



Gosport Borough Council

Invitation to Quote for the Refurbishment of Gosport Park Play Area

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SECTION 1

1.0 INTRODUCTION

- 1.1 Gosport Borough Council wishes to refurbish Gosport Park Play Area
- 1.2 This document has been prepared to describe the core nature of the proposed development to be developed further by the Main Design and Build Contractor.
- 1.3 The Council therefore wishes to invite quotations from contractors with the appropriate skills, knowledge and experience to design and construct the proposed project as detailed.
- 1.4 It is envisaged that all of the works associated with refurbishing Gosport Park play area will be completed by 31st March 2020.

SECTION 2

2.0 GENERAL INSTRUCTIONS

- 2.1 These instructions relate to the design and build to refurbish the existing play area at Gosport Park play area – Park Road, Gosport (near to PO12 2HH) as shown on the map in appendix B.
- 2.2 The contracting authority is Gosport Borough Council, Town Hall, High Street, Gosport, Hants, PO12 1EB (hereinafter referred to as ‘the Council’).
- 2.3 The return date for quotations is Thursday January 30th 2020, the quotations are to be accompanied by a design plan, detailed list of new equipment to be installed, method statement and works specification.
- 2.4 Quotes may be submitted by hard copy addressed to Purchasing Town Hall, High Street, Gosport PO12 1EB or via the ProContract Southeast Business Portal the subject of the email is to be Gosport Park play area quotation.
- 2.5 All enquiries concerning this project should be addressed in writing via the ProContract Southeast Business Portal.
- 2.6 In accordance with the obligations placed upon public authorities and organisations by the Freedom of Information Act (FOIA), all information submitted to the Council may be disclosed by the Council in response to a request made pursuant to the FOIA. In respect of any information submitted by an Applicant which they consider to be commercially sensitive, Applicants should:
 - (a) Clearly identify such information as commercially sensitive and the consequences of disclosure; and
 - (b) Detail the envisaged timeframe during which such information will remain commercially sensitive.
- 2.7 A short business questionnaire (Appendix H) is attached for information regarding the level of insurance cover required for this project and basic business details that should be returned along with the quotation documents.
- 2.8 Quotations submitted to the Council must be kept open and valid for acceptance for at least 90 days after the closing date for the return of the quotation.

SECTION 3

3.0 EMPLOYERS REQUIREMENTS

3.1 Design Requirements

- 3.1.1 The Main Contractor is to carry out all necessary surveys to establish levels and ground conditions.
- 3.1.2 The Main Contractor is to make all necessary investigations as to the suitability of the existing drainage and is to allow in their Quote for any necessary improvement or clearance works.
- 3.1.3 All detailed design development work shall be carried out by the appointed Main Contractor using suitably qualified and experienced Designers. All design work shall be carried out so as to be in accordance with all current and relevant legislation, guidance, industry best practice.
- 3.1.4 Any Employer or Client layout changes or other additions/revisions that are necessary during the pre-construction of construction phase of the project will be instructed by the Employer in writing in accordance with the contract.
- 3.1.5 Any detail that the Employer can show that is not appropriate, fit for purpose or otherwise not in accordance with these Employers requirements shall be re-submitted prior to the start of the works, unless otherwise agreed, and shall not be considered as additional works or variations to the contract value.
- 3.1.6 The Main Contractor shall produce at least the following in their method statement and again prior to works commencing on site to include any amendments:
 - a. External Works/General Arrangement Plan;
 - b. Setting Out Plan;
 - c. Levels and Falls Plan; Equipment Specifications and Installation details;
 - d. Materials and Workmanship Specification Document;
 - e. Designers Risk Assessment;
 - f. Construction Phase Health and Safety Plan;
 - g. Safety Surface Specification and Installation details
- 3.1.7 The outline of the site is shown on the drawings included in Appendix B of this document.
- 3.1.8 Appendix D details the requirements for replacement of specific existing items and surfacing including a pricing matrix, this is a prioritised list.
- 3.1.9 The play equipment shall be sustainable and durable, of a design suited to purpose, it is intended that the play equipment will be required to have a lifespan of 15 years or more. The equipment shall also be of an up to date design that will continue production for several years following this construction project.
- 3.1.10 The play equipment, surfacing and overall scheme shall be designed in such a way that it enhances the character of the park and the area generally.

- 3.1.11 The play equipment shall be designed to require minimal maintenance through its lifetime other than the replacement of wearing parts and the requirement for repainting metal parts.
- 3.1.12 Parts to replace worn parts and spares generally shall be made available for repairs delivered within 1 week of order placement, construction diagrams and spares list shall be made available at contract award.
- 3.1.13 The play equipment shall deliver a wide range of play experiences in line with recommendations from Play England as detailed in the Design for Play Guide. <http://www.playengland.org.uk/resource/design-for-play/> with elements designed to be inclusive and that are DDA compliant.
- 3.1.14 The layout shall be submitted in plan, elevation and perspective or 3D views and emphasise spacing between items of equipment and other structural elements along with the fall spaces for each item of equipment.
- 3.1.15 The safety surfaces will be specified with relevant construction detail drawings and be compliant with BS EN 7188 and EN 1177.
- 3.1.16 The scheme shall include the replacement or addition of:
- 2 bay swing
 - Senior multiunit
 - Woodchip safety surface to be replaced with either rubber mulch or needlepunch surfacing.
 - Basket ball back boards and hoops
 - Re-marking the basketball court.
 - Thermoplastic hard surface play elements.
- 3.2 Planning
- 3.2.1 Planning Permission is not required, it is envisaged that these works will be carried out utilising the Council's permitted development rights.
- 3.3 Building Regulations
- 3.3.1 The Main Contractor shall be responsible for obtaining all Building Regulations approval which may be relevant to the project. Gosport Borough Council Building Control can be contacted via: www.buildingcontrolpartners.gov.uk
- 3.4 Method statement
- 3.4.1 The method statement shall cover the practical implementation for the construction of the play area and shall include the site set up, welfare facilities, traffic management and maintaining a safe and secure site. There are no public conveniences at Gosport Park.

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3.5 Site Set Up

- 3.5.1 The Contractor is to set up and establish a secure site compound to accommodate the works, minimising disruption/disturbance to the surrounding area, and to ensure the security of the site and plant and equipment from vandalism and theft.
- 3.5.2 Welfare facilities are to be provided in accordance with the guidance provided in Schedule 2 of the Construction (Design and Management) Regulations 2015.

3.6 Traffic Management

- 3.6.1 Access to Gosport Park can be gained from Park Road by suitable and safe means.
- 3.6.2 The Main Contractor must take into account the health and safety of the general public at all times and shall allow for employing traffic management measures to ensure the safe access and egress of vehicles from the site.

3.7 Site Supervision and Security

- 3.7.1 All contractors and persons working on site should be aware that recent projects of this nature have been subject to high levels anti-social behaviour and vandalism and therefore site safety and security plans must take account of these issues.
- 3.7.2 The Main Contractor shall make adequate provision for security throughout the works and to minimise risk to trespassers, should unauthorised access be gained to the working area.
- 3.7.3 Access to the working area is to be strictly controlled and maintained throughout the works.
- 3.7.4 All machinery is to be immobilised at the end of each working day and equipment stowed safely and securely within the site compound.

3.8 Health and Safety and CDM

- 3.8.1 Upon appointment the Main Contractor shall assume the duties of Principal Designer and Principal Contractor as laid out in the Construction (Design and Management) Regulations 2015.
- 3.8.2 It is not envisaged that this project will require notification to the Health and Safety Executive.
- 3.8.3 A ROSPA approved play area inspection is required upon completion on the works, any defects noted in the inspection are the responsibility of the main contractor to resolve prior to hand over to Gosport Borough Council for opening.

3.9 Reinstatement of Soft Landscape

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- 3.9.1 All soft landscape damaged in the course of the works either through construction processes or through accessing the site will be repaired as per the specification in Appendix E.

SECTION 4

4.0 QUOTATION EVALUATION

4.1 Quotes will be evaluated on the following criteria;

4.1.1 Price – 40%, meeting the design criteria and construction method statement 60%, however, award of the Contract will be subject to the provision of all required documentation and confirmation that the preferred contractor is a financially sound company of good standing.

4.1.2 Design and construction evaluation criteria

Employers Responsibilities		
3.1.9	Play equipment elements that are suitable for an age range of 2 years to 16 years.	12.5%
3.1.9	Play equipment elements that are DDA Compliant	12.5%
3.1.10	Sustainable, durable and contemporary	12.5%
3.1.12	Designed to require minimal maintenance	12.5%
3.1.13	Ease and speed of replacements and spares	12.5%
3.1.14	Range of play experiences	12.5%
3.1.16	Safety Surfaces	12.5%
3.4	Method statement	12.5%

SECTION 5

5.0 Quote Submission

5.1 Appendix G supplies a prioritised quotation grid to give a guide price for each element of the quote, it is intended that this price should include all associated costs for that element (eg.safe working area set up, compound, removal of existing item and surface as relevant for the new item to be installed). This should be returned via the Proactis portal as detailed in paragraph 2.5. with all relevant requested information.