|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***SCOPE OF SERVICES - Applies to entire Nominated Area*** | ***No. of Units/Area*** | ***No. of times per day*** | ***Nightly*** | ***Second Day*** | ***Weekly*** | ***Fortnightly*** | ***Monthly*** | ***Quarterly*** | ***Start of Each Semester*** | ***Annual*** | ***Price***  |
| ***GROUNDS CLEANING & RUBBISH BIN/CAGE MANAGEMENT*** |   |   |
| Collection of leaves, litter and other general refuse and removal to nominated disposal site/dump.  |   | 2 |   |   |   |   |   |   |   |   |   |
| Empty Wheelie Bins (General Litter , Rubbish & General Refuse Bins) at the nominated/designated disposal sites/cages/dumpsters and hose wash/clean interior of wheelie bins and restock with garbage Bags. (nominated dump sites circled on attached maps) |   | 1 |   |   |   |   |   |   |   |   |   |
| **Note:** Collection of leaves, litter and other general refuse to be done by raking and other non-mechanical means if required to comply with noise restrictions. All other mechanical means (blowers/sweepers) to be used at restricted times as required by USP. All works to be completed within 1 hour of USP nominated start time. Appropriate personnel and resources must be provided to comply. |   |   |   |   |   |   |   |   |   | ***Total*** |   |
| ***CAR PARKS, ROADS, SIDE WALKS & SIGNAGE*** |   |   | ***No. of Units/Area*** |   |   |   |   |   |   |   |   |   |  |
| Sweep down/mechanical Blower Concrete Foot paths, Car Parks and Roads ensuring surface is clean and free of dirt and debris. Ensure Road side Kerb and Drain (including Drain Grill) is brushed/swept to prevent build up of silt and drains are kept clear. Remove all rubbish to nominated disposal site/dump. Mechanical equipment to comply with noise restrictions as required by USP. |  |   | 1 |   |   |   |   |   |   |   | ***Price***  |
| Water Blast Concrete Foot Paths, Road side Foot paths, sheltered walkways to ensure surface is free of mold, dirt. |   |   |   |   |   |   |   |   | 1 |   |   |
| Water Blast and Wipe Down Road Side Signage, Car Park Signage (including all way finding signage) to ensure signage (including sign posts, stands and other fixing appliances) is free of mold and dirt.  |   |   |   |   |   |   |   | 1 |   |   |   |
| Water Blast and Wipe Down outdoor seating, student study & recreation (concrete & timber surfaces) areas to ensure areas are free of mold and dirt, taking care to protect any electrical installations, notice boards and other items that are damaged when wet. |   |   |   |   |   |   |   | 1 |   |   |   |
| **Note:** Water Blasting& other mechanica**l** works adjacent to teaching and learning or office spaces are to be completed outside USP business hours, (consider noise restrictions during normal business hours). USP to approve water and electricity connection points for equipment.  |   |   |   |   |   |   |   |   |   | ***Total*** |   |
| ***BUILDINGS, GUTTERS AND STORM DRAINAGE*** |   |   | ***No. of Bldgs./Units*** |   |   |   |   |   |   |   |   |   |   | ***Price***  |
| Inspect and clean building gutters, storm water drainage and inspection chambers ensuring they are clear of leaves and general debris. Dispose of rubbish at USP nominated dump sites. |  |   |   |   |   |   |   | 1 |   |   |   |
| Inspect and clean storm water drainage around buildings, ensure drains are free of obstructions and any silt build up is removed.  |   |   |   |   |   |   |   | 1 |   |   |   |
| Empty and hose wash cigarette trays/bins located near buildings. See sites nominated on maps |   |   |   |   | 1 |   |   |   |   |   |   |
| Water Blast Exterior of building, including roofs, windows and exterior sheltered walkways, eaves and fascia boards to ensure surface is free of mold and dirt. Take care to protect interior from getting wet, protect any electrical installations and items that get damaged when wet.  **Nominated buildings to be marked on attached plans. (Floor plans to be provided)** |   |   |   |   |   |   |   |   |   | 1 |   |
| **Note:** Contractor must comply with "working at heights" safety procedures of the University. Appropriate safety equipment MUST be used. Water Blasting & other mechanical works adjacent to teaching and learning or office areas are to be completed outside of USP business hours. |   |   |   |   |   |   |   |   |   | ***Total*** |   |
| ***GARDENS AND GENERAL LANDSCAPING*** |   |   | ***No. of Gardens*** | ***No. of times per day*** | ***Nightly*** | ***Second Day*** | ***Weekly*** | ***Fortnightly*** | ***Monthly*** | ***Quarterly*** | ***Start of Each Semester*** | ***Annual*** | ***Price***  |
| Remove weeds from gardens, clean garden edges and dispose of rubbish/dead plants and debris at USP nominated dump sites. Trim plants, prune hedges/shrubs preserving the natural form and flowering of each species. Water, add mulch and top soil as required. Replace overgrown, dead or sick plants. Dispose of cuts on the SAME DAY. do not leave pruning’s lying on campus. |  |   |   |   |   | 1 |   |   |   |  |   |
| Remove weeds from around fresh water ponds, ensure pond surface is clear of creepers, weeds, litter and debris. Ensure landscape around pond areas is neat, free of weeds and tidy. (Upper Campus Laucala Only\_ |   |   |   |   |   |   | 1 |   |   |   |   |
| Trim Trees & Branches as instructed by USP. (DE leafing & Denutting as instructed) Allow for all access equipment (Cherry Picker, hyab truck), cutting equipment, safety equipment and disposal equipment as required to remove "at risk" trees and branches and dispose of them at USP nominated dump sites.  |   |   |   |   |   |   |   | 1 |   |   |   |
| **Note:** Gardens located within buildings requiring access for maintenance should be pre-arranged with building occupants. Must have Minimum disturbance to staff and students while gardening is underway. Work areas must be clean and care taken to minimize odor and noise from fertilizers and equipment. Appropriate work clothing must be worn at all times and identification badges with authorized access provided when requested. |   |   |   |   |   |   |   |   |   | ***Total*** |   |
| ***Dump Site Maintenance*** |  |  |   |   |   |   |   |   |   |   |   |   |   |
| Dump Site to be maintained, with rubbish to be compacted and top soil brought in to cover area. Any sloping done should be gentle and not vulnerable to collapse. Holes should be excavated to dispose of hard debris and covered with top soil. |   |   |   |   | 1 |   |   |   |   |   |   |
| **Note:** Care should be taken to minimize the risk of vermin and diseases from exposed waste. |   |   |   |   |   |   |   |   |   | ***Total*** |   |