# **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 <a href="mailto:tracymarx.royalvalleyhoa@gmail.com">tracymarx.royalvalleyhoa@gmail.com</a> 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	<del></del>	 
<b>Bonded and Insured</b>		 
Years of Experience		 
Previous or Current	HOA's you have serviced _	 

**Contract Period:** 

April 1, 2022 - December 31, 2022

### **SERVICES TO BE PROVIDED**

\$

#### **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.

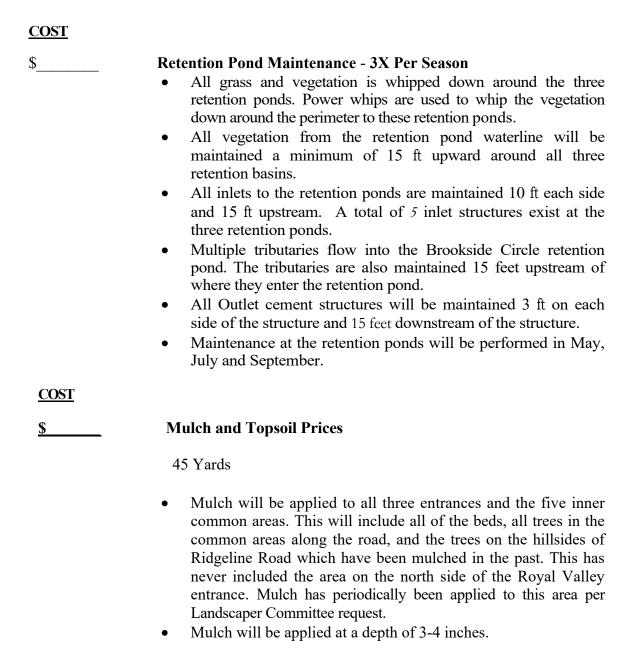
## Maintenance along Royal Valley on Both Sides Discharge overflows at the three retention ponds are inspected 3X/month during the springtime/rainy season when the level in the retention ponds tend to rise. This is done to prevent the ponds from overflowing the spillways during heavy rain events. When 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

Monthly Retention Pond Maintenance and Underpass (Four)

**COST** 

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**

## \_\_ 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

<u>COST</u>	
·	<ul> <li>Trim bushes/shrubs at all 3 entrances</li> <li>All bushes will be trimmed at all three entrances.</li> <li>Trimming will be done twice per year (in Spring and Fall)</li> <li>All the bushes are trimmed back to the previous years growth to maintain the size of the bushes.</li> <li>All bush trimming materials will be raked up and properly disposed of off site.</li> </ul>
COST	
	<ul> <li>Spring/mid-summer clean-up at all 3 entrances</li> <li>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.</li> <li>All larger branches which fall along with miscellaneous debris is removed regularly during mowing.</li> <li>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</li> </ul>
References	Please provide 3 references we may contact:
Authorized Signatu	re
Position	
Date	