



June 25, 2013

Rancho Del Oro  
c/o Hal Goldenberg, Public Works Director  
City of Desert Hot Springs  
65-950 Pierson Blvd Desert Hot Springs, CA 92240

Dear Hal,

Thank you for the opportunity to bid the landscape maintenance for Rancho Del Oro. We are confident that our expertise and our maintenance approach will enhance the health and beauty of your landscape. Our proposal is for a one year period at \$2,500 per month which equates to \$30,000 annually.

Due to deferred maintenance, we strongly suggest an initial clean-up of the plant material and beds. As well as an initial tree pruning to get the areas back to a well kept and manageable condition.

Initial clean-up of plant material and beds will be for \$2,400 (approx two – three days).

Initial pruning of trees will be \$70 per tree, actual tree count to be determined.

Included in the following pages are the technical specifications specifically tailored for Rancho Del Oro.

United Landscape is excited about this opportunity and we are committed to surpass your expectations for the landscape maintenance at Rancho Del Oro. Should you have any questions or concerns, please do not hesitate to contact me directly.

Sincerely,

Jerod Pannell  
Director of Maintenance  
United Landscape  
Cell: (760) 590-8544  
Email: [jerod@unitedgll.com](mailto:jerod@unitedgll.com)

## **Rancho Del Oro Management Plan**

**Rancho Del Oro will have a dedicated Account Manager, who will be the association's primary point of contact. You're A.M. will be responsible for our internal QC Program, as well as managing your Annual Agronomic Calendar, specifically designed for Rancho Del Oro.**

**A bilingual Foreman will be on-site weekly, managing the Teams, the day to day operations and to provide supplemental help, as needed.**

**A two man Grounds Team will each consist of a Team Leader and a gardener. This team will be responsible for the Common Areas as outlined by The City of Desert Hot Springs (boundaries are marked in red, attached) and will visit the site 2 - 3 times per week.**

**Supplemental help will be assigned during the growing season and in the event of heavy winds.**

**Average weekly man hours will range from 20 – 30+ hours, depending on the season, onsite conditions, i.e.: tree pruning for trees under 12', regular and heavy pruning of ornamentals, pre and post emergent applications and site clean-up following heavy winds . We have figured our average man hours to be 25 - 30 hrs per week, based on a 12 month calendar period.**

**United GLI has dedicated weekly irrigator time for Rancho Del Oro. He is responsible for regular irrigation checks, repairs, adjustments and programming the timers. Reports will be made directly to the Account Manager.**

**Certified Arborist to prepare a Tree Management Plan specifically designed for Rancho Del Oro.**

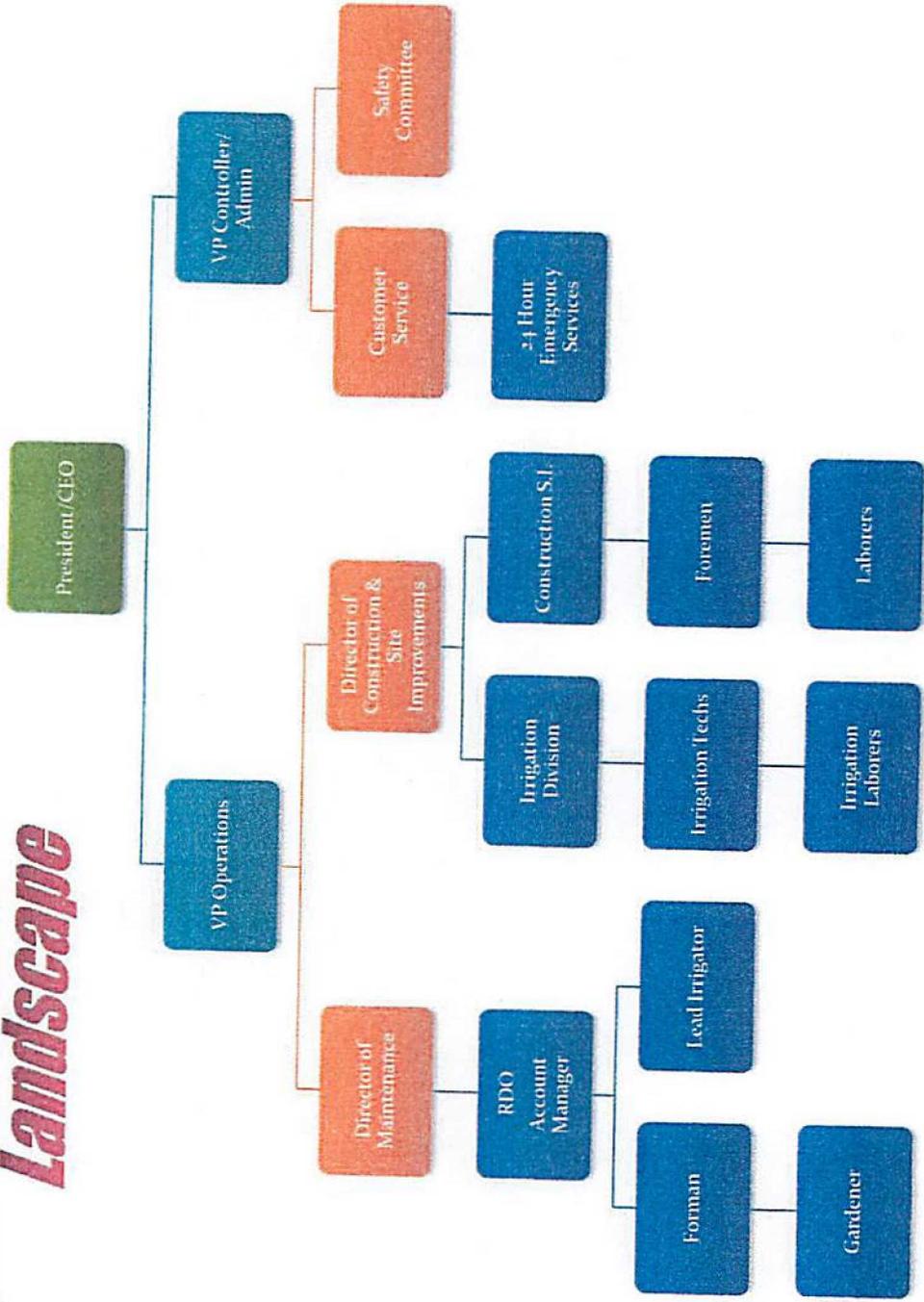
**United Landscape's Site Improvements Division (ref. Org Chart) is available for enhancement projects.**

**We are confident this approach will improve the health and beauty of your landscape!**





# United Landscape Org Chart for Rancho Del Oro



# **Landscape Maintenance Specifications**

## **Initial Assessments**

Upon the start of the contract, **United Landscape** will perform an Initial Landscape Assessment and an Initial Irrigation System Assessment. Any deficiencies will be brought to the attention of the **Client**, along with recommendations to repair and/or replace with an estimate of cost. **United Landscape** cannot be held responsible for conditions that existed prior to the start of the contract.

## **Scheduling**

**United Landscape** will provide service Monday through Friday, typically between 7 AM and 4 PM, unless a different schedule is agreed upon.

## **Lawn Maintenance**

Lawns will be mowed on a weekly basis during the growing season, weather permitting. Weekly edging/trimming will be performed in areas adjacent to beds, trees, signs, fences, lights, structures and hardscapes. Chemical edging will be utilized where traditional edging may result in damage.

A balanced fertilizer will be applied to lawn areas to sustain uniform growth and color throughout the year. Fertilizer type will be appropriate to the season, weather and soil type. The cost of fertilizer is included in this contract.

Broadleaf weeds and Crabgrass will be controlled using pre and post emergent applications and is included in this contract. Nutsedge treatments will be considered an extra to this contract.

Annual Turf Renovation will be performed in accordance with CVAG's "Smart Scalping" standards. Labor, equipment and material for Annual Turf Renovation is included in this contract.

## **Shrub and Vine Maintenance**

Shrubs and vines will be thinned and pruned on a regular basis relative to their species, size, shape and surroundings. Natural pruning techniques will be utilized (unless otherwise specified by the **Client**) to promote a healthy structure, natural plant form and a tidy appearance.

A balanced fertilizer will be applied, generally twice annually, to sustain uniform health, growth and color throughout the year. The cost of fertilizer is included in this contract.

Shrubs and vines will be monitored regularly for harmful insects and disease infestations. Recommendations will be made for control measures (beyond routine control) along with an estimate of cost.

## **Ground Cover Maintenance**

Trimming will be performed on a regular basis to prevent ground cover from encroaching on to undesirable areas and/or structures.

Ground cover will be thinned and pruned on a regular basis relative to its species, size, shape and surroundings. Natural pruning techniques will be utilized (unless otherwise specified by the Client) to promote a healthy structure, natural plant form and a tidy appearance.

Bed areas will be regularly kept clean of weeds, leaves and debris. Weeds will be controlled by traditional means and when necessary, through the use of pre and post emergent applications.

A balanced fertilizer will be applied, generally twice annually, to sustain uniform health, growth and color throughout the year. The cost of fertilizer is included in this contract.

Ground cover will be monitored regularly for harmful insects and disease infestations. Recommendations will be made for control measures (beyond routine control) along with an estimate of cost.

## **DG Areas**

DG areas will be regularly kept clean of weeds, leaves and debris. Weeds will be controlled by traditional means and when necessary, through the use of pre and post emergent applications.

DG will be raked on a regular basis.

## **Tree Care**

Trees 12 ft and under are included in this contract and will be thinned as needed to reduce wind damage. Trees 12 ft and under will be pruned once annually to establish good shape and healthy growth structure, in accordance with ISA Standards.

Safety Pruning (removing suckers and eye level branches) will be performed on an ongoing basis as part of regular maintenance cycling.

Trees will be fertilized using a balanced, surface applied fertilizer in the spring. The cost of fertilizer is included in this contract.

Trees will be monitored for harmful insects and disease infestations. Recommendations will be made for control measures (beyond routine control) along with an estimate of cost.

### **Annual Color**

Annual color plantings, including soil prep and fertilizer, are considered an extra to the contract price. A color palette will be prepared as needed for the Client's approval.

Color beds will be regularly kept clean of weeds, leaves and debris. Weeds will be controlled by traditional means and when necessary, through the use of pre and post emergent applications.

### **Hardscape Area Maintenance**

Hardscape areas will be policed for weeds and debris during regular maintenance visits.

### **Irrigation System Management**

United Landscape will utilize employees who are trained in accepted irrigation management practices and will adjust timers, as needed, for seasonal changes. System checks will be performed on a regular basis with minor adjustments and repairs to be included in this contract, this includes heads, risers, nozzles, but excludes all underground lines.

Repair work will be performed in a timely manner to mitigate damage to planted areas. United Landscape is not responsible for plant damage due to insufficient water being provided unless due to contractor negligence.

Repairs of underground lines, valves and controllers are considered an extra charge. Modifications to the existing irrigation system will be at an extra charge, billed to the Client upon approval.

Repair work due to Acts of God, accidents, vandalism, life of components and tampering will be an extra charge, billed to the Client upon approval.

### **Plant Replacement**

All plant material replacements, if not the fault of United Landscape, will be an extra charge, billed to the Client upon approval.

### **Afterhours and Emergency Service**

United Landscape will provide 24 hour Emergency Service at no additional charge to the Client unless, service calls require repair work and/or cannot be safely and adequately addressed by one person within one hour upon arrival.

## **Holidays Observed**

United Landscape will observe the following holidays:

New Years Day  
Memorial Day  
Independence Day

Labor Day  
Thanksgiving Day  
Christmas Day

All afterhours and emergency calls will be billed as an extra on the above observed holidays.

## **Acts of God**

United Landscape is not responsible for work and/or repairs that result from Acts of God. These include, but are not limited to, blow sand, tree and limb damage due to high wind conditions, removal of silt and/or debris due to flooding and frost damaged plant material. Work will be an extra charge, billed to the Client upon approval.

## **Additional Items Not Included**

### **Trees above 12 ft**

Upon request, a Tree Management Plan will be prepared, along with an estimate of cost.

### **Rodent Control**