**REQUEST FOR PROPOSALS**

**(RFP) Landscape Maintenance**

1. **INVITATION**

The Anchorage Museum is soliciting bids from qualified and experienced landscape and grounds maintenance contractors and professionals interested in providing summer (May to Sept.) grounds maintenance to the Anchorage Museum landscape and commons areas.

1. **SCOPE OF SERVICE**

The contractor will be responsible for overall SPRING AND SUMMER grounds maintenance for the Anchorage Museum. The scope of this work will include daily maintenance of all trees, perennial landscaping and lawn areas located at the Museum. The RFP covers more than 2 1/2 acers of property and over 200 trees. Landscaping and maintenance should be provided in accordance with Anchorage Museum Landscape and Operations Manual. Please note that this RFP does not include any maintenance or installation of any ANNUAL flowers. Lawn mowing, watering, and maintenance should be scheduled to minimize the disruption to patrons using the grounds during normal operating hours (9am to 6pm Mon-Fri).

1. **WORK SPECIFICATIONS**

**Spring**

Complete annual spring clean-up on all exterior grounds. Work to include but not limited to removing all trash and debris; Sweeping and water wash down of all walkways, wayfinding, and entrances; Dethatching of all lawn areas and removal and compost of all grass material; Carefully blowing out all leaves and accumulated debris from landscape; Pruning broken branches on trees and shrubs as needed; Work to be complete as soon as weather permits in spring.

**Summer (Ongoing throughout season).**

Structural and aesthetic pruning of all trees and shrubs. NOTE: all pruning to be performed by! ISA Certified Arborist.

Proper annual tree and shrub fertilization.

Insect and disease monitoring and control. Provide all aphid and pest control. When the temperatures dictate (early June); inject all trees and shrubs for mites, aphids, leaf rollers and birch leaf miner. All pesticide control work is to be performed by State of Alaska DEC Certified Pest Control Applicator.

Mow and string trim all lawn areas twice weekly (Tuesday and Friday).

Removal of all lawn clippings and debris. Organic materials to be composted.

Daily watering and moving or hoses and sprinklers as necessary.

Edge all lawn areas three times seasonally.

Fertilize lawn areas three times seasonally.

Spring (mid-May) application of water-soluble mycorrhizal root enhancer to strengthen the quality and health of the soil/root interface.

Spot spray lawn to mitigate broadleaf components as needed.

Weekly hand weeding of all landscape areas to control invasive weeds including the following: dandelions, vetch, pig weed, and non-native grasses. Bid should include a minimum of 32hrs of labor a week for this service.

Monitor irrigation to ensure proper watering schedule throughout the growing season. Work with irrigation contractors for seasonal start up and blow out purposes. Coordinate adjustments to watering schedule.

Remove and dispose of trash throughout the grounds 3 times weekly. This includes exterior trash receptacles.

Leaf removal and mitigation throughout the season (backpack blowing).

Fall ‘basal’ pruning of native understory roses. Dead head native spirea.

Removal of perennial and evasive plant species as necessary to preserve the vision and aesthetic of the landscape architect.

Provide consultation and recommendations as necessary throughout the season on all plants and trees on best practices to achieve optimum results.

Replacement of dying or damaged trees and shrubs. This will be on an as needed basis and will be billed outside or separate from this maintenance agreement.

1. **MINIMUM QUALIFICATIONS/EXPERENCE**

Contractors must have a minimum of 7 years commercial landscape maintenance and 3 commercial references. The contractor must be able to satisfactorily demonstrate the capacity to provide all necessary certifications, labor, tools, and equipment necessary to complete work as described.

1. **BID DUE DATE: April 10th, 2024.**
2. **RESPONSES**

Responses must be submitted to Brian Steele, Museum Deputy Director of Facilities and Operations, at [bsteele@anchoragemuseum.org](file:///C%3A%5CUsers%5Cbsteele%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CX3RGAEWG%5Cbsteele%40anchoragemuseum.org) no later than **5:00 PM Alaska Time on April 10th** . Please contact Brian Steele at 907-929-9295 with any questions regarding this RFP and/or to schedule a site visit.

1. **RESERVATION OF RIGHTS**

 a.) The Museum reserves the right to reject all firms, decline to proceed with selection of any candidate, to request additional qualifications, and to make inquiries as may be necessary to verify qualifications.

 b.) Nothing in this document shall require the Museum to proceed with any contractual commitments.