

**SCOPE OF WORK FOR
UNIFORM MAINTENANCE SUBDIVISIONS
AT THE COUNTRY CLUB OF MOUNT DORA
HOME OWNER'S ASSOCIATION, INC**

The Contractor shall provide all labor, tools, equipment, and materials necessary to perform the services as stipulated below. Contractor shall ensure that all personnel working on the Property are properly trained in providing yard maintenance to private residences.

It shall be the Contractor's responsibility to inspect said properties on a monthly basis for signs of stress, weeds, disease, and pest infestations. The homeowners are depending upon the contractor to properly take care of their turf and their landscaping. All problems shall be immediately reported to the property manager and corrective action will be taken by you to correct the problem. This will include results of drought caused by the failure of the irrigation system to perform as the Contractor had set it up. Should any major products (as stated in Section 7) need replacing in said irrigation system, replacement cost will be negotiated between the homeowner, property manager and the Contractor. Any loss of turf and landscaping due to the Contractor's neglect will be promptly replaced at the Contractor's expense.

1. TURF MAINTENANCE

1.1 Mowing and edging of designated turf areas shall be performed during weekdays and shall be consistent with good horticultural practices to ensure normal, vigorous and healthy growth of the turf areas.

1.2 Contractor shall provide forty-four (44) mowings on the following schedule: once a week beginning the first week of April to the second week of November (32 mows); and once every two weeks thereafter (12 mows), which must include the weeks of Thanksgiving and Christmas.

1.3 The mowing schedule may be adjusted by the Contractor after consultation with the Property Manager to fit changes in weather conditions and climatic factors. Should weather conditions dictate additional mowings, the additional mowings shall be provided at no additional cost to the Association.

1.4 Cutting height on mowing machinery shall be adjusted to cut turf between 3" and 4". Contractor shall use mowing equipment appropriate to the size of the yard and shall ensure that mowing cuts are even throughout the yard.

1.5 Mower blades shall be sharp at all times to provide a quality cut.

1.6 Grass clippings shall be removed from turf when unsightly or when necessary to prevent build-up of thatch that will damage or kill turf.

1.7 The pattern of mowing shall not allow for blowing of grass clippings in the bedding or landscaped areas or where grass clippings can be washed into the storm drainage and should be varied to eliminate possible ruts and paths in the turf.

1.8 Grass clippings shall be blown from all patios and unscreened lanais with each mowing. Grass clippings shall not be blown in the direction of garage doors, bedding areas or other landscaped areas.

1.9 All walks, curbs, drives and ornamental beds shall be edged to keep borders well defined. Paved areas, sidewalks and walkways shall be edged every time the area is mowed and as needed during the

remainder of the year. Ornamental beds bordered by turf shall be kept in an attractive appearance by mechanical edging on an as needed basis. Chemical applications to maintain bed lines are not allowed. Use of string trimmers is forbidden for this application.

1.10 Trimming grass away from fences, posts, walls, trees, light-poles and sprinkler heads or where mowing is obstructed shall be done in conjunction with each mowing.

1.11 Grass clippings, leaves or pine needles shall be removed as they accumulate or with each service from drains, sidewalks, juniper beds, turf, and roadways.

1.12 Large piles of pine needles shall not be blown onto the grassy areas or landscape beds before or after mowing and left there. Pine needles shall be removed.

1.13 Anthills shall be taken care of with an approved insecticide as soon as they are visible.

2. WEED CONTROL (Program to be submitted with bid and approved by the Committee) This is a performance based specification.

2.1 Contractor shall keep turf, shrub beds, landscaped areas, sidewalks, and roadbeds reasonably free of broadleaf or grassy weeds. Weeding should be done as often as necessary to maintain a high standard of cultivation and attractive appearance.

2.2 All weeds exceeding four (4) inches in height or spread not controlled by herbicides shall be removed by hand.

2.3 All applications shall be under the direct supervision of a licensed applicator and shall be used in accordance with the standards and regulations set forth by the Environmental Protection Agency and the appropriate state and local regulatory agencies.

2.4 Contractor assumes the risk to replace damaged turf, shrub and plants due to negligent use of chemicals

2.5 Pre-emergent herbicides shall be applied in accordance with manufacturer's recommendations and prior to germination. Chemical control shall be selected for the broadest spectrum control possible. The Contractor may use a combination of chemical applications, following manufacturer's recommendation. Post-emergent herbicides shall be applied as necessary.

2.6 Turf pre-emergent shall be applied three times a year, the first before March 1, the second between June 15th and July 15th, and the third between October 30th and November 15th.

3. FERTILIZATION (Program to be submitted with bid and approved by the Committee) This is a performance based specification and should be considered as minimum requirements.

3.1 All established St. Augustine and Bahia turf areas shall be fertilized four (4) times per year, as follows: 15-5-15 @ 1.5# N/1000 in March and November; 38-0-0 with Talstar @ 1# N/1000 in May/June; and 15-5-15 @ 1# N/1000 in August. The contractor may utilize an alternate fertilizer upon prior approval of the Association.

3.2 Tree and shrub fertilization shall be four (4) times per year, as follows: 15-5-15 @ 1# N/1000 in March and September; 13-3-13 @ 1# N/1000 in June; and 13-3-13 @ 1# N/1000 in November.

3.3 Queen, Roebelenii and Sago palms shall be fertilized three times a year; late winter, mid summer and early fall. Washington palms shall be fertilized as necessary. A granular type fertilizer shall be used.

3.4 Fertilizer shall be removed from walks, drives, and patios.

4. DISEASE AND PEST CONTROL This is a performance based specification.

4.1 All turf, shrubs and ornamental trees shall be inspected monthly for signs of development of any pathogen that might adversely affect the growth and normal development of these areas. Upon detecting any insect or disease problem, the Contractor shall take immediate steps to control or prevent the spread of and eliminate the problem as it occurs.

4.2 Pesticide/fungicide applications shall be applied five (5) times per year to St Augustine turf. Ornamentals shall receive six (6) applications per year.

4.3 All pesticides and fungicides shall be used by or under the direct supervision of a licensed pesticide applicator and shall be used in accordance with the standards and regulations set forth by the Environmental Protection Agency and appropriate state and local regulatory agencies.

4.4 Systemic insect control shall be applied to Crape Myrtles as necessary

4.5 Systemic insect control shall be applied to Azaleas in February of each year.

5. SHRUB, BEDDING AND TREE MAINTENANCE

5.1 Maintenance shall consist of weed control, fertilization, pruning, disease and insect/pest control, and any other procedure consistent with good horticultural practice necessary to ensure normal, vigorous, and healthy growth of shrub plantings, trees and reasonably weed-free bedding areas.

5.2 The maximum height for tree trimming by the Contractor shall be sixteen (16) feet. Contractor shall check all trees no less than every three (3) months and remove dead wood and limbs as necessary.

5.3 For trees located adjacent to sidewalks and driveways, lower branches shall be kept at a height of seven (7) feet above the surface. For trees overhanging roadways, the branches shall be kept a minimum of 12 feet above the pavement.

5.4 All trees shall be neatly pruned and/or clipped to preserve their natural character and in a manner appropriate for each tree. Broken or bruised limbs or branches shall be removed with a clean cut.

5.5 Crape Myrtles shall be pruned and seed pods removed according to good horticultural practices prior to the new season's growth and no later than the end of February each year. Branch thinning and structural pruning may be required.

5.6 Wax Myrtle trees, limbs and/or branches shall be removed as soon as plant material declines. Wax Myrtle suckers shall be kept under the same control as weeds.

5.7 Contractor shall keep all trees trimmed so that trees do not touch the sides or roofs of houses.

5.8 All trees shall be checked routinely for caterpillar infestation.

5.9 For all trees and hedges located adjacent to golf course property or between houses, Contractor shall ensure the pruning or trimming will not remove screening for the purposes of deflecting golf balls or screening between houses that shield houses from one another. Trees located in these areas shall be left in their natural condition unless they already have been pruned or limbed up.

5.10 Holly and other ornamental trees and shrubs shall be trimmed to maintain their ornamental shape. These trees shall not be severely pruned or limbed up.

5.11 Palm trees shall be trimmed twice per year. Seed pods shall be removed prior to opening, and dead fronds shall be removed during winter months and at other times as may become necessary to maintain a good appearance for each individual specimen.

5.12 All shrubs and hedges shall be pruned on a rotating schedule to ensure that new growth shall not be allowed to reach a length of over six inches (6").

5.13 Shrubs and hedges adjacent to sidewalks, curbs, walls or patios shall be trimmed so as not to encroach upon these areas. Ornamental vines growing on walls shall be kept trimmed.

5.14 Oleanders shall be pruned once each year after blooming and shall be checked routinely for caterpillar infestation.

5.15 Sago "palms" shall have dead fronds removed and lower fronds removed only to the extent necessary to allow air circulation at the base of the plant. The natural shape of the plant shall be maintained.

5.16 All obnoxious and invasive vines shall be removed from shrubs and hedges.

5.17 Contractor shall be responsible and liable to replace any trees and shrubs that die as a result of being girdled by line trimmers or other mowing machinery.

5.18 All landscaped beds shall be kept neatly groomed and reasonably free of weeds.

6. LITTER AND DEBRIS REMOVAL

6.1. On an as needed basis, the entire neighborhood shall be policed for the removal of litter and other debris.

6.2 Leaves shall be cleared from turf areas, sidewalks, roadways, and parking areas on a weekly basis and shall be hauled from the premises.

6.3 All paved areas such as sidewalks, unscreened patios and lanais, roadways, and parking areas shall be kept clean of grass clippings, twigs, hedge or shrub clippings, or any other debris created by the performance of any function or service under the scope of the Agreement. The neighborhood shall be kept free from all debris at all times.

6.4 Litter and debris shall be disposed of by hauling to a public disposal facility. On-site dumpsters, retention ponds, or undeveloped areas of the premises shall not be used as a dumpster for any litter or debris.

6.5 Culverts, storm drains, and ditches shall be cleared of debris with each service. Contractor shall not blow any type of debris in the storm drains.

7. IRRIGATION SYSTEM

7.1 Sprinkler heads and sprinkler piping above ground damaged by mowing and edging or by line trimming equipment, etc., shall be replaced by the contractor. The Contractor shall make replacement promptly upon being notified of said damage. Should contractor fail to make repairs within seventy-two (72) hours of notification, the Association may hire a licensed irrigation contractor to make the necessary repairs

and deduct the cost thereof from the Contractors next regular monthly billing.

7.2 The Contractor will maintain the irrigation system including no charge adjustment of controllers, as necessary to provide the correct amount of water to the landscape. Irrigation maintenance does not include repairing/replacing electric valves, controllers, rain sensors, backflow preventers, Rotors and Pop-up Sprinklers which need replacing from normal wear and tear, that will be at direction and expense of the homeowner. Should the Contractor find that such repairs are necessary; the Contractor shall provide a detailed estimate to repair to the Property Manager. It is the responsibility of the Property Manager and the homeowner to resolve the problem.

7.3 The Contractor will check the sprinkler system twice a year for proper operation and note any problems. The report will be given to the property manager. This work will be done to coincide with the time change.

7.4 The Contractor will replace at his expense, all sprinkler heads, sprinklers, piping damaged by you in the performance of your work. It will also be assumed that such breakage that occurs would have been done by your personnel and equipment. You are the only contractor working on the property. Special conditions will be considered by the Property Manager.

7.5 The Contractor is responsible for the condition of the turf, shrubs, and ornamental trees. You will set the sprinkler systems for the proper run times and run days in accordance with all local restrictions and good watering practices. You are to inform the Property Manager of any tampering with sprinkler systems as they have been set by you.

8. STORM DAMAGE / FREEZE CONDITIONS

In the event of a hard freeze, regular work schedules may be offset for the time necessary to prune freeze damaged material from shrubs and trees after determining the threat of future freezes has passed.

9. GENERAL PROPERTY DAMAGE

General property damage as an obvious result of Contractor's negligence shall become the responsibility of the Contractor to repair or reimburse the homeowner for the repair and shall include, but is not limited to, the following:

- A. Any damage due to operation of Contractor's equipment
- B. Damage to plant material due to improper horticultural practices
- C. Injury to non-target organisms in application of pesticides
- D. Damage caused by improper replacement or retrofitting of irrigation system components

10. EXCLUSIONS

10.1 The covering of plants or landscaped beds in anticipation of frosts/hard freezes is excluded from this contract.

10.2 The cutting down, trimming or removal of large (over 16 feet in height) trees which have suffered severe freeze or which have died from any other cause is excluded from this contract.

10.3 Planted goods or turf lost due to Acts of God, e.g., storms/high winds, flood, freeze or other unusual acts of nature; abuse; automobile damage; or vandalism by Association residents or individuals other than the Contractor, is excluded from this contract.

10.4 Planted goods or turf lost due to unseasonable weather conditions, e.g., drought conditions or heavy rains, is excluded from this contract.

10.5 Poor shade or drainage causing planted goods or turf to thin, decline or die is excluded from this contract.

10.6 The planting and maintenance of all annuals is excluded from this contract.

10.7 Exposed cables/wires or sprinkler components/lines normally found below the lawns surface is excluded from this contract.

10.8 Damage caused by or to any item hidden in the landscape and not clearly guarded or marked is excluded from this contract.

10.9 Removal of tree stumps is excluded from this contract.

11. OTHER SERVICES

The following services are outside the scope of this Contract and shall be at the request and expense of the homeowner:

- \$ Mulching
- \$ Plant or turf replacement (not attributed to Contractor negligence)
- \$ Planting of annuals and specialty plants
- \$ Landscape additions/renovations/transplanting