

## **SCOPE OF SERVICES**

### **LANDSCAPING SERVICES FOR THE ENHANCEMENT OF POCKET LANDSCAPES IN CAMP JOHN HAY**

#### **1. BACKGROUND**

Camp John Hay, located in Baguio City, stands as a premier tourist destination notable for its rich natural heritage, forest ecosystems, and cultural history. The area serves as a critical forest watershed and biodiversity hotspot, making environmental preservation a top priority. Despite its ecological significance, the existing pocket gardens within Camp John Hay remain underutilized, lacking deliberate integration of native plant species that could support local wildlife, enhance ecosystem services, and provide microhabitats crucial for biodiversity.

The enhancement of these pocket landscapes aims to elevate Camp John Hay as a visible symbol of environmental stewardship and biodiversity conservation. Through improved landscaping, these gardens will serve as microcosms of the broader forest ecosystem, showcasing endemic and native species vital to local environmental health. This initiative supports sustainable tourism by balancing economic benefits with ecological preservation.

The project is aligned with sustainable development goals (SDGs), particularly SDG 15 (Life on Land), promoting the restoration and conservation of natural habitats. With the management of Camp John Hay now under the Bases Conversion and Development Authority (BCDA) and the John Hay Management Corporation (JHMC), this project presents an opportune moment to showcase exemplary ecological enhancement efforts.

#### **II. OBJECTIVES**

The Enhancement of Pocket Landscapes in Camp John Hay aims to achieve the following objectives:

1. Establish a minimum of 50% native plant coverage in all pocket gardens to support local flora and fauna.
2. Create microhabitats within pocket gardens to facilitate the survival and growth of native fauna, advancing biodiversity.
3. Integrate appropriate hardscape components, such as but not limited to walkable paved paths /patches, appropriate seating / benches, tree carts, decorative boulders, raised garden beds, outdoor fire place, pergolas, etc.
4. Incorporate water-wise landscape components

5. Integrate educational and interpretative signage to raise visitor awareness about the ecological and cultural significance of native plants and ecosystems (Ordonio Loop Garden).
6. Enhance the overall visitor experience by creating visually appealing, tranquil green spaces for recreation, education, and environmental appreciation.
7. Promote sustainable tourism practices by integrating native plants and sustainable landscaping techniques that minimize ecological disturbance and support long-term environmental resilience.
8. Foster community engagement by providing interactive spaces that encourage conservation education and active participation from both locals and tourists.

### III. SCOPE OF SERVICES FOR THE WINNING LANDSCAPING PROVIDER

The selected Landscaping Service Provider shall perform the following general tasks and responsibilities:

1. **Provision of Labor, Materials, and Equipment**  
Provide all necessary personnel, high-quality materials, and tools/equipment for the job.
2. **Adherence to approved layout and landscape.**
3. **Timely Completion.** Meet the specified delivery or completion timeframe.
4. The winning service provider shall submit to JHMC proposed design in accordance with the scope of services, including planting plans, hardscape elements, and a layout close to JHMC's approved concept, detailed in Table 1.
5. Provide a breakdown of the methodology, work plan, and timeline.
6. Include sustainability and biodiversity promotion in the landscape layout.

Specifically, adhere to the following Scope of Services:

1. **Site Assessment and Planning**
  - Conduct a thorough inspection and assessment of designated pocket landscape sites covered in the procurement, ecological and site assessments
  - Provide landscaping details through any form of visual representation, such as, but not limited to drawings (non-technical) with species of plants identified that incorporate native and endemic plant species to promote biodiversity and habitat connectivity.
  - Landscaping visual representation must reflect and ensure balance aesthetics, ecological function, visitor accessibility, and cultural heritage reflection.
  - Collaborate with JHMC Environment Management Division and key stakeholders on final approvals.



## 2. Site Clearance and Preparation

- Clearing, grading and preparation of the designated landscape areas while protecting existing beneficial vegetation.
- Amend soils as needed to create optimal growth conditions for selected plant species.
- Execute planting activities ensuring proper installation and alignment with the landscape design.
- Coordinate with JHMC for information on site condition observations that are relevant to the project completion.

## 3. Delivery, Planting and Installation of Landscape Materials and Components

- Supply native plants, ornamental plants, soil amendments, mulch, landscape rocks/pebbles/components, hardscape materials in accordance with approved landscape layout;
- Closely coordinate with local nurseries for native plants and other plants incorporated in the approved landscape and if applicable, work with JHMC nursery propagation to incorporate the native plants sustainably, without affecting overall aesthetics;
- Deliver all landscaping materials to the proposed sites within the agreed timeframe.

## 4. Incorporation of Water Conservation measures / water-wise landscape components

- Ensure water-wise and water conserving components, preferably eco-friendly and water-efficient accessories;
- Implement necessary hardscape components such as pathways, borders, and educational signage to enhance visitor experience and accessibility.
- Integrate sustainable lighting solutions where applicable.

## 5. Maintenance and Monitoring during the ongoing tasks completion

- Should there be landscape components that get destroyed or damaged, replacement must be done without incurring additional cost to JHMC
- Ensure that proper soil amendments and components are used according to the plant preference
- Provide regular maintenance activities including watering, pruning, pest control, and health monitoring of planted vegetation until project acceptance.
- Address any plant health issues promptly to ensure high survival rates of landscaping components.

- Keep logs and provide periodic reports on maintenance activities and landscape condition;
- Replacing plant mortalities due to various reasons, while the project is not yet accepted by JHMC.

6. Final Inspection and Project Turnover

- Ensure all landscaping work complies fully with design specifications and quality standards;
- Participate in final project inspections with JHMC and other designated representatives;
- Coordinate all turnover requirements and provide necessary documentation for project acceptance.

This scope emphasizes the use of native plants to represent local biodiversity, fosters visitor awareness through interpretative signage, and supports community engagement in sustainable tourism. The Landscaping Service Provider will work in close coordination with JHMC's Environment Management Division and related stakeholders to uphold the environmental integrity, cultural heritage, and economic benefits of Camp John Hay's pocket gardens.

Table I:

Enhancement of Pocket Landscapes in Camp John Hay (Landscaping Materials and Services)			
Project Duration: 16 Weeks (4 Months), until			
Approved Budget for the Contract: P 950,000.00			
Component	Description	Activities / Work Inclusion	Cost / Budget
Site Assessment and Planning	Survey and identify sites;	Landscape service provider will:	120,000.00
Detailed assessment of existing conditions in the covered landscape service areas	Submit landscaping layouts and details	• Conduct ecological and site assessments; a thorough inspection and assessment of designated pocket landscape sites covered in the procurement.	Week 1 to Week 2
		• finalize species selection integrating native plants;	Week 2 – Week 3 submission and revisions towards the finalization of the Landscape layout.
		• Provide landscaping details through any form of visual representation,	Approval must be sought from JHMC prior to execution.

		<p>such as, but not limited to drawings (non-technical) with species of plants identified that incorporate native and endemic plant species to promote biodiversity and habitat connectivity.</p> <ul style="list-style-type: none"> <li>• propose a layout of compatible landscape inclusions (softscape and hardscape) fitting with the area functionality and the area.</li> <li>• Place enclosure such as, but not limited to, tarpaulin covers and safety barriers</li> </ul>	
Site Clearance and Preparation	Clear areas; soil preparation; protect existing vegetation	<ul style="list-style-type: none"> <li>• Mobilize landscaping teams;</li> <li>• Introduce soil amendments for optimal growth conditions;</li> <li>• ensure soil conditions are best to accommodate plants</li> <li>• check on existing root systems of trees in the area for possible adjustments for protection</li> <li>• Clearing, grading and preparation of the designated landscape areas while protecting existing beneficial vegetation.</li> <li>• Ensure measures to keep or enhance the health of existing vegetation that will be kept part of the approved layout</li> </ul>	<p>50,000.00</p> <p>Week 2 to Week 4</p>



Delivery, Planting and Installation of Landscape Materials and Components	Planting, hardscape installation including pathways and signage	<ul style="list-style-type: none"> <li>• Supply native, ornamental plants, soil amendments, mulch, landscape rocks/pebbles/components, hardscape materials in accordance with approved landscape layout;</li> <li>• Closely coordinate with local nurseries for native plants and other plants incorporated in the approved landscape and if applicable, work with JHMC nursery propagation to incorporate the native plants sustainably, without affecting overall aesthetics;</li> <li>• Deliver all landscaping materials to the proposed sites within the agreed timeframe;</li> <li>• Integrate appropriate hardscape components, such as but not limited to walkable paved paths /patches, appropriate seating / benches, tree carts, decorative boulders, raised garden beds, outdoor fire place, pergolas, etc.</li> <li>• Ensure planting complies with approved landscape layout</li> <li>• source landscape solar lights where applicable</li> <li>• Install safety barriers within project pocket landscape site, to ensure that only authorized personnel are allowed on site, prior to start of project and before the soft opening of the park</li> </ul>	660,000.00  Week 4 to Week 14
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		<ul style="list-style-type: none"> <li>• Install park markers including plant tags, and visual park signages</li> </ul>	
Incorporation of Water Conservation measures / water-wise landscape components	install water-wise landscape component	<ul style="list-style-type: none"> <li>• Areas covered are accessible for trucks for watering during dry months</li> <li>• install water-wise landscape component as approved by JHMC</li> </ul>	80,000.00  Week 6 to Week 14
Maintenance & Monitoring	Watering, pruning, pest control, and plant health monitoring	<ul style="list-style-type: none"> <li>• Schedule regular maintenance; assign duties to landscaping contractors</li> <li>• Site restoration, ensuring that no wastes related to the project are left in the area</li> <li>• Removal of barriers on scheduled opening of park/landscape according to JHMC schedule and acceptance</li> <li>• Replacing plant mortalities due to various reasons, while the project is not yet accepted by JHMC.</li> </ul>	30,000.00  Week 4 to Week 14  Or even after as needed until completion and acceptance by the JHMC
Final Inspection & Acceptance	Quality assurance and project turnover	Conduct walk-through; verify compliance with specifications	10,000.00  Week 16 and/or until completion of all the Scope of Services without incurring additional cost to JHMC
<p style="text-align: right;"><b>TOTAL</b></p> <p><b>Alternative Mode- Small Value Procurement</b></p>			950,000.00 <i>Inclusive of taxes</i>

#### IV. RESPONSIBILITIES of JHMC

1. **Site Access:** Ensure the service provider has full access to the area of responsibility covered under the project;
2. **Technical Supervision:** Provide oversight and direction, potentially through a designated officer, through the EAMD.
3. **Evaluation:** Conduct regular performance evaluations of the service provider.
4. Provide a framework, main ideas, guidance to indicative / conceptual framework of the desired design, and all necessary information for the output to be reflective of the intended objectives.
5. Designate the Environment Management Division as the unit / office that will be in charge of the project, who will work closely with the WINNING BIDDER on the accomplishment of the project's scope of services.
6. Ensure that the **WINNING BIDDER** is paid accordingly within the agreed period.

#### V. PROJECT DURATION

The engagement of services for the Enhancement of Pocket Landscapes within Camp John Hay shall remain in force and effect for a period of **four months (16 weeks)**, from the issuance of the Notice To Proceed and / or effective until the full delivery of the scope of services and acceptance by the JHMC, subject to automatic extension should the need be determined.

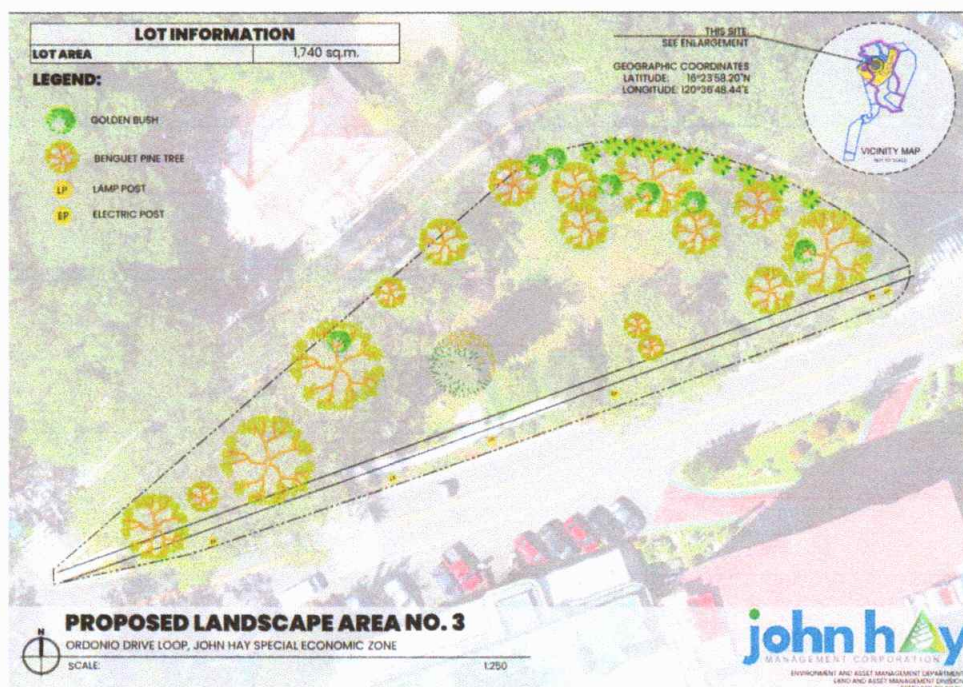
#### VI. APPROVED BUDGET AND MODE OF PAYMENT

The **WINNING BIDDER** shall be paid the amount of **Nine Hundred Fifty Thousand Pesos (PhP 950,000.00)**, inclusive of applicable taxes, transportation and communication expenses. Full payment shall be reckoned from JHMC's acceptance of the satisfactory completion of the project's Scope of Services with the duly accomplished billing statement or statement of account from the **WINNING BIDDER**.

For your approval.

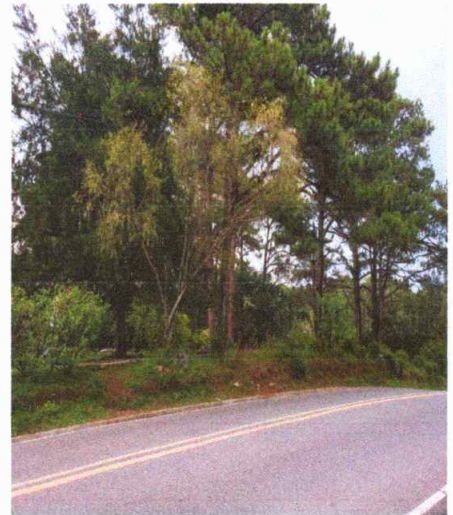


# Ordonio Drive Loop ( Le Monet Isle)



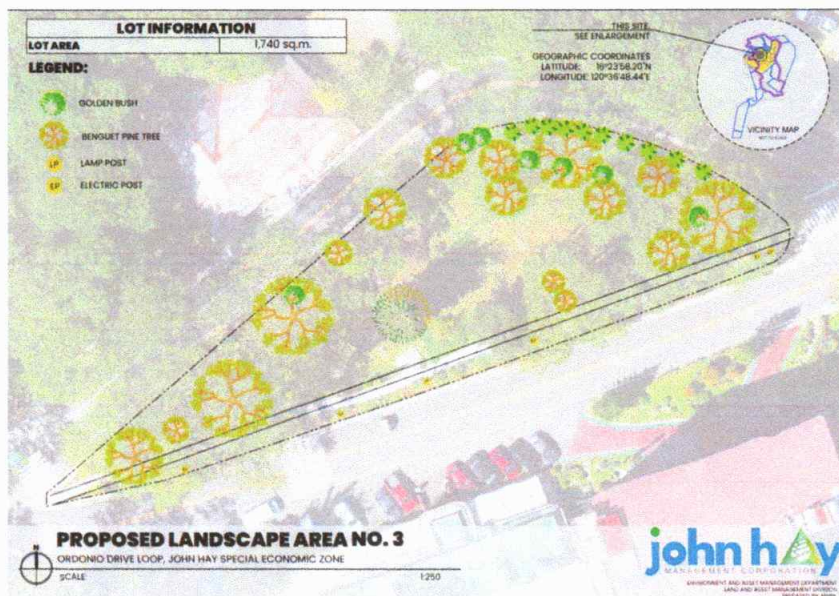
## Ordonio Drive Loop ( Le Monet Isle)

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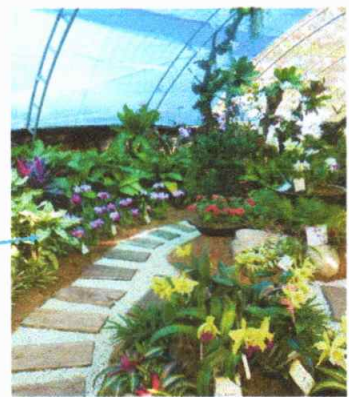
# Ordonio Drive Loop ( Le Monet Isle)





# Ordonio Drive Loop ( Le Monet Isle)

## ► JHMC Concept



Inspired by

Philippine Native Plants Conservation Society Inc. (PNPCSI) Booth during the Philippine Horticultural Society's Annual Garden Show



## Ordonio Drive Loop ( Le Monet Isle)



The design also includes an optional area that can be leased for a snack or beverage cart, aiming to enhance the visitor experience while providing an additional income-generating opportunity for JHMC/BCDA and local entrepreneurs.

# Sheridan-Lawton Intersection





## Sheridan-Lawton Intersection



# Sheridan-Lawton Intersection

## JHMC Concept

