

25/4/16

GARDEN MAINTENANCE

Please find attached specification for gardening maintenance document. This document is used to tender for grounds maintenance at all new developments and will be used at the new scheme at Albert Road/Dovedale Close, Caversham and will follow the 24 month defects liability period provided by the contractors.

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Members of A2Dominion Housing Group Ltd (an exempt charity registered under the Co-operative & Community Benefit Societies Act 2014 Soc. No. 28985R, HCA Reg. L4240):

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A2DOMINION - CLEANING AND GARDENING SPECIFICATION

GARDENING – Areas & Tasks

Grade 4					
Task No.	Task	Tier 1 frequency	Tier 2 frequency	Tier 3 Frequency	Tier 4 Frequency
	Grass	Agreed Frequency			
1	Areas of grass to be cut and lawn edges to be trimmed as required to maintain the correct height as specified below. Cut and collect method to be applied, unless stated otherwise by A2D for a cut and drop service.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.
2	All external areas (including non-green surfaces) to be thoroughly litter picked, to remove all extraneous matter including bottles, cans, dog faeces, stones and general rubbish etc. prior to cutting	weekly	fortnightly	monthly	quarterly
3	General areas to be cut using cylinder or rotary mowers unless made impossible by adverse terrain. Grass areas include steep banks, lawns, and some play areas.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.
4	Strim all perimeters abutting vertical planes. Cut back all edges around trees shrubs using hand cutters if necessary etc. must ensure correct equipment is used at all times.	Fortnightly.	monthly	quarterly	bi-annual
5	Edges of turf abutting paved or other cultivated areas to be cut back to to an inclined line of 65/85 degree unless agreed otherwise with the contract administrator.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.
6	All arisings, Grass cuttings and litter etc are to be removed to an approved tip off site the same day.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.
7	Lawns, Hard standings, gravel areas and flower beds to be sprayed with weed and feed application once in April and once in August.	quarterly	quarterly	bi-annual	annual
	Hedge And Bush Areas				
8	Keep all hedges and shrubs pruned and shaped as appropriate to maintain healthy growth (according to their horticultural species) and ensure kept below window sill level where applicable.	Fortnightly.	monthly	quarterly	bi-annual
9	Fertilising and maintain mulching of shrubs at frequency intervals specified by contract administrator. Contractor to price per visit/occurrence.	quarterly	bi-annual	annual	and when requested by
	Planted Areas				
10	Keep weed and litter free, and remove other unwanted vegetation from established cultivated beds. Break up soil using Dutch Hoes or similar to ensure rain penetration and air circulation to promote healthy growth.	Weekly.	fortnightly	quarterly	bi-annual
	Leaf Fall				
11	The collection and disposal of leaf fall in any of the areas for grass cutting, hedge & bush maintenance, planted areas or the ground maintenance of access ways as specified below and shall form part of the Contract Works.	Specify time of year or number of times per year.	Specify time of year or number of times per year.	Specify time of year or number of times per year.	Specify time of year or number of times per year.
	Gravel Areas				
12	Any loose gravel and hard surface areas including car parks are to be raked evenly, and have moss treatment.	Fortnightly.	monthly	quarterly	bi-annual
	Trees				
13	cut low hanging branches and any basal growth	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.
	Maintenance of Access Ways				
14	Cut back all overhanging shrubs, trees, vegetation etc as appropriate to prevent or remove encroachment onto access ways, and to prevent or remove obstruction to light or windows of buildings at the scheme.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.	Frequency as necessary to maintain compliance with Specification.
	Ensure that access ways are clear and unobstructed by removing obstacles such as shopping trolleys, bikes, toys etc to a safe position that will not cause obstruction. Contact A2D for instructions on removing items from the scheme.	Weekly.	monthly	quarterly	bi-annual
15	Ensure that all surface water drains, gullies etc. are clear of debris, vegetation leaves etc. to allow the free flow of water.	Fortnightly	monthly	quarterly	bi-annual
	Other				
16	Ensure all paths, unadopted roads, and access ways are swepted using an appropriate brush, and during inclement weather such as snow, ice etc, paths are gritted or cleared by instruction	Fortnightly	monthly	quarterly	bi-annual
17	Contractor to advise A2D of any regeneration/estate improvement ideas for external areas e.g. beds requiring new planting, lawn requiring new turfing etc.	As and when necessary	As and when necessary	As and when necessary	As and when necessary
18	Contractor to advise A2D of any health and safety risks in relation external areas.	As and when necessary	As and when necessary	As and when necessary	As and when necessary