

LANDSCAPING SPECIFICATIONS

Landscape services to be provided by contractor from January 1 through December 31 at the specified locations listed in this document, and as shown in detailed tax plat maps (dated 11/99) incorporated as part of this document. Contractor will be paid for services as described in this contract, entered into by the trustees of the High Point Homeowners Assoc.

Section I -- Turf Maintenance Services

A. All turf grass in areas (as designated on association and other maps incorporated as a part of this document) are to be mowed on a frequent basis (which is generally intended to be a weekly basis, depending on weather conditions), as is necessary to maintain height of the grass between 2" and 2-1/2", preventing clippings from laying in clumps or piles. This work will be reported with regular invoices, according to the date and duties performed. If grass generally grows less than 1" in a week, mowing may be delayed until additional growth has occurred. If weeds and tall grass are growing during dry periods, grass areas must be cut to maintain neat appearance. This contract is based on 28 mowings during the growing season. All work is to be performed on a normal basis between the hours of 7:00 a.m. and 7:00 p.m.

B. Association reserves the right, due to unusual weather conditions, to limit or add to the number of mowings during the season. If 25 or less mowings are performed by the contractor, an allowance will be given the Association for the number of mowings not done at the average cost per mowing (determined by dividing cost of Section I of this contract by 28 mowings). With the permission of the High Point Association trustees, contractor may perform additional mowings at the average cost per mowing (determined as above) as needed.

C. Grass clippings are to be cleaned from sidewalks and driveways immediately after cutting. Sidewalks in designated areas are to be edged per the frequency noted in area details.

D. *Grass clippings from grass area inside of the pool fence are to be bagged and removed.* Care must be taken to prevent grass clippings and fertilizers from getting into pool.

E. Contractor should pick up trash and litter on turf areas while mowing and from entrance-way shrub beds. Contractor is requested to notify Association if individual homeowners are observed to be dumping grass clippings on the common areas of the Association.

Section II -- Fertilization Services (UNDER SEPARATE CONTRACT)

- A. Fertilization services are to be provided according to the following schedule:
- X-1: Early spring fertilization with pre-emergent (applied by March 15)
 - X-2: Late spring fertilization with weed killer (applied by May 15)
 - X-3: Mid-summer fertilization with insect control (applied by July 15)
 - X-4: Late fall fertilization as winterizer (applied by October 30)

Bidders must furnish information on each fertilizer by rating (NPK), chemical content and pound-per-square-foot application rate. Dry granular fertilizer is preferred, but not required.

Bidder must specify whether dry or wet fertilizer will be used and if any subcontractor will be used to perform fertilization process.

B. All common areas mowed under these specifications (except Group K - SWGHC) are to receive both an X-2 and X-4 (balanced fertilization treatment with broadleaf weed control in late spring and balanced fertilization treatment as winterizer in late fall) treatment.

C. Special areas as designated in this contract are to receive four annual applications of fertilizer (X-1, X-2, X-3 and X-4 as listed). These areas correspond to the maps which are part of this document. Areas include A-1, I-4, A-2, A-3, C-1, C-2, C-3, A-4, A-5 and A-6. These are the most visible and highly used common areas.

D. Grass area inside of pool fence must be fertilized by hand or hand spreader. **Extreme caution must be observed to prevent any chemicals from getting into pool.**

E. A deep-root fertilization program may be considered for shrubs and trees in certain areas of the common grounds. This work would be in addition to this contract and billed separately. Contractor to make recommendations to Association.

D. Proper notification signs (as required by Strongsville code) must be posted when fertilizer is applied. In addition to requirements, extra signs must be posted in playground area, volleyball court and large open playing field in recreation area.

E. Additional fertilization services may be requested by Association on an as-needed basis to maintain turf areas or correct special conditions. Any such requests will be in addition to this contract and billed separately, according to the services performed.

Section III - General Maintenance Services

A. Early spring cleanup is to be done in all tree beds, shrub beds and landscaped areas to clean up leaves, dead branches and debris from the winter.

B. All tree beds, shrub beds and landscaped areas are to be weeded throughout the growing season, as necessary, to keep beds free of weeds and wild grass.

C. Dead branches from shrubs and trees in beds or individually mulched are to be cut off and removed in accordance with accepted horticultural standards.

D. All shrub and tree beds in areas A-1, A-2, A-3, A-4, A-5, A-6, C-1, C-2 and C-3 are to be cultivated in the spring. Multiple-plant beds are to have a clean spaded edge (unless bordered with stone) around the bed. A top-coat of 2" of shredded bark mulch will be added (except in natural forested areas) to all shrub and tree beds in the above listed areas and individual trees and beds (where it has been done in the past) in areas B-1, B-2, D-1, D-2, D-3, E-1, E-2, E-3, F-1, F-2, H-3 and I-2 by May 25 of each year. (Mulch may be installed by hand or with aero equipment as selected by contractor with prior approval of association.) Failure to complete mulch distribution and installation by or before this date will reduce the June contract payment by the Association in the amount of \$500.00.

E. All shrubs and trees in areas A-1, A-2, A-3, A-4, A-5, A-6, B-1, B-2, C-1, C-2, F-1 and F-2 are to be pruned and trimmed at the beginning of the growing season as necessary during the growing season according to accepted professional horticultural standards to maintain a neat and appropriate appearance, promoting the healthy growth of the plant.

F. All shrubs, **trees and plants growing along sidewalks and paths are to be trimmed as necessary throughout the growing season** to assure pedestrians and cyclists easy passage on all walks. Shrubs, trees and plants along all walkways and sidewalks in the common area should be cut so they are at least one foot away from the edge of the walk and trimmed high enough so bicycle riders can pass without hitting overhead branches. Shrubs and plants must be trimmed close to the ground where walks intersect with streets, so an unobstructed view is given to motorists and pedestrians. Shrubs and plants on the South side of the Club House are to be trimmed throughout growing season to allow access on the stone path for vehicles delivering chlorine and other equipment to the pool.

G. All debris from landscape work is to be removed from the site by contractor.

H. Guide-wires are to be removed from trees when they are no longer needed.

I. Creekbeds in D-1, I-1, I-2 and I-3 are to be kept clean and free of cattails, other plants or debris which restrict water flow by weekly cutting and removal of debris with appropriate equipment. Creekbed in E-1 is to be cleaned once a month of debris and dead branches to maintain water flow into retention lake.

J. Retention lakes in J-1 and E-1 are to have **trash and debris (floating in the water or near the edge of the lake) removed at least once each week** April through September, with **initial spring cleaning** completed by March 31. Association will provide water treatment for both retention lakes under separate contract with consultant.

K. Headwall. Concrete channel and pyramid overflow grates in creekbeds in I-3 and H-3 are to be completely cleaned of debris and trash (removed by contractor) once each week and the next day after each rainfall of 1/2 inch or more throughout the entire calendar year. Stone and rip-rap in creekbeds in D-1, D-3, I-1, I-2 and I-3 to be restored to position after each rainfall of 1/2 inch or more throughout the entire calendar year to prevent standing water or pools of water in the creekbeds. Contractor is to monitor flow in creekbeds and notify Association when replacement stone is needed to fill low spots, at an additional cost to the base contract.

L. All outside trash containers are to be **emptied once a week** from April 1 to November 1 and **twice a month** in other months. Trash materials may be bagged and left for city garbage collection on Wednesdays by leaving bags at the Club House on the Lexington curb.

M. **Goose trip lines** (4" & 10" high) to be installed and maintained around retention lakes in J-1 and E-1 from March 1 to October 1. Lines may be left up year-round as alternative, if they are maintained year-round.

Section IV - General Conditions

A. Insurance Coverage shall be provided by the contractor throughout the term of this contract at his sole expense. This will include Comprehensive General Liability insurance with the XCU exclusion deleted, including Broadening Endorsement, with a minimum coverage in the amount of \$1,000,000 combined single limit bodily injury and property damage and automobile liability coverage in the amount of \$1,000,000 combined single limit bodily injury and property damage for all activities while on Association property.

Said insurance will be secured from a company holding a rating of A+AAA in the current edition of Bests Rating Guide and be admitted to do business in the State of Ohio. Prior to any work commencing or payment for services rendered by the Association, contractor must furnish an insurance certificate naming the Association, its trustees, members, guests, invitees and agents as additional insures. Policy copies must be provided by April 1 of each year.

B. Contractor will maintain at his sole expense Workmen's Compensation insurance coverage secured from the State of Ohio covering any and all workers employed under by the contractor and working under this contract. A copy of such coverage must be provided prior to payment on the first invoice for services under this contract.

C. If contractor fails to obtain or maintain required insurance coverage during the term of this document, Association reserves the right to immediately terminate this agreement, without penalty or prejudice.

D. Except as otherwise noted herein, contractor shall furnish all materials, tools, equipment, and labor necessary to complete the work described in this document. It shall be the contractor's sole responsibility to make arrangements for procurement, transportation and preparation of all required materials, as well as off-site storage of equipment and disposal of debris and discarded materials.

E. All personnel of contractor shall be properly trained and licensed (as may be required) and shall conduct their work in a professional manner.

F. All work performed shall be to the highest standards of horticultural excellence and shall be in accordance with all applicable laws, codes, ordinances and regulations of all local, state and federal governmental agencies. It will be the responsibility of the contractor to obtain, at his cost, any necessary certificates, permits or licenses required by such agencies and to provide the Association with copies of these documents. Contractor must be licensed for current year in the City of Strongsville, Ohio.

G. Payment for invoiced services will be made monthly by the Association, upon billing by the contractor. Invoice must include a detailed list of services provided and the dates the services were rendered. Payment will be made within 10 days of receipt.

Section V. - Area Narrations

GROUP A: Drake Road entrances at Saratoga Trail and High Point Club.

- A-1: West side of High Point Club at Drake.
- Corner sign has shrub bed to be ***weeded throughout season***
 - Shrubs and trees to be pruned
 - Beds to be cultivated and new mulch added in the spring
 - Grass area to be mowed
 - Trash and litter to be picked up and removed
 - Sidewalk to be edged twice per month
 - Dead leaves to be cleared and removed in the fall
 - Four fertilizations per schedule
- A-2: Island in the middle of High Point Club.
- Shrub bed to be ***weeded throughout season***
 - Shrubs and trees to be pruned
 - Beds to be cultivated and new mulch added in the spring
 - Trash and litter to be picked up and removed
 - Dead leaves to be cleared and removed in the fall
 - Four fertilizations per schedule
- A-3: East side of High Point Club.
- Same description as A-1
- A-4: West side of Saratoga Trail at Drake Road.
- Same description as A-1
- A-5: Island in the middle of Saratoga.
- Same description as A-2
- A-6: East side of Saratoga Trail at Drake Road.
- Same description as A-1

GROUP B: Area South of Drake Road Clusters.

- B-1: Behind condos and between Brandywine & Drake. Narrow grass area with strip that extends out to Drake Road at the Eastern end.
- Grass area to be mowed
 - Shrubs and trees to be pruned
 - Individual trees to be mulched where previously done
 - Two fertilizations per schedule

B-2: Behind condos and between Brandywine & Drake. Triangle area with strip that extends out to Drake Road at the Eastern end.

- Same description as B-1

GROUP C: Primary recreation areas with pool and court locations.

C-1: Club House and pool area.

- Grass area to be mowed (grass clippings inside pool fence must be collected)
- Shrub and tree beds around building and parking lot to be weeded throughout growing season
- Shrubs and trees to be pruned throughout growing season
- **Beds to be cultivated and new mulch added in the spring**
- Outdoor trash cans to be emptied each week (see schedule for winter)
- Sidewalks to be edged twice per month during growing season
- Dead leaves to be cleared and removed in the fall
- Shrubs and plants along stone driveway from parking lot to pool to be pruned to allow access for delivery vehicles (behind club house)
- Four fertilizations per schedule

C-2: Recreation area with playground, basketball, tennis and playing field.

- Grass area to be mowed
- Tree beds and perimeter pine trees to be cultivated and new mulch added
- Shrub and tree beds to be weeded
- Outdoor trash cans to be emptied each week (see schedule for winter)
- Sidewalks to be edged twice per month in growing season
- Playground and swing edge timbers to be trimmed once per month
- Crab apples and dead leaves to be cleared and removed in the fall
- Four fertilizations per schedule

C-3: Expanded deck area for pool and new mound area.

- Grass area to be mowed
- Beds to be cultivated and new mulch added in the spring
- Trim white pines 2nd week in June for fullness
- Shrub and tree beds to be weeded
- Sidewalk to be edged twice per month in growing season
- Dead leaves to be cleared and removed in the fall
- Four fertilizations per schedule

GROUP D: Greenbelt running between Club House and Admiralty.

D-1: Creekbed and mound area between Chatham Court and Lexington

- Grass area to be mowed
- Creekbed plants and growth to be cut completely each week
- Individual trees to be mulched where previously done
- Stone and rip-rap in creekbed to be restored to position after each rainfall of 1/2 inch or more to prevent standing water and pools of water

D-2: Wooded area and small treelawn between Heritage Trail and N. Salem Row

- Grass area to be mowed
- Individual trees on treelawn to be mulched where previously done

D-3: Dry retention bed to creekbed and treelawn between Saratoga and N. Salem

- Same description as D-2

D-4: Buffer strip and treelawn at Heritage and Admiralty

- Same description as D-2

D-5: Wooded greenbelt area with grass areas and treelawns surrounding S. Salem Row
- Same description as D-2

D-6: Treelawn on Admiralty
- Same description as D-2

GROUP E: Large open greenbelt with creek, woods and retention lake.

E-1: Retention lake and wooded area East of Saratoga
- Grass area to be mowed
- Shrub and tree beds at bridge by lake to be mulched and weeded
- Sidewalks to be edged monthly during growing season
- **Trim bushes and trees along sidewalks** as needed to keep clear for bicycle riders and pedestrians - all areas on pathways
- Outdoor trash cans to be emptied once each week (see schedule for winter)
- Clean floating trash/debris in the water or near edge of lake each week
- Clean creekbed from Timberline to lake of debris once a month
- Individual trees to be mulched where previously done
- **Maintain trip-wire around lake to discourage geese from landing in lake**

E-2: Greenbelt area with woods (connected to E-3)
- Grass area to be mowed
- Individual trees to be mulched where previously done
- Sidewalk to be edged monthly during growing season

E-3: Greenbelt area with woods from Timberline to Falmouth (connected to E-2)
- Grass area to be mowed
- Individual trees to be mulched where previously done
- Sidewalk to be edged monthly during growing season
- Shrub and tree bed at bridge to be mulched and weeded
- Strip of grass fronting on Falmouth Drive to be mowed
- Dead leaves to be cleared and removed from grass strip in the fall

E-4: Wooded greenbelt area to South of Falmouth that is natural condition
- Strip of grass fronting on Falmouth Drive to be mowed
- Dead leaves to be cleared and removed from grass strip in the fall

E-5: Wooded greenbelt area to South of Falmouth that is natural condition
- No work currently done here (connected to E-4)

GROUP F: Westfield greenbelt area including landscaped right-of-way at entrance

F-1: West side of Westfield entrance
- Grass area to be mowed
- Beds to be cultivated and new mulch added in the spring
- Shrub and tree bed to be weeded throughout growing season

F-2: East side of Westfield entrance
- Grass area to be mowed
- Beds to be cultivated and new mulch added in the spring
- Shrub and tree beds to be weeded throughout growing season

F-3: Greenbelt wooded buffer between Westfield and Misty Lake
- Grass access strip to be mowed on East side at circle-end

GROUP G: Wooded greenbelt area between Heritage/Brick Mill & Hampton Place.

G-1: No work currently being done here

GROUP H: Border greenbelt area between High Point & Pearl East on Southern edge

H-1: Upstream greenbelt area between Brick Mill & Monterey Pine/Blue Point

- Grass strip area to be mowed across from Bridge Path

H-2: Wooded greenbelt area between Brick Mill & Blue Point/Windward Way

- Grass area to be mowed (on Blue Point circle)
- Creek to be cleaned of debris monthly (on Blue Point circle)

H-3: Downstream greenbelt area with woods and grass areas

- Grass area to be mowed
- Individual trees to be mulched where previously done
- Pyramid-top drain and front grill behind 18299 Brick Mill are to be completely cleaned of debris and trash once each week and the next day after each rainfall of 1/2 inch or more throughout calendar year
- Headwall grate behind the foot of Brick Mill is to be completely cleaned of debris and trash once each week and the next day after each rainfall of 1/2 inch or more throughout calendar year
- Concrete channels are to be kept clean of debris and trash
- All debris and trash from cleaning to be removed from site immediately

GROUP I: Creekbed and dry retention area between Heritage and Williamsburg, running from Admiralty to Sherbrooke.

I-1: Upper creekbed area behind Admiralty

- Grass strip area extending to Admiralty to be mowed
- Creekbed and bank to be clean and free of cattails, other plants or debris that restrict water flow by weekly cutting with appropriate equipment
- Stone and rip-rap in creekbed to be restored to position after each rainfall of 1/2 inch or more to prevent standing water and pools of water

I-2: Mid-creekbed area between Heritage and Williamsburg

- Grass area to be mowed
- Creekbed and bank to be clean and free of cattails, other plants or debris that restrict water flow by weekly cutting with appropriate equipment
- Stone and rip-rap in creekbed to be restored to position after each rainfall of 1/2 inch or more to prevent standing water and pools of water

I-3: Creekbed and dry retention area between Williamsburg & Heritage/Sherbrooke

- Grass area to be mowed
- Shrub and tree beds at bridge are to be weeded
- Beds at bridge to be cultivated and new mulch added in the spring
- Sidewalk from Heritage over bridge to Williamsburg to be edged monthly
- Creekbed and bank to be clean and free of cattails, other plants or debris that restrict water flow by weekly cutting with appropriate equipment
- Stone and rip-rap in creekbed to be restored to position after each rainfall of 1/2 inch or more to prevent standing water and pools of water
- *Headwall grate behind the foot of Sherbrooke is to be completely cleaned of debris and trash once each week and the next day after each rainfall of 1/2 inch or more throughout calendar year*
- **Concrete channels to be kept clean of debris and trash**

GROUP J: Retention lake between Heritage, Drake and Cambridge Oval.

- J-1:
- Grass area to be mowed
 - Trim all bank areas around entire lake
 - Clean debris/trash floating on or in water near edge of lake each week
 - Maintain trip-wire around lake to discourage geese from landing in lake

GROUP K: SWGHC mound area behind Sherbrooke, Admiralty, Williamsburg and Yorktown

- K-1:
- Grass area to be mowed (same schedule at common areas)
East and south side of mound from High Point property lines at ground level to middle of crown at top of mound. Cut surface from Sherbrooke end of mound along east and south sides up to Columbia Transmission gas line. (mound behind Pearl East tennis courts not included)
(Access is granted by SWGHC for High Point to maintain this area.)
 - Notify association if any drains in swale may be plugged
 - Trees to be mulched on both sides of mound by SWGHC contractor
 - Bed edges not to be cut out on either side unless by SWGHC contractor

Contractor may, at his discretion, approach individual homeowners adjacent to small strips of common area and treelawn parcels to determine if resident would prefer to cut small grass section with their own property. Contractor is responsible for all areas identified within these maps, descriptions and narratives and bids are established taking all areas into account, regardless of arrangements that may be made with residents. Contractor must be prepared to take back responsibility if adjoining resident decides to discontinue cutting common area.

Contractor is requested to inform association of dead shrubs or plants which should be removed and replaced, as well as dead trees which may be a hazard or danger. Any such work done by contractor would be at additional cost to the base contract. Other supplemental work that can be suggested by contractor at additional cost would be plantings with annuals at entrance signs (which would require watering, since there is no water access), additional stone in creekbeds where it is needed, additional crushed stone on walk around East lake, core aeration in common areas and restoration of grass areas.

Additional areas shown in green on the maps are under condominium association control independent of High Point. These areas are maintained by these sub-associations under separate contracts with their choice of landscape service providers.