



Scope of Works – Landscaping

**Bi-monthly during the months of March 1 through November 30
Monthly December 1 through February 28**

To supply all labour and materials to perform the below outline tasks. To remove all trash and debris from sites upon completion of works.

1. Inspect scheduled areas and remove all forms of vegetation, litter and other debris from primary and secondary roadways, pavements, and other hard standing areas, prior to starting works.
2. Dispose of general waste items in accordance with the Ministry of Works & Engineering guidelines on waste disposal.
3. Remove litter, stones, and debris from grounds.
4. Cut grassed areas to a uniform minimum height of three inches (75mm) unless otherwise noted.
5. Cut growth at and around obstructions in grass areas and grass overgrowing edges of flower beds, shrubs, tree beds, fire breaks, and the like on each occasion that the grass is cut. Cut grass around obstructions to 1 inch (25mm) lower (tapered) for a width of 3 feet (900mm).
6. Where grass abuts a horizontal hard surface, cut it back to the edge of the hard surface without forming a channel. Use an appropriate edging tool to trim to straight lines and smooth curves as appropriate.
7. Maintain grass abutting fences to same standard of finish as grass on immediately adjacent areas. Where the machines used for maintaining level areas cannot be used, provide suitable alternative machines to give the same standard of finish.
8. Maintain grass on banks and traverses to same standard of finish as grass on immediately adjacent level areas. Where machines used for maintaining level areas cannot be used for banks, provide suitable alternative machines to give the same standard of finish.
9. Collect, rake, bag, remove, and dispose of grass cuttings resulting from work of this Contract, including cuttings that become scattered on roads, paths, and the like.
10. Cut grass within each fire hydrant enclosure to same standard of finish as that on immediately adjacent areas. Where the machines used for maintaining level areas cannot be used, provide suitable alternative machines to give the same standard of finish.
11. Flowerbeds - Check for signs of disease and damage to stems, crown and branches.
12. Prune out all dead, diseased, and otherwise damaged areas.
13. Apply pesticide as per manufacturer's written instructions to diseased plants.
14. Neatly trim flowerbed edges.
15. Maintain flowerbeds free of weeds and debris.
16. Remove and dispose of cuttings off site.
17. New Trees - Check tree stakes for firmness, vertical position and signs of rot or damage.
18. Check tree ties and adjust, re-fix, or replace if necessary



19. Check trees for disease.
20. Hedging – to remove all cane grass and growth under and in hedges, to weed area under hedges
21. All invasive species, new growth of and seedlings i.e., Mexican Pepper, Casuarina, etc., must be fully removed prior to all landscaping being started

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22. Trees - Check for signs of disease and damage to the trunk, crown, and branches
23. Prune out all dead, diseased, and otherwise damaged wood and remove sucker growths.
24. Dispose of cuttings off site.
25. Report findings to the Property Operations Department if tree is found to be dead, severely damaged, or diseased. Remove such trees and stakes, dispose of, and repair the ground to surrounding levels (this will be done by way of Purchase Order as requested).
26. Amenity Hedges - Cut back both sides and top of hedges to the old growth.
27. Cut and remove grass, weeds, and litter from hedge bottom.
28. Remove all dead wood from hedges.
29. Remove and dispose of cuttings off site.
30. Grass Cutting - Apply fertilizer to cut grassed areas.

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31. Drainage Ditches and Culverts - Cut and remove vegetation on sides and at the top of drainage ditches
32. Maintain drainage ditches to the same standard of finish as that on immediately adjacent level areas. Where machines used for maintaining level areas cannot be used, provide suitable alternative machines to give the same standard of finish.
33. Remove silt, weeds, and other debris to ensure that the gradient and width permit free flow of land drainage and surface water.
34. Remove accumulated debris from culverts inlets, safety grids, etc., to prevent flooding and blockage of underground water drainage system.
35. Remove all collected cuttings, silt and debris and dispose of it offsite.

36. **All cuttings and debris are to be removed from the property and disposed of at the appropriate Works & Engineering site after each visit, leaving loose grass and hedge cuttings is not permitted**