

EXHIBIT “A”—SCOPE OF SERVICES

In entering into this agreement, the City of Casa Grande and Contractor seek to provide high quality service offering public access to enjoyable golf course services and facilities. To accomplish this end, the Contractor shall maintain the Dave White Municipal Golf Course according to standards equal to or higher than those maintained at other comparable facilities in and around the Pinal County service area in accordance with the City approved budget Exhibit "B". For purposes of this agreement, the golf courses listed below (the “Comparison Courses”) shall be deemed to be similar facilities. The City shall have the right by written notice from time to time in its reasonable discretion to designate other comparable public golf courses as additional or new Comparison Courses. The Contractor shall maintain the Dave White Municipal Golf Course in a first-class manner; shall furnish prompt and courteous service; and shall keep the golf course and golf carts attractively maintained, orderly, clean, and sanitary and in an inviting condition at all times, all to the reasonable satisfaction of the City. The Contractor shall not employ any person on or about the golf course who shall fail to be courteous, efficient and neat in appearance or who shall use improper, obnoxious or rude language or act in a loud or boisterous or otherwise improper manner.

The City acknowledges and understands that from time to time and season to season the golf course will suffer from transitional changes due to weather and the seasonal grasses and the City also acknowledges that when considering their reasonable satisfaction these seasonal factors along with the stipulated City approved budget shown in Exhibit "B" could have an impact on golf course conditions.

Comparison Courses

<u>Name</u>	<u>Address</u>
Francisco Grande Golf Club	Casa Grande, AZ
Robson Ranch Arizona Golf Club	Eloy, AZ
Mission Royale Golf Club	Casa Grande, AZ
Arizona City Golf Course	Arizona City, AZ
San Miguel Golf Course	Eloy, AZ

Golf Course Maintenance

The Contractor shall accomplish the normal maintenance of the golf course in a proper manner, including but not limited to irrigating, applying required chemicals, sodding, mowing, aerifying, top dressing replacing sand in bunkers, and over seeding. The Contractor shall be responsible for the continuing maintenance and repair of all the related maintenance related properties, fixtures, plantings, furniture and related plumbing, electrical, natural gas equipment.

Within sixty (60) days of the signing of the contract the Contractor shall submit a detailed grounds maintenance plan to the Community Services Director or designee for approval. This detailed plan will be required to be submitted annually by the end of August each year of the contract.

The detailed annual grounds maintenance plan shall address the standards included herein and include, but not be limited to the following: monthly schedule of chemical applications (including fertilizer by analysis, herbicide by type, fungicide by type, pesticide by type, etc) schedule of green, tee and fairway aerification, schedule of over seeding, schedule of bunker repair and maintenance, tee divot repair schedule, anticipated equipment acquisition, maintenance equipment inventory, integrated pest management plan, and any other items pertinent to the maintenance of the greens, tees, fairways, roughs, trees and landscape on the golf course as well as the facility entrance landscape area.

Mowing – The Contractor shall mow greens daily ranging from 0.125” – 0.250” depending on weather and time of year. Mowing direction must be varied each time the greens are mowed. The Contractor shall mow all tee areas at a height ranging from 0.375” – 0.625” no less than three times per week at an interval not to exceed three days. The Contractor shall mow fairways a minimum of twice a week at a height of 0.500” – 0.625” during the active growing season and as needed for the balance of the year. Contour mowing of the greens and fairways shall be followed.

Cups and Tee Set Ups – The Contractor shall change cup locations daily meaning each day the course is open for play. The Contractor shall move all tee markers daily.

Aerification - The Contractor shall aerate all greens and tees, a minimum of two times per year. Three times is recommended typically in April, July and September. This will be done with a tine aerifier using deep 3/8” to 5/8” coring tines. Cores shall be removed following aerification and prior to top dressing. Fairway aerification shall be performed two times a year. Aeration holes shall not exceed a spacing of six inches on center or be a diameter of less than ½” and a maximum penetration of 5”. Cores shall be reduced using a drag mat and/or mower following aerification.

Topdressing – The Contractor shall topdress all greens and tees after aerification. Topdressing shall be done with sufficient sand to fill in the aerification holes. Excess sand shall be dragged off the green. Greens may require additional treatments as needed to maintain a smooth putting surface. Topdressing material shall be washed sand similar in particle size to the root zone profile.

Vertical Mowing – The Contractor shall perform a light vertical mowing of all greens to prevent buildup of organic matter and thatch to stimulate optimum turf growth. The Contractor shall perform a heavy vertical cutting on all greens prior to over seeding in October. The Contractor shall perform a heavy vertical mow on all fairways as necessary to control mat or thatch build up at least annually.

Spiking - The Contractor shall perform spiking of all greens as needed between aerations to maintain proper water infiltration.

Fertilization – The Contractor shall fertilize all greens and tees at a rate to provide a minimum of actual available material per year of 12 pounds per 1,000 square ft. of actual nitrogen (3 pounds per square ft. for tees & fairways), 3 pounds per 1,000 square ft. of actual phosphorus, and 6 pounds per 1,000 square ft. of actual potash and other trace elements as required to maintain growth, color and integrity of the turf. The use of slow release, soluble quick release, or liquid fertilizer shall be based on the results of soil analysis.

Soil Analysis – The Contractor shall perform a soil analysis of all putting greens and randomly selected tees and fairways. Samples shall be analyzed by an accredited laboratory and the results submitted to the City.

Fungicide – The Contractor shall perform appropriate applications on all greens at a preventative rate when climactic conditions favor the growth of fungal pathogens. Additional applications at a curative rate shall be required to control fungus activity and prevent damage to the turf when disease is present. In the event of fungal infestation, an additional soil analysis shall be performed to determine the recommended course of action.

Pre-Emergent - The Contractor shall apply pre and post emergent chemicals to the greens, surrounding fairways, tees, roughs and planting areas using an impregnated granular fertilizer or in liquid form. Chemicals shall be applied according to product labels to prevent the germination of weeds difficult to eradicate. Intrusion of weeds into the greens shall be a goal of pre-emergent applications.

Weed Control – The Contractor shall keep all tee areas, fairways, fence lines and internal golf course open space areas weed free to an extent of at least 90% of the area by the proper application of approved pre-emergent and post-emergent herbicides.

Insecticide – The Contractor shall treat all greens on a preventative basis in the spring and fall on a curative basis to prevent damage to the turf. Contractor shall submit an Integrated Pest Management (IPM) plan to the Community Services Department within sixty (60) days following the start of the contract as well as an annual IPM plan by the end of January each year of the contract. The contractor must be a certified and licensed applicator.

Over Seeding – The Contractor shall over seed all greens, tees and fairways from November to April using a suitable mixture perennial rye grass approved by the City. The Contractor shall over seed all tee areas at a rate of not less than 25 pounds per 1,000 square ft. and fairways at a minimum application rate of 375 pounds per acre.

Staking – The Contractor shall stake all trees, as necessary, to protect and establish sufficient size to stand unassisted.

Pruning – The Contractor shall prune all trees, as necessary, for the protection from wind and pests as well as for appearance, safety and playability of the golf course. Proper pruning techniques shall be approved by the City using ANSI Tree Standards.

Tree Irrigation – The Contractor shall water all trees to provide adequate moisture for proper growth.

Mowing around Trees – The Contractor shall not mechanically remove grass within one foot of the trunk.

Tree Removal and Replacement – All damaged trees, with the approval of the City of Casa Grande, shall be removed and replaced. Tree debris shall be removed or chipped to be used as mulch. Tree stumps shall be removed by a mechanical stump grinder or manually. Replacement trees will be specified by the Casa Grande Community Services Department.

Turf Irrigation - The Contractor shall repair or replace all heads, valves, valve boxes, filters, controllers, wiring and pipe as needed to maintain the proper operation of the entire golf course irrigation system (including greens, tees, fairways, planters, flower beds, landscape etc.) on an ongoing basis. The Contractor shall irrigate all greens, tees, fairways and rough on the golf course in a sufficient manner to maintain healthy turfgrass. The Contractor shall monitor the daily evapotranspiration (ET) rate on the golf course. The Contractor shall visually inspect the course daily to observe indications of plant wilting and ensure the turf does not reach the permanent wilting point. The City of Casa Grande will provide for an ongoing preventative maintenance program on the pumps and motors. The contractor shall be responsible for daily upkeep and monitoring of said pumps and motors and existing computers.

Fences - The Contractor shall maintain areas along fence lines. The Contractor shall repair or replace all city owned fences, gates and locking devices needed for the protection of the golf course or equipment with similar or like material.

Edging - The Contractor shall on a weekly basis edge all sidewalks, restrooms, drinking fountains, patios and areas around the clubhouse, including valve boxes, meter boxes and backflow devices.

Bunkers - All sand bunkers shall be edged, at a minimum, bi-weekly with a neat lip, raked daily and filled with fresh sand as needed to maintain a 6” depth on the bottom and a 4” depth on the slopes. Replacement sand shall be washed sand, silt free to ensure proper drainage of bunkers. Greenside bunkers shall be maintained with sand that conforms to industry standards dealing with the construction and topdressing of greens.

Construction and Remodeling - The Contractor shall receive prior approval from the City before any changes in the physical characteristics of any buildings or the movement of more than 20 cubic yards of material in any single area of the golf course occurs.

Staffing

- **Golf Course Superintendent** - A degree from a two or four year college or university accredited in agronomy is preferred. The degree requirement may be waived for GCSAA certifications or any combination of experience and education or training that is likely to provide the required knowledge and abilities for this position. Typical ways to acquire this knowledge and abilities include: Either:
- Three years of supervisory experience as a golf course superintendent or assistant superintendent on an eighteen or nine hole golf course.
- Completion of all major coursework required for an Associate or higher degree from an accredited college or university in Ornamental/ Landscape Horticulture or a related field and two years of supervisory experience as a golf course superintendent or assistant superintendent on an eighteen-hole golf course.
- The Contractor shall provide sufficient supervision to ensure the performance of all of its personnel and subcontractors.
- The Contractor shall provide and update a detailed staffing plan and organizational chart every six months or as changes occur.
- The Contractor shall provide office numbers for telephone (land line and cellular), fax and a list of secondary numbers for staff to be reached on a 24-hour basis.

Pest Control - The Contractor shall provide a level of pest control to eliminate such pests from the clubhouse.

Trash and Debris Removal - Trash and debris removal will be at the City's expense. The Contractor will take special care to insure minimal problems from refuse odors, insects, etc.

Damages and Repairs - Within the limitations of the City approved budget Exhibit "B" the Contractor shall be responsible for all drainage issues that may develop as a result of nature and compaction. Repairs will be made to bare spots created through play and wet spots which may occur. Damage reports (including pictures) should be made to document any problems and are to be submitted to the City as they occur.

Cart Paths, Bridges and Walkways - The Contractor shall maintain all cart paths and all concrete areas around the clubhouse in a smooth condition, free of structural cracks or trip hazard defects and repair promptly as needed. The Contractor shall maintain all walkways, cart paths and pedestrian ways in a safe condition.

Tools and Equipment - The Contractor shall inventory and maintain all power tools, machines and equipment necessary to perform work as specified. All equipment must be maintained in a condition to ensure safe and effective performance. Contractor will provide ongoing maintenance necessary to provide an operational fleet to maintain the golf course and submit a current inventory list reflecting the status of existing equipment.

Material Safety Data Records - The Contractor shall provide a Material Safety Data Sheets (MSDS) for each chemical or material used in the performance of work, or stored at the golf course, as required by applicable law. The disposal and storage of all chemicals shall comply

with the regulations of the Environmental Protection Agency (EPA), state and local laws and regulations. Materials used should be selected from the most current, safest and effective materials available to the landscape industry trade.

Permits and Licenses - The Contractor shall be responsible for determining and securing any and all licenses and permits that are required by any statute, ordinance, rule or regulation of any regulatory body having jurisdiction in any manner connected with providing operations and maintenance of the golf course. The Contractor shall notify the Casa Grande Community Services Director or designee in writing, during the term of the contract, within two (2) working days, of any suspension, revocation and renewal.

Hiring of Displaced Employees - The Contractor shall be expected to make a good faith effort to interview and employ any person(s) who is currently employed by the City of Casa Grande as a result of this contractual maintenance agreement.

Safety - Within thirty (30) days after the Notice to Proceed (NTP), the Contractor shall submit an emergency operation plan for the Department's approval. This plan shall contain procedures in advance for all foreseeable emergency situations including but not limited to, customer safety, personnel injuries, sickness, rowdiness, vandalism, intoxication, fire, smoke power outage, etc. The Contractor shall immediately report all accidents and safety incidents by telephone and or E-mail to the Community Services Director or designee. In addition, the Contractor shall report all accidents and safety incidents in writing to the Community Services Director or designee within four (4) hours of constructive knowledge of said accidents or incidents arising out of or in connection with operational management of the golf course, which results in injuries or property damage, giving full details and statements of witnesses. In addition, if death or serious injuries or damages are caused, the same shall be reported immediately by telephone to the Community Services Director or designee. The report shall include a complete description of the accident or safety incident including an explanation of what occurred, the probable cause and the actions taken by all parties and proposed follow-on action to minimize recurrence of the accident or incident. The Contractor shall also make available its employees to be interviewed by investigators of the accident or incident and to testify in any legal proceedings. The Contractor shall meet all OSHA requirements for safety. Contractor shall conduct monthly safety meetings with staff and provide documentation to the Community Services Director or designee.

Golf Carts

Golf Cart Maintenance - Contractor is responsible for general maintenance and repairs to the golf cart fleet. Daily cleaning and daily maintenance is still the responsibility of the golf shop staff. **Tire Care** - All standard 8" tires can be inflated to 28-30 lbs. All 10" – 12" tires can be inflated to 30 psi if they are street legal tires. If you are going to use a tire sealer, do not use the type out of a pressurized can, as that type of sealer is designed for automotive use to inflate and seal, and will cause corrosion to the inside of the rim. This is a temporary emergency fix, and should be cleaned and removed as soon as possible.

Paint and Body Care - The paint used on the golf cars is the same paint being used on automobiles. We recommend a high quality wax. Make sure its non-abrasive, and is approved for Clear-Coat finishes. Just like any other wax, make sure that is not applied in direct sun-light, and is not over 100 degrees when applying. After a good polish is applied, then use a duster to clean in-between washes.

Service and Lubrication - All golf cars will require some type of service and lubrication. There is several grease fittings located on the front end (for all steering linkages and ball-joints) that need to be greased, recommended every 6 months. Brakes should be cleaned and adjusted, recommended every 6 months. The differential should be checked for proper oil level, and the linkages and wear points need to be lubricated with light oil on a recommend annual basis.

Key Switch - Always remember to turn off the key switch when you are finished operating the golf cart. Accessories may drain the batteries if the key is left on for any extended period of time. Always keep golf carts in the neutral position with the key off when the cart is not being used.