

Description of front maintenance tasks agreed with the contractor:

Grounds Maintenance

Growing Season: Mid April through October. Approximately 30 weeks

Mowing: Sites will be mowed once every week or otherwise necessary to maintain a neat and finished appearance. If growing season continues beyond agreed amount of time, if additional mowing is needed, additional cost may apply.

Edging: Trim non-hard edges at each cutting.
Trim all hard surface edges at each cutting

Fertilizing: Will include a pre-emergence application in early spring to control weeds, weed control and fertilizer application in late spring. Fall application to ensure strength and growth for following year growing season.

Liming: Pelletized lime to be applied in one application at 12 lb. per 1000 sq. ft. in the fall.

Aerification: Sites will be aerated in the fall once proper moisture content is obtained in the soil.

Over-seeding: Established lawn areas will be overseeded where contractor deems necessary with tall turf fescue. Any renovation deemed necessary by the owner will be done at an additional cost.

Trimming and pruning: Shrubs and trees will be pruned bi-annually to achieve neat and finished appearance. Trees above 15 feet in height will be pruned at additional cost to owner. Fertilizer will be applied in the spring with a slow release granular fertilizer.

Mulch Beds: All beds will be mulch bi-annually at a depth of two to three inches with double shredded hardwood mulched and edged mechanically when mulch is applied. Spot spraying with a herbicide and hand weeding will be done throughout the growing season to control weeds in mulched beds.

Grounds Maintenance

Trash: All areas of said property will be policed once weekly throughout the growing season. All trash will be disposed of off site.

Water Turf Areas: (Sprinkler system) Cost includes initial startup checkout and to winterize the system at end of season.

NOTE: This cost does not cover any cost of water bill or any repairs needed to make/operate system do to damage or normal wear. Also in the event of vandalism or natural disasters Highlands Homeowners Association is responsible for all cost incurred to make system operational.

Leaf Removal: Leaves will be removed from lawn areas, mulched beds, parking areas, curbs and road gutters. Highly visible areas will be policed weekly throughout the fall season, all other areas leaves will be removed twice per contract year. Leaves will be disposed of off site.

* Debris resulting from storms and other acts of God can be removed at an additional cost to owner.

Annuals: Seasonal annual flowers shall be planted twice per year at each end of median that separates the in and out entrance/exit to Highlands subdivision.

APPENDIX

Note that the work described here is more than what was agreed with the contractor and described on the contract (previous two pages). Specifically, the HOA leaders at the time decided to limit the grass mowing to the entrance sign and landscaping easements as well as the drainage easements along Route 240 - which is 6 feet off the road along Highlands Drive, and outside the fence along Route 240 (both east and west along the south side of the highway till end of the Highlands fences.

Entrance Lawn Maintenance – Bid Specifications

General

Contractor must be insured. Proof of insurance coverage required.

Work To Be Performed

A. Work Done As Necessary

1. Mow grass to maintain three (3) inch height and trim around fence, sign and shrubbery

Areas to be maintained:

- Fifty (50) feet on the west side of Highlands Drive to the pine tree line. Forty five (45) feet on the east side of Highlands Drive. On both sides, this is from Rt. 240 to the intersection at the top of the hill.
- Front section of the black fence extending from Highlands Drive to the fence end in both directions.
- Six (6) feet behind the fence from Highlands Drive to the fence end in both directions.

Remove grass clippings, trash and branches.

Fix bare spots with additional topsoil and grass seed consistent with current grass

B. Scheduled Work

1. Fertilize grass twice per year (Spring, Summer, Fertilizer)
2. Pull weeds, trim shrubbery and trim center median twice per year. Replace shrubbery as needed
3. Mulch around trees twice per year.
4. Clean and remove leaves in fall.
5. Plant annuals twice per year (Summer, Fall)

C. Start Date

Week of 3/20/00

D. Contract Length

Renewable one year term

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