

CONFIDENTIAL UNTIL APPROVED

Tender - Odiham Parish Council

## Junior Recreation

**Date:** 3 February 2018

**Client:** Odiham Parish Council

**Site Location:** The Recreation Ground, Recreation Road, Odiham. RG29 1NU

**Value:** £50-60k

### **Introduction**

Following research with our residents and local children, Odiham Parish Council is seeking tenders from competent suppliers to supply and install junior equipment at our Recreation Ground at Recreation Road, Odiham. The Recreation Ground constitutes an enclosed field, with a play area that appeals to younger aged children, as well as a Basket Ball court at the top end (see location map and image) adjacent to the community pre-school.

The current play area is to remain and is to be extended to include equipment aimed at the target junior age group - increasing the range of supervised play activity.

A single football post is located close to the play area, which may need to be removed / relocated to accommodate the new play area.

### **Aim**

To augment the existing toddler focused play equipment and supply and install new equipment focused on a junior aged target audience of 7-12 years old.

### **Specification**

The Parish Council is looking for an innovative scheme which will provide a wide range of play opportunities and challenges for our target age group.

The scheme should demonstrate that each item of equipment and the overall design offers physically challenging play which will develop physical strength and ability. Encouraging social interaction between the target age group - and if possible consider imaginative play ideas that reflect the heritage of our community for example our close association with the RAF or Odiham Castle.

Any proposed new equipment should primarily be made from natural wood and under 4m high. The surface should be in an appropriate product commensurate with the equipment provided and have at least a 5 year guarantee. The current play area is grassed.

The equipment shall be suitable for use by children aged 7-12 years. It must include one major piece of equipment involving movement and climbing. Research with local children has shown a preference for structure that provides imaginative multi play, including high sliding, climbing, rope play, balance and have multi access points - on a larger and more challenging scale than the structure currently in play (image attached).



Additional equipment options to meet our budget should consider such items as:

- Swings (junior not toddler)
- An accessible roundabout
- A floor level trampoline
- A zip wire
- Scooter track

These should expand on the play items already in place, complimenting what we already have (see images).

Any possible anticipated ongoing maintenance costs for the new equipment should be clearly outlined as well as the national safety standards to which the equipment has been made.

On completion of the project the supplier should arrange for an independent safety inspection of the site by a suitability qualified person, the report of which must be handed to the Parish Council prior to site hand over.

The supplier must provide a one-year “snagging” guarantee on completion of all works undertaken.

The supplier must provide maintenance instructions for all works undertaken.

### **Seating**

Provision should be made for additional seating for parents.

Research has indicated an outdoor shelter for parents would be of benefit.

### **Fencing**

The entire play area should be fenced to ensure dogs are excluded - and to match the current play area fencing (see pictures), effectively expanding the current play area.

### **Consents**

It is suggested that the plan to be submitted be referred to Hart DC for pre-application advice.

Should the play area require planning permission from Hart DC, the successful contractor will be required to apply for all necessary consents and permission before commencing the construction of the play area.

### **Quotation requirements**

We are looking for a competitive price to a maximum of £60,000 excluding VAT for supply, delivery and installation of all works.

Hard copies of the following documents should be provided in a sealed envelope marked “Private and Confidential - Recreation Ground Tender” to Odiham Parish Council, The Bridewell, The Bury, Odiham. RG29 1NB by **12 noon on Friday 23 March 2018:-**

- Method statement
- Risk assessment
- Public liability insurance with a minimum coverage of £1,000,000 per accident.
- Company Health and Safety policy

- Fixed-price quotation for the full design (including fencing and surfacing), build, installation, planning application process (if required) and independent safety inspection. Please confirm to the council whether your proposed project will require planning permission.

**It is expected that the project will be completed by July 2018.**

Your method statement must:-

- Include full details of the proposed play area, equipment and surfacing to be installed;
- Include CAD and elevation drawings;
- Provide full details of relevant experience and qualifications;
- Outline of installation timeframe and lead time;
- Provide details of comparable projects;
- Include contact details for a minimum of two reference sites.

Your quotation should:-

- Detail separate fixed-costs for each element of the work including separate fixed-costs for each item of equipment;
- Include all preparatory work, supply, delivery and installation of all works, planning costs (if appropriate) and independent safety inspection report.

Your method statement and quotation must take all latest relevant legislation and regulations into consideration.

All equipment should be robust and comply with the latest European Safety Standards with relevant certification provided.

All suppliers to be API registered.

**FAILURE TO PROVIDE ANY OF THE INFORMATION REQUESTED WILL RESULT IN THE TENDER BEING REJECTED.**

#### **Site Access**

It is essential that prior to the submission of a tender a site visit is carried out. No additional costs will be entertained for want of information in this respect. The Contractor will be responsible for site measurements.

Site visits can be made at any time during normal working daylight hours.

Local residents and their families should not be inconvenienced.

A location map is included.

Once appointed, the preferred contractor will need to negotiate access for works in advance with Odiham Parish Council.

#### **Timings**

Tenders must be received by Odiham Parish Council no later than **12 noon on 23 March 2018.**

Once tenders have been received, they will be reviewed to ensure that they meet the specification.

Odiham Parish Council will select the preferred contractor and notify them by **13 April 2018.**





