

SECTION G – BILLS OF QUANTITIES

PREAMBLE

1. Reference to the Bills of Quantities includes the Schedule of Rates for Unscheduled works and the Schedule of Day Rates for Unspecified and Unscheduled works.
2. The Tenderer shall ensure that he has read all the Contract Documents in conjunction with the Bills of Quantities. The Tenderer shall visit the area 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.
3. 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 in accordance with Clause 5 of Section A.
4. 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, the 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 horticultural 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.
5. Where the Contract 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 the materials in question as required by the Contract or to the Employer's licensed composting facilities within the town boundary, or to the Contractor's own appropriately licensed facility for recycling and/or re-using material not suitable for composting. 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 elements of the disposal operations. In complying with the clause, the Contractor will be expected to demonstrate that the disposal of arisings facilitates and encourages recycling and re-use.
6. Each item in the Bills of Quantities shall be priced. Unpriced items shall be undertaken by the Contractor without additional payment.

7. The Quantities and methods of work and frequencies of repetition specified in the Specification represent the standard of service that the Employer requires. The method of payment for each individual item of the Service is set out in of the Conditions of Contract. All modifications to the Service will be undertaken in accordance with of the Conditions of Contract.
8. The acceptance of a Tender will not imply or guarantee that the Contract will be awarded the quantities of work detailed in the Bills of Quantities, any day works, works included in any provisional items or schedule of rates or any associated works.
9. 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.
10. All quantities shown within the Bills of Quantities are not guaranteed to be accurate but are the best estimate of the quantities of which it is expected to be included in the Contract at its commencement date.
11. 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 in Column 'B' of the Bills of Quantities multiplied by the Actual Quantities determined in accordance with the Contract Documents relating to each and every accounting period.
12. The Actual Quantities shall be those quantities in Column 'A' of the Bills of Quantities or quantities varied:-
 - (i) by any written instruction of the Supervising Officer:

and/or
 - (ii) by the substitution of revised quantities established by re-measurement in accordance with the Conditions of Contract.
13. 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 may relate only to part of that site.
14. The calculation of the amount entered in the "Total" Column in respect of each item in the Bills of Quantities shall be calculated by multiplying the quantity in Column 'A' (or such other quantity as may be established in accordance with Clause 9 of this Preamble) by the rate entered by the Tenderer in Column 'B'
15. "Unit" when used in a column heading in the Bills of Quantities shall mean a unit of measurement to which the inserted rate or sum refers. Without prejudice to the generality of the foregoing, "Lump Sum Per Annum" where included under the heading "Unit" shall mean the rate or sum entered is a total sum for carrying out that Item for an entire calendar year.

16. "Quantity" when used as a column heading in the Bills of Quantities shall mean the number of "Units" of each item in the Bills of Quantities for which the Tenderer is required to price. The actual quantities for which payment to a Contractor will be made may be varied and will be calculated in accordance with Paragraph 10 of this Preamble to the Bills of Quantities.
17. "Rate" when used as a column heading in the Bills of Quantities in Column 'B' shall mean an amount of money to be entered by the Tenderer in order to accurately price one Unit of each Item in Column 'A' commensurate with the other instructions give for that item. Because of the wide variation in the volume of work of the same description on different sites, the Tenderer may enter different rates for the same work description on different sites.
18. "Provisional Item" shall mean items in the Bills of Quantities that shall not be undertaken without the prior written instruction of the Supervising Officer. The Council give no guarantee that the works detailed in any item included in a provisional item will be awarded to the Contractor. Certain provisional items may be awarded to the Contractor in substitution for non-provisional items.
19. "Km" shall mean kilometre.
20. "Sq.m." shall mean square metre.
21. "Quantity" when used as a column heading in the Bills of Quantities in Column 'A' shall mean the Quantity by which the rate or sum inserted will be multiplied for the purpose of extending the amount into the Total amount column which will be totalled in order to produce the total Annual Amount for the Contract.
22. "Lump sum per annum" shall mean the total sum for carrying out the work specified in a particular item for an entire year.
23. "Metres" shall mean the total sum per metre for carrying out the work specified in any particular item.
24. "No" shall mean the total sum for carrying out the work specified in any particular item for each individual bin, piece of furniture and similar.
25. "Per Cont. per Annum" shall mean the total sum for carrying out the work specified in a particular item to one container for an entire calendar year.
26. "Per Unit per Annum" shall mean the total sum for carrying out the work specified in a particular item to one unit for an entire calendar year.
27. "Per Tree per Annum" shall mean the total sum for carrying out the work specified in a particular item to one tree for an entire calendar year.
28. "Per hour" means the total sum for each hour that the employee, vehicle or equipment is being used on day work and the operation lasts less than one day.
29. "Per day" means the total sum for each full day that the employee, vehicle, or equipment is being used on day work and the operation lasts more than one day but less than five working days. On any day that the employee, vehicle, or equipment is used for less than half the day, the rate per hour shall be used. On any day that the employee, vehicle, or equipment is used for more than half a day but less than a full day, the rate per day shall be used.

30. "Per week" means the total sum for each period of five working days that the employee, vehicle and equipment is being used on day work and the operation lasts more than five working days. On any occasion when the operation lasts more than a whole number of working weeks, the additional days shall be paid at "Per day" rate or the "Per week" rate whichever is the lesser.
31. If an operation being undertaken by the Contractor on a day work basis is interrupted for more than one day by the Contractor, the rate to be used shall be that appropriate for the full period of the operation but the Contractor shall not be paid for those days on which the work is not being undertaken.

**CONTRACT FOR GROUNDS
MAINTENANCE**

BILL NO. 1 – Preliminaries

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
1/1	Provide for execution of a Bond in accordance with the terms set out in Clause 1.1 of the Conditions of Contract Value of Bond is 12% Tender Figure	Lump sum per annum	1		
1/2	Allow for provision of all insurances as required under these Contract Documents	Lump sum per annum	1		
1/3	Allow for compliance with Conditions of Contract	Lump sum per annum	1		
1/4	Allow for any additional costs of compliance with requirements of Contract Documents in respect of Transfer of Undertakings Regulations for which provision has not been made elsewhere in Rates entered in the various Bills of Quantities	Lump sum per annum	1		
1/5	Allow for provision of all Depots, Offices and working, parking or storage space required in connection with carrying out of Works described in these Contract Documents for all costs associated with provision of these facilities	Lump sum per annum	1		
1/6	Allow for the provision, maintenance and operation of telecommunication system as required by Contract Documents	Lump sum per annum	1		
	Total Bill No. 1 carried to Summary				

**CONTRACT FOR GROUNDS
MAINTENANCE**

BILL NO. 2 – Open Spaces

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
<u>Andover Road / Willow Close</u>					
2/1	Collect and dispose of litter / leaves 3985 sq. metre	Lump sum per annum	1		
2/2	Maintain grass to Type B. 3985 sq. metres	Lump sum per annum	1		
2/3	Empty litter bin and wash	Per unit per annum	1		
2/4	Empty dog faeces collection bins and wash	Per unit per annum	2		
2/5	Maintain exterior furniture	Per unit per annum	1		
2/6	Winter edging	Metres	410		
2/7	Prepare seasonal beds, supply and plant summer bedding, maintain during season, remove and dispose 45 sq. metres	Lump sum per annum	1		
2/8	Prepare seasonal beds, supply and plant winter bedding maintain during season, remove and dispose 45 sq. metres	Lump sum per annum	1		
2/9	Clean signs as required	Per unit per annum	1		
<u>Barn Crescent</u>					
2/10	Collect and dispose of litter. 2848 sq. metres	Lump sum per annum	1		
2/11	Maintain grass to type B 2848 sq. metres	Lump sum per annum	1		
2/12	Winter edging	Meters	94		
2/13	Clean signs as required	Per unit per annum	2		
<u>Bodin Gardens</u>					
2/14	Maintain grass to Type B. 17820 sq. metres	Lump sum per annum	1		
2/15	Inspect and maintain playground Type A	Lump sum per annum	1		
2/16	Collect and dispose of litter 17820 sq metres	Lump sum per annum	1		
2/17	Empty litter bin and wash	Per unit per annum	1		
	Carried forward				

BILL NO. 2 – Open Spaces continued

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
	<u>Bodin Gardens (continued)</u>				
2/18	Empty dog faeces collection bins and wash	Per unit per annum	1		
2/19	Clean signs as required	Per unit per annum	2		
	<u>Christie Heights</u>				
2/20	Collect and dispose of litter 277 sq. Metres	Lump sum per annum	1		
2/21	Inspect and maintain playground Type A	Lump sum per annum			
2/22	Maintain grass to Type B. 277 sq. Metres	Lump sum per annum	1		
2/23	Empty litter bin and wash	Lump sum per annum	1		
2/24	Winter Edging	Metres	75		
2/25	Clean signs as required	Per unit per annum	2		
	<u>Cresswell Road</u>				
2/26	Collect and dispose of litter. 1321 sq. metres	Lump sum per annum	1		
2/27	Maintain grass to Type B. 1321 sq. metres	Lump sum per annum	1		
2/28	Empty litter bin and wash	Per unit per annum	2		
2/29	Inspect and maintain playground Type A	Lump sum per annum	1		
2/30	Clean signs as required	Per unit per annum	1		
	<u>Cromwell Road</u>				
2/31	Collect and dispose of litter. 698 sq. metres	Lump sum per annum	1		
2/32	Inspect and maintain playground Type A	Lump sum per annum	1		
2/33	Maintain grass to Type B. 698 sq. Metres	Lump sum per annum	1		
2/34	Clean signs as required	Per unit per annum	1		
	Carried forward				

BILL NO. 2 – Open Spaces continued

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
	<u>Culver Road/Three Acre Road</u>				
2/35	Collect and dispose of litter. 1207 sq. metres	Lump sum per annum	1		
2/36	Maintain grass to Type B. 1207 sq. Metres	Lump sum per annum	1		
2/37	Clean signs as required	Per unit per annum	1		
	<u>Culver Road Footpath</u>				
2/38	Collect and dispose of litter. 378 sq. metres	Lump sum per annum	1		
2/39	Maintain grass to Type B. 378 sq. Metres	Lump sum per annum	1		
2/40	Clean signs as required	Per unit per annum	1		
	<u>Dickens Walk</u>				
2/41	Collect and dispose of litter. 1027 sq. metres	Lump sum per annum	1		
2/42	Maintain grass to Type B 1027 sq. metres	Lump sum per annum	1		
2/43	Inspect and maintain playground Type B	Lump sum per annum	1		
2/44	Maintain exterior furniture	Per unit per annum	2		
2/45	Empty litter bins and wash	Per unit per Annum	2		
2/46	Clean signs as required	Per unit per Annum	2		
	<u>Digby Road</u>				
2/47	Collect and dispose of litter. 5320 sq. metres	Lump sum per annum	1		
2/48	Maintain grass to Type B. 5200 sq. metres	Lump sum per Annum	1		
2/49	Empty litter bins and wash	Per unit per annum	3		
2/50	Inspect and maintain playground Type A	Lump sum per annum	1		
2/51	Maintain rose or shrub beds. 120 sq. metres	Lump sum per annum	1		
	Carried forward				

BILL NO. 2 – Open Spaces continued

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
	<u>Digby Road (continued)</u>				
2/52	Empty dog faeces collection bin and wash	Per unit Per annum	1		
2/53	Clean signs as required	Per unit per annum	3		
	<u>Dyson Close</u>				
2/54	Collect and dispose of litter. 58 sq. metres	Lump sum per annum	1		
2/55	Maintain grass of Type B. 33 sq. metres	Lump sum per annum	1		
2/56	Maintain rose or shrub beds. 25 sq. metres	Lump sum per annum	1		
2/57	Maintain hard surface 208 sq. metres	Lump sum per annum	1		
	<u>Elizabeth Avenue</u>				
2/58	Collect and dispose of litter. 3094 sq. metres	Lump sum per annum	1		
2/59	Maintain grass to Type B. 3094 sq. metres	Lump sum per annum	1		
2/60	Maintain "grasscrete" area. 50 sq. metres	Lump sum per annum	1		
2/61	Empty litter bin and wash	Per unit per annum	1		
2/62	Clean signs as required	Per unit per annum	1		
	<u>Falkland Memorial</u>				
2/63	Collect and dispose of litter / leaves. 1063 sq. metres	Lump sum per annum	1		
2/64	Maintain grass Type B. 1063 sq. metres	Lump sum per annum	1		
2/65	Empty litter bin and wash	Per unit per annum	2		
2/66	Maintain exterior furniture	Per unit per annum	2		
2/67	Winter edging	Metres	247		
2/68	Clean signs as required	Per unit per annum	1		
	Carried forward				

BILL NO. 2 – Open Spaces continued

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
	<u>Ferrier Grove and Gaskell Mews</u>				
2/69	Collect litter and dispose. 260 sq. metres	Lump sum per annum	1		
2/70	Maintain grass to Type B. 260 sq. metres	Lump sum per annum	1		
2/71	Empty dog faeces collection bin and wash	Per unit per annum	1		
2/72	Clean signs as required	Per unit per annum	1		
	<u>Fieldridge</u>				
2/73	Collect and dispose of litter. 502 sq. metres	Lump sum per annum	1		
2/74	Maintain grass to Type B. 240 sq. metres	Lump sum per annum	1		
2/75	Maintain rose or shrub beds. 262 sq. metres	Lump sum per annum	1		
	<u>Fifth Road Footpath</u>				
2/76	Collect and dispose of litter. 618 sq. metres	Lump sum per annum	1		
2/77	Maintain grass to Type B. 618 sq. metres	Lump sum per annum	1		
2/78	Empty dog faeces collection bins and wash	Per unit per annum	1		
2/79	Maintain hedge to Type Y. 280 sq. metres	Lump sum per annum	1		
2/80	Winter Edging	Metres	290		
2/81	Clean signs as required	Per unit per annum	1		
	<u>Gilroy Close</u>				
2/82	Collect and dispose of litter. 20 sq. metres	Lump sum per annum	1		
2/83	Maintain rose or shrub bed. 20 sq. metres	Lump sum per annum	1		
2/84	Clean signs as required	Per unit per annum	1		
	Carried forward				

BILL NO. 2 – Open Spaces continued

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
	<u>Greenham Road</u>				
2/85	Collect and dispose of litter. 1533 sq. metres	Lump sum per annum	1		
2/86	Maintain grass to Type B. 1533 sq. metres	Lump sum per annum	1		
2/87	Maintain exterior furniture	Lump sum per annum	1		
2/88	Empty dog faeces collection bin and wash	Per unit per annum	1		
2/89	Empty litter bin and wash	Per unit per annum	1		
2/90	Winter edging	Metres	145		
2/91	Clean signs as required	Per unit per annum	1		
	<u>Hamilton Court</u>				
2/92	Collect and dispose of litter. 629 sq. metres	Lump sum per annum	1		
2/93	Maintain grass to Type B. 629 sq. metres	Lump sum per annum	1		
2/94	Inspect and maintain playground Type B	Lump sum per annum	1		
2/95	Empty and wash litter bin	Lump sum per annum	1		
2/96	Maintain exterior furniture	Lump sum per annum	2		
2/97	Clean signs as required	Per unit per annum	2		
	<u>Hutton Close</u>				
2/98	Collect and dispose of litter. 13960 sq. metres	Lump sum per annum	1		
2/99	Maintain grass to Type B. 13620 sq. metres	Lump sum per annum	1		
2/100	Empty dog faeces collection bins and wash	Per unit per annum	2		
2/101	Maintain rose or shrub bed. 340 sq. metres	Lump sum per annum	1		
2/102	Maintain hedge to Type X. 556 sq. metres	Lump sum per annum	1		
	Carried forward				

BILL NO. 2 – Open Spaces continued

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
	<u>Hutton Close (continued)</u>				
2/103	Maintain hedge to Type Y. 100 sq. metres	Lump sum per annum	1		
2/104	Maintain exterior furniture	Per unit per annum	1		
2/105	Empty litter bin and wash	Per unit per annum	1		
2/106	Clean signs as required	Per unit per annum	1		
	<u>Laburnum Grove</u>				
2/107	Collect and dispose of litter / leaves. 527 sq. metres	Lump sum per annum	1		
2/108	Maintain grass to Type B. 527 sq. metres	Lump sum per annum	1		
2/109	Winter edging	Metres	180		
2/110	Clean signs as required	Per unit per annum	1		
	<u>Lock Island / Dolton Mews</u>				
2/111	Collect and dispose of litter. 590 sq. metres	Lump sum per annum	1		
2/112	Maintain grass to Type B. 590 sq. metres	Lump sum per annum	1		
2/113	Empty litter bin and wash	Per unit per annum	1		
2/114	Empty dog faeces collection bin and wash	Per unit per annum	1		
2/115	Maintain exterior furniture (including cut down tree)	Per unit per annum	3		
2/116	Clean signs as required	Per unit per annum	1		
	<u>Orchard Dene</u>				
2/117	Collect and dispose of litter. 472 sq. metres	Lump sum per annum	1		
2/118	Maintain herbaceous bed. 52 sq. metres	Lump sum per annum	1		
2/119	Maintain grass to Type B. 420 sq. metres	Lump sum per annum	1		
2/120	Clean signs as required	Per unit per annum	1		
	Carried forward				

BILL NO. 2 – Open Spaces continued

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
	<u>Phoenix Walk</u>				
2/121	Collect and dispose of litter. 1512 sq. metres	Lump sum per annum	1		
2/122	Maintain grass to Type B. 1512 sq. metres	Lump sum per annum	1		
2/123	Winter Edging	Metres	147		
2/124	Clean signs as requested	Per unit per annum	1		
	<u>Poplar Place</u>				
2/125	Collect and dispose of litter. 272 sq. metres	Lump sum per annum	1		
2/126	Maintain grass to Type B. 272 sq. metres	Lump sum per annum	1		
2/127	Clean signs as required	Per unit per annum	1		
	<u>Roebuts Close</u>				
2/128	Collect and dispose of litter. 1030 sq. metres	Lump sum per annum	1		
2/129	Maintain grass to Type B. 1017 sq. metres	Lump sum per annum	1		
2/130	Maintain rose or shrub bed. 13 sq. metres	Lump sum per annum	1		
2/131	Maintain hedge Type Y. 102 sq. metres	Lump sum per annum	1		
2/132	Clean signs as required	Per unit per annum	1		
	<u>Roebuts Close to Three Acre Road</u>				
2/133	Collect and dispose of litter. 1302 sq. metres	Lump sum per annum	1		
2/134	Maintain grass to Type B. 1302 sq. metres	Lump sum per annum	1		
2/135	Clean sign as required	Per unit per annum	1		
	<u>Sayers Close</u>				
2/136	Empty dog faeces collection bin and wash	Per unit per annum	1		
2/137	Collect and dispose of litter. 4469 sq. metres	Lump sum per annum	1		
	Carried forward				

BILL NO. 2 – Open Spaces continued

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
	<u>Savers Close (continued)</u>				
2/138	Maintain grass to Type B. 4469 sq. metres	Lump sum per annum	1		
	<u>Skyllings</u>				
2/139	Collect and dispose of litter. 456 sq. Metres	Lump sum per annum	1		
2/140	Maintain and inspect playground Type B	Lump sum per annum	1		
2/141	Maintain grass to Type B. 130 sq. metres	Lump sum per annum	1		
2/142	Clean signs as required	Per unit per annum	2		
	<u>St. George's Avenue</u>				
2/143	Collect and dispose of litter. 3800 sq. Metres	Lump sum per annum	1		
2/144	Maintain and inspect playground Type C	Lump sum per annum	1		
2/145	Maintain rose or shrub bed. 340 sq. Metres	Lump sum per annum	1		
2/146	Maintain grass to Type B. 3800 sq. metres	Lump sum per annum	1		
2/147	Clean signs as requested	Per unit per annum	1		
	<u>Sidestrand Road/Appletree Close</u>				
2/148	Empty dog faeces collection bin and wash	Per unit per annum	1		
2/149	Maintain grass to Type B 150 sq. metres	Per unit per annum	1		
	<u>The Nightingales</u>				
2/150	Collect and dispose of litter. 2263 sq. metres	Lump sum per annum	1		
2/151	Empty litter bin and wash	Per unit per annum	2		
2/152	Winter edging	Metres	258		
2/153	Maintain grass to Type B. 2193 sq. metres	Lump sum per annum	1		
	Carried forward				

BILL NO. 2 – Open Spaces continued

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
	<u>The Nightingales (continued)</u>				
2/154	Maintain rose or shrub bed 70 sq. metres	Lump sum per annum	1		
2/155	Clean signs as requested	Per unit per annum	2		
	<u>Towpath</u>				
2/156	Collect and dispose of litter 900 sq. metres	Lump sum per annum	1		
2/157	Maintain, including weed control, hard surface weekly 900 sq. metres	Lump sum per annum	1		
	<u>Trout Walk (Walton Way)</u>				
2/158	Collect and dispose of litter. 216 sq. metres	Lump sum per annum	1		
2/159	Maintain grass to Type B. 216 sq. metres	Lump sum per annum	1		
2/160	Empty dog faeces collection bin and wash	Per unit per annum	1		
2/161	Winter edging	Metres	195		
2/162	Clean signs as requested	Per unit per annum	1		
	<u>Walton Way (play area)</u>				
2/163	Collect and dispose of litter. 1142 sq. metres	Lump sum per annum	1		
2/164	Maintain grass to Type B. 1076 sq. metres	Lump sum per annum	1		
2/165	Maintain rose or shrub bed. 255 sq. metres	Lump sum per annum	1		
2/166	Inspect and maintain playground Type A	Lump sum per annum	1		
2/167	Empty dog faeces collection bin and wash	Per unit per annum	1		
2/168	Empty litter bin and wash	Per unit per annum	2		
2/169	Winter edging	Metres	45		
2/170	Clean signs as required	Per unit per annum	3		
	Carried forward				

BILL NO. 2 – Open Spaces continued

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
	<u>Walton Way (River Lambourn)</u>				
2/171	Collect and dispose of litter 4901 sq. metres	Lump sum per annum	1		
2/172	Maintain Grass to Type B 3633 sq. metres	Lump sum per annum	1		
2/173	Empty dog faeces collection bin and wash	Per unit per annum	1		
2/174	Empty litter bins and wash	Per unit per annum	1		
2/175	Winter edging	Metres	521		
2/176	Clean signs as required	Per unit per annum	1		
	<u>Walton way (Reed Walk)</u>				
2/177	Collect and disposed of litter 2530 sq. metres	Lump sum per annum	1		
2/178	Maintain Grass to Type B 2530 sq. metres	Lump sum per annum	1		
2/179	Winter Edging	Metres	195		
2/180	Clean signs as required	Per unit per annum	1		
	<u>West Mills</u>				
2/181	Maintain grass to Type B. 186 sq. metres	Lump sum per annum	1		
2/182	Collect and dispose of litter. 186 sq. metres	Per unit per annum	1		
2/183	Empty dog faeces collection bins and wash	Per unit per annum	1		
2/184	Empty litter bins and wash	Per unit per annum	1		
2/185	Maintain exterior furniture	Per unit per annum	1		
	Total Bill No. 2 Carried to Grand Summary				

CONTRACT FOR GROUNDS

MAINTENANCE

BILL NO. 3 – City Recreation Ground

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
3/1	Collect and dispose of litter. 22152 sq. metres	Lump sum per annum	1		
3/2	Maintain grass to Type B. 11572 sq. metres	Lump sum per annum	1		
3/3	Maintain grass to Type C. 8968 sq. metres	Lump sum per annum	1		
3/4	Empty litter bins and wash	Per unit per annum	5		
3/5	Empty dog faeces collection bins and wash	Per unit per annum	4		
3/6	Maintain rose or shrub beds. 562 sq. metres	Lump sum per annum	1		
3/7	Winter edging	Metres	1349		
3/8	Maintain exterior furniture	Per unit per annum	3		
3/9	Inspect and maintain playground Type A	Lump sum per annum	1		
3/10	Cleansing of paths and hard surfaces 1050 sq. metres.	Lump sum per annum	1		
3/11	Collect and dispose of leaves. 4160 sq. metres	Lump sum per annum	1		
3/12	Pre-season preparation. Set out and mark pitch and keep remarked during the season. Provide and erect goal posts. Provide nets, net stays, flags, and flag posts. Allow for repair or replacement of goal posts, nets, net stays, flags, and flag posts as necessary.	Per occasion	1		
3/13	Prepare pitch for play prior to each fixture and undertake any goal fixture repairs. Issue nets, net stays, flags, and flag posts and receive back and store after fixture. Open and prepare changing rooms for use, secure after the fixture.	Per occasion	35		
3/14	Spike and harrow pitches. Sand goal mouths as necessary.	Per occasion	20		
	Carried forward				

BILL NO. 3 – City Recreation Ground continued

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
3/15	Roll pitch after end of season repairs to include topping up goal mouths, centre circle with Eco Top Dressing Soil Mix and seeding with Barenbrug Bar 10 mix and hollow tine every 3 rd year	Per occasion	1		
3/16	Return goal posts, nets, net stays, flags and flag posts to 'Contractor's' store, repair and re-paint. Cover post sockets.	Per occasion	1		
3/17	Provide broom, shovel, and means of disposal.	Lump sum per annum	1		
3/18	Clean changing rooms and prepare for following fixture. Inspect and report any damage.	Per occasion	35		
3/19	Undertake end of season cleansing as Clauses 13.8 and 13.9.	Per occasion	1		
	Total Bill No. 3 carried to summary				

**CONTRACT FOR GROUNDS
MAINTENANCE**

BILL NO. 4 – The Clock House

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
4/1	Take delivery of, prepare, plant, and install hanging baskets. Maintain during season. Remove at the end of season, empty and return to store.	No.	12		
4/2	Maintenance of exterior furniture	No.	5		
	Total Bill No. 4 carried to summary				

**CONTRACT FOR GROUNDS
MAINTENANCE**

BILL NO. 5 – Fifth Road Park

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
5/1	Collect and dispose of litter. 7917 sq. metres	Lump sum per annum	1		
5/2	Maintain grass to Type B. 7369 sq. metres	Lump sum per annum	1		
5/3	Empty litter bins and wash	Per unit per annum	4		
5/4	Empty dog faeces collection bins and wash	Per unit per annum	1		
5/5	Maintain rose or shrub bed. 548 sq. metres	Lump sum per annum	1		
5/6	Winter edging	Metres	360		
5/7	Maintain hedgerow Type Z. 80 sq. metres	Lump sum per annum	1		
5/8	Inspect and maintain playground Type A	Lump sum per annum	1		
5/9	Maintain exterior furniture	Lump sum per annum	1		
5/10	Cleansing of paths and hard surfaces. 231 sq. metres	Lump sum per annum	1		
5/11	Clean signs as required	Per unit per annum	3		
	Total Bill No. 5 carried to summary				

**CONTRACT FOR GROUNDS
MAINTENANCE**

BILL NO. 6 – Greenham House Gardens

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount	
					£	P
6/1	Collect and dispose of litter. 7377 sq. metres	Lump sum per annum	1			
6/2	Maintain grass to Type B. 4579 sq. metres	Lump sum per annum	1			
6/3	Maintain grass to Type F. 900 sq. metres	Lump sum per annum	1			
6/4	Empty litter bins and wash	Per unit per annum	3			
6/5	Empty dog faeces collection bins and wash	Per unit per annum	1			
6/6	Prepare seasonal beds, supply and plant summer bedding, maintain during season, remove and dispose. 674 sq. metres	Lump sum per annum	1			
6/7	Prepare seasonal beds, supply and plant winter bedding, maintain during season, remove and dispose. 674 sq. metres	Lump sum per annum	1			
6/8	Maintenance of herbaceous borders. 122 sq. metres	Lump sum per annum	1			
6/9	Maintain rose or shrub beds. 1052 sq. metres	Lump sum per annum	1			
6/10	Winter edging 778 metres	Metres	778			
6/11	Cleansing of paths and hard surfaces. 1760 sq. metres	Lump sum per annum	1			
6/12	Collect and dispose of leaves. 5479 sq. metres	Lump sum per annum	1			
6/13	Maintain hedgerow Type V. 100 sq. metres	Lump sum per annum	1			
6/14	Maintain hedgerow Type Y. 931 sq. metres	Lump sum per annum	1			
6/15	Maintain exterior furniture	Per unit per annum	4			
6/16	Clean signs as required	Per unit per annum	1			
	Total Bill No. 6 carried to summary					

**CONTRACT FOR GROUNDS
MAINTENANCE**

BILL NO. 7 – Newbury Lock / Lock Island

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
7/1	Collect and dispose of litter. 3000 sq. metres	Lump sum per annum	1		
7/2	Maintain grass to Type B. 757 sq. metres	Lump sum per annum	1		
7/3	Maintain rose or shrub beds. 52 sq. metres	Lump sum per annum	1		
7/4	Empty litter bins and wash	Per unit per annum	5		
7/5	Maintain hedgerow Type Z. 50 sq. metres	Per unit per annum	1		
7/6	Empty dog faeces collection bins and wash	Per unit per annum	1		
7/7	Cleansing of paths and hard surfaces. 283 sq. metres	Lump sum per annum	1		
7/8	Maintain exterior furniture	Per unit per annum	5		
7/9	Winter edging.	Metres	52		
7/10	Daily sweep clean the granite setts from towpath and around Ebb and Flow sculpture, clean out all debris from inside the sculpture	Lump sum per annum	1		
7/11	Clean signs as required	Per unit per annum	1		
	Total Bill No. 7 carried to summary				

**CONTRACT FOR GROUNDS
MAINTENANCE**

BILL NO. 8 – Newbury Wharf/Peace Gardens

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
8/1	Collect and dispose of litter 936 sq. metres	Lump sum per annum	1		
8/2	Maintain grass to Type B 726 sq. metres	Lump sum per annum	1		
8/3	Empty litter bins and wash	Per unit per annum	3		
8/4	Empty dog faeces collection bin and wash	Per unit per annum	1		
8/5	Prepare seasonal beds, supply and plant summer bedding, maintain during season, remove and dispose 32 sq. metres	Lump sum per annum	1		
8/6	Prepare seasonal beds, supply and plant winter bedding, maintain during season, remove and dispose 32 sq. metres	Lump sum per annum	1		
8/7	Maintain rose or shrub bed 66 sq. metres	Lump sum per annum	1		
8/8	Winter edging	Metres	148		
8/9	Cleansing of paths and hard surfaces 160 sq. metres	Lump sum per annum	1		
8/10	Maintain exterior furniture	Lump sum per annum	7		
	Total Bill No. 8 carried to summary				

**CONTRACT FOR GROUNDS
MAINTENANCE**

BILL NO. 9 – Northbrook Street/Town Centre

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
9/1	Traders baskets – Take delivery of, prepare, plant, and install hanging baskets in various locations. Maintain during season. Remove at end of season, empty and dispose of arising and return baskets to store.	Lump sum per annum	45		
9/2	Civic baskets – take delivery of prepared plants and install hanging baskets in various locations. Maintain during season. Remove at end of season, empty and dispose of arising and return baskets to store.	Lump sum per annum	158		
	Total Bill No. 9 carried to summary				

**CONTRACT FOR GROUNDS
MAINTENANCE**

BILL NO. 10 – St. John’s Corner Garden

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
10/1	Collect and dispose of litter. 1567 sq. metres	Lump sum per annum	1		
10/2	Maintain grass to Type B. 1270 sq. metres	Lump sum per annum	1		
10/3	Empty litter bin and wash	Per unit per annum	1		
10/4	Empty dog faeces collection bin and wash	Per unit per annum	1		
10/5	Prepare seasonal beds, supply and plant summer bedding, maintain during season, remove and dispose. 258 sq. metres	Lump sum per annum	1		
10/6	Prepare seasonal beds, supply and plant winter bedding, maintain during season, remove and dispose. 258 sq. metres	Lump sum per annum	1		
10/7	Winter edging	Metres	152		
10/8	Clean paths and hard surfaces. 181 sq. metres	Lump sum per annum	1		
10/9	Maintain exterior furniture	Per unit per annum	1		
10/10	Collect and dispose of leaves. 1567 sq. metres	Lump sum per annum	1		
10/11	Clean signs as requested	Per unit per annum	1		
Total Bill No. 10 carried to summary					

CONTRACT FOR GROUNDS MAINTENANCE

BILL NO. 11 – Victoria Park

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount	
					£	P
11/1	Collect and dispose of litter. 58535 sq. metres	Lump sum per annum	1			
11/2	Maintain grass to Type A. 5858 sq. metres	Lump sum per annum	1			
11/3	Maintain grass to Type B. 49232 sq. metres	Lump sum per annum	1			
11/4	Maintain grass to Type C. 8968 sq. metres	Lump sum per annum	1			
11/5	Maintain grass to Type F. 1700 sq. metres	Lump sum per annum	1			
11/6	Empty litter bins and wash	Per unit per annum	32			
11/7	Empty dog faeces collection bins and wash	Per unit per annum	6			
11/8	Prepare seasonal beds, supply and plant summer bedding, maintain during season, remove and dispose. 236 sq. metres	Lump sum per annum	1			
11/9	Prepare seasonal beds, supply and plant winter bedding, maintain during season, remove and dispose. 236 sq. metres	Lump sum per annum	1			
11/10	Maintain rose or shrub beds. 2232 sq. metres	Lump sum per annum	1			
11/11	Maintenance of herbaceous beds 422 sq. metres	Lump sum per annum	1			
11/12	Maintain hedgerow Type V. 347 sq. metres	Lump sum per annum	1			
11/13	Maintain hedgerow Type Y. 787 sq. metres	Lump sum per annum	1			
11/14	Collect leaves and dispose. 56725 sq. metres	Lump sum per annum	1			
11/15	Cleanse paths and hard surfaces. 3867 sq. metres	Lump sum per annum	1			
11/16	Inspect and maintain playground Type A	Lump sum per annum	1			
11/17	Inspect and maintain skate park and half pipe Type C	Lump sum per annum	1			
11/18	Winter edging	Metres	4500			
	Carried Forward					

BILL NO. 11 – Victoria Park continued

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
11/19	Maintain exterior furniture	Per unit per annum	25		
11/20	Daily maintenance of pond	Lump sum Per annum	1		
11/21	Empty pond, clean out and re-fill	Per occasion	4		
11/22	Scrub away algae etc. when pond empty.	Per occasion	4		
11/23	Maintain tennis courts	Lump sum per annum	1		
11/24	Pre-season preparation, set out and mark pitch and keep remarked during season. Provide and erect goal posts. Provide nets, net stays, flags, and flag posts. Allow for repair or replacement of goal posts, net, net stays, flags, and flag posts as necessary.	Per occasion	1		
11/25	Prepare pitch for play prior to each fixture and undertake any post fixture repairs. Issue nets, net stays, flags, and flag posts and receive back after fixture and store. Open and prepare changing rooms for use, secure after the fixture.	Per occasion	48		
11/26	Spike and harrow pitch. Sand goal mouths as necessary.	Per occasion	20		
11/27	Roll pitch after end of season repairs to include topping up goal mouths, centre circle with Eco Top Dressing Soil Mix and seeding with Barenbrug Bar 10 mix and hollow tine every 3 rd year	Per occasion	1		
11/28	Return goal posts, net, net stays, flags and flag posts to 'Contractor's' store, repair and re-paint. Cover post sockets.	Per occasion	1		
11/29	Provide broom, shovel, and means of disposal.	Lump sum per annum	1		
11/30	Clean changing room and prepare for following fixture. Inspect and report any damage	Per occasion	48		
11/31	Undertake end of season clean as Clauses 13.8 and 13.9	Per occasion	1		
11/32	Clean signs as requested	Per unit per annum	10		
	Total Bill No. 11 carried to summary				

**CONTRACT FOR GROUNDS
MAINTENANCE**

**BILL NO. 12 – Wash Common Recreation Ground, Woodland,
and Blossoms Field**

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
12/1	Collect and dispose of litter. 40184 sq. metres	Lump sum per annum	1		
12/2	Maintain grass to Type B. 22226 sq. metres	Lump sum per annum	1		
12/3	Maintain grass to Type C. 13206 sq. metres (inc burial mounds)	Lump sum per annum	1		
12/4	Maintain grass to Type E. 2496 sq. metres	Lump sum per annum	1		
12/5	Empty litter bins and wash	Per unit per annum	9		
12/6	Empty dog faeces collection bins and wash	Per unit per annum	8		
12/7	Inspect and maintain playground Type A (Wash Common)	Lump sum per annum	1		
12/8	Inspect and maintain playground Type A and MUGA (Blossoms Field)	Lump sum per annum	1		
12/9	Winter edging	Metres	1214		
12/10	Maintain hedgerow Type Z. 1970 sq. metres	Lump sum per annum	1		
12/11	Cleansing of paths and hard surfaces. 1120 sq. metres	Lump sum per annum	1		
12/12	Collect leaves and dispose. 6290 sq. metres	Lump sum per annum	1		
12/13	Maintain exterior furniture	Per unit per annum	8		
12/14	Pre-season preparation, set out and mark lines and keep remarked during season. Provide and erect goal posts. Provide nets, net stays, flags, and flag posts. Allow for repair and replacement of goal posts, nets, net stays, flags, and flag posts as necessary.	Per occasion	1		
12/15	Prepare pitch for play prior to each fixture and undertake any post fixture repairs. Issue nets, net stays, flags, and flag post and receive back and store after fixture. Open and prepare changing rooms for use, secure after the fixture.	Per fixture	35		
12/16	Spike and harrow pitches. Sand goal mouths as necessary	Per occasion	20		
	Carried Forward				

**BILL NO. 12 – Wash Common Recreation Ground, Woodland, and Blossoms
Field continued**

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
12/17	Roll pitch after end of season repairs to include topping up goal mouths, centre circle with Eco Top Dressing Soil Mix and seeding with Barenbrug Bar 10 mix and hollow tine every 3 rd year	Per occasion	1		
12/18	Return goal posts, nets, net stays, flags and flag posts 'Contractor's' store, repair and re-paint. Cover post sockets	Per occasion	1		
12/19	Provide broom, shovel, and means of disposal.	Lump sum per annum	1		
12/20	Clean changing rooms and prepare for following fixture. Inspect and report any damage.	Per occasion	35		
12/21	Undertake end of season cleansing as Clauses 13.8 and 13.9.	Item	1		
12/22	Clean signs as requested	Per unit per annum	7		
	Total Bill No. 12 carried to summary				

**CONTRACT FOR GROUNDS
MAINTENANCE**

BILL NO. 13 – Allotments

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	<u>Dairy Farm</u>				
13/1	Collect and dispose of litter 580 sq metre	Lump sum per annum	1		
13/2	Leaf clearance 580 sq. metre	Lump sum per annum	1		
13/3	Maintain grass to Type I- 470 sq. metres	Lump sum per annum	1		
13/4	Maintain hard surface (parking area), 110 sq metres	Lump sum per annum	1		
13/5	Clean signs/noticeboards	Per unit per annum	2		
13/6	Turn Irrigation on and off (Spring/Winter), all sites	Lump sum per annum	1		
	<u>One Tree Park</u>				
13/7	Hedge maintenance Type Z 250 sq metres	Lump sum per annum	1		
13/8	Collect and dispose of litter 275 sq. metres	Lump sum per annum	1		
13/9	Leaf clearance 275 sq metres	Lump sum per annum	1		
13/10	Clean signs/noticeboards	Per unit per annum	2		
	<u>Parsons</u>				
13/11	Hedge maintenance to Type Z 400 sq metres	Lump sum per annum	1		
13/12	Collect and dispose of litter 3840 sq metres	Lump sum per annum	1		
13/13	Leaf clearance 3840 sq metres	Lump sum per annum	1		
13/14	Maintain grass to Type I - 2300 sq metres	Lump sum per annum	1		
13/15	Maintain wild area 1100 sq metres	Lump sum per annum	1		
13/16	Maintain hard surface (parking area) 440 sq metres	Lump sum per annum	1		
13/17	Clean signs/noticeboards	Per unit per annum	2		
	Carried forward				

BILL NO. 13 – Allotments continued

Item No.	<u>Description</u>	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
	<u>Southbys</u>				
13/18	Hedge maintenance to Type Z 625 sq metres	Lump sum per annum	1		
13/19	Collect and dispose of litter 4800 sq metres	Lump sum per annum	1		
13/20	Leaf clearance 4800 sq metres	Lump sum per annum	1		
13/21	Maintain grass to Type I - 4200 sq metres	Lump sum per annum	1		
13/22	Maintain wild area 600 sq metres	Lump sum per annum	1		
13/23	Maintain drainage ditch 210 sq metres	Lump sum per annum	1		
13/24	Clean signs/noticeboards	Per unit per annum	2		
	<u>Wash Common</u>				
13/25	Hedge maintenance to Type Z 525 sq metres	Lump sum per annum	1		
13/26	Collect and dispose of litter 700 sq metres	Lump sum per annum	1		
13/27	Leaf clearance 700 sq metres	Lump sum per annum	1		
13/28	Maintain grass to Type I - 700 sq metres	Lump sum per annum	1		
13/29	Maintain wild area 100 sq. metres	Lump sum per annum	1		
13/30	Maintain internal ditch 60 sq. metres	Lump sum per annum	1		
13/31	Maintain external ditch 250 sq. metres	Lump sum per annum	1		
13/32	Clean signs/noticeboards	Per unit per annum	2		
	Carried forward				

BILL NO. 13 – Allotments continued

Item No.	<u>Description</u>	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
	<u>West Mills</u>				
13/33	Hedge maintenance to Type Z 490 sq metres	Lump sum per annum	1		
13/34	Collect and dispose of litter 2860 sq metres	Lump sum per annum	1		
13/35	Leaf clearance 2860 sq metres	Lump sum per annum	1		
13/36	Maintain grass to Type I - 1950 sq metres	Lump sum per annum	1		
13/37	Maintain wild area 100 sq. metres	Lump sum per annum	1		
13/38	Planting (supply plants), maintenance, care summer bedding 25 sq metres	Lump sum per annum	1		
13/39	Planting (supply plants), maintenance, care winter bedding 25 sq metres	Lump sum per annum	1		
13/40	Clean signs/noticeboards	Per unit per annum	3		
	Total Bill No. 13 carried to summary				

**CONTRACT FOR GROUNDS
MAINTENANCE**

BILL NO. 14 – Newtown Road Cemetery

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
14/1	Collect and dispose of litter 18900 sq. metres	Lump sum per annum	1		
14/2	Leaf clearance 18900 sq. metres	Lump sum per annum	1		
14/3	Maintain grass to Type B 15000 sq. metres	Lump sum per annum	1		
14/4	Maintain wildlife area Type D 3000 sq metres	Lump sum per annum	1		
14/5	Cleaning paths 900 sq metres	Lump sum per annum	1		
14/6	Empty litter bins and wash	Per unit per annum	6		
14/7	Maintain exterior furniture	Per unit per annum	6		
14/8	Clean chapel as required by Supervising Officer, usually before and after events	Lump sum per annum	20		
14/9	Clean signs/noticeboards	Per unit per annum	6		
Total Bill No. 14 carried to summary					

**CONTRACT FOR GROUNDS
MAINTENANCE**

BILL NO. 15 – Shaw Cemetery

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
15/1	Collect and dispose of litter and leaves 52000 sq. metres	Lump sum per annum	1		
15/2	Leaf clearance 52000 sq metres	Lump sum per annum	1		
15/3	Maintain grass to Type G 49000 sq. metres	Lump sum per annum	1		
15/4	Hedge maintenance to Type U 2300 sq metres	Lump sum per annum	1		
15/5	Summer and winter seasonal beds planting, maintenance and care 25 sq metres	Lump sum per annum	1		
15/6	Winter edging 3800 metres	Lump sum per annum	1		
15/7	Empty litter bins and wash	Per unit per annum	14		
15/8	Maintain exterior furniture	Per unit per annum	15		
15/9	Clean chapel as required by Supervising Officer, usually before and after funerals	Lump sum per annum	1		
15/10	Maintain pathways and hard surfaces 3000 sq metres	Lump sum per annum	1		
15/11	Clean out pathway drains	Per unit per annum	9		
15/12	Clean chapel	Per unit Per annum	14		
15/13	Plant and maintain troughs	Per unit Per annum	14		
15/14	Maintain water features	Per unit Per annum	2		
15/15	Maintain restroom (weekly) and public toilet (daily)	Per unit Per annum	1		
15/16	Maintain store and bund (weekly)	Per unit Per annum	1		
15/17	Maintain chapel (monthly and for services)	Per occasion	32		
15/18	Management of locking/unlocking	Per occasion	365		
15/19	Plant and maintain hanging baskets	Per unit Per annum	22		
	Carried Forward				

BILL NO. 15 – Shaw Cemetery continued

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
15/20	Snow clearance	Per occasion	4		
15/21	Ice treatment	Per occasion	15		
15/22	Control use of watering cans and watering can stations	Per unit per annum	12		
15/23	New and reopened graves	Per occasion	60		
15/24	Dig and infill graves for cremated remains	Per occasion	30		
15/25	Infill sunken graves	Per occasion	200		
15/26	Carry out memorial testing	Per unit Per annum	250		
15/27	Support burial administration	Per occasion	90		
	Total Bill No. 15 carried to summary				

CONTRACT FOR GROUNDS MAINTENANCE

BILL NO. 16 – Schedule of Rates for Unscheduled Work

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
<p>Note: The works provided for the Schedule of Rates are the best that can be estimated. However, no commitment can be given that all or any of the works will be ordered. No work shall be undertaken except upon the written instruction of the Supervising Officer. Although the Employer will seek to co-ordinate any work in the Schedule of Rates with work undertaken under Bills of Quantities, the Contractor should price the Schedule of Rates independently.</p>					
	Annual maintenance of young trees	Per tree per annum	50		
16/2	Remove suckers from lime trees and dispose of.	Per occasion	150		
16/3	Break out litter bins, dispose of, and make good.	No.	10		
16/4	Break out dog faeces collection bins, dispose of, and make good.	No.	10		
16/5	Break out broken exterior furniture, dispose of, and make good.	No.	5		
16/6	Provide and install litter bins as directed and make good.	No.	10		
16/7	Provide and install dog faeces Collection bins as directed and make good.	No.	10		
16/8	Provide and install new benches as directed and make good.	No.	10		
16/9	Allow for additional emptying of litter bins	Per bin per occasion	100		
16/10	Allow for additional washing of litter bins	Per bin per occasion	25		
16/11	Allow for additional emptying of dog faeces collection bin	Per bin per occasion	25		
16/12	Allow for additional washing of dog faeces collection bin	Per bin per occasion	10		
16/13	Repair parks; open space or sports fields by seeding. Total area at each location not exceeding 20 sq. metres.	Per Sq. Metres	500		
16/14	Repair parks; open spaces or sports fields by seeding. Total area at each location exceeding 10 sq. metres.	Per Sq. Metre	500		
16/15	Repair parks; open spaces or sports fields by re-turfing with net-free turf. Total area at each location not exceeding 20 sq. metres.	Per Sq. Metre	500		
	Carried Forward				

BILL NO. 16 – Schedule of Rates for Unscheduled Work continued

Item No.	Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
	Brought Forward				
16/16	Repair parks; open spaces or sports fields by re-turfing. Total area at each location exceeding 20 sq. metres	Per Sq. Metre	500		
16/17	Planting and maintenance of new hedge. Length per order not exceeding 20 metres	Metres	100		
	Total Bill No. 16 carried to summary				

CONTRACT FOR GROUNDS MAINTENANCE

BILL NO. 17 – Schedule of Day Rates for Unspecified and Unscheduled Works

1. No day work shall be undertaken without the prior written approval of the Supervising Officer. Payment will be in accordance with this Schedule.
2. The Contractor shall give 24 hours notice to the Supervising Officer of the commencement of any day works.
3. The Contractor shall submit vouchers referenced to the Order under which the work was authorised containing the workmen's names, the time spent by each and the plant and any materials to the Supervising Officer for verification within one week of the expiry of the week during which the day work was carried out. The submission of Day Work Voucher to the Supervising Officer does not imply acceptance of the day work claim.
4. The Contractor will only be paid for day works verified by the Supervising Officer. All day works will be paid in accordance with the Schedule of Rates.

Description	Unit	A Quantity	B Rate	A x B Total Annual Amount £ P
Labour and Plant rates inclusive of all overheads, incidental costs and profit. Plant rates are also inclusive of driver or operative.				
Foreman Gardener	Per hour	20		
	Per day	5		
	Per week	5		
Gardener	Per hour	20		
	Per day	5		
	Per week	5		
Labourer	Per hour	20		
	Per day	5		
	Per week	5		
Panel Van – side door – twin rear doors Van and trailer capacity 1.5 tonne low load type with low coupling	Per hour	20		
	Per day	5		
	Per week	2		
Single Cab/Rear Tipper/Tow Coupling Truck 3.5 tonne GVW	Per hour	20		
	Per day	5		
	Per week	2		
Powered gang mowing unit maximum five cutter heads and driver	Per hour	20		
	Per day	5		
Tractor mounted flail and operative	Per hour	20		
	Per day	5		
3' 6" ride on rotary mower and operative	Per hour	20		
	Per day	5		
30"/36" pedestrian flail mower and operative	Per hour	20		
	Per day	5		
Carried Forward				

**BILL NO. 17 – Schedule of Day Rates for Unspecified and Unscheduled Works
continued**

Description	Unit	A Quantity	B Rate	A x B Total Annual Amount	
				£	P
Brought Forward					
18" pedestrian rotary mower and operative	Per hour Per day	20 5			
Pedestrian cylinder mower and operative	Per hour Per day	20 5			
Strimmer (nylon string type) and operative	Per hour Per day	20 5			
Newtown Road Cemetery strimming and operative	Per day	50			
1,000 litre Water Bowser with Pump	Per hour Per day	20 5			
Application of herbicides	Per hour Per day	20 5			
Labour and all associated equipment for the pruning, or removal of dead, damaged, diseased or dislodged branches from around trees, and for the disposal of the arisings	Per hour Per day Per week	20 5 5			
Labour and all associated equipment for the removal of dead, damaged, diseased or fallen trees and for disposal of the arisings	Per hour Per day Per week	20 5 5			
To carry out additional litter pick, collecting of litter from bins after special occasions in Victoria Park	Per occasion	5			
Total Bill No. 17 carried to summary					

Notes

Items of plant not listed above will be charged for in accordance with RICS 'Schedule of Basic Plant Charges' with a % adjustment

To the delivered cost of any materials or plants purchased on the instruction of the Supervising Officer a % adjustment. The % adjustments shall include for all overheads, incidental costs, and profit.

To the hourly wage rate of any other employee undertaking day works a % adjustment. The % adjustments shall include for all overheads, incidental costs and profit.

For Unscheduled Work carried out outside normal working hours at the instruction of the Supervising Officer the following percentage adjustments will be applied:

Weekdays	- %
Saturday	- %
Sunday	- %

CONTRACT FOR GROUNDS

MAINTENANCE

SUMMARY

Bill No.	Description	Total
1	Preliminaries	
2	Open Space	
3	City Recreation Ground	
4	The Clock House	
5	Fifth Road Park	
6	Greenham House Gardens	
7	Newbury Lock/Lock Island	
8	Newbury Wharf/Peace Gardens	
9	Northbrook Street/Town Centre	
10	St. John's Corner Garden	
11	Victoria Park	
12	Wash Common & Blossoms Field Recreation Grounds	
13	Allotments	
14	Newtown Road Cemetery	
15	Shaw Cemetery	
16	Schedule of Rates	
17	Schedule of Day Rates	
	Total carried to Tender	