

# **SANDIACRE PARISH COUNCIL**

## **GROUNDS MAINTENANCE - SERVICES REQUIRED**

### ***FIRST PART***

#### **RECREATION GROUNDS**

##### **1. Doncaster Avenue Recreation Ground / Memorial Institute (19a) & Parish Council Office (19b) grounds (*Not area in vicinity of library – Refer map*)**

###### **Mowing / Strimming**

- 14 cuts during growing season: *1 April to 31 October = 7 months*
- BMX track: bund and mounds
- Car park surrounds (bunds). Mow when daffodils finished flowering
- Memorial Institute grounds
- Multi User Games Area (MUGA): Strim perimeter edges, as necessary
- Parish Council office grounds
- Playground and beneath seating
- Recreation ground, including the perimeters (close to boundary edges)
- Skate board park: Bund and inside fenced area
- Keep a neat and tidy appearance: Low cut grass / No missed areas

###### **Weed control (Herbicide)**

- Beneath Albert Road perimeter fencing
- Car park edging by parking bays
- Memorial Institute beneath all perimeter fencing and by edge of building
- MUGA beneath all perimeter fencing
- Parish Council office grounds: beneath all perimeter fencing and by edge of building
- Play areas: Around all safety surfaces and beneath seating/benches
- Public footpaths running through park to keep weeds / grass off footpaths
- Skate board park beneath perimeter fencing

###### **Required**

- ◆ Mow **all** grassed areas including the BMX Track and Skate Park at least every 2 weeks throughout the season for a minimum of 14 times
- ◆ Inaccessible areas should be strimmed to keep short.
- ◆ Perimeter to be kept weed free by weed treatment and cutting back.
- ◆ All pathways/surfacing to be kept clear of encroaching grass/vegetation/mown grass/moss and weeds.
- ◆ Area beneath seats/benches to be kept free of weeds/long grass/vegetation.
- ◆ Care must be taken when strimming near tree trunks
- ◆ All gated entrances and beneath perimeter fencing to be accessible and weed free.
- ◆ Enclosed play area to be kept free of encroaching vegetation.
- ◆ Office and Memorial Institute grounds: Perimeter to be kept weed free by weed treatment and cutting back.
- ◆ Cut and collect grass throughout the season for a minimum of 14 times a year.
- ◆ Grass cuttings are to be collected and disposed of off-site.
- ◆ All grass to be kept short and no areas to be missed

## **RECREATION GROUNDS**

### **2. Springfield Park Recreation Ground, off Sandringham Road**

#### **Mowing / Strimming**

- 14 cuts during growing season: *1 April to 31 October = 7 months*
- Playground and beneath seating
- All park, including the perimeters (close to boundary edges)
- Keep a neat and tidy appearance: Low cut grass / No missed areas

#### **Weed control (Herbicide)**

- Play areas: Around all safety surfaces and beneath seating/benches
- Play area perimeter fencing
- Around slabs near play area
- Entrance gates around park – Two at top and near play area

#### **Hedging**

- Trim the length of tall hedge (in front and on top) to the right hand side of the entrance gate TWICE per year, to ensure a neat and tidy appearance and keep at a manageable and safe height.

*There are two levels running along the top at a residents request for the lower part.*

#### **Required**

- ◆ Mow **all** grassed areas at least every 2 weeks through the season for a minimum of 14 times a year.
- ◆ Inaccessible areas should be strimmed to keep short.
- ◆ Perimeter to be kept weed free by weed treatment and cutting back.
- ◆ All pathways/surfacing to be kept clear of encroaching grass/vegetation/mown grass/moss and weeds.
- ◆ Area beneath seats to be kept free of weeds/long grass/vegetation.
- ◆ Care must be taken when strimming near to tree trunks
- ◆ All gated entrances to be accessible and weed free.
- ◆ Enclosed play area to be kept free of encroaching vegetation.
- ◆ Cut and collect grass throughout the season for a minimum of 14 times a year.
- ◆ Grass cuttings are to be collected and disposed of off-site.
- ◆ All grass to be kept short on each cut and no areas should not be missed

## **AMENITY AREAS**

### **1. Padmore Moorings, Town Street – (Flower beds)**

- 14 cuts during growing season *1 April to 31 October = 7 months*
- All grass cuttings to be taken off site
- Fork, weed, water and fertilise as necessary to maintain in good order and provide a neat and tidy appearance
- Mow the grassed areas
- Plant the flower beds twice per year with annual bedding for SUMMER & AUTUMN colour: **no later than June / October**
- Remove all ivy by the perimeter wall so it does not encroach. Area remains grassed

## 2. Faircroft Avenue – (Flower beds)

- 14 cuts during growing season 1 April to 31 October = 7 months
- All cuttings to be taken off site
- Fork, weed, water and fertilise as necessary to maintain in good order and provide a neat and tidy appearance
- Reduce existing shrubs/plants to they are not over bearing in the space provided
- Mow the grassed areas
- Plant the flower beds twice per year for SUMMER & AUTUMN colour: **no later than June / October**, including around the Village Sign

## 3. 'Welcome to Sandiacre Sign' by Derby Road / The Paddocks

Area beneath containing Spring bulbs.

- 14 cuts during growing season 1 April to 31 October = 7 months
- All cuttings to be taken off site
- Keep a neat and tidy appearance
- Mow when daffodils finished flowering
- Remove all weeds

## 4. Woodside Road, Derby Road – (Shrub planting area)

- Fork, weed, water and fertilise the two herbaceous shrub beds as necessary to maintain in good order and provide a full, neat and tidy appearance

*It is intended to remove the flower beds and replace with a large planter and bench!*

## 5. Flower beds by the Co-op, village centre – (Shrub planting area)

- Weed and fertilise the large herbaceous shrub bed as necessary to maintain in good order and provide a full, neat and tidy appearance

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## **IMPORTANT**

*All areas are high profile public open spaces and it is important to keep the areas in good order for the benefit of residents throughout the grounds maintenance / growing season.*

*Mowing requires low cutting of grass to ensure all public open spaces are an asset for the community and it creates an ongoing neat and tidy appearance.*

*Flower beds should be well maintained and create a colourful display twice per year.*

**Please confirm when grounds maintenance work would commence and finish?**

Expected start date (First cut): \_\_\_\_\_

Expected end date (Last cut): \_\_\_\_\_

**Schedule of work**

For example:

*Fortnightly, each Thursday and Friday.*

*Parks = Expected Thursday*

*Cemetery / Churchyard work = Expected Friday*

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**GENERAL**

All spoils/debris arising from the above must be removed from site and disposed of at a controlled waste site.

Allowance should be made for use of own tools, machines and materials, including weed treatments.

Any defects in the Council's property/land which are observed in the course of the contract should be reported to the Clerk to the Council.

Any accidental damage arising during mowings should be reported to the Clerk forthwith.

Any padlocks/keys mislaid during the course of the contract shall be reported to the Parish Council Office immediately and will be charged at the current cost per item.

Please ensure your tender accommodates **all** detail contained within the schedule.

The contract will be awarded for a term of **one** year.

The Contractor will be wholly responsible for the following:

- To employ staff for the purposes of delivering the contract
- To carry out Risk Assessments appropriate to delivery of the contract
- To provide all equipment used in delivery of the contract
- To have in place appropriate insurance cover, including Public Liability Insurance of at least £10,000,000.