**ELITE Awards Entry Form - Maintenance Category**

**Questionnaire**

1. Company information
2. How many years has your company been in business?
   1. Start up
   2. Growth (in business 5 years or fewer)
   3. Mature (in business 5-10 years)
   4. Legacy (in business 10+ years)
3. Please give a brief outline (no more than 250 words) of the growth and development of your company since it was established.
4. Do you have certified people on staff?
5. If yes, how many and what designations do they hold?
6. Project name
7. Project/program location. Please provide at least city and state.
8. Property owner name, if applicable
9. Contract begin date. If exact date is not known, provide best estimate.
10. Contract completion date. If ongoing, select today's date.
11. Total landscape budget
12. How long have you maintained the property?
13. What was your profit margin (%), and why is this acceptable?
14. Did you complete all the work on this project? Were there any preexisting or subcontracted items? If so, please explain.
15. How did the property owner find you and why did the property owner hire your company?
16. Provide a short project description of no more than 100 words. This should be no more than 3 sentences in length and should be a condensed version of the project description.
17. Describe your project below in 250 words or less. How did you meet customer desires and deal with challenges, e.g., site-specific, special or unusual? What is the maintenance schedule? What preventative programs are in place? What makes your project award-worthy
18. The following checklist of maintenance practices is based upon ALCC's Green Strategies for Colorado Landscapes. Please indicate the top 3 areas of work that were MOST important for this project in the landscape maintenance category by indicating the check boxes below.
19. In 450 words or less, briefly describe why the priority areas selected above were important for this site and discuss the horticultural, sustainable and/or cost-effective outcomes that have been achieved as a result of these priorities. Emphasize how following these landscape practices has contributed to the project's ongoing health and appearance. What sustainable goals have been achieved in terms of reducing, reusing or recycling resources through your practices? Document results with specific sustainable outcomes such as the amount of waste not sent to the landfill, the reduction in fertilizer or chemical applications through IPM, etc.
20. If you were required to follow specifications such as LEED, SITES, etc., please list what you were required to do per those specifications.
21. Please indicate the top 3 areas of work that were MOST important for this project in the irrigation system maintenance category by selecting check boxes. If there was no irrigation system on this site, you do not need to complete this question.
    1. Irrigation audit(s) have been conducted to find ways water is wasted and to solve problems such as leaks, incorrect pressure, broken heads and valves, reduced flow and areas of poor drainage.
    2. The system has been retrofitted with water-saving nozzles and pressure has been adjusted to match nozzle requirements.
    3. Regular checks were performed to make necessary adjustments and repairs to deal with pressure problems, broken/buried and improperly set heads, to correct overspray and to make sure sensors are working properly.
    4. Controllers are adjusted regularly based on season, weather conditions and plant needs.
    5. ET or Smart controllers have been installed.
    6. Watering times are managed according to need and incorporating weather-based, “Smart” controllers into the system.
    7. Clients have been encouraged and helped to make use of local rebate programs, when available, to improve system quality and provide cost savings.
    8. A landscape water budget has been developed for the site using the water-budgeting feature on the controller and/or existing water use data.
    9. The system has been properly winterized and at spring activation required water waste repairs have been made in a timely manner.
    10. For new plant installations, water schedules have been adjusted to plant needs during the establishment period.
22. Describe the existing irrigation system, what has been done to improve it and the results achieved. Please keep your response to less than 450 words
23. Submit irrigation audit, if applicable.

Questions 24 to 28 are photo uploads