

CITY OF KYLE, TEXAS REQUESTS FOR PROPOSAL (RFP)
City of Kyle Park Maintenance: RFP-2023-19-PARD

SPECIFICATIONS AND GENERAL PROPOSAL REQUIREMENTS FOR THE
CITY OF KYLE BEAUTIFICATION CORRIDORS

NOTICE TO RESPONDERS:

The City of Kyle is accepting proposals to provide services for maintaining, landscaping and beautification as stated in this RFP and posted on our website: www.cityofkyle.com. Proposals marked **City of Kyle Park Maintenance: RFP-2023-19-PARD** are to be submitted to:

Mariana Espinoza
Parks and Recreation Director
700 Lehman Rd
Kyle, TX 78640
(512) 262-3939

REQUEST FOR PROPOSAL DEADLINE: June 7th, 4:00 p.m.

This RFP applies to the following Parks:

- **Mary Kyle Hartson Park**
Mary Kyle Hartson Park, named for Kyle's first female mayor, is located in the heart of Kyle's original downtown and has been the gathering place for Kyle residents and visitors for decades. This park is currently undergoing a \$1.8 million upgrade that blends modern amenities with the historic nature of the park.
- **La Verde Park**
Located near the intersection of Burnham and Doherty, this 1.6-acre park is at the heart of Kyle's Brick and Mortar District and is adjacent to the district's apartments and main retail street. La Verde will feature an event lawn for gatherings of up to 2,200 people, performance pavilion, market spaces, interactive water features, volleyball court, dog run, and a one-of-a-kind playground.
- **Heroes Memorial Park**
Heroes Memorial Park will be an educational, reflective, and celebratory public space that will provide a variety of activities and experiences for all ages as well as serve as a prominent gateway into the community. The Park is a part of the first phase of The Brick and Mortar District, a 138-acre pedestrian-oriented, mixed-use development within the Plum Creek master planned community.

The complete RFP is available on our website: www.cityofkyle.com.

Proposals

All proposals received will be reviewed by City Staff. The staff's recommendation will go to the Kyle City Council for final approval.

Proposals should be clearly marked, "**City of Kyle Park Maintenance: RFP-2023-19-PARD**". Any proposal received later than the specified time, whether delivered in person, postal mail or emailed, shall be disqualified. The City of Kyle will not be responsible for delivering mail from the post office. The City of Kyle will not be responsible for proposals delivered to any location other than the one specified above. The City of Kyle will not be responsible for emailed proposals that did not get into the "inbox". Respondents are encouraged to hand deliver their proposals well before opening time or follow up to confirm their proposals were received before the deadline.

The City of Kyle reserves the right to reject any or all proposals submitted. Resolution 795-Adopted March 20, 2012: The City of Kyle City Council hereby gives local preferences if the contractor meets requirements under the Local Government Code Section 271.9051.

The City of Kyle is exempt from taxation under the Sales Tax and Use Tax Laws, and proposals shall not include such taxes.

SCOPES

1. It is the desire of the City of Kyle to develop a "Gold Standard" maintenance plan for the city parks identified in this RFP. This Gold Standard includes the following **minimum requirements**:
 - a. Areas having grass:
 - i. Appropriately irrigated to ensure grass is lush and green.
 - ii. Free of weeds.
 - iii. Free of ant beds and other pests.
 - iv. Cleared of leaves and debris
 - b. Flower beds;
 - i. Appropriately irrigated.
 - ii. Full of flowers and properly mulched
 - iii. Free of weeds.
 - iv. Free of ant beds and other pests.
 - v. Borders properly maintained at all times.
 - c. Trees:
 - i. Be trimmed so that sunlight can help grass underneath to grow.
 - ii. Inspected annually for disease and stress.
 - d. Irrigation, drip lines, etc.:
 - i. Free of leaks.
 - ii. Sprinkler heads working properly.
 - iii. Scheduled to sufficiently water without over watering.
 - iv. Configured to keep over spray and evaporation to a minimum.
 - e. Sidewalks, walkways, and paths:
 - i. Free of grass or weeds along edges or in seams.

- ii. Free of cracks or broken concrete
 - iii. Have all Borders clean and maintained at all times.
 - iv. Stains removed in a timely manner.
 - f. Park furnishings:
 - i. Regularly and routinely cleaned.
 - ii. Repaired in a timely manner.
 - iii. Paint checked and repaired.
 - g. Lighting maintained and repaired.
 - h. Grass clippings, leaves and organic debris
 - i. Grass clippings should not be visible in the park and should be bagged and removed as needed
 - ii. Leaves should be blown off grass and walkways daily.
 - iii. Small branches and dropped leaves should be removed from the ground daily.
 - iv. All organic debris removed from the park should be disposed of as part of a composting program and returned to the park as mulch.
2. The successful contractor will work with staff to develop **Gold Standard Service Manuals** specific for each park to be completed within 30 days of bid award.
 3. The parks requiring services and a general list of assets can be found in exhibit A.
 4. This Request for Proposal is for twelve (12) months of services beginning on a date to coincide with the opening of each park, with options to renew for up to two (2) years.
 5. Costs are to be submitted per park per year and include frequency of service and cost itemization.
 6. It is highly encouraged that interested parties perform a site visit to each corridor to verify assets.
 7. The City of Kyle reserves the right to accept or reject any proposal submitted for any and all reasons.
 8. The contractor will maintain general automobile liability insurance for all vehicles which the contractor brings onto City property or use in any manner in the provision of services, including transportation to and from the site where the services are rendered.
 9. The contractor shall maintain general liability insurance in the amount of at least \$1,000,000 per incident/occurrence and \$1,000,000 in aggregate for all incidents/occurrence during the policy period.
 10. The contractor shall maintain Worker's Compensation Insurance on all of the Company's employees.
 11. The contractor shall provide, in a form acceptable to the City, certificates of Worker's Compensation Insurance, Auto Liability Insurance and General Liability Insurance.
 12. The subsequent years are subject to funding by the City Council and will be approved within 30 days when renewal is being considered.
 13. The contractor shall provide cell phone contact information to ensure communication during the time services are rendered.
 14. The contractor shall provide written plans for delivery of services and expected frequency of services for each park and for all growing seasons.
 15. All calls to the contractor shall be responded to within three (3) hours. If on-site remedies are necessary, the contractor should work to correct the issue within twenty-four (24) hours of the initial call.
 16. The proposal shall include a company narrative that includes, but not limited to:
 - The history of the company
 - The experience of the company's principals
 - A descriptive narrative of the company's ability to provide quality management services to meet and exceed the minimum standards.

- Names of other Texas cities or clients that you have similar services for the past three years similar to the scope and size of this proposal and contact information for reference purposes.
- Photos, video or links to examples of similar projects during the last 3 years in Texas of similar size and scope.

RFP RESPONSE FORMAT

The proposal shall be submitted that shows the final total costs to complete all scopes listed. It is required that you complete and return the RFP Response Page and all supporting documents as listed in Scope to be considered.

TERMINATION FOR DEFAULT

The City of Kyle reserves the right to enforce the performance of a successful proposal in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default of agreement. The City reserves the right to terminate the agreement immediately in the event the successful proposal fails to: 1) meet delivery schedules; 2) otherwise performs in accordance with these specifications. Breach of contract or default authorizes the City to, among other things, award another proposal, purchase elsewhere and charge the full increase in cost and handling to defaulting successful proposal.

TERMS OF PAYMENT

Any conditions other than payment in full 30 days after services provided shall be included in proposal. This includes deposits and payments made the night of the show must be written in the proposal.

LIABILITY INSURANCE

The Contractor shall maintain general liability insurance in the amount of at least \$1,000,000 per incident/occurrence and \$1,000,000 in aggregate for all incidents/occurrence during the policy period. The contractor shall provide, in a form acceptable to the City, certificates of Worker's Compensation Insurance, Auto Liability Insurance and General Liability Insurance.

RFP SUBMITTAL SCORING

All complete proposals received will be reviewed by City Staff. The Staff's recommendation will go to the Kyle City Council for final approval.

Scoring Matrix

Total cost to provide service based on Scope, including cost to provide service- 80%,
References- 20%

RFP SUBMITTAL PAGE

This page (page 4) shall be included in the submitted sealed proposal.

Total cost of the proposed services as described in Scope of RFP by park and by cycle will include cost of equipment, labor, travel, licenses, insurance, and all other needs and requirements.

Included in this submission package at these required supporting documents:

- _____ Company Narrative.
- _____ A copy of a certificate or sample certificate of Insurance showing at least \$1M in General Liability, \$1M in Auto Liability and Statutory Workers Comp (Scope 6-8).
Company Name: _____
Company Mailing Address: _____
Contact for Company/Vendor: _____ Email: _____
Daytime Phone Number: _____
- _____ Six (6) full and complete copies of the proposal.

I, the undersigned agent for the company named above, certify that I am duly authorized to execute the proposal, that this company, corporation, firm, partnership or individual has not prepared this proposal in collusion with any other provider, and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this RFP.

Authorized Company Official (signature): _____
Authorized Company Official's Name: (printed): _____
Date Signed: _____

EXHIBIT A

1. Mary Kyle Hartson Park

<https://www.cityofkyle.com/recreation/mary-kyle-hartson-city-square-park-improvements>

Assets

Mary Kyle Hartson Park List

- Total Park area – 63, 334 sqft
- Central Promenade w/ Circular Plaza – 256 LF and 6,100 sqft
Composed of clay pavers with concrete base and concrete bands
- Sod area – 15,000 sqft
- Landscape Area – 16,100 sqft
- Irrigation System
 - Drip for landscape area
 - Spray irrigation for sod area
- StaLok (Stabilized) Decomposed Granite – 4,700 sqft
- Artificial Turf Area – 2,700 sqft
- Poured in Place Rubberized Surface – 2,200 sqft
- Large Existing Shade Trees – 15
- Young Existing Shade Tree – 1
- Existing Ornamental Tree – 1
- New Concrete (Walks and Pads) – 4,534 sqft
- Existing Concrete Sidewalk – 1,420 sqft
- Black Powder Coat Perimeter Fence – 365 lf
 - Larger Post Have Integrated Lights – 27 total
- Rain Garden – 357 sqft
- Moveable Furniture (Loll) – 22 pieces
- Power Coated Anchored Furniture – 28 pieces
 - 5 - Dual Trash and Recycling Receptables
 - 3 - Picnic Tables
 - 6 – Benches
 - 2 – Coffee Tables
 - 4 – Chairs
 - 8 – Bike Racks
- Dog Waste Station – 2
- Playground Area
 - Small and Big Kid area
 - 4 Freestanding Panels
- Brick Veneer with Cast Stone Seat Wall – 76 lf
- Pedestrian Light Poles with Hanging Baskets (2 per pole) – 12
- Bollard Lighting with Outlet Receptacles – 28
- Concrete Edge – 1,840 lf
- Freestanding Outlet Receptacles – 40
- Flagpoles with Lighting – 3
- Limestone Stepping Stone – 51 pieces

2. Heroes Memorial Park

<https://www.cityofkyle.com/bc-prc/heroes-memorial-park>

Assets

Lighting and power system-

The park includes several light fixture types that will need to be cleaned. All light fixtures should also be inspected to confirm working conditions every (12) months. Cleaning of fixtures shall include soft brushing or cloth washing with cleaning agent, rinsing with fresh water and cleaning of glass/lens surfaces with a soft cloth and cleaning agent. All light fixture locations are shown as purple in diagram unless otherwise noted.

Pole lighting- There are (7) pole lights with 2-3 fixtures per pole. Locations will require a ladder to fully clean.

Step lighting- All recessed step lights will be cleaned as part of the general pavement washing process. No special cleaning is needed.

Recessed up lighting- Fixtures are located at the "family garden" sign, each picnic table, under the peace garden text slabs and along the "honor wall". There are (34) fixtures that should be cleaned every (6) months.

Stake-mounted up lighting- Fixtures are located around trees in numerous areas. There are approximately (50) fixtures that should be cleaned every (12) months.

Bollard area lighting- These are the dominant fixture for lighting various pathways and areas. In addition to cleaning, these fixtures should be reviewed for ant/insect nest intrusion or signs of moisture intrusion. There are approximately (60) fixtures that should be cleaned every (12) months.

Handrail lighting- All railings will be cleaned as part of general bridge and structure washing. No special cleaning is needed.

"dandelion" lights (pink, refer to diagram)- These lights are located at the web garden. They include a large steel orb and enclosed fixture. The fixture does not need to be cleaned directly, but the (8) orbs and poles should be cleaned every (12) months. Locations will require a ladder to fully clean.

"Lightning bug lights" (pink, refer to diagram)- These lights are located around the peace garden. They include a steel tube and enclosed fixture. The fixture does not need to be cleaned directly, but the (23) poles should be cleaned every (12) months. These are low height and will not require a ladder.

Water feature lighting- These systems will be cleaned or inspected for cleaning as part of the waterfeature maintenance program.

Pond Underwater lighting- There are (7) underwater lights that will need lens cleaning (1) timer per year. This can be done when the primary wall is cleaned because it may require special equipment such as a boat.

Lighting controls- The park includes a lighting control system. The system should be checked (2) times per year for performance and incorporation of owner-driven program changes.

Power system- The park includes (2) free-standing outlets and (4) outlets mounted in poles. It also includes event power supply at the base of the lawn/stage area. These fixtures will need to be checked and cleaned (1) times per year.

Features and fixtures-

The park includes various furniture and fixture items that will need to be cleaned. Cleaning of furniture and fixtures shall include soft brushing or cloth washing with cleaning agent, rinsing with fresh water and cleaning of glass/lens surfaces with a soft cloth and cleaning agent.

Trash and recycle bins (yellow, refer to diagram)- there are (3) pairs of steel cans that will need to be cleaned monthly, or (12) times per year. These should be brushed.

Water fountain (yellow, refer to diagram)- There is (1) water fountain that should be cleaned weekly, or (52) times per year. The water fountain should also be turned off and bled if sustained low/freezing temperatures are expected.

Picnic tables (yellow, refer to diagram)- There are (4) picnic tables with limestone seating blocks. The table surface should be cleaned weekly, or (52) times per year. The seat blocks should be cleaned every (6) months. The under-side of each table should be cleared of spider webs or insect activity weekly.

Bench seating (yellow, refer to diagram)- There are (7) prefabricated bench seats within the park area. These should be cleaned monthly or (12) times per year. Benches should be cleaned and sealed with a wood preservative (1) time per year. The benches should generally maintain a new/fresh appearance.

Bike racks- No special cleaning is required for bike racks.

Pump house (dark green, refer to diagram)- The pump house is a 200 square foot solid masonry building with stained wood roof structure and metal roof. It is important to avoid high-pressure washing of this structure because it will strip the stain of the wood and possibly compromise the masonry grouting. The structure should be brushed/washed every (12) months. The interior of the pump house should be swept, mopped and cleared of spider webs every (12) months. The AC unit for the pump house should have a filter replacement or cleaning every (6) months.

Web garden feature and fall surface (aqua, refer to diagram)- This feature consists of steel tube pipe supports, rope mesh and engineered fiber mulch fall surface. The steel tube and rope mesh should not require regular cleaning or maintenance. The 2,800 square foot fall surface should be inspected every (6) months to ensure it meets the intent of safety requirements. The mulch area should be cleared of leaves, trash and other debris every other week, or (26) times per year.

Bridges (purple, refer to diagram)- The park includes 45 linear feet of foot bridge and 190 linear feet of feature bridge. The foot bridges should be washed every (6) months, including debris removal between decking pieces. The walking surface of the feature bridge should be washed every (6) months. The under-side of the feature bridge should be washed and cleared of spider webs every (12) months. This may require use of a boat or other special equipment for access.

Railings- The park includes approximately 770 linear feet of 42"-48" high cable railing. These railings should be sprayed and washed to remove dust/debris every (12) months but should be checked monthly for general removal of spider webs.

Paving and hardscape- The park includes approximately 34,000 square feet of paved/brick or bridge walking surface. All areas should be blown clear of debris and dust during each visit when turf grass is cut. Refer to turf grass care for frequency. Stone or concrete paving does not need regular power-washing, but such cleaning may be negotiated on an as-needed basis. Stabilized gravel pathways should never be power washed. Brick paving should never be power washed to avoid displacement of jointing sand. Leafy debris should be blown into adjacent landscape areas in most areas. Refer to vegetation care for more information. Refer to "bridges" section for washing/cleaning of bridge surfaces.

Primary retaining wall (orange, refer to diagram)- This wall should be power-washed (1) time per year. The main focus of washing will be removal of visible stain lines along the waterline. It is 290 feet long and the visible surface that would be subject to cleaning is approximately 5 feet tall. A boat or special equipment may be required for cleaning the front/water edge.

Secondary walls and stair (bright green, refer to diagram)- There are approximately 450 linear feet of secondary walls/stair that will require power-washing (1) time per year. These walls are intended for seating and average 20 inches tall.

Signage and Graphics systems-

Secondary signage features (yellow, refer to diagram)- All signage should be cleaned (2) times per year. Signage should not be power washed. Scrub with a wet cloth/detergent and rinse with clean water. These features are low/small and will not require special equipment for cleaning. There are approximately (12) locations.

Family garden signage feature (yellow, refer to diagram)- Feature should be cleaned (2) times per year. Signage should not be power washed. Scrub with a wet cloth/detergent and rinse with clean water. This sign is somewhat tall and will require a ladder for cleaning.

Honor wall (bright red, refer to diagram)- this wall includes a mixture of etched granite and porcelain graphic panels. It is a major focus of the park and should be kept in very good condition; clean thoroughly (2) times per year. The wall is approximately 150 linear feet and includes 10 feet of graphics on the front face. The back of the wall should also be cleaned, but the height varies from 10 feet to 5 feet. Refer to WinsorFireform care instructions for more information.

Flags- Fabric flags are expected to be maintained by Kyle VFW and/or City of Kyle.

Water feature systems-

The site includes (3) water features that are fed from a common pump room (dark green, refer to diagram). None of these features are intended to be “interactive” or designed for human contact. Installed equipment and other details may be found in construction documents, specifications, or as-built documentation. Refer to contractor-provided operations and maintenance manual for system information and requirements.

Cascade feature (blue, refer to diagram)- Feature should be power-washed (3) times per year to remove sediment or algae that may form on surfaces. Inlet wells (3) should be checked for debris and cleaned as well. (System requirements tbd)

Honor wall feature (blue, refer to diagram)- Wall surface and basin surround should be power-washed (3) times per year, light fixture lenses should also be cleaned. The water basin should be generally skimmed for trash or loose debris weekly, or (52) times per year. The full basin may need periodic maintenance, which can be negotiated on an as-needed basis. (System and filter cleaning requirements tbd)

Bridge feature- The bridge will generally be washed as part of the bridge cleaning scope. No special cleaning is required. Light fixtures associated with the bridge water scuppers should be wiped clean (1) time per year. (System requirements tbd)

Pump vault room- the subterranean pump vault room shall be floor swept, equipment dusted, and spider-webs removed (1) time per year.

Shade Trees and Understory Trees-

All tree work shall be done by a certified arborist. Pruning and care of trees should be done every (3) years and should be negotiated based on specific needs. The arborist should inspect the site to develop the specific scope needed at the time of care. At a minimum, the scope shall include:

1. Removal of dead wood.
2. Correction of structural growth problems such as crossing limbs and co-dominant leaders.
3. Pruning of (20) cedar elms around the memorial garden to maintain consistent aspect ratio and consistent appearance.
4. Fertilization of all trees by compost, compost tea or biochar.
5. Removal of excess soil or fill material accumulating at the base of trees.
6. Check of irrigation system for optimal watering. Some trees may be removed from irrigation systems over time.
7. Pruning of limbs to minimize pedestrian pathway conflicts or clearances.

Turf grass-

The park includes (2) turf areas. These are the only regularly maintained turf zones.

Memorial lawn- This lawn is approximately 6,800 square feet and is intended for event/high foot traffic use.

Family garden lawn- This lawn is approximately 4,800 square feet and is intended for general/occasional use.

The turf care program should include the following:

1. Mowing- Weekly March-September, Bi-weekly October-February.
2. Leaf and clipping management- The mowing area should be generally free of leaves and clipping piles. Leaves and clippings may be evenly spread in wild/tall grass areas.
3. Thatch management- This lawn should be raked to remove thatch in January. Thatch material should be removed from site.
4. Aeration- The lawn area should be core-aerated in February, prior to top-dressing. Cores should be no less than ¼ inch diameter by 4-inch depth.
5. Topdressing- The lawn area should be dressed in a nitrogen-rich compost to ½ inch depth in January or February. The compost should be raked and evenly distributed.
6. Fertilization- The lawn area soils should be tested every year to determine fertilization needs. Submit a properly collected soil sample to a reputable lab for testing and fertilization recommendations. The scope and cost of fertilization should be negotiated based on lab recommendations.
7. Pest management- Services should include management of common pests and pathogens that degrade lawn areas. Treatment of pests should be recorded in a monthly report. Measures to avoid future pest problems should be suggested in the report.
8. Fire ants- Turf areas should be maintained to minimize ant colonies at all times.

Note- All turf areas drain directly into a retention pond. Over-use of chemicals or use of chemicals that harm wildlife will degrade the park and create algae problems within the pond. It is critical that pesticides, herbicides and fertilizers be used only as needed and at a rate that is consistent with site issues. All materials shall be applied by an experienced and properly licensed contractor.

Ornamental and organized vegetation areas-

The park includes approximately 6,000 square feet of planted space that is intended to be maintained carefully. This area falls entirely within the memorial garden. The care of this vegetation type should include:

1. Weeding- All vegetation types other than those planted shall be removed from planting areas by hand. The only plants in this zone are:
 - a. Sideoats gramma
 - b. Little bluestem
 - c. Trailing rosemary
 - d. Dwarf olive
 - e. Leaf and clipping management- The area should be generally free of large leaves and clipping piles. Remove excessive leaves from site. Cedar elm leaves are generally ok to mix in mulch zones. Remove build-up of large leaves from foliage.

2. Mulching- 2 inches of fresh shredded bark mulch should be applied (2) times per year. If 3 inches of existing mulch is present, do not add mulch. Existing mulch can be gently freshened up with a wire rake.
3. Fertilization- Soils should be tested every year to determine fertilization needs. Submit a properly collected soil sample to a reputable lab for testing and fertilization recommendations. The scope and cost of fertilization should be negotiated based on lab recommendations. Organic amendments such as biochar, agricultural cornmeal and poultry compost are preferred.
4. Ph Management- Planting areas that include olive and rosemary plants should have soils checked for Ph levels. The Ph in these zones should be no higher than 7.5. Sulfur or other acidic amendments may be required based on testing. This scope should be negotiated based on lab recommendations. Note that sulfur should be applied incrementally and may require several applications over a 12-month period.
5. Fire ants- Areas should be maintained to minimize ant colonies at all times.
6. Pruning- Each plant type will require specific pruning.
 - a. Sideoats gramma- Trim down to 3 inches above grade in February. Use hands to roughen crown of plant and work out thatch. Foliage may overhang pathways up to 10 inches. Avoid hedging edges and creating unnatural conditions.
 - b. Little bluestem- Trim down to 3 inches above grade in February. Use hands to roughen crown of plant and work out thatch. Foliage may overhang pathways up to 10 inches. Avoid hedging edges and creating unnatural conditions.
 - c. Trailing rosemary- Use clippers to shape and create a uniform massing. Foliage should be trimmed back along the edge of granite band at lawn. Remove all trimmed foliage from site. Remove dead, broken or sprawling branches.
 - d. Dwarf olive- Use clippers to shape and create a uniform massing. The plants should form a loosely hedged appearance.
7. Remove trash weekly, or (52) times per year.

Secondary Planting Areas-

The park includes approximately 16,000 square feet of planted space that is intended to be maintained to keep a somewhat organized appearance, however it is expected that these areas will naturalize over time. These areas are generally around the outside edge of the loop path and memorial garden. The care of this vegetation type should include:

1. Weeding- All common weeds should be removed from these areas, but natives may be allowed to fill in and naturalize these areas. Common weeds may include:
 - a. Cool-season annual grasses, chickweed, henbit, and clover
 - b. All invasive plants including Ligustrum, tallow and giant reed grass
 - c. Crabgrass, Bahia grass, Johnson grass, king ranch bluestem, Bermuda grass and nut sedge
 - d. Small shade trees such as elm or oak
 - e. Other weeds or volunteer plants may be removed to improve appearance of areas as directed
2. Mulching- 2 inches of fresh shredded bark mulch should be applied (2) times per year. If 3 inches of existing mulch and/or stable leaf litter is present, do not add mulch. These areas should eventually be mostly covered by vegetation and leaf litter. Mulching after 3 years may be limited to the immediate edges and perimeter of these areas.
3. Fertilization- Fertilization should not be required.
4. Fire ants- Areas should be maintained to minimize ant colonies (3) times per year.

5. Pruning- Plants should receive minimal regular pruning. Assume a small amount of pruning and shaping along pathways (3) times per year and heavy seasonal pruning (1) time per year (February).
 - a. Occasional pruning should include removal of dead or broken plans, removal of foliage that overhangs pathways more than 10 inches, general shaping of broadleaf plants in improve vigor or blooming, and pruning of tree/shrub limbs for pathway clearances
 - b. Winter pruning (February) should include docking of grasses to 3 inches above grade. Use hands to roughen crown of clumping grasses (muhly) and work out thatch
 - c. Winter pruning of tender shrubs or perennials should include pruning foliage and stems to 10 inches above grade or as appropriate
 - d. Winter pruning of woody shrubs such as beautyberry and buttonbush should remove dead wood from previous growing seasons and shape the plants to 18-24" from base to encourage new growth
 - e. Remove spent or dead flower stalks from yuccas or similar plant types
 - f. Remove diseased or damaged sections of prickly pear to maintain shape/appearance
6. All thatch, large collected leaves, branch material should be removed from these planting areas. Small trimmings, leaves and other reasonable debris may be left in place as mulch cover.
7. Remove trash weekly, or (52) times per year.

Shortgrass Meadow-

The park includes approximately 40,000 square feet of seeded or naturalized short grass meadow. These areas include common roadside grasses and wildflowers. This plant community may be mowed or maintained as desired for appearance. The suggested maintenance should include tall cutting (mow height of 3 inches or greater) (4) times per year. Mowing should be scheduled to avoid premature cutting of wildflowers. These areas are generally around the outside edge of the loop path and memorial garden. No special leaf removal, fertilization or treatment is needed. These areas will receive irrigation water as part of the park system, which should be reduced or stopped over time. The addition of water to this landscape will only encourage undesirable weeds and invasive plant growth.

Edges where shortgrass meadow and secondary planting areas interact should be generally maintained with a string trimmer or "shovel cut" style edge. This edging may be revised or removed as the park naturalizes.

Remove trash weekly, or (52) times per year.

Pond Edge Meadow-

The park includes approximately 45,000 square feet of seeded and planted riparian meadow. These areas include a wide range of grasses, trees and shrubs. This planting community will be the most naturalistic and wild in appearance. These areas are generally around the inside edge of the loop path and pond. No special leaf removal, fertilization or treatment is needed. These areas will receive irrigation water as part of the park system, which should be reduced or stopped over time. The addition of water to this landscape will only encourage undesirable weeds and invasive plant growth. The care of this vegetation type should include:

1. Weeding- All invasive weeds and plant types should be removed from these areas, but natives may be allowed to fill in and naturalize these areas. Common weeds may include:
 - a. Ligustrum, chinaberry, or tallow
 - b. Giant reed grass, cattail, and arrowhead plant
 - c. Johnsongrass, Bahia grass, crabgrass- Note that this plant type will need to be a major focus for removal and monitoring
 - d. Other weeds or volunteer plants may be removed to improve appearance of areas as directed, especially along the edges of pathways

2. Mulching- Mulching of bare areas may be required as vegetation establishes. Assume that 3 inches of mulch will be applied to a 24-inch strip of area along the edge of pathways or walls until the vegetation is fully established. Leaf removal is not necessary. Leaves and loose debris will become the mulch layer over time.
3. Fertilization- Fertilization should not be required.
4. Fire ants- Areas should be maintained to minimize ant colonies within 3 feet of walkways (2) times per year.
5. Pruning- Plants should receive minimal regular pruning. Assume a small amount of pruning and shaping along pathways (3) times per year and heavy seasonal pruning (1) time per year (February).
 - a. Occasional pruning should include removal of dead or broken plans, removal of foliage that overhangs pathways more than 10 inches, general shaping of broadleaf plants in improve vigor or blooming, and pruning of tree/shrub limbs for pathway clearances
 - b. Winter pruning (February) should include docking of grasses to 3 inches above grade. Due to the density and terrain, pruning will likely be done with power trimmers and brush blade trimmers. Vegetation may be uniformly docked or trimmed down somewhat (8-12 inches from grade).
 - c. Winter pruning of tender shrubs or perennials should include pruning foliage and stems to 18 inches above grade or as appropriate
 - d. Winter pruning of woody shrubs such as beautyberry and buttonbush should remove dead wood from previous growing seasons and shape the plants to 24" from base to encourage new growth
6. All thatch, large collected leaves, branch material should be removed from these planting areas. Small trimmings, leaves and other reasonable debris may be left in place as mulch cover.
7. Remove trash weekly, or (52) times per year.

Aquatic Vegetation-

The park includes approximately 3,500 square feet of aquatic vegetation. These areas include floating broadleaf plants and wetland grasses/rushes. Masses of floating plants should be trimmed back to the general shape/layout of the support walls below (1) time per year. Ideally this would occur after the first frost of the year so cold-damaged material could be trimmed back at the same time. Remove trash weekly, or (52) times per year with a dip net.

Irrigation system-

The site includes an automatic irrigation system. This system is fed from a potable water meter but is designed to be fed from a reclaimed water source at a future date. Due to the nature of the site vegetation and desire to reduce watering over time, the system includes spray/rotor irrigation equipment. As shortgrass and pond edge areas naturalize, watering of these areas should be reduced or avoided. Additional watering encourages the growth of invasive or undesirable plant species. The maintenance of the system should include.

1. Audit of watering system (2) times per year. This should be checked for system problems, programming problems and calibration of precipitation rates. This check may also be used to determine if areas should be taken off the watering system completely.
2. Repair of valves and heads as required or due to incidental damage. The contractor should keep a set of replacement heads on site for fast access
3. Preparation and bleeding of system as required for freeze protection
4. Cleaning of valves and equipment enclosures should occur (1) time per year. Enclosures should be free of debris, standing water and insect web.

Heroes Memoria Park Site Work Diagram



HMP plants and trees diagram



3. La Verde Park

<https://www.cityofkyle.com/recreation/la-verde-park-and-cultural-trail>

Assets

- i. **Total park area** – 1.6 acres
- ii. **Event Lawn** - The 16,700 SF event lawn is to provide the flexibility of informal use (throwing a football, having a picnic) to being covered in chairs and blankets for a music performance or movie in the park. The maintenance of the lawn will include standard care of mowing, irrigation maintenance, bug/insect maintenance, weed maintenance, aeration, fertilizing and resting the lawn especially after intense use.
- iii. **Performance Pavilion** - The 1,800 SF outdoor performance pavilion includes a large, covered stage area, bathroom facilities, maintenance and utility closets, and the underground water

feature mechanical room. Special consideration of maintenance should include the cleanliness of the bathrooms and associated areas, stage, lighting, drinking fountains, etc.

- iv. **Interactive Water Features** - The park has two interactive water features for a combined total of 2,200 SF. The water feature directly in front of the stage is designed with pop up jets, as a thin water layered reflection pool, and to be drained to a subbasin and thus used as a dance floor in front of the stage. The second water feature is south of the playground and consists of a upper tier reflection pool that spills down a series of cascading steps. The steps are anticipated to be enjoyed by people. Both water features are mechanically controlled below the pavilion. Local and state laws for water quality shall be observed. Cleaning nozzles and traps and routine cleaning of filtration system should be anticipated.
- v. **Dog Park** - The 2,200 SF decomposed granite, fenced in, dog run is surrounded by planting material. Consideration shall be given to the cleanliness of the dog run on a daily basis.
- vi. **World-Class Playground for all Abilities** - The 17,000 SF playground has been designed specifically for inclusive and adventure play. Strategically sunken into the landscape and surrounded by planting, the playground includes two slides, swing sets, seesaw, climbing station, sand pit, spinners, an 18' tall custom bobcat play feature, climbing mounds etc. The play surface is both ADA compliant mulch, and rubberized surfaces. Special consideration should be given to the cleanliness of the play area, functionality of the play surfaces and overall gardens.
- vii. **BBQ Area: The** BBQ area is located at the northern end of the park and consists of gardens and two bbq grills. Ensure that the grills are clean and trash is removed.
- viii. **Cultural Trail** - shaded 1,200 linear-foot pedestrian and bike trail connecting the Heroes Memorial, La Verde Park and the main retail street in The Brick & Mortar District. The first 400 linear feet will be built in the first phase.
- ix. **Low Impact Development features (LID):** Rain Garden, native plants and significant tree canopy are included in the park plans to provide LID benefits to the area.