

Trade	Landscaping	Revision	A
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**Project Overview:**  
Brief overview of the project, site or phase providing relevant information

<b>A. Product Selector</b>				
<b>Products must be purchased through our Group National Suppliers.</b>				
Code	Item	Included	Product Selector Item	Product
A	1	✓		
A	2	✓		

<b>B. Key Information</b>				
Code	Item	Included	Scope of Works Item	
Quality & Compliance				
B	1	✓	Supply labour, materials, tools, plant, equipment and fixings in accordance with the relevant site specific drawings, details, schedules and below details:	
B	2	✓	Materials and workmanship to comply to current:	
B	2.1	✓	<a href="#">NHBC standards and recommendations.</a>	
B	2.2	✓	<a href="#">British standards code of practice</a>	
B	2.3	✓	<a href="#">TW UK Construction Specification and details</a>	
B	2.4	✓	<a href="#">Framework Agreement</a>	
B	2.5	✓	<a href="#">House type working drawings</a>	
B	2.6	✓	<a href="#">Standard details</a>	
B	2.7	✓	<a href="#">Manufacturers' instructions,</a>	
B	2.8	✓	<a href="#">TW Customer Quality Approach (CQA) document,</a>	
B	2.9	✓	<a href="#">TW Production Manual,</a>	
B	2.10	✓	<a href="#">Robust details</a>	
B	2.11	✓	<a href="#">Current TW Health &amp; Safety Manual.</a>	
B	2.12	✓	<a href="#">DEFRA's Construction Code of Practice</a>	
B	2.13	✓	<a href="#">Customer Service Policy for contractors and suppliers</a>	
B	3	✓	If there is a conflict between building regulations, British standards, NHBC guidelines and TW UK construction specification. The contractor is to contact and confirm with the TW BU Technical department prior to installation.	
B	4	✓	You must provide supervision and ensure all works are fully checked and completed prior to offering to Taylor Wimpey Site management. TW Build Quality Checklist (BQC) must also be signed by the contractor and TW.	
B	5	✓	Contractor is not permitted to vary the design without first obtaining prior written approval from the regional technical teams.	
B	6	✓	The contractor to examine the drawings and specifications, and any questions should be raised prior to contract start.	
B	7	✓	It is essential that the Contractor liaises with all other trades associated with the Works to ensure details are constructed correctly and appropriately prior to following work being carried out.	
B	8	✓	Coloured drawing identifying works included within tender to be provided.	
B	9	✓	All Landscaping and planting works on site to be carried out as detailed in the landscaping and planting schedules and tender drawings layouts.	
B	10	✓	The contractor must make themselves aware of any planting or installation instructions at the tendering stage as no claim for lack of knowledge will be entertained.	
B	11	✓	Check locations of services with TW and where these are in conflict with any of the works notify the site management team.	
B	12	✓	Advise the Site Manager of any ground problems such as insufficient/ poor topsoil or water-logging that may make the ground unsuitable for topsoiling, turfing landscaping that may delay the programme.	
B	13	✓	The contractor should check the quality of top soil to ensure it is suitable for its intended use.	
B	14	✓	Grade of turf to be Rolawn Medallion turf or equivalent.	
B	15	✓	Taylor Wimpey will undertake a post completion survey to ensure the scope and specification has been installed. The survey will be in conjunction with the site landscape Architect and any items found to be non compliant must be rectified by the contractor.	
B	16	✓	All plants that die or fail within one year of legal completion or within the 12 month maintenance period for POS shall be replaced at Contractors own expense.	
<b>C. HSE</b>				
C	1	✓	Please refer to the HSE Manual.	
<b>D. Materials &amp; Logistics</b>				
D	1	✓	The subcontractor will be responsible for all material handling applicable to their trade. TW will make available, where possible, a forklift and driver. The driver will not be responsible for sorting, loading, unloading or any other activity on behalf of the Subcontractor. Sufficient resources shall be allowed by the subcontractor for this purpose.	

D	2	✓	The contractor is to coordinate with the site manager/material controller for material requirements daily. No claims for delay due to lack of materials will be accepted.
D	3	✓	It is the contractor's responsibility to ensure that all surplus materials are correctly stacked on pallets to either be moved back to the compound or moved on to a following plot.
D	4	✓	Secure storage for your materials is to be provided by you, in an area designated by the Site Manager.
D	5	✓	A temporary storage area will be provided by TW on request at the discretion of the site management team.
<b>E. Waste</b>			
E	1	✓	All waste to be segregated appropriately to the relevant skip provided and working area to be left in a clean and tidy state. Any material movement to or from site must comply with waste regulations, transfer tickets must be made available, and the weight or volume of waste taken from site must be made available to TW upon request.
E	2	✓	It is the contractor's responsibility to ensure minimal wastage of materials. TW reserves the right to levy charges against the landscaper in the event of excess materials wastage.
E	3	✓	The TW Site Management team should be made aware of any surplus material for reuse in other plots.
<b>F. Cleaning &amp; Protection</b>			
F	1	✓	<a href="#">Please refer to Protection Guidance in S21 of the Production Manual.</a>
F	2	✓	It is the contractor's responsibility to ensure that all their work is suitably protected, in line with S21 of the Production Manual.
F	3	✓	Should the contractor feel that adequate protection has not been provided by other trades for them to safely carry out their works, it is the responsibility of the contractor to notify the TW site manager.
F	4	✓	Clean surrounding work areas.

<b>Project Tasks</b>			
<i>Note to TW - where a section is highlighted, there is a choice, please pick the relevant options to be included in the scope using the drop downs.</i>			
Code	Item	Included	Scope of Works Item
<b>G. Quotation &amp; Inclusions</b>			
G	1	✓	Quotation to be broken down in labour & materials.
G	2	✓	Price to be fixed for a minimum of 12 months'.
G	3	✓	The contractor is to provide a full inclusive lump sum price per plot in accordance with the House Type working drawings, materials plan, engineering drawings and design, elevation drawings and other tender drawings and information.
G	4	✓	Provide cost schedule for turf to rears on private and HA plots to be offered as purchaser extras. Landscaper will be responsible for measuring the area to be turfed.
G	5	✓	Provide cost for tree pits and root barriers where necessary
G	6	✓	The contractor should supply a rate per sq m to for grass cutting.
G	7	✓	No minimum visit charges to apply.
<b>H. Project Tasks</b>			
H	1	✓	All plants, shrubs, hedges and trees are to be installed and sized strictly in accordance with the landscaping design drawing. Complete all Landscaping and planting works incl. turfing to plot frontages and seeding/ planting/ turfing to areas indicated on the layout (incl. POS).
H	2	✓	Set out all landscaping areas.
H	3	✓	Visit each site (by phase) to observe prevailing conditions.
H	4	✓	Supply samples if required.
H	5	✓	Check plants and trees are suitable for the location and ground conditions.
H	6	✓	During dry weather, the topsoil should be watered prior to turf being laid.
H	7	✓	Supply and lay turf, supply and apply sand or topsoil to fill shrinkage cracks.
H	8	✓	Turf must be laid broken bond.
H	9	✓	Contractor should allow for first cut.
H	10	✓	Consolidation shall be achieved by use of wooden turf beaters.
H	11	✓	Where slopes greater than 1 in 3 are turfed, these shall be laid diagonally and pegged or wired.
H	12	✓	Complete permit to dig with Site Manager where applicable.
H	13	✓	Remove weeds, grass and extraneous matter such as large stones, building rubble, glass etc. in accordance with the NHBC Standards and DEFRA Code of Practice; to a place specified by the Site Manager.
H	14	✓	All gardens are to be fully rotovated/ raked to a fine tilth including gardens not turfed as standard in accordance with the NHBC standards.
H	15	✓	Apply pre-turf fertiliser.

- H 16 ✓ Store trees, shrubs and plant stock on site in the correct manner. Items are left on site at contractor's own risk. Replace lost or damaged items.
- H 17 ✓ Do not interfere with existing trees, shrubs or plants.
- H 18 ✓ Cultivate to form contours as per TW levels drawings or make level and leave a neat, raked finish.
- H 19 ✓ Transport and apply water during normal work hours.
- H 20 ✓ All turf to be rolled with edges trimmed to borders, beds and margins.
- H 21 ✓ Turf to be laid off planks and water until customer occupation.
- H 22 ✓ Fix all ecology related items as specified on landscaping schedules and layouts (i.e. bird boxes, rabbit guards).
- H 23 ✓ Weed membrane to be placed on topsoil
- H 24 ✓ Trees to be planted as detailed including and stakes / irrigation systems etc
- H 25 ✓ Sweep and clean patios after turfing is complete to ensure no dirt or debris are left.

***Open text box - to be used to capture any comment or amendments to be assessed and included on future SOWs.***

Item	Included	Scope of Works Item

**Date:**

**Signature:**