

**Silver Firs Homeowners Association Phase II
Landscape Committee Report for March, 2003**

Motions

1. Motion to retain Total Landscape services through April 30, 2003. Our contract with Total is scheduled to end March 31. We will need landscape maintenance and service through April, as the requests for a new Landscape service contract is not scheduled to start until May 1.

Reports

1. Finalized RFP at Landscape Committee meeting March 6. Many thanks to Jim Yourkowski for his input and advice.
2. The Request for Proposal for a new Landscape Service contract was sent to four Landscape Companies:
 1. Highridge Corporation
 2. Total Landscape Corporation
 3. Heath Landscape Services
 4. Condo Commercial

The following is the timeline of events for selecting a Landscape Service for the coming years:

RFP issued	March 14, 2003
Vendor inquiry period	March 14-28, 2003
Vendor response due date	March 28, 2003 (4:00pm)
Project team review of responses	March 31-April 4, 2003
Vendor notification of bid acceptance	April 7
Final contract review and sign-off	April 8-11

3. Landscape Issues Update:
 - a. Soccer field drainage is an ongoing problem. Will meet with Centex to discuss this continuing issue.
 - b. Sidewalk staining due to drainage issues next to Dino Park. Centex has obtained a permit to fix this problem and will start April 7.
 - c. New: There was an issue of possible irrigation leaks in two sectors. Water meters were checked out in the designated areas, with no abnormalities detected.
 - d. New: Tree broken at Pembridge sport court. Total to replace tree, and offending party will be invoiced.
 - e. New: a section of the turf strip on 148th and Puget Park Drive has been damaged; Total has taken soil samples.

4. Landscape Activity:
 - a. Week of March 3-9: Inspected all tot lot and sport court areas for landscaping / maintenance needs. Report to be sent to Total. Also picked up litter in tot lots/sport courts and surrounding areas.
 - b. Week of March 10-16: Surveyed water meters and irrigation valves. Found all water meters but those on 148th and at the Dino Park. Will followup with Michael Bitz.

End report