



Invitation to Tender for Public Outdoor Space Maintenance

Bloor Development

1. Preamble

The Parish Council is now responsible for the maintenance of the public open space within the area developed by Bloor Homes. We are seeking a contractor to deliver a high-quality service at a competitive price.

Mission

The Service Provider is committed to working in partnership with the Parish Council of Sandymoor, and to provide a high-quality landscape management service that will enable it to provide a quality environment.

2. Contract Period

The contract will begin on ***** 2026 and subject to satisfactory performance by the Service Provider will terminate on 31st August 2028. A one-year extension on 1st April 2025 will be considered.

3. General Service Objectives

Assistance in resolving complaints and enquiries from third parties in relation to site-specific issues, including those excluded from the agreed specification. This will include site visits as necessary, together with the preparation of outline reports and draft correspondence on behalf of the Parish Council.

Advice and guidance will be provided throughout the year, in relation to existing or proposed site features

4. Service Areas and Definitions:

a) Provision of horticultural, arboricultural and landscape repair works, in accordance with the agreed specification

b) Advice and guidance during formal review meetings in relation to proposed site features

c) The provision of additional non-specified services at revenue cost. Any instruction for additional services must be submitted and received in writing to/from the Clerk.

All areas will be maintained in accordance with recognised horticultural practices and procedures, which may be tailored to meet Sandymoor Parish Council requirements.

The Parish Council will provide a schedule of horticultural and allied features which are covered by the SLA, together with an accompanying site map.

5. Quality and Monitoring

- The Service Provider will notify Sandymoor Parish Council of the maintenance functions undertaken upon request.
- Queries in respect of maintenance standards should be notified in writing by the Parish Council to the Service Provider within five working days of the completion of the works, or at the earliest reasonable opportunity thereafter.
- Queries regarding standards of workmanship, cost, or timescales will be investigated and reported to the Parish Council or other nominated officer within ten working days.
- Formal meetings will be held with the Parish Council or other nominated officer not less than twice per year, to include the annual site inspection, to discuss and record issues relevant to the Service Level Agreement. Additional meetings may be held at any mutually agreeable opportunity required.
- The Service Provider will undertake additional site inspections at a monthly frequency over and above those listed in any schedule and advise the finding to the Parish Council by way of a brief quarterly report.
- The Service Provider will ensure that all employees are suitably trained to undertake necessary works.

6. Charging Arrangements

Charges for the financial year 2026/27 and each subsequent year within the contract period is determined on the basis of each site area as detailed in the agreed schedule and outlined on the site plan. All variations in cost to be advised to, and approved in writing by, the Parish Council.

The Parish Council will be invoiced for charges quarterly in arrears. Queries in respect of the invoice should be raised within ten working days of the invoice date to enable early resolution.

The Council reserves the right to terminate the contract following an inadequate inspection and failure to remedy. Following such a failure the Council may terminate with one month's notice. Should the contractor experience any problems other than the dissolution of the company, the Council would expect six months' notice, subject to negotiation.

7. Sub-Contracting

The sub-contracting of any work must be approved by the Council in writing before the sub-contractor is used. The sub-contractor must provide references no more than two years. This is a strict requirement of the contract.

Site 1:



The Specification

Key

P – Permanent, **A** – As Required, **C** - Cyclical or Capital Replacement

Site 1:

Service	Frequency: Permanent/ As Req'd/ Cyclical	VAT	Total
Site Wide Monthly formal inspection to review hazards identified by original assessment. Including inspection of boundaries and access and removing overhanging vegetation, leaf litter and trip hazards, and scrub encroachment.	P		
Tree Surveys Inspection of all trees to be carried out by trained arboriculturists every 3 years.	C		
Engineering Inspection to SUDS feature Annual visual inspection to check inlets, outlets, headwalls, signs of scour and control structure (if required) and to access requirement for silt removal.	P		
Bird and Bat Boxes 1x yearly inspection to check condition. Replacement as required.	P P		
Benches/Seating Replacement or repair as needed – nominal value included.	P C		
Litter removal Monthly cleanse- including litter and debris from soft and hard landscaping, woodland, and water bodies. Litter bins- weekly collection. Litter bins- replacement as required (nominal value included).	P P C		
Existing Trees Ad-hoc works as recommended by the Tree Hazard and Condition Survey Annual face up to both sides / one side and top.	C P		

Site 1 (cont.):

Proposed Trees Check stakes and ties, and re-firming new planting. Replacing any damaged or missing ties. Replace failed trees.	A A		
Native Hedgerow Planting Check fencing or spiral guards, and re-firming new planting. Replacing any damaged or missing fencing or spiral guards. Strim vegetation between plantings. Weed control. Replacement of areas of failed planting as required to maintain visual amenity- measure allows for 5% of length. Annual face up to both sides / one side and top.	A A A A P		
Amenity Grass Fortnightly cut (35mm) and disperse arisings. Cultivate and re-seed- measure allows for 2.5% of area. Apply broad leaf selective herbicide- measure allows for 10% of area.	P A P		
Native Buffer Mix Formative pruning to maintain health and seasonal foliage. Replacement of areas of failed planting as required to maintain visual amenity- measure allows for 5% of area. Weed control.	P A P		
Seasonal Wetland (SUDS feature) De-silt (25% of the pond area). 1x yearly cut (100mm) to meadow with arisings used elsewhere on site.	A P		
Wildflower Meadow 1x yearly cut (100mm) to meadow with arising's used elsewhere on site. Cultivate and re-seed as required- measure allows for 2.5% of area.	C P		

Site 1 (cont.):

Bulb Planting Formative pruning to maintain health and seasonal foliage. Weed control.	P P		
Ground Cover Mix Formative pruning to maintain health and seasonal foliage. Replacement of areas of failed planting as required to maintain visual amenity- measure allows for 5% of area. Weed control.	P A P		
Bridleway Weed control.	P		
Totals			

Site 2:

Service to be provided	Frequency: Permanent/ As Req'd/ Cyclical	VAT	Total
Site wide Monthly formal inspection to review hazards identified by original assessment. Including inspection of boundaries and access and removing overhanging vegetation, leaf litter and trip hazards, and scrub encroachment.	P		
Tree surveys Inspection of all trees to be carried out by trained arboriculturists every 3 years.	C		
Bird and Bat Boxes 1x yearly inspection to check condition. Replace as necessary.	P A		
Benches/seating Repairs to benches as required- nominal value included. Replace as required – nominal value included.	P C		

Site 2 (cont.):

Landscape areas			
Monthly cleanse- including litter and debris from soft and hard landscaping, woodland, and water bodies. Litter bins - weekly collection. Litter bins - replacement as required (nominal value included).	P P C		
Existing Trees Ad-hoc works as recommended by the Tree Hazard and Condition Survey.	C		
Proposed Trees Check stakes and ties, and re-firming new planting. Replacing any damaged or missing ties. Replace failed trees.	A A		
Native Hedge Planting Check fencing or spiral guards, and re-firming new planting. Replacing any damaged or missing fencing or spiral guards. Strim to vegetation between planting. Weed control. Replacement of areas of failed planting as required to maintain visual amenity- measure allows for 5% of length. Annual face up to both sides / one side and top.	A A P A P		
Amenity Grass Fortnightly cut (40mm) and disperse arisings. Cultivate and re-seed - measure allows for 2.5% of area. Apply broad leaf selective herbicide - measure allows for 10% of area.	P A P		
Mown areas Fortnightly cut (40mm) and disperse arisings. Cultivate and re-seed- measure allows for 2.5% of area. Weed control. Apply broad leaf selective herbicide - measure allows for 5% of area.	P A P		

Site 2 (cont.):

Native Buffer Mix 01 Formative pruning to maintain health and seasonal foliage. Replacement of areas of failed planting as required to maintain visual amenity - measure allows for 5% of area.	P A		
Native Buffer Mix 02 Formative pruning to maintain health and seasonal foliage. Replacement of areas of failed planting as required to maintain visual amenity - measure allows for 5% of area. Weed control.	P A A		
Groundcover mix Formative pruning to maintain health and seasonal foliage. Replacement of areas of failed planting as required to maintain visual amenity- measure allows for 5% of area.	P A		
Defensive Mix Formative pruning to maintain health and seasonal foliage. Replacement of areas of failed planting as required to maintain visual amenity- measure allows for 5% of area. Weed control.	P C P		
Wildflower Meadow 1x yearly cut (100mm) to meadow with arisings used elsewhere on site. Cultivate and re-seed as required- measure allows for 2.5% of area. Weed control. Allows 10% total area.	P A P		
Marginal Mix Annual pruning to maintain health and seasonal foliage. Cultivate and re-seed as required- measure allows for 2.5% of area. Weed control.	P A P		

Site 2 (cont.):

Waterbody -Stream 1x yearly strim/cut (150mm) to 1/2 bankside vegetation with arising's removed from site. Strim alternating sections on annual rotation. Perimeter - 81 Lin m.	P		
Total			

Year 1

Price Quoted

Total Site 1

Total Site 2

Grand Total

Year 2

Price Quoted

Total Site 1

Total Site 2

Grand Total

Year 3

Price Quoted

Total Site 1

Total Site 2

Grand Total

I/we undertake, if awarded the contract, to carry out the works specified to the required standard for the cost quoted and to abide by the terms and conditions in this document

Signed.....

Print.....

Name of Company.....