

2014 Common Area Mowing Specifications

Unless otherwise noted the following areas will be addressed every 7 to 14 days during the growing season which is approximately April 7th through October 20th. Frequency of mowing is dependent on weather conditions; dry weather means less mowing is needed during the month.

1. Clubhouse property – budget a maximum of 16 times per season unless there is unusually wet weather:
 - Front lawn of the clubhouse to property line
 - Lawn on both sides of clubhouse; including area between the clubhouse driveway and the neighboring driveway; and lawn area towards lake, up to the lakeside of the horseshoe pits (not to include rough area between clubhouse and lake – see item 5 below).
 - Back lawn of clubhouse to property line
 - Grassy area in front of cedar trees approaching front lawn
 - Area around playground and pool
 - Weed-eat (trim) around clubhouse, pool & pool fence, playground, and parking area as needed
 - Apply weed killer along fence at pool area at least twice a year
 - Blow all sidewalks free of all grass trimmings
 - Mow trails down to both "south dock" and top of dam at lake and trim side of dam facing lake (front side), mow the spillway edge, and mow a trail along the tree line between dam and south dock
2. Mow middle median strips on Malvern Drive – same frequency as Clubhouse.
3. North lake access and dock area – budget a maximum of 10 times per season:
 - Mow and trim around dock, parking area and along both sides of access roadway
 - Mow and trim around main entrance and areas on both sides of entrance. All areas should be kept neat and presentable at all times
 - Weed-eat (trim) area in between boats in storage
 - Weed-eat (trim) bank above storage area
 - Weed-eat (trim) shoreline from boat storage area to dock
 - Apply weed killer to areas around docks and boat storage areas 2 times per season
 - Weed-eat (trim) in and around trees behind boat storage area
4. Covered Bridge Drive at Dark Run – budget a maximum of 8 times per season:
 - Mow and trim along sides of guardrail at bridge, to include banks east and west of Covered Bridge Drive (roadsides along private lots are not included). Malvern property on east side of Covered Bridge Drive will be mowed up to the tree line.
5. Mow back side of dam and rough area between lake and clubhouse twice a year. The first mowing will be in June or July, depending on growth, and the second mowing in October. Provide unit cost for both these areas should additional mowing be requested.
6. Mow and trim around main entrance, mailbox area and approximately 400 feet north and south of the entrance along Oak Park Road – same frequency as Covered Bridge Drive at Dark Run. Blow all sidewalks free of all grass trimmings. Apply weed killer around the mailbox and newspaper box 2 times per year.
7. Mow a walking strip along designated roads in the community a maximum to 6 times per year.

Malvern Club, Inc.

Any variances to the above specifications, once the contract is awarded, must be agreed upon in writing between the vendor and the Buildings & Grounds Committee Chairperson provided no increase of funds is required.

All terms and provisions of invoicing will be monthly within thirty days after the first performance of this contract. All terms will be no less than Net 30.

Invoice must be submitted to the Buildings & Grounds Committee Chairperson, or in their absence, the President of the Board of Directors prior to payment by the Treasurer.

Submission of bid will include qualifications and experience, references, proof of licensing and insurance as well as detailed breakout of costs for services listed above.

Bid closing date is February 21, 2014. Mail bids to:

**Rick Collins
c/o Malvern Club Inc.
905 Malvern Drive
Madison, VA 22727**

