

Fairmont

SOUTHAMPTON



Request for Proposal (RFP)

Landscape & Gardening Services

Fairmont Southampton – Bermuda

Issue Date: March 4, 2026

Contract Term: Rolling Annual

Responses Due Date: April 3, 2026

1. Introduction

Fairmont Southampton is seeking proposals from qualified landscaping firms to provide comprehensive landscaping and grounds maintenance services in preparation for the reopening of the resort and for ongoing maintenance thereafter.

The works will be divided into service packages as outlined in this RFP.

2. Site Location

The required scope of this Contract is located at:

Fairmont Southampton
101 South Shore Road, SN02
Bermuda

Site delineation is illustrated in Appendix B – Locations..

3. RFP Submission Information

Tenders plainly marked:

“Landscaping & Gardening Services”

To be submitted via email **no later than 23:59 p.m. on April 3, 2026**, to:

Director of Engineering & Facility Operations

Brett Murray

Brett.Murray@fairmont.com

Assistant Director of Facility Operations

Miguel Vasconcelos

miguel.vasconcelos@fairmont.com

4. Project Scope

The works are divided into five (5) service categories:

- Road Sweeping
- Walkways & Bins
- Planting Beds
- Turf
- Pruning
- Bidders may submit pricing for one or more packages.

All bidders must attend a mandatory site walk.

5. Zone Classifications & Performance Standards

Red Zones – High Priority

Premium guest interface areas (main entrance, lobby frontage, pool decks, event lawns, restaurant terraces, beach access).

Standard: Immaculate presentation. Zero tolerance for debris, weeds, or decline in plant health.

Orange Zones – Medium Priority

Secondary guest and operational areas (parking, spa surroundings, conference lawns, visible back-of-house).

Standard: Clean and consistently maintained.

Green Zones – Low Priority

Peripheral areas (service roads, maintenance yards, remote slopes).

Standard: Safe, controlled, environmentally responsible.

6. Detailed Scope of Services

6.1 Road Sweeping

General Scope

- Mechanical and/or manual sweeping of roads, drive aisles, parking areas, and service lanes.
- Removal of sand, leaves, gravel, litter, and organic debris.
- Storm drain grate inspection and clearing.
- Edge sweeping along curbs and hardscape transitions.

- Post-storm debris clearance.
- Monitoring of sediment migration from rainfall and wind events.

Service frequency shall be determined by the Contractor as necessary to maintain the required cleanliness, safety, and drainage performance standards.

Red Zones – High Priority

- Roadways and arrival areas shall remain immaculate at all times, free of visible sand, leaves, gravel, or litter.
- No accumulation of debris shall be present at guest level.
- Curbs, edges, and transitions shall remain clean and sharply defined.
- Storm drains shall remain fully clear and immediately functional, particularly during heavy rainfall events.
- Sand migration from wind or coastal exposure shall be removed promptly to preserve luxury arrival standards.
- Post-storm debris shall be cleared immediately to restore full operational and aesthetic condition.

Orange Zones – Medium Priority

- Roadways shall remain clean and orderly, free from noticeable debris accumulation.
- Sand and leaf buildup shall not impair appearance, drainage, or vehicular movement.
- Storm drains shall remain unobstructed and operational.
- Debris accumulation shall not persist beyond a reasonable maintenance cycle.

Green Zones – Low Priority

- Roadways and service areas shall remain safe and free of hazardous accumulation.
- Debris shall be controlled to prevent drainage blockage or migration into higher priority zones.
- Cleaning shall maintain functional and environmentally responsible conditions.

6.2 Walkways & Bins

General Scope

- Mechanical or manual blowing of walkways and hardscape areas.
- Pressure washing and surface cleaning as required.
- Weed removal from joints, cracks, and edges.
- Emptying, liner replacement, and sanitizing of waste bins.
- Odor control treatment.
- Immediate reporting of trip hazards, surface damage, or drainage issues.

Service frequency shall be determined by the Contractor as necessary to maintain the required performance standards, taking into account high humidity, wind-blown debris, sand migration and seasonal growth surges.

Red Zones – High Priority

- Walkways and hardscape surfaces shall remain immaculate at all times, free of sand, leaves, staining, gum, algae, or organic buildup.
- No visible weeds permitted in joints, edges, or adjacent hardscape.
- Waste bins shall never exceed 75% capacity and shall remain clean, odor-free, and visually presentable at all times.
- Surfaces shall remain free of slip hazards, including algae buildup common in humid tropical conditions.
- Post-storm debris shall be cleared immediately to restore full guest-ready condition.

Orange Zones – Medium Priority

- Walkways shall remain clean and orderly, free from visible accumulation of debris or organic buildup.
- Weed presence shall not be visible at the guest level and shall not exceed minor isolated growth.
- Waste bins shall be maintained below capacity thresholds and remain sanitary and odor-controlled.
- Surface staining or buildup shall be corrected within the next maintenance cycle to maintain a consistently maintained appearance.

Green Zones – Low Priority

- Walkways and service paths shall remain safe and free of hazardous debris or obstructions.
- Weed growth shall be controlled to prevent spread into higher-priority zones.
- Waste bins shall be serviced as necessary to prevent overflow, pests, or odor issues.
- Cleaning shall maintain functional and sanitary conditions, though aesthetic standards are less intensive than guest-facing zones.

6.3 Planting Beds

General Scope

- Continuous weed management and invasive species control.
- Soil cultivation to prevent compaction and improve drainage under high rainfall conditions.

- Maintenance of mulch layer sufficient to suppress weeds, retain moisture, and prevent erosion.
- Fertilization program appropriate for tropical nutrient leaching conditions.
- Integrated Pest Management (IPM) addressing insects, fungal pressure, and salt stress.
- Replacement of dead, diseased, storm-damaged, or declining plant material.
- Monitoring for wind throw, root exposure, and soil washout following storm events.
- Service frequency shall be determined by the Contractor as necessary to maintain the required aesthetic, horticultural, and safety standards.

Red Zones – High Priority

- Planting beds shall remain immaculate at all times, free of visible weeds.
- Mulch coverage shall remain uniform, properly distributed, and of sufficient depth to maintain moisture control and presentation standards.
- Plant material shall exhibit vigorous growth, uniform color, and no visible pest or disease damage.
- Declining, damaged, or unsightly plant material shall be removed immediately upon identification
- Seasonal growth surges shall be controlled to maintain design intent and clear sightlines.
- Storm-related washouts or salt burn shall be corrected without delay.

Orange Zones – Medium Priority

- Weed presence shall not exceed 5% surface coverage at any time.
- Mulch shall remain functionally effective and visually consistent.
- Plant material shall be maintained in healthy condition with minimal visible decline.
- Replacement of failed plant material shall occur within the next appropriate maintenance cycle sufficient to restore uniformity.
- Beds shall remain orderly and free of erosion or exposed root systems.

Green Zones – Low Priority

- Invasive and aggressive species shall be controlled to prevent spread into higher priority zones.
- Plant material shall be maintained in safe and stable condition.
- Replacement of failed material shall occur within a reasonable maintenance cycle to preserve overall landscape integrity.
- Mulch and soil conditions shall prevent erosion and protect root systems following heavy rain events.

6.4 Turf

General Scope

- Mowing with seasonal height adjustments appropriate to turf species.
- Defined edging along all hardscape interfaces.
- Fertilization program aligned with tropical growth cycles.
- Overseeding or sprigging as required.

Seasonal Considerations

- Accelerated growth during summer.
- Increased mowing frequency during peak growth.
- Drainage monitoring to prevent standing water and turf loss.

Red Zones – High Priority

- Mowing shall be performed at the frequency necessary to maintain a consistently manicured, luxury-resort appearance at all times, accounting for accelerated summer growth.
- Turf coverage shall be maintained at **≥ 95% density** with uniform color and texture.
- **Zero visible weeds** permitted.
- No discoloration, scalping, pest damage, fungal disease, or thatch buildup visible at guest level.
- Edges shall remain sharp, crisp, and continuously defined along all hardscape interfaces.
- Divots, washouts, and storm-related damage shall be restored immediately upon identification to maintain uninterrupted presentation standards.
- Salt burn or storm stress shall be treated without delay to prevent visible decline.
- Turf height shall remain within optimal species-specific parameters to promote root strength and hurricane resilience.

Orange Zones – Medium Priority

- Mowing shall be performed at the frequency required to maintain a consistently neat and uniform appearance reflective of a high-quality resort standard.
- Turf coverage shall be maintained at **≥ 90% density**.
- Weed presence shall not exceed **5% surface coverage** at any time.
- Minor storm damage or localized thinning shall be corrected within the next maintenance cycle sufficient to restore uniformity.
- Aeration, soil conditioning, and thatch management shall be performed as necessary to sustain turf health under tropical rainfall conditions.

Green Zones – Low Priority

- Mowing shall be performed as necessary to maintain safe, controlled, and visually orderly conditions.
- Turf coverage shall be maintained at $\geq 80\%$ density.
- Broadleaf and invasive weeds shall be controlled to prevent spread into higher priority zones.
- Finish shall be functional rather than ornamental, while remaining free of hazards.
- Erosion, washouts, and drainage deficiencies shall be stabilized promptly following heavy rain or storm events.

6.5 Pruning

General Scope

- Structural pruning of shrubs and trees to promote strong branch architecture and wind resistance.
- Palm maintenance, including removal of dead fronds, seed pods, and coconuts.
- Clearance pruning from buildings, walkways, lighting, signage, and coastal view corridors.
- Seasonal growth control during peak summer months.
- Hurricane preparedness pruning in advance of storm season.
- Post-storm corrective pruning and hazard mitigation.
- Canopy thinning to reduce wind sail effect.
- Removal of salt-burned or wind-damaged foliage.

Seasonal Considerations

- Increased pruning frequency required during the summer growing season.
- Pre-hurricane season structural reduction and hazard assessment (minimum annually prior to June 1).
- Ongoing inspection during hurricane season (June–November).
- Immediate post-storm safety pruning & cleanup as required.

Red Zones – High Priority

- Monthly inspection year-round.
- Bi-weekly inspection during peak summer growth (May–September).
- Cutback and topping as required to maintain formal appearance.
- No visible deadwood.
- Palms clean with no hanging fronds or seed pods.
- Canopies maintained to minimize wind resistance.
- Clearance from structures maintained at all times.

Orange Zones – Medium Priority

- Monthly inspection during growing season.
- Cutback and topping as required to control rapid growth.
- No hazardous deadwood.
- Palms maintained to prevent falling debris.
- Pre-hurricane structural review annually.

Green Zones – Low Priority

- Bi-annual structural review (pre- and post-hurricane season).
 - Functional pruning for safety and access.
 - Natural growth habit permitted.
 - Hazardous limbs removed immediately upon identification.
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7. General Standards

- Uniformed personnel.
 - Onsite supervisor.
 - 4-hour storm response post Emergency Measures Organization (EMO) clearance.
 - Monthly reporting.
 - Sustainability practices.
 - Quiet, well-maintained equipment.
 - Compliance with Fairmont Contractor Policy.
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8. KPI Performance Metrics

8.1 Planting Beds

Category	Weight
Plant Health	20%
Cleanliness	20%
Turf Quality	20%
Pruning	15%
Weed Control	10%
Irrigation	10%
Reporting	5%

Minimum Acceptable Score: 90%

8.2 Response Times

Event	Response Time
Storm Debris (Red)	4 Hours post EMO Clearance
Safety Hazard	Immediate
Turf Quality	48 Hours

9. Basis of Payment & Contract Sum

The Contractor shall provide an Annual Fixed Price to supply all necessary labor, supervision, materials, equipment, transportation, consumables, plant material, services, and overtime work required to fully execute the Scope of Services to the satisfaction of Fairmont Southampton Limited.

The Annual Fixed Price includes:

- All services under Road Sweeping, Walkways & Bins, Planting Beds, Turf, and Pruning.
- Pre & Post Storm/Hurricane Cleanup.
- Compliance with Red, Orange, and Green Zone standards.
- All supervision and reporting.
- Mobilization and transition.
- Insurance, overhead, and profit.

The Annual Fixed Price shall be divided into twelve (12) equal monthly payments.

Payment is contingent upon:

- Achievement of KPI thresholds (minimum 90%).
- Submission of required reports.
- Correction of deficiencies.

No additional compensation shall be made for work reasonably inferable from the Scope or necessary to achieve the performance standards described herein.

10. Unit Rate Schedule (Variations)

Item	Unit	Rate
Additional Labor	Hour	\$__
Turf Mowing	Acre	\$__
Shrub Replacement	Each	\$__
Tree Installation	Each	\$__
Mulch Supply & Install	CY	\$__
Irrigation Repair	Hour	\$__
Storm Cleanup	Crew Hour	\$__

11. Mobilization & Transition

Pre-Mobilization (30 Days Prior)

- Asset inventory.
- Irrigation audit.
- Staffing confirmation.
- First 30 Days.
- Baseline assessment.
- Critical deficiency correction.
- KPI baseline.

12. General Conditions

- Submissions valid for 3 months.
 - Governed by Bermuda law.
 - Subject to Fairmont Master Service Agreement.
 - Fairmont reserves right to accept or reject proposals.
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Schedule A – Proposal Form

Fairmont Southampton
101 South Shore Road, SN02
Bermuda

RE: Landscaping & Gardening Services

We _____ agree for
the

(Company Name)

Annual Fixed Price stated below to supply all necessary labour, materials, services, and overtime work as may be required for the execution and completion of all work in connection with the above referenced scope of work for Fairmont Southampton Limited in accordance with the scope contained within this RFP and to the satisfaction of Fairmont Southampton Limited.

Road Sweeping

General Scope

- Mechanical and/or manual sweeping of roads, drive aisles, parking areas, and service lanes
- Removal of sand, leaves, gravel, litter, and organic debris
- Storm drain grate inspection and clearing
- Edge sweeping along curbs and hardscape transitions
- Post-storm debris clearance
- Monitoring of sediment migration from rainfall and wind events

Service frequency shall be determined by the Contractor as necessary to maintain the required cleanliness, safety, and drainage performance standards.

AREA KEY on RFP	SUB-KEY	SCOPE OF WORK	PROPOSED FREQUENCY	MANHOURS	LABOR RATE	SUBTOTAL	HIGH-LIFT	RATE	SUBTOTAL2	TRUCKING	RATE3	SUBTOTAL4	DUMPING	RATE5	SUBTOTAL6	Miscellaneous	TOTAL COST
				HOURS	BMD	BMD	HOURS	BMD	BMD	TRIP	BMD	BMD	COUNT	BMD	BMD		
A	OCEAN CLUB, SOUTHSIDE ACCESS TO FRONT OF HOTEL	Red Zones – High Priority • Roadways and arrival areas shall remain immaculate at all times, free of visible sand, leaves, gravel, or litter. • No accumulation of debris shall be present at guest level. • Curbs, edges, and transitions shall remain clean and sharply defined. • Storm drains shall remain fully clear and immediately functional, particularly during heavy rainfall events. • Sand migration from wind or coastal exposure shall be removed promptly to preserve luxury arrival standards. • Post-storm debris shall be cleared immediately to restore full operational and aesthetic condition.															
B	TURLE HILL TENNIS COURT & ACCESS ROAD	Red Zones – High Priority • Roadways and arrival areas shall remain immaculate at all times, free of visible sand, leaves, gravel, or litter. • No accumulation of debris shall be present at guest level. • Curbs, edges, and transitions shall remain clean and sharply defined. • Storm drains shall remain fully clear and immediately functional, particularly during heavy rainfall events. • Sand migration from wind or coastal exposure shall be removed promptly to preserve luxury arrival standards. • Post-storm debris shall be cleared immediately to restore full operational and aesthetic condition.															
C	FRONT OF HOTEL	Red Zones – High Priority • Roadways and arrival areas shall remain immaculate at all times, free of visible sand, leaves, gravel, or litter. • No accumulation of debris shall be present at guest level. • Curbs, edges, and transitions shall remain clean and sharply defined. • Storm drains shall remain fully clear and immediately functional, particularly during heavy rainfall events. • Sand migration from wind or coastal exposure shall be removed promptly to preserve luxury arrival standards. • Post-storm debris shall be cleared immediately to restore full operational and aesthetic condition.															
D	AFTER TURLE HILL AND TO HARBOUR VIEW	Orange Zones – Medium Priority • Roadways shall remain clean and orderly, free from noticeable debris accumulation. • Sand and leaf buildup shall not impair appearance, drainage, or vehicular movement. • Storm drains shall remain unobstructed and operational. • Debris accumulation shall not persist beyond a reasonable maintenance cycle.															
E	SERVICE ENTRANCE & WAREHOUSE	Green Zones – Low Priority • Roadways and service areas shall remain safe and free of hazardous accumulation. • Debris shall be controlled to prevent drainage blockage or migration into higher-priority zones. • Cleaning shall maintain functional and environmentally responsible conditions.															
F	MIDDLE ROAD TO GREAT SOUND LAWN	Green Zones – Low Priority • Roadways and service areas shall remain safe and free of hazardous accumulation. • Debris shall be controlled to prevent drainage blockage or migration into higher-priority zones. • Cleaning shall maintain functional and environmentally responsible conditions.															
SUB-TOTAL																	

Planting Beds

General Scope

- Continuous weed management and invasive species control
 - Soil cultivation to prevent compaction and improve drainage under high rainfall conditions
 - Maintenance of mulch layer sufficient to suppress weeds, retain moisture, and prevent erosion
 - Fertilization program appropriate for tropical nutrient leaching conditions
 - Integrated Pest Management (IPM) addressing insects, fungal pressure, and salt stress
 - Replacement of dead, diseased, storm-damaged, or declining plant material
 - Monitoring for wind throw, root exposure, and soil washout following storm events
- Service frequency shall be determined by the Contractor as necessary to maintain the required aesthetic, horticultural, and safety standards.

Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9	Column10	Column11	Column12	Column13	Column14	Column15	Column16	Column17	Column18
AREA KEY on RFP	SUB-KEY	SCOPE OF WORK	PROPOSED FREQUENCY	MANHOURS	LABOR RATE	SUBTOTAL	HIGH-LIFT	RATE	SUBTOTAL	TRUCKING	RATE	SUBTOTAL	DUMPING	RATE	SUBTOTAL	Miscellaneous	TOTAL COST
				HOURS	BMD	BMD	HOURS	BMD	BMD	TRIP	BMD	BMD	COUNT	BMD	BMD		[A]-[B]-[C]-[D]-[E]
A	SOUTSHORE ENTRANCE	<p>Red Zones – High Priority</p> <ul style="list-style-type: none"> • Planting beds shall remain immaculate at all times, free of visible weeds. • Mulch coverage shall remain uniform, properly distributed, and of sufficient depth to maintain moisture control and presentation standards. • Plant material shall exhibit vigorous growth, uniform color, and no visible pest or disease damage. • Declining, damaged, or unsightly plant material shall be removed immediately upon identification. • Seasonal growth surges shall be controlled to maintain design intent and clear sightlines. • Storm-related washouts or salt burn shall be corrected without delay. 															
B	FRONT OF HOTEL	<p>Red Zones – High Priority</p> <ul style="list-style-type: none"> • Planting beds shall remain immaculate at all times, free of visible weeds. • Mulch coverage shall remain uniform, properly distributed, and of sufficient depth to maintain moisture control and presentation standards. • Plant material shall exhibit vigorous growth, uniform color, and no visible pest or disease damage. • Declining, damaged, or unsightly plant material shall be removed immediately upon identification. • Seasonal growth surges shall be controlled to maintain design intent and clear sightlines. • Storm-related washouts or salt burn shall be corrected without delay. 															
C	WINDOWS	<p>Orange Zones – Medium Priority</p> <ul style="list-style-type: none"> • Weed presence shall not exceed 5% surface coverage at any time. • Mulch shall remain functionally effective and visually consistent. • Plant material shall be maintained in healthy condition with minimal visible decline. • Replacement of failed plant material shall occur within the next appropriate maintenance cycle sufficient to restore uniformity. • Beds shall remain orderly and free of erosion or exposed root systems. 															
D	MAIN POOL	<p>Red Zones – High Priority</p> <ul style="list-style-type: none"> • Planting beds shall remain immaculate at all times, free of visible weeds. • Mulch coverage shall remain uniform, properly distributed, and of sufficient depth to maintain moisture control and presentation standards. • Plant material shall exhibit vigorous growth, uniform color, and no visible pest or disease damage. • Declining, damaged, or unsightly plant material shall be removed immediately upon identification. • Seasonal growth surges shall be controlled to maintain design intent and clear sightlines. • Storm-related washouts or salt burn shall be corrected without delay. 															
E	SPA	<p>Orange Zones – Medium Priority</p> <ul style="list-style-type: none"> • Weed presence shall not exceed 5% surface coverage at any time. • Mulch shall remain functionally effective and visually consistent. • Plant material shall be maintained in healthy condition with minimal visible decline. • Replacement of failed plant material shall occur within the next appropriate maintenance cycle sufficient to restore uniformity. • Beds shall remain orderly and free of erosion or exposed root systems. 															
F	BOUNDARY	<p>Orange Zones – Medium Priority</p> <ul style="list-style-type: none"> • Weed presence shall not exceed 5% surface coverage at any time. • Mulch shall remain functionally effective and visually consistent. • Plant material shall be maintained in healthy condition with minimal visible decline. • Replacement of failed plant material shall occur within the next appropriate maintenance cycle sufficient to restore uniformity. • Beds shall remain orderly and free of erosion or exposed root systems. 															
F	OCEAN CLUB	<p>Red Zones – High Priority</p> <ul style="list-style-type: none"> • Planting beds shall remain immaculate at all times, free of visible weeds. • Mulch coverage shall remain uniform, properly distributed, and of sufficient depth to maintain moisture control and presentation standards. • Plant material shall exhibit vigorous growth, uniform color, and no visible pest or disease damage. • Declining, damaged, or unsightly plant material shall be removed immediately upon identification. • Seasonal growth surges shall be controlled to maintain design intent and clear sightlines. • Storm-related washouts or salt burn shall be corrected without delay. 															
SUB-TOTAL																	

G	SHILL	<p>Green Zones – Low Priority</p> <ul style="list-style-type: none"> •Mowing shall be performed as necessary to maintain safe, controlled, and visually orderly conditions. •Turf coverage shall be maintained at ≥ 80% density. •Broadleaf and invasive weeds shall be controlled to prevent spread into higher-priority zones. •Finish shall be functional rather than ornamental, while remaining free of hazards. •Erosion, washouts, and drainage deficiencies shall be stabilized promptly following heavy rain or storm events. 															
H	WASTEWATER PLANT & BELCO SUBSTATION	<p>Green Zones – Low Priority</p> <ul style="list-style-type: none"> •Mowing shall be performed as necessary to maintain safe, controlled, and visually orderly conditions. •Turf coverage shall be maintained at ≥ 80% density. •Broadleaf and invasive weeds shall be controlled to prevent spread into higher-priority zones. •Finish shall be functional rather than ornamental, while remaining free of hazards. •Erosion, washouts, and drainage deficiencies shall be stabilized promptly following heavy rain or storm events. 															
SUB-TOTAL																	

Schedule B – Company Profile

Registered Legal Name			
Business Name (if Different from Above)			
Address			
Telephone		Fax	
GST Number			
Type of Coverage	Value		
General Liability	\$		
Workers Compensation	\$		
Automobile Liability	\$		
Primary Contact Name			
Position/Title			
Telephone			
Email			
Secondary Contact Name			
Position / Title			
Telephone			
Email			

Annual Revenues (2 year average)	
Number of Personnel Employed by Applicant	
Brief description of company, values and history:	

Address	
Project Details	
Contact	
Name, Phone, Email	
Project	
Company Names	
Address	
Project Details	
Contact	
Name, Phone, Email	

Appendix A – Contractor Safety Policy for Exterior Landscaping & Gardening

Purpose:

The purpose of this policy is to outline the safety guidelines and procedures Contractors must adhere to while performing exterior landscaping tasks at FAIRMONT SOUTHAMPTON. The aim is to ensure the safety of all personnel, hotel guests, and the surrounding environment while maintaining the aesthetic quality of the property.

Scope:

This policy applies to all Contractors, Subcontractors, and their employees who perform landscaping work at FAIRMONT SOUTHAMPTON exterior premises, including but not limited to lawn care, tree maintenance, planting, irrigation system installation, and general site maintenance.

General Safety Requirements:

- 1- Compliance with Laws and Regulations:** All work performed by Contractors must comply with local, state, and federal safety regulations, including the Bermuda Occupational Safety and Health Regulations.
- 2- Personal Protective Equipment (PPE):** Contractors are required to wear the appropriate PPE at all times while on-site, including:
 - a.** Safety boots
 - b.** High-visibility vests in high-risk areas (e.g., roads)
 - c.** Gloves
 - d.** Eye protection
- 3- Hazard Communication:** Contractors must ensure that their personnel are trained in recognizing and addressing hazards associated with landscaping tools, chemicals, and equipment. All hazardous materials (e.g., fertilizers, pesticides) used must be properly labeled and stored according to safety guidelines.
- 4- Equipment Safety:** All tools and equipment used for landscaping must be inspected before use to ensure they are in good working condition. Malfunctioning or unsafe equipment must be reported and removed from the site immediately. Contractors must be trained in the safe operation of all equipment.

5- Worksite Safety:

- a.** Contractors must secure the work area to prevent accidents, including setting up barriers or signs to warn guests and hotel staff of ongoing work.
 - b.** All tools, materials, and equipment must be stored properly to prevent tripping hazards.
 - c.** Contractors must ensure that all walkways, parking lots, and common areas remain clear of obstructions during working hours.
- 6- Lifting and Manual Handling:** Workers should follow proper lifting techniques and use mechanical aids when necessary. No contractor should attempt to lift or move objects beyond their safe weight capacity.
- 7- Noise Control:** Landscaping activities should be performed during appropriate hours to minimize disruption to guests and staff. If loud equipment is required, noise levels should be monitored, and work should be scheduled to reduce disturbance.
- 8- Traffic and Pedestrian Control:** Contractors must control and direct traffic and pedestrian movement around the work zone to avoid accidents. Proper signage, cones, and barriers must be used to ensure safety.
- 9- Environmental Impact:** Contractors must minimize their environmental impact, ensuring that waste materials such as plant debris, soil, and fertilizers are disposed of properly. Proper erosion control measures must be followed to prevent soil runoff.
- 10- No Smoking Policy:** Smoking is strictly prohibited in all work areas, including landscaped outdoor areas, storage sites, and nearby hotel facilities. This policy is in place to ensure the safety of the environment and the health of all personnel. Smoking areas, if available, must be designated outside of work zones and away from flammable materials.

Emergency Procedures: In the event of an emergency, contractors must:

- Immediately notify hotel management and security.
- Follow the hotel's emergency protocols and evacuate the area if necessary.
- Maintain first aid kits for minor injuries.
- Report all accidents, no matter how minor, to hotel management for documentation and follow-up.

Termination of Work: Failure to adhere to the safety policy may result in the immediate cessation of work until safety compliance is ensured. Repeated violations may lead to termination of the contract.

Appendix B – Locations

ROAD SWEEPING



East Whale Bay

Public Washroom and Showers

A

C

B

D

E

F

WALKWAYS & BINS



PLANTING BEDS



A

D

B

E

C

F

TURF



A

C

C

B

D

B

F

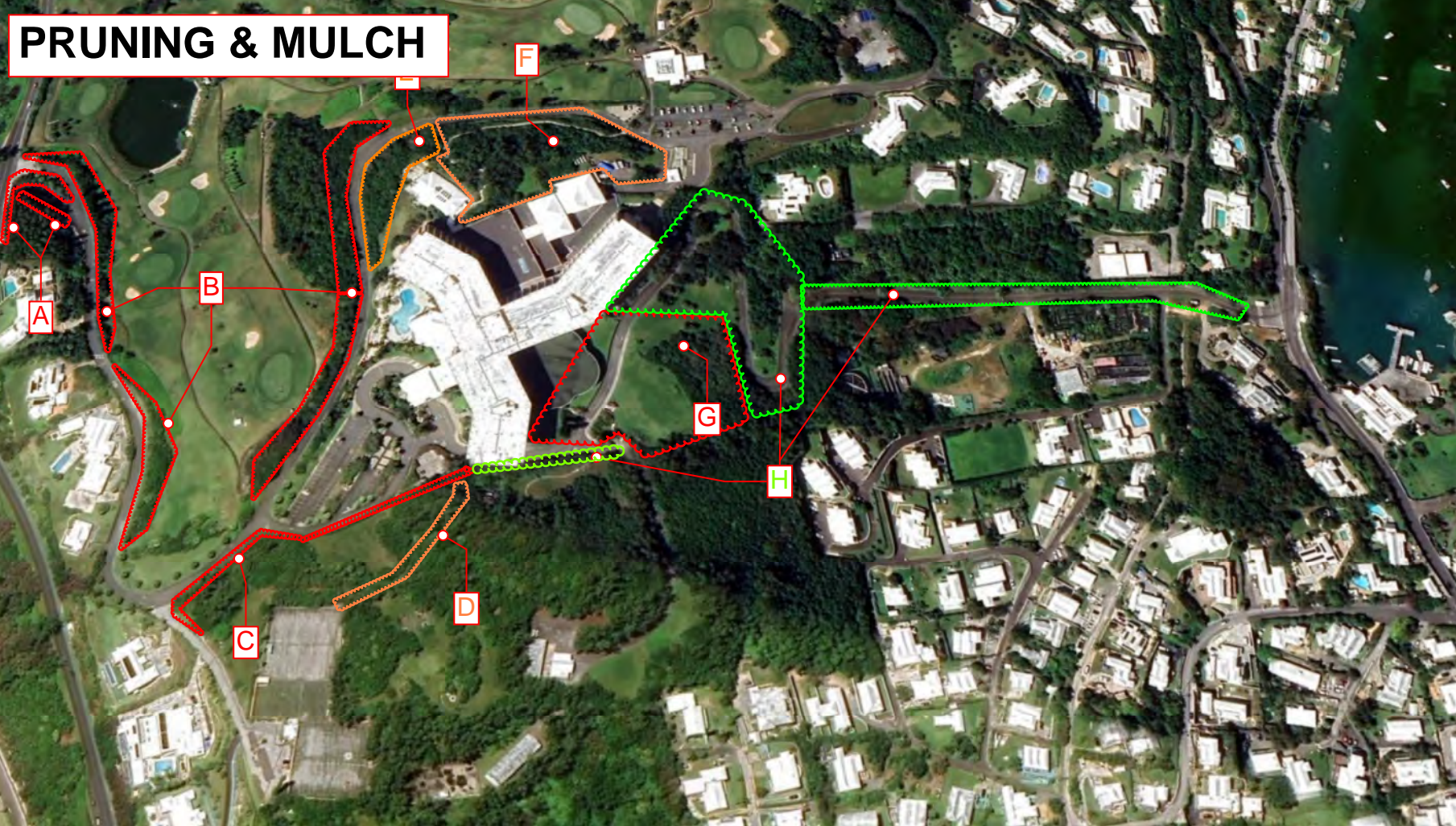
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PRUNING & MULCH



PRUNING



PRUNING & MULCH



J

K