

ANNEX A

PARKS CANADA AGENCY

Quebec Waterways

STATEMENT OF WORK 22-0001

LAWN AND LANDSCAPING MAINTENANCE AND WASTE REMOVAL (grounds and waste containers)

**CARILLON CANAL
National Historic Site of Canada**

TABLE OF CONTENTS

SECTION 1

GENERAL INSTRUCTIONS

- 1.0 Terms Used
- 1.1 General Description of Work
- 1.2 Plans
- 1.3 Use of Premises
- 1.4 Supervision and Specialized Labour
- 1.5 Employee Work Clothing
- 1.6 Equipment, Materials, and Labour
- 1.7 Certificate of Completion
- 1.8 Observation and Deficiency Report
- 1.9 Environmental Protection
- 1.10 Reference Standard

SECTION 2

WORK PERFORMANCE INSTRUCTIONS

- 2.0 Performance of the Contract
- 2.1 General
- 2.2 Spring Clean-up
- 2.3 Grass Cutting and Trimming
- 2.4 Fallow Land Mowing
- 2.5 Maintenance of Trails and Covered Areas
- 2.6 Maintenance and Trimming of Trees, Shrubs and Ground Shrubs
- 2.7 Leaf Waste Collection
- 2.8 Waste and Trash Pick-up
(grounds and waste containers)

APPENDICES

- I : 0.-CAR.18-109.0B Site Plan (Carillon Canal)
- II : Waste Collection Schedules 2022 @ 2026
- III : Monthly Certificate of Completion
- IV : Observation and Deficiency Report

1.0 Terms Used

- .1 In this statement of work, "**Parks Canada**" refers to the PARKS CANADA AGENCY (Quebec Waterways).
- .2 "**Project manager**" refers to the Parks Canada Technical Services Representative or authorized delegate.
- .3 "**Contractor**" refers to the company selected to perform all of the work described herein, according to the relevant instructions provided.
- .4 "**Covered areas**" refers to the bicycle path, trails, and parking lots.
- .5 "**Bidders**" means the contractor submitting a bid under this contract.
- .6 "**Supervisor**" refers to the Contractor's employee who is designated as the person in charge on the grounds during the performance of the work.
- .7 Words, expressions and abbreviations with known technical or professional significance, must be understood in this sense in these instructions and plans.

1.1 General Description of Work

- .1 The work under this contract primarily includes, but is not limited to:
 - Lawn and landscaping maintenance at the **Carillon Canal National Historic Site of Canada** including: all sodded and fallow areas, covered areas (roads, parking lots, sidewalks and trails, etc.), flower beds, trees, shrubs and ground shrubs, as well as related work located inside the areas, as shown on the plans.
- .2 Specifically, the work includes:
Planned work:
 - a) Spring clean-up
 - b) Grass cutting and trimming
 - c) Fallow land mowing
 - d) Maintenance of trails and covered areas
 - e) Maintenance and trimming of trees
 - f) Leaf waste collection
 - g) Waste and trash pick-up (grounds and waste containers)

- .3 Generally, the contract includes all of the work described in the plans and work instructions, and as required for the proper operation and completion of the work, even when not specifically mentioned.
- .4 The Contractor agrees to obtain at its expense all permits, certificates, licences, authorizations, and to pay all charges required by the laws, codes and regulations in effect.

1.2 Plans

- .1 The attached plans 0.-CAR.18-109.0B and this statement of work are complementary.
- .2 The lawns and landscaping indicated and shown and located on the plans and statement of work are considered approximations. It is the Contractor's responsibility to verify all relevant information on site in order to take it into account when preparing his bid.

1.3 Use of Premises

- .1 The Contractor must perform all the work specified in the contract in accordance with the provisions of the National Parks Act.
- .2 The Contractor must comply with all applicable Parks Canada regulations including, but not limited to, regulations concerning safety, environmental protection, parking and traffic control.
- .3 The Contractor must obey the posted speed limit of 10 km/h maximum, to prevent any accident involving users or employees in the Park. All of the Contractor's vehicles must have a working revolving warning light at all times on Parks Canada grounds.
- .4 It is strictly forbidden to park trucks or trailers on the grounds to be maintained. None of these vehicles must be driven on the lawns.
- .5 The Contractor must not drive on the roads and structures any loaded vehicle, machinery or equipment that exceeds in weight or size the specified legal limit, without written permission and instructions from the Project manager.
- .6 The Project manager may require a reduction in loads and may even completely or temporarily suspend driving privileges on roads or structures if it is determined that such transport could damage part of the roads or structures due to negative existing conditions.

- .7 Parks Canada and Hydro Québec will provide the Contractor with keys for access to various locations on the site. The Contractor will be responsible for the keys that are entrusted to it, and must not at any time produce a copy of the keys. At the end of the contract, the keys must be returned to their respective owner.
(Parks Canada form – see Appendice VI)

1.4 Supervision and Specialized Labour

- .1 **A qualified gardener-horticulturalist must be assigned to supervise all specialized work.** This gardener-horticulturalist can be from within the organization or be sub-contracted.
- .2 A supervisor/person in charge must be present on site during the work. To ensure consistency, the same supervisor/person in charge must be assigned to the Carillon Canal site for the entire season. This supervisor must be equipped with a communications system enabling the Parks Canada Representative to contact the supervisor at all times during work hours (*cell phone.*). The supervisor will be authorized to receive, on behalf of the Contractor, any orders, instructions or other communications that may be given under this contract.
- .3 The work supervisor must immediately inform Parks Canada of any accidents or incidents causing material damage to property owned by Parks Canada or a third party. The work supervisor must also report any injuries and any other major incident affecting the employees or users of the premises. The work supervisor must also inform Parks Canada of any observed anomaly: land subsidence, hole, vandalism, breakage, clandestine campsite, etc.
- .4 At the request of the Project manager, the Contractor must remove any supervisor who, in the Project manager's opinion, is incompetent or behaves improperly, and must immediately replace the removed supervisor with another supervisor acceptable to the Project manager.
- .5 It is the responsibility of the Contractor to perform the quality control of its work and to ensure that the conditions and requirements of this statement of work are met. Any work that does not meet the conditions and requirements will not be paid.

1.5 Employee Work Clothing

- .1 All persons employed by the Contractor must dress suitably and appropriately and must wear the personal protective equipment required to perform the work, such as safety

boots, safety glasses, gloves, high-visibility vest, etc.
(Shirts must be worn while working).

- .2 All employees of the Contractor must display a faultless attitude toward the public. Business cards will be provided so that the Contractor and its employees may give them to the public for any communication.

1.6 Equipment, Materials, and Labour

- .1 All materials and equipment used by the Contractor must be of types approved by the Project manager and in working order from the beginning of the work.
- .2 The Contractor's road equipment must be clearly identified with the Contractor's name.
- .3 Bush cutters and swath fellers are not permitted for lawn maintenance except for on fallow land on steep slopes. Under-mounted tractor mowers are not permitted.
- .4 Tractor-mowers must have "floatation-type," low-pressure tires specially designed for use in sodded areas and must not exceed nine hundred (900) kilograms, except as approved by the Project manager.
- .5 The Contractor must ensure to have sufficient skilled labour to operate this various equipment and to allow for the work to be completed on time.**
- .6 The Contractor must also ensure to have sufficient equipment to compensate for any equipment breakage and allow for the work to be completed on time.**

NOTE: - *To protect the environment, we must draw your attention to the fact that the motorized equipment used for the maintenance of our lawns and landscaping must be powered by a 4-stroke engine. Any equipment currently used by the Contractor that becomes obsolete during the duration of this contract must be replaced with equipment that meets the above requirements.*

1.7 Certificate of Completion

- .1 The Contractor must have signed at the work site a monthly certificate of completion for each item or unit on the work sheet by a Parks Canada Representative. (Parks Canada form – see Appendice III).**
At the end of the month, this certificate must be countersigned by the Contractor and by the Parks Canada foreman and enclosed with the monthly invoice.

1.8 Observation and Deficiency Report

.1 After the grass is cut, the Contractor must complete the Observation and Deficiency Report and email it to the Parks Canada foreman within 5 working days. The Observation and Deficiency Report must include any observations, breakages, deficiencies or other irregularities detected on the grounds during grass cutting (such as a fallen tree, a hole in the lawn, vandalism, etc.). (*Parks Canada form – see Appendice IV*). A report must be produced for each grass cutting (17 per year) and a copy must be enclosed with the invoice and Certificate of Completion (section 1.7).

1.9 Environmental Protection

.1 Waste (*such as refuse, grass cuttings, broken glass, animal excrement, etc.*) and volatile materials such as petroleum products (*such as oil, gasoline, etc.*) must not be removed from the site by dumping them into water ways, storm drains, sanitary sewers or at any other location likely to harm the environment.

.2 The Contractor must under no circumstances violate the acts and regulations of federal, provincial or municipal authorities or any other environmental protection organization.

1.10 Reference Standard

.1 BNQ0605-200/2001 – ARBOREAL AND HORTICULTURAL MAINTENANCE (or most recent version)

.2 In particular, this standard establishes the rules, techniques, specifications and requirements on all aspects of arboreal and horticultural maintenance.

.3 This document is available free of charge on the following website:

<http://www.bnq.qc.ca/en/shop/documents-offered-free-of-charge.html>

2.1 General

- .1 This section specifies requirements concerning the maintenance of lawns and landscaping at the **Carillon Canal National Historic Site of Canada**.
- .2 The Contractor must be prepared to modify its work schedule at locations where organized activities are held, at no additional cost. The Contractor will be notified of these changes within a reasonable delay, either verbally or in writing, as the case may be. (Example: cutting grass on a day other than when scheduled because an event is being held)
- .3 The work must be performed carefully, to keep the landscaping very clean. Each of the activities described below must be performed continuously and completely within a reasonable timeframe.
- .4 It is understood that the clean-up of landscaping and grass cutting must also be performed in difficult to reach locations.
- .5 The sodded and fallow areas may be permanently or temporarily reduced or increased over the duration of this contract with an adjustment in equivalent cost. (Example: an area that is inaccessible due to a construction site or leased areas)

2.2 Spring Clean-up

- .1 The Contractor must perform spring clean-up as soon as temperatures and site conditions permit and/or 2 days following the Project manager's request, **and complete it by May 15 of each year** (depending on the weather). The Contractor must notify the Project manager before the work begins.
- .2 Spring clean-up includes:
 - a) The removal of all waste and debris from all areas covered by the contract, including the banks of the Canal to the waterline.
 - b) **Raking, sweeping and the removal of sand, stone, paper, refuse, tree branches and leaves and other waste from roads, parking lots, sidewalks, trails, riprap, covered areas, lawns, fallow land, flower beds, overpasses, the banks of the canal, piers, lockage areas, historic remains and other various structures.**
 - c) Light cultivating and hoeing to a depth of five (5) to eight (8) centimeters in all planted and fallow areas.
- .3 All trash and waste collected must be discarded off site. These materials must never be left on site.

NOTE: Specific instructions or priorities may be given by Parks Canada for the spring clean-up to begin in certain sectors and/or areas.

2.3 Grass Cutting and Trimming

Surface area: ±59,864 square meters

- .1 **The lawns and landscaping to be maintained, covered by the contract, are represented by various shaded areas on the plans.**
- .2 **Prior to cutting the grass, the Contractor must notify the Parks Canada Representative at least 24h in advance.**
- .3 Begin the first cut of the growing season two (2) days after a request by the Project manager. Continue performing work according to the schedule for the remainder of the growing season and according to the Project manager's instructions (*see section 2.2.4 below*) that is authorized by the Parks Canada Representative. Work must be performed continuously and completed within the specified one (1) working day, **from Monday to Friday**, unless otherwise indicated by the Parks Canada Representative.
- .4 The Contractor must never cut the grass on a provincial or federal holiday.
- .5 Except when otherwise specified, the grass must be cut to a height varying between (6) and seven (7) centimeters.
- .6 The grass is scheduled to be cut an estimated seventeen (17) times as follows, as needed:
 - **3 times in MAY**
 - **3 times in JUNE**
 - **3 times in JULY**
 - **3 times in AUGUST**
 - **3 times in SEPTEMBER**
 - **2 times in OCTOBER**

NOTE: *Upon notice, the Project manager may modify this schedule without affecting the unit price. **The Contractor must obtain the approval and signature of the foreman prior to any additional grass cutting otherwise it will not be remunerated.** (Parks Canada form – see Appendice III)*

- .7 **Clean all lawns prior to cutting;** remove all waste and trash, such as rocks, paper, bottles, broken glass, tree branches, animal excrement, etc.
- .8 There shall be no visible swaths of grass on the lawn

surfaces

- .9 **Immediately sweep and remove any build-up of grass cuttings** from asphalt or concrete areas, and from areas covered with stone screenings, as well as flower beds, fallow land, riprap, the bases of benches and picnic tables and others.
Grass cuttings must not be thrown into the canal or the river.
- .10 Each time grass is cut or as required, mower blades must be adjusted and sharpened to ensure a clean cut at all times and to the recommended height. The Project manager must perform regular checks.
- .11 **Lawns must not be cut on days when it rains and/or when the ground is waterlogged.**
- .12 Whenever grass is cut, trim the grass to the specified height at the following locations:
 - Near: fences, trees, structures, buildings, roads, benches, picnic tables, waste containers, bicycle racks, posts, lampposts, banks, riprap, sidewalks, and any other obstacle on the premises, and on slopes inaccessible by mower. Perform work using a gas-powered trimmer (*grass trimmer with nylon line only*).
- .13 If grass cutting interferes with visitor traffic or causes obstructions of any kind, the Contractor must suspend its operations or continue work in a different area.
- .14 During grass cutting, the Contractor will at all times take account of the number of visitors with access to the premises, and no request for additional compensation will be made to Parks Canada based on visitorship.
- .15 **At all times during grass cutting, the Contractor must take account of the safety of the public by limiting its speed and by directing its grass cuttings in a manner that is safe for users.**
- .16 The Contractor must have the Parks Canada Representative sign the "*Monthly Certificate of Completion*," **after grass is cut.** (*Parks Canada form – see Appendice III*).

NOTE: *The Contractor must take account of the possible presence of invasive species (poison-ivy and giant hogweed) in its assessment of the lawns along the banks and its method for grass cutting and trimming at these locations.*

2.4 Fallow Land Mowing

Carillon Canal: 8,603 square meters

- .1 Fallow land is identified and shown on the plans. The Contractor must notify the Project manager prior to starting the work.
- .2 Cut grass to heights of nine (9) to ten (10) centimeters.
- .3 One (1) mowing activities are scheduled on the downstream piers at the Carillon Canal and at the old lock, as follows:
 - **First mowing activity completed by August 1st**

NOTE: *Fallow land will be mowed only using nylon line bush cutters or, when necessary, with a blade for shrubs. The Contractor must take account of the possible presence of invasive species (poison-ivy and giant hogweed) in its assessment of the fallow land near the old lock and its method for mowing at this location.*

2.5 Maintenance of Trails and Covered Areas

- .1 Remove all vegetation from roads, parking lots, sidewalks, trails, piers, as well as from areas covered with stone screenings, asphalt, concrete, paving stones, riprap and any other covered area on the grounds to be maintained.
The Contractor must notify the Project manager prior to the commencement of the work.

Frequency: **Twice per year**

1st maintenance completed by the 1st week in June
2nd maintenance completed by the 1st week in August

Note: During the first year of the contract, the Contractor must remove all vegetation from asphalted areas and then keep these areas free from any regrowth.

- .2 Sweep the roads, parking lots and their entrances, sidewalks, areas covered with concrete, paving stones, piers, historic remains, etc.

Frequency: **Once per week or as needed.**

2.6 Maintenance and Trimming of Trees, Shrubs and Ground Shrubs

- .1 With the use of well-sharpened tools, the purpose of the trimming must be to maintain the trees, shrubs and ground shrubs in good health and attractive appearance; the trimming must be adjusted to the natural shape and growth habits of the species or variety.
This work must be supervised by your gardener-horticulturalist.
The Contractor must notify the Project manager prior to the commencement of the work.

- a) Trim hedges periodically to profiles and levels indicated by the Project manager, keeping the largest part at the base and gradually tapering towards a slightly rounded top. Cut individual branches that stick out to preserve the overall shape of the hedges.

- b) Trim the coniferous trees in June and only at new growth.

- .2 Remove all dead wood and all broken branches, regardless of the cause (*except in the case of a disaster*), from all trees and shrubs, to a maximum height of eight (8) meters. Cuts must always be made as close to the trunk or junction point with the main branch as possible, in

accordance with best practices.

- .3 Gradually remove the lower branches annually to ensure that the lower third of the tree is free of growth, up to a height of two (2) to two and a half (2½) meters, with the exception of the Lombardy poplar and coniferous trees. Also cut the branches that damage the bark by friction.
- .4 Remove one (1) or two (2) of the oldest branches from the older shrubs so that they remain well formed with young and healthy branches. Trimming is usually performed after the annual flowering period.
- .5 Trim tree branches to maintain a clearance of two and a half (2-1/2) meters at all times above multi-use and pedestrian trails, and a horizontal clearance of one hundred and twenty (120) centimeters on each side.
- .6 Trim tree branches to maintain a clearance of two (2) meters at all times around the tops of the lampposts.
- .7 Do not leave regrown braches at the base of trees. Remove any stubs, in accordance with best practices.

Frequency: **Twice per year**

1st maintenance completed by the 2nd week in June

2nd maintenance completed by the 4th week in August

NOTE: *The areas with hedges and/or shrubbery may be reduced following large/selective cuttings during the contract.*

2.7 Leaf Waste Management (Fall)

- .1 Management of dead leaves from trees and shrubs on all landscaped grounds covered by the contract. It is best to shred the leaves on site, in small pieces, as long as there is no swath or accumulation of shredded leaves on the land as a result of the operation. The Contractor must notify the Project manager prior to the commencement of the work. The contractor is permitted to pick up and dispose of dead leaves if it is not possible to manage the dead leaves on site..

Frequency: **Once per year (late autumn)**

NOTE: *Dead leaves must not be discarded into the canal and/or the river, nor must they be blown into the woods or onto the fallow land along the rivers.*

2.8 Waste and Trash Pick-up (grounds and waste containers)

- .1 **Pick up all waste and trash** of any kind (such as rocks, paper, refuse, animal excrement, broken glass, tree branches, boxes or bags left by the

users and/or boaters, and other garbage), wherever it may be, from all surfaces covered by this contract, including shorelines to the waterline (with the exception of waste from work performed by Parks Canada employees or other contractors).

.2 **Empty all waste containers** and place the waste in container 8v³ located in the Parks Canada workshop yard at the Carillon Canal. Every waste container must be emptied, even if the bag inside is empty. A new bag must be placed in each waste container on every waste collection day. The bags must be of appropriate size to prevent tearing when placed in the barrel-type bins.

.3 The Contractor must provide polythene garbage bags for every type of waste container for the duration of the contract. Transparent bags are used for recycling containers.

.4 **FREQUENCY**

- ***Friday before 10:00 am (May, September and October)***
- ***Monday and Friday before 10:00 am (June, July and August)***
- ***Holidays, the day before and the day after each holiday before 10:00 am (May to October)***

.5 Number of waste containers on the premises:
14 garbage containers (forest green metal barrel)
7 garbage containers (new model – gray plastic barrel)
5 recycling containers (green plastic barrel)

NOTE: *At all times during this contract, waste collection (waste containers) may be suspended or the collection frequency reduced in accordance with the waste management direction that Parks Canada intends to take at its various sites.*



2022

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Avril April

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2023

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Avril April

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Juillet July

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Octobre October

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Février February

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19	20	21	22	23	24	25
26	27	28	29	30	31	

Août August

D	L	M	M	J	V	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Novembre November

D	L	M	M	J	V	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Mars March

D	L	M	M	J	V	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Juin June

D	L	M	M	J	V	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Septembre September

D	L	M	M	J	V	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Décembre December

D	L	M	M	J	V	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2025

Janvier January

D	L	M	M	J	V	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Avril April

D	L	M	M	J	V	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Juillet July

D	L	M	M	J	V	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Octobre October

D	L	M	M	J	V	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Février February

D	L	M	M	J	V	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

Mai May

D	L	M	M	J	V	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Août August

D	L	M	M	J	V	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Novembre November

D	L	M	M	J	V	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Mars March

D	L	M	M	J	V	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Juin June

D	L	M	M	J	V	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Septembre September

D	L	M	M	J	V	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Décembre December

D	L	M	M	J	V	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2026

Janvier January

D	L	M	M	J	V	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Avril April

D	L	M	M	J	V	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Juillet July

D	L	M	M	J	V	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Octobre October

D	L	M	M	J	V	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Février February

D	L	M	M	J	V	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Mai May

D	L	M	M	J	V	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Août August

D	L	M	M	J	V	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Novembre November

D	L	M	M	J	V	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Mars March

D	L	M	M	J	V	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Juin June

D	L	M	M	J	V	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Septembre September

D	L	M	M	J	V	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Décembre December

D	L	M	M	J	V	S	
			1	2	3	4	5
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			

<u>Entrepreneur:</u>	ATESTATION OF WORK CARILLON CANAL LAWN CARE AND LANDSCAPING AT CARILLON CANAL	APPENDICE III
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PLANNED WORK	APRIL		MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	
Article 2.2 Spring cleaning	Date(s)	Init.								
Article 2.3 Mowing and trimming lawns	Date(s)	Init.	Date(s)	Init.	Date(s)	Init.	Date(s)	Init.	Date(s)	Init.
Article 2.4 Mowing of fallow ground			Date(s)	Init.			Date(s)	Init.		
Article 2.5 Entretien des sentiers et aires revêtues	Date(s)	Init.			Date(s)	Init.				
Article 2.6 Maintenance and pruning of trees, shrubs and shrubs			Date(s)	Init.			Date(s)	Init.		
Article 2.7 Management of dead leaves									Date(s)	Init.
Article 2.8 Waste and Litter Collection (land and garbage cans)	Indicate collection dates:									

Commentaires:	Monthly Approvals	
	Foreman:	
	Entrepreneur:	
	Date:	

Entrepreneur:

**APPENDIX IV
OBSERVATION AND DEFICIENCY REPORT
LAWN CARE AND LANDSCAPING AT CARILLON CANAL**

DATE	OBSERVATIONS AND DEFICIENCIES	LOCATION

Comments:

<u>Contractor representative</u>
Name:
Signature:
Date: