

Grounds maintenance contract
The Stroud, Jubilee Field, Granny's Meade & West Green
Middleton.
'Large Tractor Work'

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 in the various locations detailed in this contract which are the responsibility of FPC.

Date/Term:

Contract to commence 1st April 2022 – 31st March 2025 (3 years).

Payment Terms:

Contractor to invoice FPC monthly in arrears with detailed invoices, showing work carried out during the month. Payment will be made by FPC immediately following the first Tuesday of the month following receipt of the invoice if the parish are happy with the work that has been carried out. Invoices shall break down costs between the parts detailed above. 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.

The grass **must** be cut fortnightly. Although an additional cut maybe required in the winter if necessary

Locations:

1. The Stroud, Freshwater, Isle of Wight shown edged red on plan 1 attached
2. Jubilee Field adjoining West Wight Sports and Community Centre Freshwater. Specific requirements for Jubilee Field are detailed in the Schedule hereto.
3. Granny's Meade. Situated between Camp Road and Bedbury Lane, Freshwater.
4. West Green Middleton, Middleton.

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:

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 cut and collected and then taken away from the site. Footpaths to be cleared by sweeping or blowing the path.

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 the boundary hedges once annually in the autumn

Litter picking:

The Contractor will pick up all litter on The Stroud, Jubilee Field, Granny's Meade and West Green Middleton when on site and remove it at his own expense.

Litter bins:

The litter bins on The Stroud to be emptied twice per week and litter removed by the Contractor at his own expense.

Branches etc.

Fallen branches and other debris to be removed as and when required throughout the contract.

Spring Bulbs:

Care to be taken in the Autumn and Spring not to damage or cut the new bulbs coming through

Wild Life Area:

From footpath F21 on the South Easterly fringe of The Stroud down to and including the Orchard along from the boundary fence from Stroud Road and Jubilee Field. Other areas with saplings to be treated accordingly. These areas are not to be cut but strimmed until the Autumn, as young trees will be growing.

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 **must** 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:

FPC and the contractor have a joint responsibility for Health & Safety and must comply with the following <http://www.hse.gov.uk/pubns/indg368.pdf> . 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

(a) Grass:

★ The Grass shall be uniformly cut and collected and removed from the site

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) Grassed Edges:

Grassed edges will be maintained in accordance with the following:

(i) To: amenity planting areas, gullies, tree bases, etc.

Where grass has a dropped edge, the height of grass will be maintained to be consistent with the turf category for that respective area. The earth edge itself will be cleanly maintained at a uniform angle of 1000 – 1100, straight or curved as required. The maximum amount of lateral growth permitted before trimming back is required is 25mm.

(ii) To: pathways, hard paving, roads, etc.

Where grass abuts pathways, etc, the height of grass will be consistent with the turf category for that respective area. The maximum amount of lateral growth permitted before trimming back is required is 25mm. The trimming of such growth shall uniformly follow the lines and curves of the path road edge, and shall be carried out using appropriate equipment. No gullies must be allowed to develop.

(a) 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.

(b) Ground cover:

The total ground cover (thickness) of the sward will be at least 90% of acceptable grass species (not weed). Where the sward does not conform to this criterion, the contractor shall carry out such re-sowing / oversowing operations as are necessary to conform to the specified standard.

The exception to the above will be where at the time of taking over the contract the ground cover did not conform to the defined standard. The contractor shall bring such instances to the attention of FPC who may then issue an 'extra' to bring the ground cover up to 'standard'.

(i) Pests and Disease:

Swards will be kept disease free at all times, and no harmful pests shall be present. This includes insect and mammal activity, and specifically the control of mole infestations by either trapping (scissor traps) or poisoning via the use of aluminium phosphide (Phostoxin®), please note that strychnine is prohibited. This will also entail the control of rabbits, voles or other burrowing species, and instances such as insect larvae (Leatherjackets etc).

(j) Feeding:

Swards will be fed with a general spring/summer compound fertiliser (for example Vitax CF1 – 12:6:6) bi-annually, commencing in the first year of the contract.

TURF CATEGORY C3: (Bulk mowing)

(a) **Grass:**

The grass 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.

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) **Grassed Edges:**

Grassed edges will be maintained in accordance with the following:

(i) **To: amenity planting areas, gullies, tree bases, etc.**

Where grass has a dropped edge, the height of grass will be maintained to be consistent with the turf category for that respective area. The earth edge itself will be cleanly maintained at a uniform angle of 1000 – 1100, straight or curved as required. The maximum amount of lateral growth permitted before trimming back is required is 25mm.

(ii) **To: pathways, hard paving, roads, etc.**

Where grass abuts pathways, etc, the height of grass will be consistent with the turf category for that respective area. The maximum amount of lateral growth permitted before trimming back is required is 25mm. The trimming of such growth shall uniformly follow the lines and curves of the path road edge, and shall be carried out using appropriate equipment. No gullies must be allowed to develop.

(iii) **To: buildings, fence lines, walls, etc.**

Where the grass abuts buildings, etc, herbage may be controlled via the use of a 'mowing strip', whereby a narrow application (strip) of Glyphosate based herbicide (e.g. Round-up) may be applied against the building, etc. This will be NO MORE than 50mm wide at any time and will be applied with the utmost care and attention. Alternately the grass shall be trimmed using a trimmer or similar approved equipment.

The contractor shall allow for edging all edges where grass abuts a hard surface once per annum during the winter by use of a half-moon edging iron (or mechanical variant of), and a straight edge / string-line. To achieve the desired reformation of the edge, the minimum of turf necessary shall be removed. Trimming of grassed edges will be carried out using appropriately designed edging shears, or by careful and judicious use of petrol driven trimmers, or by purpose built mechanical edge trimmers, in conjunction with the regular mowing operations.

(c) **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.

(d) Evenness:

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.

(e) Ground cover:

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 and re-seeding work. The following two sections outline the specification for such work and for initial seeding and turfing work. The latter will be priced for in the Schedule of Rates. The former 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

OBJECTIVE:

To provide a healthy growing attractive tree which softens and improves the landscape and offers educational opportunity.

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

Note (b): The Contractor shall be required to satisfy himself as to the input necessary to maintain trees to the standards prescribed herein.

Note (c): Numbers of trees are not given at Schedule 1 (although they may be

indicated on the site drawings), as these are liable to ongoing changes (additional planting/storm damage/vandalism etc).

Note (d): Major arboricultural surgery or felling is not deemed to be included in this specification.

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 the Council may be used for this purpose. - See Schedule 9.

GRASS GROWTH BETWEEN TREES:

Where trees are situated within grassed areas, the grass must be maintained in accordance with the standard set for that particular area, i.e., as specified in the section on Turf Categories.

GENERAL GROUNDS MAINTENANCE

SCOPE:

The maintenance of areas other than sports facilities within Jubilee Field

OBJECTIVE:

To provide a maintenance factor for playing field boundaries and other items.

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

DRAINAGE SYSTEMS:

The Contractor shall allow for the inspection of the drainage systems, if present, and report any defects to FPC.

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.

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

* All grass cutting must be collected and removed from the site.

Where the playing field abuts buildings or fence lines, vegetation may be controlled by an approved herbicide acceptable to the Council, (see schedule 9) to provide a mowing strip of no more than 100mm wide.

BOUNDARY VEGETATION:

Vegetation growing through fence lines/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 PITCHES/ CRICKET PITCH - CATEGORY A

SCOPE:

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

OBJECTIVE:

To maintain SOCCER/CRICKET PITCHES in a suitable condition to receive and withstand approximately 9 hours of use per week from 1st April to 30th November annually. The grass **must** be cut fortnightly. Although an additional cut may be required in the winter if necessary.

Care must be taken not to damage the cricket pitch.

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

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:

Jubilee Field will require the grass to be rolled in the Spring when it is possible for it to be carried out.

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 damage.

OBJECTIVE:

Note (a): 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.

Granny's Meade

Frequency of grounds maintenance:

Granny's Meade

Granny's Meade only the following work is required monthly - cutting of the edges of "footpath and all gate way entrances" and the orchard, and strimming around the seats. Path to be recut through the grass after liaising with the Land Management Chair

At a suitable time in September cut all the grass and remove all the cuttings.
Hedges to be cut in late September after liaising with the Land Management Chair, paying particular attention to the Bedbury Lane road side hedge. This may need two cuts a year.

Signatures

Signed: D. Dea

Dated: 21/02/2022

Contractor

Signed: Kumante
Freshwater Parish Council

Dated: 8/2/22



