



**Thatcham Town Council
Grounds Maintenance Contract
2017 - 2020**

Bills of Quantities

Schedule of Rates for Scheduled Work

Bills of Quantities

Preamble

1. The Tenderer shall ensure that he has read all the Contract Documents in conjunction with the Bills of Quantities. The Tenderer should visit a sample of the areas to satisfy himself as to the local conditions, the full extent and character of the operation, parking conditions and general traffic levels, the supply and conditions affecting labour and all other factors which could affect the execution of the Contract generally, as no claims on the grounds of insufficient information or lack of knowledge will be entertained.
2. The Supervising Officer does **not** have the power to alter any of the Contract Documents or their intent. If in the Tenderer's opinion there is any omission or inaccuracy in the Contract Documents or any clarification of the contract documents is required the Tenderer should submit his views, in writing, to the Supervising Officer at the earliest possible opportunity prior to the submission of a tender.
3. Each item in the Bills of Quantities shall be priced independently of all other items in the Bill of Quantities. The rate entered against each item in the Bills of Quantities shall be the Tenderer's fully inclusive cost of providing the element of the service referred to in that item of the Bills of Quantities. Without prejudice to the generality of the aforesaid costs included in each rate entered by the Tenderer in the Bills of Quantities shall include, where incurred, the costs of vehicles, mechanical plant, equipment, machinery (both mobile and fixed) tools, materials (including all specified plants, fertilisers etc.) supervision, management, labour, depots, offices, stores, licences, haulage, fuel, other overheads and profit and all expressed or implied risks, liabilities and obligations imposed by the Contract Documents.

Where the Contractor is required by the Contract Documents to undertake the disposal of arisings and other materials the Contractor's obligation and price shall include the collection, transportation to and disposal of same at disposal sites properly licensed for the disposal of all materials in question as required by the Contract. The Contractor's responsibilities shall include the arrangements for the use of suitable disposal licensed sites, making all necessary arrangements with the owners and operators of these sites, complying with any conditions imposed by the owners and/or operators of the sites and paying all costs associated with all element of the disposal operations.

Each item in the Bills of Quantities shall be priced. Unpriced items shall be undertaken by the Contractor without additional payment.

4. The acceptance of a tender will not imply or guarantee that the Contractor will be awarded the quantities of work detailed in the Bills of Quantities, any day works, or schedule of rates or any associated works.
5. The Bills of Quantities contain abbreviated descriptions of the Service for guidance only and as such in no way prejudice the full description of the Service defined elsewhere in the Contract Documents.
6. All quantities shown within the Bills of Quantities are not guaranteed to be accurate but are the best estimate of the quantities which it is expected to be included in the Contract at its commencement date.

The Contractor shall be paid in accordance with the Contract documents such sums as shall be calculated by the product of the rate entered by the Contractor.

The actual quantities can be varied by:

- (i) any written instruction of the Supervising Officer;
and/or
- (ii) the substitution of revised quantities established by re-measurement in accordance with the Conditions of Contract.

Where works which form only a part of an Item in the Bill of Quantities are not undertaken for any reason or are not completed satisfactorily in the opinion of the Supervising Officer, the deductions which will be made from payments to the Contractor shall be calculated pro-rata by taking the amount of work not completed in a particular item of the Bills of Quantities (or not completed to the satisfaction of the Supervising Officer) as a proportion of the total amount of work included in that item of the Bill of Quantities. This deduction shall be in respect of the whole of a particular site even though the uncompleted work relate only to part of that site.

7. Additional payment or reduced payment will be made for sites added to or deleted from the contract as scheduled work in accordance with the appropriate rates in the Bills of Quantities respectively.
8. The rates and prices contained in the Bills of Quantities will be reviewed on 1 April in each year following commencement of the Contract. The rates will be modified to reflect the percentage change in the last published CPI index prior to the review date.

GROUNDS MAINTENANCE FOR THATCHAM TOWN COUNCIL SITES

BILL NO. 1 – Maintenance of Grassed Areas

Item No.	Description	Unit	Quantity	Rate	Total Annual Amount £ p
1/1	Code A – Ornamental Boxed Performance Cut Section 3.4.1 of the Specification	Per sqm per annum	12,108 sqm		
1/2	Code B – Performance Cut (25-60mm) Section 3.4.2 of the Specification	per sqm per annum	124,505 sqm		
1/3	Code D – Frequency Based Cut (10 cuts per annum) Section 3.4.4 of the Specification	per sqm per annum	17,910 sqm		
1/4	Code G – Summer Meadow Section 3.4.7 of the Specification	per sqm per annum	14,826 sqm		
1/5	Code H – Naturalised Bulb Areas Section 3.4.8 of the Specification	per sqm per annum	954 sqm		
	Total Bill No. 1				

BILL NO. 2 – Cleansing Operations

Item No.	Description	Unit	Quantity	Rate	Total Annual Amount £ p
2/1	Clean Paths and Hard Surfaces Section 5.1 of the Specification	Per sqm per annum	454 sqm		
2/2	Herbicide Treatment of Hard Surfaces Section 5.2 of the Specification	Per sqm per annum	7,861 sqm		
2/3	Leaf Clearance fortnightly in Winter Section 5.3 of the Specification	Per sqm per annum	83,833 sqm		
	Total Bill No.2				

BILL NO. 3 – Hedge Maintenance

Item No.	Description	Unit	Quantity	Rate	Total Annual Amount £ p
3/1	Code X - Formal Hedges Section 4.1.1 of the Specification	Per linear metre per annum	1,938 linear metres		
3/2	Code Y – Informal Hedges Section 4.1.2 of the Specification	Per linear metre per annum	124 linear metres		
3/3	Code Z – Hedgerows Section 4.1.3 of the Specification	Per linear metre per annum	308 linear metres		
	Total Bill No. 3				

BILL NO. 4 – Maintenance and Care of Rose, Shrub Beds and Trees

Item No.	Description	Unit	Quantity	Rate	Total Annual Amount £ p
4/1	<p>Maintenance of Rose and Shrub Beds – Frequency basis Undertake the maintenance of rose and shrub beds in accordance with Section 6.2 of the Specification</p>	Per sqm per annum	896 sqm		
4/2	<p>Annual Inspection and Topping Up of Mulch Undertake annual inspection and topping up of mulch of rose and shrub beds in accordance with Section 6.3 of the Specification</p>	Per sqm per annum	896 sqm		
4/3	<p>Pruning and Care of Shrubs and Roses Undertake the pruning and care of roses in accordance with Section 6.4 of the Specification</p>	Per sqm per annum	896 sqm		
4/4	<p>Suckers on Lime Trees Undertake the removal once per year of epicormic shoots on large lime trees in accordance with Section 6.5 of the Specification</p>	per tree	26 no.		
	Total Bill No. 4				

BILL NO.5 – Floral Displays

Item No.	Description	Unit	Quantity	Rate	Total Annual Amount £ p
5/1	Planting, Installation and Care of Hanging Baskets Section 7 of the Specification Total Bill No. 5	Per Basket Per Annum	10 no.		