

ATTACHMENT "A" – MINIMUM MAINTENANCE STANDARDS

1. IRRIGATION – EQUIPMENT REQUIRED TO IRRIGATE ALL AREAS OF THE GOLF COURSE AND THE CLUBHOUSE GROUNDS

Scheduling - The entire Golf Course shall be irrigated as necessary in quantity and frequency consistent with seasonal requirements in order to support proper and vigorous growth of the turf. Additional hand watering shall be done to insure proper moisture levels of greens. The use of a hand held moisture meter is required while watering greens. Watering shall be done at night or other appropriate times so as not to interfere with golf play. Irrigation coverage shall be reviewed daily.

Maintenance - Vendor shall be responsible for the repair and/or replacement of all heads, wiring, electronics, computer systems, sensors, pumps, and pipe as needed to maintain the proper operation of the entire Golf Course irrigation system (including greens, tees, fairways, roughs, planters, flower beds, etc.) on an on-going basis. All replacement parts must meet or exceed original equipment installed. All repairs shall be approved by the City prior to any repair work. Any damage caused to the irrigation system including pumping station and control components, utilities, or structures, by the Vendor, shall be replaced or repaired at no expense to the City. All excavations shall be cordoned off to protect the public and filled in within 48 hours or less. At no time shall excavations be left open and unattended without proper barricades.

Duration - Irrigation maintenance includes system startup and proper winterization of irrigation system and pump house for the irrigation system on the Golf Course. Any damage incurred to the irrigation system, pump house components or related items through the improper winterization, improper maintenance or negligence of the Vendor will be replaced by the Vendor with original manufactured equipment and calibrated by an approved qualified technician at no additional expense to the City. All equipment shall be maintained in and in working condition within two (2) weeks of needed repair unless otherwise approved by the City. All repairs shall be brought to the attention of the City. Any third party vendors needed to repair components must first receive approval and provide the proper insurance before beginning work.

The Vendor shall be responsible for spring start-up and fall winterization of the entire system.

Trimming - Bi-monthly edging and trimming shall take place on all irrigation heads, isolation valves, splice boxes, and quick couplers.

Drainage Systems - All existing drain lines and fixtures should be maintained in working order at all times. Drain line risers are edged and trimmed monthly.

2. MISCELLANEOUS ITEMS

FENCES - Necessary repairs or replacement of all fences, gates and locking devices needed for the protection of the Golf Courses or equipment should be done immediately. All components shall meet or exceed current material specifications.

WET LANDS - Vendor shall clean all surface drains and culverts in wetland areas and throughout the Golf Course. All drainage structures must be kept free of debris at all times.

3. ENVIRONMENTAL COMPLIANCE AND RECORDKEEPING

Environmental Compliance / Sustainability Program - The Vendor shall comply with all City, local, State and Federal laws, regulations, policies and programs. City emergency pollution response procedures or equal must be adopted and followed. The Vendor is required to participate in the City's environmental compliance and Phase II Storm Water Management programs. Any costs associated with the proper disposal of environmental waste will be the responsibility of the Vendor.

Access to all facilities must be made available for environmental audit and review by City staff. Any environmental occurrence must be reported to the City immediately and/or as required by state and federal law.

The Vendor shall be responsible for maintaining all required licenses, certifications (i.e.: certified pesticide application), permits or other requirements for proper operation and maintenance of the Golf Course.

The City is actively involved in a sustainability program with the intent of reducing the negative environmental impact of golf maintenance and operations. The Vendor will be requested to cooperate with these existing programs.

Record Keeping & Reporting - The Vendor shall keep records of all maintenance practices on the Golf Course in such a fashion that the City can, at any time, audit records to determine that the terms of the contract are met, including but not limited to, pesticide application logs, fertilization applications, water use, hazardous and non-hazardous waste removal documents, fuel delivery and use, or others as requested.

4. MOWING

Greens, practice putting greens, and turf nursery shall be mowed seven (7) days per week during the active growing season by triplex type greens mowers. Frequency and height of cut should be 0.110" to 0.135" but may be modified, with prior approval by the City, as deemed necessary April through October. Early spring and end of season greens may be mowed as needed with height of cut not to exceed 0.145. The practice of alternate mowing patterns must be followed. Greens shall be mowed before daily course play begins.

Collars and aprons shall be mowed at least three (3) times per week during the active growing season, less during periods of dormancy. Collars and aprons height of cut shall be between 0.450 and 0.5 inches and shall be mowed with triplex greens mowers..

All tee areas shall be mowed with triplex greens mowers (alternating patterns) and grass clippings collected from the playing surface every other day, during the active growing season and less often during period of reduced growth. Height of cut shall be .450 to 0.5".

Fairways shall be mowed a minimum of three (3) times per week during the active growing season. Fairways are maintained at a height of 0.5" during the spring months and 0.75" on or about Labor Day.

Rough areas shall be mowed a minimum of twice one (2) time per week during the active growing season and less frequent during periods of slow growth. Roughts shall be maintained at a height of 2.0" during the growing season.

5. FERTILIZING

Types and analysis of fertilizers to be applied to greens, practice putting green(s), and turf nursery shall be determined from the results of soil nutrient testing and growing conditions. Approximately five (5) pounds of actual nitrogen per 1000 sq. ft. may be applied during the growing season. In general, greens shall be fertilized monthly with #1/2 lb. of N&K/1,000 sq. ft. (March through October) with a slow release fertilizer. Additional foliar application of 0.1 lb. N/1,000 sq. ft. shall be applied bi-weekly (March-April-May-Sept-Oct). Weekly foliar applications of 0.1 lb. N/1,000 sq. ft. June, July and August may also be applied. The application of micro nutrients shall be dictated by soil analysis results and recommendations. Applications of potassium are 5-7 pounds annually.

All tee areas shall be fertilized a minimum of three (4) times per year using a 1 to 1 N to K ratio applied at one and one-quarter (1- $\frac{1}{4}$) lb. of Nitrogen per 1,000 sq. ft. The application of micro nutrients shall be dictated by soil analysis results and recommendations.

All fairways shall be fertilized a minimum of two (2) times per year with a 1 to 1 N to K fertilizer at an annual rate of 5.0 lbs. OF N&K/1,000 sq. ft. The application of micro nutrients shall be dictated by soil analysis results and recommendations.

Roughs between fairway and cart path and 40 ft. opposite side shall be fertilized at same rate as fairways.

6. AERIFICATION

Core aerify all greens, practice putting green(s) and turf nursery two times per year during the growing season. Remove cores; apply topdressing with 100% angular sand and drag until holes are completely filled. Spot topdressing may be applied to repair damage from ball marks or any other damage. Light topdressing may be done in conjunction with verticutting during the growing season. This shall be carried out with a minimum of interference with course play and with prior approval by the City.

Dry-jecing greens annually or deep tine aerify with using one-half inch ($\frac{1}{2}$ ") tines, with 2 X 2 spacing to an 8" to 10" depth in early spring. Application shall be done with an approved topdressing spreader. This shall be carried out with a minimum of interference with course play and with prior approval by the City

At a minimum, all tee areas are to be aerified once per year using 5/8" hollow tines at 2 X 2 spacing or use of an Aerway spiker once a year. An increased frequency of aerification may be required to promote turf health, using the appropriate equipment.

All fairways and rough shall be aerified one (1) time per year. Use of an Aerway spiker is allowed working compacted areas 2 times. If hollow tines are used cores are to be chopped, dragged, and tufts blown. Spot aerification may be done any time to relieve compaction. This shall be carried out with a minimum of interference to course play and with prior approval by the City.

7. TOPDRESSING

Topdressing specification and subsequent samples of the sand for greens, practice putting greens and nurseries shall be provided to the City for approval prior to application. .

All tee areas shall be and top dressed monthly during the growing season with an approved as needed to recover divots.

8. WEED CONTROL

All greens, practice putting green(s) and turf nursery are maintained free of foreign grasses and weeds for a smooth playable surface. This will be achieved through both pre and post-emergence chemical applications. Applications will be done in a timely manner to minimize damage to course playability

All tee areas, fairways, and rough shall be kept free of weeds and undesirable grasses by the proper application of herbicides. Spot treatments with contact herbicide shall be performed as needed.

All planters, perennial or annual flower beds, perennial grass beds and landscaped beds shall be maintained and free of weeds and unwanted grasses whether by mechanical or chemical means. Adequate amounts (3" min.) of wood mulch should be maintained in beds at all times to prevent weed and grass infestation and maintain aesthetics

9. CHEMICALS AND PESTICIDES

This section applies to all Golf Course grounds including the maintenance of greens, tees, fairways, roughs, and right away.

All chemical and pesticide applications shall be made during the very early morning hours when golfers are not present.

Pesticide and chemicals shall be applied in accordance with all applicable laws and regulations, during proper weather conditions, and with all notifications and postings

The Vendor shall not use chemicals that require a special permit unless otherwise approved by the City.

10. INSECTICIDES

All greens, practice putting green(s) and turf nursery shall be treated on a preventative basis. An IPM (Integrated Pest Management) program will govern rates and timing of applications

Applications on tee areas shall be carried out on a preventive basis for white grubs. An IPM (Integrated Pest Management) program will govern rates and timing of applications.

All fairways are to be treated on a preventative basis for white grubs. An IPM (Integrated Pest Management) program will govern rates and timing of applications

Applications on roughs shall be carried out on a curative "as needed" basis. An IPM (Integrated Pest Management) program will govern rates and timing of applications.

11. FUNGICIDES

A preventative fungicide program with a minimum of 11 applications during the season and a minimum of 4 additional applications for the prevention of Take-all Patch and Fairy Ring shall be

instituted on all greens, for prevention of all applicable diseases associated with bentgrass surfaces. An IPM (integrated Pest Management) program will govern rates and timing of applications.

Applications on tees, fairways, and roughs shall be carried out on a curative "as needed" basis. An IPM (Integrated Pest Management) program will govern rates and timing of applications.

12. GREENS

Cup Locations - Change cup locations on all greens and practice putting greens every day during the active season. Cup locations are moved at least twenty feet from the previous placement. Vendor must use hole target rings to help maintain a clean cup edge.

Grain Control - Verticutting shall be done a minimum of two (2) times from April to May and again at least two (2) times from September to October and shall be coordinated to compliment aerification and topdressing schedules. Combing and brushing may also be done.

Repair - Repair ball marks daily. Divots or any other damaged turf on all greens and practice putting greens should be repaired immediately.

Proper moisture levels shall be maintained with use of a moisture meter. Hand watering during the day shall be used to spot water greens as needed.

Bermuda grass encroachment should be managed around edges of bent grass greens.

Growth regulators should be used on a regular schedule throughout the growing season.

13. TEES – ALL AREAS USED FOR TEEING SURFACE

Set-up - Tee markers and all tee equipment shall be moved daily for proper teeing and to control turf wear. All tee and fairway yardage markers and GAM markers shall be trimmed monthly. Move green and tee markers to preserve hole yardage integrity.

14. FAIRWAYS, TEES, DRIVING RANGE TEE, and COLLARS

A minimum of four applications of primo max or similar growth regulator with 1/10 lb of N and 15 lbs per acre of a ferrous sulfate product shall be applied to the fairways, tees and collars during the growing season.

Driving range tee box shall be over seeded in fall with perennial at a rate of 600 lbs per acre with a minimum of 1 lb of N-P-K in fall.

Driving range shall be top-dressed on a three week interval to smooth teeing surface during growing season.

15. SAND BUNKERS

Maintenance - All sand bunkers (bunkers) shall be raked a minimum of four (4) times per week, edged and trimmed monthly, and sand added as needed to maintain a semi-soft dry smooth condition. Bunkers shall be maintained free of weeds, grasses and debris. Care shall be taken

to maintain the design outline of the bunker to insure the integrity of the bunker shape. If integrity cannot be maintained the edges shall be rebuilt to the original design.

Depth - The depth of sand shall be checked on a regular basis and shall be an average depth of six inches (6") of soft, playable sand at all times.

Materials – Sand used to construct new and/or replenish existing bunkers shall meet the specifications of the City.

16. BERMUDA GRASS CHIPPING GREEN

Bermuda grass chipping green shall be aerified 3 times per year with ½ inch tines on a two (2) x two (2) inch spacing. Plugs shall be removed and top dressed with same sand used on greens.

Green shall be sprayed on same program as bentgrass greens. Additional granular fertilizer should be applied in the amount of 5lb N and K per season.

Green shall be managed similar to bentgrass greens when topdressing, and verticutting.

Mowing height shall be raised at Labor day to .175 and remain at that height until March 15.

17. PLANTERS, FLOWER BEDS AND LANDSCAPES

Trimming - The plant material (trees, shrubbery, perennial plants, flowers and ground covers) in planters, landscaped beds shall be trimmed for appearance and protected from wind, insect damage, and disease as needed or determined by the City.

New Trees - All trees planted within the twenty-four (24) month period previous to the commencement of this contract shall be maintained in good health by the Vendor. Trees shall be trimmed to improve appearance and to remove dying or dead branches. As directed by the City and as needed due to weather conditions, owner supplied water bags shall be reinstalled around the base of trees and filled with water for the remainder of the growing season. With City approval, guy wires and stakes shall be removed from those trees of sufficient size and establishment to be able to stand unassisted.

Mulch - Trees shall be mulched in accordance with the current practice by the City. Mulched areas around the base of trees shall be maintained at an adequate level (min. 3") and shall be kept free of weeds, unwanted grasses and litter.

Pruning - All ornamental trees are pruned for protection from wind and pests as well as for appearance. Large trees will be trimmed as needed to protect the public from injury or prevent damage to park facilities. Once identified by the City as a hazardous, all dangerous trees or limbs are to be removed promptly for public safety. All pruning, trimming or cutting will be done to International Society of Arboriculture standards. Unless damaged, no trees are to be removed without prior approval of the City.

Watering - All trees are watered as necessary to provide adequate moisture for proper growth.

18. GENERAL

Large area mowers should not be used within one foot of the trunk of all trees.

Girdling- Damage from string-line trimmers will not be tolerated. If the health of a tree is compromised as a result of Vendor's maintenance practices, it will be replaced as negotiated by the Owner.

Litter Control - Policing for debris and overall appearance of the Golf Course shall be done on a regular basis for the removal of litter (paper, leaves, cans, bottles, branches, etc.)

Weed eating- Creeks and all buildings and areas mowers cannot mow shall be weed eaten on a three week rotation during the growing season.

Cart path edging- Cart path edges shall be edged on a three week rotation during the growing season.

Clubhouse grounds- Clubhouse grounds including flower beds shall be mowed, edged and trimmed weekly during the mowing season.

Leaves shall be mulched and blown away during the fall months on greens, tees, and fairways during the fall months.

Fescue areas under trees shall be over seeded with a blend of turf type fescue and bluegrass blend in fall and spring with proper starter fertilizer.

Trees shall be removed from dam as required by NRCS.

Bent grass nursery shall be maintained for repairs to greens.

Right away along Richmond and Washington Street shall be mowed one a week during growing season.

Property consists of a total of 160 acres. It contains the following:

- 19 - SR1020 creeping bent grass greens- 120,000 square feet

- 1- 007 creeping bentgrass nursery- 5,000 square feet

- 1- Bermuda grass chipping green- 7,500 square feet

- 25 Acres of fairways, tees, and collars

- 100 Acres of rough and right away.

The Vendor shall employ a GCSAA Superintendent member (Superintendent) who shall hold a valid and current Class "A" DESIGNATION from the Golf Course Superintendents' Association of America (GCSAA).

Attachment B: Equipment Inventory

	Description	Manuf.	Year
	Gas Gator	John Deere	2003
	Gas Gator	John Deere	2003
	Gas Gator	John Deere	2003
	Electric Gator	John Deere	2003
	Electric Gator	John Deere	2003
	Electric Golf Cart	Club Car	2004
	Electric Golf Cart	Club Car	2004
	Electric Golf Cart	Club Car	2004
60	Fleet Golf Carts	Club Car	2013
	Carry all 2- range	Club Car	2013
	Carry all 2- Beverage	Club Car	2004
	HD Utility Cart	John Deere	2003
	HD Utility Cart	John Deere	2003
	Aerifier	John Deere	2003
	Aerifer	John Deere	2003
	Aerifier	John Deere	2001
	Topdresser	Toro	2013
	Spray Rig on HD Utility Cart	John Deere	2003
	1- Tee Box Mower	John Deere	2001
	11 ft. rotary mower	Lastec	2003
	Greens Mower	John Deere	2003
	Greens Mower	John Deere	2003
	Greens Mower	John Deere	2003
	Sand Pro	John Deere	2003
2	Walking greens mower	John Deere	2003
	Deck Mower	John Deere	2011
	Fairway Mower	John Deere	2003
	Fairway Mower	John Deere	2003
	Rotary mower	Lastec	2009
	Reel Grinder	Foley	2013
	1-35 hp tractor w/loader	John Deere	2003
	1-30 hp Tractor w/ loader	John Deere	2001
	Irrigation Computer	Toro	2014
	Verticut Reels	John Deere	2003
	True Surface Rollers	True Surface	2003
	Supra Verticut system	Supra	2003
	3- point Fertilizer spreader	Lely	2009
	Aerway Spiker 3-point	Aerway	2001
	Aerway pull behind slicer pull behind	Aerway Ryan	Pre-1998
	Backhoe	Ford	2002
	Chevy 1500 Truck	Chevy	1991
	3-point blower	Agri Metal	2000
	extra set of 11 blade reels	John Deere	2003

Equipment Lease originated in 12/13:

A portion of Schedule #025 - Golf Carts Only

Golf Carts = \$216,150

Updated 9/21/2016 Start date: 3/15/2013

Rental Payment Date	Payment Number	Principal Portion	Interest Portion 2.3362%	Rental Payment Amount	Purchase Price
	0	\$0.00	\$0.00	\$0.00	\$216,150.00
04/15/13	1	\$3,399.69	\$420.81	\$3,820.50	\$212,750.31
05/15/13	2	\$3,406.31	\$414.19	\$3,820.50	\$209,344.00
06/15/13	3	\$3,412.94	\$407.56	\$3,820.50	\$205,931.07
07/15/13	4	\$3,419.59	\$400.91	\$3,820.50	\$202,511.48
08/15/13	5	\$3,426.24	\$394.26	\$3,820.50	\$199,085.23
09/15/13	6	\$3,432.91	\$387.59	\$3,820.50	\$195,652.32
10/15/13	7	\$3,439.60	\$380.90	\$3,820.50	\$192,212.73
11/15/13	8	\$3,446.29	\$374.21	\$3,820.50	\$188,766.45
12/15/13	9	\$3,453.00	\$367.50	\$3,820.50	\$185,313.45
01/15/14	10	\$3,459.73	\$360.77	\$3,820.50	\$181,853.72
02/15/14	11	\$3,466.46	\$354.04	\$3,820.50	\$178,387.26
03/15/14	12	\$3,473.21	\$347.29	\$3,820.50	\$174,914.06
04/15/14	13	\$3,479.97	\$340.53	\$3,820.50	\$171,434.09
05/15/14	14	\$3,486.75	\$333.75	\$3,820.50	\$167,947.35
06/15/14	15	\$3,493.53	\$326.97	\$3,820.50	\$164,453.82
07/15/14	16	\$3,500.34	\$320.16	\$3,820.50	\$160,953.48
08/15/14	17	\$3,507.15	\$313.35	\$3,820.50	\$157,446.34
09/15/14	18	\$3,513.98	\$306.52	\$3,820.50	\$153,932.36
10/15/14	19	\$3,520.82	\$299.68	\$3,820.50	\$150,411.54
11/15/14	20	\$3,527.67	\$292.83	\$3,820.50	\$146,883.87
12/15/14	21	\$3,534.54	\$285.96	\$3,820.50	\$143,349.33
01/15/15	22	\$3,541.42	\$279.08	\$3,820.50	\$139,807.92
02/15/15	23	\$3,548.32	\$272.18	\$3,820.50	\$136,259.60
03/15/15	24	\$3,555.23	\$265.27	\$3,820.50	\$132,704.38
04/15/15	25	\$3,562.15	\$258.35	\$3,820.50	\$129,142.23
05/15/15	26	\$3,569.08	\$251.42	\$3,820.50	\$125,573.15
06/15/15	27	\$3,576.03	\$244.47	\$3,820.50	\$121,997.13
07/15/15	28	\$3,582.99	\$237.51	\$3,820.50	\$118,414.14
08/15/15	29	\$3,589.97	\$230.53	\$3,820.50	\$114,824.18
09/15/15	30	\$3,596.96	\$223.54	\$3,820.50	\$111,227.22
10/15/15	31	\$3,603.96	\$216.54	\$3,820.50	\$107,623.26
11/15/15	32	\$3,610.98	\$209.52	\$3,820.50	\$104,012.29
12/15/15	33	\$3,618.01	\$202.49	\$3,820.50	\$100,394.29
01/15/16	34	\$3,625.05	\$195.45	\$3,820.50	\$96,769.24
02/15/16	35	\$3,632.11	\$188.39	\$3,820.50	\$93,137.14

Equipment Lease originated in 12/13:

A portion of Schedule #025 - Golf Carts Only

Golf Carts = \$216,150

Updated 9/21/2016 Start date: 3/15/2013

Rental Payment Date	Payment Number	Principal Portion	Interest Portion 2.3362%	Rental Payment Amount	Purchase Price
03/15/16	36	\$3,639.18	\$181.32	\$3,820.50	\$89,497.97
04/15/16	37	\$3,646.26	\$174.24	\$3,820.50	\$85,851.70
05/15/16	38	\$3,653.36	\$167.14	\$3,820.50	\$82,198.35
06/15/16	39	\$3,660.47	\$160.03	\$3,820.50	\$78,537.88
07/15/16	40	\$3,667.60	\$152.90	\$3,820.50	\$74,870.28
08/15/16	41	\$3,674.74	\$145.76	\$3,820.50	\$71,195.55
09/15/16	42	\$3,681.89	\$138.61	\$3,820.50	\$67,513.65
10/15/16	43	\$3,689.06	\$131.44	\$3,820.50	\$63,824.60
11/15/16	44	\$3,696.24	\$124.26	\$3,820.50	\$60,128.36
12/15/16	45	\$3,703.44	\$117.06	\$3,820.50	\$56,424.92
01/15/17	46	\$3,710.65	\$109.85	\$3,820.50	\$52,714.27
02/15/17	47	\$3,717.87	\$102.63	\$3,820.50	\$48,996.39
03/15/17	48	\$3,725.11	\$95.39	\$3,820.50	\$45,271.29
04/15/17	49	\$3,732.36	\$88.14	\$3,820.50	\$41,538.93
05/15/17	50	\$3,739.63	\$80.87	\$3,820.50	\$37,799.30
06/15/17	51	\$3,746.91	\$73.59	\$3,820.50	\$34,052.39
07/15/17	52	\$3,754.21	\$66.29	\$3,820.50	\$30,298.19
08/15/17	53	\$3,761.51	\$58.99	\$3,820.50	\$26,536.69
09/15/17	54	\$3,768.84	\$51.66	\$3,820.50	\$22,767.85
10/15/17	55	\$3,776.17	\$44.33	\$3,820.50	\$18,991.67
11/15/17	56	\$3,783.53	\$36.97	\$3,820.50	\$15,208.15
12/15/17	57	\$3,790.89	\$29.61	\$3,820.50	\$11,417.25
01/15/18	58	\$3,798.27	\$22.23	\$3,820.50	\$7,618.99
02/15/18	59	\$3,805.67	\$14.83	\$3,820.50	\$3,813.33
03/15/18	60	\$3,813.33	\$7.42	\$3,820.75	(\$0.00)

City of Stillwater, Oklahoma
Lakeside Golf Course
Revenue and Expenditure History
Fiscal Years 11 thru 15

Revenue	Fiscal Year				
	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15
Total Revenues	\$ 698,014	\$ 743,690	\$ 773,503	\$ 775,051	\$ 752,357

Expenditures	Fiscal Year				
	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15
Personal Services	\$ 586,489	\$ 510,354	\$ 480,534	\$ 460,806	\$ 460,526
Materials	276,925	283,240	293,906	316,088	307,311
Services	74,275	71,928	85,135	67,351	52,124
Capital	-	-	-	46,440	-
Capital Lease payments	23,272	-	11,462	45,846	45,846
Total Expenditures	\$ 960,962	\$ 865,523	\$ 871,036	\$ 936,530	\$ 865,807

Net	\$ (262,947)	\$ (121,833)	\$ (97,533)	\$ (161,479)	\$ (113,450)
Rounds of Golf	30,164	29,142	28,456	27,765	27,942