

CWC19078 Specification for Provision of Fencing Services for Events

1. Introduction

- 1.1 Wolverhampton City Council (The Council), City Events Team, currently manage a range of different entertainment venues for indoor and outdoor events within the Wolverhampton boundary. In 2018, there were five outdoor and one indoor event that required fencing, these events are detailed within the pricing schedule.
- 1.2 Wolverhampton City Council is looking to appoint a contractor to provide fencing services which offers a competitive price and a reliable service. The following provides a description/specification of the duties to be undertaken by the successful service provider.

2. Scope

- 2.1 This contract is for the provision and installation of metal crowd control barrier (CCB) and anti-climb mesh (ACM) fencing.

3. Requirement

- 3.1 Crowd control, pedestrian barrier with fixed legs:
Height: 1.1m
Width: 2.3m one-piece frame
Weight: 14kg
Finish: Galvanised to BS EN 10244-2 standard / Painted with weather proof paint.
- 3.2 Anti-climb mesh (heras) fencing with blocks and couplers:
Height: 2m
Width: 3.5m
Weight: 13.8 kg
Finish: Galvanised to BS EN 10244-2 standard / Painted with weather proof paint.
- 3.3 Orders will be placed by email at least 4 weeks before any event is scheduled to take place. Where this is not possible, for example the Mayor's funeral was a last-minute event held by the Council where only 2 weeks' notice was given, the supplier should be able to provide the fencing required to ensure continuity of service. The contractor must provide the total cost by return email, based on the submitted Pricing Schedule within 5 working days of receiving the booking.
- 3.4 Delivery and collection of the required fencing must be made to the given site at the time specified in the purchase order and the supplier will be responsible for the unloading of all fencing with their own staff and equipment at no extra cost to the Council.

4. Process

- 4.1 This contract will be awarded for four years from date of issue. A list of all of the requirements for this service will be issued to the successful contractor as required throughout the contracted period.

5. Evaluation Criteria

Quality 25%

Q1) Please explain your delivery process in detail from time of order placement from the Council to ensure you will meet the Councils requirements in full. Please explain what contingency plans your organisation has in place to mitigate the risk of not being able to meet the Councils requirement when the order was placed by the Council four weeks in advance of the delivery requirement. As detailed in section 3.4 the Council aims to give four weeks' notice for any event, however this is sometimes not possible. Please provide details of how this could impact on the contract and how the supplier will ensure the continuity of service. (20%)

Q2) Please provide method statements and risk assessments for the supply and delivery of orders to site. Your response will include reference to your Health and Safety policy and procedures. Please note that equipment will not be available at Council sites to load and unload fencing, therefore the supplier must supply the relevant machinery and the staff to fulfil this requirement at no extra cost to the Council. (5%)

Price 75%