

**Grounds Level of Attention Matrix**

Level of Attention	1	2	3	4	5
<b>Description and Application</b>	<b>State-of-the-art maintenance.</b> Applied to a high-quality diverse landscape. Associated with high-traffic urban areas, such as public squares, government grounds, or college, university, or school campuses.	<b>High level of maintenance.</b> Associated with well-developed public areas, malls, government grounds, or college, university, or school campuses. Recommended level for most organizations.	<b>Moderate-level maintenance.</b> Associated with locations that have moderate to low levels of development or visitation, or with operations that (because of budget) cannot afford a high level of maintenance.	<b>Moderately low-level maintenance.</b> Associated with locations affected by budget restrictions, and thereby cannot afford a high level of maintenance.	<b>Minimum-level maintenance.</b> Associated with locations suffering from severe budget restrictions.
<b>Turf Care</b>	Grass height maintained according to species and variety of grass. Mowed at least once every five working days but may be as often as once every three working days. Aeration as required but not less than four times per year. Reseeding or sodding as needed. Weed control to be practiced so that no more than 1 percent of the surface has weeds present.	Grass should be cut once every five working days. Aeration is carried out as a required but not less than two times per year. Reseeding or sodding must be done when bare spots are present. Weed control is practiced when weeds present a visible problem or when weeds represent 5 percent of the turf surface. Some pre-emergent herbicide products may be used at this level.	Grass cut once every ten working days. Normally not aerated unless turf quality indicates a need or in anticipation of application of fertilizer. Reseeding or sodding only when major bare spots appear. Weed control measures normally applied when 50 percent of small areas-or 15 percent of general turf-is infested with weeds.	Low-frequency mowing scheduled based on species. Low-growing grasses may not be mowed. High grasses may receive periodic mowing. Weed control limited to legal requirements for noxious weeds.	Low-frequency mowing scheduled based on species. Low-growing grasses may not be mowed; high grasses may receive periodic mowing. Weed control limited to legal requirement for noxious weeds.
<b>Fertilizer</b>	Adequate fertilization applied to plant species according to their optimum requirements. Application rates and times should ensure an even supply of nutrients for the entire year. Nitrogen, phosphorus, and potassium percentages should follow local recommendations. Trees, shrubs, and flowers should be fertilized according to their individual requirements for optimum growth. Unusually long or short growing seasons may modify the chart slightly.	Adequate fertilizer level to ensure that all plant materials are healthy and growing vigorously. Amounts depend on species, length of growing season, soils, and rainfall. Rates should correspond to at least the lowest recommended rates. Distribution should ensure an even supply of nutrients for the entire year. Nitrogen, phosphorus, and potassium percentages should follow local recommendations. Trees, shrubs, and flowers should receive fertilizer levels to ensure optimum growth.	Applied only when turf vigor seems to be low. Low-level application once per year. Suggested application rate is one-half the level recommended.	Not fertilized.	Not fertilized.
<b>Irrigation</b>	Sprinkler irrigated - electric automatic commonly used. Some manual systems could be considered adequate under plentiful rainfall circumstances and with adequate staffing. Frequency of use follows rainfall, temperature, season length, and demand of plant material.	Sprinkler irrigated - electric automatic commonly used. Some manual systems could be considered adequate under plentiful rainfall circumstances and with adequate staffing. Frequency of use follows rainfall, temperature, season length, and demand of plant material.	Dependent on climate. Locations that receive more than 25 inches of rainfall a year usually rely on natural rainfall with the possible addition of portable irrigation during periods of drought. Dry climates that receive less than 25 inches of rainfall usually have some form of supplemental irrigation. When irrigation is automatic, a demand schedule is programmed. When manual servicing is required, the normal schedule would be two to three times per week.	No irrigation.	No irrigation.
<b>Litter Control</b>	Minimum of once per day, seven days per week. Extremely high visitation may increase frequency. Receptacles should be plentiful enough to hold all trash usually generated between servicing without overflowing.	Minimum of once per day, five days per week. Offsite movement of trash depends on size of containers and use by the public. High use may dictate more frequent cleaning.	Minimum service of two to three times per week. High use may dictate higher levels during the warm season.	Once per week or less.	On demand or complaint basis.
<b>Pruning</b>	Frequency dictated primarily by species and variety of trees and shrubs. Length of growing season and design concept also a controlling factor, i.e., clipped vs. natural-style hedges. Timing scheduled to coincide with low demand periods or to take advantage of special growing characteristics.	Usually done at least once per season unless species planted dictate more frequent attention. Sculpted hedges or high-growth species may dictate a more frequent requirement than most trees and shrubs in natural-growth plantings.	When required for health or reasonable appearance. With most tree and shrub species, pruning would be performed once every two to three years.	No regular trimming. Safety or damage from weather may dictate actual work schedule.	No pruning unless safety is involved.

**Grounds Level of Attention Matrix**

<b>Level of Attention</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>Disease And Insect Control</b>	At this maintenance level, the controlling object is to avoid public awareness of any problem. It is anticipated at Level 1 that problems will either be prevented or observed at an early state and corrected immediately.	Usually carried out when disease or insects are inflicting noticeable damage, reducing vigor of plant material, or whenever the situation could be considered a bother to the public. Some preventative measures may be used, such as systemic chemical treatments. Cultural prevention of disease problems can reduce time spent in this category. Some minor problems may be tolerated at this level.	Done only to address epidemics or serious complaints. Control measures may be put into effect when the health or survival of plant material is threatened or when public comfort is an issue.	None except when the problem is epidemic and the conditions threaten resources or the public.	No control accept in epidemic or safety situations.
<b>Surfaces</b>	Sweeping, cleaning, and washing of surfaces should be done so that no time does an accumulation of sand, dirt, or leaves distract from the looks or safety of the area.	Should be cleaned, repaired, repainted, or replaced when their appearances have noticeably deteriorated.	Cleaned on a complaint basis. Repaired or replaced as budget allows.	Replaced or repaired when safety is a concern and when budget is available.	Serviced only when safety is a consideration.
<b>Repairs</b>	All repairs to all elements of the design should be done immediately when problems are discovered, providing that replacement parts and technicians are available to accomplish the job. When disruption of the public might be major or the repair is not critical, repairs may be postponed to a time period that is least disruptive.	Should be done whenever safety, function, or appearance is in question.	Should be done whenever safety, function, or appearance is in question.	Should be done whenever safety, function, or appearance is in question.	Should be done whenever safety or function is in question.
<b>Inspections</b>	A staff member should conduct inspection daily.	Inspection should be conducted by a staff member at least once a day whenever regular staff is scheduled.	Inspections are conducted once per week.	Inspections are conducted once a month.	Inspections are conducted once a month.
<b>Floral Plantings &amp; Mulch Application</b>	Normally, extensive or unusual floral plantings are part of the design. These may include ground-level beds, planters, or hanging baskets. Often, multiple plantings are scheduled, usually for at least two blooming cycles per year. Some designs may call for a more frequent rotation of bloom. Maximum care, including watering, fertilizing, disease control, disbudding, and weeding, is necessary. Weeding flowers and shrubs is done minimum of once per week. The desired standard is essentially weed free.	Normally no more complex than two rotations of blooming plants per year. Care cycle is a minimum of once per week, but watering may be more frequent. Health and vigor dictate cycle of fertilization and disease control. Beds are essentially kept free of weeds.	Only perennials or flowering trees or shrubs.	None. May have wildflowers, perennials, flowering trees, or shrubs in place.	None. May have wildflowers, perennials, flowering trees, or shrubs in place.