

**"This is only the scope of work for the project. For more information, interested parties should contact Procurement at [purchasing@stpgov.org](mailto:purchasing@stpgov.org) to ensure receipt of a full project package, to be listed as a plan holder and to ensure any addenda to the project package are received."**

**Scope of Work/Services:**

Provider shall provide landscaping and maintenance services at the St. Tammany Justice Center Complex (JC), which includes the property at 701 N. Columbia St., Covington, LA 70433, and Parking Garage, 601 N. Jefferson Ave., Covington, LA 70433 (S41-T06S-R11E).

Each task shall be performed, as stated, per the work schedule, scope of work, specifications, responsibilities, safety requirements and special conditions without prodding or reminders by the Parish.

The contractor will be responsible via a communication system set in place by the Facilities Management Department to confirm that each and every cut or visit has been completed. This will be done by an email sent to the Facilities Management Department personnel that is responsible for the overseeing of the contract. The invoices will be paid depending on this process as well.

At anytime fertilizers, herbicides or any other chemicals are to be used the vendor must provide the Parish with copies of the appropriate license stating they are qualified to apply such chemicals. When any of the above is taking place around any of these locations the Facilities Management Department must be informed prior to the application.