STATEMENT OF WORK
LANDSCAPING SERVICES
AIR TRAFFIC CONTROL TOWER/TRACON BUILDING
FEDERAL AVIATION ADMINISTRATION
35 PERIMETER ROAD
WINDSOR LOCKS, CT 06096
UPDATED ON 5/21/2026

1. General Scope: Contractor must provide all necessary labor, skills, materials, tools, equipment, and supplies to provide landscaping services for approximately 120,000 sq. ft. Services must include, but are not necessarily limited to, spring clean-up, general cleaning, weed control, mulching, and reseeding.

2. Grounds: approximately 75,000 sq. ft. of grounds consisting of grass located around Base Building and Tower to include areas adjacent to parking lot and fence line, patio and sidewalks. Parking and drive area is approximately 45,000 sq. ft. Contractor may occasionally be required to repair/re-seed small, minor areas due to construction work.

3. Spring Clean-Up: Must consist of removal of all remains from winter snow removal operations. Sand & debris must be removed from parking lot, sidewalks, roadways, lawns, and especially in those areas where snow removal operations may have left mounded sand deposits. Leaves, dead vegetation and debris such as fallen tree/shrub branches must be picked up and disposed of to maintain a clean, presentable appearance. All sand and debris removed will be collected and removed from the work site.

A. All dead vegetation (flowers) by facility entrance must be replaced with a similar type of vegetation. This must occur during spring cleanup. If a similar replacement cannot be found, a suitable replacement requires the prior approval of the COR.

4. Mulching: Contractor must provide and maintain mulch around all trees, plants and shrubs. The first mulching must be part of the spring clean-up activities. Mulch must be maintained at a depth of at least three (3) inches. Additional mulching must be accomplished as required to keep areas free from weeds, unwanted grasses, prevent moisture evaporation and freezing of roots. Mulch must be a commonly used, rich brown, bark-type mulch (except mulch in any manure form or peat moss). Quality of mulch must meet with prior approval of the COR.

5. Lawn Maintenance: Rake, fertilize, mow, and clean lawn areas. Take other actions (e.g., seeding, weeding, and debriding) necessary to meet standards of a professionally maintained complex. All grounds care services must be performed in a professional manner and in accordance with the generally accepted practices of firms specializing in nursery and landscaping services.

A. General Cleaning: Removal of incidental trash from the surface of the grounds and from trees, bushes, shrubs, grass and fences so that no visible trash remains.

6. Fertilizing: Area should have fertilizer applications four times per year (April, June, August, and September).

A. In addition to fertilizer listed, the Contractor will, as determined by soil testing to be performed by the contractor, apply limestone or other fertilizing or organic agent, required to maintain a proper pH level to insure good soil conditions for healthy, green growth.

7. Weed control: Applications of weed killer must be used to prevent growth of weeds (such as crabgrass, dandelions, and other noxious weeds) and to insure continued health and development of the lawn areas. Hand weed plant beds as needed.

8. Pesticides: Means any chemical or biological agent used to control a pest. The term pesticide must include, but not be limited to, the following materials: Acaricide, miticide, insecticides, mematocides, herbicides (weed and brush killers, desiccants, and defoliants), fungicides, mollocides, repellents, algaecodes, rodenticides, disindicants, fungicants.

A. Open irrigation system in early spring. Inspect for winter damage, adjust system as needed.
B. Close irrigation system in fall. Blow out system with compressed air and turn off water source.
C. All areas must be inspected a minimum of once per month for disease, fungus, pests on trees, shrubs, and lawn areas. A written report of findings and recommendations to COR must be submitted with each inspection.
D. If contractor recommends pesticide application(s) and COR concurs, contractor will be given approval to proceed with the application(s). Contractor must notify COR at least 24 hours in advance of the actual applications and must post warning signs (type of which are readily available on commercial market) on lawns.
E. Material Safety Data Sheets must be provided by the Contractor for all pesticides used on the property.

9. Mowing: Mowers used will have sharp, well-set blades and be of sufficient size to perform an expeditious job. Equipment is subject to inspection by the COR. The grass or other vegetation must be cut and maintained to a height not exceeding 2.5 inches. Grass clippings resulting from mowing operations must be removed from all areas.

10. Edging: Lawn edging will be performed at each mowing around all walks and curbs to a depth of at least one inch below the level of the walks and curbs. Following edging, all walks will be swept, blown or vacuum cleaned along with the removal of clippings deposited in parking or roadway area.

11 Raking: Removal of dead vegetation by combing with a suitable tool so that no leaves or continuous visible thatch remain. Raking or vacuuming leaves in season must be performed at least twice per month (more often if necessary) to prevent damage and discoloration of the grass and shrubs and also to maintain a presentable landscape area.

A. Fenced area adjacent to the access road (on side of road) must be kept clear of unsightly vegetation growth and trimmed to present a neat appearance.

12. Pruning: Contractor is responsible for removal of injured, diseased or dead branches from trees, shrubs or hedges. Contractor must remove suckers and rank or interfering growth. Methods used must be consistent with standard horticultural and tree/shrub surgery practices. General pruning must be accomplished as required by the type and species of tree or shrub involved. The scheduling of all pruning must include consideration of blooming period, health and appearance of all trees and shrubs involved.

13. Tree and Shrub Care: Trees and shrubs must be treated with a high grade fertilizer that is specially formulated for that purpose once a year.

14. Trash Removal: Upon completion of each day's operation, all debris and rubbish generated must be collected and removed from the work site by the contractor.

15. Replacement of Trees and Shrubs: Any trees or shrubs killed, damaged, or destroyed through neglect, non-performance, or incomplete performance of any type on the part of the contractor must be replaced by the contractor at no cost to the government. The item being replaced must be of the same species and variety and of the same growth.

16. Government-furnished items: There are outside water hookups on all sides of base building for contractor's use.