All fence lines shall be clear of vegetation. Remove all vegetation of fences unless planted by a school organization to grow on a fence for the purpose of education.

#### **C. FLOWERBEDS AND PLANTS**

1. Flowerbeds are to be free from weeds and debris. Replacement plants shall be supplied by the contractor and approved by the COSO or designee, and shall be arranged in an attractive and professional manner.
2. Remove and dispose of debris, rubbish, animal waste, dead and unhealthy plants on a regular weekly basis.
3. Remove and eliminate perennial grass, weeds and ornamental seedlings including their roots regularly.
4. The Landscape Improvement Plan is to be reviewed on an annual basis. All revised recommendations mutually agreed to by the Owner and Contractor shall be implemented.

#### **D. IRRIGATION**

1. Irrigation system maintenance is the responsibility of the contractor.
2. Contractor is responsible for understanding existing irrigation system, maintain the functioning of the system and improving the system where possible.
3. Scheduling, adjustment and maintenance of irrigation sprinkler heads is the responsibility of others. Any malfunctioning irrigation

heads should be reported to the appropriate grounds contractor through the work order system

#### **E. PEST MANAGEMENT**

1. The contractor shall use Integrated Pest Management (IPM) practices for controlling pests and disease to ensure that students are kept safe from harmful pests.
2. Contractor should use recommendations of the Clemson University Agricultural Extension Agency and the United States Environmental Protection Agency.
3. Use spot treatment of pesticides in place of broad application.
4. Coordinate pesticide treatment with the COSO or designee so as to not interfere with school activities.
5. Where application of pesticides requires the location students to be kept out of the area, the contractor is responsible for notification, signage, and barricades to keep students out of the area.
6. All applicators shall have proper licensing and training.
7. All materials shall be properly stored according to the manufacturer's recommendations with any required signage clearly visible.
8. Work by other includes the pest management of grass area pests that includes mole crickets and fire ants and fungus that destroy or otherwise harm turf. All pests that can be managed via the spraying of insecticide on the turf area shall be handled by others.
9. All federal, state and local laws will be adhered to in the application of all pesticides. IPM for South Carolina Schools will be the guide for pesticide application

#### **F. PLANT REPLACEMENTS**

1. The contractor shall be responsible the replacement of all planted materials that have been damaged as a direct result of the neglect, or lack of proper care and maintenance.
2. Obtain approval prior to plant removal. Promptly remove all dead and unhealthy plants including all root systems.

#### **G. REGULATORY REQUIREMENTS**

1. Hold copies of permits and licenses required by regulatory authorities. Copies shall be provided annually to the District.

#### **H. DRAINAGE SYSTEMS**

1. BCSD is responsible for maintaining the on-site storm drainage systems. BCSD maintains a storm water quality program to protect nearby streams, rivers, marshes, and coastal areas that may receive storm water from a BCSD system. Contractor shall work with the




**In Witness Whereof**, the parties hereto have executed this Addendum Number Three, the day and date first written above.

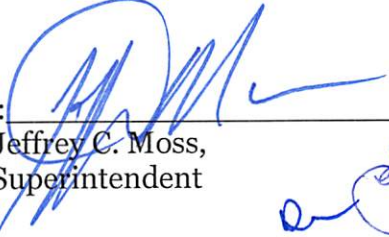
ACCEPTED:

APPROVED:

GCA EDUCATION SERVICES, INC.

BEAUFORT COUNTY  
SCHOOL DISTRICT

BY:   
\_\_\_\_\_  
William P. Dunn,  
Vice President, General Counsel  
& Assistant Secretary

BY:   
\_\_\_\_\_  
Jeffrey C. Moss,  
Superintendent

DATE: 5/5/16

DATE: 5-6-16