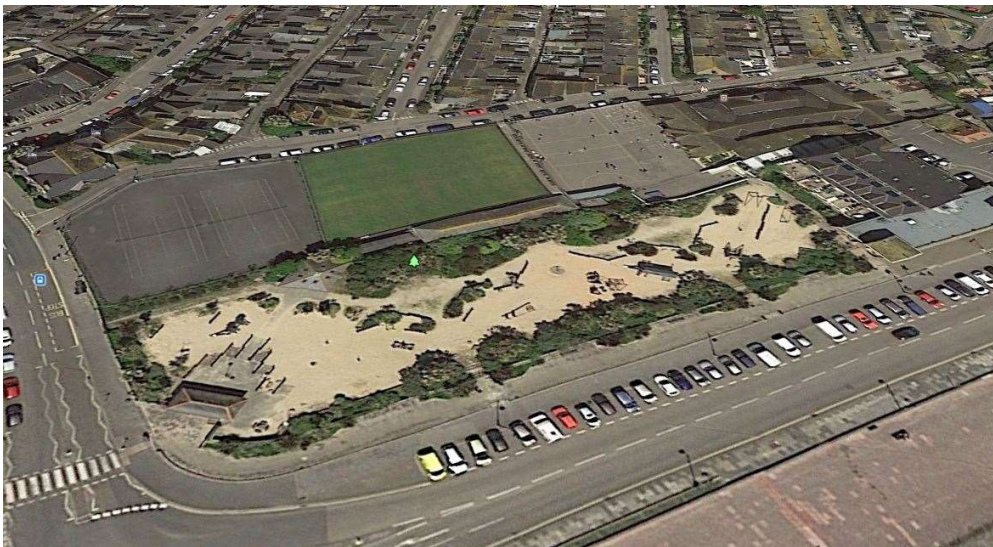


**Specification for:**

**Penzance Town Council**



**Document Title:**

**Refurbishment of Alexandra Tennis Courts and  
Play Park, Penzance.**

**Specification Job Number: 2622**

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**Revision Data**

Revision	Date	Author	Details	Approved
First Issue	24/02/2021	DRW	Issued for Tender	<i>GPJ</i>
A	25/02/2021	DRW	Scheme Details revised	<i>GPJ</i>
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## **Part 1: PRELIMINARIES AND CONDITIONS OF CONTRACT**

### **1.0 Names of Parties**

#### **Employer**

Penzance Town Council  
Penlee Centre, Penlee Park, Penzance, Cornwall TR18 4HE

#### **Engineer**

GPJ Consulting Engineers Ltd  
4-5 The Setons  
Tolvaddon Energy Park  
Camborne  
Cornwall  
TR14 0HX

#### **Contractor**

Shall mean the individual or firm or company undertaking the works and shall include the legal or personal representatives of such persons comprising such firm or company and the permitted assignees of such individual or firm or company.

### **2.0 Location of Site**

The site is situated in the Town of Penzance

### **3.0 Description of Works**

This project is designed to refurbish the tennis courts and children's play park in Alexandra Road, Penzance.

The scheme will provide the following improvements:

#### **Tennis Courts**

- Refurbished playing Surface
- New Court Markings
- New Perimeter Fencing and Access Gates
- New Players Benches
- Remedial works to Perimeter walls

#### **Children's Play Park**

- New Picnic Area
- New Feature Play Equipment
- Tidying of Flower / Planting Beds
- Refurbishment of Timber edging / dwarf walls
- Replacement of existing timber benches
- Repairs to Metal Perimeter Fencing

- Repairs to Existing Shelter
- Repairs to External Walls

Provide Operating and Maintenance manuals, including all new equipment operating and maintenance instructions, and contact details for 12 month warranty period.

#### **4.0 Drawings**

For drawings list, please refer to Part 4 Tender Drawing Schedule

The works shall be carried out in accordance with the directions and to the reasonable satisfaction of the Employer, in accordance with the drawings, specification and any such further drawings as may from time to time be given by the Employer.

#### **5.0 Ownership of Drawings**

All drawings, computer disks and electronic files, photo prints and writings (except letters) to be considered by all parties to be the sole property of the Employer and they are to be returned to the Employer on completion of the works.

#### **6.0 Access to Site**

Access to the site will be agreed during the pre-contract meeting.

Any damage caused to the premises and surrounding area as a result of carrying out the works is to be rectified on completion of the works.

#### **7.0 Site Visit**

**ALL TENDERING CONTRACTORS MUST VISIT SITE: THIS IS A PRECONDITION TO CONTRACTOR SELECTION.**

Arrangements for visiting the site must be made by contacting:

GPJ Consulting Engineers – 01209 612030

**A site open day will be made available during the tender period. This date will be noted within the tender pack.**

The Contractor shall visit the site and make himself fully acquainted by his own independent observations and enquiries as to the nature, extent and practicability of the works, means of access, storage of materials, the positions relative thereto of buildings, structures and any underground services and all other similar points which can in any way affect the price.

Any monetary or other claim made against or by the Contractor on the grounds of want of knowledge or of any or all of the aforesaid matters or things, will not be entertained by the Employer.

## **8.0 Articles of Value and Matters of Archaeological Interest**

All articles of value, curiosities, coins, relics etc that may be found in excavating or alterations are to be the property of the Employer.

## **9.0 Contract Period**

Contract start: End June 2021

Contract completion: September 2021 (TBC)

Contract period: 3 months (TBC)

A sequence of works and work programme shall be jointly agreed by the Employer and contractor.

The completion date shall be mutually agreed between the Employer and Contractor at appointment. The Contractor shall note that this area of the Promenade will be used for hosting the Tour of Britain cycle event in early September (2<sup>nd</sup> to 6<sup>th</sup>). As such the works shall be sequenced to ensure that no works are carried out and that ideally the tennis courts are completed in time for the event.

Complete shall mean fully installed, tested, commissioned and set to work to the satisfaction of the Engineer (i.e. period to include witnessing).

## **10.0 Form of Contract**

The standard JCT Form of Agreement for Minor Building Works 2016.

## **11.0 Contract Documents**

The Contract Documents are the Tender, Articles of Agreement, Conditions of Contract and Specification, schedules & drawings, all of which the Contractor should read and examine and shall be deemed to have read and examined before submitting his Tender.

## **12.0 Articles of Agreement**

Allow for the whole of the obligations, liabilities and services described in the JCT Agreement for Minor Building Works 2016 including Amendments and with any subsequent amendments thereto as shall be required by the Employer. The recitals are as follows:

### **Contract Recitals**

JCT Minor Works Building Contract (MW)



- The contract: JCT Minor Building Works 2016
- Requirement: Allow for the obligations, liabilities and services described therein against the headings following:

## **The Recitals**

### Second - Contract Documents

- Contract drawings: See Section 3 of this specification
- Contract documents: The following have not been prepared and will be issued upon appointment.

### Third - Priced Documents

- The references to Work Schedules will be deleted but a schedule of rates is required.

## **The Articles**

### 3 – Architect/Principal Designer

- Architect/Principal Designer: GPJ Consulting Engineers Ltd

### 4 and 5 – CDM Coordinator/Principal Contractor

- CDM Coordinator: TBA
- Principal Contractor: TBA

### 6 – Adjudication

- Amendments: n/a

## **Contract Particulars**

### Fourth Recital and Schedule 2 – Base Date

- Base Date: insert date in award of contract letter.

### Fourth Recital and clause 4.2 – Construction Industry Scheme (CIS)

- Employer at the Base Date is a 'contractor' for the purpose of the CIS.

### Fifth Recital – CDM Regulations

- The project is notifiable.

### Article 7 – Arbitration

- Article 7 and Schedule 1 will apply.

### Clause 1.1 – CDM Planning Period

- Shall mean the period of 2 weeks ending on the date of possession.

### Clause 2.2 – Commencement and Completion

- Part 1 see Clause 9

### Clause 2.8 – Liquidated Damages

- At the rate of: £500 per calendar week or pro-rata thereto.

### Clause 2.10 – Rectification Period

- Period: 12 months.

Clause 4.3 – Percentage of the Total Value of the Work etc

- Percentage: 95%

Clause 4.5 – Percentage of the Total Amount to be Paid to the Contractor

- Percentage: 97.5%.

Clause 4.8.1 – Supply of Documentation

- Period: 3 months.

Clause 4.11 and Schedule 2 – Contribution, Levy and Tax Changes

- Clause 4.11 and Schedule 2 will be deleted.

Clause 5.3.2 – Contractor's Insurance – Injury to Persons or Property

- Insurance cover (for any one occurrence or series of occurrences arising out of one event): Not less than £5,000,000.

Clauses 5.4A and 5.4B and 5.4C – Insurance of the Works etc – Alternative Provisions

- Clause 5.4A (Works insurance by Contractor in Joint Names) applies.

Clauses 5.4A.1 and 5.4B.1.2 – Percentage to Cover Professional Fees

- Addition: Nil.

Clause 7.2 – Adjudication

- The adjudicator is: President or a Vice President or Chairman or Vice Chairman of the Royal Institution of Chartered Surveyors.
- Nominator of Adjudicator: President or a Vice President or Chairman or Vice Chairman of the Royal Institution of Chartered Surveyors.

Schedule 1 paragraph 2.1 – Arbitration

- Appointer of Arbitrator (and of any replacement): President or a Vice President of the Royal Institution of Chartered Surveyors.

## **The Conditions**

Execution

- The contract: Will be executed as a deed.

Contract Guarantee Bond

- Contract Guarantee Bond: Not Required.

## **13.0 Imported Labour and Delays**

The Contractor is to acquaint himself with the conditions appertaining to the supply of local labour of all classes. The additional cost of importing labour in order to maintain progress is the responsibility of the Contractor.

The Contractor is held to be aware of unavoidable delays which may occur in obtaining delivery of materials and he is to make due allowance for any loss he may

sustain for reason of such delays and for any additional payments which may have to be made for materials in order to ensure delivery in time to allow the work to be completed by the stipulated date.

#### **14.0 Overtime**

No overtime shall be worked without the prior consent in writing by the Employer. Should such consent to any application be given, all consequential costs shall be borne by the Contractor.

#### **15.0 Supply Everything Necessary**

The Contractor shall allow here for all costs or expenses in connection with the following:

Maintaining temporary works, adapting, clearing away and making good shall be deemed to be included within the items

- 15.1 Plant Tools and vehicles
- 15.2 Scaffolding
- 15.3 Site Administration and Security
- 15.4 Transport of Work people
- 15.5 Protecting the works from inclement weather
- 15.6 Water for the works
- 15.7 Lighting and temporary power for the works
- 15.8 Temporary roads, hard standings, crossings and similar items.
- 15.9 Temporary accommodation for use of the Contractor
- 15.10 Temporary telephones for the use of the Contractor
- 15.11 Traffic regulations
- 15.12 Safety and welfare of workpeople
- 15.13 Disbursements arising from the employment of workpeople
- 15.14 Maintenance of public and private roads
- 15.15 Removing rubbish
- 15.16 Drying the works
- 15.17 Temporary fencing, hoardings, screens, fans, planked footways, guardrails, gantries, etc
- 15.18 Control of noise, pollution and all other statutory obligations.

#### **16.0 Drying the Works (where applicable)**

The Contractor is responsible for drying the works and is to allow for providing the equipment, fuel and attendance necessary in drying the works.

#### **17.0 Attendance (where applicable)**

The Contractor to attend upon, cut away for and make good after (except where otherwise specified) all trades mentioned in this Specification.

## **18.0 Provision and Responsibility for the Safety of Buildings etc**

Provide all necessary tarpaulins and other means of covering up for the protection of the works against inclement weather and make good all damage done.

The Contractor shall be responsible for the safety of the buildings (including plant, materials etc) until they are taken possession of by the Employer, and they shall stand at the risk and be in sole charge of the Contractor.

## **19.0 Welfare**

Comply with the safety and welfare measures required by enactment or regulation.

Comply with the Working Rules for the area as agreed by the Joint National Council for the Building Industry

Agree with employer to use sanitary accommodation in existence, as directed by employer, keep clean at all times, maintain on site, where directed, proper sanitary accommodation for use of workmen and keep in a thoroughly clean and sanitary condition for the duration of the Contract, and make good upon completion.

## **20.0 Safeguarding the Works**

Safeguard the works, materials and plant against damage and theft, including providing all necessary watching and lighting for the security of the works and the protection of the public.

## **21.0 Existing Services**

Check for the existence of services in the area of the work and locate and mark. The Contractor shall be responsible for damage to services occurring as a result of the work in the Contract, and any consequential damage arising therefrom, and bear all costs in connection therewith.

## **22.0 Maintaining Services**

Allow for protecting, upholding, temporarily diverting and maintaining all pipes, ducts, drains, sewers, service mains, overhead cables and the like, during the execution of the works.

## **23.0 Use of Site**

The Contractor shall not use the site for any purpose other than for carrying out this Contract, and he must obtain the approval of the Employer for the siting of all sheds, offices, temporary spoil heaps, storage of materials etc, necessary for the execution of the works.

The Contractor must allow here, or include in his rates for all costs, charges and expenses arising in connection with access to the site, delivery and storage of materials in the prevailing conditions as no claim on the ground of want of knowledge will subsequently be entertained.

The Contractor must allow for making good all areas where sheds, offices, temporary spoil heaps etc have been sited. These areas are to be made good to the standard pertaining at the commencement of the contract.

#### **24.0 Person in Charge**

The Contractor shall keep a competent person in charge on site. Where the Contract refers to “all reasonable times” these times shall be deemed to include all times when work is being engaged out by any person directly or indirectly engaged by the Contractor.

#### **25.0 Contractor’s Name Board and Advertising**

Name boards are prohibited by the Employer **(TBC)**

#### **26.0 Temporary Buildings**

Provide, erect and maintain all necessary buildings, sheds, first aid shelters, mess rooms, and stores and pay all rates and taxes in connection therewith.

#### **27.0 Stability**

Accept full responsibility for the stability and structural integrity of the works during the Contract, and support as necessary. Prevent overloading.

#### **28.0 Damage by Frost**

During severe frost and in wet weather, the whole of the works shall be effectively protected.

#### **29.0 Setting Out of the Works**

Allow for being responsible for carefully ascertaining or checking dimensions and heights and levels, as indicated on the drawings and for the accurate setting out of the works as shown on the drawings. Any inaccuracies will be the sole responsibility of the Contractor and he shall amend the work at his own cost.

#### **30.0 Covering Up**

Give not less than 2 working days’ notice to the Consultant before covering up the following:

- 1.0 Pipework with lagging or Boxing in
- 2.0 Completed Drains and Below Ground Services

#### **31.0 Notices and Fees (not applicable)**

Allow for giving notice to public and service authorities and for paying all fees and charges legally demandable (except for the supply of water as provided in Clause 15 of the Conditions of Contract), excluding fees for Building Regulations approval.

### **32.0 Interim Certificates**

The Contractor shall apply for Interim Certificates by submitting a Statement of Work executed including the value of materials on site and enclose therewith accounts or invoices in respect of Named Suppliers for work executed.

Receipts for amounts previously certified for Named Sub-Contractors and Suppliers are to be produced for examination as requested.

### **33.0 Daywork**

No work shall be allowed to be charged as Daywork unless ordered as such by the Employer in writing. The Employer, or his representative, is to be notified when the work is to be executed and the men employed thereon are not to be employed on other work during its progress. Daywork sheets shall be forwarded to the Employer not later than the week following the period in which the work is executed.

### **34.0 Cleaning**

Cart away all rubbish arising from the works from time to time and/or when directed. No accumulation of debris is to be allowed. No rubbish is to be burned on site.

Allow for twice cleaning of all equipment, floors and any part of the site affected by the installation of the works.

Allow for clearing all drainage free of construction debris.

### **35.0 Provisional Sums for Named Suppliers**

The Provisional Sums for Named Suppliers shall be deemed to **exclude** Contractor's profit and attendance, which should be added.

The Contractor should include for the un-loading and storing of sub contractors materials, returning empties, use of plant and scaffolding and to meet with any special conditions.

### **36.0 Sub Contractors**

For the purpose of this Contract, all Sub Contractors shall be deemed to be domestic Sub Contractors and the Contractor shall be responsible for their performance in respect of materials used, workmanship and programming to co-ordinate with the rest of the works.

### **37.0 Materials**

All goods and materials used or supplied and all workmanship shall comply with the relevant British Standard Code of Practice.

### **38.0 BSI Documents**

Where each year of issue and amendments are not stated, the published versions of BSI Documents current at the date of Tender will apply.

### **39.0 Sizes**

Unless otherwise stated, products are specified by their co-ordinating sizes.

### **40.0 Manufacturer and Reference**

Where used in this combination

40.1 "Manufacturer" means the firm under whose name the particular product is marketed.

40.2 "Reference" means the proprietary brand name and/or reference by which the particular product is identified.

### **41.0 Manufacturers Recommendations**

Means the manufacturers recommendations or instructions printed or in writing and current at the date of Tender.

### **42.0 Or Other Approved**

Means that products of different manufacture may be substituted if prior approval has been obtained. The rates of or prices will be held based on the product(s) specified.

### **43.0 Samples etc.**

Samples of materials, i.e. lagging finishes, valves, commissioning sets etc. are to be submitted (without charge) to the Employer for approval before use, if and when required. Such samples will be returned to the Contractor if desired carriage forward.

### **44.0 Defects Liability**

Allow for making good any defects, or other faults which may appear within the Defects Liability Period as described in the JCT Contract. The Contractor shall allow for maintaining the works in good repair during this period. Defects period 12 months as item 49.0 below.

### **45.0 Contingencies**

Allow a Provisional Sum for Contingencies as detailed on the Tender Form, this amount to be expended as will be directed in writing.

### **46.0 Standard of Workmanship and Materials**

In all respects, the Standard of Workmanship must comply with the Standard Specification and all current Codes of Practice in force at the time of tender.

#### **47.0 Health and Safety**

The contractor shall comply fully with all Health and Safety requirements under the draft of the Health and Safety legislation 1974, as part of the construction process.

#### **48.0 Schedule of Rates**

When requested and before a tender can be accepted, the Tenderer is to forward, to the Engineer, a priced and detailed Schedule of Rates, itemised and totalled to agree with the stated Tender Sum. Each service as set out in the Form of Tender shall be priced separately. The rates used in the schedule are to include labour, materials and on cost elements. Should any variations occur during the progress of the works, which cannot be priced from the Schedule of Rates, work is to be priced upon materials and labour basis. The Tendered is to confirm in his Schedule of Rates, his current labour rates and the percentage on-costs for labour and materials by completing the Daywork Rates Schedule.

#### **49.0 Defects Liability Period**

The defects liability period, including the guarantee for all plant and equipment supplied, is to be twelve months from the date of practical completion. During that period the Contractor is to be responsible for the remedying of any defects when called upon to do so. Should it become necessary for the Contractor to replace or renew a defective portion of the works under this clause, the twelve months liability period for that work is to run from the date of such a replacement or renewal.

#### **50.0 Construction (Design and Management) Regulations**

The Contractor is to co-operate with the Principal Designer in the preparation of all information required in connection with the Construction (Design and Management) Regulations 2015, as and when requested to do so, and to submit his responses for inclusion within the Construction Phase Plan for the whole project.

The successful Contractor shall be deemed to be the "Principal Contractor" under the CDM Regulations 2015.

#### **51.0 Requirement to Produce Fabrication/Installation Drawings**

The Contractor shall co-ordinate the Engineering Services as part of this Contract.

Agree principles with all parties concerned.

Provide all necessary details, drawings, schedules etc. to enable co-ordination drawings to be prepared by his own appointed CAD draughtsperson.

Ensure that the installation drawings make due allowance for all building elements, structure and other services.

Prior to submission the Contractor shall check and approve all drawings and schedules and other information provided by manufacturers, nominated suppliers or



specialist sub contractors to ensure that all the requirements of the contract documentation have been incorporated.

All documents submitted shall be provided with a certificate indicating that they have been checked by the Contractor.

Drawing information shall be provided in print form and memory stick in CAD format.

The Contractor shall provide schematic drawings, detailed drawings, coordination drawings and fabrication drawings, installation and wiring drawings as necessary.

In addition to the above the Contractor should provide builders work information where required, Sub Contractors Drawings and Manufacturer's drawings shall be included within the proposals, and should be certified drawings.

Control logic diagrams, switchgear starter and control instrumentation and panel drawings, as installed drawings and record drawings. Record drawings will form part of the O & M Manuals and should be provided to form 2 sets of O & M Manuals and a Memory stick set on AutoCAD format.

The Contractor shall also provide plantroom schedules and schematics, as part of a laminated set, which shall be mounted within the plantroom itself (valve schedule).

Generally the Contractor shall provide drawings for construction in form and number as required and shall provide additional copies of drawings as may be reasonably required by the employer.

## **52.0 O & M Manuals – by Contractor**

A full set of O & M Manuals will be provided by the Contractor which will include a full set of as installed drawings, for all systems.

The Contractor shall provide maintenance instructions and guarantees and all technical literature associated with the project. Copies of this ledger shall be kept on site and readily accessible for reference by all supervisory and maintenance personnel. The O & M Manuals shall be presented in a 4 clip ring binder which shall be clearly marked indicating the nature of the contract, the date, the works that took place, and all other details of the project. All drawings shall be separately included in plastic sachets for easy retrieval. These documents shall form part of the Health and Safety File as required by the CDM Regulations 2015.

The Operating and Maintenance Manuals shall be fully integrated with and relate to (including all necessary cross referencing) the original building O&Ms.

## **Part 2: Particular Specification**

### **2.1. Project Location**

The project is situated on the seafront of the town of Penzance.

### **2.2 Overview of Project**

This project is designed to refurbish the tennis courts and children's play park in Alexandra Road, Penzance.

The scheme will provide the following improvements:

#### **Tennis Courts**

- Refurbished playing Surface
- New Court Markings
- New Perimeter Fencing and Access Gates
- New Players Benches
- Remedial works to Perimeter walls

#### **Children's Play Park**

- New Picnic Area
- New Feature Play Equipment
- Tidying of Flower / Planting Beds
- Refurbishment of Timber edging / dwarf walls
- Replacement of existing timber benches
- Repairs to Metal Perimeter Fencing
- Repairs to Existing Shelter
- Repairs to External Walls

#### **2.2.1 Particular Contract Information**

##### **Site Enabling Works**

The site shall be handed over to the successful contractor by the Council for the duration of the project. The Contractor shall use the site for storage of materials, equipment etc. as necessary. No stored plant items shall be allowed on the surrounding pavement or hardstanding's.

The area of the play park adjacent to the bowling club has been used by rough sleepers using the trees and bushes as cover. The Client will make provisions for careful checking of the area for needles and other hazardous waste. A specialist waste clean-up contractor may be required if hazardous waste is found or suspected.

Skips or other waste storage facilities shall be retained on site. It is envisaged that the double gates between the park and tennis courts could be used for vehicular / plant access.

The Council may wish to provide a site signboard detailing the project works. As such the Contractor shall allow for providing a 2400x1220mm exterior plywood board on a timber frame. If required the Contractor may supply their own signboard.

### **Site security**

The site is a public tennis court and children's park. As such it will be necessary for the successful contractor to secure the site for the duration of the refurbishment works. Most of the site is enclosed by fencing, however the shelter is open internally allowing unauthorised entry. A timber hoarding or fence shall be installed as a temporary measure or the permanent metal railing as mentioned in this document could be installed.

### **COVID-19 Precautions**

As the project will probably be undertaken under a form on COVID-19 precautions the Contractor shall ensure that his staff and sub-contractors follow the stated government guidance applicable at the time.

### **Site Works & Handover**

The Council may wish to photograph the works during the course of the works to provide images for their website or other social media.

At the successful completion of the project the site shall be handed back to the Client. The site shall be left clean and tidy and free of any building waste.

## **2.3 Construction Standards**

The above works shall be carried out in conjunction with the specified equipment manufacturer's / suppliers instructions. Paints, coatings, preservatives and landscaping chemicals shall be applied and used in accordance with the manufacturer's / suppliers instructions.

The Tennis court shall be resurfaced as per the following specification and to the standards set out in the SAPCA documents:

Code of Practice for the Construction and Maintenance of Tennis Courts – Renovation & Reconstruction.

Code of Practice for the Construction and Maintenance of Fencing Systems for Sports Facilities

## **2.4 Tennis Court Refurbishment**

### **2.4.1 Existing Tennis Courts**

The existing 2 court tennis court is finished in a black tarmacadam surface. This surface is showing signs of wear with cracks and sections partly worn away revealing weeds. Court markings are wearing out.



View of Existing Courts



Typical Cracked Surface



Perimeter Chainlink Fencing





Typical Entrance Gate (1 of 3 entrances)

The perimeter fence consists of PVC coated chainlink mesh fixed between tubular steel posts. The posts are corroded and the mesh is out of shape due to the effects of weather and vandalism.

The entrance gates are a basic welded steel angle frame with mesh fixed to the outside. A slide bolt is used to secure.



Typical Condition of Granite stone wall

## **2.4.2 Refurbishment Works**

### **Refurbished playing Surface**

The existing tarmacadam surface shall be refurbished with local new top surface repairs.

*The actual level of refurbishment shall be inspected and discussed at the initial pricing site visit. The decided method of refurbishment shall be clearly laid out within the Contractor's tender return documentation.*

The court area is suffering from a number of small cracks and pothole type fractures. These shall be repaired to form a neat level playing surface.

Existing weeds and vegetation within the surface and perimeter shall be removed and treated with a suitable weed killer to prevent growth through the new surface.

Cracks and areas of broken tarmac shall be carefully cut out back to a solid stable base and surface finish. The sub base shall be dug out to provide sufficient depth for a hardwearing surface finish to be infilled.

The Asphalt shall be applied in accordance with BS EN 13108. The new finish shall be applied over a surface preparation tack coat or similar preparation level.

Any constructions joints shall be neat and even and shall not affect the bounce of balls in play.

The court shall be treated with a binder coat to provide wear resistance and durability.

The court surface shall be colour coated with a non-slip finish to provide a bright attractive background colour and a contrasting court play area. The minimum value of slip resistance shall be 60 to BS EN 13036 Part 4.

Colours shall be from a standard palette and will be decided prior to construction by the Project team (suggested colours to be Wimbledon green court surround, purple court playing area). Coatings to be an acrylic based product suitable for use in public tennis courts.

All coatings to be suited to use within a salt air environment.

### **New Court Markings**

New court markings shall be applied as part of the colour finishing process. The court markings shall be as per standard Club level tennis court. Refer to drawings.

Markings to be white and of 100/50mm thickness. Markings to be neatly applied with crisp edges and corners. Markings to be of same non-slip colour product to form an overall finish compatible with the court colour.

All coatings to be suited to use within a salt air environment.

## **Tennis Nets & Posts**

New tennis nets and steel posts shall be supplied and installed. These shall be 76mm square steel posts with matching sockets with flip top lids. The posts shall have stainless steel bolts fitted to pass through the lid and post to secure and prevent unauthorised removal.

Post sockets to be set in a concrete base as per the manufacturer's instructions.

Posts and sockets to be as supplied as Sports Equipment Supplier & Installation Services (01858 545789). Posts to be ref TE100 supplied with sockets, brass winder and hinged lid.

Nets to be Standard Canvas / Polyester 2.5mm Club profile as manufactured by Sports Equipment Supplier & Installation Services (01858 545789). Nets to be ref: TE231.

## **New Perimeter Fencing and Access Gates**

The perimeter fencing shall be replaced with new semi rigid wire mesh material.

The existing chainlink fence is subject to damage from vandalism and over time has stretched out of shape, as such the new fencing shall be more suited to a public area environment.

The existing posts, gates and fence material shall be carefully removed from site and disposed of in a suitable registered disposal site.

New galvanised powder coated posts shall be installed. The posts shall be approx.80x40mm section installed at 2.5m centres. The mesh fencing shall be 50x200mm pattern with 6/8mm wire.

The posts and fence shall be 4.0m high along Redinnick Place and 3.0m high on the 3 other sides.

Posts to be set in concrete filled holes filled with 20N concrete using a 20mm aggregate. Posts to be set a minimum of 1000mm deep (fencing manufacturer to advise on final recommended depth).

Mesh panels to be fixed to posts with synthetic rubber isolator blocks to eliminate rattle during play.

Posts and mesh panels to be galvanised and then powder coated black.

The existing entrances shall be modified. The existing gated entrances along the bowling club side adjacent to the park and Redinnick Place shall be omitted. The main entrance on the corner of Redinnick Place and Alexandra Road shall be replaced with a new gate to match the new fencing system. This gate shall be used as a secondary access or for maintenance purposes with the main entrance being via the play park.

Fence material shall be as per Zaun Duo Sports or equal and approved.

A new access gate shall be installed to the Southern end of the court to open onto Alexandra Children's park.



This new gate shall be provided as part of a new access system. The gate and controller shall be supplied via the Council free issue by LTA Rally.

The gate shall be inward opening supplied with corrosion resistant fittings suited to a marine environment. The gate shall have a manual opening handle on the inside to permit free egress from the court.

The lock and keypad mechanism shall be fixed to the gate. The gate controller shall be located in an IP65 GRP vandal resistant enclosure securely fixed to the fence posts. This enclosure shall be 500x500x250mm (internal). It shall be fitted with a secure vandal resistant lock and 3 keys.

The enclosure and associated supply cabling, isolator and fixings shall be supplied by the main contractor.

Below the enclosure a lockable IP65 rotary isolator shall be fitted to enable secure isolation. The Contractor shall supply a 1.5mm<sup>2</sup> 3c (TBC) armoured cable shall be buried in a 500mm deep trench towards the existing WC block. The cable shall be neatly clipped to the fence posts and building structure. The buried cable shall be covered with a PVC warning tape.

Within the WC block the cable shall be connected to the buildings electrical supply via a 6A RCBO to the existing consumer unit.

All gates shall be fitted with galvanised hardware, locks, hinges etc. Gates to be supplied with a marine grade heavy duty padlock suitable to securing the gates. Locks to be keyed alike. Three sets of spare keys to be provided to the Client.

### **New Players Benches**

2 New benches shall be installed within the court. These benches shall be located around the perimeter away from the playing court area.

The benches shall be manufactured from recycled plastic. The benches shall be 1500mm Long and suited to 3 adults. They shall be black in colour.

Benches to be as manufactured by School Furniture Direct ref: SFD1473 or equal and approved.

Benches to have ground anchor fixing kit suited to securing to a tarmac surface.

### **Remedial works to Perimeter walls**

Along the court boundary with Alexandra Road is a low level granite wall. This wall is generally stable but has a few areas of stone displacement due to vegetation damage.

The Contractor shall remove any remaining weeds / debris from the wall and rake out and loose mortar pointing to provide a stable base for repair.

Loose stones shall be set on a mortar base to secure and the pointing shall be repaired locally to secure the stonework.

## 2.5 Children's Play Park Refurbishment

### 2.5.1 Existing Play Park

The existing play park is located on the seafront of Penzance at the corner of Alexandra Road. The park is generally used by young children with parental supervision.

The park is surrounded by planting with a sand covered play area in the centre of the park. A number of pieces of play equipment is positioned around the sand area with a mix of climbing, swings, steps and other items.

On the corner of the Promenade and Alexandra Road is a stone construction shelter with a slate roof.

To the south of the park is a steel fence and gate set along a concrete blockwork wall.

To the north of the site a galvanised chainlink fence separates the tennis court and adjacent bowling club.



View across Park



View of Shelter



Typical perimeter overgrown planting



Access gate from Alexandra Road



View across park





Southern boundary wall and fence



Sleeper Retaining wall to planting

## **New Picnic Area**

Within the park area, adjacent to the tennis courts is an area of overgrown planting, access path from Alexandra Road. This opens out on to the playing area.

Essentially an unused part of the park it is planned to turn this area into a hard surfaced picnic area.

The overgrown planting adjoining the tennis courts and Alexandra Road shall be removed from site. Select plants (agreed on site with Project Team) shall be retained.

Ground cover vegetation, weeds etc. shall be removed and the area treated to a professional grade weed killer to prevent grow back.

A few large granite feature stones shall be relocated for use on the site as part of landscaping.

The area treated shall be excavated and levelled to form a stable base. The base shall use an unbound material such as Type 1 MOT. It shall be approximately 100mm thick after compaction.

Boundary areas shall be edged with a 50x150mm flat top concrete kerb laid to form a level edge with the final tarmac surface course to denote the area and to form a retainer for the tarmac and adjacent sand / concrete areas.

A tarmacadam binder course shall be laid to a minimum depth of 50mm using a 20-28mm aggregate. This shall be rolled and levelled to ensure a stable layer.

A fine aggregate surface course shall be applied over the binder. This shall be a minimum of 25mm thick. A slight gradient shall enable water run off towards planting beds and proprietary drainage gullies.

The surface course shall be finished flush with the kerb edging to prevent a trip hazard.

This tarmac area shall be fitted with 5 No picnic benches. These benches shall be a Heavy Duty rectangular and square respectively recycled plastic bench as manufactured by School Furniture Direct.

Contractor to supply 3No blue ref: SFD1449 and 2 No green ref: SFD1480.

The benches shall be fitted with ground anchors suited to installation in tarmac.

The existing waste bins located in the centre of the park shall be relocated to the picnic area. They shall be secured to the ground using suitable anchors.

### **New Feature Play Equipment**

As part of the refurbishment works it is planned to provide 2 items of new play equipment. This equipment shall be located in the centre of the park as per the drawings.

The new equipment shall be as follows:

#### **Outdoor Play People – Coastguard Landrover**

Including:

- Steering Wheel
- Seat
- HDPE Panelling
- Real Tyres
- Stainless Steel fixings
- Ground fixings

#### **Outdoor Play People – Penzance Lifeboat**

Including:

- Ships wheel
- High grade 30yr treated timber
- HDPE Panelling
- Climbing net
- Stainless Steel Slide

Access Ramp  
Stainless Steel fixings  
Lifeboat graphics (RNLI 17-36, Rescue Team, Lifeboat)

Outdoor Play People – 01637 881 444

Action Play & Leisure – Combi Trail 21

Including:      Stepping Logs  
                     Swinging Logs  
                     Tram Track  
                     Springy Wobble Board  
                     Balance Weave  
                     Traversing Wall  
                     Trapeze Hang Crossing  
                     Burma Bridge

Action Play & Leisure – 01953 788 991

Equipment to be installed in accordance with the manufacturer's instructions. Once installed the equipment shall be inspected and certified suitable for public use by an independent assessor to Register of Play Inspector RPIii (available via Outdoor Play People)

The existing blue shark spring rocker shall be relocated towards the centre of the park to make clearance for the new ship play equipment. A new concrete plinth shall be provided to form a stable secure base for the equipment. Contractor to replicate the existing mounting.

Sand ground cover around play equipment to be refreshed using new cleaned sieved beach sand to provide minimum of 100mm cover within the play equipment area.

### **Tidying of Flower / Planting Beds**

The perimeter flower / planting beds of the site are overgrown and require tidying to improve the landscape.

The Contractor shall employ a suitably qualified landscape contractor to carry out a tidying exercise. The aim of this is to remove the dead plants, weeds and to improve the visual appearance of the planting areas. Heavily stocked planting beds shall be thinned out to allow plants to grow. Large trees, shrubs shall be cut back and trimmed to form a controlled natural shape.

Larger trees and vegetation backing onto the bowling club perimeter to the north of the site shall be trimmed back to remove hidden shelter to deter rough sleepers

This exercise is to provide a neat and tidy base for the Town Council to carry out their own landscaping works over the coming years.

Areas of open soil within planting beds shall be levelled and covered with a proprietary weed suppressant matting. The matting shall be pegged down to prevent lifting in high winds.

On top of the matting a layer of bark chippings shall be applied to form a neat finish. Bark chippings to be a minimum of 50mm thick.

All waste material shall be removed from site and disposed of in correct manner at a licensed green waste disposal site.

### **Refurbishment of Timber edging / dwarf walls**

Along the southern boundary of the park are raised planting beds. These are edged with timber sleepers. Generally they are in reasonable condition.

The Contractor shall check the sleepers to ensure that no rough edges exist. The timber walls represent a seaside weathered timber structure and as such it is not to be perfect. Any timber showing significant signs of rot shall be replaced. Any raised screw or nail heads shall be punched down or removed to prevent injury.

Any new timber shall be stained / treated with a dark brown / grey stain to match the existing walling.

### **Replacement of existing timber benches**

The existing timber benches are tired and in need of refurbishment or replacement. The Contractor shall allow for replacing 6No timber benches with 6No new items.

The benches shall be manufactured from recycled plastic. The benches shall be 1500mm Long and suited to 3 adults. They shall be blue and green in colour to match the picnic area.

Benches to be as manufactured by School Furniture Direct ref: SFD1475 (Blue) SFD1476 (Green) or equal and approved. 3 of each colour shall be supplied.

Benches to have ground anchor fixing kit suited to securing to the existing ground. A concrete plinth may be required if the ground conditions do not permit secure fixing.

### **Repairs to Metal Perimeter Fencing**

The site is bordered by metal fencing. To the south and west sides is a decorative steel/iron painted fence of a Victorian style. This is set on top of the perimeter rendered concrete block wall.

These fences and their gates are generally in reasonable condition. However there are a few sections of fence that have experienced severe corrosion and require refurbishment. An estimate of the fence sections for repair are approximately 5 linear meters.

These sections shall be locally repaired with new metal welded in place to remove the worst of corroded material. The main corrosion area is relating to the bottom horizontal rail of the fence. The metal rail is estimated to be 40 x 8mm. This shall be welded to the existing railing frame with the existing fence dressed back to clean metal in preparation.

Once welded the rail sections shall be cleaned and primed with a zinc rich primer such as Teamac zinc phosphate.

The Contractor can select to replace the fence sections if they are able to source a close or matching replacement if they choose to do so.



The whole of the fence of the south and west sides including the gates shall be painted. All decorative fencing shall be wire brushed to remove loose material. Any bare metal shall be primed. Once prepared the fence and gates shall be painted with 2 coats of dark green gloss top coat similar to the existing finish. Coatings shall be suited to a marine environment. Paint finish such as Teamac Marine Gloss (Navy Green 695) shall be applied following the manufacturer's instructions.

Top finials of the fence shall be painted gold as existing using Teamac Marine Gloss (Buff 594) shall be applied following the manufacturer's instructions.

The north of the site is fenced with galvanised chain link fencing with galvanised steel posts.

The tennis court section of fence will be replaced as part of this project (see above). The remainder of fencing shall be retained.

This retained chainlink has a few sections that require patching or replacement where it has been vandalised. An estimate of the meterage of fencing requiring replacement is in the order of 6m of 3m high.

New fencing shall be installed and secured to the existing posts with galvanised wire ties and clips to ensure a robust installation.

### **Repairs to Existing Shelter**

The existing stone built shelter on the corner of Alexandra Road and the Promenade is an open sided seating shelter with a slate roof. It is in generally good condition.

However, some of the stonework has displaced mortar joints and this requires remedial work.

The Contractor shall rake out loose mortar and replace it with new material. The new mortar shall be colour matched as best as possible to suit the existing weathered finish.

3 of the bearing points for the roof timberwork into the stone piers have displaced mortar bedding. The Contractor shall investigate the stability of the timber structure.

The Engineer shall be contacted to look at this on site with the Contractor to check the structure and to plan any additional remedial works.

At present the Contractor shall allow for raking out the bedding joint and for installing new mortar / bedding material as appropriate to secure.

Pointing between stones shall be repaired where necessary with the mortar trowelled and finished to leave a smooth finish.

The lower dwarf walls shall be pressure washed and wire brushed to remove any loose material and paint. They shall be repainted in black using a quality masonry paint such as Dulux Trade Weathershield Smooth Masonry Paint in black.

The structure shall have its woodwork refreshed. This shall include the roof structure, boarding and bench seating. The Contractor shall carefully remove any loose or flaky paint by scraping and sanding to leave a sound smooth substrate.

The woodwork shall be painted with 2 coats of Dulux Trade Weathershield flexible undercoat and finished off with 1 coat (minimum to achieve even coverage) of Dulux Trade Weathershield Gloss in RAL 6005 Moss Green.

Internally within the shelter a new decorative steel railing shall be fitted to prevent unauthorised access to the park when the gates are closed.

This railing shall be a new item of similar construction to the perimeter railings it shall be fitted to the dividing walls as shown on the drawings.

Railing spacing shall be no more than 95mm centres in accordance with the building regulations.

Final details and dimensioning to be carried out by the Contractor.

The railings shall be secured to the shelter structure using stainless steel fixings.

Railings to be painted with Coatings suited to a marine environment. Paint finish such as Teamac Marine Gloss (Navy Green 695) shall be applied following the manufacturer's instructions.

Top finials of the fence shall be painted gold as existing using Teamac Marine Gloss (Buff 594) shall be applied following the manufacturer's instructions.

### **Repairs to External Walls**

Along the southern boundary the concrete block rendered wall has suffered some minor damage due to weather effects. This has resulted in mainly damage to the render. This is most noticeable in the areas of the render beads where the beading and finish coat of render is exposed.

The contractor shall in conjunction with the landscaping works, pressure wash the walls to clean the walling and expose any further loose material.

Loose render shall be removed and the substrate cleaned back to a stable base.

New stainless steel render beads shall be applied where necessary to provide a clean solid edge ready to accept new render.

A new finish render coat shall be applied to match as closely as possible the existing finish colour & texture.

A granite/spar chipping dressing shall be applied to match as best as possible.

**PART 3**  
**TENDER DRAWINGS AND FORMS OF TENDER**

**Alexandra Road Tennis Court & Play Park Refurbishment**

**Landscaping & Building Works.**

**Tender Drawings**

Schedule 1

Document Issue Schedule

**Form of Tender**

**All forms to be completed, signed and returned comprising:-**

Tennis Court Refurbishment Works

Schedule 2, Section 1.

Play Park Refurbishment Works

Schedule 2, Section 2.

Day-work Rates and Materials

Schedule 3

**FORM OF TENDER  
SCHEDULE 2**

**Penzance Town Council  
Alexandra Road Tennis Court Refurbishment**

**Section 1**

- 1) **Court Preparation Works**
- 2) **Surfacing Treatment**
- 3) **Line Marking**
- 4) **Nets & Posts**
- 5) **New Fencing**
- 6) **Gates**
- 7) **Repairs to Boundary Wall**
- 8) **Wiring and Fitment of LTA Rally Access System**
- 9) **Contingency** **£3,000**

**Ex VAT**

**TOTAL     £.....**

Name of Contractor.....

Address.....

.....

I/We hereby agree to carry out the above works in accordance with the specification  
and associated Drawings

Signed.....Dated.....

**FORM OF TENDER****SCHEDULE 2**

**Penzance Town Council  
Alexandra Road Play Park Refurbishment**

**Section 2**

- 1) **Site Preparation Works**
- 2) **Picnic Area Surfacing**
- 3) **Picnic Area Seating**
- 4) **Landscaping (Clearance, Tidying, woodwork)**
- 5) **Landscaping (matting, bark, sand)**
- 6) **Repairs to Decorative Fencing**
- 7) **Repairs to Chainlink Fencing**
- 8) **Repairs to Shelter Stonework**
- 9) **Installation of Railings in Shelter**
- 10) **Installation of Play Equipment**
  - a) **Coastguard Landrover**
  - b) **Penzance Lifeboat**
  - c) **Combi Trail 21**
- 11) **Disposals**
- 12) **Contingency** **£7,000**

**Ex VAT**

**TOTAL     £.....**

Name of Contractor.....

Address.....

.....  
I/We hereby agree to carry out the above works in accordance with the specification  
and associated Drawings

Signed.....Dated.....

## DAY WORK RATES

## SCHEDULE 3

**Penzance Town Council**

**Alexandra Road Tennis Court & Play Park Refurbishment**

Skilled Landscaper / Builder ..... per hour

Non Skilled Labour ..... per hour

Based on Monday to Friday 0800 to 1800

% Addition to above rates for

Weekend working ..... %

Percentage uplift on materials used on dayworks ..... %

Name of Contractor.....

Signed.....Date.....