

**Parcel Descriptions and Scope of Services
For Lawn Maintenance Bids
Town of Leonardtown
2025**

CUTTING SCHEDULES

The various sites listed below are on different cutting schedules. Each includes trimming around buildings and structures and picking up trash each time the grass is cut.

SITE # DESCRIPTION

Schedule 1: Cut grass weekly from April through June; cut bi-weekly July and August; cut weekly in September; cut once during last week of October (Cut 21 times).

#1 41755 COURTHOUSE DRIVE- Approx. ½ Acre

This parcel, located on the east side of Courthouse Drive and 200 ft. south of Fenwick Street, contains a fenced well and pump house. Scope of work includes maintaining grass areas at a generally acceptable height, but not greater than five inches, trimming around buildings, and keeping fence clear of vegetation. Vacuum clippings from inside fence to prevent accumulation of clippings. Blow clippings from roadway. Collect all trash and debris. (Schedule 1)

#2 22670 WASHINGTON STREET AND PARKING LOT BEHIND BUILDING-

This parcel located on Washington Street has a public parking lot accessible from Courthouse Drive and contains a small grass area and a parking lot. Scope of work includes maintenance of grass areas by a push mower at a generally acceptable height, not greater than five inches, and weeding and trimming around perimeter of parking lot where needed. Collect trash and debris. Blow clippings off road, parking areas and concrete. (15 times).

#3 TOWN PARKING LOT @ PARK AVE.- Approx. 68,000 sq. ft.

These parcels located on Park Ave. include two parking lots and a bio retention facility. Scope of work includes the seasonal maintenance of trees and shrubs and trimming weeds around edges. Mow the remaining grass areas to a generally acceptable height, but not greater than five inches, with a push mower. Collect trash, cigarette butts and debris. Blow clippings off road, parking areas and concrete. Weed and clean plant beds, brick parking areas and bio-retention areas bi-weekly. Mulch and fertilize plant beds once annually in the Spring. Cut and prune perennials twice annually. Clean debris, trash and

cigarette butts once a month during winter months. Weed eat and clean up strip of woods along Park Ave each visit. (Schedule 1)

#4 TOWN PARKING LOT @ WASHINGTON STREET- (No Estimate)

This parcel located on Washington Street is a parking lot adjacent to the Hair Company. Scope of work same as above (#3). (Schedule 1)

Schedule 2: Cut grass bi-weekly April through September; cut during last week of October (Cut 13 times).

#5 MOAKLEY STREET EASEMENTS- (Approx. .5 mile)

This parcel includes that portion of the Town's 60-foot right of way along Moakley Street, from Rt. 5 to Susie Court, which is not paved (approx. 10 feet to each side). Scope of work includes maintaining grass along the easement, to the bottom of the ditch, at a generally acceptable height of 6 inches. Blow clippings from roadway. Collect trash and debris. (Schedule 2). Mulch 5 trees annually along roadside.

#6 DOCTOR'S CROSSING EASEMENTS- (Approx. .35 mile)

This parcel contains 2 sections of 60-foot right of way owned by the Town. The first section beginning at MD Rt. 245 to St. Mary's Hospital property. The second beginning at The Sunshine Center, across Moakley Street, to the St. Mary's Hospital property. Scope of work includes maintaining the grass along the easement, to the bottom of the ditch, at a generally acceptable height of 6 inches. Blow clippings from roadway. Collect trash and debris. (Schedule 2)

#7 MISS BESSIE LANE EASEMENT- (Approx. .4 mile) and SINGLETREE DRIVE EASEMENT- (Includes the Island) -The Miss Bessie parcel includes that portion of the Town's 50-foot right of way that is not paved from Moakley Street to Doctor's Crossing. The Singletree Drive parcel is the unpaved portion of the variable width right of way from Moakley Street to Miss Bessie Drive. Scope of work includes maintaining the grass along the easement, to the bottom of the ditch, at a generally acceptable height of 6 inches. Blow clippings from roadway. Collect trash and debris. (Schedule 2)

#8 TUDOR HALL FARM WATER TOWER- Approx. 44,000 sq. feet

This parcel is accessible via a service road connecting with Norris Circle. The parcel contains a water storage tank and vault surrounded by a fenced enclosure. In addition, the Town maintains approximately a four-foot mowed swath alongside of the service road. Scope of work includes maintaining grass areas at a generally acceptable height, but not greater than six inches, and trimming outside fence and keeping fence and approximately 10 feet around the fence clear of vegetation. Vacuum clippings from inside fence to prevent accumulation of clippings. Blow clippings off concrete areas. Clean up trash and debris. (Schedule 2)

#9 BARTHELME STREET EASEMENT-

This parcel includes that grass portion of the Town's right of way at the dead end of Barthelme Street. Clean up trash and debris (heavy trash area). (Schedule 2)

#10 WASHINGTON STREET/WHARF HILL EASEMENT- Mow and edge grass along easement and keep both sides of sidewalk clear of weeds. (Schedule 2)

Schedule 3: Cut monthly April through October (7 times).

#11 TUDOR HALL ESTATES- Approx. 744 sq. ft.

This parcel, located on Camalier Street (formerly known as East Key Way), contains 3 lots overlooking Breton Bay. Scope of work includes maintaining a four-foot mowed swath along the 186 ft. road frontage. Mowed swath to be maintained at five inches or less. Blow clippings from road surface and collect trash and debris. (Schedule 3)

#12 LEONARD'S GRANT PUMP STATION- This parcel is located on Kalitan Lane in Leonard's Grant and consists of approximately 5,000 sq. ft. of fenced in area. Mow and trim, trim around surrounding trees and spray round up as needed. (Schedule 3)

#13 WELCOME SIGNS

These three sites are located in front of the "Welcome to Leonardtown" signs on MD Rt. 5 North near Shops at Breton Bay and Rt. 5 South between Cedar Lane and Rt. 4 and on MD Rt. 245 on the SMECO property. Scope of work includes mulch and fertilizer in spring. Prune twice annually. Clean daylilies in spring. Weed and trim. (Schedule 3)

Schedule 4: As described in individual scope of work.

#14 Stormwater Management Ponds- Leonard's Grant Parkway- Scope can include mowing, brush and shrub removal, cutting of all trees located within the ponds, removal and off-site disposal of accumulated sediment, installation of riprap or seeding as needed. (1 time annually)

#15 23190 Newtowne Neck Road- PORT OF LEONARDTOWN Park and Winery- (Approx. 3.3 acres)

This parcel located off MD Rt. 243 is a public water access park with two freestanding buildings.

- a.) Mow (some push mowing may be required), trim and trash clean up- Biweekly- April thru October (18 times)
- b.) Weed all plant beds and gravel walks- Biweekly-April thru October (18 times)
- c.) Add annuals at main entrance bed and gazebo,- Spring and Fall (2 times)
- d.) Mulch around building and main entrance bed- Annually in Spring
- e.) Fertilize all shrubs and trees- Annually in March
- f.) Clean up all perennials- Annually in February
- g.) Prune shrubs, trees and waters edge annually.
- h.) Fertilize all roses- Annually as needed
- i.) Mulch entire property landscape beds and 2 grapevine areas- annually.

- j.) Leaf removal twice each year. (2 times)
- k.) Grade entrance road as needed (3 times annually)

#16 23330 & 23320 GREENBRIER ROAD-Approx. 1.33 Acres

This parcel, located on Greenbrier Road, consists of a fenced area containing 2 buildings and a 300,000-gallon water storage tank. Scope of work includes maintaining grass areas at a generally acceptable height, but not greater than six inches, and trimming around buildings, utility structures and fence and keeping fence clear of vegetation. Collect trash and debris and vacuum inside fence area to avoid accumulation of clippings. Blow clippings off road and concrete surfaces. Bush hog around fence once every three years. Cut every 10 days (April-June, September), Bi weekly (July and August, October), (18 times)

#17 22620 Van Wert Lane SEWAGE TREATMENT PLANT- Approx. 6.56 Acres

This parcel is located at the intersection of Fenwick Street and Van Wert Lane, and contains two lagoons, four buildings, and numerous utility structures surrounded by a fenced enclosure. Scope of work includes maintaining grass areas inside the fenced enclosure and a 4 ft. swath on the outside of the fence and maintain the length of the fence at a generally acceptable height, but not greater than five inches inside the fence and outside the fence bordering Rt. 5, and six inches outside the rest of the fence. Seasonal fertilizing and maintenance of trees and shrubs, trimming around buildings, curbs, sidewalks and structures, and maintenance of right of ways between fences and roads and keeping the fence clear of vegetation. Round up may be used to keep the fence and concrete cracks clear. Blow clippings off roads and concrete surfaces. Collect trash and debris. Some sections cannot be mowed but must be cut with weed eater during wet months. Cut bi weekly (April-October) (14 times)

#18 TOWN SQUARE PARKS @ WASHINGTON STREET AND STREETSCAPE IN TOWN SQUARE ALONG SIDEWALKS to Shadrick Street- (Approx. 17,000 sq. ft.)

These two parcels located on Washington Street contain two small parks. Scope of work includes:

- a.) Mow and Trim grass areas at a generally acceptable height, but not greater than five inches. Monument square must be push mowed. Bag grass and dispose of at a site provided by the Town within the Town limits. Mid March-November 30 (Cut 30 times). Extra visits may be required due to weather and high traffic area.
- b.) Weeding and clean up of all trash, seed pods, leaves and cigarette butts of flower beds, plant beds and trees. Bi-weekly January-March.
- c.) Spray Round up on weeds in sidewalks in square and Fenwick St. Bi-weekly, April-November. Monthly, December-March.
- d.) Pruning of trees and shrubs in late spring and fall. Cut back lirope around March 1st. Prune all spirea and flowering shrubs three times during season. Prune Crepe Myrtle once annually.
- e.) Mulch and edge shrubs and trees in the spring and fall.

- f.) Fertilize all trees and shrubs with 14-14-14 ozmacote, slow release fertilizer in spring.
- g.) Install 900 6-inch pansies in the fall and 900 6-inch begonias in the spring. Mulch beds after installation. Fertilize after planting. Water after planting and in dry times.
- h.) Adjust schedule as necessary to accommodate special events such as Veteran's Day, Christmas on the Square, etc. (Brochure attached) Extra pruning, mowing and cleaning may be required.
- i.) Fertilize and weed control the lawn, spring and fall.
- j.) Aerate and overseed grass areas in Fall being cautious to not damage irrigation system.
- k.) Edge all sidewalks and curbs.
- l.) Oversee irrigation system.
- m.) Leaf removal in December.
- n.) Trash/debris clean up-Bi weekly (January thru March) (6 times)

Note: A different fertilization schedule may be utilized, with approval by the Town Administrator. For bidding purposes we are anticipating granular fertilizer for lawn, trees and shrubs and liquid fertilizer for bedding plants.

#19 HURRY PARKETTE- (Approx. 2,500 sq. ft.)

This is the former site of Town Inn across Washington Street to the East from the Monument Park. Mow, trim and mulch on same schedule as #18 above. Do not weed or trim plant beds with native plants (Maintained by others).

#20 FENWICK STREET EAST STREETSCAPE- (From Square to Ryken High School)

- a) Mow, trim, edge sidewalks, weed trees and sidewalks and trash clean up each visit. Bi weekly (April thru October) (14 times)
- b) Leaf removal. Monthly (November thru January) (3 times)
- c) Trash clean up only. Monthly (February and March) (2 times)
- d) Overseed grass areas. Annually in Fall. (1 time)
- e) Fertilize grass areas. Spring and Fall (2 times)
- f) Herbicide grass areas. April (1 time)
- g) Prune and fertilize trees. Annually (1 time)
- h) Mulch trees. Bi annually (next due in 2018)
- i) Clean growth from concrete wall at the top of Fenwick St. at Johnson Lane. Annually (1 time)
- j) Trim branches of trees away from sidewalk. Annually 1 time)
- k) Mulch, clean and weed sidewalk alley between Fenwick Inn and S Kape Salon. Edge if needed. (2 times per month) Water plants during dry times.

#21 WASHINGTON STREET STREETSCAPE-From Burchmart to Shadrick Street)

- a) Mow, trim, edge sidewalks, weed plant beds, trees and sidewalks and trash clean up each visit. (April thru December) (22 times)

- b) Winter clean up only. (January thru March) (3 times)
- c) Overseed all grass areas. Annually in Fall. (1 time)
- d) Fertilize grass areas. Spring and Fall. (2 times)
- e) Herbicide grass areas. April. (1 time)
- f) Prune and fertilize trees. Annually. (1 time)
Pruning in center island must be done 4 times per year due to blocking visibility.
- g) Mulch trees and beds. Annually. (1 time)
- h) Clean perennials in large beds. Winter. (1 time)
- i) Fertilize perennials. Spring. (1 time)
- j) Prune crepe myrtles in winter. (1 time)

#22 22500 Washington Street LEONARDTOWN WHARF PUBLIC PARK-
(Approximately 1 1/2 acre)

This parcel located at the waterfront at the southern most end of Washington Street contains a public park, grass open space and gravel parking lot.

- a) Mow, trim, weed and trash clean up each visit. Schedule 1. (21 times)
- b) Bushog rough areas. Every 6 weeks. (April thru October) (5 times)
- c) Annual flowers installed at Concession Building corner flower bed and around gazebo. Spring and Fall. (2 times)
- d) Pruning of all plants. Annually in March. (1 time)
- e) Fertilize plants. Annually in Spring. (1 time)
- f) Mulch all beds. Annually in Spring.
- g) Mulch flower beds and trees in grass area of park only. Annually in Spring. (1 time)
- h) Fall cleaning of plant beds and perennials. Annually in December. (1 time)
- i) Trash clean up only. Monthly (January thru March) (3 times)
- j) Fertilize and herbicide grass areas. Annually in Spring. (1 time)
- k) Overseed all grass areas. Annually in October. (1 time)
- l) Parking lot clean up. April thru October. (7 times)
- m) Adjust schedule as necessary to accommodate special events.
- n) Oversee irrigation maintenance and programming.

#23 LEONARD'S GRANT PARKWAY- (Rt. 245 to Leonard's Grant entrance sign)

This parcel contains an 80 foot right of way approximately 2,327 feet in length.

- a) Mow and trim grass at a generally accepted height of 4-5 inches. Blow clippings from roadway. (Once in March, every 10 days April thru September, Bi weekly in October and once in November) (22 times)
- b) Collect trash and debris each visit.
- c) Fertilize grass. Annually in Spring and Fall. (2 times)
- d) Apply herbicide. Annually in April. (1 time)

#24 BUSH HOG TOWN RUN and TUDOR HALL SEWER EASEMENTS- Three times per year. Each cutting takes 2 days of work.

#25 LAWRENCE AVENUE. – On South end where intersects with Washington Street to the intersection of Park Ave. trim back trees and growth from roadside twice annually. Edge and clean entire length of streets sidewalks (twice monthly). Leaf removal required in the Fall.

#26 DEAD END OF LONGMORE STREET- Mow, trim and clean up trash around the future road connection that is currently blocked with barricade. (15 times per year)

Additional items such as power washing of monuments, sidewalks and curbing may be requested from time to time.