



FINANCE DEPARTMENT  
 CITY OF SURPRISE  
 16000 N. CIVIC CENTER PLAZA  
 SURPRISE, AZ 85374  
 T. 623-222-1800

|  |                        |
|--|------------------------|
| <b>CONTRACT NO.: 319000182C</b>          | <b>AMENDMENT NO. 6</b> |
| <b>DESCRIPTION: Landscaping Services</b> |                        |

In accordance with the provisions of the above referenced contract, the contract is amended as follows:

**1. TERM OF AGREEMENT**

This Agreement shall be effective as of the date first set forth above and shall expire on June 30, 2023 unless terminated, cancelled, or extended as otherwise provided herein.

**2. Amendment**

Scope changes for Landscaping Services as described on Exhibit B, include Surprise Tennis & Racquet Complex.

**3. Price Increase**

| Option | Weekly Landscape Maintenance Service   | Monthly    | Yearly     |
|--------|--|------------|------------|
| A      | 3 guys 8 hours quarterly, 4 months out of the year with no irrigation included | \$1,975.00 | \$7,900.00 |

Outdoor Systems Management, LLC  
 8399 E. Indian School Rd.  
 Suite 102  
 Scottsdale, AZ 85251  
 charles@osmaz.com

**ALL OTHER PROVISIONS OF THE CONTRACT SHALL REMAIN IN THEIR ENTIRETY.**

Contractor hereby acknowledges receipt of, and agreement with, the amendment. A signed copy must be filed with the City of Surprise Procurement Office. The above referenced Contract Amendment is hereby executed:

For the Contractor:

By: OSM [Signature]  
 Name: Jose A. Velez  
 Title: Branch Manager  
 Date: 6/28/22

For the City:

By: Wendy Springborn  
DocuSigned by: DOC3C6460DB5440...  
 Name: wendy springborn  
 Title: Procurement Manager  
 Date: 6/30/2022 | 13:29 PM MST

**EXHIBIT B**



**Landscape Maintenance Proposal**



**City of Surprise Tennis & Racquet Complex**

**Created by: Tony Velez , Outdoor Systems Management  
Prepared for: City of surprise Tennis 14469 W Paradise Ln, Surprise, AZ 85374**



## Cover Letter

Marla,

Thank you for considering Outdoor Systems Management, LLC. (OSM) for your landscaping needs. We are committed to improving the public perception of the landscape industry through long-term proactive dependability. At OSM our goal is to create a stable and ever-growing company where our employees can develop personally and professionally and our clients can receive long-term competent and proactive management of their landscape assets. We expect to be held accountable for the commitments we make to each other and our clients. We are insured, bonded, and licensed by the State of Arizona. **(ROC 251581\*308285\*308286 PMD LIC # 9691)**

OSM is proud to offer **Landscape Maintenance, Arbor Care, Water Management, and Landscape Enhancement Services**. Our approach to new partnerships is to thoroughly evaluate each property and develop a management program complete with listed services, frequencies, schedules, and annual budgets. We discuss the recommended maintenance program with our client, and tailor the program to fit our clients current budget while achieving as many goals for their property as possible.

Thank you,

Tony Velez

[TVelez@osmaz.com](mailto:TVelez@osmaz.com) / 623-258-1744

Regional Account Manager





# Premium Weekly Landscape Maintenance

**Inert**

- Blow hardscape & granite surfaces
- Raking granite
- Trash cleanup
- Dog station clean up

**Irrigation Option B**

- Exercising and adjusting drip zones (Monthly)
- weekly inspection
- Controller program adjustments

Tech hours 4 hours a month.

**Turf.... N/A**

- Lawns shall be mowed during the active growing season or on an as needed basis.
- Edging shall take place to maintain a neat, presentable appearance
- Fertilization 6x per year
- Winter Overseed, Dethatching , Scalping and Aeration

**Shrub Maintenance**

- Shrubs shall be pruned only as necessary to promote healthy, natural growth patterns
- Keep shrubs separated in front of home
- Granular fertilization as needed

**Trees Maintenance**

- Height limitations for tree pruning covered in the specification is 10 feet. On trees over 10 feet in height only low hanging branches that present a danger will be raised

**Weed Control**

- Post Emergent as needed
- Pre Emergent 2x per year

**Weekly Notification**

- Email, Text or Phone Call

| Option | Weekly Landscape Maintenance Service   | Monthly    | Yearly     |
|--------|--|------------|------------|
| A      | 3 guys 8 hours quarterly, 4 months out of the year with no irrigation included | \$1,975.00 | \$7,900.00 |

| Option | Weekly Landscape Maintenance Service   | Monthly    | Yearly      |
|--------|--|------------|-------------|
| B      | 3 guys 8 hours quarterly, 4 months out of the year with irrigation Tech included | \$2,625.00 | \$10,500.00 |

Option B includes an irrigation tech on the property at least once a month for 4 hours a month. This includes monitoring the system and making adjustments as needed.





## Landscaping Maintenance Scope of Work

**Outdoor Systems Management (OSM)** shall furnish all horticultural supervision, professional recommendations, labor, materials, equipment, disposal, and transportation required to maintain the landscape throughout the contracted period, as specified herein. The scope of our services shall be based exclusively on those items approved and initialed on the following Proposal Document and shall never deviate from the standard scope unless agreed upon in writing by both parties.

**Lawn Care** Lawns shall be mowed during the active growing season or on an as needed basis. During excessive rainy or dry periods, mowing will take place as conditions dictate. Mowing heights will be based on best horticulture practices, taking season and turf variety into account. Edging shall take place to maintain a neat, presentable appearance. All fertilizers will be legally applied at the contractor's discretion. The number of applications will depend on fertilizer makeup and turf variety. Fungicides and Pesticides will be recommended when necessary, but not applied until agreed upon, in writing, by both parties. All fungicides and pesticides will be legally approved and regulated.

**Scalping, Dethatching, & Winter Overseed included. N/A**

**Grounds Care** All decomposed granite or mulch areas will be inspected, raked, and/or blown to ensure that the areas are kept free of debris, litter, and are maintained to presentable standards. Any weeds, invasive grasses, and undesired plant material will be removed or shall be controlled with legally approved herbicides at the contractor's discretion. Any areas with excessive infestations or mulch build up will be discussed with the client and proposed separately if necessary.

**Shrubs/ Ground Cover** Shrubs shall be pruned only as necessary to promote healthy, natural growth patterns. Exceptions to this includes necessary pruning due to safety/visual hazards and the removal of disease, neglected overgrowth, or dead/damaged plant material. All shrubs and groundcovers shall be maintained to avoid weed infestations and cross contamination between species. Ground covers shall be edged to keep them within boundaries, off of curbs, and out of walkways. Granite will be raked as needed.





**Tree Pruning** Height limitations for tree pruning covered in the specification is 10 feet. On trees over 10 feet in height only low hanging branches that present a danger to pedestrians and vehicular traffic will be raised. Trees smaller than 10 feet are scheduled to be pruned in winter months except for safety related pruning.

**Weed Control** Weeds will be controlled manually or systematically with the use of legally approved **Pre-Emergent 2x per year and Post-emergent as needed**. These services may be an additional cost if not originally agreed upon in the contract. **included**

**Debris Cleanup** All landscape areas shall be inspected on the days of service and excess debris shall be removed. Any landscape debris generated from our maintenance service shall be removed from paved or hardscaped areas on the day of service. Exclusions from this include any non-landscape related debris, or debris within pools and/or water features.

**Irrigation If applicable**, watering shall be scheduled with automatic controllers to supply quantities and frequencies consistent with seasonal requirements. Exercising and adjusting drip zones will be done on a monthly basis. **Weekly irrigation checks included**.

**Reporting** All Reporting and photos will be done on a weekly basis

