

# MARKS TEY PARISH COUNCIL

Parish Hall, Old London Road, Marks Tey, CO6 1EJ

Telephone: 01206 213 250

[www.essexinfo.net/marksteyparish](http://www.essexinfo.net/marksteyparish)

## SPECIFICATION FOR GRASS CUTTING

### LOCATION

MARKS TEY JUBILEE PLAYING FIELD AND PARISH HALL are located in a triangle of land between the A120, Coggeshall Road and the A12 trunk road to Ipswich and beyond.

The main entrance to the site is off Old London Road, which is, in itself off Coggeshall Road, post code as above.

### DESCRIPTION OF SITE

The site comprises the Parish Playing Field of approximately 10 acres offering sport and recreational activities to the Parish community with the land on all sides of the Parish Hall within the fenced and hedge boundaries owned by the Parish Council. The site is generally flat with easy access for tractor drawn machinery.

### DESCRIPTION OF WORKS

The work comprises all grass cutting to the above site as specified in the following paragraphs:

### GENERAL

- a. Work will normally commence in mid March each year, and the season will normally close mid October.
- b. The contractor will be expected to cut the grass at their discretion if the grass does not grow due to drought or grows faster than normal due to wet and warm conditions. The expectations under normal conditions are to cut the grass fortnightly. It will be the contractor's responsibility to determine the time to start and finish cutting depending on each season in consultation with the contract manager.
- c. Since it is not possible to predict accurately the precise number of cuts which may be required on the site in any one year, the contractor will be paid per cut for a minimum of 13 cuts, and any additional cuts needed, dependant upon the prevailing weather conditions through the growing season, must be agreed in advance.
- d. The contractor shall use machinery appropriate in size, shape and method of cutting for the type of work involved on areas which allow the use of large cutting machinery. Less accessible areas should be cut with a smaller hand machine to the same standard as the main area. Cutting shall be carried out up to the edge of paths, buildings etc and as close as possible to site boundaries and other obstacles. This is to include pedestrian mowing of frontages and strimming of the Bund.
- e. The Contractor shall, at their own expense, make good any damage caused to fences, walls, furniture, bins, trees, buildings and any other obstructions during grass cutting operations.
- f. Any grass cuttings which fly on to paths or other hard surfaces shall be brushed off and distributed evenly over grassed areas.
- g. All mowing machines, gang units etc., are to have grass cuttings removed before proceeding on to the car park, entrance or public highways.
- h. Blades and cylinders on all mowers shall be sharp and properly set to cut the sward cleanly and evenly. Mowers should have their height adjusted to prevent scalping.
- i. Corners and tree groups are to be mown as close to as machine manoeuvres permit.

- j. Wherever a grassed area abuts fencing, buildings, or walls the Contractor is to maintain an area 100mm wide free of all plant and weed growth by use of a strimmer or other suitable machinery.
- k. Reasonable care should be taken to avoid going over any litter on the cutting area, and any item presenting a hazard should be removed prior to cutting operations. The Contractor will also inspect each site for areas of ground sinkage/ potholes and areas of potential hazard and will inform the Council immediately of any specific hazards.

#### CONDITIONS OF CONTRACT

- 1. The Workmanship must be of the highest standard and shall conform to all relevant standards, specifications and codes of practice.
- 2. The Contractor shall at all times comply with the requirements of the Health and Safety at Work Act 1974 and any other Acts, Regulations or orders pertaining to the Health and Safety of employees and users of the facilities provided at the Jubilee Playing Field and the Parish hall, London Road, Marks Tey. The contractor shall hold Public Liability insurance of £5,000,000 minimum – copy of certificate to be made available with Tender.
- 3. The contractor shall ensure that all possible means of pedestrian and vehicular access are maintained for users of the facility. The whole of the work shall be carried out so as to do all that is reasonably practical to minimize inconvenience to user and cause minimum disturbance to adjacent residents.
- 4. The contractor shall indemnify the council against any claim or proceedings for any injury or damage to any property, person or animals as a result of negligence, poor workmanship or failure to notify the Council of any action likely to cause injury, or damage to a third party.
- 5. Dates for grass cutting should be agreed with the council, and notification will be given to the contract holder of planned outdoor events and to prevent clashes.
- 6. The Council will provide access to the site, and the contract holder will be provided with a key to the field gate, and for welfare access for hand washing and toilet facilities
- 7. Marks Tey Parish Council will not be responsible for any costs or expenses incurred by the tender in connection with the preparation or delivery of the tender.
- 8. Marks Tey Parish Council reserves the right not to accept any offer and acknowledgment of any submitted tender shall not constitute any actual or implied agreement between Marks Tey Parish Council and the tender.
- 9. Marks Tey Parish Council reserves the right to vary / suspend / alter or abandon the tender process at any stage and at no cost to Marks Tey Parish Council

#### DURATION OF CONTRACT

The contract will be for a period of three years, subject to an annual review, to include a rate of inflation rise each year (Linked to Consumer Price Index) to be agreed with the Clerk and Contractor.

#### TERMINATION OF CONTRACT

Either party may, without reason, terminate the contract in writing giving two-month notice.

Tenders to be submitted to the Parish Clerk by no later than Friday 5<sup>th</sup> February 2021

[Parish.clerk@marksteyparish.org.uk](mailto:Parish.clerk@marksteyparish.org.uk)

01206 213250

COST OF CONTRACT

Year 1 .....

Year 2 .....

Year 3 .....

Company Name .....

Signed.....

Status.....

Date.....