



**ENVIRONMENTAL
ENHANCEMENTS**
COMPLETE LANDSCAPE SERVICES

**LANDSCAPE MANAGEMENT SPECIFICATIONS
2017 - 2020 Contract**

I. TURF GRASS MANAGEMENT

- **Mowing and Trimming:** Environmental Enhancements (EEI) will maintain all specified lawn areas to be mowed as required preserving an attractive appearance. Turf grass will generally be maintained at a height of three (3) to four (4) inches (3 inches at most times; 4 inches during hot or dry periods or when conditions prove stressful to the grass). Turf will be mowed at seven (7) to ten (10) day intervals during the growing season; more frequently (7-day intervals) during periods of aggressive growth and less frequently (10-day intervals) during periods of slower growth or dormancy.

During particularly wet periods and/or particularly hot and dry periods, EEI may determine it best to delay service, so as not to damage the grass. In the case of such delay, EEI will notify the CLIENT in a timely manner. In such instances as the mowing frequency is relaxed, EEI will conduct at least one (1) service visit per ten (10) day period, in order to manage weeds, edge turf grass along hard surfaces and collect litter and debris.

EEI will, at its discretion, vary the finished height of cut turf grass during the growing season, in accordance with temperatures and conditions. Mower blades will be sharpened prior to each service, to ensure a quality cut. Care will be taken to avoid rutting and scalping the turf.

Mowing will be performed in such a manner as to avoid damage to turf grass, trees, shrubs, real property and personal property. Care will be taken to avoid rutting and other damage to slopes and swales. EEI will exercise sound judgment in matching the proper equipment with weather and site conditions.

The trimming of turf grass (typically, by use of a gas-powered line trimmer) around ornamental mulch beds, trees, fences, buildings, play areas, planters, telephone and sign poles, guy wires, fire hydrants, utility-boxes-and-meters and other equipment, features and obstacles will be performed in conjunction with each mowing service.

When operating mowing and trimming equipment, EEI will take special care to avoid damage to houses and/or buildings, utility equipment (including air conditioning units), utility meters, fragile decorative features, signs, lights, and poles, et cetera.

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EEI will omit from service areas and/or features that are obstructed or are cluttered with personal items or pet waste. EEI will also omit from service vegetation that is so close to such features as wires, cables and/or utility equipment (e.g., heat pump units) that the pursuance of service represents an inordinate hazard or risk.

- **Edging:** All sidewalks, curbs and any other paved areas will be edged. Using mechanical equipment specifically designed for the task, EEI will, in conjunction with alternate mowing and trimming services, edge the turf grass adjacent to all accessible sidewalks, curbs and similar hard surfaces and remove the resulting dirt and debris immediately afterward. Edging will be performed so as to produce a clean, sharp line of turf grass with a cut not deeper than approximately one-and-one-half (1.5) inches and not further than approximately one-half (0.5) inch from adjacent hard surfaces. EEI will always edge both sides of sidewalks that are situated immediately adjacent to private lots. A line trimmer is not an acceptable edging device.
- **Debris Pick-up:** Litter and debris will be removed from all lawn area, paved areas and landscaped beds prior to mowing operations. Hazardous debris, especially debris with the potential to cause damage or injury, will be removed from turf grass prior to each mowing service.
 1. Grass Clippings: During or following each mowing and trimming service, grass clippings will be blown or otherwise removed from sidewalks, curb lines, patios, streets, gutters and other hard surface and/or non-turf areas. In order to prevent the accumulation of excess clippings on newly mowed turf grass, as often occurs following the mowing of tall grass, EEI will, when necessary, rake and remove or evenly disperse/distribute clippings.
 2. Collection and Disposal of Litter and Debris: EEI will, during each service visit, locate and remove trash and unwanted debris from the general CLIENT site, especially from turf grass areas. Such trash and debris will include: minor accumulations of paper, cardboard and plastic (such as wrappers, bags and advertising fliers); cans and bottles; minor sticks and limbs. Items not included are: large sticks and limbs that require the use of a chainsaw or other equipment for handling or disposal; very small organic debris, such as sticks, seeds, pods; expired blooms; bark; cigarette butts; piles of trash and/or debris, including construction debris of any kind, that have been left by CLIENT residents or by others.
 3. Bio-Hazards: EEI is not responsible for collecting or removing from the CLIENT site any items or materials that might be considered or construed as biological hazards or that are otherwise apparently dangerous. Such materials include, but are not limited to: needles (hypodermic needles, in particular); condoms; feminine hygiene products; clothing or materials used in the process of cleaning up bodily fluids. EEI will promptly notify the CLIENT of such biological hazards, so that qualified persons can remove them.

- **Hard-Surface Weeds*:** Weeds and grasses growing in the gaps and cracks of hard surfaces (e.g., sidewalks, streets, curb-line gutters, parking lots) will be treated as necessary during the growing season, by the use of a non-selective herbicide. Conspicuous weeds will be pulled and removed from site during each service visit.

* This service includes weeds found in/on gravel surfaces throughout the CLIENT site. EEI will treat weeds in/on gravel surfaces with an herbicide two (2) times during the growing season and will remove conspicuous weeds whenever they are present.

Note: The control and/or elimination of weeds in the landscape is an on-going process; not an event. It is likely that some weeds will always be present in the landscape during the growing season. EEI will minimize the presence of weeds as best as is reasonably possible. Keeping in mind that most chemical control products are not effective immediately upon application; a week's time or more might be necessary before one sees evidence that their use is proven effective.

- **Pre-emergent Weed Control:** EEI will apply to accessible turf grass a pre-emergent herbicide, to control crabgrass and other seasonal turf weed grasses before they emerge from the ground. This service will be performed one (1) time, in late winter or early spring.
- **Post-emergent Weed Control:** EEI will apply to accessible turf grass an herbicide to control post-emergent, broadleaf weeds. This service will be performed two (2) times: once in the spring and once in the fall.

Note: It is understood that the control of some weed varieties (e.g., nut sedge and wild violets) requires an intensive treatment program that is not necessarily included in the scope of services described herein. Measures that are necessary to control these weeds may be implemented upon request and at an additional cost.

- **Insect, Fungus and Disease Control:** EEI will inspect all accessible turf grass during each visit to the site and will perform chemical application treatments necessary to eliminate or control limited and local occurrences of insect infestation (including typical varieties of surface feeding insects and not necessarily including such pests as Gypsy Moths and Japanese Beetles and associated grubs), fungus and/or disease. General and/or widespread treatments are not included.

Note: While EEI will regularly inspect turf grass for the presence of surface feeding insects, fungus and/or disease, no treatment is included. When EEI identifies the need for treatment, it will notify the CLIENT, in writing, of the nature and extent of necessary treatment, as well as the treatment price

- **Fertilization:** EEI will recommend a fertilization program and schedule in accordance with its best professional judgment and the consideration of such factors as geographic location, soil type, moisture availability, grass type, length of growing season and the results of a soil analysis that is conducted by a reputable laboratory. All specified lawn areas will be fertilized with a well-balanced granular form of fertilizer. It will be at least 50% organic based, supplying between 3-4 pounds of nitrogen per 1000 sq. ft. EEI will, during the course of service, take care to blow all fertilizer and fertilizer residue from sidewalks and other hard surfaces, following each application.
- **Lime Application:** EEI will, upon request and at an additional cost, uniformly distribute pelletized limestone over all accessible turf grass areas. The rate of lime application will be based on the result of a soil analysis that is performed by a competent soil test facility and will not exceed twenty-five (25) pounds per one-thousand (1,000) square feet. **Optional. This service is not included, but may be performed upon request and at an additional cost.**
- **Aeration:** EEI will aerate established and accessible turf one (1) time, in late summer or early fall, using current, industry standard aeration equipment and methods. Aeration cores will not be collected, but will be allowed to remain on soil and turf surfaces and to degrade. Aeration must be completed prior to the application of seed. **Optional. This service is not included, but may be performed upon request and at an additional cost.**
- **Power-Seeding:** EEI will, upon request and at an additional cost, apply an appropriate, premium quality grass seed, by use of current, industry standard 'verti-seeding' or 'power-seeding' equipment (which effectively injects seed into slits in the earth that are made by rotating tines or discs) and according to industry standard methods, to all accessible turf. This service will be performed one (1) time, in late summer or early fall, at a rate determined by EEI. When performing this service, it is understood that EEI will scarify target areas of turf that are inaccessible to seeding equipment and will broadcast seed over these inaccessible areas. Thatch and debris resulting from scarification will be collected and removed from site. This service will be performed after the completion of a scheduled aeration service. **Optional. This service is not included, but may be performed upon request and at an additional cost.**
- **Over-Seeding:** EEI will, upon request and at an additional cost, broadcast an appropriate, premium quality seed over all accessible turf, at a rate determined by EEI. Prior to broadcasting seed, EEI will aerate target areas. This service will be performed one (1) time, in late summer or early fall, after the completion of a scheduled aeration service. **Optional. This service is not included, but may be performed upon request and at an additional cost.**

Note: The seed application process will include the use of any necessary methods and/or materials of protection or encouragement (e.g., soil amendments such as loam and peat; coverings such as erosion control fabrics and straw), to ensure the germination and survivability of applied seed. EEI will remove all non-degradable protective materials, once germination is complete.

- **Soil Analysis:** EEI will perform soil analysis every other year (every two (2) years) on the CLIENT property which will be completed by the beginning of June. EEI will conduct an analysis of surface soils found in the CLIENT landscape. **At an additional cost**, EEI will, at the direction of the CLIENT perform the soil analysis at a greater frequency.

EEI will extract soil samples, according to current industry methods and standards, from several representative areas of the CLIENT site and will indicate the areas from which soil is sampled by marking a site map or by written, narrative description.

EEI will deliver soil samples to a reputable soil analysis laboratory that is recognized in the industry as one capable of providing dependable and timely reports, so that the laboratory may analyze the samples and produce a useful written report of soil conditions and of suggested measures of improvement.

EEI will deliver to the CLIENT, in a timely manner: a copy of the report from the soil analysis laboratory, as well as the map and/or written, narrative description of the locations from which EEI extracted soil samples, and recommendations for improvements to turf grass and surface soils, based on the results of the soil analysis.

EEI agrees to apply to turf, **at an additional cost** and at the direction of the CLIENT, such remedial and/or supplemental products as lime, fertilizers and pH-modifying agents.

Note: Because soil sampling method is, arguably, a subjective matter, the performance of which might be contingent upon topography and/or other conditions, the number of soil samples extracted from the CLIENT site, as well as the determination of which areas from which to extract samples, are matters that will be left to discretion of EEI. The provision of a soil sampling program that is more specifically tailored and/or extensive than the one described herein may constitute an additional charge.

- **Annual Assessment and Report of Turf Grass Condition:** EEI will submit to the CLIENT, one (1) time per year and prior to August, a written report of the general condition of the turf grass found at/on the CLIENT site, along with recommendations for improvement of the turf and an indication of related costs. Improvements might include the introduction of organic soil supplements, fertilizers and/or other nutrients (as suggested by the results of a soil analysis) and grass seed or sod.

II. ORNAMENTAL TREES, SHRUBS AND GROWDCOVERS MANAGEMENT

- **Spring Clean-Up:** EEI will perform Spring Clean-Up prior to beginning seasonal mowing operations. EEI will:
 1. Remove landscape debris that has accumulated over the preceding winter months, including litter, minor sticks and minor accumulations of leaves.
 2. Prune ornamental trees and shrubs, to remove dead and damaged wood and foliage, to a height accessible from the ground with the aid of a pole pruner.
 3. Trim perennials and ornamental grasses, to remove expired growth and to encourage unencumbered spring growth.
 4. Remove unnecessary tree stakes and guy wires.

Note: EEI will remove from the service site(s) sticks that are no smaller than the size of drumsticks and no larger than two (2) caliper inches in diameter. Smaller sticks and debris, such as acorns and other kinds of tree seeds and seed carriers, are not included.

- **Mulch Application:** In late winter or early spring, EEI will re-define the edges or boundaries of all previously mulched ornamental tree, shrub, flower beds and tree rings. Using mechanical equipment specifically designed for the task, EEI will, in conjunction with alternate mowing and trimming services, edge the tree rings and bed edges. A Weed Eater will not be used for this process.

EEI will remove weeds from all beds and tree rings, turn existing mulch and apply an industry standard quantity of premium landscape mulch, so that all beds and tree rings are neat and attractive and contain no more than three (3) inches of mulch. (Pine trees, the fallen needles of which tend to serve as sufficient natural mulch, are not necessarily included with this service.)

EEI will ensure that mulch is not allowed to remain in contact with tree trunks and shrub stems, as this can induce rot. The removal of excessive amounts of existing mulch and/or soil from ornamental beds and tree rings may constitute an additional charge.

EEI may, at its discretion, deposit decomposed mulch, by way of a "top-dressing", over areas of thin or bare turf. This allows waste that is otherwise hauled from site to be put to use in a manner that is beneficial to the soil.

- **Mulch Application:** In late winter or early spring, EEI will re-define the edges or boundaries of all previously mulched ornamental tree, shrub, flower beds and tree rings. Using mechanical equipment specifically designed for the task, EEI will, in conjunction with alternate mowing and trimming services, edge the tree rings and bed edges. A Weed Eater will not be used for this process.

EEI will remove weeds from all beds and tree rings, turn existing mulch and apply an industry standard quantity of premium landscape mulch, so that all beds and tree rings are neat and attractive and contain no more than three (3) inches of mulch. (Pine trees, the fallen needles of which tend to serve as sufficient natural mulch, are not necessarily included with this service.)

EEI will ensure that mulch is not allowed to remain in contact with tree trunks and shrub stems, as this can induce rot. The removal of excessive amounts of existing mulch and/or soil from ornamental beds and tree rings may constitute an additional charge.

EEI may, at its discretion, deposit decomposed mulch, by way of a "top-dressing", over areas of thin or bare turf. This allows waste that is otherwise hauled from site to be put to use in a manner that is beneficial to the soil.

- **Fertilization of Ornamental Trees, Shrubs and Groundcovers:** In conjunction with the application of mulch, in late winter or early spring, the EEI will apply to all ornamental trees (of six (6) caliper-inches or less), shrubs and groundcovers an appropriately balanced fertilizer, at a rate recommended by the manufacturer. Fertilizers will be appropriately balanced, according to plant type and conditions. Rates and quantities will conform to accepted landscape industry practices.
- **Insecticide Application of Ornamental Trees, Shrubs and Groundcovers:** In conjunction with the application of mulch, in late winter or early spring, the EEI will apply to all ornamental trees (of six (6) caliper-inches or less), shrubs and groundcovers an appropriate insecticide at a rate recommended by the manufacturer. Rates and quantities will conform to accepted landscape industry practices.
- **Pre-emergent Weed Control:** In conjunction with the application of mulch, in late winter or early spring, EEI will apply a pre-emergent herbicide to selected ornamental tree and shrub beds and tree rings.

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- **Tree Pruning:** Ornamental* trees will be pruned one (1) time, during their dormant period, and then as is necessary during the growing season to ensure that signs, lights, parking areas, drive lanes and walking paths are free of obstruction and/or interference. Generally speaking, limbs of greater than two (2) caliper inches are not included. Service will be limited to that which can be accomplished from the ground with the aid of pole saws and other hand pruning equipment or light power equipment, to a height of twelve (12) feet.

Under no circumstance will the stripping of lower branches ("elevation") of evergreen trees be permitted without the express consent of the CLIENT. Younger deciduous trees will be allowed to retain as much new and partial growth along the lower trunk as possible, so as to promote full crown development. All pruning cuts will be made to lateral branches or buds or flush with the trunk. Stubbing will not be permitted.

All debris resulting from tree pruning operations will be removed from site.

** For the purposes of this Agreement, the term "ornamental" is used, in regard to both trees and shrubs, to distinguish plants installed on Client grounds for decorative purposes from those that grow naturally in the landscape. EEI is not required to perform any of the services described herein on plants that grow naturally in the landscape.*

- **Pruning of Ornamental Shrubs and Groundcovers:** *(These services do not include the removal of dead wood and foliage that is performed in conjunction with the spring clean-up service).* EEI will prune all ornamental shrubs and groundcovers as follows, during the growing season:
 1. Shrubs and Hedges of Formal Appearance: EEI will prune three (3) times during the growing season (approximately May – October) or as is otherwise necessary to maintain a neat appearance. Formal shrubs should not be allowed to acquire an unkempt or overgrown appearance at any time.
 2. Shrubs and Hedges of Informal Appearance: EEI will prune three (3) times during the growing season (approximately May – October).
 3. Flowering Shrubs: EEI will prune after bloom cycles are complete, a total of three (3) times during the growing season (approximately May – October, depending upon bloom cycles).

General Guidelines:

- A. Service will be limited to a height of eight (8) feet.
- B. EEI will observe standard industry practice.
- C. Shrub pruning will not include regenerative or restorative pruning, by which plants significantly reduced in size or changed in shape or by which older, heavier stems and branches are removed.
- D. EEI will correct existing pruning deficiencies by:
 1. Clearing obtrusive vegetation from driveways, drive lanes and walkways.
 2. Pruning overgrown shrubs and groundcovers to an appropriate size and shape.
 3. Allowing shrubs and groundcovers that have been pruned too hard or that have otherwise not achieved desired size to grow.
 4. Correcting slanted cuts, so that new, finished cuts are vertical.
 5. Striving to achieve a uniformity of plant size and shape where appropriate, by way of a prudent and diligent program of corrective pruning.

All debris resulting from pruning operations will be removed from site.

- **Weed Control for Ornamental Beds and Tree Rings:** EEI will remove weeds from ornamental tree, shrub, flower beds and tree rings regularly during the growing season, by way of manual methods and/or the application of pre- and post-emergent chemicals.

Chemicals will be used according to the manufacturers' instructions, as well as in accordance with Federal and State laws and under the supervision of a Certified Pesticide Applicator. Conspicuous weeds will be removed from site during each service visit.

Note: The control and/or elimination of weeds in the landscape is an on-going process; not an event. It is likely that some weeds will always be present in the landscape during the growing season. EEI will minimize the presence of weeds as best as is reasonably possible. Keeping in mind that most chemical control products are not effective immediately upon application; a week's time or more might be necessary before one sees evidence that their use is proven effective.

4. Groundcovers: Will be edged and trimmed as often as needed, to keep them within their prescribed bounds and of a manageable size and shape.

All debris resulting from pruning operations will be removed from site.

Note: The term "prune", as it appears herein, is used loosely and, in regard to shrubs and groundcovers, is intended to include the shearing of plants with power equipment.

Note: EEI will take care to recognize when shrubs and groundcovers do not need to be pruned or trimmed. During a given pruning service, some shrubs may be pruned or trimmed only very lightly and some may be left alone entirely until the next scheduled service. The intent is to avoid the excessive and unnecessary pruning that results in damage or the ruination of proper habit.

- **Insect, Fungus and Disease Control:** EEI is responsible for the regular monitoring of ornamental plants and for the detection and elimination or control of plant damaging insects, fungus and disease.

EEI will treat infestations of insects, as well as occurrences of fungus and disease, as necessary during the growing season, to promote a healthy environment for ornamental plants. Treatment will be performed to a height of twenty-five (25) feet.

EEI will apply horticultural oil* to all appropriate ornamental trees, shrubs and groundcovers, especially those known to have or to be prone to infestations of scale or mites (e.g., needled evergreens, Juniper, Euonymus, Holly, Cherry, Oak, Maple). Treatment will be performed in late winter or early spring (i.e., the dormant season). Some plants, such as Blue Spruce and some varieties of Juniper tend to discolor with the application of horticultural oil and are, therefore, not to be treated.

** The oil acts to smother the eggs of insects, thus minimizing the emergence of new populations in the spring.*

It is understood that some insect species (e.g., scale, pine bark beetles, mites, borers, Japanese Beetles, and periodic cicadas, et cetera) are difficult to eliminate and/or control and require intensive treatment programs, sometimes at considerable expense. **The treatment of such insects is not included in the price of this Agreement.** EEI will inform the CLIENT of the presence of

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potentially harmful insect species as soon as possible and will suggest a method of treatment, as well as the price of treatment.

III. LEAF MANAGEMENT

- **Falling Leaves:** Early-falling leaves may be shredded, by way of the use of mowing equipment, and allowed to remain on the ground. EEI will, however, perform two (2) or three (3) distinct 'full operation' leaf collection and removal services during the months November – December depending upon the CLIENTS Contract. EEI will collect fallen leaves from all designated turf areas, ornamental mulch beds, streets, sidewalks, parking areas and curb-line gutters and will remove them from the CLIENTS site.

Note: The collection of leaves from the margins of wooded areas is not included.

The deposit of leaves in tree-save or tree-preserve areas might be subject to local laws regarding the use of or intrusion upon these areas. EEI is responsible for determining the legality of depositing leaves in these areas.

IV. MISCELLANEOUS SERVICES

- **Annual Flower Rotations:** EEI will, upon request and at an additional cost, install, in designated flowerbeds, two (2) rotations of annual flowers, one in the spring and one in the fall, of a quantity and kind approved by the CLIENT. Installation services will include:
 1. A redefinition of bed edges/ borders, to a depth of three (3) inches.
 2. The removal of existing plants.
 3. The removal of weeds and debris.
 4. The loosening of soil, to a depth of four (4) to six (6) inches.
 5. Grading of bed soil, as/ if required to improve the presentation of plants and to encourage efficient drainage of surface water.
 6. The application of fertilizer.
 7. The installation of leaf mulch, to a depth of approximately one (1) inch.

Note: Flowers are limited to common, moderately priced varieties and do not necessarily include more expensive varieties, such as Geraniums and New Guinea Impatiens.

Optional. This service is not included, but may be performed upon request and at an additional cost.

- **Street Sweeping Service:** EEI will, in April or May (depending upon conditions) and by request and at an additional cost, perform a post-winter street sweeping service, the purpose of which is to collect and remove accumulations of sand, landscape debris and litter from CLIENT streets and parking lots, including roadside gutters. While it is understood that sand residue tends to 'stain'* streets and parking lots, EEI will endeavor to remove all gritty and particulate debris.

** The 'stain' left on driving surfaces consists of the finest part of sand and/or soil that is ground-in or pressed-in to the asphalt and that is often not easily removable by conventional methods (e.g., high velocity air), but which will usually dissipate after a rain.*

Optional. This service is not included, but may be performed upon request and at an additional cost.

- **Winter Grounds Clean-Up:** EEI will, upon request and at an additional cost, perform a clean-up of litter and related debris throughout the CLIENTS grounds one (1) time during each of the months December, January, February and March. Clean-up will include landscape debris, trash and litter from all accessible grounds.

Optional. This service is not included, but may be performed upon request and at an additional cost.

- **Watering Services:** EEI will, upon request and at an additional cost, provide water to designated ornamental trees, shrubs and groundcovers and/or to designated turf areas.

Optional. This service is not included, but may be performed upon request and at an additional cost.

- **Irrigation System Maintenance:** EEI will, upon request and at an additional cost, perform the following services, in regard to maintenance of the site irrigation system for all zones on the CLIENTS property:

1. **Pre-Season/Spring Start-Up:** This Service is designed to prepare the irrigation system(s) for the coming season of operation. The following activities constitute this service: Turn water supply on; check the system

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for leaks; test controls and timers and adjust to a spring schedule; test and verify rain sensor operation; check all zones for proper operation; ensure proper coverage (i.e., sufficient delivery of water to all target areas); check back-up battery and replace, if necessary; check electrical system(s) and connections; check all sprinkler heads, for proper alignment, rotation, et cetera; check all nozzles for proper spray and throw; make all such minor and necessary adjustments as leveling and straightening. Any minor repairs necessary may be made at the time of spring start up. If there are more extensive repairs, this work may need to be rescheduled so that our technicians can keep to their start up schedule.

2. Seasonal Inspection No. 1: Similar to the pre-season start-up service. Test and Adjust controls and timers to a summer schedule, in accordance to season and conditions; rain sensor will be tested and verified; all field zones, mainline, heads and valve boxes will be inspected to ensure proper adjustment, operation and/or coverage.
3. Seasonal Inspection No. 2: Identical to Seasonal Inspection No. 1.
4. Seasonal Inspection No. 3: Identical to Seasonal Inspection No. 1.
5. Winterization: This service is designed to prepare the irrigation system(s) for the coming winter months. Turn off and tag all water supply valves; drain backflow prevention device; use compressed air to purge pipes /lines/valves/heads of water / moisture (this process is conducted two (2) or three (3) times to allow maximum drainage of system); turn off all controls and timers.

Winterization Notes:

- All outdoor backflows will require winterization prior to Thanksgiving to prevent the possibility of freeze damage to the backflow prevention device and/or the system.
- Brief freezing temperatures can occur prior to the system being winterized. The CLIENT will be responsible to turn the irrigation controller and water supply off if this cold weather approaches prior to the system winterization. EEI cannot be held liable for irrigation water freezing on sidewalks or driveways.
- EEI will contact the CLIENT to schedule the winterization between the months of October and December. EEI will make every effort to accommodate the CLIENT's schedule, but should the first date be deemed unacceptable, EEI cannot be held liable for any damage that occurs after that date.
- If, for any reason, the water is turned back on to the irrigation system after Winterization has been completed (a tag will be left on

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the shut-off valve to alert the CLIENT that the Winterization is done) there will be the same charge for the second winterization.

Winterization Guarantee: Due to the important steps required in a Spring Start-Up to avoid any potential problems, which may be interpreted as an incorrectly done Winterization, we will guarantee freeze damage **ONLY** if the following Spring Start-Up is done by EEI.

6. **Backflow Prevention Inspection:** It is required by law that the owner provide an annual inspection of the backflow prevention device, done by a certified master plumber, to determine that the backflow prevention device is in proper working condition. EEI will sub-contract a certified master plumber to complete this inspection. If the backflow prevention device does not pass inspection, repairs will be made and the backflow will be retested. There will be additional charges for the repairs and retesting. If the backflow requires rebuilding or replacing, then a proposal for this work will be provided and the water to the irrigation system will be turned off until these repairs are made so that there is no risk of water source contamination. If the CLIENT's backflow is located outside and the water is turned on to it (after spring start up), then the CLIENT will not need to be present for the inspection to take place (most residential backflow are outside). If the backflow is located inside (typically commercial properties), the plumber will need to have access to it.

General:

1. Service scheduling will originate from EEI's office, and will be based on two (2) main items. The first will be our receipt of the returned service agreement, and the second will be the area in which the system is located. Due to the varying climates within our geographic area of work, we tend to start up the systems in the warmer microclimates earlier and shut them down later than the ones in the cooler areas.
2. Upon contacting the CLIENT to schedule a service call, our practice is to arrange a mutually convenient two (2) hour window of time during which EEI's technician will arrive. We will do our best to make sure that contact is made, if we are running behind. We ask that the CLIENT extend EEI the same courtesy so that we can be sure that the visit need not be rescheduled.

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Note: EEI will proceed, without prior authorization, to repair leaks and/or or to conduct other repairs or services that are crucial to the continued operation of the irrigation system(s) and/or that are necessary to prevent damage to property, so long as the value of such service is estimated at \$XXX.XX or less. Service of greater estimated value will be authorized by the CLIENT, in writing and in advance. EEI will bill for extra-contract services after their completion and will support its billing with a detailed description of the nature of and reason for service, as well as with such evidence as copies of receipts of purchase and/or timesheets.

Optional. This service is not included, but may be performed upon request and at an additional cost.

V. GUIDELINES for the APPLICATION of CHEMICAL PRODUCTS

EEI will apply all pesticides, herbicides and other landscape chemicals under the supervision of a Certified Pesticide Applicator, as Federal, State and/or local laws require such supervision, and will perform such applications in accordance with manufacturers' specifications and with industry standards, as well as with Federal, State and local laws, including mandates regarding advance notification of chemical application services, which mandates EEI will satisfy by performing associated services on behalf of the CLIENT.

As required by the Virginia Condominium Act, EEI will provide advance notification of at least 48 hours prior to all pesticide applications, including spot applications, in or upon the common elements. Such notice shall consist of conspicuous signs(s) placed in or upon the common elements where the pesticide will be applied. Notification signs shall include date(s) of application, areas where the application is to take place, as well as the name and major chemical components of sprays.

EEI will, upon request, deliver to the CLIENT copies of Product Label and MSDS (Material Safety Data Sheet[s]).

In the case of a demand or request to stop the use of particular chemical products, equipment or materials, EEI agrees to work with the CLIENT and its members and residents to reach a reasonable compromise, which may include, without limitation, not only the omission of objectionable services, but also the substitution of products, equipment or materials and/or the posting of warning signs. Changes in price resulting from such compromise will be negotiated between the parties to this Agreement.

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