

Summer Beachwood Shores Newsletter 2020

HOA Meeting will be held Monday September 14th 7:00 at clubhouse

Pool News:

- The pool will remain open until September 20th

Neighborhood News:

- **The following information is a contract for grounds maintenance position.**
- **Bids will be accepted by mail to Elizabeth at JKG**

Beechwood Shores RFQ

Overview

Beechwood Shore home owners association is currently seeking quotations for the following items:

- Pool operation and maintenance
- Clubhouse maintenance
- Lawn mowing and grounds maintenance

Bid should include a single price for all services. Note: All vendors must be insured. A copy of a valid insurance policy must be submitted to the Beechwood Shores HOA prior to award of contract.

RFQ Contact

Interested vendors with questions may reach out to Eric Cechak at (703) 403-6028 or via email at ecechak@hotmail.com. Eric will be available to answer any questions and site visits.

Contract Period

The contract for services will run from October 1, 2020 through September 30, 2023 (three-year period). Bids to include a yearly charge for services separated by calendar years of 2021, 2022, and 2023.

Bid Opening Date

Beechwood Shores will open the bidding process on Tuesday September 1, 2020

Bid Closing Date

Beechwood Shores will close the bidding process on Monday September 14, 2020 at 5:00PM

Bid Process

All sealed bids are to be submitting in writing via email to JKG Accounting, C/O Elizabeth Detournillon. Her email address is elizabeth@jkgaccounting.com and her phone number of (540) 297-8401.

Bid Announcement

The services contract will be announced no later than Friday September 18, 2020.

Scope of Work**Pool**

The scope of work for the pool include, but are not limited to the following labor charges. Chemicals and other supplies are not included in this bid and will be provided by the Beechwood Shores Home Owners association.

- Opening of Pool in Spring (dates to be decided by home owners board)
- Closing of pool in Fall (dates to be decided by home owners board)
- Pressure washing at beginning of season
- Cleaning of pool deck and furniture on weekly basis or as necessary
- Daily opening and closing of pool
- Daily testing of pool chemicals and maintaining proper chemical levels
- Changing and cleaning of pool filters as needed
- Daily cleaning of bathrooms and restocking supplies as needed
- Closing of bathrooms at the end of season including removing curtains, mirrors, etc.
- Storage of furniture at the end of pool season

Club House Maintenance

The scope of work for the club house include, but are not limited to the following labor charges. Chemicals and other supplies are not included in this bid and are to be provided by the Beechwood Shores Home Owners association.

- Weekly general cleaning of the interior clubhouse to include kitchen, bathrooms, work out room, trash removal, floors, and windows.
- Club House exterior maintenance to including grounds and parking area to include
 - regular mowing and weed eating
 - seasonal fertilizing, aerating as needed, trimming and shaping of bushes
 - spraying of weeds on the tennis courts and clubhouse area
 - snow removal of sidewalk to clubhouse as needed
 - leaf removal
- Small general repairs and typical unforeseen maintenance to be provided at no charges (not including parts and material)
- Vendor will advise homeowners board of major repairs and may assist at additional fees

General Landscaping

The scope of work for the mowing services include, but are not limited to labor charges for the following

services. Lawn mowing period will be from April through October. Expectations will be areas are to be mowed on a bi-monthly or as needed due to changing weather conditions.

Vendor is responsible for supplying all equipment and supplies such as gasoline, oil, etc.

- Mowing of the Right of Ways in the Beechwood Shore Subdivision (approximately 5 miles)
- Mowing of the meadow
- Mowing of the dump area
- Weed eating of the fence lines and rocks
- Yearly cleaning of the walking trails