



SPLOST Project Initiation Package

1. **Date:** July 9, 2024

2. **Project Name and Requesting Department:**

The Department of Sanitation and Beautification will work with the Purchasing Department and their agencies to provide for the installation of wildflower plantings as prepared by Russel Landscape. Funding for this project has been identified in SPLOST Category 1J – Corridor Beautification. The total amount shall not exceed \$216,000.00.

Tracy Hutchinson, Director, Sanitation Beautification _____ Date _____

3. **Deputy COO Head:**

Approved: Chief Jack Lumpkin, Deputy COO _____ N/A _____ Date _____

4. **Prepared by SPLOST Program Management Team:**

Chris Kingsbury, SPLOST Program Manager
Ernest Slaughter, SPLOST Program Management Coordinator

5. **Need and Purpose:**

This project will provide wildflower roadside enhancement for a demonstration project.

6. **Requested Services and Work Scope:**

- a. **Type of Work Being Requested.** Services shall include, personnel and materials necessary to provide the goods or services that are in compliance with specifications as authorized by the County.

X	a.	Construction
	b.	Renovation/Restorations/Repairs/System Upgrades
	c.	Engineering
	d.	Architectural/Building Renovation
	e.	Mechanical/Electrical/Plumbing
	f.	Transportation Study
	g.	Others



b. Brief Description of Proposed Project:

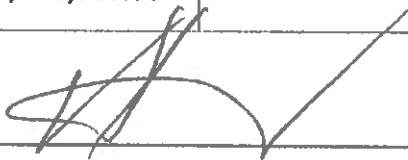
1. Ponce de Leon and North Decatur Intersection, 2. Memorial Drive and Covington Drive Intersection, 3. North Druid Hills and Clairmont Road Intersection, and 4. North Druid Hills and Spring Creek Road Intersection.

Pre-Construction Services When Required for Various Project Task:

- Use of current on-call firm for services (Y/N) Yes: Russell Landscape
- Right of way or land acquisition required: N/A
- Environmental and permits required: N/A
- Utility design or coordination: N/A

7. Proposed Budget (Including supporting details, detailed preliminary or final cost estimates, and SPLOST category)

Category	Estimated Cost	SPLOST Fund	Other Funds
Design	N/A	N/A	N/A
Right of Way/Land Acquisition	N/A	N/A	N/A
Utilities	N/A	N/A	N/A
Environmental Mitigation	N/A	N/A	N/A
Construction and Contingency	\$216,000	104783-80651-541401-14.3.602006	N/A
Procurement of Goods	N/A	N/A	N/A
Total Estimated Cost	\$216,000.00		

Approval Capital and Grants:  Date 7-15-24



8. Expected Start and Finish Dates:

Category	Anticipated Start	Anticipated Completion
Design	N/A	N/A
Right of Way/Land Acquisition	N/A	N/A
Utilities (Reimbursable Costs)	N/A	N/A
Environmental Mitigation	N/A	N/A
Construction	Aug 2024	Aug 2025

9. Program Manager Action:

- a. Date PM received: July 9, 2024
- b. PM Recommendation: Proceed to BOC for Change Order
Ernest Slaughter, Program Management Coordinator

Ernest Slaughter Date 7/15/2024

10. SEC Action

- a. SEC Action

Approve: *[Signature]* Date 7/15/24
 Disapprove: _____
 Defer: _____



ATLANTA + CHARLESTON + DESTIN + NASHVILLE + SAVANNAH + TAMPA

PROPOSAL FOR PARTNERSHIP

DEKALB COUNTY WILDFLOWER PLANTING



U N M A T C H E D I N T H E I N D U S T R Y



ATLANTA * CHARLESTON * DESTIN * NASHVILLE * SAVANNAH * TAMPA
RUSSELL LANDSCAPE, LLC.
 Office: (770) 446-3552 Fax: (770) 441-9061

May 19, 2024

Re: **DEKALB COUNTY WILDFLOWER PLANTINGS**

Having carefully reviewed **DEKALB COUNTY WILDFLOWER PLANTINGS**, we would like to present this proposal to provide maintenance in accordance with the attached contract. Your monthly and annual costs for landscape maintenance of the property are listed below.

Annual Base Maintenance: \$7,760.00 per month \$93,120.00 per year

Scope of Work				
This proposal is for maintenance of the four areas that will be seeded with Cosmos and includes 24 months of service.				
QTY	SIZE	MATERIAL / DESCRIPTION	UNIT PRICE	TOTAL
24		Weekly visits to remove litter from perimeter of wildflower plantings and keep cracks & curbs free of weeds and debris (22 visits)	\$45.81	\$24,003.75
2		Cut down existing Cosmos and perennial wildflower in fall (1 cutting per year)	\$1,119.88	\$2,239.75
12	LB	*Red Corn Poppy installed in November for Spring bloom (2 applications in 2 years)	\$201.90	\$2,422.75
160	LB	Perennial Wildflower mix to include: Black-eyed Susan, Lance leaf Coreopsis, Plains Coreopsis, Large flower tickseed, Bur-marigold, Narrow-leafed sunflower, Spotted bee balm (1 application this year)	\$160.97	\$25,755.75
45	LB	Sulphur Cosmos installed in 2025	\$164.57	\$7,405.75
45	Bag	Lime installed (1 additional application per season)	\$259.93	\$11,696.75
60	Bag	4-4-4+3Fe Bolster granular (1 application per season)	\$211.77	\$12,706.00
12	Bag	19-19-19 Fertilizer installed (1 application per season x 2 seasons)	\$239.23	\$2,870.75
6	Bag	Ammonium Sulfate (1 application per season x 2 seasons)	\$214.08	\$1,284.50
1	LS	Job set up & coordination	\$2,712.00	\$2,712.00

Thank you for considering Russell Landscape, LLC as part of your management team. Please feel free to contact us at: 404-520-7903 if you have any questions.

Sincerely,

John Wetherald
 Director of Business Development

John@RussellLandscape.com

VI. COMPENSATION

To perform the above stated services, Contractor shall be compensated by DEKALB COUNTY WILDFLOWER PLANTING for labor, materials, equipment, and services rendered as itemized below.

Monthly Base Maintenance Billing- **\$7,760.00**

ANNUAL TOTAL - \$93,120.00

Service shall be provided over a 51, week period as dated below. Please note that we are closed the week from Christmas until New Year's. Monthly service costs are prorated over the course of the contract for simplicity in billing and payment.

In the event of cancellation prior to the end of a 12-month term, the table below shall be used to determine the actual dollar amount of work performed and in turn the amount owed to either the customer or contractor at termination of the contract. Due to the nature of our business the actual labor and material expenses are not commiserate with the leveled monthly billings.

Mth	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
%	5	6	7	10	10	10	10	10	10	10	8	4

For example, if the total annual contract price is \$12,000, and the contract commences on January 1st and is terminated on August 31st, the total percentage of actual annual worked performed is 68% of contract. 68% x \$12,000 = \$8,160 and represents the actual amount of work performed. The actual amount paid over the 8 months of the contract was \$8,000, so in this case, the customer would owe the contractor an additional \$160.

Contractor shall cease all services on the above contracted property after sixty (60) days from date of unpaid invoice until all delinquent payments are received. Either Contractor or Property manager may terminate this contract at any time with or without cause by providing 60 days written notice by certified letter only. If pine straw, seasonal color, fescue seed, retention ponds or any extra services are added to the base maintenance price, and the work has already been performed, it must be paid in full if contract is terminated early.

Both parties agree not to solicit, offer employment to, nor use the services of any employee of the other party who is involved in performing this Agreement (otherwise than by general advertising for the duration of this Agreement) and for a period of twelve (12) Months from the date of termination of this Agreement, except as expressly provided for in this Agreement or where the other party consents thereto in writing.

During the execution of the work described herein, adjustments in fees may be necessary based on inflation and/or escalation in the costs of materials and labor. Russell Landscape reserves the right to adjust pricing due to fluctuation in the market rate of the job cost of the contracted work. Russell Landscape may adjust the pricing of this contract commensurately with 30 days written notice.

This contract shall be effective for the period beginning **June 1, 2024** ending **May 31, 2026**. This contract shall automatically be renewed on the anniversary date each year (unless either party expresses an objection by certified letter at least 60 days prior to the ending date listed above.) We hereby understand, adhere and agree to the terms and stipulations of this document and enter into this contract agreement.

Initials (Owner)

Initials (RLG)

DEKALB COUNTY WILDFLOWER PLANTING

Contact Information:

Company: _____

Name: _____

Phone Number: _____

Fax Number: _____

Email Address: _____

Billing Address:

Physical Address:

Name & Capacity- Owner or Contracting Representative

Date

Name & Capacity-CONTRACTOR, RUSSELL LANDSCAPE, LLC

Date

Initials (Owner)

Initials (RLG)



PROPOSAL 10-60-XX

Date: July 5, 2024
 Job Name: DeKalb County
 Job Address: _____
 GA
 Contact: Tracy Hutchinson
 tahutchinson@dekalbcountyga.gov

Branch: Doraville
 Contract Number: _____
 Phase Number: 10-060-000
 Account Manager: Michael Florio

Scope of Work

This proposal is for the installation of Sulphur Cosmos mix for the (4) locations shown & includes: 1. Ponce de Leon and North Decatur Intersection, 2. Memorial Drive and Covington Drive Intersection, 3. North Druid Hills and Clairmont Road Intersection, and 4. North Druid Hills and Spring Creek Road Intersection.

QTY	SIZE	MATERIAL / DESCRIPTION	UNIT PRICE	TOTAL
Phase One completed in July 2024				\$112,707.00
92		Clean up & edge along curbs and sidewalks		
1		Scalp with mower-areas to be installed	\$110.25	\$10,143.25
170174	SF	Chemical spray out of existing turf (2 applications x 85.087sf) for all sites	\$14,478.00	\$14,478.00
32	LB	Sulphur Cosmos installed (15 pounds per acre)	\$0.12	\$20,238.00
5	Bag	Buckwheat installed	\$245.13	\$7,844.25
17	Bag	Lime installed	\$870.30	\$4,351.50
66	Bag	Lime installed	\$274.46	\$4,665.75
8	Bag	4-4-4+3Fe Bolster granular. This is a Mycorrhizae fertilizer with biostimulant	\$154.77	\$10,214.75
8	Bag	19-19-19 Fertilizer installed	\$355.41	\$2,843.25
32	Roll	Silt fence-this will be used as a pedestrian deterrent as well as erosion control	\$460.34	\$14,731.00
24	CY	Topsoil	\$325.47	\$7,811.25
20		Grading along railroad in selected areas	\$110.26	\$2,205.25
362	Bale	Pine straw mulch installed lightly in disturbed areas between railroad tracks and East Ponce de Leon	\$6.84	\$2,476.25
1	LS	Job set-up and coordination	\$3,437.00	\$3,437.00
1		Freight	\$719.50	\$719.50
1		Mobilization	\$1,940.50	\$1,940.50
15		Traffic control barricades to be mobilized as needed per area	\$145.32	\$2,179.75
15		Hand watering per water truck. *This is a per occurrence cost and will be invoiced separately (suggested minimum is twice a week for 4-6 weeks depending on rainfall)	\$161.85	\$2,427.75
Phase Two-Please see provided Per Year Maintenance Proposal				\$0.00
Phase Three-Evaluation & conversion of areas back to conventional grassing				\$71,511.75
1		Evaluation of successful establishment to be bi-monthly based on a signed maintenance agreement	\$0.00	\$0.00
170174		Chemical spray out of existing vegetation (2 applications x 85,087sf) for all sites	\$0.12	\$20,238.00
1		Scalp with mower-areas to be installed	\$13,375.50	\$13,375.50
10	50lb bag	Fescue seed installed	\$760.03	\$7,600.25
8	Bag	19-19-19 Fertilizer installed	\$355.41	\$2,843.25
1062	Bale	Wheat straw mulch	\$22.24	\$23,614.50
1	LS	Job set-up and coordination	\$1,929.00	\$1,929.00
1		Mobilization	\$1,911.25	\$1,911.25
The proposal above includes the following specifications:				
Areas installed without irrigation are not guaranteed to germinate				

PRICE LISTED IS VALID FOR 30 DAYS FROM DATE ISSUED

This proposal includes a Volume Discount of: \$126,785.08

Total Labor & Materials:

\$184,218.75

Terms and Conditions

This document is property of Russell Landscape, LLC and if design services are utilized, it is included in the price above. If the contract is not accepted for installation with Russell Landscape, LLC, the client is not authorized to share its information with other contractors for bid or installation without purchasing the design from Russell Landscape, LLC. Prices of designs vary depending on scale.

Client / Owner Signature _____

Date _____

This agreement is made between the property (hereinafter referred to as "Client/Owner") and Russell Landscape (hereinafter referred to as "Contractor"), and shall be construed in accordance with the laws of the State in which services are performed.

Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Workers Compensation Insurance, and any other insurance required by law or Client/Owner has specified in writing prior to commencement of work.

All work is to be performed in a workmanlike manner according to standard practices. Contractor shall be responsible for leaving work site clean and free of its debris, and the site shall be free of debris prior to Contractor starting work. An extra charge will be assessed if Contractor must clear or prepare this site. Contractor assumes no responsibility for problems or damage due to unseen, unknown or concealed conditions including, but not limited to, rock, water or other obstacles encountered in excavation, weather conditions, vandalism or Acts of God.

Access to onsite Client / Owner shall provide all utilities to perform the work, and all underground utilities will be located and marked. Client / Owner shall furnish access to all parts of jobsite where Contractor is to perform work as required during normal business hours.

Contractor reserves the right to hire qualified subcontractors to perform specialized functions.

Contractor warrants all plant material to be in a healthy condition for 60 days from the date of planting. The warranty is extended to one (1) year from the date of planting as long as the Client / Owner enters into a separate Landscape Maintenance Contract with the Contractor. Any replacements made under this provision shall be made or done at the end of the warranty period or as determined by the Contractor due to seasonal conditions. Client / Owner must provide written notice 30 days prior to the date of the warranty to be valid. The warranty is void if damage to landscape is the result of vandalism, acts of God, damage by severe weather conditions, war or civil disturbance, and non-compliance with any recommendations given by the Contractor with respect to maintain and care of plant material or irrigation systems. Warranty is void if sufficient water is not available to sustain plant material. Contractor does not guarantee plant material transplanted from Client / Owner's site or Client / Owner provided material.

Any disputes that arise must be handled in good faith by all parties. In the event that a dispute is not resolved between the parties and resolution is sought through any type of arbitration or judgement, all fees incurred in pursuit of or as a result of the claims must be paid to the prevailing party.

This work order may be terminated by either party with or without cause, upon fifteen (15) days advanced written notice. Client / Owner will be required to pay for all materials purchased and work completed to the date of termination.

If the client does not have a current Russell Landscape maintenance or construction contract, the client will be required to pay a 50% deposit prior to the start of work with the balance due when the work is completed. If the client does have a current Russell Landscape maintenance or construction contract, two methods of payment are available. **Method I** allows the client the opportunity to provide a 50% down payment of total contract cost at the time of contractually accepting the work to be performed. The client then has 30 days from the completion of the job to pay the remaining balance of the contract. **Method II** requires full payment to be received at the final walkthrough of job completion. Payment can be made via credit card or check. All credit card transactions include a \$5.00 processing fee.

Acceptance of Terms and Conditions:

Name: Tracy HutchinsonEmail: tahutchinson@dekalbcountyga.gov

Signature: _____

Date: _____

Requisition/Work Order/CRN/PO#: _____

*(if required)*By: Jim DiamondTitle: Landscape DesignerAccount Manager Name: Michael FlorioAccount Manager Phone: 404 384 5305Account Manager Email: michaelf@russelllandscape.com

Notes/Comments:

Please note if you have a separate billing address from the physical address on this proposal.

Addendum



Ponce de Leon and North Decatur Intersection-45,400 sf



Memorial Drive and Covington Drive Intersection 35,045 sf



North Druid Hills and Clairmont Road Intersection-2,635 sf



North Druid Hills and Spring Creek Road Intersection-1,295 sf



Sulphur Cosmos