



# APPENDIX 1 - SPECIFICATION FOR SUPPLY AND INSTALL SOFT PLAY EQUIPMENT AT KINGS PARK

## Commercial Operations

**DN 720203**

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## 1. Summary Requirement

- 1.1. Bournemouth, Christchurch & Poole Council (BCP Council) are repurposing the former Bournemouth Indoor Bowls Centre into a multi-use sports hall that will include a soft play area. The centre is situated within Kings Park, Boscombe near Bournemouth town centre.
- 1.2. BCP Council require the services of a supplier to provide the supply and installation of new soft play equipment at Kings Park.
- 1.3. The Kings Park Leisure & Learning Centre is a community hub, and will be a destination for families to socialise, get active and have fun.
- 1.4. The design for the new soft play structure should complement and consider the current café and bar area on site.
  - 1.4.1. The overall size is 11.9 m x 26.1m (see details in Appendix 2 – 'King's Park - Proposed Floor Plans\_For Soft Play')
  - 1.4.2. Preparation work to the floor for the structure will be completed prior to the installation.
- 1.5. BCP Council would like the space to be utilised and maximised in a creative way.
- 1.6. The structure should be distinctive and contemporary but must also include some conventional features such as, slides, swings, ball pits, trampolines, areas for role play and climbing walls.
- 1.7. Bidders should provide up to two, three-dimensional concept design visuals of a new, exciting soft play structure. Kings Park is one of the largest parks in Bournemouth and it is also home to AFC Bournemouth's Vitality Stadium. The design theme should consider the facility's location within a seaside town that offers popular beaches and is close by to the Jurassic Coast and the New Forest National Park. The concept must also showcase modern features, acknowledging the latest trends in soft play design. This may include but is not limited to, augmented reality and interactive digital play features, sensory rich features, immersive surroundings and impact absorbing play surfaces.
- 1.8. The soft play structure should be at least three stories high and should provide opportunities for inclusive play and learning where possible, whilst also containing dedicated areas for children aged 0 – 4 years and 5 - 12 years.
- 1.9. The design should be visually engaging and must be unique to competitors within a five mile or greater radius of the area. The design must include one or more unique features that will be exclusive to the Kings Park soft play facility.
- 1.10. The soft play area must also include a multi-use games area to provide a space where children can engage in a range of sporting activities. The area should provide an entertaining environment whilst also facilitating children to learn fundamental skills such as catching, throwing, kicking, ball manipulation and running.
- 1.11. The colour scheme of the soft play structure should be attractive and contemporary with limited emphasis on the traditional, bold soft play colour schemes.

## 2. Scope

- 2.1. The planned contract is 12 weeks to design and install a soft play at Kings Park.
- 2.2. The structure and equipment must be durable and easy to maintain with staff training provided on how to clean and maintain the structure daily.
- 2.3. Aesthetics of the structure should complement the leisure centre and surrounding environment.

## 3. Requirements

- 3.1. Must comply with the relevant safety standards and regulations for the UK. Must supply evidence of appropriate testing and provide certification to comply with all required regulations.
- 3.2. The supplier must provide warranties to cover any defects in materials and workmanship, from date of installation the standard / minimum warranty is two years, with the option to extend.
- 3.3. The equipment must be durable and easy to maintain, and sustainable recycled materials should be used where possible.
- 3.4. All signage must be supplied and integrated within the design including safety, rules of and directional signs.
- 3.5. Considerations must be given to space optimisation and the layout of the structure, further ensuring those with disabilities can use the facility.
- 3.6. The supplier will have the opportunity to visit the site to understand the location and space allocated for the soft play area. Site Visits may be arranged via the contact details below:  
  
Jude Martin  
Telephone: 07814 423824  
Email: [jude.martin@bcpcouncil.gov.uk](mailto:jude.martin@bcpcouncil.gov.uk)
- 3.7. The budget for the installation for Kings Park is restricted to £110,000. The successful design will be formalised, and further discussions will occur before the final design is agreed.

## 4. Pricing and Payment

- 4.1. Pricing will be in accordance with the pricing schedule.
- 4.2. Payment mechanism will be managed in accordance with the contract terms and conditions.
- 4.3. For the avoidance of doubt, payment in advance is disallowed.

## 5. Standards

- 5.1. The supplier will, prior to the commencement of work, provide all documents, data and submissions required by statutory authority, the Construction, design and management (CDM) Regulations 2015, the Health and Safety at Work Regulations, and in accordance with the Contractors Safety and Quality Procedures. The soft play construction must meet with all regulatory quality standards and health and safety regulations for the United Kingdom. Certification of achievement of these standards must be provided on completion of the installation.
- 5.2. Snagging timescale inspection of all equipment shall take place before signing off as installed and complete. The supplier must certify the equipment meets with UK Health and Safety standards.
- 5.3. All materials must meet with quality assurance and should ensure the safety of users.

## 6. Delivery

- 6.1. The supplier must meet the project timeline expectation for the supply and installation, and the training and testing at the outset of the contract. It is expected that the design, supply and installation is to be completed by 1<sup>st</sup> December 2024.
- 6.2. Access to the site must be planned in advance. The business opening hours are from 08:30 to 22:00 Monday to Friday. 09:30 – 14:30 at Weekends.

## 7. Account / Contract Management

- 7.1. The successful supplier will be required to provide a single, allocated Site Manager who will:
  - 7.1.1. Be onsite during the duration of the installation.
  - 7.1.2. Provide the Council with an early warning of any situation, actual or forecast, that could impact the Supplier's ability to supply compliant product including but not limited to:
    - 7.1.2.1. New or emerging compliance standards.
    - 7.1.2.2. Supply chain instability including manufacture and distribution networks.
    - 7.1.2.3. Price instability.
    - 7.1.2.4. Cumulative non-purchase order sales value last month (whole Council)
    - 7.1.2.5. Analysis of variance between sales with PO and sales without PO last month (whole Council)
    - 7.1.2.6. Volume and value of invoices last month (whole Council)
    - 7.1.2.7. Volume and value of credits last month (whole Council)
    - 7.1.2.8. Volume and value of overdue invoices last month (whole Council)
    - 7.1.2.9. Sales value splits by product category last month (whole Council)
    - 7.1.2.10. Volumes of key products last month (whole Council)
  - 7.1.3. Provide Purchase Order reports showing:
    - 7.1.3.1. Order Date
    - 7.1.3.2. Order Number
    - 7.1.3.3. Order Value
    - 7.1.3.4. Product items and quantities

- 7.1.3.5. Name of buyer
- 7.1.3.6. Delivery address

## **8. Training**

- 8.1. The supplier will offer comprehensive training sessions for leisure centre staff regarding the equipment in terms of cleaning, operation and maintenance.

## **9. Termination**

- 9.1. Prior to expiry of the contract the supplier will provide
  - 9.1.1. Details of warranties
  - 9.1.2. Schedule of maintenance for the structure and equipment