



Southside, Hereford

Expression of Interest & Suitability Questionnaire

Client: Growing Local & Belmont Wanderers

July 2024



Southside, Hereford

Document: Expression of Interest & Suitability Questionnaire (SQ)

Issue – Rev 0, dated July 2024.

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This document was produced by Ward Williams for Growing Local and Belmont Wanderers FC.

Completed July 2024 by Ward Williams, Units 1 & 2, Twigworth Court, Tewkesbury Road, Gloucester, GL2 9PG

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1. Introduction

Ward Williams have been appointed as Employers Agent and Quantity Surveyor on behalf of Growing Local and Belmont Wanderers to procure and deliver the Southside Community Development in coordination with the consultant team, led by Arbor Architects.

The Southside is one of 15 successful projects in Hereford's Town Investment Plan, awarded £22.4 million from HM Government's Stronger Towns Fund.

The Southside will provide a vibrant, inspiring and inclusive sports, food and skills community destination for the people of South Wye and Hereford. It is a ground-breaking initiative to transform 35 acres of green space on the southern edge of the city into sport pitches and community gardens for the local community and schools, offering residents a place to connect, to relax, to participate in sport, to grow produce, eat healthy food and be inspired to learn and educate.

The project has been developed by the community, for the community. It has been brought to life by two local partners: Belmont Wanderers FC and Growing Local CIC. Both share a common goal to improve the future health, well-being, life-chances and employment skillset of the people of South Wye, an area of high economic deprivation. The heart of the project will be the creation of a community learning hub building – The Southside – which will accommodate all partners. The Southside will offer changing room and sports club house facilities, shared learning space and an affordable café, farm shop and cook school showcasing produce from the gardens.

Belmont Wanderers FC was established in 2011 and is the biggest football club in the south of the city. It has over 500 players, 28 teams and in excess of 700 members, coaches and volunteers. It plays on natural grass pitches without any proper spectator, player or coach facilities, only the use of metal lock-ups that are no longer fit for purpose, nor any proper car parking. Despite the lack of facilities the club has grown in membership an average of 152% a year over the last 7 years. The Southside Project includes the installation of a 3G full sized pitch (with a further grant of £750K from the Football Association), the provision of a club house, changing rooms, toilets, an indoor sports training facility and car parking.

Growing Local CIC was established in 2009 as a community organisation to inspire and educate communities to grow and eat better food. It has worked with over 60% of the county's primary schools, and numerous secondary, SEN and PRU schools and community groups. It has engaged with over 12,000 children, young people, families and adults with food growing, cooking and healthy eating. For 10 years it operated a successful local fruit and vegetable box scheme. The Southside Project will facilitate a new permanent base for the organisation from which to grow their educational offer and to grow produce on, and includes an educational garden, community market gardens, orchards, picnic areas, field to fork cook school, farm shop, café and indoor learning space.

The purpose of this Expression of Interest and Suitability Questionnaire is to produce a tender list of no more than four suitably qualified main contractors to progress to the next stage and to tender for the delivery of this project.

The information requested in this document is to be returned no later than 3pm on 2nd August 2024 to tommichaluk@wardwilliams.uk & davidmarks@wardwilliams.uk

1.1 Key Project Information:

Project Title	Southside, Hereford.
Project Description	<p>The Southside Building that will house the following: changing rooms, toilets, club bar area, multi-use shared training room, catering kitchen, café/farm shop, cook school room. External paved areas, parking and service connections.</p> <p>Site infrastructure; including parking, attenuation pond and works to the existing retained cabins.</p> <p>Provision of electrical supply and enabling works for the new 3G pitch (note the pitch installation is being undertaken under a separate contract).</p> <p>The extension of the site infrastructure and services to the Growing Local land. All other elements delivered directly by Growing Local.</p>
Proposed Start Date	Q2 2025.
Project Duration	TBC.
Proposed Form of Contract	<p>JCT Design and Build 2024.</p> <p>It is anticipated that the Architect, Engineer and other key consultants will be Novated to the appointed contractor.</p>
Estimated Project Value	£2.5m (ex VAT).
Client/s	<p>Growing Local (https://growinglocal.org.uk/)</p> <p>Belmont Wanderers FC (https://belmontwanderersfc.co.uk/)</p>
Architect & Lead Designer	<p>Matt Hayes - Arbor Architects matt@arborarchitects.co.uk</p>
Employer's Agent & Quantity Surveyor	<p>Tom Michaluk & David Marks - Ward Williams tommichaluk@wardwilliams.uk davidmarks@wardwilliams.uk</p>
Structural & Civil Engineer	<p>Andy Baylis - Jengo Design Andy@jengodesign.com</p>
Other	<p>Landscaping - Catrin Menzies, Plan Design Landscape Architects Ltd - catrin@plan-design.co.uk</p> <p>Mechanical & Electrical - Kevin Shelley & Helen Burghall. Qoda - kevin.shelley@qodaconsulting.com Helen.burghall@qodaconsulting.com</p>

1.2 Procurement Key Dates:

Issue Expression of Interest + SQ	19 th July 2024.
Return Expression of Interest + SQ	2 nd August 2024 (2 weeks).
Confirm Tender List	16 th August 2024.
Issue Tender Documents	6 th September 2024.
Tender Return	1 st November 2024 (8 weeks).

2. Applicant's Details

The applicant must complete this section in full.

Name of Organisation		
Company Registration Number		
Registered Address		
Date Business Commenced Trading		
Name and address of Parent Company (if applicable)		
Has this company ever traded or operated under another name	Yes	No

3. Assessment Criteria

If the applicant does not pass any of the suitability and financial questions, they will be excluded from the remainder of the evaluation process.

Any additional supporting information should be provided, where requested.

3.1 Suitability Questions

<p>Within the past five years, has the organisation or its directors or partner or any other person who has powers of representation, decision or control have been convicted of any of the following offences?</p> <ul style="list-style-type: none"> A. corruption within the meaning of section 1 (2) of the Public Bodies Corrupt Practices Act 1889 or section 1 of the Prevention of Corruption Act 1906. B. the common law offence of bribery. C. the offence of cheating the revenue. D. the offence of conspiracy to defraud. E. fraud or theft within the meaning of the Theft Act 1968, the Theft Act (Northern Ireland) 1969, the Theft Act 1978 or the Theft (Northern Ireland) Order 1978. F. fraudulent trading within the meaning of section 458 of the Companies Act 1985, article 451 of the Companies (Northern Ireland) Order 1986 or section 993 of the Companies Act 2006. G. fraudulent evasion within the meaning of section 170 of the Customs and Excise Management Act 1979 or section 72 of the Value Added Tax Act 1994. H. an offence in connection with taxation in the European Union within the meaning of section 71 of the Criminal Justice Act 1993. I. fraud within the meaning of sections 2, 3 or 4 of the Fraud Act 2006. 	<p>YES</p>	<p>NO</p>
<p>Has there been a conviction of money laundering within the meaning of sections 340 (11) and 415 of the Proceeds of Crime Act 2002?</p>	<p>YES</p>	<p>NO</p>
<p>Has it been established by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which your organisation is established (if outside the UK), that the Lead Organisation or any Relevant Organisation is in breach of obligations related to the payment of tax or social security contributions?</p>	<p>YES</p>	<p>NO</p>
<p>Has your organisation violated applicable obligations referred to in Regulation 56(2) of the Public Contracts Regulations 2015 in the fields of environmental, social or labour law established by EU law, national law, collective agreements or by the international environmental, social and labour law provisions listed in Annex X to the Public Contracts Directive as amended from time to time?</p>	<p>YES</p>	<p>NO</p>
<p>Is your organisation bankrupt or is the subject of insolvency or</p>		

winding-up proceedings, where your organisation's assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is in any analogous situation arising from a similar procedure under the laws and regulations of any State?	YES	NO
Has your organisation or any of its directors been convicted of an act of grave professional misconduct which renders its integrity questionable?	YES	NO
Has your organisation entered into agreements with other economic operators aimed at distorting competition?	YES	NO
Has your organisation negligently provided misleading information that may have a material influence on decisions concerning exclusion, selection or award?	YES	NO
If the organisation uses sub-contractors does it have a system in place for assessing their competence and the ongoing monitoring and review of their Health and Safety performance?	YES	NO
Has your organisation in the last three years, been prosecuted, or have any pending litigation against it, for contravention of the Health and Safety at Work Act 1974, or equivalent legislation?	YES	NO
Has your organisation in the last three years, been issued with any formal notices, or have any pending formal notices, by the Health and Safety Executive or similar body?	YES	NO
Has your organisation in the last three years, reported any injury, accidents or dangerous occurrences to the health and safety executive or similar body?	YES	NO
If answered YES to the above, please provide details:		

3.2 Financial Questions

<p>Please provide ONE of the following to demonstrate the financial ability to undertake this scheme:</p> <ul style="list-style-type: none"> A. A copy of the audited accounts for the most recent three (3) years. B. A statement of turnover, profit & loss account, current liabilities and assets and cash flow for the most recent year of trading for the organisation. C. A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position. 	YES	NO
<p>Turnover threshold – does the have an annual turnover of no less than £6,000,000?</p>	YES	NO
<p>Does the organization hold Employers Liability insurance with a minimum cover level of £10 million?</p>	YES	NO
<p>Does the organization hold Public Liability insurance with a minimum cover level of £10 million?</p>	YES	NO
<p>Does the organization hold Professional Indemnity insurance with a minimum cover level of £5 million on the basis of Any One Occurrence?</p> <p>Note – Aggregate cover may be considered.</p>	YES	NO
<p>Are there any other significant financial matters not referred to in your organisation’s accounts that may impact on your organisation in the near future, i.e. mergers, take-overs, rationalisation or contingent liability?</p>	YES	NO
<p>If answered YES to the above, please provide details:</p>		

3.3 Technical Ability and Relevant Experience

Please provide details of two comparable projects of similar scope and specification, completed within the past five (5) years.

Five (5) marks are available for each example, producing a total available score of ten (10) for this section.

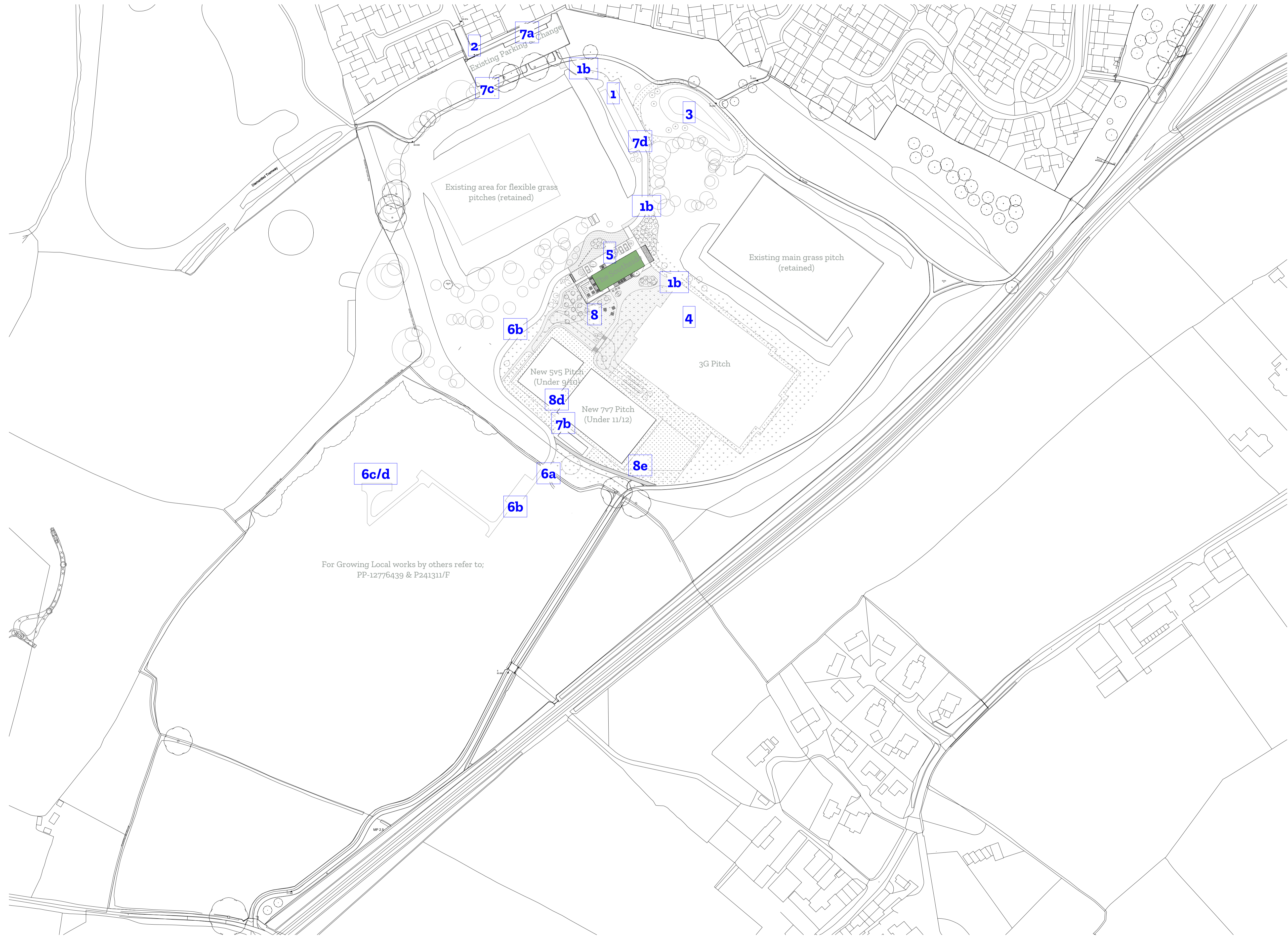
Marks will be awarded using the following criteria:

1. Example relevance to Southside (3 marks).
2. Projects fall within the correct value range (1 mark).
3. Project location is within 100 miles of the Southside development - Post Code HR2 7BF (1 mark).

Project One	
Project Name:	
Project Location:	
Commencement and Completion Dates:	
Project Value:	
Project Description (no more than 250 words)	

Project Two	
Project Name:	
Project Location:	
Commencement and Completion Dates:	
Project Value:	
Project Description (no more than 250 words)	

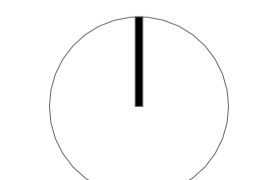
4. Appendix A – Site Tender Plan



Tender Description:

1. Proposed car park & access track
 - A. Car park base course (by others)
 - B. Access track base course (by others)
 - C. Finishing course and parking bays see 7.D
2. Electrical Connection (by others)
3. Drainage connections and attenuation pond (by others)
4. 3G pitch & associated works (by others)
5. "The Southside" Community Building & associated works
6. Growing Local Access & Utility
 - A. Create Opening into field through Hawthorn Hedge & Ecological mitigation
 - B. Vehicle track
 - C. Electrical connection
 - D. Potable water & fire hydrant connection
7. Final Infrastructure
 - A. Move existing changing facilities & Storage
 - B. Relocated and refurbished changing and storage
 - C. Regrade existing car park
 - D. Final grade proposed car park
8. Soft Landscaping - Refer to PLAN design drawings
 - A. Tree planting (by others)
 - B. Hard landscaping
 - C. Soft Landscaping
 - D. Relaying pitches (by others)
 - E. Cycle track

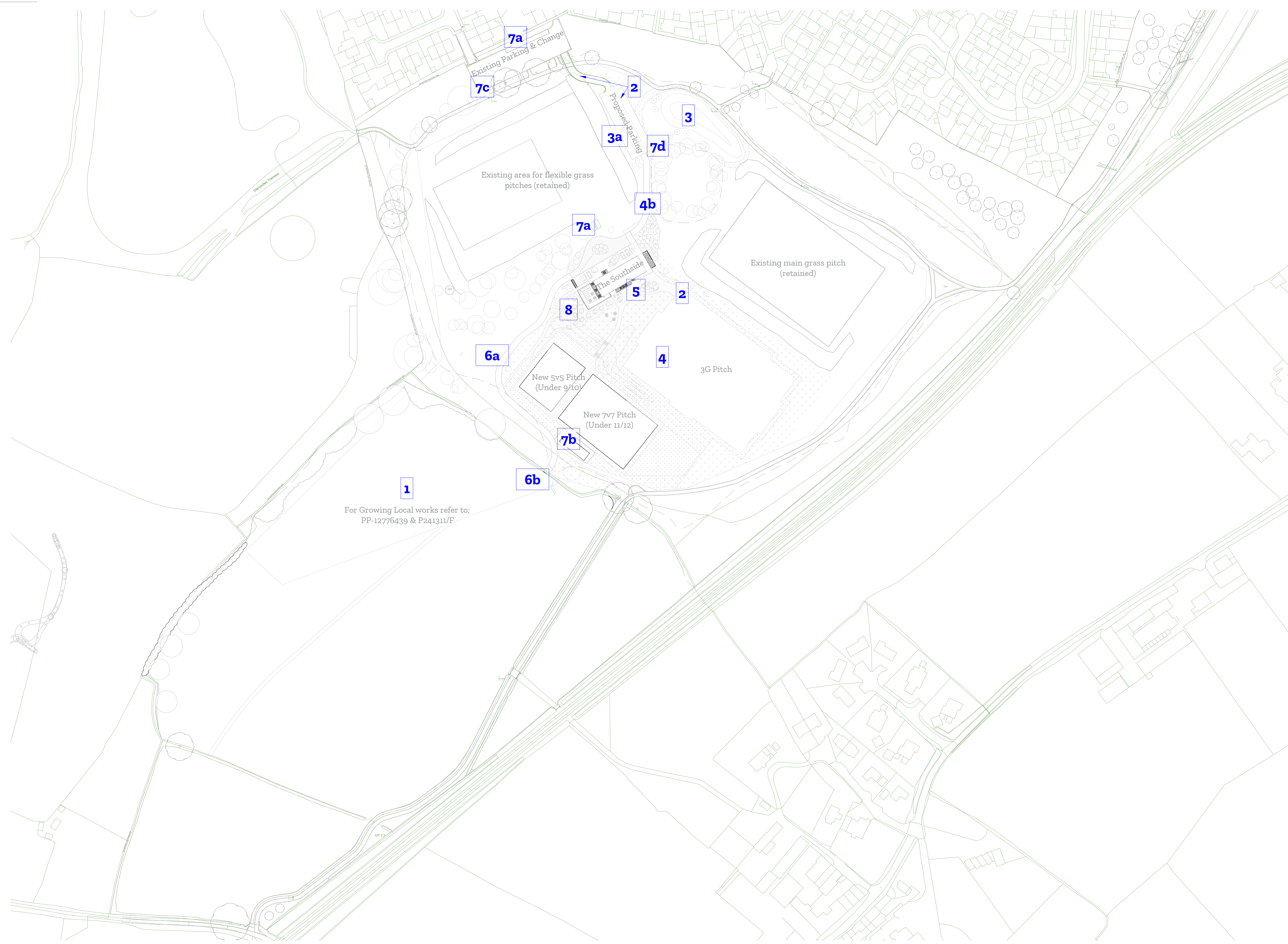
For Growing Local works by others refer to;
PP-12776439 & P241311/F



Notes
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Rev	Date	Description	Drawn	Checked

5. Appendix B – Site Phasing Plan



Phasing Plan:

1. Growing Local Agricultural Works:
 - A. Compost toilets,
 - B. Temporary container
 - C. Learning garden planting
 - D. Rabbit Fencing for agricultural protection
 - E. Polytunnels
 - F. Agricultural access track
2. Initial site infrastructure
 - A. Utility connections
 - B. Drainage, Electricity & lighting to 3G pitch
3. Drainage connections and attenuation pond
4. 3G pitch & associated works
 - A. Base & drainage for proposed car park as 3G contractors compound
 - B. Haul road
 - C. Earthworks
 - D. 3G pitch
 - E. Fencing
 - F. Lighting
5. 'The Southside' Community Building & associated works
6. Growing Local Access
 - A. Access track and utilities to Growing Local entrance
 - B. Create Opening into field through Hawthorn Hedge & Ecological mitigation
 - C. Packing shed
7. Final Infrastructure
 - A. Existing changing facilities & Storage
 - B. Relocated and refurbished changing and storage
 - C. Regrade existing car park
 - D. Final grade proposed car park
8. Soft Landscaping

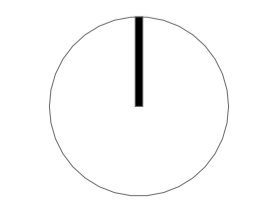
1
For Growing Local works refer to:
PP-12776439 & P241311/E



Project 1043	Drawing Site Phasing Plan	Scale 1 : 1250 at A3	Date 23/Apr/24	Status For Planning
Project No. The Southside	Drawing No. PL030	Rev.	Drawn MG	Checked MH

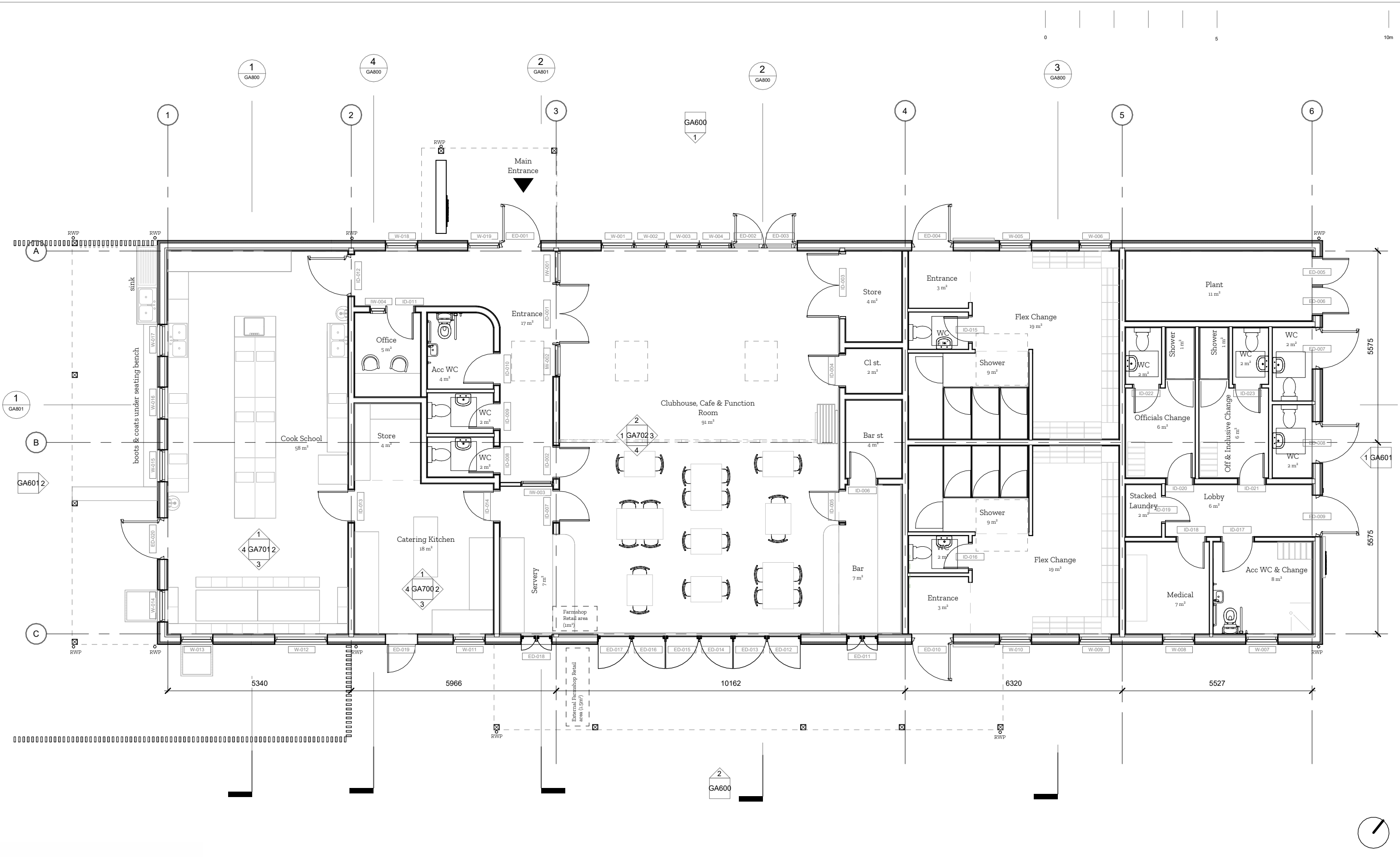


Notes



Rev	Date	Description	Drawn	Checked

6. Appendix C – Ground Floor Plan



Project
1043

Project No.
The Southside

Drawing
Ground Floor Plan

Drawing No. **GA100**
Rev.

Scale
1 : 100 at A3

Drawn
MG

Date
07/Nov/23

Checked
MH

Status
FOR COMMENT

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Rev	Date	Description	DRW	CHK



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