



THE WESTFIELDS BUSINESS OWNERS ASSOCIATION

c/o The Keech Company, LC
P.O. Box 222005 • Chantilly, Virginia 20153-2005
Telephone: (703) 294-4912 Fax: (703) 222-3488
WBOA Emergency #: 703-928-1992

Westfields Turf & Common Area Renovation Specifications

Note: In Westfields there exist landscape and irrigation easement from the back of curb to at least 45 feet into the properties along all roads in Westfields. There are significant utilities and irrigation lines you must avoid. Westfields does have a shared utility easement we would like to see utilities placed. We appreciate you working with the WBOA in helping us uphold the covenants and maintaining our “Class A” appearance on our grounds.

1.0 GENERAL CONDITIONS

1.1 SCOPE OF WORK:

- A. The contractor shall furnish all labor, material and equipment required to complete the work described herein in strict accordance with the drawings and/or terms of the contract. When complete the newly seeded areas shall be returned to the previously established grade.
- B. The contractor shall be familiar with the project premises and how the existing conditions will affect his work.

1.2 SUBMITTALS:

When requested by the owner or owner’s representative, samples of all materials shall be submitted to the owner’s designated representative for approval.

2.0 PRODUCTS

Only use high quality products and seed free of weeds and contaminants. For asphalt repairs only use hot asphalt rolled with seams sealed.

2.1 QUALITY ASSURANCE:

Manufacturer’s certified analysis shall accompany packaged standard products.

2.2 TOPSOIL:

1. Topsoil shall be sandy loam in texture, with a mechanical analysis of 40-50% composted organic, 20-30% sifted topsoil, 15-20% sand.
2. It shall be free of stones, lumps, plants, roots and other debris. Topsoil must also be free of plant parts or weed seed.
3. It shall not contain toxic substances harmful to plant growth.

3.0 SOIL PREPARATION

3.1 GENERAL CONDITIONS:

Work shall proceed only after rough grading has been completed and the subgrade is within 2/10 of one foot from final grade (minus three inches if topsoil is to be applied). If the graded area stands for a period of time, developing weed growth, the growth must be eliminated at the expense of the contractor.

3.2 GRADES:

As stated, grades which have been previously established shall be maintained in a true and even grade.

3.3 TILLING (SCARIFYING):

After the areas have been brought to grade, the subgrade shall be loosened by disking or by scarifying to a depth of at least 2 inches. (Especially critical when topsoil is to be added).

3.4 ACCEPTANCE:

Acceptance for soil preparation shall be given by the owner, or the owners representative upon completion of each section or area.

4.0 TOPSOIL INSTALLATION

4.1 MATERIALS:

Topsoil shall be as stated in 2.2 above.

NOTE: Topsoil on the site may be used but it must meet the standards as set forth herein.

4.2 GRADING:

The topsoil shall be uniformly distributed on the designated areas to within 2/10 of an inch of final grade and it shall be a minimum depth of 3 inches after firming. Spreading shall be performed in such a manner that seeding can proceed with a minimum of additional soil preparation and tillage. Any irregularities in the surface resulting from topsoiling or other operations (equipment/truck tires etc.) shall be corrected in order to prevent the formation of depressions or water pockets. Topsoil shall not be placed while in a frozen or muddy condition, when the subgrade is excessively wet, or in a condition that may be detrimental to proper grading or proposed seeding.

4.3 CLEAN UP:

After topsoil has been spread and the final grades approved, it shall be cleared of all stakes, surface trash, and other objects that would hinder maintenance of the seeded areas.

4.4 ACCEPTANCE:

Acceptance for topsoil installation shall be given to the owner or the owners representative upon satisfactory completion of each section or area.

5.0 SEEDING - PRODUCT & PROCEDURES

5.1 SCOPE OF WORK:

The contractor shall furnish all labor, material and equipment to complete the work described herein.

5.2 PRODUCT:

A. Mulching Materials

1. Use single straw erosion matting placed over the seed and secured to the ground. Material can be purchased from ACF Environmental at 3720 Stonecroft Blvd., Chantilly, Va. Once seed starts growing through the matting it must be removed by the installing contractor.
2. Straw can no longer be used in Westfield's Corporate Park.

B. Stabilizing Materials

1. Asphalt Emulsion
2. Chemical Tacking: latex liquid (i.e. Terra Tack AR, Fiber Lock).
3. Netting: Bio-degradable used with metal staples or wooden pegs.

C. Seed Mix

Prior to any actual seeding operations, contact Westfields's Landscape Management Company below for an up-to-date recommendation of seed mixtures and specification of seed mix. At no time will Annual Rye Grass or Contractors Mix be used within the Westfield's Corporate Park.

5.3 INSTALLATION PROCEDURES FOR SEED:

One of the two following methods shall be used for seeding after final soil preparation has been completed. The regular seeding season is March 1 to May 15 and August 1 to November 15. Any seeding that is done out of season and does not establish shall be re-graded and re-seeded as per these specifications as soon as seasonally appropriate at the contractor's cost. No seeding shall be done on frozen ground. Prime seeding is late August through mid October. Developers/Contractors are responsible for pulling up their seed netting and restoring turf as needed.

A. Dry Application

1. Apply grass mixture immediately after final soil preparation with either a broadcast spreader or a mechanical seeder. Apply in two different directions for best coverage.
 - a. Turf-Type Tall Fescues shall be used in most all areas. Seed mixture shall be 95-100% Certified Turf-Type Tall Fescue. Contact ValleyCrest Landscape Maintenance at the above numbers for specific mixtures/varieties. Apply turf type Tall Fescue mixtures at the rate of 5-8 pounds of mix per 1000 sq. ft.
2. Two methods of dry application:
 - a. Mechanical Seeder - applies seed just below soil surface and compacts at the same time. No mulching or stabilizing is necessary.

Instructions for Owners, Tenants, Contractors, Subcontractors and Utility Workers performing Work in Westfields common areas.

- b. Broadcast Spreader-
 - 1. Apply seed
 - 2. Compact the seed bed by means of a culti-packer or other similar equipment.
 - 3. Apply mulching material to retain moisture and minimize erosion. Rate for cellulose fiber: 650 lbs./half acre.
 - 4. Stabilize the mulch by either a crimper, asphalt emulsion, chemical tacking, cellulose fiber, twine or netting and stapling, as appropriate. Precautionary measures shall be taken to prevent marking or defacing pavements, plantings, structures, and utilities.

B. Hydroseeding

- 1. Water, seed and fertilizer shall be sprayed on the previously prepared seedbed in the form of an aqueous mixture at the rate of 1500 gal./acre. (Seed type and rate is the same as in Dry Application above.
- 2. All mixtures shall be constantly agitated from the time they are mixed until they are finally applied to the seedbed. Care should be exercised to insure a uniform coverage and to guard against misses.

* Not to be applied to existing turf.

5.4 ASPHALT – ROAD AND PATH DAMAGE

Any damage to the roads shall be repaired to a state better than the pre-existing condition and shall conform to all County and/or VDOT specifications. In addition, all test pits and exploratory holes shall be repaired with hot patch asphalt and seams hot sealed.

Any curb and or concrete damage shall be promptly repaired.

5.5 UTILITY BOXES AND HAND HOLE (IN GROUND)

Please contact WBOA to before setting hand hole or boxes to confirm location and to assist in helping to avoid utility and irrigation damage.

Boxes must be flush to the ground and soiled compacted to avoid settling. You will be responsible for repairing any box that has settled in the future.

5.6 CLEAN UP:

Excess and waste material shall be removed daily. All pavements shall be left broom cleaned and all damaged areas in existing turf or plantings shall be restored to their original condition.

5.5 FINAL ACCEPTANCE:

Final acceptance only applies if seeding is done in season. Final acceptance shall be as soon as there is an even stand of grass 2" tall, with 90% germination. Final acceptance shall be performed by a member of the WBOA office and/or the WBOA's landscape contractor noted below. **Please call the WBOA's landscape maintenance contractor below to schedule a final inspection.**

Note: Any damage to the common area turf or plantings, utilities and/or the parks irrigation system shall be repaired at your expense by Westfields authorized contractors. Please report any damage to the WBOA office immediately. To have irrigation lines pre-marked at your expense please call the WBOA landscape maintenance contractor below.

Brightview Landscape Maintenance Contacts:

Mr. Charles 'Tap' Cathcart:
Westfields Account Manager /Branch Manager (Common Area Landscape and Irrigation)
Phone: 703-803-4400 Cell: 571-722-3822
Email: Charles.cathcart@brightview.com

Westfields Business Owners Contact:

Mr. Bill Keech, Jr.
President
Phone: 703-294-4912
Email: bkeechjr@westfieldscenter.com
Website: <https://www.westfieldscenter.com>

Link to [Westfields Common Area Map:](#)

Instructions for Owners, Tenants, Contractors, Subcontractors and Utility Workers performing Work in Westfields common areas.

Important Notices:

No surface cuts in the asphalt. Test pits, etc shall be hot patched and liquid sealed.

Contractor and Developer:

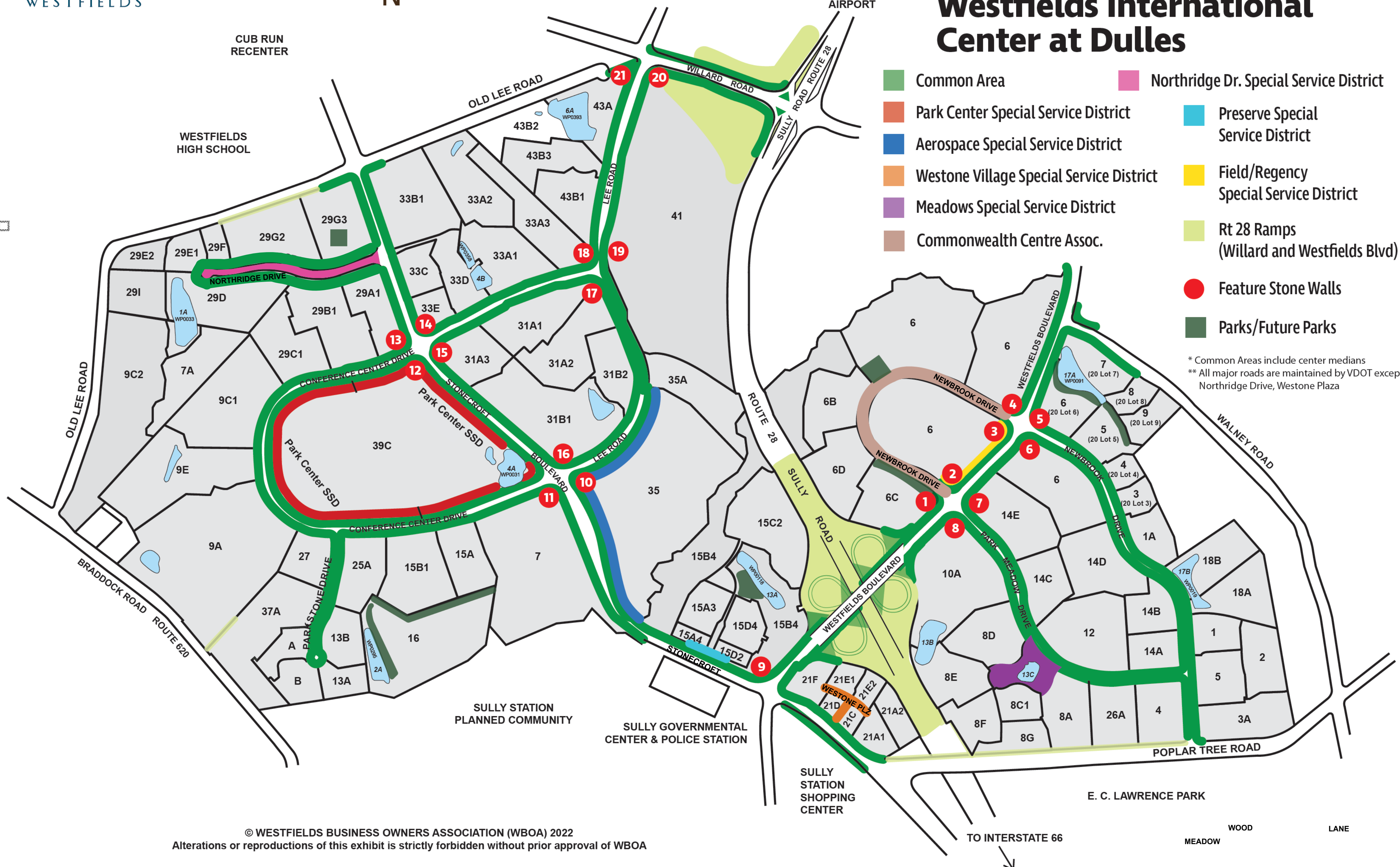
- No Rye Grass Seed
- Remember to check your ARB approval letter, WBOA Covenants and WBOA Development Guidelines.
- Remember to install standard conduit bundle under any curb cut or entrance for your development.

Where curb cuts are constructed for entries, the Owner shall install conduits under such entries. The size and number of conduits shall be: 1 - 8", schedule 40, PVC, 1 - 6", schedule 40, PVC, 4-4" schedule 40, PVC pipes. A plan identifying the final as-built locations of the conduits shall be submitted to WBOA.



COMMON AREA & SPECIAL SERVICE DISTRICTS

Westfields International Center at Dulles



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