



APPENDIX 1 - SPECIFICATION FOR THE SUPPLY AND INSTALLATION OF OUTDOOR FITNESS EQUIPMENT IN POOLE PARK AND WHITECLIFF RECREATION GROUND

Environment & Community

DN514716

Author: Strategic Procurement
Version: v1.00
Date: 29 January 2021

Contents

1. Introduction and Background
2. Scope
3. General Requirements
4. Equipment Specification
5. Surfacing Specification
6. Payments
7. Contract Management

1. Introduction and Background

- 1.1. BCP Council acting as 'The Employer' is seeking an experienced supplier who can supply and install a range of new outdoor fitness equipment in open spaces within the Poole area.
- 1.2. The supplier will use the information and research provided by The Employer to supply a range of modern equipment that meets the standards, aims and detailed requirements set out within this tender.
- 1.3. Once on site, the successful supplier will work flexibly with The Employer to accommodate any adaptations, alterations or adjustments to the equipment, surfacing and/or exact layouts needed to ensure that the agreed requirements are delivered and to maximise the benefits for users of the equipment whilst at the same time being robust and easy to maintain.
- 1.4. The two open spaces in question are separated by a railway line, but are often used as one extensive open space:
 - 1.4.1. Poole Park, set in a Conservation area, is a Grade II listed Park and Garden and has had various phases of fitness equipment before. This contract seeks to refresh and replace that equipment, funded by a grant from the National Lottery Heritage Fund.
 - 1.4.2. Whitecliff Recreation ground is a large open space fronting on to Poole Harbour and is heavily used for a range of formal and informal recreation.
- 1.5. The various sites and locations for equipment are fully detailed in 'Appendix 3 – Drawings and Data (ZIP FILE)':
 - '3.1 - PPL L_PI_450 rev B - Location of Outdoor Fitness Equipment'
 - '3.2 - PPL_R_10 v5 - Fitness Equipment Location and Type'
 - '3.3 - Auto Cad Data PPL L_PI_450 rev B Location of Outdoor Fitness Equipment - Standard (ZIP FILE OF AUTO CAD FILES)'
- 1.6. Poole Park is owned and managed by BCP Council. It lies just to the north-east of Poole Town Centre and was created on land reclaimed from Poole Harbour. The Park covers an area of 43 hectares, over half of this is water - a sluice controlled saline lagoon and two freshwater lakes. The Park is an intact example of a typical Victorian Peoples Park, designed and provided for public health benefits at the start of the 20th century - a place for recreation and spiritual refreshment. Importantly, it still fulfils its original objective today.
- 1.7. Due to its coastal location both sites are exposed to strong coastal salt laden winds. Parts of the site lie below sea level and are prone to waterlogging. Proposals need to be suitably robust and consider comfort of the user in such an environment.

2. Scope

- 2.1. The contract is offered on the basis of a lump sum fixed fee of £50,000. The lump sum fee shall include all fees and disbursements of the supplier and appointed sub-contractors as well as all works for design, fabrication, construction and installation.

- 2.2. The Poole Park Life project concludes in August 2021 and this contract and the specified works therefore are required to be completed by the end of July 2021.
- 2.3. For project reporting and management, a project officer will be appointed and will be the lead point of contact for the supplier.

3. General Requirements

- 3.1. Suppliers shall use document '3.2 - PPL_R_10 v5 - Fitness Equipment Location and Type' to guide their tender returns in terms of the specific pieces of equipment they propose in each location.
- 3.2. BCP Council are seeking a well-balanced range of equipment across the various locations in Poole Park; the equipment shall provide a wide range of full-body exercises designed for adults of all ages and of varying abilities. The area at Copse Close is suggested to help people to prevent falls in the over-50 age group, following work undertaken with the local hospital to develop these ideas. Equipment shall benefit users' upper body, balance and core strength.
- 3.3. The Whitecliff recreation ground location should be a stand-alone location that can provide a range of benefits for park users, providing some calisthenics equipment alongside equipment that is easy to use and appeals to all ages.
- 3.4. All equipment shall be comfortable and safe to use. The layout of equipment shall respond to the local site context, such as views, shelter and adjacent paths and to be agreed in advance by The Employer.
- 3.5. All signage and instruction panels are to be approved in advance by The Employer shall consider use of QR codes linking to instruction videos on users' smart phones and clear graphics to explain the use of equipment, safety information and to give users confidence. All signs to be mounted on the equipment or adjacent sign posts (or on existing posts if present).
- 3.6. Suppliers shall provide returns in the following format as per requirements outlined in 'Tender Response – Part D – Quality Evaluation' (Quality Question E1) to include:
 - A1 colour design pages of proposed equipment for each location. Pdf format.
 - Technical specifications for each item of equipment in A4 format
- 3.7. BCP Council's requirements should be read in conjunction with the following documents to understand the equipment in situ and how this will be evolved through this contract to create higher quality and a greater range of equipment for the future:

'Appendix 3 – Drawings and Data (ZIP FILE)':

- '3.1 - PPL L_PI_450 rev B - Location of Outdoor Fitness Equipment'
- '3.2 - PPL_R_10 v5 - Fitness Equipment Location and Type'
- '3.3 - Auto Cad Data PPL L_PI_450 rev B Location of Outdoor Fitness Equipment - Standard (ZIP FILE OF AUTO CAD FILES)'

- 3.8. Sub-contractors undertaking works (be it design, construction, supply etc) are to be managed by the supplier to whom this contract is awarded. This supplier will assume the role of Principal Contractor and may also be Principal Designer. The Principal Contractor holds the contracts with sub-contractors and by the very nature of the sub-contracting relationship takes on the liability.
- 3.9. Costs shall include for all preliminary costs included within the contract and all design costs, fees, site visits, travel and other associated costs shall be included in the price schedule.

4. Equipment Specification

- 4.1. All equipment, layout and installation shall comply with DIN EN 16630:2015 Permanently Installed Outdoor Fitness Equipment - Safety Requirements And Test Methods. Any non-conformity to the standards must be highlighted to the Employer for consideration and approval.
- 4.2. Materials will need to be robust, resisting casual vandalism, but offer a high-quality finish that is attractive and sympathetic to the surroundings. They shall also be resistant to the effects of salt-water corrosion from being located in a marine environment. All equipment shall come with a supplier warranty of a minimum of 10 years.
- 4.3. Should any safety surfacing such as Wet Pour / Tiger Mulch or equivalent be used it shall be supplied and installed in compliance with BSEN1177
- 4.4. The installation of new play equipment is considered to be 'Permitted Development' so long as the installations are below 4m in height and therefore do not require a planning application to the Local Authority.
- 4.5. Contractor's site access and works compounds, welfare and storage areas are to be agreed in advance of works and reinstated to the Employer's approval. If reinstating grass areas the contractors shall rake clear and top dress with fresh 10mm screened soil, seeded and protective fencing installed on stakes.
- 4.6. The need for quick and easy access to spare parts is of prime importance in order to maintain the equipment in an ongoing safe condition. Companies must submit relevant information with regards to availability of spares and likely timescales to despatch parts.
- 4.7. The Contractor will provide a Project Manager as a single point of contact for the project.

- 4.8 Details of all sub-contractors shall be provided as part of the bidder's response to 'Tender Response – Part A – Selection Questionnaire' (as per instructions outlined under the heading 'Part B – Standard Selection Questionnaire - Potential Supplier Information and Exclusion Grounds: Part 1 and Part 2') and their work will therefore be agreed in advance.
- 4.9 All arisings should be incorporated into the design or taken off site.
- 4.10 Specially designed tamper proof fixings will be used throughout the construction of equipment or associated features. Attention is drawn to the General Safety Requirements section of BSEN1176 and in particular the sub-section on finishing, and whilst the fitness equipment does not have to meet these standards they should be used as a base point for the quality of materials.
- 4.11 The Contractor will be responsible for establishment of all seeded/turfed area for a period of 2 months after Practical Completion.
- 4.12 All reinstatement or damage caused by the contractor's works shall be repaired to The Employer's approval as soon as is practicable.
- 4.13 Equipment and Design. All maintenance instructions, guarantees and tools provided by manufacturers of equipment or furniture will be handed over to the Employer prior to Practical Completion.
- 4.14 All trees within or near to working areas or compounds shall be protected in accordance with British Standard BS5837:2012 Trees in Relation to Design, Demolition and Construction
- 4.15 There are no services information for the areas of fitness equipment installation and therefore it is the contractors' responsibility to check for buried services prior to any excavations or ground works.
- 4.16 Any timber shall be FSC or similar approved and agreed in advance for its use and suitability.
- 4.17 Graphic panels and instructional signage shall be UV resistant and guaranteed for a minimum of 10 years lifespan. All text and graphic content to be provided in high resolution digital format and agreed in advance with the Employer.

4.18 The Supplier will provide a final equipment list, layout drawings and technical information prior to final sign off and agreement.

4.19 The supplier will provide a contract programme at point of award of contract for client approval.

5 Surfacing Specification

5.8 The surfacing requirement in each location varies given that some have in situ equipment, others are new locations for equipment.

5.9 Location A is a new location and grass mat surfacing that meets BS EN 1177:2018 shall be used under all equipment and a minimum area of 2m in all directions from the edge of the equipment..

5.10 Location B has an existing carpet of artificial grass and this shall be left in situ.

5.11 Location C equipment is left in situ, the supplier shall rake out all vegetation from underneath the equipment and install fresh, well-compacted path gravel.

5.12 Locations D and E are currently laid to a compacted path gravel, now in poor condition. All areas shall be improved through removal of any vegetation growth and laying of new path gravel material that shall be well compacted and provide a cross fall to prevent puddling, or suppliers shall suggest alternative surfacing options to a higher standard. Grass mat panels shall be installed at all impact points, e.g. at the base of stepping posts or entry points to equipment to prevent scour. These shall be pegged and over-lain with path gravel and laid flush to surrounding levels and agreed by the Employer in advance.

5.13 Location F is a new location and grass mat surfacing that meets BS EN 1177:2018 shall be used under all equipment and a minimum area of 2m in all directions and linking to the nearest adjacent pathway.

6 Payments

6.8 The supplier will be required to submit electronic invoices and invoice the Council monthly in arrears.

6.9 An interim payment schedule will be agreed upon contract award and likely be based upon practical completion.

6.10 The fixed budget shall be the upper financial limit of the contract.

7 Contract Management

7.8 Inception meetings and monthly reporting meetings shall take place via video conference if a face-to-face meeting is not possible.

7.9 At least one site visit shall be allowed for prior to final sign off.