

Grass Cutting/Grounds Maintenance Contract

Purpose of Briefing:

Members to consider quotations for grass cutting and grounds maintenance work following the resignation of Grounds Maintenance Operative in December 2020.

Further information:

Quotes were requested from 3 suppliers, two of whom have previously completed work for Arlesey Town Council and a further contractor following a recommendation.

All three companies based their quotation on the attached specification sheet and also attended a guided site visit around the various locations in Arlesey.

During the visits the contractors queried if the quotation should include extra work such as moss removal, cutting back the growth in the drainage ditch at the cemetery and cutting back shrubs in play areas. They were asked to base their quotations on the specification sheet and that any additional work which could not be completed by the holder of the revised Grounds Maintenance role would be requested separately.

Company 1

£XXXX

Gave their quotation based on the annual cost of the total job.

Company 2

£XXXX

Supplied individual quotations for each area. Their total quotation has been calculated based on 16 cuts for fortnightly jobs and 8 cuts for monthly jobs.

Company 3

£XXXX

Awaiting receipt of quotation.

Recommendation

Once the final quotation has been received Members will receive full details of all quotations and Clerk will give guidance at the meeting.

Briefing prepared by:

Jo Graves, Assistant Clerk

14th January 2021

Grass Cutting/Grounds Maintenance Quotations – December 2020 for cutting season March 2021 to October 2021

Area	Description	Frequency
Grass Cutting		
Arlesey Cemetery, Hitchin Road, Arlesey	Grass cutting main cemetery, including cutting around headstones	Fortnightly
Arlesey Cemetery Phase 2, back of existing Cemetery	Grass cutting field to rear of cemetery	Monthly
Stotfold Road Allotment, access via junction of Stotfold Road and Church Lane	Cut entrance to allotments and around plots	Monthly
Hillary Rise Allotment, access via road off High Street to Rear of Gothic Mede Academy	Cut entrance to allotments and around plots	Monthly
War Memorial, High Street, Arlesey	Cutting grass around war memorial	Fortnightly
Community Centre Playground, rear of Gothic Mede Academy. Play area only, access via gates off car park area.	Cut around play equipment and seating.	Fortnightly
St John's Road play area, St John's Road, Arlesey, inside play area.	Cut around play equipment and seating.	Fortnightly
House Lane	Enclosed public space at House Lane	Monthly
Arlesey Community Centre, High Street Arlesey	Grass cutting outside Arlesey Town Council Offices and Resource Centre (please note this is not the whole area)	Fortnightly
Hedge Cutting/Leaf Collection		
Garden of Rest, Arlesey Cemetery	To cut back beech hedging around garden of rest.	Annually
Arlesey Cemetery	Autumn leaf collection – October and November	Fortnightly
Reed Strimming		
Rear of Arlesey Cemetery	To cut back the reed bed to the rear of Arlesey Cemetery	Annually (autumn)