

# TRIM ALL LAWN SERVICE

942360 Old Nassauville Road

Fernandina Beach, FL., 32034

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Website: [www.trimalllawnservice.com](http://www.trimalllawnservice.com)

**Landscape Maintenance | Irrigation | Landscape Design &  
Installation | Fertilization, Weed & Pest Control | Seasonal Color  
Mulch & Pine Straw | Palm Tree Pruning**



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**Thank you!**

# We're Your Neighbors!

## Locally Owned and Operated



### Jason Lee

President

Trim All Lawn Service, Inc. – Fernandina Beach, FL

Jason and his family have lived and worked in Fernandina Beach in this industry for over twenty years.

### Experience:

Trim All Lawn Service, Inc.

*President*

2004 to Present

### Licenses & Certifications:

- Certified in University of Florida School of Agriculture Best Management Practices (BMP) in Landscape Maintenance
- Certified Pest Control Operator License # JF163797
- Certified LTD Commercial Fertilizer Applicator Holder License # LF196928

Our office is located at 942360 Old Nassauville Road right here in  
Fernandina Beach!

## Dear Kingsley Creek HOA,

We are excited to present our proposal for landscape management services and to explain why Trim All Lawn Service should be your preferred partner in maintaining the beauty and health of your property.

1. **Local Expertise:** As a local company, we possess a deep understanding of the unique needs and preferences of our community. This allows us to customize our services to best suit your landscape requirements.
2. **Quick Response Times:** In need of immediate assistance? With Trim All Lawn Service, help is always nearby. Our office and dedicated team are conveniently located in Fernandina Beach, ensuring prompt service when you need it most.
3. **Commitment to Quality:** Our reputation is our most valuable asset. We take great pride in delivering exceptional service, as your satisfaction is our top priority.
4. **Investing in the Community:** By choosing Trim All Lawn Service, you are supporting the local economy. Your partnership helps sustain local jobs and fosters the growth and vitality of our neighborhood.
5. **Tailored Care:** We approach every lawn with the same care and attention as if it were our own. At Trim All Lawn Service, you are not just a client; you are a valued member of our community, and your satisfaction drives our efforts.
6. **Excellence and Accountability:** We believe in setting high standards for our team, which cultivates a culture of excellence and accountability. Our employees are committed to delivering top-notch performance, professionalism, and integrity in every task they undertake.

Additionally, we want to assure you of our commitment to safety and professionalism:

-Trim All Lawn Service, Inc. is registered and utilizes the E-Verify system.

-We maintain a drug-free workplace to ensure the safety and productivity of our team.

-Our employees wear uniforms, reflecting our cohesive team spirit and dedication to professionalism.

-We are fully licensed and insured, providing you with peace of mind and demonstrating our commitment to accountability and the protection of our clients and staff.

We look forward to the opportunity to work together and enhance the beauty of your landscape. Please feel free to reach out with any questions or to discuss this proposal further.

Thank you for considering Trim All Lawn Service as your landscape management partner.

Sincerely,



Owner/President Trim All Lawn Service

## Why We Should Be Your Landscape Management Partner:

1. **Community Connection:** Being local means, we understand the unique needs of our community and can tailor our services accordingly.
2. **Prompt Response:** Need us in a pinch? With Trim All Lawn Service, help is just around the corner. Our office and team are located right here in Fernandina Beach.
3. **Quality Assurance:** Our reputation is everything to us. As a local business, we take immense pride in delivering the highest quality of service because our community's satisfaction is our priority.
4. **Supporting Local Economy:** By choosing Trim All Lawn Service, you're investing in your community's prosperity. Your support keeps jobs local and contributes to the growth and vitality of our neighborhood.
5. **Personalized Care:** We treat every lawn as if it were our own. With Trim All Lawn Service, you're not just a customer; you're a valued member of our community, and your satisfaction is our ultimate goal.
6. **Fostering Excellence, Setting and Upholding High Standards:** Setting high standards for employees is essential for fostering a culture of excellence and accountability with an organization. When employees know that they are expected to perform at their best, they are more likely to strive for excellence in their work. High standards can encompass various aspects of performance, including quality of work, professionalism, integrity, and adherence to company policies and values.
  - Trim All Lawn Service, Inc is registered and uses the E-Verify system.
  - We maintain a drug-free workplace as part of our dedication to safety, productivity, and the well-being of our employees.
  - Our employees proudly wear uniforms as a symbol of our cohesive team and commitment to professionalism.
  - We want our customers to have peace of mind, which is why we are fully licensed and insured. This demonstrates our commitment to professionalism, accountability, and the protection of both our clients and our team.

# Communication

At Trim All Lawn Service, we understand that clear and effective communication is essential for building strong relationships with our clients. We pride ourselves on our commitment to providing timely and transparent communication throughout every step of our service process. Here's how we ensure that our customers stay informed and engaged:

Live Customer Support: We believe in the importance of personal interaction, which is why we have live representatives answering the phones during business hours. Our dedicated customer support team is ready to:

- **Address Inquiries:** provide immediate answers to questions about services, billing, or scheduling.
- **Resolve Issues:** Quickly handle any concerns or service-related issues, ensuring customer satisfaction.
- **Offer Personalized Service:** Tailor communication to individual customer needs and preferences.

Internal Communication: We have implemented robust software solutions that facilitate seamless communication among our management, office staff, and field crews. This internal connectivity allows us to:

- **Monday Morning Meetings:** Every Monday morning, our team holds a safety meeting with all crew members to prepare for the week ahead. We also conduct a meeting with all account managers and office staff to ensure everyone is aligned. Additionally, we hold an irrigation meeting to review operations and verify that all properties' irrigation systems are working properly.
- **Ensure Consistency:** Maintain up-to-date information and ensure that all teams are aligned on service delivery
- **Respond Quickly:** Address customer needs and field requests in real time, enhancing overall service efficiency.
- **Share Insights:** Exchange valuable information about service conditions and client preferences, leading to better service outcomes.

Email Communication: Our team prioritizes timely email correspondence to keep our clients updated on:

- **Service Reminders:** Notifications about upcoming services or seasonal tasks.
- **Follow-Up Communications:** Updates on service completion, along with any recommendations or next steps.
- **Promotions and News:** Information on special offers, new services, or changes in operations.

Customer Portal: We utilize advanced software that features a dedicated customer portal. This portal allows clients to:

- Access Service Records: View past and upcoming services, invoices, and payments.

Irrigation and Spray Reports: Our software also automatically generates and sends customer detailed irrigation and spray reports. These reports include:

- Spray Service Details: Comprehensive information about what work was performed, including specific areas treated and products used.
- Irrigation Service Details: Detailed information is provided regarding the work performed, including the number of zones on the property, specific run times and days, as well as any repairs that were completed.
- Recommendations: Suggestions for future services based on current conditions and observations.

Proactive Communication: We take a proactive approach to communication by:

- Regular Check-Ins: Periodically reaching out to clients to assess their satisfaction and gather feedback.
- Monthly Manager Inspections: Your account manager will make a personal visit to your property at least once a month to thoroughly assess the quality of our services. This ensures that we maintain our high standards and address any needs or concerns you may have, providing you with peace of mind and exceptional care.
- Seasonal Updates: Keeping clients informed about seasonal lawn care tips, weather impacts, and recommended services.

Commitment to Transparency: We believe in transparency in all our communications:

- Clear Pricing: All quotes and invoices are detailed and easy to understand, with no hidden fees.
- Service Descriptions: We provide clear explanations of the services performed and any necessary follow-up actions.

# Our Services



**We pride ourselves on offering comprehensive, all-inclusive services. From start to finish, we handle every aspect of the job, ensuring a seamless experience for our clients without the hassle of dealing with multiple vendors or services.**



- **Lawn Maintenance** - We provide full-service maintenance for commercial and residential customers, including mowing, blowing, edging, weed-eating, and pruning. We provide dedicated account managers who oversee every aspect of your property. Our account managers ensure thoroughness, accuracy, and seamless communication, offering personalized support to meet our clients' needs. We have field supervisors and crew members who take great pride in their work.



- **Landscape Design and Installation** - Together with you, we will develop a harmonious master plan for your commercial or residential landscape for any project. Our landscape designer and installation team can provide the perfect combination of softscapes and hardscapes including plants, trees, flowers, firepits and patios transforming your yard into a picturesque paradise.



- **Irrigation and Drainage** - We offer monthly, quarterly, and one-time irrigation inspections whereby the irrigation system is activated and any adjustments or repairs that are needed are made at that time. Also, we provide services for new irrigation system installations or modifications that are needed. Irrigation reports will be provided monthly or quarterly upon completed inspection. Our irrigation team can also conduct a thorough assessment of your property to identify problem areas and recommend the most suitable drainage solutions for your property.



- **Fertilization, Weed and Pest Control** – Trim all Lawn Service also provides an expert fertilization, weed and pest control program for your lawn and shrubs. We can help keep your property looking beautiful by preventing and protecting your lawn from weeds, fungus, pests, and lack of nutrients.



- **Hydroseeding** – Trim All Lawn Service also offers hydroseeding. It is a cost-effective way to distribute grass seed on your property and can help control erosion on slopes.



- **Seasonal Color** – Trim All Lawn Service offers seasonal flower rotations that breathe new life into your landscape year-round. Seasonal flowers add a pop of color and freshness to any outdoor space.



# Additional Services

- **Palm Tree Trimming and Tree Care:** Our professional team provides annual palm tree trimming services, starting in June and continuing through October. This ensures that your palm trees remain healthy, aesthetically pleasing, and well-maintained throughout the year.
  - Priced according to the size and type of palm tree at market value.
- **Storm and Emergency Cleanup:** In the event of a storm, we prioritize your property by pausing all regular maintenance activities to focus on thorough storm cleanup. Our team will remain on-site for the same duration of allotted maintenance time, to meticulously collect and remove debris. Should you require additional cleanup services, please note that a fee will apply.
  - \$75.00 per man hour estimated plus dump fees.
  - \$200.00 per day for heavy machinery, if needed.
- **Mulch and Pine Straw Installation:** Our mulch and pine straw installation service are available twice a year, once in the spring and once in the fall.
  - \$10.00 per bale of pine straw; \$8.50 per bag of mulch.
- **Bush Hogging:** Using specialized equipment, we tackle thick brush, tall grasses, and dense undergrowth with precision and care.
  - To be priced at market value at the time of work.
- **Aeration & top dressing:** Aeration involves perforating the soil with small holes to improve air circulation, enhance nutrient absorption, and promote root growth. Following this, we apply a high-quality top dressing which enriches the lawn, helps retain moisture, and boosts overall vitality.
  - To be priced at market value at the time of work.

# Trucks and Equipment

At Trim All Lawn Service, we pride ourselves on our state-of-the-art equipment and top-of-the-line trucks. We invest in the best tools to ensure efficiency, reliability, and safety in all our operations.

## Our Fleet Includes

Isuzu NPR w/ Dump Body	8
Isuzu NPR w/ Box Body	3
Vehicles – Pickup Trucks	9
Enclosed Trailers	8
Dump Trailers	1
Open Trailers	3
Bobcats	2
Toro Mowers	25+
Z Master and Grandstand	
2 Cycle Equipment	130+



# Equipment Maintenance Plan

An effective equipment maintenance plan ensures optimal performance, extends the life span of machinery, and reduces downtime. This plan outlines scheduled maintenance tasks, procedures, and responsibilities for our lawn maintenance equipment.

## Objectives:

- Maintain equipment in optimal working conditions.
- Minimize the risk of break downs and repairs.
- Enhance safety for all operators.
- Ensure compliance with safety regulations.

## Daily Maintenance:

- Check fuel and oil levels.
- Inspect equipment for leaks, loose parts, and damage.
- Clean air filters and check for debris.
- Sharpen blades and check for proper tension.
- Ensure safety equipment (guards, shields) is in place.

## Weekly Maintenance:

- Grease fittings on all machinery.
- Inspect tires for proper inflation and wear.
- Conduct a visual inspection of all belts and hoses.
- Clean/wash equipment after use to prevent rust, buildup, and the transfer of disease and/or pests.

## Monthly Maintenance:

- Change oil and replace oil filters.
- Check and replace sparkplugs as needed.
- Inspect battery terminals and connections.
- Perform a thorough cleaning of the fuel system.

## Seasonal Maintenance: (Quarterly)

- Conduct a full inspection of all equipment.
- Replace air filters and fuel filters.
- Check electrical systems and wiring.
- Inspect hydraulic systems and fluid levels.
- Test Safety features and emergence shut offs.

## Annual Maintenance:

- Schedule a professional servicing for major equipment
- DOT inspections on all trucks and trailers.
- Assess the need for equipment upgrades or replacements.

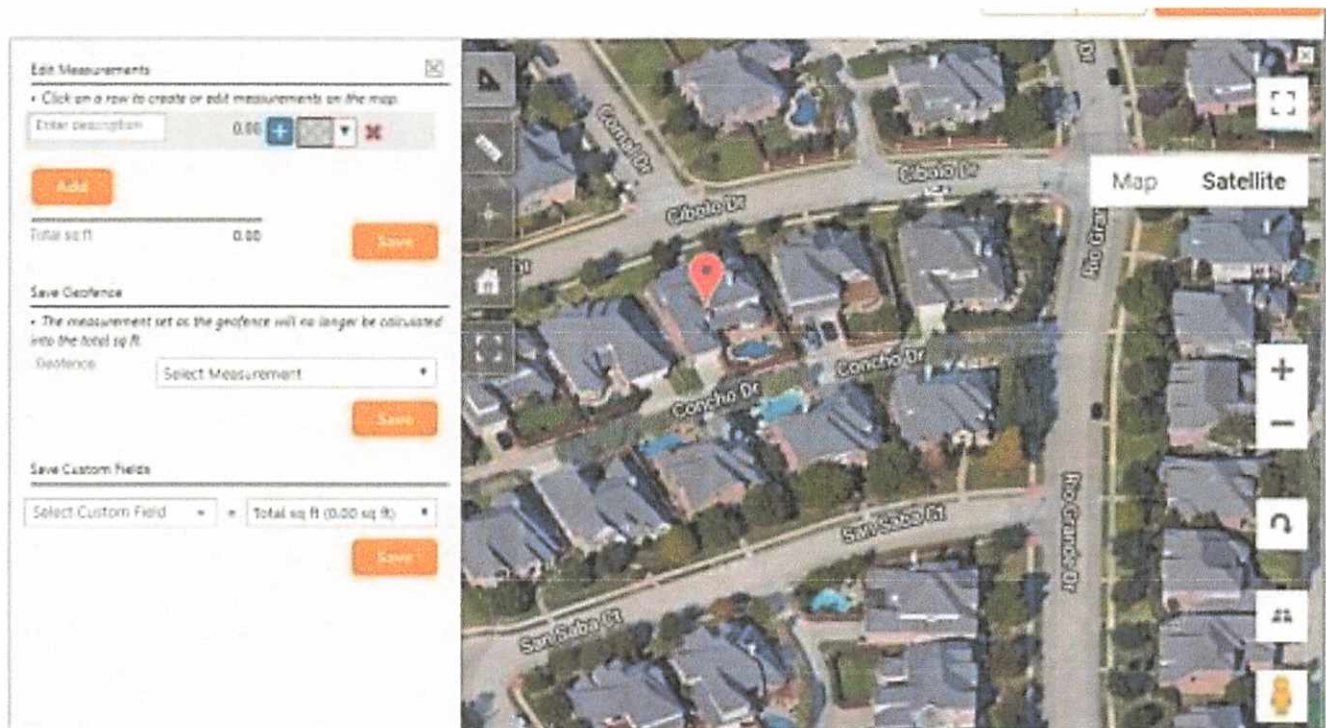
# Company Safety Plan

Safety is more than just a priority at Trim All Lawn Service; it's a core value that guides every aspect of our work. We are dedicated to providing thorough safety training to our team, ensuring they are equipped to handle challenges on the job site. By fostering a proactive safety culture, we not only protect our employees but also safeguard the quality and integrity of our services for your property.

- Provide training for all operations on safe equipment handling and maintenance procedures.
- Provide crews with safety equipment.
- Ensure all safety equipment is in place and functioning before each use.
- Conduct Monday morning safety meetings with all staff and crews to review safety protocols.
- Provide a safety check list to call crew members.
- Provide handbook to all crew members with safety protocol.
- Put all new employees with a trainer for their first week to ensure they are trained properly on all protocols.

# Technology and Software

- Trim All Lawn Service uses technology and software to measure sites for fast and highly accurate measurements and mapping of properties.



- This technology also is used for scheduling jobs such as irrigation, sending inspection reports, proposals/estimates, and invoices.

October 4, 2024

**TRIM ALL LAWN SERVICE**  
**Landscape Maintenance Agreement**

**Kingsley Creek HOA**  
**c/o Real Manage, LLC Orlando**  
**270 W. Plant Street, Suite 340**  
**Winter Garden, FL 34787**

**Kingsley Creek HOA**, hereinafter called the “Owner” and Trim All Lawn Service, hereinafter called the “Contractor,” in consideration of the mutual covenants herein contained and of other good and valuable consideration, the receipt of which is hereby acknowledged, hereby agrees as follows:

1. **Duration of Agreement:** The contractor shall perform its services under this agreement, as set forth on Page 2, from **January 1, 2025**, until and including **December 31, 2025**. This agreement shall automatically be renewed on its anniversary date for the same terms and conditions, and any price adjustments shall be made on the anniversary date. Notwithstanding, the price shall automatically increase three percent (3%) annually on the anniversary date.
2. **Changes to compensation:** Any changes to compensation for any of the following services during the duration of this agreement shall be made by addendum and agreed to by both parties to become effective on the date of signed addendum. Increases due to additional services included in this Agreement are subject to price changes consistent with fair market prices and shall be implemented after written notice to Owner of any price change.
3. **Termination, Cancellation, and Nonrenewal of Contract:** This agreement may be terminated at any time, with or without cause, by either party by giving the other written notice, 30 days in advance of the termination.
4. **Services:** The Contractor, who shall be considered an independent contractor of the Owner, shall perform the services listed under description of services. The Contractor shall perform its services upon the premises of Owner located at **Kingsley Creek HOA, Fernandina Beach, FL 32034**. All such services shall conform to the practices in the landscape maintenance industry and with applicable law. The contractor shall maintain the proper insurance in full force and effect for the duration of this contract. Trim All Lawn Service maintains a drug-free workplace.
5. **Payment:** The Owner shall pay the Contractor for services contained herein the sum of **\$3,025.33** monthly due on the first day of the month after the service is performed. Additional services requested by Owner and performed by the Contractor beyond the scope of this contract for monthly maintenance, will be billed to Owner separately. Payments shall be remitted to: Trim All Lawn Service, 942360 Old Nassauville Road, Fernandina Beach, FL 32034. If payment is delinquent, service will be placed on a temporary hold until payment is received in full. The Owner may be subject to collection agency costs, attorney fees, court costs, filing fees and finance charges for late or non-payment.

The Parties have signed and agreed to this agreement as of the date set forth below.

\_\_\_\_\_  
Trim All Lawn Service  
Jason R. Lee, President

\_\_\_\_\_  
Date



\_\_\_\_\_  
Kingsley Creek  
Representative

**21 Dec 2024**

\_\_\_\_\_  
Date

## DESCRIPTION OF SERVICES

### **Maintenance Program:**

Maintenance Schedule: 52 weeks per year

- During the active growing season, turf will be mowed at the appropriate height for the species. Grass shall be mowed as needed during the dormant season.
- Edge all walkways, flower beds and roadways as needed.
- All shrubs shall be pruned as needed to present a neat appearance.
- Weeds in beds and in concrete shall be controlled chemically, mechanically or pulled by hand where that is not feasible.
- Generated landscape debris shall be collected and removed.
- All hard surfaces shall be blown clean.

### **Fertilization, Weed and Pest Control:**

Turf shall be treated 8 (Eight) times per year to include the following components:

- Fertilization 6 times per year consists of a mixture of granular and/or liquid nutrients varying seasonally to promote vigorous turf development.
- Broad-spectrum insecticide shall be applied twice per year to control common southern turfgrass insects. Additional treatments would be performed at an additional charge.
- Herbicide to control broadleaf type weeds will be applied as needed 6 times per year. Control of grassy type weeds is not part of this program and would be performed at an additional charge if required.
- Fungicide application is not part of this program and would be performed at an additional charge if required.
- Call backs for retreatment of areas after an application are performed at an additional charge.

Ornamentals shall be treated 2 (two) times per year to include the following components

- Fertilization with slow release granular or liquid product.
- Insecticide treatments would be performed at an additional charge if required.

Fungicide treatments would be performed at an additional charge if required

### **Irrigation System Checks to be performed Monthly:**

- Activation of each zone and inspection for proper coverage.
- Minor adjustments to heads to maintain proper water delivery.
- Seasonally adjust the clock to meet watering demands of landscape.
- Prepare and submit to Owner any estimates for any repairs over and above \$250.00, that are identified during inspection based on time and material charges.

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### **Summary of Services Included in Contract**

Maintenance: \$31,590.00 annually; \$2,632.50 per month

Fertilization, Weed and Pest Control: \$3,562.00 annually; \$296.83 per month

Irrigation: \$1,152.00 annually; \$96.00 per month

Total for All Services: \$36,304.00

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### Additional Services Available – Not Included in Contract

Prices not included in contract are subject to change based on market value and availability.

### **Installation of Mulch:**

- Installation of (400) bags of Pine Bark Minis at \$8.50 per bag: 1 (one) time per year.

### **Seasonal Flowers:**

- Seasonal Flowers (800 +) flowers installed at \$3.00 per flower: 4 (four) times per year

\*\*Based on our company's formula, which calculates the square footage of your flower beds and recommends planting 4" to 4.5" flowers spaced 8" apart, we suggest installing 417 plants in the two entrance beds and 709 plants in the two pool beds. The HOA will pay by the flower, so we can plant the number that the HOA request. \*\*

- Four pots located at the pool area: Installation upon request and priced at market value.

### **Palm Tree Trimming:**

- Trimming of Palm trees at \$55.00 per Palm: 1 (one) time per year

# Thank You!

Thank you for the opportunity to partner with  
you!

Office: (904)491-3232

Email: Trimallawn@gmail.com

## Company Website and Videos

<https://www.trimallawnservice.com/>

<https://www.youtube.com/watch?v=mHkjZ1fUEGQ&t=5s>

<https://www.youtube.com/watch?v=3N-rbmW4wIY>

 <https://www.facebook.com/trimallawn/>

 <https://www.instagram.com/trimallawnservice/>