



**REQUEST FOR QUOTE (RFQ)**  
2021 Garden Design, Installation and Maintenance

**IMPORTANT TO NOTE:**

Roncesvalles Gardens are unique from standard commercial and BIA gardens.

The Roncesvalles Garden Beds have been designed, planted and maintained by dedicated volunteers for over a decade. Knowing the community's focus on sustainability, the BIA would like to continue the focus on pollinators and eco-friendly gardens.

Previously, the gardens were uniquely designed and individually maintained by the gardener(s) assigned to the various garden beds. The volunteers have recently left their positions. As a result, the BIA is starting this project with the hope to create a cohesive garden design, for the entire street, rather than individual designs.

Our hope is to find a series of plants, evergreens and shrubs that can be repeated throughout the gardens. A short list of 12-20 perennials, shrubs and evergreens, used in repetition throughout the garden design, should be included in the proposal.

Any existing plants not included in the new design may be carefully removed, with the cooperation of the volunteer gardeners, so plants can be transplanted/repurposed elsewhere. We do not condone the removal and disposal of plant material without prior communication with the BIA and garden volunteers.

**INTRODUCTION**

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Quotations are invited for the provision of all labour, materials and equipment necessary for the design and installation of the permanent garden beds on Roncesvalles Avenue.

**SCOPE OF WORK**

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The contractor is solely responsible to effectively direct and supervise all work and activities, using their best skill and attention, and is solely responsible for safety, services, methods, techniques, sequences and procedures in relation to this service. The contractor will be responsible for providing all necessary resources and supplies to carry out the following activities related to this project:

## **QUOTE A: Garden Design & Installation (One-Time Project, 2021)**

### *Proposal & Quote Needed*

- Installation: April-Early July 2021 (*weather and plant material depending*)
  - Designs for the gardens should be primarily focused on use of perennials, shrubs and evergreens. Use of foliage and texture, rather than annuals/blooms for colour and overall impact. Submitted designs must include a list of the specific plants to be used to ensure the mandates below are met.
  - **Proposed Plant Material:** The plant material must have intentional consideration towards pollinator plants, 50-70% of plants should be pollinators. Succession planting should be a consideration, for continuous colour and interest throughout the seasons. Please note, there are some established shrubs that would be nice to keep, as they are large and healthy, and fall into the category of pollinator. We are ok with a few items remaining, if this can be accommodated in the quote.
  - **Soil levels, remediation and effects for watering:** Soil conditions have affected the health and ability to properly water the gardens. Water run-off due to high soil levels in the beds must be addressed in your proposal. Shallow rooted trees have caused nutrient depletion and issues with water consumption. The BIA is open to recommendations, including removal, remediation and/or hardscaping elements to hinder run-off and improve conditions for long term health and success of future plantings. Proposals submitted without addressing this important issue will not be considered.
  - **Softscaped Barriers:** Softscaped, physical barriers to be installed/planted to dissuade pedestrians/pets from stepping into gardens. This is an ongoing concern and current measures have not been as effective as hoped.
  - **Furniture/Fixtures:** Provide a report of any damaged BIA assets prior to plant installation such as the concrete, benches, lamp standards or trees at each site. Please provide an itemized quote for repairs to fixtures.
  - **Mulch:** Application of natural or dark coloured mulch for exposed soil to help with water retention, weed suppression and overall appearance.
  - Order all materials once approved by the BIA. Provide any equipment or supplies needed for installation. Provide transportation of materials to each installation site.
  - Safe handling of all existing plants so they can be transplanted or replanted. BIA will help with coordination with volunteers required to ensure the safety of plants for repurposing/replanting.
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## **QUOTE B: Garden Maintenance (Annual Contract)**

### *Proposal & Quote Needed*

- Recommendation is for ongoing maintenance to assist (bi-weekly or monthly), as needed, with weeding, garbage removal (including cigarette butts) and general appearance of the gardens.
- Fall clean-up.
- Provide materials as needed to maintain the health and image of the gardens.
- Report damage of the physical assets to the BIA for repair.

We would ask that each quote/proposal are detailed, itemized and separated as outlined above. This will allow our team to best review submissions.

**Email submissions to [manager@roncesvallesvillage.ca](mailto:manager@roncesvallesvillage.ca)**

**DEADLINE FOR SUBMISSIONS: Friday, May 14th, 2021**

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**Appendix - Garden location and size**

**Boustead to Howard Park**

- 482 Roncesvalles (60 sqft)
- 470 Roncesvalles (30 sqft)
- 465 Roncesvalles (37 sqft)

**Howard Park to Constance**

- 413 Roncesvalles (166 sqft)
- 403 Roncesvalles (118 sqft)
- 392 Roncesvalles (34 sqft)

**Constance to Geokrey**

- 319 Roncesvalles (90 sqft)
- 305 Roncesvalles (225 sqft)
- 300 Roncesvalles (20 sqft)

**HP/Fermanagh to Fern**

- 233 Roncesvalles (72 sqft)
- 223 Roncesvalles (120 sqft)
- 246 Roncesvalles (47 sqft)
- 244 Roncesvalles (34 sqft)
- 238 Roncesvalles (197 sqft)

**Fern to Galley**

- 147 Roncesvalles (114 sqft)
- 137 Roncesvalles (114 sqft)
- 130 Roncesvalles (47 sqft)
- 120 Roncesvalles (40 sqft)

**Galley to Marion**

- 81 Roncesvalles (156 sqft)
- 69 Roncesvalles (200 sqft)

**Marion to Harvard**

- 66 Roncesvalles (35 sqft)
- 66 Roncesvalles (18 sqft)