

Royal Valley Homeowners Association

Enclosed is a Bid Packet outlining the scope of work and landscaping requirements for Royal Valley Homeowners Association.

Please submit your bid via email with a PDF attachment to tracymarx.royalvalleyhoa@gmail.com on or before 03/31/2022 to be considered as the Landscaping Contractor for Royal Valley Homeowners Association.

Please Include Proof of Bond and Insurance

Company Name _____

Bonded and Insured _____

Years of Experience _____

Previous or Current HOA's you have serviced _____

Contract Period: **April 1, 2022 - December 31, 2022**

SERVICES TO BE PROVIDED

COST

\$ _____

Weekly Lawn Maintenance

- Prior to the mowing season, all paper and other debris which accumulated over winter is picked up at the three entrances and the five inner common areas. This includes all rubbish in the streets. All trash is properly disposed off site.
- All three entrances including the five inner common areas are cut every 6-10 days as needed and as the weather permits.
- Trimming/whip work will be performed around all obstacles, along fences, sidewalks, curbs, and around all trees in the tree lawn and trees on the Ridgeline Road entrance hillside.
- All the islands at the three entrances are also whipped around.
- The sidewalks are edged as needed. Power edgers and trimmers will be used. This will maintain a crisp and tailored appearance.
- Upon completion of mowing each section of grass in the development, all sidewalks, streets, cement structures, electrical boxes are blown clean. Backpack blowers and handheld blowers are used.
- All debris in the streets and common areas is picked up prior to each mowing. All refuse is properly disposed off site.
- All fallen pinecones at the entrances are picked up from the grassy area prior to mowing- especially at the State and Royal Valley entrance.

COST

\$ _____

Monthly Retention Pond Maintenance and Underpass (Four)

Maintenance along Royal Valley on Both Sides

- Discharge overflows at the three retention ponds are inspected 3X/month during the springtime/rainy season when the level in the retention ponds tend to rise. This is done to prevent the ponds from overflowing the spillways during heavy rain events.
- When blockages occur at the retention pond discharge outlets, the debris is removed from the outlet structures and disposed. Special attention is given to the retention pond outlet structures during the Spring and Fall when blockages tend to occur more frequently.
- Sticks are routinely picked up around the perimeter of the three retention ponds. This is done to prevent this material from reaching the outlets structures during rain events and plugging the outlets.
- All grassy areas at the three retention pond areas will be cut monthly to maintain neat appearance. All cement structures are blown off after each mowing.
- Brush, weeds, log jams etc is removed at the four underpasses which accumulate during storm events. This is done to prevent back-ups and flooding around the underpass areas.
- The underpasses will be maintained monthly. This consists of whipping down the vegetation around the cement underpass structures. An area 10 ft on each side of the cement structures and 15 ft upstream and/or downstream is maintained.

COST

\$ _____

Fertilization

- Granular Fertilizer/Weed Control is applied to all three entrances including the five inner common areas. Historically this has been requested to be done twice per mowing season.
- Two applications are applied to all three entrances and the five inner common areas during the mowing season.
- The applications are applied in April and September.

COST

\$ _____

Liquid Weed Treatment

- A liquid weed treatment is applied to all three entrances including the five inner common areas. This is applied to the grassy areas to kill vast, persistent broadleaf weed problems.
- Two applications are applied to all grassy areas.
- The applications are applied in late May and September.

COST

\$ _____

Retention Pond Maintenance - 3X Per Season

- All grass and vegetation is whipped down around the three retention ponds. Power whips are used to whip the vegetation down around the perimeter to these retention ponds.
- All vegetation from the retention pond waterline will be maintained a minimum of 15 ft upward around all three retention basins.
- All inlets to the retention ponds are maintained 10 ft each side and 15 ft upstream. A total of 5 inlet structures exist at the three retention ponds.
- Multiple tributaries flow into the Brookside Circle retention pond. The tributaries are also maintained 15 feet upstream of where they enter the retention pond.
- All Outlet cement structures will be maintained 3 ft on each side of the structure and 15 feet downstream of the structure.
- Maintenance at the retention ponds will be performed in May, July and September.

COST

\$ _____

Mulch and Topsoil Prices

45 Yards

- Mulch will be applied to all three entrances and the five inner common areas. This will include all of the beds, all trees in the common areas along the road, and the trees on the hillsides of Ridgeline Road which have been mulched in the past. This has never included the area on the north side of the Royal Valley entrance. Mulch has periodically been applied to this area per Landscaper Committee request.
- Mulch will be applied at a depth of 3-4 inches.

COST

\$ _____

Bed & Tree Preparation

- All beds at the three entrances, including trees in the tree lawn, and trees on the hillsides of Ridgeline road which have been mulched in the past will be hand edged
- Edging consists of creating a clean cut around the perimeter of each bed or tree. The edge will be 3-4 inches deep
- All edging materials will be properly disposed of off site

COST

\$ _____

Trim bushes/shrubs at all 3 entrances

- All bushes will be trimmed at all three entrances.
- Trimming will be done twice per year (in Spring and Fall)
- All the bushes are trimmed back to the previous years growth to maintain the size of the bushes.
- All bush trimming materials will be raked up and properly disposed of off site.

COST

\$ _____

Spring/mid-summer clean-up at all 3 entrances

- All fallen branches/sticks, pinecones/needles, and miscellaneous debris will be removed from the beds at the three entrances at a minimum of twice during the season. Typically, the material is removed on a weekly basis as the grass is being cut. During the major clean-ups, all the material is raked out of the beds and tarped. The material is then hauled away for disposal.
- All larger branches which fall along with miscellaneous debris is removed regularly during mowing.
- Weeds in the beds as well as all the trees in the common areas along the road will be sprayed with Round-up to prevent weeds from growing

References

Please provide 3 references we may contact:

Authorized Signature

Position

Date
