



## PROPOSAL

**CENTERGATE SECTION 3  
SARASOTA, FLORIDA**

**MANAGEMENT COMPANY:** Mitchell Management

**SUBMISSION DATE:** June 4<sup>th</sup>, 2021

**Bid price good for 30 days**

This ArtisTree proposal, in printed or electronic form, contains confidential information and is intended only for the requesting parties. It is not to be reviewed, retransmitted or disseminated to unintended recipients.

### SCOPE OF WORK:

This proposal is for the monthly grounds maintenance of Centergate Section 3 in Sarasota, Florida. The grounds to be maintained will consist of 21 multi-unit buildings (42 units total), as well as the clubhouse and pool area. Services will be rendered per the attached specifications and will include mowing, edging, pruning, fertilization, pest control, and irrigation maintenance. Upon acceptance of this proposal, a contract will be issued for the services specified.

### Proposed Contract Pricing

Mowing, Trimming, Edging	\$2,362.83 monthly
Irrigation	\$ 320.00 monthly
Chemical Treatments	\$ 333.00 monthly
Tall Tree Trimming (palms)	\$ 25.00 per palm over 15' in height

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## CENTERGATE SECTION 3 GENERAL GROUNDS MAINTENANCE SPECIFICATIONS

### I. MOWING/EDGING/BLOWING

- A. Mowing of all turf areas as outlined: **Weekly mowing services:** April 1 to September 30. **Bi-weekly mowing services:** October 1 to March 31. The height of the cut will be based on correct horticultural standards for turf variety and seasonality.
- B. Edging of all sidewalks, curbs, pathways and other paved surfaces to follow mowing schedule above. Edging is to be defined as outlining and/or removing turf from the above-mentioned borders by use of a mechanical edger. Bed edging/soft edging will be done every other mowing throughout the year.
- C. Trimming around obstacles within finished turf areas will be completed during each mowing visit by use of a string trimmer or other mechanical means.
- D. Sidewalks, curbs, and other paved surfaces adjacent to turf and/or other landscaped elements will be kept clean of unwanted landscape debris by the use of forced air machinery.
- E. Soft edging/bed edging will be performed 20 times a year (twice a month from April 1 through September 30, once a month October 1 through March 31).
- F. Blades are changed and sharpened daily to help ensure a quality cut.
- G. Pre-mow cleanup: trash and debris will be removed from mowing areas prior to mowing.

### II. PRUNING

- A. Detailing of planted areas will be performed on a sectional basis with the frequency of passes being 12 times per year. The detailing process will include trimming and pruning of shrubbery, ornamentals, and groundcover, removal of tree suckers as well as the removal of unwanted dead vegetation.
- B. Plants shall be neatly pruned and/or clipped to maintain the natural character of the plant and in a manner appropriate to the particular requirement of each plant.
- C. Mechanical pruning will be used only on hedges where a walled effect is desired. Selective hand pruning will be employed on all other varieties.
- D. Ground cover and vines: thin and prune according to standard horticultural practices.
- E. Evergreen flowering shrubs: Except for gardenia, azalea, and camellia, which will be pruned after flowering, all other shrubs will be pruned according to standard horticultural practices.



- F. All plant beds and tree basins will be maintained in a clean manner. Herbicide and Gly-Pro applications will be used to help control weed growth in plant beds, sidewalks and driveways as needed. Gly-Pro will not be used to chemically edge plant beds.
- G. Trim grass around irrigation donuts to maintain proper functionality.
- H. Palms 15-ft. and under that can be reached from the ground will be trimmed of dead fronds on the sectional rotation performed by the shrub crew. Tall trees and palms that cannot be reached from the ground can be trimmed for an additional charge. Palms exceeding 15-ft. in height can be trimmed for \$25.00 each. Debris generated from trimming will be removed the same day of trimming.
- I. Low tree canopies near sidewalks and driveways will be raised so as not to interfere with pedestrians or parked vehicles.

### III. MULCH/ANNUALS

ArtisTree offers a variety of mulch materials and programs. Mulch is horizontally spread as to not harm plant material. Only treated bag mulch is used; we do not use untreated bulk mulch.

There are many varieties of annuals that may be installed as well.

Mulch and/or annuals may be installed at an additional cost which will be determined and billed at time of installation.

### IV. HEALTHCARE PROGRAM

All turf, shrubs, ornamentals and groundcovers will be monitored for pest, disease and nutrient problems with positive findings being reported.

#### TURF MAINTENANCE

Fertilizer will be a minimum 50% granular slow release containing trace elements. A total of four pounds of nitrogen per 1000 feet per year will be applied, as recommended by the Florida Cooperative Extension Agency. The ratio of nitrogen to potash will be 1:1 or 2:1 for complete fertilizer formulations.

Properties will be routinely evaluated and soil-tested when and where warranted.

Insecticide shall be included where warranted to prevent or control seasonal turf grass pest infestations. Contractor shall periodically inspect the grounds to schedule additional local applications as may be required for acceptable control of pest infestation.

Weed control treatments shall be applied where warranted during the cooler months as required by herbicide labeling. Weed control is limited to the broadleaf variety. Carpet grass and crab grass are excluded from this contract, as currently there are no chemicals on the market to effectively treat this type of weed problem.

Disease control and/or fungus and limited nutritional supplements shall be included if a deficiency exists or soil conditions warrant.

Bermuda grass is an aggressive weed in Zoysia and St. Augustine lawns, and it's extremely difficult to control with herbicides. ArtisTree cannot be held responsible for lawns infested with Bermuda grasses, especially those near golf courses.

## FERTILIZATION: TREES, SHRUBS AND PALMS

The Contractor will fertilize trees, shrubs and palms as recommended by the Florida Cooperative Extension Service.

Young trees and shrubs: minimum 1-2 lbs. N per year in a 3:1:3 ratio of fertilizer, with applications split between spring and summer. Apply appropriate micronutrients if deficiencies occur to maintain proper plant health.

Palms and cycads: minimum of 2 lbs. N and K per year at a ratio of 3:1:3, with applications split between spring and late summer. Apply appropriate micronutrients if deficiencies occur to maintain proper plant health.

Notes: shrub and tree fertilizers will consist of 50% slow-release nutrients.

## INSECTICIDE SPRAYING

All trees, shrubs and ornamentals will be sprayed with premium product to control insects where and when needed.

The Contractor will apply recommended, legally approved, pesticides to control insects and fungus causing damage to shrubs. Pesticides will be applied only as necessary to maintain the health of plant material.

Integrated pest management: ArtisTree proactively monitors damage caused by pests and disease. Horticultural pest control recommendations will be made to minimize ornamental plant injuries.

## V. IRRIGATION MAINTENANCE – Standard Services

Irrigation maintenance is performed by experts who have completed extensive internal and external training from recognized irrigation manufacturers. Our services include:

- Inspection of entire system monthly
- Manually run each zone and check valves
- Check all heads and coverage
- Adjust heads where warranted
- Check shrub zones, adjust where warranted
- Check controller for automatic control
- Set controller for automatic control
- Inspect water source
- 24-hour response time for service calls
- 24-hour emergency service available at a billable price of \$78.00 per hour

Service requests and repairs done that are not covered under warranty at times **other than during the monthly inspection**, will be billable (parts and labor): Parts to be billed at our sales price and labor at the contract client, reduced price of \$50.00 per hour.

Estimated pricing for major repairs will be submitted by proposal prior to services being performed, unless it is an emergency. In case of an emergency, necessary procedures will be performed and a proposal will be submitted after the emergency services have been performed.

Any irrigation system damages caused by the Contractor while performing maintenance operations will be repaired at no charge.



## VI. ADDITIONAL ARTISTREE SERVICES

Clean-up and removal of storm damage debris, fallen trees, tree limbs or other excessive debris from trees can be accomplished under a separate work order if it should become necessary. ArtisTree is the first local landscape company offering an irrigation warranty covering repairs and replacement parts. A separate estimate can be provided upon request.

## VII. GENERAL CONDITIONS

It is agreed by both parties that the work performed under this contract will be done on a routine schedule that is sensitive to the overall function of the property. Additionally, it is understood that all work will be performed professionally in accordance with generally accepted horticultural principles.

Contractor will furnish to owner, upon request, evidence of general liability insurance, property damage insurance, and workman's compensation insurance. Contractor agrees to maintain at all times the necessary licenses and/or permits required to perform said work in the state, county, or city having jurisdiction.

It is expressly understood and agreed that Contractor shall assume no responsibility or liability for personal injury or property damage arising out of or resulting directly or indirectly from the accumulation of water, falling limbs, leaves or other debris on walkways, sidewalks, curbs and other paved surfaces between scheduled visits by maintenance crews.

Contractor agrees to reimburse owner for damages to personal and/or real property the Contractor damages due to negligence. Reimbursement will occur when, and only when, the owner has taken the necessary steps to reasonably protect the structures and fixtures where damage will most likely occur. Notification of damage must be made promptly to the Contractor and an opportunity for inspection by the Contractor must occur before repairs are made.

If Contractor falls below acceptable industry standards in its performance of the items listed in any of the applicable schedules, owner shall notify Contractor in writing by certified mail, return receipt, of each specific deficiency. Then Contractor shall have fifteen (15) days in which to remedy stated deficiencies. If stated deficiencies are not remedied in fifteen (15) days, owner shall have the right to give Contractor thirty (30) days written notice of cancellation, delivered certified mail, return receipt.