

**ADDENDUM NO. 1  
TO THE CONTRACT PROVISIONS**

**FOR**

**CITY OF NEWCASTLE  
2024 PARKS & RIGHT OF WAY  
LANDSCAPE MAINTENANCE CONTRACT**

**ISSUED THIS DATE: TUESDAY, NOVEMBER 14, 2023**

**BID DEADLINE: 2:00 P.M. (LOCAL TIME) ON TUESDAY,  
NOVEMBER 28, 2023  
CITY OF NEWCASTLE  
12835 NEWCASTLE WAY, SUITE 200  
NEWCASTLE, WASHINGTON 98056**

**Bidder shall acknowledge receipt of this Addendum on Page 8 of Exhibit A (NEW).**

---

TO PROSPECTIVE BIDDERS:

The attention of all prospective bidders on the above project is directed to the following additions and modifications to the Contract Provisions.

**I. ADDITIONS, MODIFICATIONS, AND/OR DELETIONS TO THE PROPOSAL**

**ITEM NO. 1:**

Revised Information for Bidders

**DELETE** Information for Bidders (pages 2 through 5) in its entirety and **REPLACE** with the attached Information for Bidders (pages 2 through 6)

**ITEM NO. 2:**

Acknowledgement of Receipt of Addenda

**ADD** attached Exhibit A, Page 6

**ITEM NO. 3:**

Revised Exhibit B-1, Task Frequency

**DELETE** Exhibit B-1, Task Frequency in its entirety and **REPLACE** with the attached Exhibit B-1, Task Frequency. *Changes are highlighted in yellow and outlined in red and include:*

1. *Area Number 4  
Newcastle Way, Powerline east of 128th Ave SE to 116th Ave SE:  
Revised Tasks to be Completed and Revised Task Frequencies*
2. *Area Number 8  
SE May Creek Park Dr, Coal Creek Parkway SE to 121st Ave SE:  
Revised Tasks to be Completed and Revised Task Frequencies*
3. *Area Number 12  
SE May Creek Park Dr, From 116th Ave Se to 117th Ave SE:  
Revised Tasks to be Completed and Revised Task Frequencies*

## INFORMATION FOR BIDDERS

The City of Newcastle is soliciting bids for the project herein after referred to as:

# 2024 Parks & Right of Way Landscape Maintenance Contract

Notice is hereby given that bids will be received by Connor Simonson, Infrastructure Maintenance Manager, at Newcastle City Hall, 12835 Newcastle Way, Suite 200, Newcastle, WA 98056-1316, until **2:00 PM**, Pacific local time, on **November 28, 2024**.

### 1. DESCRIPTION OF WORK

The City of Newcastle (the City) is seeking bids from qualified vendors to provide landscape maintenance of City Parks and Right of Ways.

### 2. SITE REVIEW

Bidders are strongly encouraged to make a physical inspection of the geographical area.

### 3. QUALIFICATIONS OF BIDDERS

(a) This Invitation to Bid is being issued in accordance with RCW 35.22.620 and RCW 39.04.155, which permit the use of a Small Works Roster to solicit bids. Only qualified contractors who are registered with the Municipal Research and Services Center (MRSC) may submit bids.

### 4. ADDENDA

No alteration or modification of the terms and conditions of these Contract Documents will be binding unless included in a written addendum issued and approved by the City. Bidders are responsible for checking the City of Newcastle website (<http://www.newcastlewa.gov/bids>) for the issuance of any addenda prior to submitting a bid. Bids shall reflect performance according to the Addenda. No Bid Bond shall be released for failure to consider Addenda.

### 5. BID BOND

A Bid Bond is not required.

### 6. PAYMENT AND PERFORMANCE BOND

A Payment and Performance Bond is not required.

## 7. PREVAILING WAGE

The contractor agrees to comply with all state and federal laws relating to the employment of labor and wage rates to be paid. The hourly wages to be paid laborers, workers, or mechanics shall be not less than the prevailing rate of wage for an hour's work in the same trade or occupation in King County.

No payment will be made on this contract until the contractor and each and every subcontractor has submitted a "Statement of Intent to Pay Prevailing Wages" (LI 700-29) that has been approved by the industrial statistician of the Department of Labor and Industries. No final payment or release of any retainage will be made until the contractor and each and every subcontractor has submitted an "Affidavit of Wages Paid" (LI 700-7) that has been certified by the industrial statistician of the Department of Labor and Industries.

The contractor shall post the prevailing rate of wage statement in a location readily visible to workers at the job site, or as allowed by RCW 39.12.020. The "Statement of Intent to Pay Prevailing Wages" shall include:

- (a) The contractor's registration certificate number; and
- (b) The prevailing rate of wage for each classification of workers entitle to prevailing wages under RCW 39.12.020 and the estimated number of workers in each classification.

Statements of intent to pay prevailing wages and affidavits of wages paid shall be on forms approved by the Department of Labor and Industries.

The State of Washington prevailing wage rates applicable for this public works project, which is located in King County, may be found at the following website address of the Department of Labor and Industries:

<https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx>

Based on the bid submittal deadline for this project, the applicable effective date for prevailing wages for this project is **November 28, 2023**. A copy of the applicable prevailing wage rates is also available for viewing at Newcastle City Hall, 12835 Newcastle Way, Suite 200, Newcastle, WA 98056-1316. Upon request, a hard copy of the applicable prevailing wages for this project will be mailed to the requesting bidder.

## 8. QUESTIONS

Questions regarding TECHNICAL QUESTIONS may be directed to:

Connor Simonson  
Infrastructure Maintenance Manager  
connors@newcastlewa.gov  
425-386-4112

Questions regarding BIDDING PROCEDURES may be directed to:

Jeff Brauns, P.E.  
Public Works Director

jeffb@newcastlewa.gov  
425-386-4124

## **9. CONTRACT TERM/COST ADJUSTMENT**

The service period for this contract shall be from February 1, 2024, through December 31, 2024. The contract may be renewed for up to three (3) additional one-year terms if both parties agree in writing. If both parties cannot agree to any terms or conditions, the contract will be re-bid. By submitting a proposal, the vendor agrees that at renewal dates, cost of service will not be adjusted beyond the Seattle Consumer Price Index-Urban (CPI-U) rate (June to June) for the preceding year. This provision does not guarantee renewal to the vendor, nor does it prevent the vendor from agreeing to renew at a lower adjustment.

## **10. INSURANCE**

The Contractor shall obtain and keep in force the policies of insurance specified in the City of Newcastle Public Works Maintenance Contract (Sample attached as Exhibit C)

## **11. CITY BUSINESS LICENSE**

As mandated by NMC 5.15.030, if awarded the Contract, the awarded Contractor shall obtain a City of Newcastle Business License prior to the execution of the Contract and shall maintain the business license in good standing throughout the term of the Contract.

Information on obtaining a City business license is available at:

[www.newcastlewa.gov/businesslicense](http://www.newcastlewa.gov/businesslicense)

## **12. LOW RESPONSIBLE BIDDER**

It is the intent of the City to award the bid to the lowest responsive and responsible bidder. Before award, the bidder must meet the following state responsibility criteria and, if applicable, supplemental responsibility criteria to be considered a responsible bidder. The bidder is required to submit documentation demonstrating compliance with the criteria.

**A. State Responsibility Criteria.** The Bidder must meet the following state responsibility criteria as set forth in RCW 39.04.350:

- 1) At the time of bid submittal, have a current certification of registration in compliance with chapter 18.27 RCW.
- 2) Have a current Washington State Unified Business Identifier (UBI) number.
- 3) If applicable:
  - a) Have Industrial Insurance (workers' compensation) coverage for the Bidder's employees working in Washington State, as required in Title 51 RCW;
  - b) Have a Washington State Employment Security Department number, as required in Title 50 RCW; and
  - c) Have a Washington State Department of Revenue state excise tax registration number, as required in Title 82 RCW.

- 4) Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3).
- 5) Have received training from the Washington State Department of Labor & Industries or a training provider approved by the Department on the requirements related to public works and prevailing wage under chapter 39.04 RCW and chapter 39.12 RCW unless the bidder has completed three or more public works projects and has had a valid business license in Washington for three or more years, and
- 6) Within the three-year period immediately preceding the date of the bid solicitation, not have been determined by a final and binding citation and notice of assessment issued by the Washington State Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of chapter 49.46, 49.48, or 49.52 RCW.

**B. Supplemental Bidder Responsibility Criteria.** If supplemental criteria apply to this project, the criteria are included following the Responsible Bidder Information Form. The Bidder may make a written request for the City to modify any or all of the supplemental criteria. Modification of supplemental criteria shall be at the City's discretion.

**C. Performance Exception.** The lowest responsible bidder means a bid that meets the criteria under RCW 39.04.350 and has the lowest bid; provided, that if the City issues a written finding that the lowest bidder has delivered a project to the City within the last three years which was late, over budget, or did not meet specifications, and the City does not find in writing that such bidder has shown how they would improve performance to be likely to meet project specifications then the City may choose the second lowest bidder whose bid is within five percent of the lowest bid and meets the same criteria as the lowest bidder.

### **13. BID PROTEST**

Any Bidder may file a written protest against award of the Contract to the lowest bidder within two full business days of bid opening. Within two business days of the bid opening, the City shall provide, if requested by a bidder, copies of the bids the City received for the project. The City shall allow at least two business days after providing bidders with copies of all bids before executing a contract for the project. A protest submittal shall be delivered to the City of Newcastle, City Clerk, 12835 Newcastle Way, Suite 200, Newcastle, WA 98056-1316, with the words "Bid Protest" prominently and clearly displayed on any outer cover containing the protest notice as well as the notice itself. The following minimum information must be included in the written protest notice: 1) the name, address and phone number (including area code) of the protesting bidder; and 2) the protesting bidder contact person's name and telephone number (including area code); and 3) a statement(s) describing the nature of the protest; and 4) the City bid number and title.

If the City intends to award the contract to other than the low bidder, a notice of intent to award shall be sent to all bidders. Any Bidder other than the selected bidder may protest the award using the procedure outlined above within five full business days of mailing the notice or two full business days of actual receipt by electronic or personal delivery.

No contract shall be executed earlier than two full business days (excluding holidays and weekends) from the date a written protest is received, or, if copies were requested by any Bidder, two full business days following when the copies of the bids were provided by the City. The Bid Protester assumes the risk for method of delivery.

**14. NOTICE TO PROCEED**

The Awarded Contractor shall not commence work until a Notice to Proceed has been issued by the City. A Notice to Proceed will be given after the Contractor has submitted a completed W-9 form and after the contract has been executed by the City and the Contractor, and where applicable, by any state or federal agencies responsible for funding any portion of the Project. The time allowed for Physical Completion of the work shall begin as of the date specified in the Notice to Proceed, or if no date is specified, the next working day following the date of the Notice to Proceed

**15. ADDITIONAL INFORMATION**

The City encourages disadvantaged, minority and women-owned businesses to respond.

The City, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all respondents that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit a proposal in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

Bid Proposals must be submitted on the forms provided in this packet.

The City reserves the right to reject any or all bids or waive any irregularities and informalities in the bids submitted and accepted by the City.

**16. LIST OF ATTACHMENTS**

- EXHIBIT A Bid Proposal
- EXHIBIT B Scope of Work & General/Technical Specifications
  - EXHIBIT B-1 Task Frequency Schedule
  - EXHIBIT B-2 Rough Mowing Area Lake Boren Park
  - EXHIBIT B-3 Contractor Submittal Documents
- EXHIBIT C Sample Public Works Maintenance Contract
- EXHIBIT D Street Landscape Areas (not a complete set)
- EXHIBIT F Map of City Parks
- EXHIBIT G Map of Storm Ponds

Contractor Name: \_\_\_\_\_

**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA**

By signing below, Bidder acknowledges receipt and understanding of the following Addenda to the Contract Documents:

Addendum No.	Date of Receipt	Signature
1		
2		
3		

**NOTE:**

Failure to acknowledge receipt of Addenda may be considered as an irregularity in the Bid Proposal and the City reserves the right to determine whether the Bid will be disqualified.



# EXHIBIT B-1

## TASK FREQUENCY

**NOTE:** Task will be completed no more than once per calendar week of each month

### PARKS

Location: <b>Donegal Park</b> 123rd Ave & SE 74th St Newcastle, WA 98056											
TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing		4	4	4	4	4	4	4	3	2	
Trimming		4	4	4	4	4	4	4	3	2	
Fertilize		1		1		1			1		
Herbicide Applications	1		1		1		1		1		
Weed & Rake Flower Beds	1	4	4	4	4	4	4	4	3	2	2
Pruning (Trees & Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	4
Sweeping / Blowing Cleanup	1	4	4	4	4	4	4	4	4	4	4
Irrigation Startup											
Test Irrigations Operations											
Winterize Irrigation System									1		
Total task per month	3	20	19	20	17	18	17	17	20	15	10

Location: <b>Ballybunion Park</b> 8200 150th AVE SE Newcastle, WA 98059											
TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing		4	4	4	4	4	4	4	3	2	
Trimming		4	4	4	4	4	4	4	3	2	
Fertilize		1		1		1			1		
Herbicide Applications	1		1		1		1		1		
Weed & Rake Flower Beds	1	4	4	4	4	4	4	4	3	3	2
Pruning (Trees & Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	4
Sweeping / Blowing Cleanup	1	4	4	4	4	4	4	4	4	4	4
Irrigation Startup											
Test Irrigations Operations											
Winterize Irrigation System									1		
Total task per month	3	20	19	20	17	18	17	17	20	16	10

Location: **China Creek Park**  
**SE 79th Dr & 144th Ave SE**  
**Newcastle, WA 98059**

TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing		4	4	4	4	4	4	4	3	2	
Trimming		4	4	4	4	4	4	4	3	2	
Fertilize		1		1		1			1		
Herbicide Applications	1		1		1		1		1		
Weed & Rake Flower Beds	1	4	4	4	4	4	4	4	3	3	2
Pruning (Trees & Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	4
Sweeping / Blowing Cleanup	1	4	4	4	4	4	4	4	4	4	4
Irrigation Startup											
Test Irrigations Operations											
Winterize Irrigation System									1		
<b>Total task per month</b>	<b>3</b>	<b>20</b>	<b>19</b>	<b>20</b>	<b>17</b>	<b>18</b>	<b>17</b>	<b>17</b>	<b>20</b>	<b>16</b>	<b>10</b>

Location: **China Falls Park**  
**7405 137 PL SE PI**  
**Newcastle, WA 98059**

TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing		4	4	4	4	4	4	4	3	2	
Trimming		4	4	4	4	4	4	4	3	2	
Fertilize		1		1		1			1		
Herbicide Applications	1		1		1		1		1		
Weed & Rake Flower Beds	1	4	4	4	4	4	4	4	3	3	2
Pruning (Trees & Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	4
Sweeping / Blowing Cleanup	1	4	4	4	4	4	4	4	4	4	4
Irrigation Startup											
Test Irrigations Operations											
Winterize Irrigation System									1		
<b>Total task per month</b>	<b>3</b>	<b>20</b>	<b>19</b>	<b>20</b>	<b>17</b>	<b>18</b>	<b>17</b>	<b>17</b>	<b>20</b>	<b>16</b>	<b>10</b>

Location: **Forest View Park**  
**14354 SE 92nd St**  
**Newcastle, WA 98059**

TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing		4	4	4	4	4	4	4	3	2	
Trimming		4	4	4	4	4	4	4	3	2	
Fertilize		1		1		1			1		
Herbicide Applications	1		1		1		1		1		
Weed & Rake Flower Beds	1	4	4	4	4	4	4	4	3	2	
Pruning (Trees & Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	4
Sweeping / Blowing Cleanup	1	4	4	4	4	4	4	4	4	4	4
Irrigation Startup											
Test Irrigations Operations											
Winterize Irrigation System									1		
<b>Total task per month</b>	<b>3</b>	<b>20</b>	<b>19</b>	<b>20</b>	<b>17</b>	<b>18</b>	<b>17</b>	<b>17</b>	<b>20</b>	<b>15</b>	<b>8</b>

Location: **Gleneagles Park**  
**8230 154th Ave SE**  
**Newcastle, WA 98059**

TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing		4	4	4	4	4	4	4	3	2	
Trimming		4	4	4	4	4	4	4	3	2	
Fertilize		1		1		1			1		
Herbicide Applications	1		1		1		1		1		
Weed & Rake Flower Beds	1	4	4	4	4	4	4	4	3	3	
Pruning (Trees & Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	4
Sweeping / Blowing Cleanup	1	4	4	4	4	4	4	4	4	4	4
Irrigation Startup											
Test Irrigations Operations											
Winterize Irrigation System									1		
<b>Total task per month</b>	<b>3</b>	<b>20</b>	<b>19</b>	<b>20</b>	<b>17</b>	<b>18</b>	<b>17</b>	<b>17</b>	<b>20</b>	<b>16</b>	<b>8</b>

Location: **Heritage Morgan Park**  
**13900 SE 88th PI**  
**Newcastle, WA 98059**

TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing		4	4	4	4	4	4	4	3	2	
Trimming		4	4	4	4	4	4	4	3	2	
Fertilize		1		1		1			1		
Herbicide Applications	1		1		1		1		1		
Weed & Rake Flower Beds	1	4	4	4	4	4	4	4	3	3	2
Pruning (Trees & Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	4
Sweeping / Blowing Cleanup	1	4	4	4	4	4	4	4	4	4	4
Irrigation Startup											
Test Irrigations Operations											
Winterize Irrigation System									1		
<b>Total task per month</b>	<b>3</b>	<b>24</b>	<b>19</b>	<b>20</b>	<b>17</b>	<b>18</b>	<b>17</b>	<b>17</b>	<b>20</b>	<b>16</b>	<b>10</b>

Location: **Highlands Park**  
**9100 140th Ave SE**  
**Newcastle, WA 98059**

TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing		4	4	4	4	4	4	4	3	2	
Trimming		4	4	4	4	4	4	4	3	2	
Fertilize		1		1		1			1		
Herbicide Applications	1		1		1		1		1		
Weed & Rake Flower Beds	1	4	4	4	4	4	4	4	3	3	2
Pruning (Trees & Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	4
Sweeping / Blowing Cleanup	1	4	4	4	4	4	4	4	4	4	4
Irrigation Startup											
Test Irrigations Operations											
Winterize Irrigation System									1		
<b>Total task per month</b>	<b>3</b>	<b>20</b>	<b>19</b>	<b>20</b>	<b>17</b>	<b>18</b>	<b>17</b>	<b>17</b>	<b>20</b>	<b>16</b>	<b>10</b>

Location: **Lake Boren Park**  
**13100 SE 84th Way**  
**Newcastle, WA 98056**

TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing		4	4	4	4	4	4	4	3	2	
Mowing Rough Area		4	4	4	2	2	2	2	2	1	
Trimming			4	4	4	4	4	4	3	2	
Fertilize		1		1		1			1		
Herbicide Applications	1		1		1		1		1		
Weed & Rake Flower Beds	1	4	4	4	4	4	4	4	3	3	2
Pruning (Trees & Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	4
Sweeping / Blowing Cleanup	1	4	4	4	4	4	4	4	4	4	4
Irrigation Startup											
Test Irrigations Operations											
Winterize Irrigation System									1		
<b>Total task per month</b>	<b>3</b>	<b>20</b>	<b>23</b>	<b>24</b>	<b>19</b>	<b>20</b>	<b>19</b>	<b>19</b>	<b>22</b>	<b>17</b>	<b>10</b>

Location: **Madison Lane Park (Park A)**  
**6900 115th Court SE**  
**Newcastle, WA 98056**

TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing		4	4	4	4	4	4	4	3	2	
Trimming		4	4	4	4	4	4	4	3	2	
Fertilize		1		1		1			1		
Herbicide Applications	1		1		1		1		1		
Weed & Rake Flower Beds	1	4	4	4	4	4	4	4	3	3	2
Pruning (Trees & Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	4
Sweeping / Blowing Cleanup	1	4	4	4	4	4	4	4	4	4	4
Irrigation Startup											
Test Irrigations Operations				1	1	1	1	1			
Winterize Irrigation System									1		
<b>Total task per month</b>	<b>3</b>	<b>20</b>	<b>19</b>	<b>21</b>	<b>18</b>	<b>19</b>	<b>18</b>	<b>18</b>	<b>20</b>	<b>16</b>	<b>10</b>

Location: **Madison Lane Park (Park B)**  
**7021 115th Court SE**  
**Newcastle, WA 98056**

TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing		4	4	4	4	4	4	4	3	2	
Trimming		4	4	4	4	4	4	4	3	2	
Fertilize		1		1		1			1		
Herbicide Applications	1		1		1		1		1		
Weed & Rake Flower Beds	1	4	4	4	4	4	4	4	3	3	2
Pruning (Trees & Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	4
Sweeping / Blowing Cleanup	1	4	4	4	4	4	4	4	4	4	4
Irrigation Startup											
Test Irrigations Operations				1	1	1	1	1			
Winterize Irrigation System									1		
<b>Total task per month</b>	<b>3</b>	<b>20</b>	<b>19</b>	<b>21</b>	<b>18</b>	<b>19</b>	<b>18</b>	<b>18</b>	<b>20</b>	<b>16</b>	<b>10</b>

Location: **Tralee Park**  
**7825 155th Ave SE**  
**Newcastle, WA 98056**

TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing		4	4	4	4	4	4	4	3	2	
Trimming		4	4	4	4	4	4	4	3	2	
Fertilize		1		1		1			1		
Herbicide Applications	1		1		1		1		1		
Weed & Rake Beds / Playgrounds	1	4	4	4	4	4	4	4	3	3	2
Pruning (Trees & Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	4
Sweeping / Blowing Cleanup	1	4	4	4	4	4	4	4	4	4	4
Irrigation Startup											
Test Irrigations Operations				1	1	1	1	1			
Winterize Irrigation System									1		
<b>Total task per month</b>	<b>3</b>	<b>20</b>	<b>19</b>	<b>21</b>	<b>18</b>	<b>19</b>	<b>18</b>	<b>18</b>	<b>20</b>	<b>16</b>	<b>10</b>

Location: **Little Rhody Park**  
**11300 BLK of SE 80th St**  
**Newcastle, WA 98056**

TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Trimming		4	4	4	4	4	4	4	3	2	
Fertilize		1		1		1			1		
Herbicide Applications	1		1		1		1		1		
Weed & Rake Beds / Playgrounds	1	4	4	4	4	4	4	4	3	3	
Pruning (Trees & Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	3
Sweeping / Blowing Cleanup	1	4	4	4	4	4	4	4	4	4	4
Irrigation Startup				1							
Test Irrigations Operations					1	1	1	1			
Winterize Irrigation System									1		
<b>Total task per month</b>	<b>3</b>	<b>16</b>	<b>15</b>	<b>17</b>	<b>14</b>	<b>15</b>	<b>14</b>	<b>14</b>	<b>17</b>	<b>14</b>	<b>7</b>

## STREETS

### Area Numbers 1, 2, & 3

Location: **Coal Creek Parkway SE**

**Newcastle Way to SE 95th Way**

TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Trimming		2	2	2	2	2	2	2	2	2	
Fertilize		1		1		1		1			
Herbiced Applications	1		1		1		1		1		
Weed & Rake Beds / Playgrounds		2	2	2	2	2	2	2	2	2	
Pruning (Trees & Shrubs)	1			1		1		1		1	
Leaf & Debris Removal	4			4					4	4	3
Sweeping / Blowing Cleanup	4		4	4	4	4	4	4	4	4	3
Irrigation Startup			1								
Test Irrigations Operations				1	1	1	1	1			
Winterize Irrigation System									1		
<b>Total task per month</b>	<b>10</b>	<b>5</b>	<b>10</b>	<b>15</b>	<b>10</b>	<b>11</b>	<b>10</b>	<b>11</b>	<b>14</b>	<b>13</b>	<b>6</b>

### Area Number 4

Location: **Newcastle Way**

**Powerline east of 128th Ave SE to 116th Ave SE;**

*Exclude area between 119th PI SE and 116th Ave SE on south side of street.*

TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing			1	1	1	1	1	1	1		
Trimming			1	1	1	1	1	1	1		
Pruning (Trees, Shrubs and Grass)			1	1	1	1	1	1	1		
Leaf & Debris Removal			1	1	1	1	1	1	1		0
<b>Total task per month</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>0</b>

### Area Number 5

Location: **Newcastle Way**

**129th Ave SE to 132nd PI SE**

TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing			2	2	2	2	2	2	2		
Trimming		2	2	2	2	2	2	2	2	2	
Fertilize		1		1		1		1			
Herbiced Applications	1		1		1		1		1		
Weed & Rake Beds / Playgrounds	1	2	2	2	2	2	2	2	2	2	
Pruning (Trees & Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	2
Sweeping / Blowing Cleanup	1	2	2	2	2	2	2	2	2	2	2
Irrigation Startup			1								
Test Irrigations Operations				1	1	1	1	1			
Winterize Irrigation System									1		
<b>Total task per month</b>	<b>3</b>	<b>10</b>	<b>12</b>	<b>13</b>	<b>10</b>	<b>11</b>	<b>10</b>	<b>11</b>	<b>14</b>	<b>11</b>	<b>4</b>

<b>Area Number 6</b>											
Location: <b>116th Ave SE</b>											
<b>SE 73rd to SE May Creek Pk Dr - east side only</b>											
TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Trimming		2	2	2	2	2	2	2	2	2	
Herbiced Applications (planter beds only)	1		1		1		1		1		
Weed & Rake Beds	1	2	2	2	2	2	2	2	2	2	2
Pruning (Trees and Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	2
Sweeping / Blowing Cleanup	1	2	2	2	2	2	2	2	2	2	2
<b>Total task per month</b>	<b>3</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>11</b>	<b>11</b>	<b>6</b>

<b>Area Number 7</b>											
Location: <b>Newcastle Way</b>											
<b>112th Ave SE to 114th Ave SE; Only landscaped areas on south side of road</b>											
TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Trimming		2	2	2	2	2	2	2	2	2	
Herbicide Applications	1		1		1	1	1	1	1		
Weed & Rake Flower Beds	1	2	2	2	2	2	2	2	2	2	2
Pruning (Trees & Shrubs)				1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	
Sweeping / Blowing Cleanup	1	2	2	2	2	2	2	2	2	2	2
<b>Total task per month</b>	<b>3</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>7</b>	<b>8</b>	<b>7</b>	<b>8</b>	<b>11</b>	<b>11</b>	<b>4</b>

<b>Area Number 8</b>											
Location: <b>SE May Creek Park Dr</b>											
<b>Coal Creek Parkway SE to 121st Ave SE;</b>											
<i>Exclude landscape areas adjacent to Eden church and Eden Grove subdivision</i>											
TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing				1		1		1			
Trimming				1		1		1			
Sweeping / Blowing Cleanup				1		1		1			
<b>Total task per month</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Area Number 9</b>											
Location: <b>Newcastle-Golf Club Road</b>											
<b>From 136th Ave SE to 155th Ave SE; Exclude frontage of YMCA and Notch apartments</b>											
TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing				1		1		1			
Trimming				1		1		1			
Sweeping / Blowing Cleanup				1		1		1			
<b>Total task per month</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Area Number 10</b>											
Location: <b>136th Ave SE</b>											
<b>From 144th Pl SE to Newcastle-Golf Club Rd; Exclude frontage of Beit Tikvah Messianic Congregation</b>											
TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing				1		1		1			
Trimming				1		1		1			
Sweeping / Blowing Cleanup				1		1		1			
<b>Total task per month</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Area Number 11</b>											
<i>Location: 144th PI SE</i>											
<b>From 136th Ave SE to SE 87th St</b>											
TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing				1		1		1			
Trimming				1		1		1			
Sweeping / Blowing Cleanup				1		1		1			
<b>Total task per month</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Area Number 12</b>											
<i>Location: SE May Creek Park Dr</i>											
<b>From 116th Ave Se to 117th Ave SE;</b>											
<i>Only landscaped areas on north side of road between sidewalk and curb and between sidewalk and fence</i>											
TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Trimming		2	2	2	2	2	2	2	2	2	
Herbiced Applications (planter beds only)	1		1		1		1		1		
Weed & Rake Beds	1	2	2	2	2	2	2	2	2	2	1
Pruning (Trees and Shrubs)		1		1		1		1		1	
Leaf & Debris Removal		2	2	2					4	4	1
Sweeping / Blowing Cleanup	1	2	2	2	2	2	2	2	2	2	1
<b>Total task per month</b>	<b>3</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>11</b>	<b>11</b>	<b>3</b>

<b>Area Number 13</b>											
<i>Location: Lake Washington Boulevard SE</i>											
<b>From 112th Ave SE to SE 73rd St</b>											
TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing				1		1		1			
Trimming				1		1		1			
Sweeping / Blowing Cleanup				1		1		1			
<b>Total task per month</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>

**STORM PONDS**

<b>A Ponds; Pond No's. 3, 8, 41, &amp; 65</b>											
<i>Location: Varies (See Exhibit E)</i>											
TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing				1		1		1			
Trimming				1		1		1			
<b>Total task per month</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>B Ponds; Pond No's. 36, 40, 44, 69, 70, 73, 79, 129, 130, 131, 132, 172, &amp; 174</b>											
<i>Location: Varies (See Exhibit E)</i>											
TASK TO BE COMPLETED	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Mowing						1					
Trimming						1					
<b>Total task per month</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>