

Great Baddow Parish Council

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1. Introduction

Great Baddow Parish Council is seeking to enter into a contract for the re-surfacing of one All Weather Sports Court as detailed in the outline of the Specification and Schedule of works required. The aim is to upgrade the surface to make the court more multi-use and to provide a safer surface.

The Parish Council believes that good facilities are fundamental to developing sporting opportunities for everyone. The provision of good quality facilities, whether large or small, can be a springboard for developing civic pride, visual amenity and the local economy. Facilities that are well maintained are a pleasure to use and give ample return on the time and money invested in their day to day management.

The Council manages and maintains the Great Baddow Recreation Ground, Baddow Road, Great Baddow, CM2 9RL and the All Weather Sports Courts thereon.

2. The Works Required

The Works required are outlined in the Specification and Schedule below. The tenderer must provide a detailed programme of works work and details of how the work will be delivered and the level of quality standards that will be provided.

The contract commencement date will be as soon as possible after acceptance of the quote but is to be agreed.

Response Requirements

Any questions regarding the quote should be submitted via e-mail to the Parish Clerk at info@greatbaddowparishcouncil.co.uk

Specification

1. General

1.1. This Specification sets out the requirements of the Parish Council with regard to the re-surfacing of one All Weather Sports Court at Great Baddow Recreation Ground, Baddow Road, Great Baddow, CM2 9RL. The court is approximately 34.75m x 21.95m (114' x 72'). The location of the area is indicated as "Court 1" in the plan at the end of this document.

1.2 The Parish Council reserves the right to issue further guidance to tenderers before the closing date.

1.3 The Contractor is under a general obligation to maintain the site in a clean tidy and safe condition.

2. Working Hours

2.1. The contractor will only carry out work during the working day between 08.00 and 16:00, Monday to Friday (excluding public holidays) except where other times are

specified for particular operations. Work outside these times can only be undertaken with the prior permission of the Council.

3. Parish Council Contribution to works

3.1 The Parish Council will remove all their property and materials from the site before the contract commences

3.2 The Parish Council will provide full and unrestricted access to the site for the duration of the contract during working hours

SCHEDULE OF WORK

Drainage tests should be carried out before installation and any other preparatory work that is required, including the breaking out of any net post sockets
Supply and lay a porous macadam 6mm textured surface over the entire area of the court to give a perfect line and level. Puncture holes should be used to increase drainage and to tack coat the surface with bitumen emulsion
A new brick edging and pour concrete timber retained surround needs to be installed to eliminate the trip hazard
To supply and fit 3G rubber filled artificial grass onto the surface. Playing lines for Five-A-Side football to be installed
To clear the site on completion

PROVISION AND MANNER OF CARRYING OUT THE WORKS

1.1 The Contractor shall commence the Work on the Commencement Date, which is to be agreed.

1.2 The Contractor shall at all times provide the Work in accordance with the Specification and Schedule and the conditions referred to in the Contract. This will include compliance with the Construction (Design and Management) Regulations 2015.

1.3 The Contractor shall comply with all the relevant Acts of Parliament, statutory regulations and codes of practice relating to the Work including compliance with any obligations which may be imposed by the same upon the Parish Council.

1.4 The Contractor shall provide the Work safely and in a manner that is not, or is not likely to be, injurious to health or detrimental to the environment or the fabric of any property.

1.5 The Contractor shall undertake the Work (without prejudice to any other provisions contained in the Contract)

1.6 The Contractor shall provide all the Equipment necessary for undertaking the Work.

1.7 All Equipment used in relation to undertaking the Work shall be at the Contractors own risk.

1.8 The Council shall have the power to inspect and examine performance of the Contractor.

1.9 Timely undertaking of the Work shall be of the essence of the contract including commencing the Work within the time agreed or specified by or with the Council.

1.10 If the Council considers that any part of the Work has not been undertaken in accordance with or do not meet the requirements of the Contract and is other than as a result of the default or negligence of the Council the Contractor shall at its own expense re-schedule and carry out the Work in accordance with the requirement of the Contract within such reasonable time as may be specified by the Council.

2. STANDARD OF WORKS

2.1 It shall be the duty of the Contractor well and properly to provide the Work to a standard that complies in all respects with the Specification and Schedule and with any Quality Standards when executing the Work together with reasonable care and skill and in accordance with good industry practice.

2.2 The Clerk of the Council shall also be entitled to request any information relating to the carrying out of the Work and such information shall be supplied by the Contractor forthwith upon request.

3. CONTRACTOR'S APPOINTED WORKS SUPERVISOR

3.1 The Contractor shall ensure that at all times a named Works Supervisor is appointed and empowered to act on behalf of the Contractor. This person must be suitably qualified and this must be evidenced.

3.2 Prior to the commencement date the Contractor shall inform the Clerk of the Council in writing of the name and telephone number of the Work Supervisor.

3.3 The Work Supervisor or the duly authorised deputy shall be the authorised representative of the Contractor for all purposes connected with the Contract. Any notice, information, instruction or other communication given or made to the Work Supervisor or the deputy shall be deemed to have given or made to the Contractor.

4. STAFF

4.1 The Contractor shall employ in and about the provision of the Works only such persons as are careful, skilled and honest and experienced in the work which they are to perform.

4.2 The Contractor shall employ sufficient staff to ensure that the Work is provided in accordance with the Specification and Schedule.

4.3 The Contractor shall not unlawfully discriminate either directly or indirectly on such grounds as race, colour, ethnic or national origin, disability, sex or sexual orientation, religion or belief, or age and without prejudice to the generality of the foregoing, the Contractor shall not unlawfully discriminate within the meaning and scope of the Human Rights Act 1998, the Equality Act 2010 or other relevant legislation or any statutory modification or re-enactment thereof.

4.4 The Contractor shall ensure that every person employed by the contractor in and about the provision of the Work is at all times properly and sufficiently trained and instructed.

4.5 The Contractor shall take all reasonable steps to secure the observance of condition 4.4 above by all servants, employees or agents of the contractor in undertaking the Work.

4.6 The Contractor will be monitored by the Council to ensure compliance with conditions 4.4 and 4.5.

4.7 The Contractor shall comply with and shall also procure that its staff shall comply with all relevant rules, codes, policies, procedures and standards of the Council which may be notified to the Contractor by the Council

5. HEALTH AND SAFETY

5.1 The Contractor shall at all times comply with:

5.1.1 All relevant Health and Safety Acts, Health and Safety Regulations and Codes of Practice that are approved by the Health and Safety Commission.

5.1.2 All relevant and appropriate guidance and good working practices, as published or accepted by the Health and Safety Executive, professional/trade bodies or other similar organisations.

5.1.3 Their own Health and Safety Policy, health and safety system and procedures. Notwithstanding this, Contractors shall ensure that their employees and any sub-contractors comply at all times with the Council's Health and Safety Policy in so far as it is relevant to the contract.

5.1.4 Any conditions stipulated by the Council in relation to Health and Safety.

5.2 The Contractor shall notify, in writing, to the Clerk of the Council of all incidents, which either could have lead or did lead to injury and/or damage. Where incidents are reportable under the Report of Injuries, Diseases and Danger Occurrences Regulations 1995, a complete copy of Form F2508/F2508A/F2508G must be supplied.

5.3 The Clerk of the Council shall be empowered to suspend the provision of the Works in the event of non-compliance by the Contractor with issues concerning health and safety matters. The Contractor shall not resume provision of the Works until the Clerk of the Council is satisfied that the non-compliance has been rectified.

