



## LANDSCAPE MAINTENANCE SERVICES

Bid# 2022-007

**Kitson's Landscape Service, LLC**

7192 Center Street

Lithonia, GA 30058

(678) 829-7228

[service@kitsonslandscaping.com](mailto:service@kitsonslandscaping.com)

[www.kitsonslandscaping.com](http://www.kitsonslandscaping.com)



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7192 Center Street  
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City of Stonecrest  
3120 Stonecrest Boulevard  
Stonecrest, Georgia 30038

Attn: Purchasing Department Phone

Dear City of Stonecrest,

Kitson's Landscape Service, LLC, would like to thank the City of Stonecrest for the opportunity to bid on your Landscape Maintenance Services bid. After reviewing this bid proposal, we feel the commitment from the City of Stonecrest to the landscaping and visual appearance of the parks and recreational sites, Kitson's Landscape Service, LLC, will provide the most cost effective proposal.

- Facilities Landscaping
- Trail and Trailhead Maintenance
- Landscape Design Recommendations
- Weekly Activity Reports
- Seven-Point Chemical Program

The City of Stonecrest has requested a very detailed proposal that outlines pricing, capabilities, services, and deliverables. We at Kitson's Landscape Service, LLC understand and agree to the frequency and scope of the services required in the ITB.

## **SCOPE OF SERVICES**

- 3.0 The scope of services consists of providing mowing, edging, trimming, maintenance of shrubs, hedges, and annual and perennial plants, fertilizing, chemical and mechanical weed control, irrigation maintenance, pest control, sports turf/baseball fields maintenance, mulching, debris removal, and general maintenance of the City own properties, meeting the Performance Standards established in this solicitation.
- 1) The Contractor shall provide a minimum of two (2) dedicated crews of three (3), or an acceptable number of professional staff that can complete the tasks set forth in this bid. Adequate personnel must always be provided to allow all personnel to work in a safe manner.
  - 2) The Contractor shall provide dependable equipment, supplies, tools, and materials necessary to perform complete landscaping and sports fields maintenance.
  - 3) Provide all supplies and materials necessary for the performance of the work. These supplies include but are not limited to turf chemicals, cleaning solvents and any other materials required to properly maintain the parks.
  - 4) All debris removed in the execution of any work order or project shall be properly disposed of in accordance with all applicable local, state, and federal regulation.
  - 5) If any question arises about disposal, it will be the contractor responsibility to notify the city for instructions.
  - 6) Provide sports field maintenance services to include but not limited to mowing, trimming of the fields and the surrounding areas.
  - 7) At each city park the contractor shall inspect monthly for poison ivy and treat as necessary and keep all weeds and debris clear of the fence lines and bleachers.
  - 8) The Contractor shall provide a weekly report to the Director of Parks and Recreation of all services provided at each location. The same report shall be available for Finance Director inspection, upon request.

## **4.0 TURF MAINTENANCE**

- 4.1 Provide a seven-point chemical program for all athletic turf areas, following the proposed schedule below. Recommendations for schedule modification limited to, pre-emergent weed control fertilizations and post-emergent treatments, insecticides, fungicides, lime, and other chemicals consistent with best management practices. The Contractor shall provide the materials, equipment, and labor to perform all applications.

## **4.2 SEVEN POINT CHEMICAL PROGRAM**

- 1st Application – First week of March, pre-emergent weed control and 10-10-10 fertilizer
- 2nd Application – First week of April, pre-emergent weed control and fertilizer adjusted based upon soil test.

- 3rd Application - Second week of May, granular nitrogen with iron, weed control and ammonium nitrate
- 4th Application – Third week of June, granular nitrogen, weed control and ammonium nitrate.
- 5th Application – Fourth week of July, granular nitrogen, weed control and ammonium nitrate.
- 6th Application – Fourth week of August, pre-emergent and weed control. Do not apply on fields that are being over seeded.
- 7th Application – Fourth week of September, pre-emergent, weed control and pre-emergent. Do not apply on fields that will be over seeded. Provide and treat all grass athletic fields for fire ants twice per year in the spring, summer and as needed during the warmer months.
- The Contractor will ensure chemical program is developed and monitored by a Georgia Department of Agriculture licensed fertilizer and pesticide applicator.
- Conduct soil testing on each sports field at least once per year. Adjust the chemical treatment program based upon the results of the soil test.

#### 4.3 **TURF MOWING**

- 1) Lawns shall be mowed at the appropriate height to keep a neat appearance. Considering the topography, the Contractor is required to use the proper mowing equipment to provide a high-quality cut and minimize the occurrence of unnecessary scalping due to uneven terrain.
- 2) Excessive clippings are to be collected and removed from the job site at the end of each visit. Clippings are not to be left overnight for removal the following day. The use of bagging attachments is recommended but not required.
- 3) Permanent fixtures in the turf areas are to be trimmed with weed-eaters to avoid unsightly growth at the base. Care is always to be taken when operating around fixtures to prevent damage to them.
- 4) Mowing (Warm Season Bermuda grass): During the warm weather growing season, Bermuda grass shall be maintained at a height of 1 ½” to 2”. All clippings and thatch shall be removed from the turf area. During the growing season, grass shall be cut weekly or as weather conditions dictate.
- 5) Contractor will always keep all mower blades sharp and in good condition during mowing. The grass blades shall be cut sharply and cleanly. Turf shall be cut so that no ridges remain in the finished cut. The direction of mowing shall be alternated to minimize ruts and matting.

#### 4.4 **TURF EDGING**

- 1) Edging and trimming along curbs, walks, bed edges and tree rings shall be done to keep a neat appearance. All hard edges shall be mechanically edged twice per month during the growing season.
- 2) Mow strips shall be treated with a non-selective herbicide as needed.
- 3) Turf along curbs and sidewalks that cannot be addressed with routine edging operations due to broken curbs or uneven borders are to be treated chemically and/or physically removed with a spade.
- 4) Edging that cannot be addressed during regular visits, due to vehicle obstructions, is to be discussed with the city to achieve a solution.

**4.5 Turf Fertilization & Weed Control:**

- 1) Well-balanced fertilizer shall be used to maintain a healthy green color and shall be applied  
  
based upon Contractor's knowledge and needs of the area.
- 2) All lawn areas shall be treated with crabgrass prevention and broad leaf weed control products, as necessary.

**4.6 Aerating:**

- 1) Perform core aeration of all grass athletic fields three times per year in May, July, and October. The schedule may vary based upon the weather conditions but at no time will the aeration be done sooner than four weeks after the previous aeration.
- 2) Perform aeration when the turf is actively growing and not under stress.
- 3) Space aeration holes between 2-3 inches (this often requires 3 passes in different directions).
- 4) Crumble and spread dried soil cores over the turf by using a flexible steel mat or by some other means.
- 5) Use a vibratory tine aerator to a depth of 2-3 inches during the winter months and as needed during the rest of the year to alleviate compaction.

**5.0 LANDSCAPE SERVICES**

- 5.1 The Contractor is responsible for providing mowing, edging, trimming, maintenance of shrubs, hedges, and plants, fertilizing, weed control, pest control, mulching, debris removal, and general maintenance of the City own properties, meeting the Performance Standards established in this solicitation.
- 5.2 Curbs, sidewalks, etc., are to be cleaned with mechanical blowers and/or brooms to maintain a neat appearance.
- 5.3 Heavy accumulations of sand, gravel, leaves, etc., are to be removed with a shovel and brooms if blowers provide unsatisfactory results.

- 5.4 The Contractor will be responsible for replacing any flowers, shrubbery, or trees damaged or killed by mowers, metal-blade edgers, trimmers or pesticide applications.
- 5.5 Plant 10 annual flower beds twice a year. It will take approximately 20 flats with 6" containers.

5.6 **Parking Lots:**

1. The Parking Lots/Areas shall be inspected daily for debris, damage, and safety issues caused by fallen plant life or downed trees. Dispose of all debris in the dumpsters and correct and/or report any damage or safety issues to the Director of Parks and Recreation or designee.
2. Parking lot shall be blown weekly
3. Any Parking Lot islands must have the mulch refreshed at least twice a year to maintain a neat appearance. The contractor shall apply two to three inches of mulch. The contractor will provide and install the mulch as part of this scope of work.
4. The islands must be kept weed and grass free using a recommended weed control or by weeding by hand. Pruning of the trees and shrubs shall be done in January. In the parking lot, vegetation will be cut back to prevent damage to vehicles. Any vegetation where the growth has the potential to harm a pedestrian or vehicle shall be pruned when discovered.

5.7 **Other Services:**

- 1) **Spring Clean-Up** shall be performed as follows and should be included in the pricing. Spring cleanup shall include, but not be limited to, leaf removal from all beds, turning flower beds as appropriate, remove winter wrapping and remove any sand and gravel from beds and lawns.
- 2) **Fall Clean-Up** shall be performed as follows and should be included in the pricing. Fall clean up shall be in late fall after all leaves have fallen from the trees in the area. Work shall include, but not be limited to, leaf removal from all areas of the property, removal of all dead annual plantings, cut back perennial plantings appropriately, wrap trees to prevent sunscald, covering of beds necessary to protect plants, etc.
- 3) **Beautification** (baseline maintenance/park reset) of all the city owned parks shall be performed and included in pricing. The beautification of the parks will consist of a comprehensive clean-up of debris, leaf removal from all flower beds, turning flower beds, mowing, trimming shrubbery, pruning trees, weed removal, etc. This "kick-off" service will reset the parks to a presentable state and will serve as the baseline for future services and treatments.
- 4) The City reserves the right to add other locations and/or services as needed. New and unforeseen services will be identified as additional services when determined by the city that such work is not covered by these specifications. Upon notification that additional services will be required, the Contractor shall submit an itemized, written bid for such work to the City.

6.0 **Trees, Shrubs, and Flower Maintenance**

- 1) All plant and tree material are to be pruned in a manner to provide a neat natural appearance.
- 2) Water all flowers and shrubs 2 to 3 times per week throughout the year.
- 3) Limbs that obstruct buildings, walkways or vehicular traffic shall be removed. Shearing, corrective, and selective pruning techniques are left to the discretion of the Contractor.
- 4) Limbs that are below 15' from ground level shall be removed with prior written authorization.
- 5) Shrubs shall be pruned to retain their natural shape, to promote bloom, and to meet accepted horticultural practices.
- 6) Growth shall be kept from encroaching on signs, walkways, driveways, and ventilation units. All formal hedges shall be sheared to maintain desired shape and height.
- 7) Ornamental flowering trees are to be pruned at the proper time of year to encourage maximum flower production. Dead or damaged portions of plants shall be removed.
- 8) All plant material will be fertilized with a balanced slow-release fertilizer in the dormant season and supplemented throughout the year as necessary to maintain vigorous healthy plant material.
- 9) The Contractor shall monitor trees and shrubs for signs of disease and insect infestations. If plants are affected appropriate recommendations for treatment shall be submitted to the City. When insect and/or disease problems are detected, legally approved chemicals are to be used to treat the problem.
- 10) Deep cut selective pruning and hard cutbacks will be performed on plant material during winter months, for corrective and restorative purposes. City shall be informed before any drastic cutbacks are performed.
- 11) All mulched shrub beds, maintained natural areas and walking paths, are to be treated with pre-emergence and post-emergence chemicals to control weeds. Weeds more than 2" tall are to be removed by hand and disposed of. Weeds less than 2" tall are to be treated with legally approved post-emergence herbicides.
- 12) All pruning debris is the responsibility of the Contractor. No debris may be disposed of onsite without the expressed permission of the city.
- 13) The Contractor is responsible for cutting and removing any fallen trees in the parks. The Contractor will be requested to provide a separate quote prior to the removal of fallen tree(s)

## **7.0 Ground Cover & Beds**

- 1) Open ground between plants shall be kept weed-free using mechanical or chemical methods.
- 2) All plant material shall be free of insect and disease. At all times public and environmental safety is to be considered when applying pesticides.

- 3) Groundcovers shall be fertilized, with a complete fertilizer, as appropriate and as recommended by the Contactor.
- 4) Debris shall be removed during maintenance visits to ensure a neat appearance.
- 5) Soil surfaces shall be raked smooth and cultivated regularly.
- 6) Vines shall be trimmed neatly against supporting structures and kept within bounds.
- 7) Groundcovers shall be kept trimmed within curbs and along walkways. They shall not be allowed to grow into or through shrubs or other plantings.
- 8) Sign faces and windows shall be kept clear of encroaching growth.
- 9) Color beds and containers shall not be void of plant material at any time. Should any plant material need to be replaced due to any type of damage a bid for replacement shall be submitted and approved by the City prior to replacement.
- 10) Mulching: The Contractor shall provide and maintain a minimum of 3" of coarse organic mulch at all times over bare soil areas surrounding shrubs. Mulch shall be applied so that it is below grade (curb, edging, etc.) by half an inch.
- 11) Some additional grading preparation and grading of areas adjacent to sidewalks or edging, etc. may be required to keep the finish grade of the mulch at an appropriate level.

## **8.0 Exterior Color**

- 1) Spent or dead blooms, including stems, declining foliage and plant debris shall be removed to encourage continued blooming and maintain a neat appearance. Plants shall be fertilized with either a balanced liquid or bloom-inducing fertilizer to promote lushness and colorful displays.
- 2) The Contractor is responsible for monitoring the water needs of all seasonal color beds and coordinating the appropriate irrigation settings.
- 3) It is the responsibility of the Contractor to arrange for and oversee watering of the planters and un-irrigated beds.
- 4) Plants shall be monitored for the presence of insects or diseases and shall be treated accordingly. An Integrated Pest Management (IPM) strategy, emphasizing least toxic choices, preventative cultural practices and most effective and cost-efficient results shall be implemented.
- 5) Plants shall be watered as required to promote optimum growth. Contractor shall make provisions to provide watering services up to two to three times per week for non-irrigated areas such as containers. If further watering is necessary, Contractor shall notify the City.
- 6) Soil shall be cultivated periodically to promote adequate aeration and to counteract the effects of soil compaction. Soil surfaces shall be left smooth to maintain a neat appearance.

## **9.0 Trail & Trailhead**



- 9.1 The trailhead shall be maintained to facilitate a clean, safe, and assessable greenspace within the City. Dispose of all trash and debris in the dumpsters weekly and correct and/or report any damage or safety issues to the Director of Parks and Recreation or designee.
- 9.2 The paved/concrete portion of the trailhead (parking and seating areas) shall be edged and blown off weekly.

## **PROPOSED LANDSCAPE MAINTENANCE PLAN**

### **Turf Maintenance Plan**

#### *Mowing and Lawn Maintenance*

We take pride in our work, we manicure grass, not just cut. Our crew is trained to sharpen blades daily, to avoid clumps of clippings and create a uniform cutting height for each service. Each Kitson's Landscape Service crew member has been trained to operate safely and effectively on each property. Understanding mowing heights, and lawn striping use allows our service men to create an environment of clean manicured peace of mind. Each park will be cut weekly and treated for weed emergence. They will be treated before they sprout again. The chemical used on non-germinated areas will kill up to a year.

#### *Edging*

Edging is done every other service. Edging is one of the finishing features of our service, creating clean hard edges and defined plant beds.

#### *Debris Removal*

Debris removal is the most important step in our service, our service men are trained to remove all debris from cutting areas prior to mowing. The esthetics of a well maintained property sustains community pride and provides residents a clean safe environment.

#### *Weed Control*

All service trucks are equipped with a MSDS sheet, for proper documentation of chemicals used on each site. Only service men that have a current applicators license can spray herbicide on our sites. Our service men are not allowed to spray near open water ways or drains. Fence line spraying will be completed as needed. Our primary use for herbicide is in controlling bed weeds crack weeds, and unwanted plants in the landscape.

#### *Pruning*

Trimming and shrubs maintenance improves overall look of the landscape and enriches uniformity of the property. All shrubs to be trimmed will be trimmed with the proper sharpen shears and all clippings will be cleaned up and removed from the property.

Our service crews are trained to avoid running over sprinkler heads and rotors. Yellow flag markers are placed near heads where grass is overgrown to identify them while getting the grass to a maintainable height.

#### *Natural Areas*

Natural forest areas will be maintained and chemically controlled as needed to reduce unwanted vegetation.

## **CHEMICAL PROGRAM**

*Chemical program will include, but is not limited to, pre-emergent weed control fertilizations and post-emergent treatments, insecticides, fungicides, lime, and other chemicals consistent with best management practices.*

**1st Application** - First week of June, granular nitrogen, weed control, ammonium nitrate, and grub control.

**2nd Application** - Second week of July, granular nitrogen, weed control and ammonium nitrate.

**3rd Application** - Fourth week of August, pre-emergent and weed control. Will not apply on fields that area being over seeded.

**4th Application** - Second week of October, pre-emergent and weed control. Will not apply on fields that area being over seeded.

**5th Application** - Third week of November, pre-emergent and weed control. Will not apply on fields that are over seeded.

**6th Application** - Third week of February, pre-emergent and weed control.

**7th Application** - Fourth week of March, pre-emergent, weed control, and potash.

**8th Application** - Second week of May, slow-release granular nitrogen with iron and weed control.



OFFICIAL LAWN CARE PROVIDER

July 28, 2022

Let this letter service as notice that TruGreen will provide any and all chemical service needs for the athletic fields as described in bid documents for The City of Stonecrest ITB 2022-007. This will cover any needs currently described in the ITB, as well as any add-on items The City deems necessary for the duration of the contract.

**J.R. Roberts** | Business Development

**TruGreen Commercial Services**

8145 Troon Circle | Austell, GA 30168

1910 Brannan Rd | McDonough, GA 30281

4529 Knight Rd | Macon, GA 31220

404-790-5543 Cell

[jasonroberts@trugreenmail.com](mailto:jasonroberts@trugreenmail.com)

<https://www.trugreen.com/commercial/home>



## Ag Inputs Division Pesticide Applicator Licenses and Certifications

### Pesticide Applicator Profile

Roberts, Jason  
86 Medallion Park

Newnan, GA 30265

#### License Summary

License Type	License #	Certification Date	Expiration Date
Commercial	05814	1/5/2020	1/5/2025

#### Certification Summary

Licensed Category(s) & Date Attended	Recertification Course(s)	Hours Earned	[Total]
24	Ornamental and Turf		
	3/4/2022		5
			[ 5 ]

#### RE-CERTIFICATION CREDIT HOURS REQUIRED FOR RENEWAL

Category/Description	** Hours Required Re-certification	Category/Description	** Hours Required Re-certification
(10) Private Applicator	3	(33) Demonstration and Research	0
(21) Plant Agriculture	10	(34) Aerial Equipment Authorization	0
(22) Animal Agriculture	6	(35) Industrial, Institutional, Structural and Health Related	6
(23) Forestry	6	(36) Wood Treatment	6
(24) Ornamental and Turf	10	(37) Microbial Pest Control	6
(25) Seed Treatment	6	(38) Ag Commodity Fumigation	6
(26) Aquatic	6	(39) Antifoulant Paints	6
(27) Right-of-Way	6	(40) Worker Protection Standards	0
(31) Public Health	10	(41) Mosquito Control	10
(32) Regulatory	6		

**\*\* Re-certification credit hours required per 5-year license period**

If you have questions or find erroneous data, please contact GDA Licensing Division by e-mail at [gda.licensing@agr.georgia.gov](mailto:gda.licensing@agr.georgia.gov) or call 404-586-1411 or mail to:

Georgia Department of Agriculture  
Ag Inputs Division  
19 Martin Luther King, Jr. Dr. SW  
Atlanta, GA 30334

**Date Last Updated:** 8/11/2022

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# GROUNDS CARE *Solutions*



## FORMULA 400-X **PARCH**®

CONCENTRATED, NON-SELECTIVE WEED KILLER

- For post-or pre-emergent control
- VOC-compliant
- Effective for one year



**State**®  
Since 1911

CARE FOR WORK ENVIRONMENTS®

# FORMULA 400-X PARCH®

## CONCENTRATED, NON-SELECTIVE WEED KILLER

### FORMULATED FOR RESULTS

This emulsifiable concentrate, non-selective herbicide is used for controlling a variety of annual and perennial weeds and grasses. It is recommended for use only on non-cropland areas such as railroad right-of-ways, fence rows, parking lots, outside of buildings, loading ramps, storage yards, tank farms and industrial sites. The degree of control and duration of results depends on the amount of herbicide applied, soil type, rainfall and other conditions. This product is also highly recommended for municipal weed control and as a semi-soil sterilant.

### FOR USE ON/OR AROUND:

- Storage areas
- Pumps
- Machinery
- Fuel tanks
- Recreational areas
- Roadways
- Guard rails
- Airports
- Military installations
- Highway medians
- Pipelines
- Lumberyards
- Rights-of-way
- Fences
- Railroads

### Also...

for use around buildings or industrial sites (cross connects, pedestals, transformers, vaults, buried cable closures, telephone booths, and fire plugs) where bare ground is desired. A wide variety of annual and perennial weeds and grasses are controlled in the above sites.

### DIRECTIONS FOR USE:

It is a violation of federal law to use this product in a manner inconsistent with its label.

This product is designed for non-selective weed control in non-cropland areas such as parking lots, fence rows, railroad sidings, storage yards, around buildings or industrial sites.

Mix 1 gallon of this herbicide with 10 gallons of water and apply uniformly over 1000 square feet of soil surface. Thoroughly wet all foliage to insure contact action. Best results are obtained when the applications are made during or after weed emergence while growth is succulent. Where vegetation is tall and dense, use 1-1/2 gallons of this product with 10 gallons of water per 1000 square feet.

For control of hard-to-kill perennial weeds and grasses such as Johnsongrass, bindweed and wild carrot, use 1-1/2 to 1-2/3 gallons of this herbicide mixed with 10 gallons of water per 1000 square feet. Although this product has considerable activity through foliar contact, much of its activity is through the roots; therefore, adequate rainfall is necessary to move the herbicide into the root zone.

Care must be taken to keep this herbicide away from desirable flower beds, lawns and shrubs. Do not apply over roots of valuable trees, shrubs or woody ornamental plants. Only apply this herbicide outside the dripline of trees. Avoid spray drift to desirable plants. For all applications, do not apply more than 60 gallons of this product per acre per year.

### TECHNICAL DATA:

**APPEARANCE:** light yellow liquid

**ODOR:** petroleum

**ACTIVE INGREDIENTS:** Prometon:2,4-bis (isopropylamine)-6-methoxy-s-triazine 3.73%

**FLASHPOINT:** 145°F

**AUTHORIZATIONS:** registered with the Environmental Protection Agency

### PACKAGING

123269	55 GL Drum
123268	20 GL Drum
123267	1 GL Bottle/CS4



**State Industrial Products**  
5915 Landerbrook Drive  
Mayfield Heights, OH 44124  
To Order Call: 1-866-747-2229  
www.stateindustrial.com

**Puerto Rico**  
Royal Industrial Park, Bldg "M"  
Local #5, Carr 869, km 1.5 Palmas  
Cataño, P.R. 00962  
To Order Call: 787-275-3185



## QUALITY CONTROL PLAN

As a demonstration of our commitment to excellence, we have a thorough and comprehensive continuous quality control and improvement program to identify and prevent defects in the quality of service performed. We take immense pride in the quality of the services we provide to our clients.

### Supervisory Role

The Supervisor will do unannounced inspections of a set number of parks each day and all high visibility areas will be inspected daily. If any assigned work area is found to be below the company standards (i.e., a negative report from community member), the assigned employee(s) will be counseled and given instruction regarding any identified deficiencies to resolve performance problems and prevent its reoccurrence and the deficiency will be corrected *within 24 hours. If any equipment is found to be defective, the Supervisor will* immediately remove it from the worksite and replace it with properly working equipment.

### Quality Control

At least once a month, the Operations Manager will do tracking & trending of the Quality Control inspection data utilizing our Quality Control inspection flow chart. If a trend in work deficiencies is identified, the employee in question will be retrained if necessary and if the deficiencies continue, disciplinary action will result. The Operations Manager will discuss the results of the Quality Control Inspection flow sheet with the Supervisor to identify viable alternative work processes that can be utilized to correct the deficiencies and improve work processes to improve performance and efficiency. We also welcome all employee input in this process.

Any customer complaints will be documented in our Communications logbook, which will be maintained by the Supervisor. He/she will meet with your representative on a regular basis to ensure your satisfaction with our service. The records of all inspections will be kept and made available throughout the contract performance period and for the period after contract completion until final settlement of all claims under this contract.

### Key Control

A set of keys will be kept in the possession of the Supervisor, who will distribute them as needed to each crew. Any employee who receives keys will be held financially responsible for all costs associated with a lost key (e.g., rekeying locks, making new keys and alarm code changes) if they are found to be intentionally negligent in maintaining control of their keys.

We maintain a list of all employees, their address, their home and cell phone numbers and emergency contacts and this list is updated monthly at every staff meeting or whenever there is a change.





# GEORGIA CORPORATIONS DIVISION

GEORGIA SECRETARY OF STATE  
**BRAD RAFFENSPERGER**

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Welcome **GILBERT ATKINSON**

Last Login: 8/9/2022 12:40:25 PM

Thursday, August 11, 2022

## BUSINESS SEARCH

### BUSINESS INFORMATION

Business Name:	<b>KITSON'S LANDSCAPING LLC</b>	Control Number:	<b>10019739</b>
Business Type:	<b>Domestic Limited Liability Company</b>	Business Status:	<b>Active/Compliance</b>
Business Purpose:	<b>NONE</b>		
Principal Office Address:	<b>7192 Center Street, Lithonia, GA, 30058, USA</b>	Date of Formation / Registration Date:	<b>3/15/2010</b>
State of Formation:	<b>Georgia</b>	Last Annual Registration Year:	<b>2022</b>

### REGISTERED AGENT INFORMATION

Registered Agent Name: **Gilbert Atkinson**  
Physical Address: **7192 Center Street, Lithonia, GA, 30058, USA**  
County: **Dekalb**

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# **Equipment List**

## **Exhibit A**



**Kitson's Landscape Services, LLC**  
7192 Center Street  
Lithonia, GA 30058  
(678) 829-7228  
service@kitsonslandscaping.com

## **Equipment List**

This equipment is currently on hand and available for use on this project and includes the following:

### **Vehicles**

Water Tank w Pump (300 gal.)  
Ford Econoline (x2)  
Ford 150 (x4)  
Nissan 10' Truck (2)

### **Equipment**

- ☒ Kubota Skid Steer
- ☒ Stihl Weedeaters (x6)
- ☒ Stihl Blowers (x8)
- ☒ Stihl Hand Held Edgers
- ☒ Skid Steer (x2)
- ☒ Kubota RTV 900 XTS-H
- ☒ Toro Workman 2100
- ☒ Thatchmaster TM600
- ☒ Kubota ZTR
- ☒ Kubota RTV 1200
- ☒ MTD Walk Behind Edger
- ☒ Troy Built Edger
- ☒ Stihl 5 Gal Backpack Liquid Sprayer
- ☒ Lesco 4Gal Backpack Liquid Sprayer

### **Tools**

- ☒ Trimmers
- ☒ Edgers
- ☒ Hand and Pole Shears
- ☒ Pole Chain Saws
- ☒ Chain Saws
- ☒ Back Pack Blowers
- ☒ Billy Goat Walk Behind Blowers
- ☒ Billy Goat Vacuums
- ☒ Back Pack Sprayers
- ☒ Tank Mounted Sprayers
- ☒ Post Hole Augers
- ☒ Pressure Washers
- ☒ Assorted Hand Tools

# **References**

## **Exhibit B**



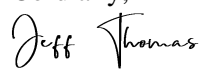
Jeff Thomas  
Plant Engineer  
DeKalb County Department of Watershed Management  
Snapfinger Wastewater Treatment Plant  
4123 Flakes Mill Road  
Decatur, GA 30034

Kitson's Landscaping  
7192 Center Street  
Lithonia, GA 30058

To Whom This May Concern:

Kitson's has provided our wastewater plant and wet well landscape maintenance for several years and have provided impeccable service. Kitson's has led a professional team and has not missed a beat performing services to our 200+ acres of grassland, our largest being at our sister plant Pole Bridge. Our Pole Bridge plant has a large amount of animal life and is used for hunting. The landscaper needs to be mindful of animal life and what chemicals are used for weed control. Kitson's has met this challenge. Kitson's has provided excellent services to DeKalb County for over 4 years and has my endorsement for any commercial landscape contracts they seek.

If there are any questions, please feel free to call me at (404) 664-6956

Cordially,  
  
Jeff Thomas  
Plant Engineer

# **Sample Weekly Report**

## **Exhibit C**

## Landscape Maintenance Services

	Week of:	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	Inspect mulch and equipment in playground						
2	Inspect Dog Parks/Stations (add mulch as necessary)						
3	Rake Mulch in Playground						
4	Blow all surface areas and remove debris						
5	Landscaping: mowing, edging, trimming, and blowing						
6	Issue Problem report and quote						
7	Mow Sports Fields						
8	7-Point Herbicide and Pesticide Treatment						
Notes:							

<b>Crew Member Name</b>	
<b>Onsite Supervisor Name</b>	

# **Certificate of Insurance**

## **Exhibit D**





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/29/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Five Star Insurance Agency 3902 Hwy 78 W  Snellville GA 30039		<b>CONTACT</b> NAME: Five Star Insurance Agency PHONE (A/C, No, Ext): (678) 526-7979 E-MAIL ADDRESS: info@fivestarinuranceagency.com FAX (A/C, No): (678) 526-7222	
<b>INSURED</b> Kitson's Landscaping LLC 7192 Center St  Lithonia GA 30058		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: NEXT INSURANCE INSURER B: PROGRESSIVE MOUNTAIN INS. CO. INSURER C: PA MANUFACTURERS ASSN INS CO INSURER D: UNITED STATES LIABILITY INSURANCE INSURER E: INSURER F:	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			NXT4FFJ7XD-00-GL	07/25/2022	07/25/2023	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
			MED EXP (Any one person) \$ 10,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
B	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			959994062	07/25/2022	07/25/2023	COMBINED SINGLE LIMIT (Ea accident) \$
			BODILY INJURY (Per person) \$ 25,000				
			BODILY INJURY (Per accident) \$ 50,000				
			PROPERTY DAMAGE (Per accident) \$ 25,000				
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> Y	N/A	10-11916-22208-247735	07/25/2022	07/25/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
			E.L. EACH ACCIDENT \$ 100,000				
			E.L. DISEASE - EA EMPLOYEE \$ 100,000				
			E.L. DISEASE - POLICY LIMIT \$ 500,000				
D	Inland Marine			Pending	07/25/2022	07/25/2023	\$1000 ded. \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Landscaping

**CERTIFICATE HOLDER****CANCELLATION**

City of Stonecrest 3120 Stonecrest Blvd Suite 100 Stonecrest GA 30058	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Winsome Williamson</i>
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# **Certification of Sponsor Drug Free Workplace**

## **Exhibit E**

DRUG-FREE

# Certification

Kitsons Landscape Service, LLC

Has Been Certified As A  
**DRUG-FREE WORK PLACE**

And Is Awarded this Certificate By The State Board of Workers' Compensation

This Day of August 11, 2022

And Expires August 11, 2023



  
CHAIRMAN