

Appendix A Grounds Maintenance SLA

General Work Category	Area of Work	Resource allocation	Charging Basis
1. Grounds maintenance	Main grassed areas	Tractor mower with Operator weekly between March and October Ride-on mower with Operative twice monthly, every other month between March and October	Hourly Rate, estimated 69 hours per year
2. Mowing and Strimming	Fine lawn areas	3 Operative crew, with appropriate equipment, weekly between March and October	Hourly Rate, estimated 272 hours per year
	Play area		
	Grass bank, tennis courts		
	Outside verges		
	Other areas		
3. Various maintenance tasks	Hedge-cutting, Weed control, Cutting off epicormic; Leaf collection	One or two Operatives as required by the specific task, scheduled at appropriate time during the year	Hourly Rate, estimated 191 hours per year
4. Miscellaneous tasks	As listed	To include as minimum, one operative and equipment, scheduled as appropriate to the task during the year: Blowing, jet wash and moss treat tennis courts; tending of shrub beds on large yew hedge lawn; taking bindweed off yew tree hedge; blow paths down after every visit; litter picking; cutting cornus; cutting and collecting daffodils	Hourly Rate, estimated 122 hours per year
5. Special Projects and Development	Project Management	Undertake all necessary work to bring forward special projects as agreed in liaison with client on a case to case basis	Estimated per project
	Development Opportunities	Support in bringing forward development opportunities to maximize benefits for the Park and its users.	Estimated per project

Charge out rates as at 2016/17

Projects/Development – hourly rates to be provided on case by case basis

Team Leader - £18.55 per hour

Operative – £14.46 per hour

Equipment – Variable according to specific machine

Total est charge, per year for existing specification approximately £10,547

Grounds Maintenance indicative schedule	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Grounds Maintenance												
Tractor mower Trimax			■	■	■	■	■	■	■	■		
Ride-on -mower Rotary			■	■	■	■	■	■	■	■		
Mowing /Stimming	■	■	■	■	■	■	■	■	■	■	■	■
mowing and collection fine lawn areas			■	■	■	■	■	■	■	■		
mowing and Strimming play area			■	■	■	■	■	■	■	■		
mowing and Strimming tennis courts grass bank			■	■	■	■	■	■	■	■		
mowing and strimming outside verges			■	■	■	■	■	■	■	■		
mowing and strimming all other areas			■	■	■	■	■	■	■	■		
Various maintenance tasks	■	■	■	■	■	■	■	■	■	■	■	■
cutting yew hedge												■
weed control				■				■				
cutting pyracantha hedge in car park												■
cutting privet/pyracantha by side of house			■									■
cutting epitomic off lime trees and up path leading to pond			■									
leaf collection											■	
Miscellaneous tasks	■	■	■	■	■	■	■	■	■	■	■	■
blowing, jet wash and moss treat tennis courts			■	■						■		
tending of shrub beds on large yew hedge lawn										■		
taking bindweed of yew tree hedge										■		
blow paths down after every visit			■	■	■	■	■	■	■	■		
litter picking	■	■	■	■	■	■	■	■	■	■	■	■
cutting cornus early spring			■									
cutting and collecting daffodils mid June						■						

Timing of all work is subject to seasonal and climate variations