



**CROFTON PERDUE
ASSOCIATES, INC.**

November 12, 2020

G. J. Romig Property Management, Inc.
1279 Hamlin Parma Townline Road
Hilton, NY 14468

RE: Rivers Run HOA - Three Year Contract 2021-2023
Lawn Mowing, Foundation Bed Maintenance and Spring and Fall Maintenance

Dear Gary:

The Board of Directors of Rivers Run Homeowners Association is pleased to award you the contract for lawn mowing, foundation bed maintenance and Spring and Fall Maintenance per the attached specifications. As quoted in attached Proposal #2020-0802 dated August 2, 2020, the total cost per year will be \$51,391.41, including tax. You are requested to attend a meeting with the Board and the tree contractor prior to mulching to prevent possible duplication of the trees. Please see the attached quote for the full cost breakdown and details.

Crofton Perdue welcomes your business and would like to make you aware of our insurance requirements. We will need proof of workers compensation, auto liability, and general liability insurance. The certificate holder should read "Rivers Run HOA & Crofton Perdue Associates, Inc." on all certificates.

The certificate of general liability must include Additional Insured, a Waiver of Subrogation, and Primary/Non-Contributory coverage per the enclosed "Additional Comments Wording."

We must have your current certificates on file along with a signed Addendum before any work can commence. Authorization is granted to withhold payments until these are received.

Please be sure that your invoice is billed to "Rivers Run HOA" and mailed to Crofton Perdue Associates.

Respectfully,
CROFTON PERDUE ASSOCIATES, INC.

Stacey Brandon
Property Manager

SB/jp

Enc.

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G.J. Romig Property Management, Inc.
 1279 Hamlin Parma Townline Road
 HILTON, NY 14468

PROPOSAL

DATE	PROPOSAL #
8/2/2020	2020-0802

CUSTOMER
Rivers Run HOA Crofton Associates, Inc. 111 Marsh Road Pittsford, NY 14534

ITEM	DESCRIPTION	AMOUNT
Grounds	Grounds Maintenance 2021-2023 AS PER RR HOA Specifications 58 UNITS NOTE: REVISED 10/15/2020 to reflect 3 additional UNITS 100-102 NOTE: Pricing is SAME NO INCREASE as 2017-2020 except additional UNITS and additional Berms[3 have been added to Bed Maintenance including additional Mulch as 2 yards per unit. In any event the pricing is the same. NOTE: Each additional NEW unit will be billed prorated by month at the same price of \$816.20 per unit plus tax. In addition for spring each additional new unit will be billed for 2 yards additional mulch at \$70.00 per yard plus tax installed NOTE: The additional BERM charges of \$118.75 for 2 new berms and the 1301 Berm of \$35.00 for simplicity sake has been added to annual Bed Maintenance mulch included	
Mowing	2.1] Mow, trim, airblow debris, pick up trash and discard 26 Trips @ \$615.00 per Trip	15,990.00
Weekly Clean...	2.2] Keep roadways, driveways, parking lots, sidewalks free of debris. NOTE: Included on mowing	0.00
Mechanical	2.3] Edging Spring	195.00
Weed Control	2.6] Weekly Bed Maintenance	12,539.00
Mulch	Premium Hardwood Mulch installed @ \$70.00 PER YARD PLUS TAX 116 Yards	8,120.00
Pruning	2.8] Maintain natural shape of plant 2 Events June 15-July 15 Sep 1-30	3,970.00
Tree Suckers	2.9] Included in Bed Work	0.00
Spring Clean	2.10] Spring Maintenance	3,278.32
Fall Clean	2.11] Fall Maintenance	3,492.32
Termination	This contract may be terminated by either party with 30 days written notice.	0.00
	SUB-TOTAL	47,584.64
	Payment Terms 9 Equal Installments of \$5710.16 Commencing March 31 thru November 30 2021 thru 2023	
	NYS Sales Tax	3,806.77

9 Month Plan-Invoice Monthly-March thru November...
DUE UPON RECEIPT

TOTAL \$51,391.41

SIGNATURE/DATE Stacey Brandon
 SIGNATURE/DATE _____

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