

Grounds maintenance contract

Between Freshwater Parish Council of Memorial Hall Avenue Road Freshwater Isle of Wight (FPC) and (the Contractor)

Purpose:

To maintain high standards of grounds maintenance at the locations detailed below.

Date/Term:

Contract to commence 1st April 2016 – 31st March 2019 (3 years).

Payment Terms:

Contractor to invoice FPC monthly. Payment will be made by FPC in arrears by standing order. The contract price is £? Per annum.

Agreement

In consideration of the payment above the Contractor will carry out the grounds maintenance and other work detailed below.

Locations:

1. Stroud Recreation Ground, Freshwater, Isle of Wight
2. Jubilee Field adjoining West Wight Sports and Community Centre Freshwater. shown edged red on plan 1 attached

General

Works should only be carried out in day light hours and shall not interfere with pre-booked activities and events. The contractor will be expected to arrange cover for any sickness, annual leave or absence to ensure the service is uninterrupted.

Grass Cutting:

Cutting shall be in accordance with the Schedule below. All grass will be cut cleanly and evenly and without damaging the existing surface. The grass shall be cut up to the boundary fences and around obstructions. Strimmers should be used where cutting by mower is impractical. Care shall be taken not to damage any of the trees or boundary structures whilst strimming. It may not be necessary for the fence boundary to be strimmed on each mowing occasion, but it must be done as often as required to keep the boundary neat and clear from excessive weed growth. It is a requirement that grass be removed from all surfaces and footpaths by sweeping or blower.

In very wet conditions all operations involving grass cutting shall cease until conditions allow operations to recommence without damaging the surface levels and contours of the ground or grass cutting "divots" from the machine rollers or cutters.

Hedge Cutting:

To cut back any boundary hedges and remove the cuttings twice per year outside of the nesting season.

Litter picking:

The Contractor will pick up all litter on Stroud Recreation Ground once per week and remove it at his own expense.

Litter bins:

All litter bins will be emptied twice per week and litter removed by the Contractor at his own expense.

Pathways:

All paths will be swept once per week.

Crown lifting:

The Contractor will carry out crown lifting of all immature trees to approximately 2.5 metres in height as and when required.

Leaves etc.

The contractor will rake up and remove leaves, fallen branches and other debris as and when required throughout the contract.

Maintenance:

The Contractor shall report any necessary maintenance works to the Parish Office for example holes, sinkage, bare areas or potential hazards. A notice shall be displayed whilst maintenance works are in progress to notify the public.

Tools and Equipment:

The contractor shall be responsible for providing all tools and equipment necessary to carry out the works efficiently and shall possess all safety certificates necessary for those items of equipment requiring them. All engine driven equipment shall be equipped with an efficient silencer system on the exhaust to limit noise to the acceptable limit.

Sub-Contracting:

The contractor shall not sub-let any part of the contract without the prior approval of FPC and any such consent shall not relieve the contractor of his obligations under this contract.

Liability of Contractor:

The contractor shall be liable for any loss damage or injury caused by the contractor, employee servant or agent of the contractor to third parties or property of such third parties. The contractor shall also be responsible for any loss, damage or injury to his own plant, equipment and employees howsoever caused. The contractor agrees to indemnify FPC in respect of any such loss, damage or injury in respect of any claims, proceedings, damages, loss or cost arising therefrom or in relation thereto to the extent detailed in the clause.

Insurance:

The contractor will maintain full public liability insurance cover for its liabilities under this contract with a minimum cover of £10,000,000. The Contractor will provide a copy of its insurance details to FPC.

Information

The Contractor will keep FPC fully advised of dates when work will be/has been completed to include e mails to the Clerk at the relevant times

Health & Safety:

The contractor shall ensure all staff are aware of their requirements under Health & Safety legislation and that all staff are equipped with relevant personal protective equipment, first aid box and mobile phones for lone working purposes. Any area deemed unsafe by the contractor upon inspection shall be closed to the public for safety reasons. FPC to be informed immediately in the event of closure.

Confidentiality

The terms and conditions of this contract are confidential between the parties and should not be disclosed to third parties except as may be necessary to fulfil the service. Any information gained during the term of the contract from FPC may also be deemed as confidential and should not be disclosed.

Termination

In the event of a breach of the terms of the contract by the Contractor FPC shall be at liberty to terminate this contract by 7 day's written notice.

Schedule**GENERAL STANDARDS**

Desired frequencies to maintain the standards are shown in Table 1 but these are not mandatory as these are at the discretion of the Contractor.

FPC expects Winter Sports Pitches to be ready for use by 1st September. Summer Sports Facilities must be ready for use by 1st April.

The Contractor will be expected to satisfy himself of the input required to maintain such areas to the standards prescribed within.

TABLE 1 – TURF CATEGORIES – MAIN MOWING SEASON (APR – OCT)

Category	Minimum height of mower setting	Maximum height of growth	Likely frequency of cut	Arisings
C2 (rotary)	20mm	63mm	Weekly to 10 days	Let fly
C3 (cylinder gangmower)	20mm	63mm	Weekly to 10 days	Let fly

TURF CATEGORY C2: (Peripheral & back-up mowing)**(a) Herbage:**

The herbage / sward shall be cleanly and uniformly mown to the specified height of cut by a rotary mower that may be wheel driven or push propelled.

All arisings shall be let fly for even distribution. Deflector guards will be maintained at all times in the interest of operating safely.

The length of herbage shall be maintained at a minimum of 20mm, and a maximum of 50mm throughout the year. However FPC accepts that these set standards may be allowed to 'slip' to the upper limits after the main mowing season (November to March inclusive).

If the site layout permits, mowing should be carried out in transverse directions on each alternate cut (headlands usually being mown first). Tight turns on headlands that scuff the sward are to be avoided.

(b) Sweeping:

On completion of mowing operations ensure any wayward arisings are thoroughly swept from pathways, roads and any other adjoining hard surfaces by the use of appropriate brooms. Mechanical blowers / suckers are permitted however the contractor must ensure proficient use of such equipment, must not cause undue dust during dry periods and must not use them when pedestrians are using the respective hard surface.

(c) Evenness:

A smooth, true surface shall be provided, whether on a gradient or a flat. The surface shall accord with the following standard definition; there will be no sudden depressions greater than 37mm measured under a 2m long straight edge. This requirement will be achieved via brushing, rolling, topdressing operations. In some instances the use of a fork to lift depressions may be preferable to the use of a roller to depress high spots.

NOTE: The main period for measuring these standards will be from April to October inclusive, it is accepted that there may be some deviance outside of this period.

TURF CATEGORY C3: (Bulk mowing)

(a) Herbage:

The herbage / sward shall be cleanly and uniformly mown to the specified height of cut by a tractor drawn cylinder gang-mower, or multi-unit cylinder mower. Rotary or flail mowers will not be deemed acceptable for this application unless specific permission for the use of such has been given by FPC.

All arisings shall be let fly for even distribution. Deflector guards will be maintained at all times in the interest of operating safely.

The length of herbage shall be maintained at a minimum of 20mm, and a maximum of 50mm throughout the year. However the FPC accepts that these set standards may be allowed to 'slip' to the upper limits after the main mowing season (November to March inclusive).

If the site layout permits, mowing should be carried out in transverse directions on each Alternate cut (headlands usually being mown first).
Tight turns on headlands that scuff the sward are to be avoided.

(b) Sweeping:

On completion of mowing operations ensure any wayward arisings are thoroughly swept from pathways, roads and any other adjoining hard surfaces by the use of appropriate brooms. Mechanical blowers / suckers are permitted however the contractor must ensure proficient use of such equipment, must not cause undue dust during dry periods and must not use them when pedestrians are using the respective hard surface.

(c) Evenness:

A smooth, true surface shall be provided, whether on a gradient or a flat. The surface shall accord with the following standard definition; there will be no sudden depressions greater than 50mm measured under a 2m long straight edge.

This requirement will be achieved via brushing, rolling, aeration operations.

GENERAL NOTES

1. In the event of any operation carried out by the Contractor being of detriment to the structure of the sward, the Contractor shall be held responsible at his cost for all remedial works required.
2. In the Spring, when carrying out grass cutting operations to areas that are planted with daffodils and other spring flowering bulbs, the grass in the immediate area of planting should not be mown until the flowers and foliage have died down.
3. The maintenance of grass areas will include some re-turfing work. This will be done as part of the routine maintenance of grass areas which is included as part of the Contractors Annual Tender Sum.

GENERAL AMENITY MAINTENANCE - TREES

UNWANTED VEGETATION

Around the base of each tree the ground will be kept free of vegetation for a radius of 450mm from the tree trunk. At no time shall vegetation exceed 1% when tested.

An approved herbicide acceptable to FPC may be used for this purpose.

The control area will be known as the tree planting station, and will be surfaced with bare soil or in some cases ornamental mulch.

MOWING OF PLAYING FIELD BOUNDARIES :

Areas of vegetation bordering the perimeter of playing fields shall be regularly mown as close to the boundary as is practical, wherever possible, in conjunction with the main playing field mowing.

Areas that are not readily accessible (i.e. on the far side of ditches etc) will be mown

bi-monthly throughout the year.

The finished height of cut will be no less than 50mm and no more than 100mm.

Arisings shall be let to fly unless otherwise directed by FPC.

Where the playing field abuts buildings or fencelines, vegetation may be controlled by an approved herbicide acceptable to the Council, to provide a mowing strip of no more than 100mm wide.

BOUNDARY VEGETATION :

Vegetation growing through fencelines/boundaries from adjoining properties will be trimmed back to the boundary. The extent of growth before cutting back will be 200mm.

Such vegetation may be herbaceous or woody.

FACILITY MAINTENANCE - SOCCER AND CRICKET PITCHES - CATEGORY A

SCOPE:

The setting out, preparation, repair and maintenance of natural turf pitches.

OBJECTIVE:

To maintain SOCCER pitches in a suitable condition to receive and withstand approximately 9 hours of use per week. This during the playing season from September to April.

GROWTH:

Grass length must be maintained throughout the year at no longer than 50mm and no less than 25mm. This does not apply where the area doubles for summer sports. To be cut using cylinder type mowing unit.

EVENNESS:

The evenness of sports pitches must be maintained in accordance with the existing overall levels and gradients. Where areas of heavy wear on pitches have become hollowed out or eroded and do not conform to the above standard, measures shall be taken to correct this by luting, brushing, top dressing (with an approved material) to provide a surface consistent with existing levels and gradients to a tolerance of 12mm under a 1m straight edge.

Forking and/or sanding should also be carried out to relieve compaction and allow adequate shed of water. Other alternative means must be agreed with FPC.

PRESENTATION:

When the pitch has been mown, rolled or harrowed or any such operation which pushes the grass blades in any one direction, the striping must be kept straight at all times not deviating more than 150mm from a straight line.

TOP DRESSING:

From time to time during the playing season it will be necessary to top dress the pitch with sand or other top dressing materials to alleviate evenness and aid surface drainage.

FIRMING THE PITCHES:

In the event of the soil structure becoming loose, the pitch shall be firmed by rolling with a light roller. In any eventuality the pitch shall be rolled at the end of the season to alleviate any unevenness or foot marking prior to the changeover to summer athletics events.

FEEDING, WEEDING, PESTS & DISEASES:

It will be necessary to carry out applications of fertiliser, herbicides etc at appropriate times throughout the year.

Maintenance shall therefore aim to ensure that weed infestation does not exceed the following level:

Fine leaved weed species: Not more than 5% present when a 1m square quadrant is placed randomly on the pitch.

Broad leaved weed species: No broad leaved weed species shall be present when a 1m square quadrant is placed randomly on the pitch during the playing season. In the non-playing, season up to 3% infestation is permissible.

Moss infestation: Not more than 5% moss present when a 1m square quadrant is placed randomly on the pitch.

Diseases and pests: The pitch shall be kept disease-free at all times and no harmful pests shall be present. This shall include vertebrate and invertebrate species.

Fertility of the soil must be maintained at such a level that a healthy sward is produced. Thus applications of a spring/summer compound fertiliser approved by FPC will be applied at a rate of 35g/m², once during the contract period usually in the second year. Harmful fungus diseases must be eradicated and soil pests must be kept under control.

The use of all fertilisers, herbicides, pesticides etc must be approved by FPC before use.

Note: This does not include the activity of worms where a limited number may be desirable in the pitch. Worms must only be considered harmful when the number of casts exceed 20 per square metre.

GROUND COVER:

The pitch must contain, just prior to the playing season, a minimum of 90% ground cover of grass in all areas. The method used to test shall be a 1m square quadrant placed at random anywhere on the pitch.

At the end of the season ground cover must be reinstated in accordance with the above specification, by preparing a seed bed, aeration, sowing seed and feeding to achieve a hard wearing sward.

SWARD COMPOSITION:

The sward shall be made up of 95% of one or more turf types of perennial ryegrass, fescue, brown top or smooth stalk meadow grass rated for wear and tolerance under low nitrogen applications as indicated in the appropriate current STRI turf grass seed leaflet.

It is accepted that most of today's pitches are cultivated outside the range indicators due to their history, however, when re-sowing takes place it shall conform to the criteria indicated above.

THATCH:

During the playing season the pitch shall have no more than 18mm of thatch.

PERFORMANCE STANDARDS:

The following criteria will be used when monitoring contract standards and should be seen as a guide to the standard required:

- (a) Rolling Resistance - from a 45E angle plane, 1 metre high - no less than 4 metres, no more than 10 metres.
- (b) Deviation from a straight line: No more than 5E.
- (c) Rebound Bounce: No less than 15%. No more than 55%.

INFILTRATION AND AERATION:

The infiltration rate on drained pitches shall be 25mm per 1 hour over the drainage slits and 3.5mm per 1 hour between the slits.

Under normal rainfall conditions water must not pond on the surface for more than 24 hours except where rainfall exceeds the following limits:

- 5mm in the last hour
- 10mm in the last 5 hours
- 15mm in the last 10 hours
- 24mm in the last 24 hours

In order to maintain the above infiltration rate and to ensure a healthy grass sward, aeration will be required at appropriate times.

Holes at a minimum of 150mm centres and a minimum of 150mm depth must be made in the pitch at least once a fortnight, using approved equipment. Alternative means of achieving the specified infiltration rate and aeration will be considered by FPC.

Note: The use of tractor mounted verti-drain equipment may also be requested by FPC. The cost of this will be additional to the contract price.

PLAYING FIELDS SPECIFICATION

FACILITY MAINTENANCE - NON-VEGETATIVE SURFACES

SCOPE :

Car parks, roadways, footpaths, patios children's playing areas, kerb gulleys, playgrounds and other non-vegetative surfaces.

OBJECTIVE:

To maintain the surface in a clean and presentable condition in terms of herbage, snow clearance etc.

Note: In the event of any operation carried out by the Contractor being of detriment to the facility, the Contractor will be held at his cost for all remedial works required.

TYPE OF SURFACE :

Paving Slabs, Tarmac, Gravel, Bricks and Sets, Concrete, Loose particles and synthetic surfaces.

HERBAGE:

The surface must be maintained free of weeds and herbage at all times, by an approved herbicide acceptable to FPC or by cultural methods.

ARISINGS:

As per Turf Categories, or as directed by FPC.

SNOW:

In the event of snow the Contractor will ensure that all access ways vehicular and pedestrian, are kept completely clear along with car parking areas and playgrounds where appropriate.

As normal Grounds Maintenance operations are usually suspended in such conditions, it is expected that the Contractor will utilise grounds staff for snow clearance work, until such time as these conditions abate and normal grounds maintenance operations can be resumed.

Snow clearance work may also include the application of salt or grit (to be supplied by the school or establishment concerned).

Signatures

Signed:.....

Dated:.....

Contractor

Signed:.....

Dated:.....

Freshwater Parish Council