

# WELLESLEY PAVILION

## Specification for Tender to Provide Design Services and Contract Administration

### Project

Design of sports pavilion with nature centre and carpark at Wellesley recreation land off Bourley Road and Farnborough Road, Aldershot, Hampshire.

### Contract Conditions

The tenderer is to provide for the concept design of a new sports pavilion as noted below together with car parking and external lighting. The tender will provide for costs to achieve a planning permission/approval in stages as current RIBA Plan of work to stage 3. The tenderer shall also to provide for costs should the client require continuous engagement to achieve completion within stages 4 to 7.

The tenderer is to ensure that the project lead is a current member of The Royal Institute of Architects and has prior experience of the design of sports pavilions, and to remain within the project until completion of stage 7 unless otherwise agreed by Rushmoor Borough Council.

The project lead will be required to attend project team meetings within the Council's offices and allowance should be made for attending.

The Client is Rushmoor Borough Council, funding for the project is from a number of sources and collateral warranties will be required should the project proceed beyond receipt of planning approval.

Acceptance: No guarantee is offered that any tender will be recommended for acceptance or be accepted, or that reasons for non-acceptance will be given.

No liability is accepted for any cost incurred in the preparation of any tender.

The appointment under this tender will be as the conditions within the RIBA. Standard Professional Services Contract 2018: Architectural Services.

1. The tenderer will be required to participate in agreeing the project brief and provide a statement of requirements to meet completion of stage 3 and achieve a planning approval as required by The Town and Country Planning Acts.
2. The tenderer will allow for all costs to provide cost planning and regularly update cost plan utilising the services of a Chartered Quantity Surveyor.
3. The tenderer to contribute to the project team providing a realistic project programme.
4. The tenderer if accepted is to undertake the duties of a Principal Designer as required within the Construction (Design and Management) Regulations 2015.

Should the project and tenderers engagement extend beyond the receipt of Planning Approval and RIBA stage 3 and then to stage 7, if circumstances arise the Tenderer will be required to enter into a novation agreement as directed by the client.

The client will provide a topographical survey of the site area and its surroundings.

The tenderer will be required to maintain a minimum level of £250,000.00p professional indemnity insurance for each and every claim.

There is a requirement that documents shall be shared electronically and drawings to be sent in PDF format and also where requested by client to include a copy in CAD 2018.

The property and ownership of all drawings and designs will be vested in the Client.

The completed building will be required to obtain an EPC with a rating no less than B.

The final design to achieve a BREEAM rating of Good.

Dispute resolution to be Mediation, Adjudication and if required Arbitration.

Design will meet the requirement of Secure by Design.

### **Separate Tender Return to Include**

A current profile of the Architectural practice to include relevant projects undertaken.

A CV of persons within the Architectural Practice who will be assigned to the project to Include Lead Architect, and senior staff, also to provide a CV of the quantity surveyor who will be a direct appointment by the Architectural Practice.

The Attached tender form with space costs to be inserted is a separate attachment.

A preliminary programme setting out the timescales for each stage of the work as noted within the RIBA plan of work.

Provide any qualifying statements, or additional costs or input from other professionals not identified by Rushmoor Borough Council within the tender return form to complete RIBA stage 3 and then after to move forward to completion of RIBA stage 7.

### **The Design Brief**

On the 10th March 2014 hybrid outline planning permission (ref: 12/00958/OUT) was granted for the redevelopment of land at the Ministry of Defence's former Aldershot Garrison for up to 3,850 no. dwellings together with associated infrastructure, including a neighbourhood centre, employment provision, schools and a suite of Suitable Alternative Natural Greenspace (SANG). The development is known as Wellesley (Aldershot Urban Extension). The first phase of Wellesley is completed and occupied and further phases are under construction.

One of the infrastructure requirements of Wellesley is the provision of sports facilities and open space for new residents on land to the west of Farnborough Road (A325). The associated s106 legal agreement requires the transfer of Ministry of Defence land to Rushmoor Borough Council, and the delivery of a replacement sports pavilion together with parking, sports pitches and an area of informal recreational space.

The Council proposes to replace the existing pavilion with a larger multi-functional building, which would continue to provide football changing and storage facilities for local clubs together with a new nature centre and shared community space. A new carpark is also required comprising approximately 64 bays (subject to the Council's parking standards). The new carpark should incorporate/replace the existing SANG (Suitable Alternative Natural Greenspace) carpark, which currently provides 12 spaces.

The design of the pavilion should reflect the character and quality of the new development at Wellesley, which has been designed with reference to the existing military architecture of the Aldershot Garrison, but has not excluded compatible modern design. A good example of this can be found at the newly built The Cambridge Primary School, Wellesley.

The design and standards of the sports accommodation should follow Sport England design principles for layout, and sizes of internal facilities, to no less a size, standard and configuration as required by the Football Foundation.

The council will require at least 3 options as the concept design progresses, the building may be single storey or two storey, but must provide disabled access to the upper floor.

There is also a requirement to comply with Rushmoor Borough Council local planning requirements and guidance, which include car-parking standards.

This project will include the interests of a number of stakeholders, which include Rushmoor Borough Council, The Land Trust and Grainger plc.

It is intended that the budget for construction of the pavilion and carpark will be £1,500,000.00p and this does budget does not include the cost for provision of electricity, gas, telecoms or water services.

### **Wellesley Pavilion Requirements**

The new building should be designed to accommodate both a sports pavilion use and nature centre use, with the flexibility to externally access and lock the relevant parts of the building, whilst providing a flexible shared hall/community space.

#### **Sports Pavilion Configuration**

The following list of requirements is a guide and is not exhaustive:

- A four changing room FA specification layout with showers, toilets and locker room/s;
- Large community room with ability to divide into two classrooms for up to 15 people each;
- Internal store for tables/chairs/function equipment;
- Office;
- Boot room/cleaning facilities with access from outside the building;
- Football equipment store for kit/portable goals
- Male and female toilets for spectators/users accessed from outside as well as internally;
- Accessible WC;
- Kitchen with external hatch; and
- Veranda and patio area with outlook to the sports pitches.

#### **Nature Centre**

The nature centre is envisaged as an extension of the main pavilion building. The following list of requirements is a guide and is not exhaustive:

- Class room to accommodate 30 students with sink area;
- Staff kitchen;
- Office (three desks);
- Meeting room (six persons);
- Accessible WC;

- Standard WC;
- Internal store for tables and chairs, and further storage for educational equipment;
- Boot room with wet weather gear hanging facilities accessed directly from entrance; and
- Veranda\* and patio area located at the southern side/end of the building.

*\*This could be an extension of the sports veranda as it wraps around the end of the building. A dividing structure could be incorporated into the design so that it could be opened up to provide one large sheltered outdoor working space for the nature centre, when not in use by the football clubs.*

## Planning Constraints & Considerations

The following matters should be taken into account in determining the exact siting of the pavilion and car park:

- Ease of access for vehicles for servicing and for disabled and emergency access to the building;
- Location of utilities required to serve the building;
- Impact of the layout on the existing signposted access to the SANG (via existing car park to be reconfigured);
- Proximity and impact of the development on the SANG woodland & ecology; and
- Impact of the building and the carpark surfacing on existing trees and root protection areas.

The design of the pavilion and carpark should take into consideration the following:

- The appearance of the pavilion should make a positive contribution to the character of the area and reflect the character and quality of the new development at Wellesley;
- Security measures will need to be balanced against design and appearance;
- Access for service vehicles and disabled parking spaces should be located close to the pavilion building, together with sufficient turning space for vehicles;
- The car park surface should be permeable and designed to minimise visual impact on the existing area of green open space. The level of parking required should be reassessed once the size and use of the building is established, including provision for cycle parking;
- Any proposals for lighting will need to ensure there is no adverse impact on the adjoining woodland (SANG); and
- Storage for refuse and recycling bins should be designed into the scheme taking into account ease of access for collection.

The following constraints should be taken into account in deciding the exact position of the pavilion and extended car park:

- Ease of access for vehicles for servicing and for disabled and emergency access to the pavilion;
- Impact of the building and the car park surfacing on existing trees and root protection areas;
- Impact of the layout on the existing signposted access to the SANG;
- Proximity and impact of the development on the SANG woodland & ecology; and
- Utilities required to serve the building.

## Photographs



Existing pavilion building to be demolished.



View of site from Farnborough Road, store in distance to be removed to allow construction of Pavilion, adjacent to existing SANG car parking area.





Storage building to be demolished and site for new Pavilion



Adjacent open recreation land with The Royal Garrison Church of All Saints in background

## Existing layout plan

