

ATTACHMENT C – HOUSTON NATIONAL CEMETERY SOW

SCOPE OF WORK

The Contractor shall provide all necessary expertise, supervision, labor, equipment, and supplies to accomplish the delivery and placement of 419 Tiff Bermuda Grass for grave sites at the Houston National Cemetery property located at 10410 Veterans Memorial Drive, Houston, TX 77038.

Work to be accomplished within the hours of 8:00 a.m. to 4:00 p.m. Monday thru Friday. No work will be allowed to be performed on weekends and official government Holidays, without advance written consent of the C.O.R.

A. Delivery and plating of grass sod:

A.1 – Grass sod shall be ordered, delivered and installed approximately once a month during growing season (typically from February to November) on all first and second interment sites at a rate of approximately 8,000 square feet per order as directed by the COR. The amount of grass sod to be delivered may vary depending on the interment rate. Sod will be installed in specific burial sections as instructed by the COR. This installation will usually occur in one full casket crypt burial section and in one traditional cremation burial section per order. The grass sod shall be delivered and installed within three (3) business days of order. The second interment grave sites are scattered throughout the cemetery; the COR will provide specific grave site locations in writing.

A.1.1. For each placed order, the US Government guarantees a minimum order of 1,000 square feet. The maximum amount of sod ordered under each task order shall not exceed 10,000 square feet.

A.2 – Grass sod shall also be ordered and delivered in several intervals through the year. There will be no installation included in this order of sod. The amount of grass sod to be delivered may vary depending on the interment rate. The grass sod shall be delivered within three (3) business days of order.

A.3 - Grass sod shall be certified 419 Tiff Bermuda and the contractor shall submit the following documents or information in accordance with the table A.1 to the COR. The cemetery turf is predominately 419 Tiff Bermuda Grass. The sod will be delivered freshly cut, weed, disease, and insect free, and of healthy appearance with uniform color, leaf texture, and shoot density. Grass sod shall be relatively free of thatch, less than 0.5 inch (uncompressed). Grass sod shall be machine cut at a uniform soil thickness of 0.60 inch, plus or minus 0.25 inch, at the time of cutting. Measurement for thickness shall exclude top growth and any thatch. Irregular sized

pads, broken pads, and torn or uneven ends will not be acceptable. Standard sized sections of grass sod shall be strong enough that it can be picked up and handled without damage. Grass sod shall not be harvested or transplanted when its moisture content (excessively dry or wet) may adversely affect its survival. Grass sod shall be harvested, delivered, and installed within a 24 hour period, unless a suitable preservation method is approved prior to delivery.

TABLE A.1

Submittal	Frequency	Submittal Schedule
Sod provider and information sheet	Initial and as revised	Prior to beginning work
Sod delivery tickets and certification	As needed	Upon delivery

A.4 - Grass sod shall be installed per COR's specific instructions at grave site locations specified in writing by COR.

A.5 - Grass sod shall be installed to match existing grade of turf (cemetery responsible for correct soil preparation and finish grade). All joints shall be butted tightly. Lateral joints shall be staggered to promote more uniform growth and strength. Care shall be exercised to ensure that sod pieces are not stretched or overlapped. Installed grass sod shall be properly rolled with sod roller to correct firmness.

A.6 - Once grass sod is installed, contractor shall notify COR for inspection and acceptance of work, prior to submitting invoice(s).

A.7 - Contractor is responsible for replacing any grass sod delivered and installed that does not meet the requirements stated in this scope of work within two (2) weeks after planting.

B. Contractor Equipment, Personnel, and Contractor Responsibilities

B.1 - Contractor shall not damage any property within the cemetery grounds. Any damage incurred by contractor shall be repaired or replaced at contractor expense with no additional charge to the government. This damage includes, but not is not limited to, rutting of grounds caused by contractor equipment, headstone and marker damage, and any other damage to cemetery property and grounds caused by contractor.

B.2 - Contractor shall not use any heavy equipment (e.g. back hoes, forklifts, dump trucks, etc.) within burial sections. Contractor will be allowed to use light duty motorized utility carts for the transport of grass sod and tools, as needed, and at contractor expense.

B.3 - Contractor shall clean up and/or pick up any trash, debris, dirt, mud, tire marks or any other related items upon completion of work in that area on any given work day.

B.4 - Contractor shall not store any materials, tools, or equipment overnight on the cemetery grounds.

B.5 – Contractor shall provide an English speaking Foreman or Work Leader for this contract.

C. Cemetery Responsibilities

C.1 - The cemetery is responsible for grass sod damaged by cemetery personnel, third parties, storms, flood, frost, freeze, animals on cemetery grounds, or related.

C.2 - The cemetery is responsible for the required maintenance (including watering) of the grass sod once it is delivered, correctly installed, and accepted.

Pre-bid Site Visit:

Prior to submitting a quotation, offerors are encouraged to visit and inspect the site. Contact Mr. Roy Luera or Scott Weber at the Houston National Cemetery, 281-447-8686.

End of Scope of Work