



## **Quail Hollow**

### **Project Location**

Enterprise Road Hollister, CA 95023

### **Project Description**

Lee Landscape will provide weekly services

Lee Landscaping will furnish all labor, equipment, supervision and tools necessary to maintain landscaped areas.

\*Maintain Shrubs, Ground Area, blow sidewalks on property along sound wall on Enterprise Road

\*Mow Lawn, keep grounds clean and maintain shrubs as well as irrigation in common area inside main entrance to the right.

\*Mow Park Lawn, keep grounds clean, maintain shrubs and occasionally mow down grasses along pathway from park to road through the center of development, regularly check irrigation.

\*Remove garbage from sound wall and common grounds.

### **Primary Maintenance Services**

**Lawns:** Regularly mow lawns, spray for broad leaf weeds, fertilize quarterly and aerate once a year.

**Shrubs:** Pruning, fertilization and disease and insect control

**Trees:** Selective pruning, suckering and fertilization. (Any tree topping or major pruning that is over 15 feet will be contracted out by Licensed Tree Pruning Company)

**Ground Cover:** Fertilization and maintenance.

**Irrigation System:** Minor Irrigation repairs to existing system will be done during weekly maintenance; major projects will be scheduled in and billed out upon completion.

**Grounds:** Weed removal and regular spraying, blowing off walkways.

**Plant Replacement:** Replacement of damaged and dead landscape plants. Cost of replacement plant material will be billed out upon completion.

**Annual Planting:** Planting of annual and perennial color will be done when needed. Cost of plant material will be billed out upon completion.

**Chemicals:** The cost of fertilizer and chemicals is in addition to the monthly fee and will be charged when used in regular maintenance, this additional charge is billed out four times per year.

**Fee** Lee Landscaping will provide Landscape Maintenance for the described project for the monthly fee of \_\_\_\_\_ **\$2300.00**


**Chemical charge (Quarterly)** \_\_\_\_\_ **\$250.00**

Monthly payments will be paid within 15 days of receipt of statement and invoices will be paid upon receipt. Service charge of 2% per month or \$10 minimum per month applies to balances 30 days or older.

**Terms** The term of this agreement is 12 months from the date of execution, and shall automatically renew for another equal term unless notice of the Owner's intent is not to renew. You may cancel this agreement for landscape maintenance services with or without cause, upon 30 days written notice to Lee Landscaping. All services provided up to the time of cancellation will be paid for within 15 days of receipt of statement.

**Modifications and Additions:** Should the Owner direct any modifications or additions to the work or materials covered by this contract the contract price shall be adjusted accordingly.

\_\_\_\_\_  
Quail Hollow/ San Benito County

  
Mary Ann Lee - Lee Landscaping

\_\_\_\_\_  
Date

3-1-2017  
Date



## **Riverview Estates**

### **Project Location**

Hospital Road, Southside Road and Truckee Road Hollister, CA 95023

### **Project Description**

- \*Lee Landscape will provide weekly services along sound walls on Southside and Hospital Roads, common areas on Truckee Road and 200 foot strip between back yard fences and chain link fence behind development near ponding basin.
- \*Lee Landscaping will furnish all labor, equipment, supervision and tools necessary to maintain landscaped areas.
- \*Maintain Groundcover, Shrubs and Trees, Ground Area, Blow Sidewalks
- \*Routinely check drip irrigation

### **Primary Maintenance Services**

***Shrubs:*** Pruning, fertilization and disease and insect control

***Trees:*** Selective pruning, suckering and fertilization. (Any tree topping or major pruning that is over 15 feet will be contracted out by Licensed Tree Pruning Company)

***Ground Cover:*** Fertilization and maintenance.

***Irrigation System:*** Minor Irrigation repairs to existing system will be done during weekly maintenance; major projects will be scheduled in and billed out upon completion.

***Grounds:*** Weed removal and regular spraying, blowing off walkways.

***Plant Replacement:*** After approval, replacement of damaged and dead landscape plants. Cost of replacement plant material will be billed out upon completion.

***Annual Planting:*** Planting of annual and perennial color will be done when needed. Cost of plant material will be billed out upon completion.

***Chemicals:*** The cost of fertilizer and chemicals is in addition to the monthly fee and will be charged when used in regular maintenance, this additional charge is billed out four times per year.

**Fee** Lee Landscaping will provide Landscape Maintenance for the described project for the monthly fee of \_\_\_\_\_ **\$700.00**  
**Chemical charge (Quarterly)** \_\_\_\_\_ **\$150.00**

Monthly payments will be paid within 15 days of receipt of statement and invoices will be paid upon receipt. Service charge of 2% per month or \$10 minimum per month applies to balances 30 days or older.

**Terms** The term of this agreement is 12 months from the date of execution, and shall automatically renew for another equal term unless notice of the Owner's intent is not to renew. You may cancel this agreement for landscape maintenance services with or without cause, upon 30 days written notice to Lee Landscaping. All services provided up to the time of cancellation will be paid for within 15 days of receipt of statement.

**Modifications and Additions:** Should the Owner direct any modifications or additions to the work or materials covered by this contract the contract price shall be adjusted accordingly.

\_\_\_\_\_  
San Benito County

  
\_\_\_\_\_  
Mary Ann Lee - Lee Landscaping

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date



P.O. Box 2409  
Hollister, CA 95024  
(831)636-4810  
CA LIC 854823

## **Oak Creek**

### **Project Location**

Enterprise Road Hollister, CA 95023

### **Project Description**

Lee Landscape will provide weekly services.

Lee Landscaping will furnish all labor, equipment, supervision and tools necessary to maintain landscaped areas.

\*Maintain Shrubs, Ground Area, blow sidewalks on property along sound wall on Enterprise Road

\*Mow Lawns, keep grounds clean and maintain shrubs as well as irrigation in common area inside main entrance to the right.

\*Mow Park Lawn, keep grounds clean, maintain shrubs, and regularly check irrigation.

\*Remove garbage from sound wall and common grounds.

### **Primary Maintenance Services**

**Lawns:** Regularly mow lawns, spray for broad leaf weeds, fertilize quarterly and aerate once per year.

**Shrubs:** Pruning, fertilization and disease and insect control

**Trees:** Selective pruning, suckering and fertilization. (Any tree topping or major pruning that is over 15 feet will be contracted out by Licensed Tree Pruning Company)

**Ground Cover:** Fertilization and maintenance.

**Irrigation System:** Minor Irrigation repairs to existing system will be done during weekly maintenance; major projects will be scheduled in and billed out upon completion.

**Grounds:** Weed removal and regular spraying, blowing off walkways.

**Plant Replacement:** Replacement of damaged and dead landscape plants. Cost of replacement plant material will be billed out upon completion.

**Annual Planting:** Planting of annual and perennial color will be done when needed. Cost of plant material will be billed out upon completion.

**Chemicals:** The cost of fertilizer and chemicals is in addition to the monthly fee and will be charged when used in regular maintenance, this additional charge is billed out four times per year.

**Fee** Lee Landscaping will provide Landscape Maintenance for the described project for the monthly fee of \_\_\_\_\_ **\$1400.00**  
**Chemical charge (Quarterly)** \_\_\_\_\_ **\$175.00**

Monthly payments will be paid within 15 days of receipt of statement and invoices will be paid upon receipt. Service charge of 2% per month or \$10 minimum per month applies to balances 30 days or older.

**Terms** The term of this agreement is 12 months from the date of execution, and shall automatically renew for another equal term unless notice of the Owner's intent is not to renew. You may cancel this agreement for landscape maintenance services with or without cause, upon 30 days written notice to Lee Landscaping. All services provided up to the time of cancellation will be paid for within 15 days of receipt of statement.

**Modifications and Additions:** Should the Owner direct any modifications or additions to the work or materials covered by this contract the contract price shall be adjusted accordingly.

\_\_\_\_\_  
Oak Creek/ San Benito County

  
\_\_\_\_\_  
Mary Ann Lee – Lee Landscaping

\_\_\_\_\_  
Date

3-1-2017  
\_\_\_\_\_  
Date



P.O Box 2409  
Hollister, CA 95024  
831-636-4810  
CAL LIC #854823

## Estimate

Date

3/9/2017

**San Benito County - Public Works**  
**c/o Claudette Frey**  
**2301 Technology Parkway, Hollister,**  
**CA 95**  
**Hollister, CA 95023-3840**

Description	Qty	Cost	Total
<i>Estimate for Initial Clean Up of Open Areas, Parks and Sound Walls at Quail Hollow</i>			
Clean Up		3,000.00	3,000.00
Dump Fee		300.00	300.00
Total		\$3,300.00	



P.O Box 2409  
Hollister, CA 95024  
831-636-4810  
CAL LIC #854823

## Estimate

Date

3/10/2017

**San Benito County - Public Works**  
**c/o Claudette Frey**  
**2301 Technology Parkway, Hollister,**  
**CA 95**  
**Hollister, CA 95023-3840**

Description	Qty	Cost	Total
<i>Clean up of Park and Sound Walls at Oak Creek</i>			
<i>Clean Up</i>		<i>1,700.00</i>	<i>1,700.00</i>
<i>Dump Fee</i>		<i>150.00</i>	<i>150.00</i>
<b>Total</b>			<b>\$1,850.00</b>



P.O Box 2409  
Hollister, CA 95024  
831-636-4810  
CAL LIC #854823

## Estimate

Date \_\_\_\_\_

3/10/2017

**San Benito County - Public Works  
c/o Claudette Frey  
2301 Technology Parkway, Hollister,  
CA 95  
Hollister, CA 95023-3840**

[illegible]

Four Seasons Landscape & Maintenance  
1090 Riverside Road  
Hollister, Ca 95023  
(831) 637-2517  
State Contractors Lic. # 594647

**CONTRACT**

Date: 3/3/17

Owner/Client:

COUNTY OF SAN BENITO CSA  
1301 TECHNOLOGY RD  
HOLLISTER, CA 95023

Attention: CLAUDETTE FREY

Phone: 636-4170

Fax: 636-4176

Property/Location:

QUAIL HOLLOW CSA #46

HOLLISTER, CA.

Maintenance Contract

Amount: 2275.00 PER MONTH

Maintenance Begin Date: ASAP

Four Seasons Landscaping & Maintenance agrees to furnish all Horticultural supervision, labor, materials, and transportation necessary to maintain all landscaped areas as needed in accordance with the enclosed "Practical Specifications for Contract Landscape Maintenance".

Contract price to remain in effect on a month to month basis until such time as it will need be renegotiated due to cost increases.

Owner/Client to pay Four Seasons Landscaping & Maintenance for said performance according to the above contract amounts to be paid as follows:

By the tenth of the month following that in which work is done.

Owner/Client agrees to pay any and all costs incurred by Four Seasons Landscaping & Maintenance in the collection of same.

Owner/Client

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Four Seasons Landscape &  
Maintenance

By: [Signature]

Title: owner

Date: 3/3/17

Four Seasons Landscape & Maintenance  
1090 Riverside Road  
Hollister, Ca 95023  
(831) 637-2517  
State Contractors Lic. # 594647

CONTRACT

Date: 3/3/17

Owner/Client:

COUNTY OF SAN BENITO  
2301 TECHNOLOGY PARKWAY  
HOLLISTER, CA. 95023

Attention: CLAUDETTE JAEY

Phone: 636-4170

Fax: 636-4176

Property/Location:

OAK CREEK CSA # 47

HOLLISTER, CA. 95023

Maintenance Contract

Amount: 1675.00 PER MONTH

Maintenance Begin Date: ASAP

Four Seasons Landscaping & Maintenance agrees to furnish all Horticultural supervision, labor, materials, and transportation necessary to maintain all landscaped areas as needed in accordance with the enclosed "Practical Specifications for Contract Landscape Maintenance".

Contract price to remain in effect on a month to month basis until such time as it will need be renegotiated due to cost increases.

Owner/Client to pay Four Seasons Landscaping & Maintenance for said performance according to the above contract amounts to be paid as follows:

By the tenth of the month following that in which work is done.

Owner/Client agrees to pay any and all costs incurred by Four Seasons Landscaping & Maintenance in the collection of same.

Owner/Client

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Four Seasons Landscape &  
Maintenance

By: [Signature]

Title: owner

Date: 3/3/17

Four Seasons Landscape & Maintenance  
1090 Riverside Road  
Hollister, Ca 95023  
(831) 637-2517  
State Contractors Lic. # 594647

**CONTRACT**

Date: 3/3/17

Owner/Client:

COUNTY OF SAN BENITO  
2301 TECHNOLOGY PARKWAY  
HOLLISTER, CA 95023

Attention: CLAUDETTE FREY

Phone: 636-4170

Fax: 636-4176

Property/Location:

RIVERVIEW ESTATES CSA #53  
HOLLISTER, CA 95023

Maintenance Contract

Amount: 525.<sup>00</sup> PER MONTH

Maintenance Begin Date: ASAP

Four Seasons Landscaping & Maintenance agrees to furnish all Horticultural supervision, labor, materials, and transportation necessary to maintain all landscaped areas as needed in accordance with the enclosed "Practical Specifications for Contract Landscape Maintenance".

Contract price to remain in effect on a month to month basis until such time as it will need be renegotiated due to cost increases.

Owner/Client to pay Four Seasons Landscaping & Maintenance for said performance according to the above contract amounts to be paid as follows:

By the tenth of the month following that in which work is done.

Owner/Client agrees to pay any and all costs incurred by Four Seasons Landscaping & Maintenance in the collection of same.

Owner/Client

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Four Seasons Landscape &  
Maintenance

By: [Signature]

Title: owner

Date: 3/3/17

Four Seasons Landscaping  
1090 Riverside Rd.  
Hollister, CA 95023  
(831) 637-2517

CA Lic. #594647

1815

proposal submitted to:

work to be performed at:

NAME COUNTY OF SAN BENITO

NAME CSA # 46, 47, 53 CLEAN-UP.

ADDRESS 2301 TELHOLLO 94 PARKWAY

ADDRESS

CITY HOLLISTER STATE Ca. ZIP 95023

CITY HOLLISTER STATE Ca. ZIP 95023

TELEPHONE

TELEPHONE

DATE	DATE OF PLANS	START WORK DATE	YOUR INQUIRY NO.	PROPOSAL NO.	PAGE NO.	OF PAGES
<u>3/3/17</u>	<u>N/A</u>	<u>ASAP</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>

THIS PROPOSAL IS FOR INITIAL CLEAN-UP OF CSA # 46, 47, 53.  
MOW, WEED EAT, CUTTING OF DEAD MATERIAL, BUSHES, FALLEN TREES,  
GRASSHOPPER ETC. AND HAULING. THIS IS GOING TO TAKE APPROX A WEEK TO  
DO A GOOD JOB. THEN MAINTENANCE PEOPLE CAN DO THEIR JOB.

PRICE 3500<sup>00</sup>

Thank you.  
John L. L...

proposal & acceptance

proposal includes

acceptance of proposal

MATERIAL AND LABOR AS REQUIRED IN ACCORDANCE WITH THE ABOVE SPECIFICATIONS.

FOR THE  
SUM OF \_\_\_\_\_ DOLLARS \$  
PAYMENT TO BE  
MADE AS FOLLOWS

THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO COMPLETE THIS CONTRACT AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED TO THE LEFT.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

SIGNATURE OR COMPANY

AUTHORIZED SIGNATURE

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN \_\_\_\_\_ DAYS.

AUTHORIZED SIGNATURE

DATE OF ACCEPTANCE

## **Practical Specifications For Contract Landscape and Maintenance**

Prepared by Four Seasons landscape and Maintenance

### **I. Scope of Work:**

Furnish all supervision, labor material, equipment and transportation required to maintain the landscape in an attractive condition throughout the year, as needed and as specified below.

### **II. Materials:**

All fertilizers, herbicides, insecticides, and pesticides shall be environmentally acceptable to bid specifications and approved by owner. The County Agricultural Commissioner's office must, by law, be given a monthly record of all herbicides and Disease control chemicals used.

### **III. Tree and Shrub Care:**

Maintain trees and shrubs in a healthy, growing condition by performing all necessary operations.

#### **A. Pruning**

##### **1. Trees**

Prune trees to select and develop permanent scaffold branches that are smaller in diameter than the trunk branch to which they are attached, which have vertical spacing of from 18 to 8 inches and radial orientation so as not to overlay one another; to eliminate disease or damaged growth; to eliminate narrow v-shaped branch forks that lack strength; to reduce toppling and wind damage by thinning out crowns; to maintain a natural appearance; to balance crown with roots.

Evergreen trees shall be thinned out and shaped when necessary to prevent wind damage. The primary pruning of deciduous trees shall be done during the dormant season. Damage trees or those that constitute health or safety hazards shall be pruned at any time of the year as required.

##### **2. Shrubs**

The objective to shrub pruning is the same as for trees. Shrubs shall not be clipped into balled or boxed forms unless such is required by the design.

### B. Staking and Guying

When trees attain a trunk caliper of four inches (4") consider removal of existing stakes and guys. If unstable at this time, replacement should be recommended to the owner. Stakes and guys are to be inspected at least twice a year to prevent girdling of trunks or branches, and to prevent rubbing that causes bark wounds. Eye screws in specimen tree trunks are preferred to protective looped wire and hose.

### C. Weed Control

Maintain a reasonable level of control with Owner approved materials.

### D. Insect and Disease control

Maintain a reasonable level of control with Owner approved materials.

### E. Fertilization

Once, early in spring, and once, late in spring, fertilize recently established plants with Owner approved fertilizer.

### F. Replacement of plants

Dead plants and those in a state of decline shall be brought to the Owner's attention immediately. Replacement plants shall be paid for by the owner unless due to negligence of Contractor and be of size, condition and variety acceptable to Owner.

## IV Ground Cover

Foster attractiveness at all times by following these practices:

- A. Control weeds, preferably by removing by hand or hoe when possible.
- B. Remove trash weekly.
- C. Edge ground cover to keep in bounds and trim top growth as necessary to achieve an overall even appearance. About every two to three years, mow ivy, hyperacid and vinea to four inches above ground level in order to renew growth and improve density and attractiveness.
- D. Control rodents, insects and diseases detrimental to landscape as necessary, using materials that will be provided by owner.
- E. Replace dead and missing plants after obtaining owner's agreement to pay for the replacements. Damages due to contractors negligence shall be made good without charge.

#### V. Lawn Care

Lawn shall be maintained in a healthy growing condition by furnishing necessary services, including the following:

- A. Mowed and trimmed.
- B. Watered (see irrigation system- item VI)
- C. **Fertilized.** Lawn will be fertilized twice per year or as needed.
- D. **Weed Control.** If needed control broadleaf weeds with Owner-approved herbicides shall be used.
- E. **Insect and Disease Control.** If necessary, apply Owner-approved insecticides and fungicides when needed.

#### IV. Irrigation System

- A. Any damages to system caused by Contractor's operations shall be repaired without charge. Repairs shall be made within one watering period.
- B. Accidental damage not resulting from Contractor's negligence or operations shall be reported promptly to Owner, and upon approval, repairs shall be made at Owner's expense.
- C. Set and program automatic controllers for seasonal water requirements. Give Owner's representative a key to controller, and instructions on how to turn off system in case of emergency.

#### VII. Work not included

- A. Maintenance of large trees, over fifteen feet (15"), which cannot be pruned by gardener on an orchard ladder. These trees will be inspected, and a recommendation will be made for services of an arborist.
- B. Repairs or replacements of losses and damages beyond Contractors control, with Owners approval and agreement to purchase.
- C. maintenance of parking areas, driveways, walks, ect. Except for cleanup of gardening debris.
- D. New planting and other special services, except with owner's approval and agreement to pay.

#### VIII. Insurance

Contractor agrees to provide workman's compensation, Unemployment Insurance, and any other insurance required by law. Also, contractor will carry Public Liability and Automobile Insurance to limits required by owner, but not less than \$100,000.00/\$300,000.00



## IX Payment

Payment should be made to Contractor on a monthly basis, within five days after the close of the month.

## OTHER TERMS AND CONDITIONS

No deductions shall be made from the Contractor's compensation on account of penalty or liquidated damages unless the Contractor is given forty eight (48) hours to correct the problem.

The Owner and the Contractor, respectively, bind themselves, their partners, successors, assignees and legal representative's to the other party with respect to all covenants, sublet or transfer any interest in this agreement without the written consent of the other.

The parties agree that in the interest of economy, speed and insuring continued good relationships any questions arising out of the operation of this agreement which the parties cannot resolve between themselves shall be referred to binding arbitration under the rule of the American Arbitration Association.

## X. Special Provisions

- A. Evaluation Period. Duration on contract to be evaluated at the end of three months.
- B. Contract Termination. Contract can be terminated by either party within one month of written notification
- C. General Plan for Routine Maintenance and Remedial Landscaping.

Within one month of the start of this contract, Four Seasons Landscape and Maintenance will provide to the Owner/Client a general plan for landscape maintenance and remedial landscape necessary to enhance the common grounds.

Approved By: \_\_\_\_\_

Typed Name: \_\_\_\_\_

Date: \_\_\_\_\_