

WATERS AT SILVER TROUT HOA

REQUEST FOR PROPOSAL

WATERS at SILVER TROUT HOA LANDSCAPING CONTRACT

INTRODUCTION

Waters at Silver Trout Executive Board is requesting

L and C Landscaping
Jose Lopez
P.O Box 8486
Breckenridge CO 80424
Phone: 970-404-0527

on behalf of the Waters at Silver Trout Homeowners Association for work to be completed within the complex.

Neighborhood: 29 Townhomes located on Fenwick Drive and Fly Line Drive, Silverthorne, Colorado

Scope of work

SUMMER 2022

May – 2022 – Pick up rocks left behind by developer and previous landscaper to allow for proper mowing
\$1,200

Spring 2022 - Fertilization of lawn areas but excluding the lawns behind the homes on Fenwick, lake side. NO FERTILIZATION near the lake.
\$1500

June 3 - Mowing every 2 weeks starting June 3 until October 21st
\$13,040.00

Irrigation Start: repairing leaks, adjusting each zone (does not include irrigation parts)
\$2,000.00

Total irrigation blow out in the fall and main panel irrigation shut off also street water valve to sprinklers located by Unit 62 Fenwick
\$1,800.00

Total Project \$16,840.00

PLEASE NOTE: Changes to bid or project are billed out on a per hour basis @ **\$50/hr** plus cost of materials

OTHER REQUIREMENTS

3.1 Safety

The Contractor will follow all applicable OSHA standards in conducting daily activities related to the project.

3.2 Insurance

The contractor will at all times during the term hereof and at its own costs procure and continue to enforce Workman's Compensation Insurance and Bodily Injury Liability and Property Damage Liability Insurance adequate to protect the Property. The liability amount is \$1,000,000 and Workers Compensation for #1,000,000. The Contractor will supply Waters at Silver Trout a copy of said insurance before contract signing.

3.3 Mechanic's Liens/ Indemnity

The Contractor agrees that it will pay or cause to be paid all cost for work done by it on the premises and the contractor will keep all properties free and clear of all mechanic's liens pursuant to work done by the contractor or persons claiming under the contractor. The contractor agrees to and shall indemnify and name the properties free and harmless against liability, loss, damage, costs, attorney fees and all other expenses on account of claims of lien of laborers or material suppliers or others for work performed or materials or supplies furnished for the contractor or persons claiming under the contractor.

3.4 Scheduling

The contractor will provide a schedule, including start and finish dates for special projects. The schedule will allow for no interruptions of work, except for weather related delays. The schedule shall be provided to Waters at Silver Trout HOA prior to the project start. if the project is not completed per the schedule, there will be a credit adjustment on the final payment of per day to the HOA **unless the contractor has submitted a schedule adjustment for approval by Waters at Silver Trout HOA before the schedule adjustment is to take place.**

3.5 Pricing

The price quoted is inclusive of all preparation, repairs, materials, labor, and cleanup as identified in the first Section of this document. If the contractor recommends work in addition to work specified in this document, the additional work will be described and priced separately from the specified work and will be presented to Waters at Silver Trout HOA for approval prior to commencement. Any price adjustments such as material increases, etc. due to unforeseen circumstances will be prepared in an amendment to the contract and presented to Waters at Silver Trout for pre-approval before the price adjustment.

3.6 Payment Terms

Payment will be as follows:

- 33 % of base bid at signing contract.
- 33 % after ½ completion of the total scope of work as a progress payment.
- 34 % after final completion of the scope of work and final inspection by the HOA representative and a representative from the Board of Directors of the HOA.
All progress payments will require a written invoice submitted to Waters at Silver Trout HOA Executive Board. A check or online payment will be provided within the HOA Accounting Department's policies after submission of said invoice.
- 10 % retainage will be paid upon completion of satisfactory final inspection. Inspection will take place within two weeks after finish date.
- All payments are based on a satisfactory inspection made by the HOA representative.

CLOSEOUT

4.1 Information

The contractor will provide to Waters at Silver Trout Executive Board a detailed description of all products and materials used on the project.
PLEASE NOTE: Final payment will not be released without the above information.

4.2 Contractor Warranties/ Guarantees

The contractor will provide a detailed description of its warranty/guarantee for the work performed and materials used. The contract between parties can be terminated with 30 days' notice to the parties due to quality issues. The contractor shall always maintain a competent and experienced Project Supervisor available with authority to make decisions and carry out directives of the appropriate HOA coordinator.

4.3 Bid Information

- The contractor will provide its responses to this Statement of Work by May 24, 2022.

4.4 Contract Award

The Waters at Silver Trout Homeowner Association Board of Directors will make the final decision on all major projects' contracts. The contractor will be notified as soon as a decision is made by the Waters at Silver Trout Executive Board by email or phone.

RFQ: Prepared by _____

Signature: _____

Date: _____