Contractor shall provide a quotation for the 2019 Season based upon the following requirements:

1. Landscaping contract will cover the following (5) Items (refer to “CCA Map – Landscaping”):
   1. Spring Clean-Up of sticks, leaves, and debris in “Green Zones” and “Paper Road”
   2. Spring Clean-Up of “Beds”
   3. Grass Cutting and Stick Removal throughout the entire season in “Green Zones” and “Paper Road”
   4. Maintenance of “Beds” throughout the entire season
   5. Fall/Early Winter Clean-Up of sticks, leaves, debris in “Green Zones” and “Paper Road”
2. Spring Clean-Up of sticks, leaves, and debris in “Green Zones” and “Paper Road” is a (1) time event
3. Spring Clean-Up of identified “Beds” is a (1) time event; activities shall include:
   1. clean out beds of sticks, winter debris, and weeds
   2. pruning of ornamental trees (under 10 ft), shrubs, and perennials to maintain shape and appearance prior to adding new mulch
   3. addition of new layer of triple shredded, hardwood mulch to each bed (2” - 3”)
4. Grass Cutting and Stick Removal throughout the entire season in “Green Zones” and “Paper Road” is a weekly event, approximately April thru November pending growing season, approximately (28) weeks; activities shall include:
   1. removing sticks and debris
   2. mowing grass areas
   3. trimming around obstacles such as trees, signs, and other areas not accessible to mower
   4. blowing debris from hard surfaces such as driveways, walkways, and stairs
   5. edging sidewalks bi-weekly
5. Maintenance of “Beds” throughout the entire season shall include:
   1. removal of weeds and debris
   2. edging to produce defined border between grass and mulch
   3. pruning of ornamental trees (under 10 ft), shrubs, and perennials to maintain shape and appearance (approximately (4) times per year)
6. Fall/Early Winter Clean-Up of sticks and leaves in “Green Zones” and “Paper Road” shall include:
   1. blowing leaf debris from beds and hard surfaces into lawn areas
   2. vacuuming leaves and debris and disposal off-site; approximately (3) times between early November and early December
   3. removing downed sticks and branches and disposal off-site; approximately (3) times between early November and early December
7. Contractor's quotation shall be broken out as follows:
   1. Spring Clean-Up of sticks/leaves in “Green Zones” and “Paper Road” – (1) Line Item Cost
   2. Spring Clean-Up of “Beds” – (1) Line Item Cost
   3. Grass Cutting and Stick Removal throughout season – provide “Cost per Cut” and overall Line Item Cost (based upon assumed 28-weeks)
   4. Maintenance of “Beds” throughout season – (1) Line Item Cost
   5. Fall/Early Winter Clean-Up of sticks and leaves – provide “Cost per Visit” and overall Line Item Cost (based upon assumed 3-visits)
8. GENERAL:
   1. Each invoice shall clearly indicate which of the (5) Items described above are covered by the invoice, with separate line items identified for each activity
   2. Lawn cuts shall be invoiced on a monthly basis, with number of cuts defined
   3. Contractor may request to walk through the areas with a member of the CCA Board prior to submitting their proposal - RECOMMENDED