



4512 Manchester Avenue, Suite 100
Saint Louis, MO 63110
P. 314-535-5311
EuclidSouthCID.org

REQUEST FOR PROPOSAL (RFP)

Seasonal Landscaping Installation and Maintenance

Proposals must be submitted no later than 5:00 P.M. on December 20, 2023. Proposals must include all requested materials to be considered (bid, previous experience, references, etc.). Proposals may be submitted only in the following ways:

Emailed to Brian@pcd-stl.org

OR

Mailed or hand-delivered to the following address:

Euclid South Community Improvement District
c/o Brian James
4512 Manchester Avenue, Suite 100
St. Louis, MO 63110

If you have any questions concerning the RFP, please contact Brian James at (314) 535-5311 or brian@pcd-stl.org



Section I: INTRODUCTION

The Euclid South Community Improvement District (Euclid South) is seeking proposals from qualified agencies to provide Seasonal Landscaping and Maintenance. Selection of the successful agency will be made based on evaluation and determination of the ability of the responding agency to deliver quality service in a cost-effective manner. The term of the contract will be a two-year period ending.

Agencies may bid on Seasonal Landscaping and Maintenance services cited in Section III: Scope of Services. This RFP establishes minimum requirements a bidder must meet in order to be eligible for consideration as well as information to be included in the Agency's bid response. The selection of the successful agency will be made based on evaluation and determination of the relative ability of each Agency to deliver quality service in a cost-effective manner.

The following specific criteria will be evaluated and must be addressed in the proposal:

1. Company History and Organization
2. Management Approach
3. Personnel Selection Process
4. Communication and Reporting
5. Cost Proposal per Occurrence and Invoicing
6. Value Added Features

The Euclid South's Board of Directors is not obligated to accept the lowest bid and reserves the right to reject any and all bids or amend the scope of the project. All Bidders must hold a valid St. Louis (City) business license or otherwise have the ability to perform work in accordance with all governing local authorities and to the satisfaction of those authorities.

Section II: CONTRACT TERMS

The term of this contract shall be for a two (2) year period starting from January 1, 2024 unless terminated by either party with a written notice thirty (30) days in advance.

Agency shall provide appropriate and necessary management and supervision for all employees and shall be solely responsible for instituting and invoking disciplinary action of employees not in compliance with Agency's rules and regulations, as well as any other policy established by the contracting parties.

Agency shall ensure hiring, training and administration of motivated and professional employees that meet or exceed the standards of both The Euclid South Community Improvement District Board and its Administrator.

A copy of Agency's workers' compensation insurance per the State of Missouri and \$1M certificate of general liability coverage which names The Euclid South Community Improvement as additionally insured will be made addendums to the contract.

Agency is responsible for the daily personal appearance of crews.



Agency shall administer all cost accounting and billing relative to this contract.

Agency shall respond as necessary to accommodate additional hours or services as may be requested by Euclid South Community Improvement District.

Section III: SCOPE OF SERVICES

Seasonal Landscaping Installation and Maintenance: (see attached service area map and planter specifications)

1. Planters

- a. Planters to be prepared to the appropriate depth and soil amendment added prior to planting.
- b. Planting of annual flowers will commence after the threat of any late frost. Types of flowers planted shall be selected for normal site conditions.
- c. Planters to be maintained with proper watering (see schedule immediately below), fertilization, insect and disease control applications, weed control applications and mulch as needed to provide an aesthetically-pleasing display.
- d. Annual flowers to be removed at end of season or when flowers decline.
- e. Early fall planting of chrysanthemums or pansies.
- f. Installation of bulbs shall occur after the decline of annual or fall flowers, with planting to occur in November or December.
- g. Bulbs will be removed after flowers decline in spring.

2. Trees

- a. Area's designated for watering will be watered using on site water sources unless bubble truck watering is required. All hoses and watering equipment will be provided unless otherwise stated. Watering will be conducted once to three times weekly depending upon weather conditions and rainfall to maintain a consistent moisture level to the trees root system. Trees with a stem caliper of 2.5" or less and/or newly installed trees will have gator bags installed and be watered. Trees of eight inches or less diameter to be watered on the same schedule as the planters (see item 1c above and schedule immediately below).
- b. Winter Tree Prune: Tree's up to 8" in diameter will be pruned once per season when dormant to eliminate dead, damaged, or unproductive branches as required. Branches that obstruct walks or roadways, and sucker growth will be removed.

Section IV: INSTRUCTIONS TO BIDDERS

Proposals must include be received by email, mail or hand-delivery no later than **5:00 P.M. Wednesday, December 20th, 2023.** Proposals must include all requested materials to be considered. Please send proposals:

Euclid South Community Improvement District
c/o Park Central Development
4512 Manchester Avenue, Suite 100



St. Louis, MO 63110

Attn: Brian James

4512 Manchester Avenue, Suite 100
Saint Louis, MO 63110
P. 314-535-5311
EuclidSouthCID.org

Questions should be addressed to Brian James at Brian@pcd-stl.org or 314-535-5311.

Proposals should address the following subjects in the response. Reference any attachments in the text and include printed copies of attachments at the back of your submitted document.

- 1 Company History and Organization** – Provide a brief Agency history; include the name, title and contact information of the staff directly responsible for management and supervision of this project.
- 2 Personnel Selection Process** – Describe staff recruitment, selection and vetting.
- 3 Cost Proposal** – Agencies may propose one or both Groundskeeping and Landscape & Maintenance. Include billing rates per occurrence and a total cost for the service to be considered.
- 4 Invoicing** – Propose invoicing frequency, procedures, and applicable discounts.
- 5 Value-Added Features** – Indicate features or programs not covered elsewhere in the response which is offered to enhance your Agency's ability to effectively carry out this project.
- 6 References** – Provide at least three (3) client references whose areas/districts are comparable in size, profile and service hours to Euclid South. Include reference name, address, and contact number.

Euclid South Community Improvement District Boundaries



At Kornegay Design our concrete planters are manufactured using cast concrete, a time honored durable material. They are designed and manufactured for high-traffic areas, harsh environments and to last forever. Their ability to “last forever” however does not preclude the possibility that they may develop cracks.

Properties of Concrete

Concrete is the most used building material in the world. Yet as any experienced structural engineer or architect will tell you, “concrete cracks.” While we have never seen a Kornegay Design planters lose its structural integrity, we have seen them crack. There are best practices you can follow to make it less likely that any concrete planter will develop cracks.

Maintaining a Kornegay Design concrete planter

Proper care of your concrete planters starts with 3 vital elements: suitable potting mix (growing medium), proper drainage, and routine monitoring of the moisture level of the planting mix. The reason concrete planters develop cracks are due to one or all of these issues:

- Incorrect potting medium
- Over-watering
- Poor drainage

All of these problems lead to a primary cause of cracking: expansion of materials inside the planter. This pressure exerted from the interior results in cracks that always begin at the rim.

The 3 elements discussed here are important in preventing cracks in all concrete planters and they are also crucial to increasing the health and life span of the planted material.

Growing Medium

A good growing medium in planters should be porous to ensure roots receive both water and air and provide adequate nutrients; these traits will also increase the lifespan of the plant material. Planting mix with a large percentage of soilless material generally offer the best long-term container planting outcome.

Soil taken directly from the ground should never be used, even when the composition includes mulch, sand or other soil enhancements. Even good garden soil or bagged topsoil will lead to soil compaction inadequate aeration, porosity, and drainage. Use of soils especially those with clay, known as expansive soils, will always lead to concrete cracking!!

Over the years our clients have been the best resource for identifying growing medium products and best practices to ensure a successful outcome in container plantings. See below.

Proper Drainage

The ability of the planting mix to properly drain is dependent on the composition of the planting mix. Too much moisture can lead to root rot, chlorosis (yellowing of leaves), wilting, limited growth, possible death and can decrease the structural integrity of the planter. In the past it was thought that proper drainage is achieved through the addition of a layer of gravel placed at the bottom of the planter, followed by the placement of filter fabric, however experienced planters no longer rely on this solution,

since in fact the gravel does nothing to increase drainage out of poorly aerated soil that fills three quarters of the container. A better solution is to fill 50% of the volume of a large container with lightweight filler such as non-biodegradable packing peanuts. Some clients have even used plastic milk jugs.

Large filler material like this may work best with a water extraction system.

Warning: Containers without drainage holes need conditions in which the potting mix does not become saturated at the base of the container. A workable option in planters without drainage holes maybe to utilize double container planting. Some clients find this useful for plantings of seasonal flowers that need a lot of water and are planted in large deep containers.

Suitable Watering

Many factors influence the when, how much and why watering is necessary. Different season, light, soil types and plants selected all influence the irrigation regime. How much water, when to water and how often to water is determined by the local climatic conditions and locations of your plants. The irrigation specialist and landscape architect or designer should consult on irrigation methods. Exact specifications for watering cannot be provided because of the factors and conditions listed above.

Exterior Irrigation

For exterior use, an automatic irrigation system is suggested but not always needed. An automatic irrigation system may simplify the irrigation process, make it dependable and insure the proper amount of water is being supplied, but only if it is monitored often to insure the proper amount is being supplied. Often it is these unmonitored systems that are most at fault in causing problems.

Product Suggestions from Kornegay clients:

Below are suggestions from three clients that have successfully used our planters over the years. *

Chad Franer, Director of Horticulture at the Indianapolis Museum of Art & Gardens suggests using a greenhouse type soil mix, one that is composed of bark ash. This mix, unlike ones that are composed of peat moss will dry and wet more evenly throughout the pot. He prefers MetroMix from SunGro. He also suggests mixing in a lightweight aggregate like Haydite, http://www.hpbhaydite.com/land_uses/soil_enhancers.html (the chunks are large enough to hold soil up and nutrients cling to it), soil conditioners and superabsorbent polymers (watercrystals.com). The superabsorbent polymers should be mixed evenly throughout the container, they can absorb hundreds of times their own weight in water and will release the water as the surrounding medium dries out.

Todd Briggs, RLA, Principal at True Forms (trueformslas.com) uses a product from Granite Express in Mesa, AZ, as a specialty product they supply potting mixes for container plantings for roof top gardens and for on ground container planters throughout the Southwest (Graniteexpress.com). His representative is Kelly Shephard (also the GM there).

Clark Moody, Horticulturist at the JW Marriott at Desert Ridge likes a product from Armstrong Growers called Pindstrup Substrate (pindstrup.com).

Suggested Potting Mix Compositions:

Other professionals who weighed in on this issue with their own custom formulas. *

Succulents and Desert Plants

A mix containing a high percent of inorganic materials is suggested.

Mary Irish, Horticulturist and Authors of Southwest Gardening books

3 parts organic components (forest mulch or compost) 2 parts sand (Coarse construction
Grade sand—not play sand

- 1 part pumice
- Gregg Starr, Horticulturist, Author and Owner of Starr Nursery, Tucson, Arizona
 - 60% pumice
 - 20% sharp sand (coarse masonry sand)
 - 20% ¼ inch minus compost
- Jane Evans and Gene Joseph, Owners of Plants of the Southwest in Tucson, Arizona
 - 20% peat moss
 - 15% mulch (decomposed fir bark)
 - 5% coarse sand
 - 15% vermiculite

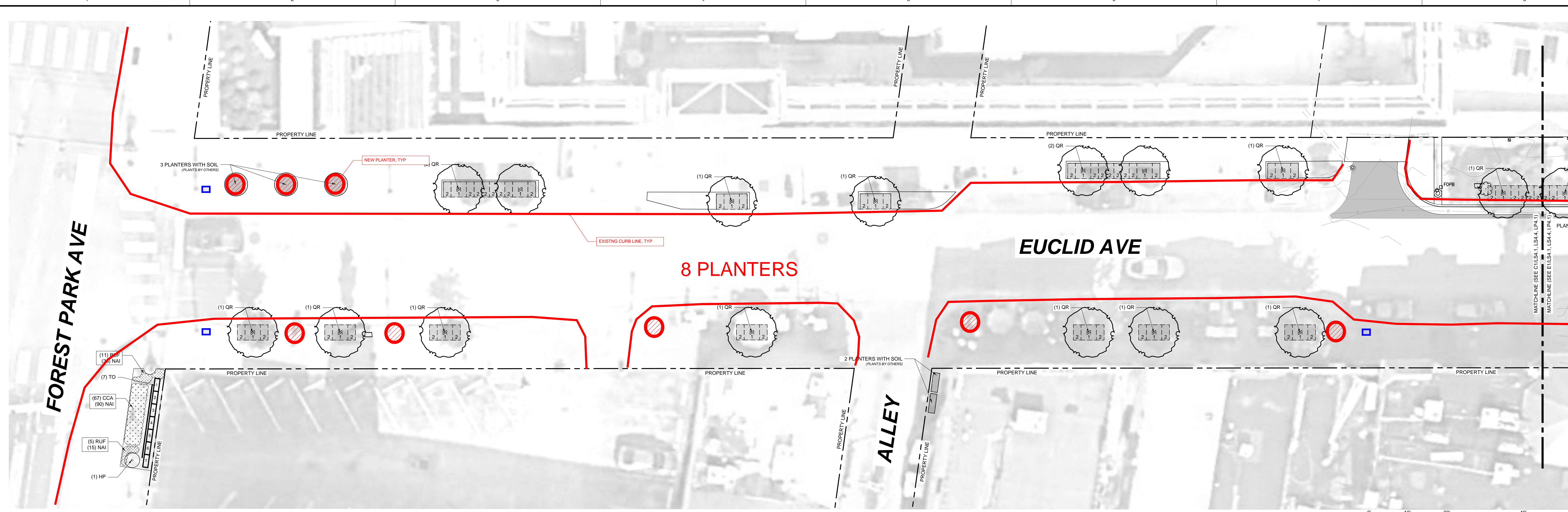
Palms and Tropical Plants

- 40% compost,
- 40% pumice
- 10% coarse sand
- Gene Joseph (suggested mix for cycads)
 - 20% peat moss
 - 20% mulch
 - 5% coarse sand
 - 5% perlite

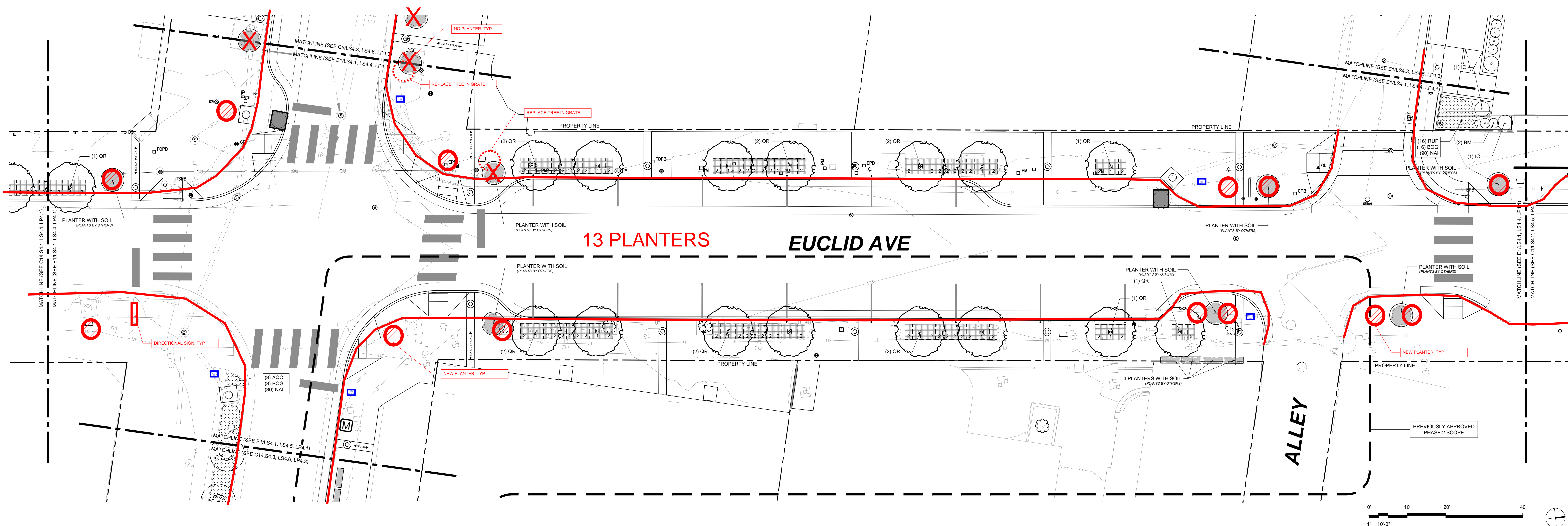
Perennials and Annuals

- Gregg Starr
 - 60% pumice,
 - 20% sharp sand (masonry sand)
 - 20% ¼ inch minus compost
 - 5-10-10 fertilizer

*These are only suggestions we have gathered from the landscape community; they are not professional specifications of Kornegay Design.



C1 EUCLID AVE PLANTING PLAN
1" = 10'-0"



SITE FURNITURE LAYOUT

LEGEND:

- X NO SPACE FOR PLANTER IN EXIST STREETScape
- 34 ROUND PLANTERS
- ▭ 7 RECTANGULAR PLANTERS
- 12 LITTER RECEPTACLES

NOTE: ALL SITE FURNITURE IS SUBJECT TO ADJUSTMENT BASED ON SITE CONDITIONA

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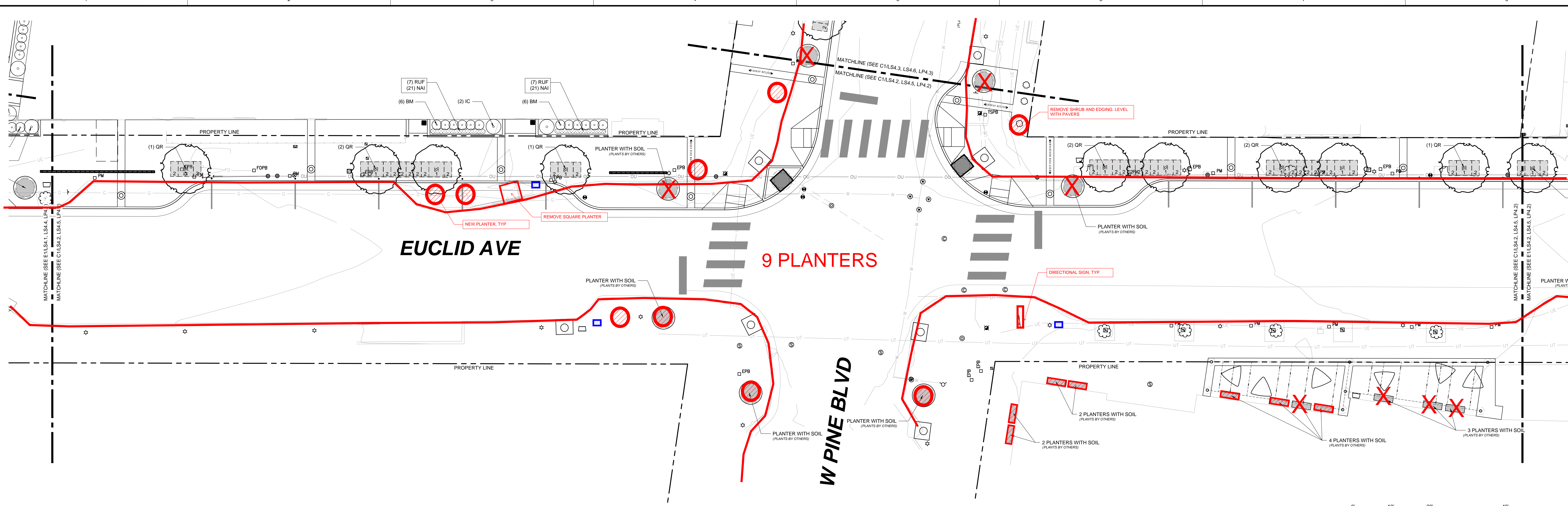
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ARCHITECTS DESIGNERS PLANNERS LANDSCAPE ARCHITECTS		NO. DATE REVISION	
100 NORTH BRANIFF ST. LOUIS MISSOURI 63105			
TEL: 314.792.2037 FAX: 314.792.2031 CHRISTNERARCH.COM			
CERTIFICATE OF AUTHORITY: 20100425			
Project: Euclid Avenue Streetscape			
Drawing: Euclid Ave Planting Plans			
Revision: 20230809			

EUCLID SOUTH COMMUNITY IMPROVEMENT DISTRICT
EUCLID AVENUE STREETScape
CITY OF ST. LOUIS, MISSOURI
EUCLID AVE PLANTING PLANS
(FOREST PARK TO BUCKINGHAM)

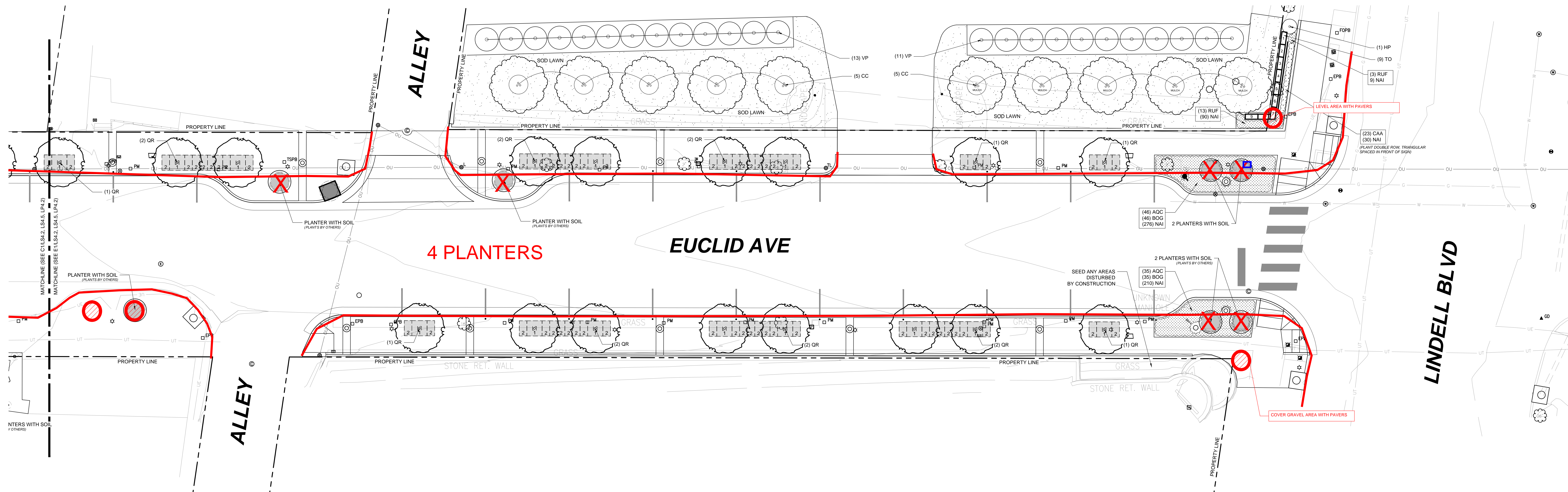
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DESIGNED:	JR
DRAWN:	JR
CHECKED:	LH
CA JOB NO.:	20036

ISSUE DATE: 09/13/2021
ISSUED FOR: BIDING
LP4.1

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C1 EUCLID AVE PLANTING PLAN
1" = 10'-0"



E1 EUCLID AVE PLANTING PLAN
1" = 10'-0"

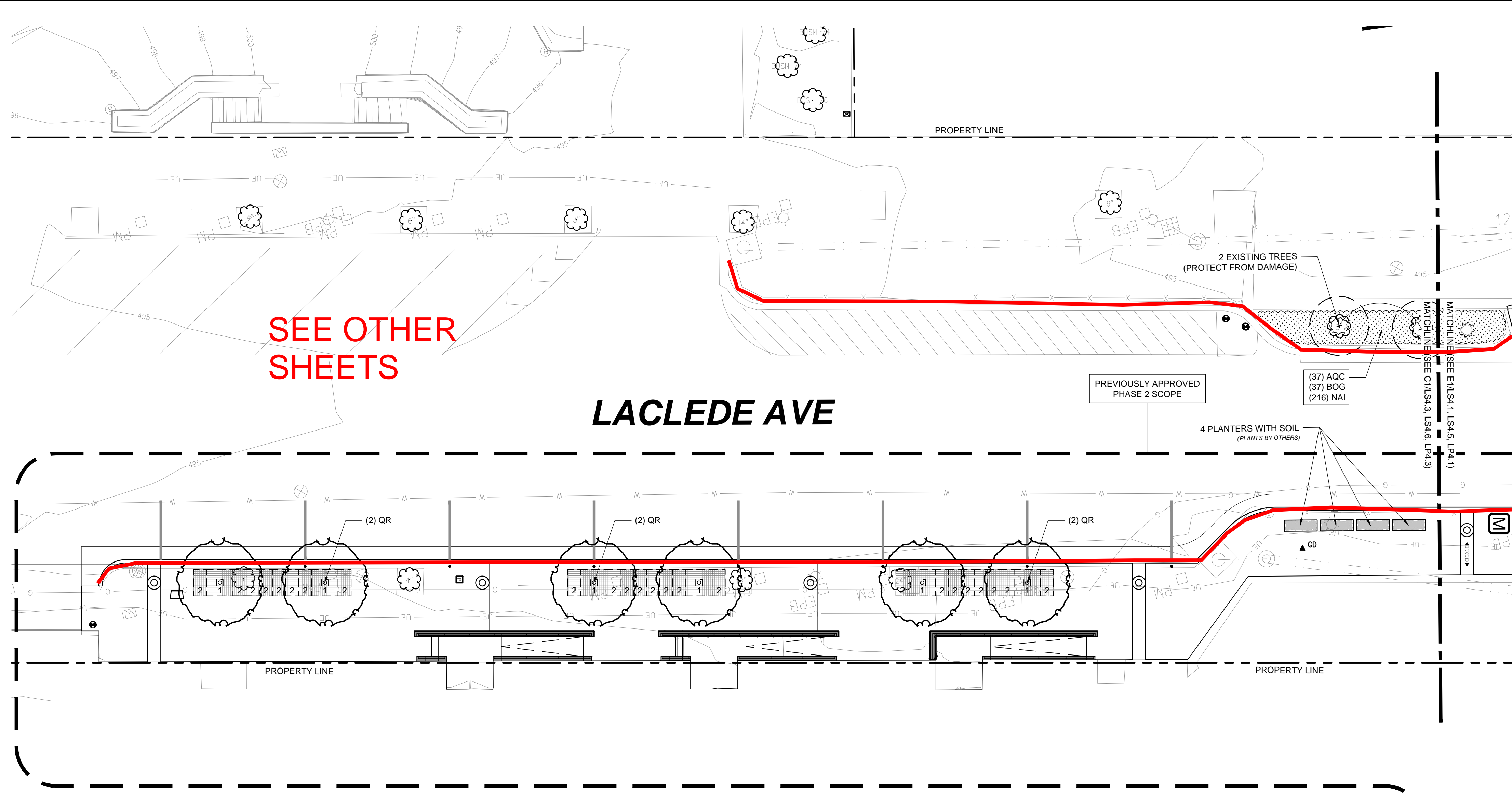
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NOT FOR CONSTRUCTION			

EUCLID SOUTH COMMUNITY IMPROVEMENT DISTRICT
EUCLID AVENUE STREETSCAPE
CITY OF ST. LOUIS, MISSOURI
EUCLID AVE PLANTING PLANS
 (BUCKINGHAM TO LINDELL)

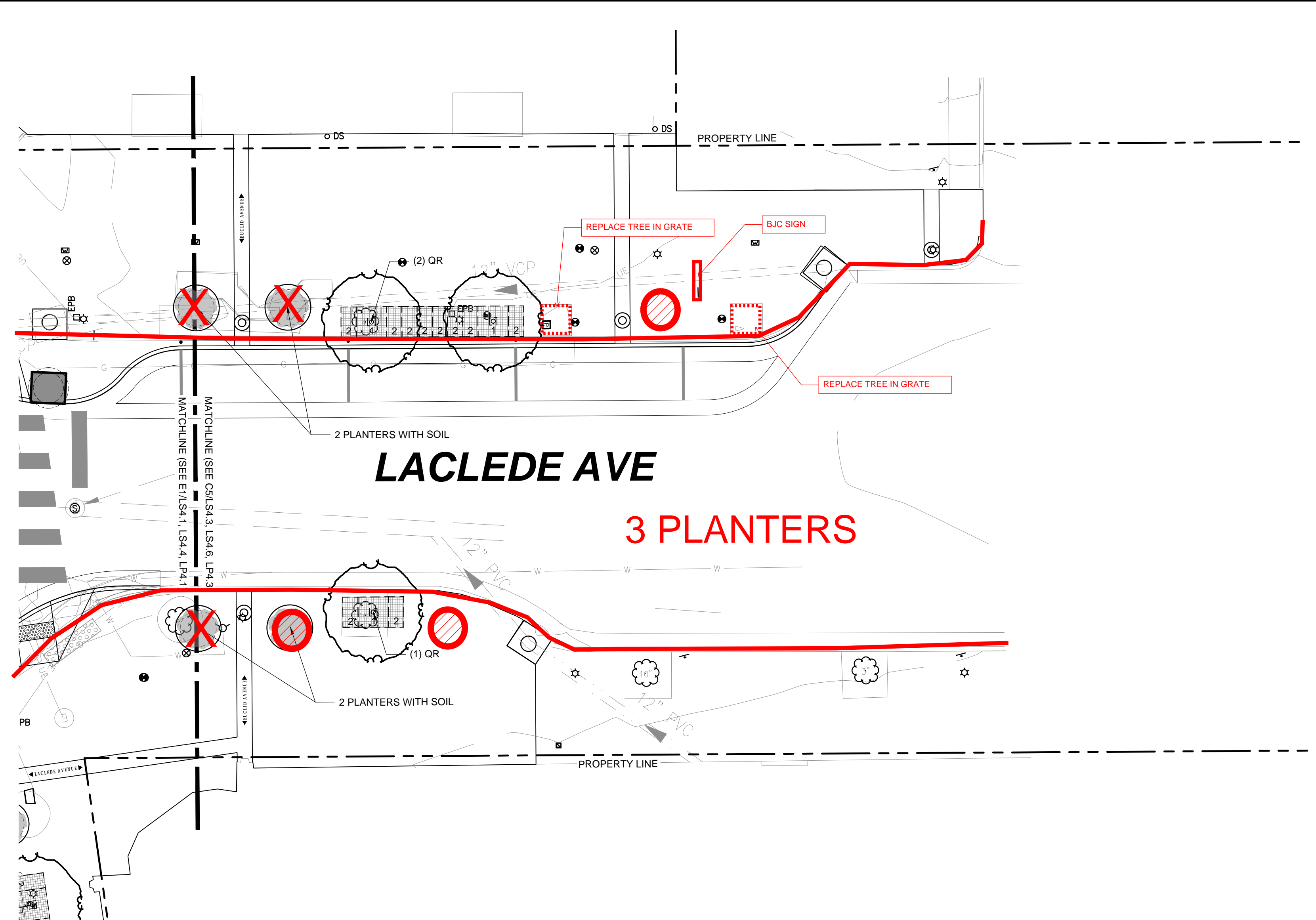
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LP4.2

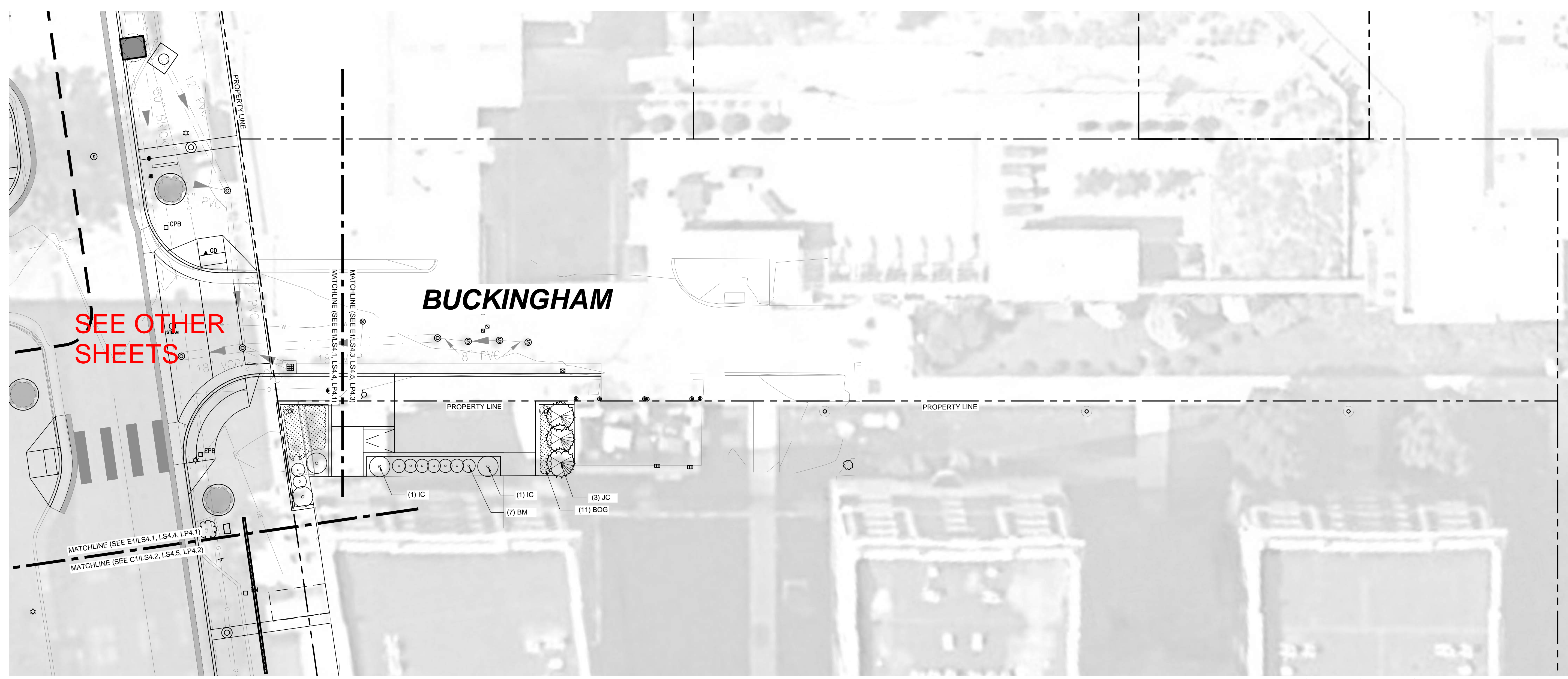
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 OPERATOR: JSTEVENS



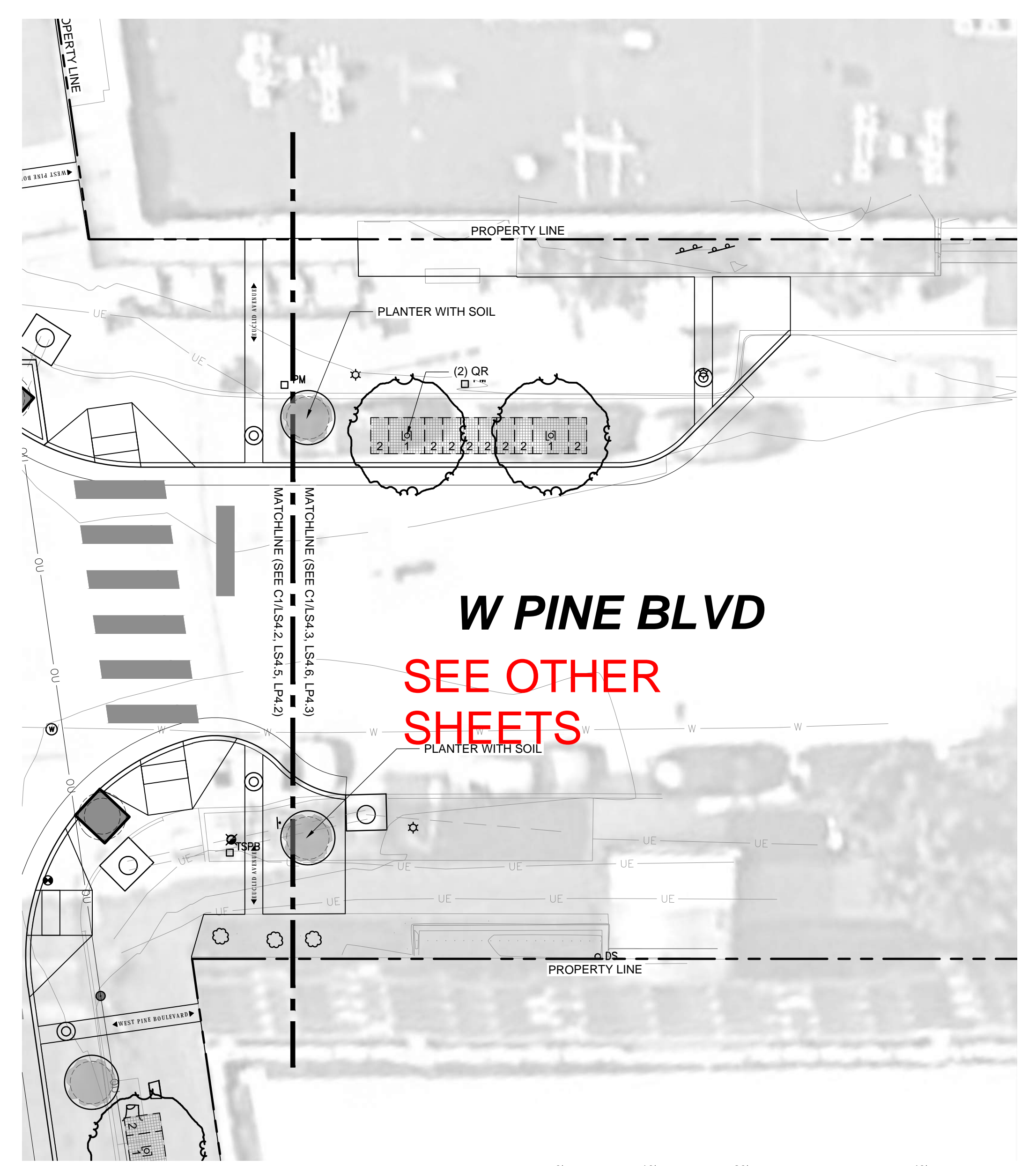
C1 LACLEDE AVE (EAST) PLANTING PLAN
1" = 10'-0"



C2 LACLEDE AVE (WEST) PLANTING PLAN
1" = 10'-0"



E1 BUCKINGHAM ALLEY PLANTING PLAN
1" = 10'-0"



E7 WEST PINE BLVD PLANTING PLAN
1" = 10'-0"

<p>CHRISTNER ARCHITECTS ARCHITECTS, PLANNERS, LANDSCAPE ARCHITECTS 100 NORTH WARRICK ST. LOUIS MISSOURI 63104 TEL: 314.792.2807 FAX: 314.792.2808 CHRISTNERARCH.COM CERTIFICATE OF AUTHORITY: 201004250</p>	<p>NOT FOR CONSTRUCTION</p>	<p>NO. DATE REVISION</p>
	<p>PROJECT: EUCLID SOUTH COMMUNITY IMPROVEMENT DISTRICT DRAWN: JR CHECKED: LH DATE: AUGUST 31, 2021</p>	<p>PLANTING PLANS (LACLEDE, BUCKINGHAM, AND WEST PINE)</p>

EUCLID SOUTH COMMUNITY IMPROVEMENT DISTRICT
EUCLID AVENUE STREETSCAPE
CITY OF ST. LOUIS, MISSOURI
PLANTING PLANS
(LACLEDE, BUCKINGHAM, AND WEST PINE)

DATE:	AUGUST 31, 2021
DESIGNED:	JR
DRAWN:	JR
CHECKED:	LH
CA JOB NO.:	20036

LP4.3

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