

**GRASS MAINTENANCE****1. GRASS CUTTING****1.01 GENERAL**

On all sites indicated, the grass areas between the street pavement and property lines, excluding heavily wooded areas, shall be completely cut in a neat, uniform, and accurate fashion as described in the following standards.

Grass cutting may be done between the hours of 8:00am and 5:00pm on Mondays through Fridays. No work will be allowed on holidays or weekends on which a holiday falls on a Monday or Friday.

The frequency of the mowing will be two times per month, on a fourteen-day calendar cycle; and it is the responsibility of the Contractor to carry out mowing from April 1 to September 30 to maintain the required standard.

As a general guide mowing would normally take place on a fourteen-day calendar cycle for all areas, but climatic and soil conditions will influence the speed of grass growth and more frequent mowing's at the Contractor's expense may be necessary to maintain the standard required.

The Contractor shall park in legal parking zones without blocking driveways or site hazards. Care shall be taken so as not to damage lawn areas when parking.

Prior to carrying out any grass cutting operation the Contractor shall inspect on each occasion all areas to be mown and shall remove all items of litter, stones, dog feces and similar obstructions which might cause damage or injury and all such items collected, etc. shall be removed and hauled away by the contractor. Any large items, such as fallen trees, etc. shall be reported to the Building and Grounds Supervisor for removal. Contractor mowing shall not create a mess of chopped debris on the sites.

The Contractor may use the machinery and methods as he thinks best to achieve the Standard of Grounds Maintenance required by The Macon Water Authority (MWA).

The Contractor will complete the mowing, etc. of one area before moving onto the next. Wherever possible mowing work shall be carried out systematically from area to area.

Without prejudice to other remedials to MWA, if the Contractor fails to carry out sufficient mowing's to maintain the standard throughout the season and

has omitted one cut, payment will be reduced by the proportion deemed appropriate by the Building and Grounds Supervisor.

The Contractor should note the different and alternative types of grass cutting machinery may be required in the same area to deal with dissimilar areas and to cut grass bents that will naturally occur during the growing season.

## **1.02 STANDARDS**

The basis of cutting and maintaining the grassed area is that all grass inclusive of all boundaries and edges are cut clean and even to the same height without damaging the existing surfaces. The standard for all areas in terms of the maximum height the grass may be allowed to reach before cutting must take place is 3 inches and the minimum allowed height to which grass will be cut on each occasion is 1.5 inches.

## **1.03 EXTENT OF WORK**

Mowing will take place over all areas of grass up to paving, curb, fencing, walls and other boundaries or obstacles. All soft vegetation growth such as clover and the like shall be deemed to be part of the grass covering the areas to be mown under the contract.

## **1.04 CLIMATE AND SOIL**

The Contractor shall adapt grass cutting operations as may be necessary to suit climatic and soil conditions and the rate of the grass growth which may vary from season to season and during any season.

Cutting shall be deferred whenever weather or ground conditions are such that it is not possible, in the opinion of MWA, to cut grass or gain access to it without damaging the grass, the ground surface or the contours or levels of the ground.

Should the Contractor cause damage to the surface or levels of the ground or create divots during grass cutting operations whether or not the MWA has agreed to such operations take place, the Contractor shall reinstate such damage to the satisfaction of and within the time period stipulated by the MWA. In failing to do so, the Building and Grounds Supervisor may instruct others to carry out such work with the cost of so doing being deducted from monies due to or becoming due to the Contractor or recovered as a debt.

After any long period of wet weather and/or ground conditions unsuitable for grass cutting, the Contractor shall make additional cuts to areas of exceptional

growth in order to restore areas to the required standard and such shall be taken at the Contractor's expense.

In drought conditions, the Building and Grounds Supervisor may instruct that the cutting heights be raised on any or all areas. In such conditions, mowing will only be required when the grass reaches the maximum permitted height. When, in the Building and Grounds Supervisor's opinion the drought conditions no longer have an effect upon grass growth, the Building and Grounds Supervisor will instruct the resumption of the normal cutting heights and frequency and the Contractor will cut all grass areas to conform to the required standards of the Contract. There will be no variation of payment which would normally been due to the Contractor from the MWA for the maintenance of such grassed areas.

#### **1.05 MACHINERY BREAKDOWN**

In the event of machinery breakdown so that mowing cannot take place in accordance with the program, the Contractor shall report the breakdown to the Building and Grounds Supervisor immediately. Payment will not be made for cutting the relevant area(s) until normal work can be resumed and is completed.

#### **1.06 SPECIAL INSTRUCTIONS**

The Building and Grounds Supervisor may instruct the Contractor to cut the grass more or less frequently than specified, if this should become necessary because of a **special occasion**. Where an additional cut is required for a *special occasion* or other requirement and the grass has not yet grown to a maximum of 3 inches height, then the MWA shall pay for such a cut as an extra cost in accordance with the schedule of Rate(s).

#### **1.07 RELATIONS WITH PUBLIC AND MWA EMPLOYEES**

The Contractors staff are permitted to ask members of the public and/or MWA employees to remove their belongings, vehicles, etc. to allow mowing to be carried out. Failure of members of the public or MWA employees to do so will not be accepted as a reason for not cutting grass.

If members of the public or MWA Employees should refuse to move and/or remove their belongings, vehicles, etc., the Contractor's staff shall return as soon as the site area is clear, and it is possible to complete the work. In dealing with the public and MWA employees the Contractor's staff shall observe common courtesy and politeness even though such may not be reciprocated and take all

reasonable steps to ensure good relations between the public, MWA employees, the MWA and the Contractor's staff.

## **1.08 CUTTING METHODS**

All grass shall normally be mown in parallel straight lines so that areas are left with a neat and tidy appearance giving a high visual standard. All grass should be cut with the minimum of overlap. On successive cuts the direction of the cut will, where appropriate, be at right angles to the previous cut.

The mowing speed must be controlled so as to achieve the best standards of finish. The operator must ensure that all movement of the machine, whether mowing, turning or in transit, does not damage the sward or its visual appearance. Particular care must be taken to avoid skidding, balding or the effects of fast turns. Should damage occur, the Building and Grounds Supervisor will instruct the Contractor to reinstate the area promptly at his own expense.

A cut or cutting shall consist of as many passes in as many directions with the appropriate machinery or equipment as is necessary to cut all the grass cleanly and evenly to the standard required by the MWA and the satisfaction of the Building and Grounds Supervisor. This is of particular application when during wet weather the grass is "laid down" by machinery or any other cause giving the appearance of having been cut evenly but subsequently "springs up". In such instances, the area will have been deemed not properly cut and the Contractor will be required to re-cut or take such action at their expense so as to provide the required standard of finish.

Any mowing's landed on any paved areas will be swept off and any mowing's landing on planted areas, shrub beds, rose beds etc., will be completely removed, by the Contractor before proceeding to the next site. Should blowing equipment be used, grass and other debris must not be blown into open drainage culverts.

## **1.09 OBSTRUCTIONS**

Grass must be cut as close as possible up to paving, curb, walls, fences, benches, equipment, posts etc. and around obstructions without causing damage to plants, trees or other features and other equipment.

Any accidental damage must be reported to the Building and Grounds Supervisor as soon as possible on the day it occurred.

## **1.10 MACHINES, GUARDS AND OTHER PROTECTIVE DEVICES**

Ride-on machinery will be acceptable but pedestrian operated machinery will also be required in some areas and will be essential in smaller areas.

Guards and other protective devices must be fitted on all machines and remain fitted at all times (except when maintenance is being undertaken) and all Codes of Practice observed.

Machines must be of an appropriate type, well maintained, correctly adjusted, and set to the heights specified to give a clean even cut without causing damage.

## **1.11 MACHINES – MAINTENANCE AND SERVICE**

The refueling, cleaning and minor servicing e.g., blade changing of rotary motors must take place on paved areas, not grassed areas. At no time should any of the same be done near a water's edge at the Amerson Water Treatment Plant. Only simple maintenance operations shall be carried out in areas approved by the Building and Grounds Supervisor. Such areas used must be thoroughly cleaned on completion of the day's work in that area. The MWA will not furnish or loan on a temporary or permanent basis, any fuel, oil, parts, etc. or any other equipment to the contractor; nor will MWA provide transportation of the same.

Refueling or oil servicing should only be done in the designated areas. With reference to mowing at the Amerson Water Treat Plant location, refueling or oil servicing areas will be at the Maintenance parking lot or Wetland roadway. Should mowing equipment run out of fuel or breakdown while mowing, it must be moved to a designated area for refueling, or minor servicing. Refueling should not occur on bitumen or tarmac areas.

Spilled fuels, oils etc. shall be cleaned up immediately with suitable solvents. Excessive spills must be reported immediately to the Building and Grounds Supervisor; and appropriate action taken by the Contractor to clean up the spill with suitable solvents in a safe and acceptable manner to the Building and Grounds Supervisor.

During servicing or refueling, engines must be switched off and machines immobilized (e.g., disconnect spark plugs).

All mowers shall be immobilized or removed from areas when the Contractor's staff leave the area. No equipment is to be stored in any area nor left overnight thereon.

The Contractor shall ensure that his staff are familiar with and adhere to the Codes of Practice relating to mowers and the safe storage and handling of

petroleum spirit/diesel oil and standard operating procedures for individual makes of mowers.

### **1.12 RESTRICTED ACCESS AREAS (GATE CODES)**

The contractor will be required to contact the main office at each gated location for access.

The contractor must identify themselves to MWA personnel and provide appropriate identification upon request. The inability to do so does not exempt the contractor from fulfilling the mowing requirements in accordance with the standards set forth in this contract.

Gate access codes will **not** be provided to the contractor for any location.

END OF SECTION