



Company Profile

Gardening & Grounds Maintenance

*JStone Property Services Pty Ltd
Trading as:
Stone Gardening Services
and
Stone Commercial Cleaning Services*

Services Offered

Specialists in the provision of services for Strata and Corporate Management

Stone Gardening Services offers a comprehensive range of services to a broad range of industries; these include Corporate, Residential, Health & Aged Care, Education, Government & Industrial

Gardening & Grounds Maintenance Services

- Gardening maintenance
- Lawns mowed and edges trimmed
- Large area mowing
- Pruning & hedge trimming
- Blowing paved areas
- Fertilising and spraying
- Maintenance & repair of watering systems
- Bark & pebble mulching
- Repair of gravelled paved areas
- Minor landscaping & repairs
- Slashing & brush cutting
- Removal of garden waste



Safety & General Maintenance Services

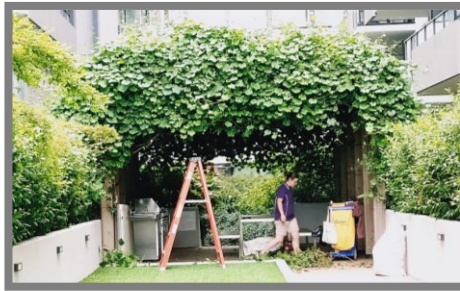
- Caretaking and General Maintenance Services
- Minor Repairs

Commercial Cleaning Services

- General cleaning services up to 7 days per week
- Steam or dry carpet cleaning
- Flood & fire restoration
- Window cleaning
- Hard floor care & restoration
- Power sweeping, scrubbing & degreasing
- Pressure washing
- Hygiene & washroom services
- Supply of cleaning consumables
- Waste management services
- Hard waste removal



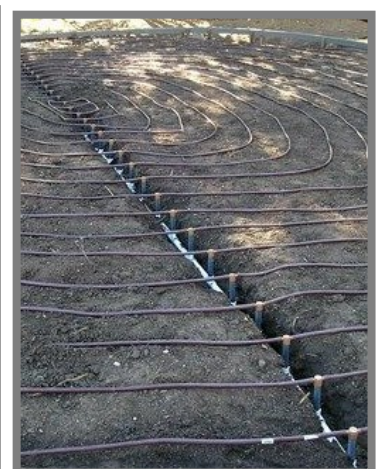
Gardening Services / Caretaking



Lay out garden beds; install sleepers (12-volt lighting); paved & pebble path; plants and tan bark mulch and lay instant turf.



Broad area mowing; slashing / brush cutting; line trimming around fixtures and trimming of grassed area edges.



Adjust irrigation system for variation of frequencies, replace 9V batteries, repair blockages & leaks
Lay out and install simple systems, where plumbing is provided to the site for watering.

Landscaping

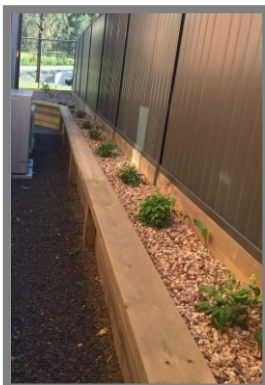
Specialists in small landscaping projects and repair / reconstruction of existing landscapes.



Lay out garden beds; install sleepers (12-volt lighting); paved & pebble path; plants and tan bark mulch and lay instant turf.



Rotary hoe area to be turfed; hand pull & remove weeds (spray where time is available); level area, apply lawn starter and spread seed or lay instant turf (fill topsoil between joins).



Mulching with pebbles or wood chips/tan bark; replacing Merbau edging; repair or replace sleeper formwork and resurface soft paved areas.

Equipment

Grounds maintenance equipment used throughout each contract is of commercial grade, all equipment undergoes ongoing scheduled servicing, and electrical equipment is serviced/tagged every 3 or 6 months depending on usage. All equipment used must meet environmental and safety standards. Stone Gardening Services have a broad range of commercial grade equipment that caters for small to large sites.

Equipment other than that stored on individual sites is stored in our modern 1,500sqft warehouse in Bayswater; with some equipment stored at our Head Office in Surrey Hills.



Induction and Training

All prospective staff are interviewed and have references checked as to their honesty and employment background and will not be selected if there is any doubt about them as a security risk. It is SGS's intention to provide staff whose employment background will be complementary to your business. In the recruitment of their personnel they are selective towards the applicant's presentation, health and general conduct.

All new employees inducted to SGS are given a "Starter Kit", which provides all the information, relevant forms; check lists and training records needed to ensure proper induction of the employee. All SGS staff are supplied with uniforms and identification appropriate to their role and customer requirements.

SGS's training strategy incorporates both work procedures and safety related issues to ensure that all of our employees are adequately skilled to carry out their duties safely, correctly and efficiently and with minimal environmental impact.

- New employees are inducted to the company, the site and their respective tasks.
- Existing employees undergo a three monthly review, "Quality Time Session" to maintain their safety awareness and skill level.
- An existing employee transferring from another site must be taken through the site induction as well as the task induction to capture any site-specific policies, procedures and methodologies.
- Permanent employees undertake First Aid (Level 1 and 2) training.
- Permanent employees are encouraged to undertake the Horticulture Certificate Level 2; paid for by the company.

All employees receive over-award rates and are individually trained by senior management; less experienced staff work within an experienced and supportive team.

This system creates a team that takes ownership of their work producing a high level of efficiency along with a quality service resulting in Stone Gardening Services delivering a professional service at a competitive rate.

About Stone Gardening Services (SGS)

Stone Gardening Services (SGS) is a trading arm of its parent company JStone Property Services Pty Ltd; the Gardening and Grounds Maintenance division compliments the company's other trading arm Stone Commercial Cleaning Services (SSC).

The company's management team brings extensive experience by way of a vast range of contracts extensively servicing the commercial and strata management sectors.

SGS offers solutions to all gardening, grounds maintenance and cleaning services requirements with management expertise in servicing major industries. Our teams are vast enough to respond quickly and effectively to all requests and agile enough to adapt to the continually changing needs of the property market.

Our Public Liability Insurance provides a \$20,000,000 blanket cover Australia wide.

Quality Assurance

We offer a comprehensive range of Gardening & Grounds Maintenance services:

- All aspects of grounds maintenance and facility services specific to clients requirements; along with programmed periodical services;
- Ancillary & emergency support services;
- Our experienced management team will create a gardening or grounds maintenance program that is tailored to meet your specific requirements.

Client satisfaction is of most importance. Stone Gardening Services provide a tailored Quality Control system to ensure a high delivery of service quality is achieved and maintained.

Quality Control system consists of:

- Client Services Schedule – Designed for contracts ranging from small to large and multi-site contracts to ensure clear communications between all parties.
- Periodical Schedule – List of periodical gardening services specifications (checked off as service completed).
- Grounds Maintenance Services Report – Monthly report and meeting for evaluation and feedback purpose for large Contracts.
- Client Portal - accessible by pin code; this provides client with immediate access to relevant documentation relating to the service.

Operations Management will perform regular OH&S and quality inspections to ensure that the standard is up to client's satisfaction. To maintain a high standard, SGS regularly measures and reviews the performance of its services. The key to ensuring that the required standard is maintained at all times is proactive management and communication.

General Logistics Ltd - Grounds Services Schedule for All Sites - 2017																										
Site Address	Service	Frequency	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Torvald Rd, Bayside	Mowing	Weekly																								
Unwin Rd, Surrey Hills	Full Grounds	Fortnightly																								
Quinton St, Lismore	Garden & Mow	Weekly																								
Chowder Rd, Gosport	Garden & Mow	1 Weekly																								
Edgar Rd, Gosport	Full Grounds	Weekly																								
Bedford Dr, Mitham	Garden & Mow	Fortnightly																								
Street St, Cardiff	Garden & Mow	Fortnightly																								
Warden North	Mowing	Weekly																								
Canterbury Road, Vinnies	Full Grounds	Weekly																								
Melburn Road, Melburn	Leaf Mowing	Fortnightly																								
Blackburn Road, Friesen Hill	Leaf Mowing	Fortnightly																								
Bonora Road, Bonora	Full Grounds	Weekly																								
Canterbury Rd, Freshmont	Mowing	Weekly																								
Edgar Rd, Lismore	Gardening	Fortnightly																								
Philly Rd, Lismore	Mowing	4 Weekly																								
<input type="checkbox"/> Check site weekly			<input type="checkbox"/> Indicate Service Completed																							
Produced by Stone Safety Services Pty Ltd - Gardening & Grounds Maintenance																										

Example of Company Clients

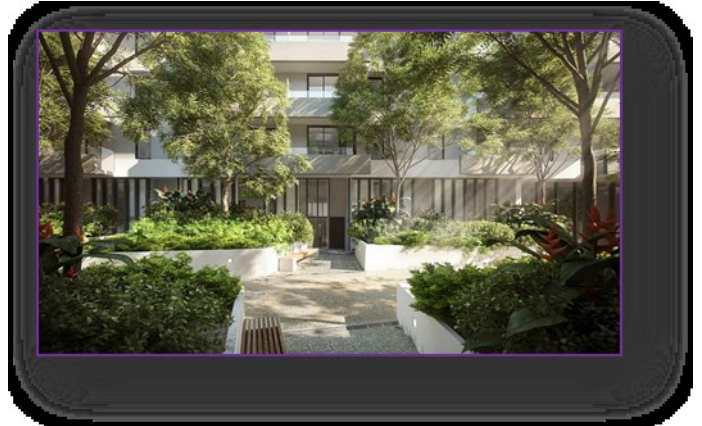
UNITING CARE HARRISON



- SGS provides Gardening, Grounds Maintenance, mowing, large area mowing and slashing services to Uniting Care Harrison. SGS performs services over 6 Sites throughout the Metropolitan area extending from the Western suburbs to beyond Lilydale in the far Eastern suburbs.

ETTARO APARTMENTS, BRUNSWICK EAST

- Ettaro Apartments in Brunswick East; the development comprises three 4 level residential buildings with basement car parking area; the site is fully landscaped between the buildings and at the front and rear and has a landscaped bbq and sauna area on the top floor of one building. SGS provides both Gardening Maintenance & Cleaning services to Ettaro Apartments.



IVANHOE APARTMENTS, IVANHOE



- Ivanhoe Apartments is multi-complex residential towers situated at Ivanhoe. This impressive building consists of a residential section, retail (office) section and serviced apartment section. SSC provides the cleaning services to the Residential & Retail area, consisting of individual lobbies, BOH areas, car park, gymnasium, swimming pool, BBQs/courtyard, dining room and toilet & shower facilities.
- SSC provides both cleaning services and gardening maintenance services to Ivanhoe Apts. The cleaning operations are overseen by Fab Barra, our Operations Manager, on a day to day basis.

KINGS DOMAIN APARTMENT, SOUTH MELBOURNE

- The Kings Domain Apartments is situated in South Melbourne. The building comprises 236 apartments over 23 levels, basement parking and entertainment areas such as toilet and shower facilities, BBQs, gymnasium, outdoor swimming pool, theatre room, wine room and dining/lounge room.
- SSC provides both gardening and cleaning services to Kings Domain Apt.



MISCELLANEOUS CONTRACTS



- SGS provides Gardening & Grounds Maintenance services to a number of Defence Housing Australia properties located all across Melbourne Metropolitan areas and Mornington Peninsula.
- SGS provides Gardening & Grounds Maintenance services to a number of commercial properties and body corporates located throughout Melbourne Metropolitan areas.

Insurances

Public Liability Insurance

Chubb Insurance

Policy No. SGL0001550

Expiry Date: 30 June 2022

(\$20,000,000 Blanket Cover)

WorkCare Insurance

Gallagher Bassett

(ABN 41 005 297 781)

Employer No. 14664791

Expiry Date: 30 June 2022

JStone Property Services Pty Ltd

Trading as:

Stone Gardening Services

– (gardening & grounds maintenance)

Telephone: 1300 2 STONE

Email: sales@stonegardening.com.au

Web: www.stonegardening.com.au

and

Stone Commercial Cleaning Services

– (commercial cleaning)

Telephone: 1300 2 STONE

Email: sales@stonesc.com.au

Web: www.stonesc.com.au

Contact us today and we can provide you with more detailed information about our services.