

BASELINE SERVICE AGREEMENT

Baseline Activity: PARKS AND AMENITIES

Responsible Authority: North Devon Council

Head of Service: Alan Beer – Parks & Amenities Manager

<p>Current level of service provided and service aim</p>	<p>Grounds Maintenance of open spaces and horticultural features on land owned by North Devon Council and (via Agency) Devon County Council</p> <p>Service aim:</p> <ul style="list-style-type: none"> • To provide high quality maintenance to horticultural features, street furniture, Council assets and public open space to ensure a Safe, Clean and Attractive environment for the residents of and visitors to Barnstaple.
<p>Specification</p>	<p>Litter collection Daily collection of litter to include the emptying of litter bins, clearing the site of all litter and deleterious materials including dog faeces, cutting back encroaching vegetation on cycle / foot paths to a height of 2.5m, cleaning the surface of the parks furniture where necessary, to remove any factor affecting the cleanliness, appearance or safety of the site. Weekly litter collection same as above, carried out on Monday, Wednesday & Friday. <u>Daily collection of litter:</u> Castle Green, River Bank Walk, River Front/Strand, The Square, Paternoster Row and Gardens</p> <p>Weed treatment to hard surfaces and kerb edges Maintain in a weed-free condition throughout the year. If herbicide is used, once weeds are dead the contractor shall return to remove them and other deleterious or adhered material.</p> <p>Weed treatment on Hard Surfaces Parks Areas - Castle Green River Walk The Strand The Square Connaught Place</p> <p>Weed treatment To Kerb Edges Parks Areas - Barnstaple Bus Station</p> <p>Weed treatment To Kerb Edges Car Parks - North Walk Portland Building Castle Quay Commercial Road Trinity Street Cattle Market</p>

Tuly Street
Queen Street

Grass cutting

Cutting with cylinder or rotary mower; 10-12mm blade height, to achieve 20 cuts per season.

Parks -

River Front/Strand Barnstaple
St Peters - Paternoster Row
Square Gardens
Castle Green

MAINTENANCE OF HORTICULTURAL FEATURES

Through out the year these features shall be maintained free from visible litter, weeds and any other extraneous material.

Pruning should be carried out throughout the year in accordance with best horticultural practice to maintain shape, health and decorative qualities, removing all weak, dead and diseased growth.

Shrub Bed Maintenance

Parks -

The Square
The Strand & Riverbank
Castle Green
DCC Inner Relief Road

Shrub Bed Maintenance

Car Parks –

Queen Street Multi-story
Trinity Street
Cattle Market
Tuly Street
Bear / Queen Street
Lower Maudlin
The Square

SEASONAL FLOWER BEDS

General Conditions:

The standard of quality, provision and maintenance required for the flowerbeds is to be very high.

Except in exceptional circumstances, North Devon is able to plant out, the majority of flowerbeds very early in the summer; and the Contractor shall complete the planting of all beds by the end of the first week in June.

Flower Bed Maintenance

Maintain flowerbed for twelve-month Watering as necessary to ensure establishment and continuity of flower, Apply

approved control methods to maintain the beds free from pests, disease and animal attack, lightly hoeing to stimulate growth; removing weeds, staking and tying dot plants as, replacing any dead or missing plants due to Contractor's neglect, remove all fallen leaves, litter etc.; remove all arisings.

Flower Bed Maintenance

Parks -

Mermaid Cross
Subway Gardens
The Square
Boutport Planters
Imperial Gardens
St. Peters Church
Library Trough
Castle Quay trough
Paternoster Row

Hanging Basket Maintenance

Hanging baskets - 70 planted and established semi circular hanging baskets for various locations. Maintain for a period 1st June to 30th September; watering as necessary to ensure establishment and continuity of flower.

Hanging Basket Maintenance

Parks

High Street
North Walk
Castle Street & The Strand

RIVERFRONT FOUNTAIN SYSTEM MAINTENANCE –

General Conditions

The following works will need to be carried out every fortnight:-

Cleaning the fountain of all debris and deleterious materials by netting or wading, cleaning off any water scum line with appropriate cleaning agents, maintaining grills and inlets free of any obstructions check and clean to ensure jets water flows. Report to client acts of vandalism or soaping of fountain.

MAINTENANCE OF PARKS & STREET FURNITURE

GENERAL CONDITIONS

Maintenance of Parks & Street Furniture

Parks Furniture will include all seating, signage (excluding highways), built steps and litter and dog bins. Staff employed by the Contractor to carry out this maintenance should have appropriate experience, knowledge and certificates / qualifications. They must have received specific training and be qualified as required under the New Road and Street

	<p>Works Act 1991</p> <p>General Inspections of sites where Park or Street Furniture is present should include: Check for damage; Check for protruding bolts and fixings ; Check condition of litter bin; Check for condition of signs; Check for litter, glass and debris on all site surfaces</p> <p>Maintenance of Parks & Street Furniture Parks Seats - Various Sites Bins -Various Sites</p>
Existing value of contract / service	£80,000 (approx)
Performance Measure	By monitoring of the completed works and measures against the detailed specification.
Non-compliance procedure	<p>Rectification notices are issued requiring the contractor to revisit the sites and work.</p> <p>Default notices can be applied were work is still unsatisfactory after rectification stage and works can be completed by other contractors with financial penalties to original contractor.</p>
Future level of service provision	Grounds maintenance contract is for 5 year period work would be carried out as per specification above for that period – unless varied.
Other relevant information	
Proposed BID additional activity	TBC after consultation and published in final BID Business Plan
Cost of BID additional activity	TBC after consultation and published in final BID Business Plan