



LEYBOURNE PARISH COUNCIL

Leybourne Village Hall,
Little Market Row,
Leybourne, Kent ME19 5QL
Tel: 01732 873722

Email: clerk@leybournepc.org.uk

CONTRACTING AUTHORITY:

Leybourne Parish Council

REF: T2024/001

**Project: Addition of sports themed play equipment
to two existing play areas**

Tender Specification

PROJECT: Addition of sports themed play equipment to two existing play areas

LOCATION: Leybourne, West Malling, Kent

SPECIFICATION BRIEF

1. Introduction

1.1 Leybourne Parish Council are looking to add additional sports themed play equipment to two sites in the parish.

Site 1: The 'Bombhole' site is an existing open space in the Council's management which currently has some children play facilities for aged 8 years and above.

The 'Bombhole' provides a vital and well-used open green space for the surrounding community. It is located off Oxley Shaw Lane, West Malling Kent ME19 5PU (what3words – lizard.leaky.wedge)

Site 2: The MUGA site is an enclosed fenced area in the Council's management, that is a dedicated space for teenagers, currently includes 2 teen shelters, a picnic bench and access to a MUGA for ball games.

The lockable MUGA site provides an area for teens to hang out after school, at weekends and school holidays, located in Oxley Shaw Lane, West Malling, Kent ME19 5NQ (what3words – coining.remit.pacifist).

2. Overview

2.1 This project aims to enhance the existing facilities for children, teenagers and families, providing sports theme play equipment to encourage social interaction and physical activity whilst promoting health and wellbeing.

3. Service Specification

3.1 Overall, we are looking for high quality innovative design with a sports theme that makes use of the space and budget available.

3.2 The basis for the tender in respect of all the works will include the submission of a design to maximise the full potential of the allocated site area.

Site 1: We are looking for one large piece of equipment to replace an old equipment that was removed. The new equipment must have a sports theme which will be attractive to the openness of the surroundings and provides a challenge that tests strength, balance, hanging, crawling, rotating and climbing activities. Due to the location, the equipment must be an open piece of equipment with no enclosed areas on it. Additionally, we are looking for a smaller piece of equipment here relating to ball skills for multiple players.

Site 2: Due to the small available space here, the project is looking at providing a table tennis table aimed at teens to encourage social interaction whilst also offering a fun sports activity.

3.3 Site Constraints: - The tender submission should include any identified constraints with the site location and how these will be addressed.

3.4 Reinstatement: - Following the installation of the equipment it is expected that any grassed areas affected by the installation, will be reinstated to a satisfactory condition that is agreed and approved by the appointed officer from the Council.

3.5 Other Considerations: -

- A site visit will be welcome prior to submitting a tender.
- Post installation the equipment should be inspected by a suitably qualified safety assessor.

4. Submission of Tender Requirements

4.1 In the tender response you should include the following:-

- Detailed description, pictures and data sheet for each piece of equipment for each site including any surfacing requirements
- Costs, which clearly breakdown and identify all works that are included and any additional costs that, may possibly be incurred.
- Confirmation of a start date (should you be successful) and a project plan/work programme for completion of the project. An October build would be preferred.
- A brief statement of your reasons for design choice and how this will meet the needs of the users identified.
- A full method statement specific to this project
- Risk assessments specific to this project
- Details of reinstatement to grassed areas

Submissions need to be returned by midday on Friday 23rd August 2024 for consideration by the Council on 3rd September 2024.

A decision will be made at this meeting with the project to be built in October 2024. Email submissions should be sent to Sarah Eggesden at clerk@Leybournepc.org.uk

All documents should be able to be printed on A4 or A3. Any larger documents or presentation materials need to be sent by post. A fixed budget of £40,000, not including VAT, is available for this project.