Invitation to quote to commission and decommission the irrigation - Gosport

Gosport Borough Council invite quotations to supply materials and undertake maintenance of the irrigation systems at 5 bowling greens, to include commissioning in March 2022 and decommissioning in early November 2022.

GENERAL CONSIDERATIONS

Please take the physical constraints of the works locations into account when submitting their quotation and be aware that the works are mostly to be conducted on the highway. Therefore the contractor must scan the site for services prior to commencing works.

Materials

All materials are to be supplied by the contractor and should conform to relevant BS: EN standards or equivalent.

The contractor shall be responsible for supplying all materials.

The contractor will specify the materials to be used within their returned quotation. The specified materials will be installed as specified by the manufacturer or industry good practice to produce the required outcomes.

Site Safety

Ensure all Health and Safety requirements are in place including Chapter 8 signing & guarding of street works.

The Government regulations and guidance on COVID-19 are to be adhered to – Details for specific work sites / locations can be found on the Governments website at <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>

All operatives must be provided with and use / wear appropriate Personal Protective Equipment (PPE) All PPE shall be to relevant British Standard or equivalent. All operatives shall wear safety footwear and Hi-Visibility waistcoat or jacket of the appropriate class at all times for the duration of working on site.

Documents

The contractor shall provide evidence of Public Liability Insurance with minimum cover of £10 million along with £5 million employers liability insurance, please also provide industry accreditation for these works along with a valid waste carriers licence with details for the disposal of the waste generated by these works or a valid trade waste agreement.

Please note failure to provide valid insurance, waste carriers licence and information regarding any waste disposal associated with these works will eliminate the quotation from consideration.

Please include a generic risk assessment for the works specified below.

Questions and clarifications

All questions and clarifications must be made via the messaging application on the South East Business Portal (SEBP), also known as Proactis.

DETAIL OF REQUIRED WORKS

All sites commissioning schedule

Storage reservoir

* Check condition of reservoir and roof
* Check ball valve is in good working order

Water Supply

* Check there is sufficient supply reaching the reservoir
* Check there is good access to isolating valves and that these are functional

Pumps

* Clean filters and check suction
* Check starter motors, seals and primers
* Check that float switches and pressure are functioning correctly
* Check pressure release valves are functioning correctly, adjust if necessary
* Check Operation of any pressure tanks and reset if required.
* Check Pump Pressure against closed valve and ensure all pressure gauges are working correctly.

Mains Pipework

* Refit all manual control plugs to solenoid valves and close all manual hose points.
* Fill main pipeline expelling all airs and flush out through the furthest points.
* Pressure test mains at full pressure, checking for major leaks.

Solenoid Valves

* Manually operate all solenoid valves.
* Pressurise greens pipework to check for any pipe problems.
* Check Sprinklers for damage.
* Manually check the operation of all sprinklers for rotation, throw, height and retraction.

Controller

* Check the electrical supply to the controller.
* Check the condition of the automatic control unit to ensure that the controller is working correctly and reprogram where applicable.
* Check there is sufficient voltage output to the solenoid valves and test all valves and sprinklers automatically.

Repairs

* Carry out any required minor repairs that can be included in the commissioning works within time allowed for opening up the system as and when repairs arise where the accumulation of such works do not exceed the value of £200.
* Any repair works outstanding on completion of the commissioning will be detailed in the itemised commissioning report along with estimate of costs.

\*Note the itemised reports must be typed and submitted electronically to streetscene@gosport.gov.uk .

Report

* Prepare and submit an itemised report for each site on the condition of all the system components involved in the commissioning works above outlining any immediate or longer term works required to avoid system breakdown or failure.

\*Note the itemised reports must be typed and submitted electronically to streetscene@gosport.gov.uk .

System Training

* Provide brief training on system operation if required.

All sites decommissioning schedule

Storage reservoir and water supply

* Lower level of water in the storage tank reservoir to allow ball valve to float and hang freely.
* Isolate submersible pump from power supply, if applicable.

Pump House

* Isolate mains water supply from reservoir.
* Check operation of any thermostatic heaters.
* Drain down all interior and exterior mains pipework.
* Ensure that all drain down points are operational.
* Isolate main pipe units from power supply.
* Drain down pump suction pipework.
* Drain down delivery pipework from pump.
* Drain down pressure relief pipework.
* Drain down pressure tanks where applicable.
* Open non-return valves and other main line fittings.

Mains

* Drain down mains pipework through drain points or manual hose points
* Drain down stream crossing where applicable.

Valves

* Remove all manual control plugs from solenoid valves.
* Open all manual hose points.

Control System

* De-programme controller but leave on mains power.
* Remove field wire fuses to help protect against any electrical storms.
* Remote field wires from controllers where applicable to guard against electrical storms.

Repairs

* Carry out any required minor repairs that can be included in the decommissioning works within time allowed for opening up the system as and when repairs arise where the accumulation of such works such works do not exceed the value of £200.
* Any repair works outstanding on completion of the decommissioning will be detailed in the itemised decommissioning report along with estimate of costs.

\*Note the itemised reports must be typed and submitted electronically to streetscene@gosport.gov.uk .

Report

* Prepare and submit an itemised report for each site on the condition of all the system components involved in the decommissioning works above outlining any immediate or longer term works required to avoid system breakdown or failure.

\*Note the itemised reports must be typed and submitted electronically to streetscene@gosport.gov.uk .

Site addresses

|  |  |
| --- | --- |
| Site Name | Address |
| Alverstoke Bowling Club | Gosport ParkPark Road GosportNr. PO12 2HQ |
| Bridgemary Bowling Club | Bridgemary Park,Bridgemary Avenue, Gosport PO13 0YJ |
| Forton Bowling Club | Forton RoadGosportHampshirePO12 3HB |
| Gosport Bowling Club | Anglesey GardensAnglesey RoadAlverstokeGosportPO12 2EG |
| Rowner Bowling Club | Rowner LaneGosportHampshirePO13 9UR |

Completion

* Completion may only be achieved when the site is clean, tidy, safe and ready for use by the public and each report is submitted.

QUOTATION PROCESS

Please return quotes through the SEBP/Proactis, and **please break the quote down to show the cost of materials, vehicles and equipment and labour,** this must be your full and final price.

**Please quote for commissioning and decommissioning separately** so that payment can be made on each element as completed, the works to commission and decommission will be awarded as one lot to a single supplier.

Quotes are to be returned by 16th December 2021.

Evaluation

These works will be awarded on best value price, provided the quotation closely matches the materials and works cover all of the required works detailed above and the documents requested are supplied.

Documentation checklist below.

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| **Document** |
| Public Liability Insurance Certificate |
| Employers Liability Insurance Certificate |
| Waste Carriers Licence |
| Waste disposal agreement (if applicable) |
| Industry accreditation |