

The following is an excerpt from the previously mentioned “RFP” used in selecting a new landscaping company for Abbotsford:

Request for Proposal Outline:

The following provides an outline of the expected minimum standards for each category:

1. **Turf Maintenance:** Adhere to standard turf maintenance schedules and practices throughout the year to ensure a healthy, well maintained, and neat appearance including without limitation: Off season preparation such as pre-emergent herbicides applications; seasonal applications of fertilizer, herbicide, insecticide; weekly mowing completed in one day weather permitting (except for a one week pause needed during the week after over-seeding) at recommended heights typically averaging 3-3 1/2” (exception up to 4” in periods of potential stress) from Mid-March through the first week of December; weekly removal of debris/fallen leaves including clippings (no clippings are to be blown into the resident’s yards or drains, etc.) throughout the neighborhood including sidewalks, driveways, roads and service drives, tennis courts, swimming pool, i.e. all of Abbotsford’s property with the exception of residents’ enclosed outdoor spaces; mowing of residents’ yards will be completed with “push mowers” only; string trimmers and power edgers used weekly in conjunction with the mowing throughout the entire property to ensure well defined turf and bed areas. Contractor will agree to pick up and remove debris which homeowners may remove from their respective yards which the residents place on their curbs/service drives. It is agreed that this is intended to include generally limited amounts of such debris. Large amounts of debris and/or debris resulting from other landscape companies would be subject to additional charges at a rate to be determined by contractor and the homeowner. Such charges will be billed separately to each homeowner in these circumstances.
2. **Plant Bed Maintenance:** Employ standard horticultural practices to ensure that all plant beds are attractive, well defined with a professional edge, and weed free (expectations are that a combination of pre-emergent treatments, “hand pulling”, and herbicide applications will be necessary to achieve the expected results) during the growing season and as needed thereafter.
3. **Shrubs (including bushes and groundcovers) and Small Trees:** Standard horticultural practices to ensure that these are properly pruned (to ensure a neatly shaped appearance) and cared for (including fertilizer and insecticide treatments) throughout the year as appropriate for all shrub species (including winter deep pruning as called for by specific varieties). Exclusions would only be limited to shrubs and trees exceeding 15’ in height. Partially dead shrubs shall be trimmed back to remove dead limbs/areas. Dead shrubs and trees of less than fifteen feet in height shall be removed monthly. To facilitate removal of dead shrubs and trees, Contractor must submit a list, including location to Abbotsford who shall secure approval from the homeowner and authorize the Contractor to remove and dispose of the material. Pricing for removal and replacement shall be given to Abbotsford who will provide it to the homeowner who will be billed for replacements by the Contractor. Major cut-backs or rejuvenation pruning of overgrown shrubs and bushes would be considered outside of the basic contract and subject to agreed upon terms and conditions. Large tree work is not included within the basis terms of this proposal and will be contracted separately by Abbotsford with an arborist.
4. **Mulching:** Annual application of hardwood mulch in early spring to all beds. Application of new mulch will be approximately 3 inches in depth and will utilize professional standards (e.g.

ensuring the trunk root flare of all trees is visible) to ensure a neat and uniform appearance throughout the property.

5. **Aeration/Overseeding:** Annual aeration and over-seeding to the turf areas shall be performed during September or October, using a hybrid blend of tall fescue along with appropriate fertilization at standard rates to achieve successful results and a healthy turf throughout the community.
6. **Leaf Removal:** Fallen leaves shall be removed weekly from the property during fall and winter months to ensure a neat and clean appearance throughout the community year-round.
7. **Irrigation System:** Annual professional servicing of the common area irrigation system (excluding individual resident's systems). Including, but not limited to, spring start-up, weekly visual inspections and repair/corrections as necessary, and winterizing of the back-flow preventer including its removal for winter to prevent damage or loss. If repairs requiring additional charges are involved, an estimate will be provided to Abbotsford for review and approval prior to completion of the work. All damages to the irrigation system by the landscape contractor will be repaired at the contractor's expense.
8. **Seasonal Color:** The community has historically utilized seasonal color plants in 3 primary areas: the Front Entrance, the cul-de-sac on Abbotsford Drive, and the Clubhouse. The community's landscape architect is evaluating alternatives which may increase or decrease the need for seasonal color. The community would like to have in place an option with you to provide such plantings as needed and to know how you would price this service. Historically this would have been for a spring/summer planting and a fall/winter planting.
9. **Snow/Ice Removal:** Pricing will provide for "on call" personnel, equipment, and suitable chemical products during the months to perform snow/ice removal as requested. Such services to be available including on holidays and weekends.