Bath & North East Somerset Council

Pixash
Consolidated Waste and Recycling Transfer Depot

Supplier Selection Questionnaire
(SSQ)

Instructions to Contractors

Artists Impression

APPOINTMENT OF
D&B Principal Contractor

March 2021

The applicant should note that should they be successful in being awarded any contract with the Council, the Council reserves the right to terminate the contract if it is discovered that the applicant has made any material misrepresentation in this application form.

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1. Project Information and Overview

1.1 Background

The proposals are for the redevelopment and consolidation of a reuse and recycling centre and adjacent land with associated staff parking, access and landscaping works to include the provision of the following:

(i) A public Re-use and Recycling Centre (RRC);
(ii) Material Recovery Facility (MRF);
(iii) Waste Transfer Station (WTS);
(iv) Trader (bulky waste) Transfer Station (TWTS);
(v) Vehicle fleet storage and maintenance;
(vi) MOT centre (public);
(vii) B&NES Parks and Grounds maintenance storage;
(viii) B&NES Highways winter service and salt store;
(ix) Ancillary office and welfare

The site is located on 4 hectares of council owned land accessible from Pixash Lane and Worlds End Lane. The site currently operates a public recycling and re-use facility, shown in NW corner, which will need to remain operational throughout the first phase of works. Only when the new public facility has been commissioned and opened, can the former facility be closed. The buildings (a former MoD printworks and warehouse, two residential dwellings and assorted small agricultural outbuildings) shown in the southern half of the site are currently being demolished, and this will include any associated structural slab and foundations to these buildings. Type 2 CF2 recycled crushed hardcore will be left onsite for use at construction phase. The demolition work will be completed by May 2021 under demolition planning approval, 20/04388/DEM.

Further to the planned demolition enabling works, a programme to relocate ecological habitats to designated areas away from the proposed construction areas will be undertaken by the Council's consultant.

The proposed plan is to relocate the current operational services from existing depots at Midland Road, Bath and from two leased sites; namely the MRF at Ashmead Road, Keynsham and vehicles servicing facilities at Locksbrook Road, Bath.

Planning application 21/00435/EREG03 was submitted and registered on 2nd February 2021, with a decision expected in May 2021.

1.2 Objectives

B&NES Waste and Environmental Services (W&ES), the Client, have set out the following objectives for the project:

• To meet current demands, following the growth of public waste and recycling and increased legislation over the past 15 years.

• Build a modern waste and recycling management facilities to meet future targets, housing growth and legislation changes, including the Climate and Nature Emergency.

• To manage efficiencies through a consolidated site / depot, reducing travel from the existing split site locations – so improving environment and travel efficiencies across B&NES.

• Provide 'best practice' of other similar successful projects with quality and 'whole life' costing (40-year design lifespan)

• Incorporating through the principles of The Construction (Design & Management)

Regulations - CDM 2015, health and safety and in-use design planning: to improve accessibility, maintenance, flexibility and adaptability.

• Deliver legal and environmental compliance for; site planning and environmental constraints, transport and parking strategy planning, waste site permitting and licencing, and stakeholder engagement and local consultation.

• Provide and consider suitable and secure personal transport facilities (ie car parking / cycle storage) etc.

• Incorporate flexibility and 'future proofing' of facilities, to adapt to behaviour and strategy developments related to climate change and carbon reduction targets.

• Provide value for money and realise operational revenue efficiencies and reduce service pressures from growth.

• Meeting timescales required to complete new site in phases, minimising disruption to existing service provision, by end 2022.

• Provide public Reuse and Recycling Centre (RRC) with extended facilities to be operational prior to closure of existing facilities (on the same site), for residents to dispose and recycle bulky and hazardous household wastes

• Provide suitable, office, meeting/training, welfare (wc's, breakout and canteen, locker/dry rooms), and reception spaces for multi-use areas, exploring options for a centralised facility and/or possible multi-location units

• Provide a safe education area for school or group visits, to include viewing areas and multi-use meeting/ presentation spaces.

The proposed plans, the Design Access Statement (DAS), and key design consultant summary documents can be found in the appendices of this SSQ. In conjunction with these documents is an outline programme of work submitted in the Appendices of this SSQ.

The programme highlights key milestone dates that the council need to achieve and as such forms two defined phases of work.

- Phase 1: redevelop and commission a new highway section, currently Worlds End Lane, which will provide the planned domestic traffic access and egress to site, incorporating cycle lanes and a new pedestrian foot path, terminating at the SE boundary of the site. Worlds End Lane currently provides overhead electrical and telecoms to other neighbouring properties and underground water and fire hydrant and gas services, as well as vehicular access to neighbouring / adjoining properties.

  Construct and commission the proposed new RRC, public and operational sections and the vehicle servicing building with welfare and offices. All associated sub-ground services and ground works required to enable these two key service provisions to be open and operational by 27th March 2022. (allowing 1 week to transfer operations and decommission former depot).

  The key drivers for this milestone date: Lease break clause for Locksbrook vehicle servicing and to enable continuity of service provision for the public Recycling facility and closure of the existing public RRC Facility.
- Phase 2: completion of the remaining site works with operational service commissioning and handover by early January 2023. This milestone is required for Homes England grant funding handover of Midland Road depot, Bath and lease break and handover of MRF facility, Ashmead Road, Keynsham.

The new buildings proposed on site include the MRF, Offices/Workshops, the Bat mitigation building, and Salt Barn and Workshops. The proposal will also accommodate plant, which includes: an electrical substation; sprinkler system (part of the Waste & EA Permit Fire Prevention Plan, FPP); MRF and WTS odour control plant; standby generator; MRF general ventilation plant; and office and welfare plant.

The key sustainability principles underpinning the proposed design include the following:

• Improved levels of insulation and air tightness to improve on the maximum allowable under Part L2A of Building Regulations

• Use of Mechanical Ventilation with Heat Recovery (MVHR) systems, to improve on controlled ventilation requirements and to integrate with high levels of air tightness.

• Careful consideration of window sizes and window type, to maximise beneficial solar gain and daylight, but to control heat loss and overheating.

• Generally heating (and cooling where required) by a high-efficiency, heat recovery VRF system with appropriate control.

• A dedicated CO2 air-to-water heat pump for the production of hot water.

• Future connection to the Keynsham Zone 2 heat network.

• Inclusion of 450 sqm of solar PV panels as an additional renewable energy element (roof mounted)

• The site operation will also require reasonable water capacity for wheel washing and hose down, and a rainwater harvesting system is included in the design.

The total cumulative proposed floor space of the new buildings is 9,487 sqm Gross Internal Area (GIA) and 9,966 sqm Gross External Area (GEA). The principal-built structure is the Material Recovery / Recycling Facility (MRF) building which is proposed to be located on the north part of the site parallel with the railway. The 10-15 year forecast for annual waste tonnage for this site is shown below:

EP tonnages pa	**Revised**
RRC	20,000
WTS (residual)	40,000
Garden Waste TS	22,000
Traders/bulky TS	10,000
MRF	60,000
Street sweepings	500
	152,500

Permits and process to be incorporated as part of this proposal:

- A new registration a 'Waste Transfer Facility', which incorporates the requirements of the Waste and Environmental Permit – (Application to be submitted Mid-March 2021). The Environment Statement (ES) submitted as part of the planning application will also form part of the Environment Agency (EA) compliance and approvals process.
- Engaging with Network Rail, in relation to construction compliance with the main line

railway and land to the North Boundary of this site.

Factors which need to be considered by the Principal Contractor as part of the construction design strategy of this project include: (Refer to the Planning Statement document in Appendix).

- Planning strategy
- Design strategy of new buildings and plant
- Landscape strategy
- Transport strategy
- Drainage strategy

Site conditions and constraints to overcome include:

- Trees, hedgerows and grassland to be cleared at part of contract toward the end of August / Early September 2021, with due care to ecology and environmental impact
- Construction of a new access road, cycle and pedestrian access for the site (pre-dominantly a section of Worlds End Lane), and transport and traffic control measures leading to and from site.
- The existing lane is the only access point to neighbouring land holdings and is extensively used and must be kept open at all times as part of the proposal. This lane also supports fire main, and utilities and the current council owned land, overhead power & telecoms to be relocated.
- A 76 bed residential care home is being constructed on SW corner of the site which will be marketing in Spring 2022 and operational in the Summer of 2022.
- Engagement with Network Rail, operating main line rail network to North boundary.
- The site has a 5-6m fall from SW to NE boundary, requiring cut and fill.
- Soil and ground conditions within the site are extremely poor, with high water table and will require extensive ground works, and preparation including potential for CMC ground improvement strategy.
- The existing public Recycling and Reuse Centre RRC, will need to remain operational with access to and from this site for public and B&NES W&ES services operations. Throughout the duration of this contract.

There will be a requirement for the appointed Principal Contractor to engage and incorporate within their D&B package of works, procurement of specialist equipment for Vehicle Servicing, Weighbridges and notably the MRF facility, conveyor / sorting and baling equipment, required for successful operation of the scheme. This will include the phased relocation of existing equipment, ie fuel storage, weighbridge and vehicle servicing equipment from existing depots, to be decommissioned, transported to and re-commissioned at the new site

1.3 Introduction

B&NES council are seeking expressions of interest from principal contractors who wish to be shortlisted for tendering for the new Waste Transfer and Recycling Facility project at the Pixash Lane Site, Pixash Lane, Keynsham, BS31 1TP.

The Client: Bath and North East Somerset Council
B&NES Waste and Environmental Services (W&ES).

The Client's outline scope of works is documented in the Appendices Stage 3 planning submission level.

The works will need to be undertaken in two stages for sectional completions.

The expected budget for the project is in the region of £28m

Current status of the Design:
The Client's consultant team have developed the design to RIBA Stage 3 and are now progressing with the detailed design and preparation of the tender documents to RIBA Stage 4 which will be based on drawings and detailed specifications.

Design Responsibility:
The Employer is seeking to appoint a design and building principal contractor to construct the works designed by the Employer's design consultant team. In terms of CDM Regulations 2015 the Principal Contractor will also be the Principal Designer. The contractor will take on all design responsibilities from appointment and throughout the construction phase of works.

This Supplier Selection Questionnaire is being issued to ascertain levels of interest in the project and to obtain a shortlist to ultimately progress to tender. Returned questionnaires will be evaluated against a scoring matrix to identify the **six most suitable applicants**. The firms identified will then be invited to submit a tender for the project. Throughout the selection process evaluations will consider quality as well as cost factors.

Any queries or questions should be raised via the portal using the 'messages' section. All queries or questions should be raised by the latest date of **12:00 Wednesday 31st March 2021**. Please do not telephone or send emails, as this may result in your bid being disqualified. We will respond to any queries or questions that have been raised, periodically.

Once you have completed this questionnaire please upload back through the portal to arrive no later than 12noon Tuesday 6th April 2021. Please do not send emails, hard copies or CDs, as this may result in your bid being disqualified.

The Project Delivery Team is committed to the principles of Best Value which are incorporated within the Council's "Visions and Values" statement and is continually seeking to improve its delivery of services to its customers.

2. Instructions for completing the questionnaire

It is important that all questions are fully answered.

Where necessary, and within the word or size limitations where specified, please include additional information on separate pages, clearly annotated to the relevant SSQ question.

Recipients should note that the questionnaire will be scored using the marks available for each sub-section as indicated in the questionnaire scoring matrix.
Recipients are advised within the SSQ whether failure to provide satisfactory responses to these questions may lead to the exclusion of the Potential Provider from further consideration.

Do not include promotional, marketing or general publicity material or additional information except where requested.

3. Tender Process

The chosen procurement path is selective competitive tendering where a supplier selection qualification and an invitation to tender processes (ITT) will take place. The project will include design and construction and shall be let on an NEC4 Engineering and Construction Contract, Option A - priced contract with activity schedule will be used.

4. Key dates

The procurement and construction timetable are estimated as follows:

- 06/04/2021 — Deadline for submission of SSQs
- 04/05/2021 — Invitation to tender issued *(ITT return date: noon 28.06.21)*
- 26/07/2021 — Contract award
- 31/08/2021 — Site set up and commencement of works
- 25/03/2022 — Phase 1: completion / handover of highways infrastructure of Worlds End Lane and new RRC and Vehicle Servicing / Office building with associated operation forecourt and access and public access.
- 28/01/2023 — Completion of Phase 2 and whole contract works.

5. Additional Information

The Authority expressly reserves the right to require a Potential Provider to provide additional information supplementing or clarifying any of the information provided in response to the requests set out in this SSQ. The Authority may seek independent financial and market advice to validate information declared, or to assist in the evaluation.

6. Freedom of Information

In accordance with the obligations and duties placed upon public authorities by the Freedom of Information Act 2000 (the 'FoIA'), all information submitted to the Authority may be disclosed in response to a request made pursuant to the FoIA.

In respect of any information submitted by a Potential Provider that it considers to be commercially sensitive the Potential Provider should:

1. clearly identify such information as commercially sensitive;
2. explain the potential implications of disclosure of such information; and
3. provide an estimate of the period of time during which the Potential Provider believes that such information will remain commercially sensitive.

Please submit responses to all sections of the SSQ.

Where a Potential Provider identifies information as commercially sensitive, the Authority will endeavour to maintain confidentiality. Potential Providers should note, however, that, even where information is identified as commercially sensitive, the Authority might be required to disclose such information in accordance with the Freedom of Information Act (FoIA). Accordingly, the Authority cannot guarantee that any information marked 'commercially sensitive' will not be disclosed.

7. Site Visit

Site visits will not be possible at SSQ stage. The Project Manager will arrange a site visit for those shortlisted to tender during the first week of the Invitation to Tender.

8. General Notes for Completion of SSQ

"Council" means Bath and North East Somerset Council, or anyone acting on behalf of Bath and North East Somerset Council, which is seeking to invite suitable suppliers to participate in this procurement process.

"You"/ "Your" or "Supplier" means the body completing these questions i.e. the legal entity seeking to be invited to the next stage of the procurement process and responsible for the information provided. The 'Supplier' is intended to cover any economic operator as defined by the Public Contract Regulations 2015 and could be a registered company; charitable organisation; Voluntary Community and Social Enterprise (VCSE); Special Purpose Vehicle; or other form of entity.

This Supplier Selection Questionnaire (SSQ) has been designed to assess the suitability of a Supplier to deliver the Council's contract requirement(s). If you are successful at this stage of the procurement process, you will be selected for the subsequent award stage of the process.

Please ensure that all questions are completed in full, and in the format requested. Failure to do so may result in your submission being disqualified. If the question does not apply, please state clearly 'N/A'.

Should you need to provide additional Appendices in response to the questions, these should be numbered clearly and listed as part of your declaration. A template for providing additional information is provided at the end of this document.