



## *Florida Department of Transportation*

**RICK SCOTT  
GOVERNOR**

605 Suwannee Street  
Tallahassee, FL 32399-0450

**ANANTH PRASAD, P.E.  
SECRETARY**

### **MEMORANDUM**

**DATE:** March 28, 2013

**TO:** Tom Byron, Chief Engineer

**FROM:** Duane Brautigam, Director, Office of Design  
David Sadler, Director, Office of Construction

**COPIES:** Trey Tillander, State Specifications Engineer

**SUBJECT:** **REISSUED** Mandatory Specification Revision No. 1  
July 2013 Workbook

I approve the implementation plan of the subject Specification.

Duane Brautigam

Signature on File  
Director, Office of Design

3-15-13

Date

David Sadler

Signature on File  
Director, Office of Construction

3-15-13

Date



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ANANTH PRASAD, P.E.  
SECRETARY

### MEMORANDUM

**DATE:** March 28, 2013

**TO:** District Specifications Engineers

**FROM:** Trey Tillander, P.E., State Specifications Engineer

**CC:** State Specifications and Estimates Office  
Duane Brautigam, Director, Office of Design  
David Sadler, Director, Office of Construction  
Rudy Powell, State Construction Engineer  
Tim Lattner, Director, Office of Maintenance

**SUBJECT:** MANDATORY SPECIFICATIONS REVISIONS  
July 2013 Workbook: Mandatory Revision No. 1 - **REISSUED**

Revise specification packages as described below for the effective letting date as noted:

Specification Number	Heading	Revision Date	Effective Letting Date	Remarks
SP5800000FA	Landscaping.	3-15-13	7-13	New SP. Usage Note: All Federal Aid Jobs with Landscaping. Use when requested by the DDE.(1)
SP5800000	Landscaping.	3-15-13	7-13	New SP. Usage Note: All Non FA Jobs with Landscaping. Use when requested by the DDE. (2)

In accordance with Engineering and Operations Memorandum 13-1, dated March 14, 2013, effective with all project lettings July 1, 2013 (including Design-Build projects upon which Bid Price Proposals are scheduled to be received on or after July 1, 2013), landscape projects will be let separately from roadway construction projects. Exceptions to this requirement may require the approval of the Assistant Secretary for Engineering and Operations.

- (1) Removed the requirement to use Florida based Nurseryman Stock. As per CFR 635.409(a), in-state material requirements are prohibited when Federal funds are included on the project. Usage Note modified by adding “All Federal Aid Jobs with Landscaping”.
- (2) State funded projects are not restricted by CFR 635.409(a). Usage Note modified by adding “All Non FA Jobs with Landscaping”.

**LANDSCAPING.**  
**(REV 3-15-13) (7-13)**

SECTION 580 (Pages 766 - 768) is deleted and the following substituted:

**SECTION 580**  
**LANDSCAPING**

**580-1 Description.**

Install, establish and maintain landscaping as indicated in the Contract Documents.

**580-2 Responsible Party.**

Prior to any landscaping being delivered to or installed on the project, the Contractor shall designate in writing to the Engineer a Responsible Party to install and establish the landscaping throughout the life of the project and during the establishment period. Failure to timely designate the Responsible Party will result in the Contractor being the Responsible Party.

All personnel performing services are under the sole responsibility and supervision of the Responsible Party as defined in this Section.

When the Responsible Party is a subcontractor, the subcontractor must be pre-qualified with the Department in the work class of landscaping. The Contractor and the proposed subcontractor must execute and deliver to the Department a form, provided by the Department, prior to or concurrent with the Contractor's request to sublet any landscape work, stipulating that the subcontractor assumes all responsibility as the Responsible Party.

**580-3 Materials.**

**580-3.1 Plants:**

**580-3.1.1 Sizes:** Small plants includes all ground covers, shrubs to less than 7 gallon, trees to less than 7 gallon, clustering type palms less than 6 foot overall height, cycads to less than 7 gallon, and incidental landscaping.

Large plants include shrubs 7 gallon or greater, trees 7 gallon or greater, all single trunk palms, and clustering type palms 6 foot overall height and greater.

**580-3.1.2 Grade Standards and Conformity with Type and Species:** Only use nursery grown plant materials that comply with all required inspection, grading standards, and plant regulations in accordance with the latest edition of the Florida Department of Agriculture's "Grades and Standards for Nursery Plants."

Unless otherwise specified, minimum grade for all plants is Florida No. 1 or better. All plants must be the specified size and grade at the time of delivery to the site and the minimum grade maintained throughout the plant installation period and plant establishment period.

Use only plants that are true to type and species and ensure that the plants not specifically covered by Florida Department of Agriculture's "Grades and Standards for Nursery Plants" conform in type and species with the standards and designations in general acceptance by Florida nurseries.

A minimum of two plants of each species on each shipment must be shipped with tags stating the botanical nomenclature and common name of the plant. Should

All Federal Aid Projects with Landscaping.

Use when ~~approved by the Assistant~~

~~Secretary of Engineering and Operations~~ *requested by the DDE.*

discrepancies between botanical nomenclature and common name arise, the botanical name will take precedence.

**580-3.1.3 Inspection and Transporting:** Move nursery stock in accordance with all Federal and State regulations and accompany each shipment with the required inspection certificates for filing with the Engineer.

**580-3.2 Water:** Meet the requirements of Section 983.

**580-3.3 Mulching:** Use of cypress mulch is prohibited.

#### **580-4 Installation.**

**580-4.1 Delivery:** All materials must be available for inspection before installation and will be subject to approval or rejection.

**580-4.2 Layout:** Mark proposed mowing limits, planting beds and individual locations of trees and palms as shown in the Contract Documents for the Engineer's review, prior to excavation or planting.

Make no changes to the layout, materials or any variations of plant materials from the Contract Documents without the Engineer's written approval.

**580-4.3 Soil Drainage:** All planting holes and beds must drain sufficiently prior to installing any plants. Immediately notify the Engineer of drainage or percolation problems before plant installation.

**580-3.4 Planting:** Meet the requirements of the Design Standards, Index No. 544.

#### **580-5 Establishment.**

The establishment periods are defined as one year after installation of all small plants and incidental landscaping and two years after installation of all large plants. Provide the Engineer with seven calendar days advance notice of completing installation of all small and large plants. The establishment period will begin upon acceptance of the complete installation of small and large plants respectively, by the Engineer. Upon completion of installation of small and large plants, the Responsible Party shall certify on a form provided by the Department that the landscaping has been installed and is being established in accordance with the Contract Documents.

During the establishment period:

Keep all plants undamaged, watered, fertilized, mulched, pruned, and staked and guyed as necessary to assure specified minimum grade of Florida No. 1.

Keep the individual plant locations and planting beds free of litter and undesirable vegetation.

Keep landscape bed lines correctly located and edged, and the mulch groomed and replenished.

Operate and maintain all components of any irrigation system installed as part of the Contract.

Continue any mowing of the landscape areas specified in the Contract Documents.

**580-6 Inspection and Reporting Requirements.**

During the establishment period, the Responsible Party shall inspect and certify monthly on a form provided by the Department that the landscaping is being established per the Contract Documents.

In addition, during the establishment period, a Registered Landscape Architect acting as the Responsible Party's Landscape Quality Control representative shall perform quarterly inspections of the landscaping. Information in the inspection report shall include, as a minimum, the following:

Date of inspection

Description of project

Location of inspection

Weather conditions

Condition of plants - identify by species, location, and number of plants that are no longer the specified minimum grade.

Condition of plant beds and adjoining areas (including mulch, turf, edges, bedlines, weeds, and staking and guying), if applicable

Condition and operation of the irrigation system, if applicable

Responsible Party's response, action, and schedule

Other comments

Signature and seal of Contractor's Landscape Quality Control representative

Submit the inspection form or report to the Engineer within seven calendar days after performing the inspection. Any deficiencies noted on the inspection form or report must be corrected before the next monthly inspection and certification.

The Department may perform inspections to verify the landscaping is being established in accordance with the Contract Documents. Any deficiencies noted during the Department's inspection must be corrected before the next monthly inspection and certification.

**580-7 Remedial Work.**

The Responsible Party shall perform all necessary remedial work at no cost to the Department. Use replacement plants of the same species and planting medium as the plant being replaced and as specified in the Contract Documents. Replacement plant size must match the size of the adjacent grown-in plants of the same species and variety which may be larger than the initially installed size. Approval of remedial work does not relieve the Responsible Party from continuing responsibility under the provisions of this Section.

Upon completion of the establishment period, the Engineer will release the Responsible Party from further remedial work and responsibility provided all plants meet the requirements of 580-5 and all previous remedial work, if any, has been completed to the satisfaction of the Engineer. Remove staking and guying from all plants.

**580-8 Disposal of Surplus Materials and Debris.**

Remove from the jobsite any surplus material unless otherwise directed by the Engineer. Surplus is defined as material not needed after installation of plants per Contract Documents. Upon commencement of the plant installation, remove daily all landscape installation debris from the landscape locations described in the Contract Documents.

**580-9 Statewide Disputes Review Board.**

The Statewide Disputes Review Board in effect for this Contract will resolve any disputes that may arise involving administration and enforcement of the establishment period. The Responsible Party and the Department acknowledge that use of the Statewide Disputes Review Board is required, and the determinations of the Statewide Disputes Review Board for disputes heard by this Board will be binding on both the Responsible Party and the Department, with no right of appeal by either party.

**580-10 Responsible Party's Failure to Perform.**

Should the Responsible Party fail to timely and satisfactorily perform any remedial work associated with landscaping during the establishment period, the Department will suspend, revoke or deny the Responsible Party's certificate of qualification under the terms of Section 337.16(2)(c), Florida Statutes, for a minimum of 6 months or until the remedial work has been satisfactorily performed, whichever is longer. Should the Responsible Party choose to challenge the Department's notification of intent for suspension, revocation or denial of qualification and the Department's action is upheld, the Responsible Party will have its qualification suspended for an additional minimum of 6 months.

The remedial work is not an obligation of the Contractor's bond required by Section 337.18, Florida Statutes.

**580-11 Method of Measurement.**

The quantities to be paid for will be the items shown in the Contract Documents, completed and accepted.

**580-12 Basis of Payment.**

Price and payment will be full compensation for all work and materials specified in this Section.

**LANDSCAPING.****(REV 3-15-13) (7-13)**

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Large plants include shrubs 7 gallon or greater, trees 7 gallon or greater, all single trunk palms, and clustering type palms 6 foot overall height and greater.

**580-3.1.2 Grade Standards and Conformity with Type and Species:** Only use nursery grown plant materials purchased from Florida based Nurseryman Stock that comply with all required inspection, grading standards, and plant regulations in accordance with the latest edition of the Florida Department of Agriculture's "Grades and Standards for Nursery Plants."

Unless otherwise specified, minimum grade for all plants is Florida No. 1 or better. All plants must be the specified size and grade at the time of delivery to the site and the minimum grade maintained throughout the plant installation period and plant establishment period.

Use only plants that are true to type and species and ensure that the plants not specifically covered by Florida Department of Agriculture's "Grades and Standards for Nursery Plants" conform in type and species with the standards and designations in general acceptance by Florida nurseries. Prior to planting, certify to the Engineer that all plant materials have been purchased from Florida based Nurseryman Stock.



A minimum of two plants of each species on each shipment must be shipped with tags stating the botanical nomenclature and common name of the plant. Should discrepancies between botanical nomenclature and common name arise, the botanical name will take precedence.

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Continue any mowing of the landscape areas specified in the Contract Documents.

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