

Russell Township Landscape Worksheet - 2017

VENDOR	PROPERTY	SPRING CLEANUP w/ PRE- EMERGENT	LAWN MAINT w/ CLEANUP	MULCH	FERTILIZER	BED MAINT w/ SHRUB TRIMMING	FALL CLEANUP	TOTAL	2014-2016 PREVIOUS TOTAL	% CHANGE
H&M Landscaping P.O. Box 69, Newbury, OH 44065 (440) 564-1157 Eddie Murillo eddiemurillo@hmlandscaping.com	ADMINISTRATION	Included	Included	Included	Included	Included	Included	\$3,593.00	\$3,313.00	8.5%
	OLD FIRE STATION	Included	Included	Included	Included	Included	Included	\$3,965.50	\$3,629.50	9.3%
	TOWN HALL	Included	Included	Included	Included	Included	Included	\$1,610.40	\$1,134.00	42.0%
	INE 87/306	N/A	Included	N/A	N/A	N/A	N/A	\$896.00	\$560.00	60.0%
	SUBTOTAL ADMIN							\$10,064.90	\$8,636.50	16.5%
	ROAD DEPT	Included	Included	Included	Included	Included	N/A	\$2,587.00	\$2,014.00	28.5%
	POLICE DEPT	Included	Included	Included	Included	Included	Included	\$3,250.00	\$2,574.00	26.3%
	FIRE DEPT	Included	Included	Included	Included	Included	Included	\$3,653.50	\$3,250.00	12.4%
	RIVERVIEW (BOB HALL)	Included	Included	Included	Included	Included	Included	\$3,319.50	\$3,039.50	9.2%
	CEMETERIES	Included	Included	Included	Included	Included	Included	\$13,847.00	\$11,671.00	18.6%
TOTALS								\$36,721.90	\$31,185.00	17.8%

Standard Agreement



H&M LANDSCAPING

A LANDSCAPE DESIGN / BUILD FIRM

P.O. Box 69, Newbury, OH 44065
Office (440) 564-1157 / (440) 729-4252
Fax (440) 564-5609

Date February 6, 2017
Name Russell Township
Job Address 8455 Fairmount Rd,
Mailing Address 8501 Kinsman Road
City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

We propose to furnish all equipment, materials and perform all labor necessary to complete the following:

Briar Hill Cementary

- **Spring Clean Up**
 - removal of all leaves, trash and debris from turf areas and planting beds
 - blow or sweep clean all driveways, sidewalks, parking lots and steps free of leaves remaining from winter
 - deep edge all planting beds and tree rings to create clean sharp definition between turf and bedding area to control turf from migrating into planting beds [approximately 1" deep]
- **Weed Control:**
 - weed premergants to chemically control any weed spores remaining from original weeding process
- **Lawn Maintenance**
 - mowing of all turf areas to maintain a clean sharp appearance and a turf height of 2 1/2"-3 1/2" height. Alternating mowing patterns will be employed to reduce soil compaction and permit the recycling of grass clipping back into the turf
 - Line trim all areas unable to be mowed due to vertical obstructions i.e., buildings, posts, etc.
 - mechanically edge all hard surfaces bi-monthly
- **Bed Maintenance:**
 - policing of all planting beds and ground cover areas to hand pick or chemically treat all broad leaf weeds to maintain a clean and sharp appearance.
 - chemically treat all weeds in parking lot cracks and along curb edges
 - This process may take a few visits to get under control, If weed pre emergent aren't utilized. And Pending the current condition of beds

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- **Summer Pruning:**
 - hand prune or shear all shrubs up to 8' tall to remove new growth and dead or damaged branches twice per season
 - spot prune trees to remove sucker growth and dead branches. Pruning is limited to all branches reachable from ground
 - any trees larger than 10' tall will be pruned at an additional cost after approval by owner
 - this process is typically completed after the surge growth of the spring, and or the flowers have completed their blooms.

ANY HARD PRUNING, RESHAPING, OR THINNING WILL BE DONE AT ADDITIONAL COST AFTER APPROVAL BY OWNER

- **Fall Clean Up**
 - prior to or during lawn maintenance service all fallen leaves will be mulched or removed from all turf areas, sidewalks, steps and parking lots to keep a clean appearance
 - all plant areas will be hand raked or blown clean of leaves and debris at end of mowing season [this is usually performed in November or after last turf maintenance service]
 - all leaves will be placed in a predetermined location [removal of leaves from property will be charged on an additional basis]
- **Mulching**
 - supply and install 1" of double processed hardwood mulch to all existing planting beds and tree rings

All labor, equipment and materials will be provided to complete the above landscape management program for the 2017 Season for the sum of \$5,030.00 payable in [8] payments of \$628.75. Tax will be added to all taxable items at billing

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Home Phone Jenn
Work Phone 440-338-7783

Acceptance:

H&M Landscaping is authorized to proceed with the above landscape management program. I agree to pay monthly invoices submitted beginning April 1st 2017 for the above stated work [plus an applicable taxes] per month. I also understand that all accounts past 60 days may cause an interruption in services. All accounts past 30 days will be charged a 2% monthly service charge. All payments towards past due account will pay off service fees first and then the balance of payment will be applied towards outstanding balance on the account. The interruption in service will not change the total costs of said contract. If customer elects to cancel contract after three business days from date of inception customer understands that the value of the entire contract is due at cancellation. H&M Landscaping can not be held liable or responsible for any lose, damage, or delays caused by weather, strike, lack of adequate time, insufficient notice, lack of fuel or oil availability or an other unforeseen act of god. H&M Landscaping will not assume any responsibility for damages not reported with in 24hrs of actual incident. I understand that due to the rising costs of fuel H&M Landscape reserves the right to add on a fuel surcharge when applicable.

Proposed

Accepted

Murillo, Luz Ed, Maintenance Supervisor

Date

[Signature] 4/15/17
Date

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Standard Agreement

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We propose to furnish all equipment, materials and perform all labor necessary to complete the following:

River View Cementary

- **Spring Clean Up**
 - removal of all leaves, trash and debris from turf areas and planting beds
 - blow or sweep clean all driveways, sidewalks, parking lots and steps free of leaves remaining from winter
 - deep edge all planting beds and tree rings to create clean sharp definition between turf and bedding area to control turf from migrating into planting beds [approximately 1" deep]
 - Deep edge all trees along both sides of the road around the cementary.
- **Weed Control:**
 - weed premergants to chemically control any weed spores remaining from original weeding process
- **Lawn Maintenance**
 - mowing of all turf areas to maintain a clean sharp appearance and a turf height of 2 1/2"-3 1/2" height. Alternating mowing patterns will be employed to reduce soil compaction and permit the recycling of grass clipping back into the turf
 - Line trim all areas unable to be mowed due to vertical obstructions i.e., buildings, posts, etc.
 - mechanically edge all hard surfaces bi-monthly
- **Bed Maintenance:**
 - policing of all planting beds and ground cover areas to hand pick or chemically treat all broad leaf weeds to maintain a clean and sharp appearance.
 - chemically treat all weeds in parking lot cracks and along curb edges
 - This process may take a few visits to get under control, If weed pre emergent aren't utilized. And Pending the current condition of beds

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- **Summer Pruning:**
 - hand prune or shear all shrubs up to 8' tall to remove new growth and dead or damaged branches twice per season
 - spot prune trees to remove sucker growth and dead branches. Pruning is limited to all branches reachable from ground
 - any trees larger than 10' tall will be pruned at an additional cost after approval by owner
 - this process is typically completed after the surge growth of the spring, and or the flowers have completed their blooms.

ANY HARD PRUNING, RESHAPING, OR THINNING WILL BE DONE AT ADDITIONAL COST AFTER APPROVAL BY OWNER

- **Fall Clean Up**
 - prior to or during lawn maintenance service all fallen leaves will be mulched or removed from all turf areas, sidewalks, steps and parking lots to keep a clean appearance
 - all plant areas will be hand raked or blown clean of leaves and debris at end of mowing season [this is usually performed in November or after last turf maintenance service]
 - all leaves will be placed in a predetermined location [removal of leaves from property will be charged on an additional basis]

All labor, equipment and materials will be provided to complete the above landscape management program for the 2017 Season for the sum of \$8,817.00 payable in [8] payments of \$1,102.12. Tax will be added to all taxable items at billing

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Proposed

Accepted

Murillo, Luz Ed, Maintenance Supervisor

Date

[Signature] 4/5/17
Date

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City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

We propose to furnish all equipment, materials and perform all labor necessary to complete the following:

Lawn Maintenance Program Administration

- **Spring Clean Up**
 - removal of all leaves, trash and debris from turf areas and planting beds
 - blow or sweep clean all driveways, sidewalks, parking lots and steps free of leaves remaining from winter
 - deep edge all planting beds and tree rings to create clean sharp definition between turf and bedding area to control turf from migrating into planting beds [approximately 1" deep]
- **Weed Control:**
 - weed preemergents to chemically control any weed spores remaining from original weeding process
- **Lawn Maintenance**
 - mowing of all turf areas to maintain a clean sharp appearance and a turf height of 2 1/2"-3 1/2" height. Alternating mowing patterns will be employed to reduce soil compaction and permit the recycling of grass clipping back into the turf
 - Line trim all areas unable to be mowed due to vertical obstructions i.e., buildings, posts, etc.
 - mechanically edge all hard surfaces bi-monthly
- **Bed Maintenance:**
 - policing of all planting beds and ground cover areas to hand pick or chemically treat all broad leaf weeds to maintain a clean and sharp appearance.
 - chemically treat all weeds in parking lot cracks and along curb edges
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- **Summer Pruning:**
 - hand prune or shear all shrubs up to 8' tall to remove new growth and dead or damaged branches twice per season
 - spot prune trees to remove sucker growth and dead branches. Pruning is limited to all branches reachable from ground
 - any trees larger than 10' tall will be pruned at an additional cost after approval by owner
 - this process is typically completed after the surge growth of the spring, and or the flowers have completed their blooms.

- *ANY HARD PRUNING, RESHAPING, OR THINNING WILL BE DONE AT ADDITIONAL COST AFTER APPROVAL BY OWNER*

- **Fall Clean Up**
 - prior to or during lawn maintenance service all fallen leaves will be mulched or removed from all turf areas, sidewalks, steps and parking lots to keep a clean appearance
 - all plant areas will be hand raked or blown clean of leaves and debris at end of mowing season [this is usually performed in November or after last turf maintenance service]
 - all leaves will be placed in a predetermined location [removal of leaves from property will be charged on an additional basis]

- Grub Control
 - * Early Grub Control Application

- **Mulching**
 - supply and install 1" of double processed hardwood mulch to all existing planting beds and tree rings

- **Lawn Fertilization Program**
 - Early Spring Application pre emergent crab grass control prior to end of April
 - Late Fall Application broad leaf herbicide and fertilizer 39-0-0 50% slow release prior to end of July

All labor, equipment and materials will be provided to complete the above landscape management program for the 2017 Season for the sum of \$3,593.00 payable in [8] payments of \$449.12. Tax will be added to all taxable items at billing

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Acceptance:

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Proposed

Accepted

Murillo, Luz Ed, Maintenance Supervisor

Date

[Signature] 4/5/17
Date

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Standard Agreement

Date February 6,2017
Name Russell Township
Job Address 14921 Chillicothe Rd,
Mailing Address 8501 Kinsman Road
City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

We propose to furnish all equipment, materials and perform all labor necessary to complete the following:

Old Fire Station

- **Spring Clean Up**
 - removal of all leaves, trash and debris from turf areas and planting beds
 - blow or sweep clean all driveways, sidewalks, parking lots and steps free of leaves remaining from winter
 - deep edge all planting beds and tree rings to create clean sharp definition between turf and bedding area to control turf from migrating into planting beds [approximately 1" deep]
- **Weed Control:**
 - weed premergants to chemically control any weed spores remaining from original weeding process
- **Lawn Maintenance**
 - mowing of all turf areas to maintain a clean sharp appearance and a turf height of 2 1/2"-3 1/2" height. Alternating mowing patterns will be employed to reduce soil compaction and permit the recycling of grass clipping back into the turf
 - Line trim all areas unable to be mowed due to vertical obstructions i.e., buildings, posts, etc.
 - mechanically edge all hard surfaces bi-monthly
- **Bed Maintenance:**
 - policing of all planting beds and ground cover areas to hand pick or chemically treat all broad leaf weeds to maintain a clean and sharp appearance.
 - chemically treat all weeds in parking lot cracks and along curb edges
 - This process may take a few visits to get under control, If weed pre emergent aren't utilized. And Pending the current condition of beds

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- **Summer Pruning:**
 - hand prune or shear all shrubs up to 8' tall to remove new growth and dead or damaged branches twice per season
 - spot prune trees to remove sucker growth and dead branches. Pruning is limited to all branches reachable from ground
 - any trees larger than 10' tall will be pruned at an additional cost after approval by owner
 - this process is typically completed after the surge growth of the spring, and or the flowers have completed their blooms.

ANY HARD PRUNING, RESHAPING, OR THINNING WILL BE DONE AT ADDITIONAL COST AFTER APPROVAL BY OWNER

- **Fall Clean Up**
 - prior to or during lawn maintenance service all fallen leaves will be mulched or removed from all turf areas, sidewalks, steps and parking lots to keep a clean appearance
 - all plant areas will be hand raked or blown clean of leaves and debris at end of mowing season [this is usually performed in November or after last turf maintenance service]
 - all leaves will be placed in a predetermined location [removal of leaves from property will be charged on an additional basis]
- **Lawn Fertilization Program**
 - Early Spring Application pre emergent crab grass control prior to end of April
 - Late Spring Application broad leaf herbicide and fertilizer 39-0-0 50% slow release prior to end of May
 - Early Summer Application broad leaf herbicide and fertilizer 39-0-0 50% slow release prior to end of July
 - Early Fall Application broad leaf herbicide and fertilizer 28-2-3 25% slow release prior to end of October

- **Mulching**
 - supply and install 1" of double processed hardwood mulch to all existing planting beds and tree rings
- Grub Control
 - *Early Summer Grub Control Application

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All labor, equipment and materials will be provided to complete the above landscape management program for the 2017 Season for the sum of \$3,965.50 payable in [8] payments of \$495.69. Tax will be added to all taxable items at billing

Acceptance:

H&M Landscaping is authorized to proceed with the above landscape management program. I agree to pay monthly invoices submitted beginning April 1st 2017 for the above stated work [plus an applicable taxes] per month. I also understand that all accounts past 60 days may cause an interruption in services. All accounts past 30 days will be charged a 2% monthly service charge. All payments towards past due account will pay off service fees first and then the balance of payment will be applied towards outstanding balance on the account. The interruption in service will not change the total costs of said contract. If customer elects to cancel contract after three business days from date of inception customer understands that the value of the entire contract is due at cancellation. H&M Landscaping can not be held liable or responsible for any lose, damage, or delays caused by weather, strike, lack of adequate time, insufficient notice, lack of fuel or oil availability or an other unforeseen act of god. H&M Landscaping will not assume any responsibility for damages not reported with in 24hrs of actual incident. I understand that due to the rising costs of fuel H&M Landscape reserves the right to add on a fuel surcharge when applicable.

Proposed

Accepted

Murillo, Luz Ed, Maintenance Supervisor

Date

[Signature] 2/15/17

Date

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We propose to furnish all equipment, materials and perform all labor necessary to complete the following:

Town Hall

- **Spring Clean Up**
 - removal of all leaves, trash and debris from turf areas and planting beds
 - blow or sweep clean all driveways, sidewalks, parking lots and steps free of leaves remaining from winter
 - deep edge all planting beds and tree rings to create clean sharp definition between turf and bedding area to control turf from migrating into planting beds [approximately 1" deep]
- **Weed Control:**
 - weed preemergents to chemically control any weed spores remaining from original weeding process
- **Lawn Maintenance**
 - mowing of all turf areas to maintain a clean sharp appearance and a turf height of 2 1/2"-3 1/2" height. Alternating mowing patterns will be employed to reduce soil compaction and permit the recycling of grass clipping back into the turf
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- **Mulching**
 - supply and install 1" of double processed hardwood mulch to all existing planting beds and tree rings

All labor, equipment and materials will be provided to complete the above landscape management program for the 2017 Season for the sum of \$1,610.40 payable in [8] payments of \$201.30. Tax will be added to all taxable items at billing

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Work Phone 440-338-7783

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H&M Landscaping is authorized to proceed with the above landscape management program. I agree to pay monthly invoices submitted beginning April 1st 2017 for the above stated work [plus an applicable taxes] per month. I also understand that all accounts past 60 days may cause an interruption in services. All accounts past 30 days will be charged a 2% monthly service charge. All payments towards past due account will pay off service fees first and then the balance of payment will be applied towards outstanding balance on the account. The interruption in service will not change the total costs of said contract. If customer elects to cancel contract after three business days from date of inception customer understands that the value of the entire contract is due at cancellation. H&M Landscaping can not be held liable or responsible for any lose, damage, or delays caused by weather, strike, lack of adequate time, insufficient notice, lack of fuel or oil availability or an other unforeseen act of god. H&M Landscaping will not assume any responsibility for damages not reported with in 24hrs of actual incident. I understand that due to the rising costs of fuel H&M Landscape reserves the right to add on a fuel surcharge when applicable.

Proposed

Accepted.

Murillo, Luz Ed, Maintenance Supervisor

Date

[Signature] 4/5/17
Date

"Detail Is The Signature Of Excellence, We Leave Our Mark"

P.O. Box 69, Newbury, OH 44065
(440) 564-1157 / (440) 564-5609
www.hmlandscaping.com

* Applicable taxes not included in price.

H&M
LANDSCAPING
A LANDSCAPE DESIGN / BUILD FIRM

P.O. Box 69, Newbury, OH 44065
Office (440) 564-1157 / (440) 729-4252
Fax (440) 564-5609

Standard Agreement

Date February 6, 2017
Name Russell Township
Job Address Kinsman
Mailing Address 8501 Kinsman Road
City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

We propose to furnish all equipment, materials and perform all labor necessary to complete the following:

North East Corner 87&306

- **Lawn Maintenance**
 - mowing of all turf areas to maintain a clean sharp appearance and a turf height of 2 1/2"-3 1/2" height. Alternating mowing patterns will be employed to reduce soil compaction and permit the recycling of grass clipping back into the turf
 - Line trim all areas unable to be mowed due to vertical obstructions i.e., buildings, posts, etc.
 - mechanically edge all hard surfaces bi-monthly

All labor, equipment and materials will be provided to complete the above landscape management program for the 0 Season for the sum of \$896.00 payable in [8] payments of \$ 112.00. Tax will be added to all taxable items at billing

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Standard Agreement

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Date February 6, 2017
Name Russell Township
Job Address Kinsman
Mailing Address 8501 Kinsman Road
City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

Acceptance:

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Proposed

Accepted

Murillo, Luz Ed, Maintenance Supervisor

Date

[Signature] 4/5/17

Date

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P.O. Box 69, Newbury, OH 44065
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Standard Agreement

Date February 6, 2017
Name Russell Township
Job Address 15625 Chillicothe Rd
Mailing Address 8501 Kinsman Road
City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

We propose to furnish all equipment, materials and perform all labor necessary to complete the following:

Road Department

- **Spring Clean Up**
 - removal of all leaves, trash and debris from turf areas and planting beds
 - blow or sweep clean all driveways, sidewalks, parking lots and steps free of leaves remaining from winter
 - deep edge all planting beds and tree rings to create clean sharp definition between turf and bedding area to control turf from migrating into planting beds [approximately 1" deep]
- **Weed Control:**
 - weed preemergents to chemically control any weed spores remaining from original weeding process
- **Lawn Maintenance**
 - mowing of all turf areas to maintain a clean sharp appearance and a turf height of 2 1/2"-3 1/2" height. Alternating mowing patterns will be employed to reduce soil compaction and permit the recycling of grass clipping back into the turf
 - Line trim all areas unable to be mowed due to vertical obstructions i.e., buildings, posts, etc.
 - mechanically edge all hard surfaces bi-monthly
- **Bed Maintenance:**
 - policing of all planting beds and ground cover areas to hand pick or chemically treat all broad leaf weeds to maintain a clean and sharp appearance.
 - chemically treat all weeds in parking lot cracks and along curb edges
 - This process may take a few visits to get under control, If weed pre emergent aren't utilized. And Pending the current condition of beds

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Standard Agreement

Date February 6, 2017
Name Russell Township
Job Address 15625 Chillicothe Rd
Mailing Address 8501 Kinsman Road
City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

- **Lawn Fertilization Program**
 - Early Spring Application pre emergent crab grass control prior to end of April
 - Late Fall Application broad leaf herbicide and fertilizer 39-0-0 50% slow release prior to end of July

- **Mulching**
 - supply and install 1" of double processed hardwood mulch to all existing planting beds and tree rings

- Grub Control
 - * Early Grub Control Application

All labor, equipment and materials will be provided to complete the above landscape management program for the 2017 Season for the sum of \$2,587.00 payable in [8] payments of \$323.38. Tax will be added to all taxable items at billing

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Date February 6, 2017
Name Russell Township
Job Address 15625 Chillicothe Rd
Mailing Address 8501 Kinsman Road
City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

Acceptance:

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Proposed

Accepted

Murillo, Luz Ed, Maintenance Supervisor

Date

[Handwritten Signature]

4/5/17
Date

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P.O. Box 69, Newbury, OH 44065
Office (440) 564-1157 / (440) 729-4252
Fax (440) 564-5609

Standard Agreement

Date January 30,2017
Name Russell Township
Job Address 14820 Chillicothe
Mailing Address 8501 Kinsman Road
City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

We propose to furnish all equipment, materials and perform all labor necessary to complete the following:

Police Department

- **Spring Clean Up**
 - removal of all leaves, trash and debris from turf areas and planting beds
 - blow or sweep clean all driveways, sidewalks, parking lots and steps free of leaves remaining from winter
 - deep edge all planting beds and tree rings to create clean sharp definition between turf and bedding area to control turf from migrating into planting beds [approximately 1" deep]
 - Remove trees, and shrubs, and suckers growing behind police station all along the fence.
- **Weed Control:**
 - weed premergants to chemically control any weed spores remaining from original weeding process
- **Lawn Maintenance**
 - mowing of all turf areas to maintain a clean sharp appearance and a turf height of 2 1/2"-3 1/2" height. Alternating mowing patterns will be employed to reduce soil compaction and permit the recycling of grass clipping back into the turf
 - Line trim all areas unable to be mowed due to vertical obstructions i.e., buildings, posts, etc.
 - mechanically edge all hard surfaces bi-monthly
- **Bed Maintenance:**
 - policing of all planting beds and ground cover areas to hand pick or chemically treat all broad leaf weeds to maintain a clean and sharp appearance.
 - chemically treat all weeds in parking lot cracks and along curb edges
 - This process may take a few visits to get under control, If weed pre emergent aren't utilized. And Pending the current condition of beds

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P.O. Box 69, Newbury, OH 44065
Office (440) 564-1157 / (440) 729-4252
Fax (440) 564-5609

Date January 30, 2017
Name Russell Township
Job Address 14820 Chillicothe
Mailing Address 8501 Kinsman Road
City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

- **Summer Pruning:**
 - hand prune or shear all shrubs up to 8' tall to remove new growth and dead or damaged branches twice per season
 - spot prune trees to remove sucker growth and dead branches. Pruning is limited to all branches reachable from ground
 - any trees larger than 10' tall will be pruned at an additional cost after approval by owner
 - this process is typically completed after the surge growth of the spring, and or the flowers have completed their blooms.

ANY HARD PRUNING, RESHAPING, OR THINNING WILL BE DONE AT ADDITIONAL COST AFTER APPROVAL BY OWNER

- **Fall Clean Up**
 - prior to or during lawn maintenance service all fallen leaves will be mulched or removed from all turf areas, sidewalks, steps and parking lots to keep a clean appearance
 - all plant areas will be hand raked or blown clean of leaves and debris at end of mowing season [this is usually performed in November or after last turf maintenance service]
 - all leaves will be placed in a predetermined location [removal of leaves from property will be charged on an additional basis]
- **Lawn Fertilization Program**
 - Early Spring Application pre emergent crab grass control prior to end of April
 - Late Spring Application broad leaf herbicide and fertilizer 39-0-0 50% slow release prior to end of May
 - Early Summer Application broad leaf herbicide and fertilizer 39-0-0 50% slow release prior to end of July
 - Early Fall Application broad leaf herbicide and fertilizer 28-2-3 25% slow release prior to end of October
 - Late Fall Application broad leaf herbicide and fertilizer 28-2-3 25% slow release prior to end of November
- **Mulching**
 - supply and install 1" of double processed hardwood mulch to all existing planting beds and tree rings

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Date January 30,2017
Name Russell Township
Job Address 14820 Chillicothe
Mailing Address 8501 Kinsman Road
City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

- Grub Control
*Early Summer Grub Control Application

All labor, equipment and materials will be provided to complete the above landscape management program for the 2017 Season for the sum of \$3,250.00 payable in [8] payments of \$406.25. Tax will be added to all taxable items at billing

Acceptance:

H&M Landscaping is authorized to proceed with the above landscape management program. I agree to pay monthly invoices submitted beginning April 1st 2017 for the above stated work [plus an applicable taxes] per month. I also understand that all accounts past 60 days may cause an interruption in services. All accounts past 30 days will be charged a 2% monthly service charge. All payments towards past due account will pay off service fees first and then the balance of payment will be applied towards outstanding balance on the account. The interruption in service will not change the total costs of said contract. If customer elects to cancel contract after three business days from date of inception customer understands that the value of the entire contract is due at cancellation. H&M Landscaping can not be held liable or responsible for any lose, damage, or delays caused by weather, strike, lack of adequate time, insufficient notice, lack of fuel or oil availability or an other unforeseen act of god. H&M Landscaping will not assume any responsibility for damages not reported with in 24hrs of actual incident. I understand that due to the rising costs of fuel H&M Landscape reserves the right to add on a fuel surcharge when applicable.

Proposed

Accepted

Murillo, Luz Ed, Maintenance Supervisor

Date

Handwritten signature and date 1/31/17

Date

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P.O. Box 69, Newbury, OH 44065
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Fax (440) 564-5609

Date February 6, 2017
Name Russell Township
Job Address 14810 Chillicothe Rd,
Mailing Address 8501 Kinsman Road
City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

We propose to furnish all equipment, materials and perform all labor necessary to complete the following:

Fire Department

- **Spring Clean Up**
 - removal of all leaves, trash and debris from turf areas and planting beds
 - blow or sweep clean all driveways, sidewalks, parking lots and steps free of leaves remaining from winter
 - deep edge all planting beds and tree rings to create clean sharp definition between turf and bedding area to control turf from migrating into planting beds [approximately 1" deep]
- **Weed Control:**
 - weed premergants to chemically control any weed spores remaining from original weeding process
- **Lawn Maintenance**
 - mowing of all turf areas to maintain a clean sharp appearance and a turf height of 2 1/2"-3 1/2" height. Alternating mowing patterns will be employed to reduce soil compaction and permit the recycling of grass clipping back into the turf
 - Line trim all areas unable to be mowed due to vertical obstructions i.e., buildings, posts, etc.
 - mechanically edge all hard surfaces bi-monthly
- **Bed Maintenance:**
 - policing of all planting beds and ground cover areas to hand pick or chemically treat all broad leaf weeds to maintain a clean and sharp appearance.
 - chemically treat all weeds in parking lot cracks and along curb edges
 - This process may take a few visits to get under control, If weed pre emergent aren't utilized. And Pending the current condition of beds

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Date February 6,2017
Name Russell Township
Job Address 14810 Chillicothe Rd,
Mailing Address 8501 Kinsman Road
City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

- **Summer Pruning:**
 - hand prune or shear all shrubs up to 8' tall to remove new growth and dead or damaged branches twice per season
 - spot prune trees to remove sucker growth and dead branches. Pruning is limited to all branches reachable from ground
 - any trees larger than 10' tall will be pruned at an additional cost after approval by owner
 - this process is typically completed after the surge growth of the spring, and or the flowers have completed their blooms.

ANY HARD PRUNING, RESHAPING, OR THINNING WILL BE DONE AT ADDITIONAL COST AFTER APPROVAL BY OWNER

- **Fall Clean Up**
 - prior to or during lawn maintenance service all fallen leaves will be mulched or removed from all turf areas, sidewalks, steps and parking lots to keep a clean appearance
 - all plant areas will be hand raked or blown clean of leaves and debris at end of mowing season [this is usually performed in November or after last turf maintenance service]
 - all leaves will be placed in a predetermined location [removal of leaves from property will be charged on an additional basis]
- **Lawn Fertilization Program**
 - Early Spring Application pre emergent crab grass control prior to end of April
 - Late Spring Application broad leaf herbicide and fertilizer 39-0-0 50% slow release prior to end of May
 - Early Summer Application broad leaf herbicide and fertilizer 39-0-0 50% slow release prior to end of July
 - Early Fall Application broad leaf herbicide and fertilizer 28-2-3 25% slow release prior to end of October
 - Late Fall Application broad leaf herbicide and fertilizer 28-2-3 25% slow release prior to end of November

- **Mulching**
 - supply and install 1" of double processed hardwood mulch to all existing planting beds and tree rings

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Date February 6,2017
Name Russell Township
Job Address 14810 Chillicothe Rd,
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City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

- Grub Control
*Early Summer Grub Control Application

All labor, equipment and materials will be provided to complete the above landscape management program for the 2017 Season for the sum of \$3,653.50 payable in [8] payments of \$456.69. Tax will be added to all taxable items at billing

Acceptance:

H&M Landscaping is authorized to proceed with the above landscape management program. I agree to pay monthly invoices submitted beginning April 1st 2017 for the above stated work [plus an applicable taxes] per month. I also understand that all accounts past 60 days may cause an interruption in services. All accounts past 30 days will be charged a 2% monthly service charge. All payments towards past due account will pay off service fees first and then the balance of payment will be applied towards outstanding balance on the account. The interruption in service will not change the total costs of said contract. If customer elects to cancel contract after three business days from date of inception customer understands that the value of the entire contract is due at cancellation. H&M Landscaping can not be held liable or responsible for any lose, damage, or delays caused by weather, strike, lack of adequate time, insufficient notice, lack of fuel or oil availability or an other unforeseen act of god. H&M Landscaping will not assume any responsibility for damages not reported with in 24hrs of actual incident. I understand that due to the rising costs of fuel H&M Landscape reserves the right to add on a fuel surcharge when applicable.

Proposed

Accepted

Murillo, Luz Ed, Maintenance Supervisor

Date

Handwritten signature and date 4/5/17

Date

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Date February 6, 2017
Name Russell Township
Job Address 13910 Chillicothe Rd,
Mailing Address 8501 Kinsman Road
City Novelty State OH Zip 44072
Home Phone Jenn
Work Phone 440-338-7783

We propose to furnish all equipment, materials and perform all labor necessary to complete the following:

River View Bob Hall Field

- **Spring Clean Up**
 - removal of all leaves, trash and debris from turf areas and planting beds
 - blow or sweep clean all driveways, sidewalks, parking lots and steps free of leaves remaining from winter
 - deep edge all planting beds and tree rings to create clean sharp definition between turf and bedding area to control turf from migrating into planting beds [approximately 1" deep]
- **Weed Control:**
 - weed premergants to chemically control any weed spores remaining from original weeding process
- **Lawn Maintenance**
 - mowing of all turf areas to maintain a clean sharp appearance and a turf height of 2 1/2"-3 1/2" height. Alternating mowing patterns will be employed to reduce soil compaction and permit the recycling of grass clipping back into the turf
 - Line trim all areas unable to be mowed due to vertical obstructions i.e., buildings, posts, etc.
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- **Bed Maintenance:**
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 - chemically treat all weeds in parking lot cracks and along curb edges
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Date February 6, 2017
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- **Summer Pruning:**
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- **Fall Clean Up**
 - prior to or during lawn maintenance service all fallen leaves will be mulched or removed from all turf areas, sidewalks, steps and parking lots to keep a clean appearance
 - all plant areas will be hand raked or blown clean of leaves and debris at end of mowing season [this is usually performed in November or after last turf maintenance service]
 - all leaves will be placed in a predetermined location [removal of leaves from property will be charged on an additional basis]
- **Mulching**
 - supply and install 1" of double processed hardwood mulch to all existing planting beds and tree rings

All labor, equipment and materials will be provided to complete the above landscape management program for the 2017 Season for the sum of \$3,319.50 payable in [8] payments of \$414.94. Tax will be added to all taxable items at billing

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Date February 6, 2017
Name Russell Township
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Acceptance:

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Proposed

Accepted

Murillo, Luz Ed, Maintenance Supervisor

Date

[Handwritten Signature] 4/5/17
Date

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