

SONNING COMMON PARISH COUNCIL
SOUTH OXFORDSHIRE

Parish Office

VILLAGE HALL, WOOD LANE
SONNING COMMON, OXON, RG4 9SL

Parish Clerk – Philip Collings

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**Invitation to Tender for the development of
Memorial Park Play Area in Sonning Common.**

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**Tender bids for this project should be returned by 12 noon on Friday 10th
September 2021 - see submission requirements on page 4.**

Background

Memorial Park is a new recreation ground being constructed by Sonning Common Parish Council.

Sonning Common Parish Council would like to create a 'destination' play area at Memorial Park with inclusive equipment which caters for children of all abilities and needs. We are seeking an experienced company to manage, design and install the project.

Sonning Common currently owns three play areas (located at Lea Road, Churchill Crescent and Baskerville Road). The new play area should provide different equipment and play opportunities to that already on offer and improve on our inclusive play provision.

The supplier will need to have proven and demonstrated experience in similar projects and a wide-ranging skill base to achieve the various elements of the contract. They will work closely with Sonning Common Parish Council and user groups in the construction of the play area, health and safety management and defect diagnosis and rectification. The supplier must be able to demonstrate an excellent Health and Safety record; accordingly, suppliers who cannot demonstrate an excellent record, free from enforcement action will not be considered.

We are inviting companies to propose design concepts and costings for this new play area, in accordance with the brief below.

Brief

The play area location is indicated on the attached map. There will be play equipment for 6–14-year-olds which includes use of the 'play mound' (as indicated on the map). There will also be an adjacent area for 1–5-year-olds; enabling parents to supervise children in both areas. Designs should bear in mind ease of maintenance/grass cutting and sensible use of the play mound. The site has been levelled and grassed as part of initial groundworks of the recreation facility, however, a French drain will need to be included in the tender submission to ensure the play area does not become water-logged.

The perimeter of the play area should be fenced (low level) to prevent access by dogs, but should still appear inviting to children. Access should be provided by two 1.2m (min width) self-closing, outward opening gates.

Accessibility, durability, sustainability, cost effective maintenance and longevity are key criteria for the play equipment. Materials used will need to be best of their respective kinds, sustainably sourced where possible and shall conform to the appropriate standards. Colours used should complement the natural landscape of the site.

Sonning Common Parish Council conducted a community survey in April 2021 and has spoken informally with local children. The following items are deemed desirable within the design, although other equipment will also be required and considered:

- A variety of equipment offering height, challenge and excitement along with inclusive equipment catering for a wide range of disabilities.
- Climbing/bouldering wall
- Water play
- Role play items for younger children
- Monkey bars
- Games/Hopscotch printed on the surface.
- Quieter area/sensory area for neurodiverse children

- Long ‘pendulum’ style swing
- Large climbing structure
- Seating/picnic benches
- Zip wire
- Somersault bars

Costs provided should include installation and play area surfacing (supplier must be able to provide a Certificate of Test to EN1177:2018 confirming critical fall height of the impact absorbing surface **and** surface must have been tested to meet IAS BS 7188:1998 +A2:2009). The surface should **not** be bark/loose chippings or sand and any colours used should be sympathetic to the natural environment, whilst being suitable for the visually impaired and accessible to all. Sustainably sourced/recyclable materials are preferred and attention should be paid to ease of sanitation.

Designs should demonstrate how they meets the Play England ‘Ten Play Design Principles’. <http://www.playengland.net/wp-content/uploads/2015/09/design-for-play-introduction.pdf>

Equipment and surfacing will be supplied and installed to meet the current 2017+ playground equipment and surfacing BSEN 1176 series of standards.

The minimum lifespan of equipment should be 20 years and the contractor must be able to confirm the availability of spare parts for the lifespan of the equipment. Any maintenance requirements (and associated costs) of the warranty should be clearly communicated. The supplier is assumed to have visited the site to assess the nature of the work, access, topography etc and carried out all relevant service checks. See details below in order to arrange a visit.

Confirmation of working hours, storage of materials, access, location of skips and a final programme of works and Risk Assessment Methods Statements (RAMS) will need to be finalised and agreed with the Parish Council before work begins. During installation the supplier should provide a secure work compound for the build, ensuring that the public cannot gain access to the site or equipment. The supplier will be held responsible for any damage or vandalism caused to machinery or new play equipment left onsite by the supplier and any such machinery should be immobilised overnight. The supplier will be held responsible for and must make good any damage caused to roads, paths, grassed areas, pitches, car parks, fences, drains, sewers, service mains, landscaping etc. For completion of the project, any areas that have been damaged during installation must be made good and returned to new or as a minimum returned to the original condition, at the supplier’s expense.

Waste

The supplier must ensure that all waste materials produced during these works that cannot be reused onsite, are transported from the site using waste carriers with a current Waste Carriers License, appropriate for the type of waste being transported. Wherever possible, waste materials will be recycled.

Post installation inspection

Following completion, a ROSPA inspection will need to be undertaken and any noted defects or medium to high-risk reports will be rectified and resolved within a reasonable time frame. After completion of the construction and before handover, Sonning Common Parish Council may also arrange an independent inspection by our own certified safety inspector and require resolution of defects and risks before the handover and final payment.

Budget

£100,000 excl. VAT maximum

Site Location

The nearest postcode is RG4 9DQ (Kedge Road). The recreation ground land is situated opposite Maiden Erlegh Chiltern Edge School (RG4 9LN) on Reades Lane and is a five-minute walk from the village centre. There are new private residences to the north of the site and residents opposite, which will need to be given consideration regarding noise and working hours.

The new play area including the play mound and the adjacent area is approx.: 50m x 25m = 1250 m sq, as indicated on the attached map. The supplier will provide turnkey (end to end) service with a named contract manager.

Submission requirements/time scales

Submissions must include two hard copies of the tender submission and 4x A1 design boards, with supporting costings for the supply and installation of equipment and the proposed playground surface by **12 noon on Friday 10th September 2021**.

Please also provide a company background including your Health and Safety record, evidence of public liability insurance and employer's liability insurance and any standard terms and conditions.

All pricing will be valid for 12 months from the due date of the response. Prices will be fixed and firm for the duration of the contract once awarded, and it is the client's responsibility to check all rates and costs are accurate. The figures agreed at the time of the contract will be final.

All tenders must be signed by a company director and/or the named sole trader or partnership, dated and returned in a sealed envelope marked 'Private and Confidential-Memorial Park Play Area' to the above address by post, courier or hand delivered. Any tenders delivered by hand must be signed as received by the Parish Clerk or Deputy Clerks. In addition, please also supply an electronic copy of the submission to clerk@sonningcommonparishcouncil.gov.uk, subject line 'Private and confidential Memorial Park Play Area Tender'.

Anticipated time scales:

Action	Date due
Tender bids due	Friday 10th September
Tender bids scored by Memorial Park Play Area Working Party	(Date TBC, before Friday 24th September)
Scoring shared with Memorial Park Working Party and recommendation of supplier reached	Thursday 7th October
Recommendation of supplier made from Memorial Park Working Party to Parks and Recreation Committee	Monday 11th October
Council meeting discussion/approval of Tender based on Parks and Rec. Committee recommendation and subsequent approval of decision sought from funder.	Monday 18th October
Parish council to provide a written response of the outcome of submissions on, or before	Monday 25th October
Public consultation of chosen design on (plus further consultation with focus groups in October/November)	Saturday 6th November (TBC)

Designs adjusted on basis of public consultation by	Monday 29th November
Contract negotiations complete	Monday 13th December
Project completion	Friday 1st April 2022
Post installation report completed and snagging issues rectified while contractor still on site.	Friday 8th April 2022

Evaluation of proposals:

Evaluation of proposals will be made in accordance with the following criteria. If the supplier fails under health and safety criteria or has three or more fails, they will be automatically excluded from the supplier list.

Requirement	Score
Proven experience in the supply and installation of play equipment and surfacing.	Pass/fail
Resources and availability to meet the timetable.	Pass/fail
Financial capability	Pass/fail
Evidence of a clean Health and Safety Record (no enforcement action under current legislation).	Pass/fail
Evidence of Public Liability Insurance of no less than £5 million and professional indemnity insurance of no less than £5 million.	Pass/fail

Scoring of Proposals

40% Design	Meets Play England 10 Design principles, includes inclusive play equipment for 1–14-year-olds with a range of abilities. Includes a variety of desired equipment from list provided, which will be different to that already on offer in the village's existing play areas. Drainage requirement met. Meets BSEN 1176 Standards.
30% Longevity, quality of materials, sustainability, durability and warranties offered.	Materials will be the best of their kind and offer longevity and will be low maintenance. Minimum guaranteed lifespan will be 20 years and spare parts guaranteed available for the expected lifespan. Attention paid to waste and recycling.
10% Price	Good value for money and competitive pricing.
10% Contract management	End to end service offered by supplier with named contract manager working on the project.
10% Presentation	Overall presentation of the submission and documents.

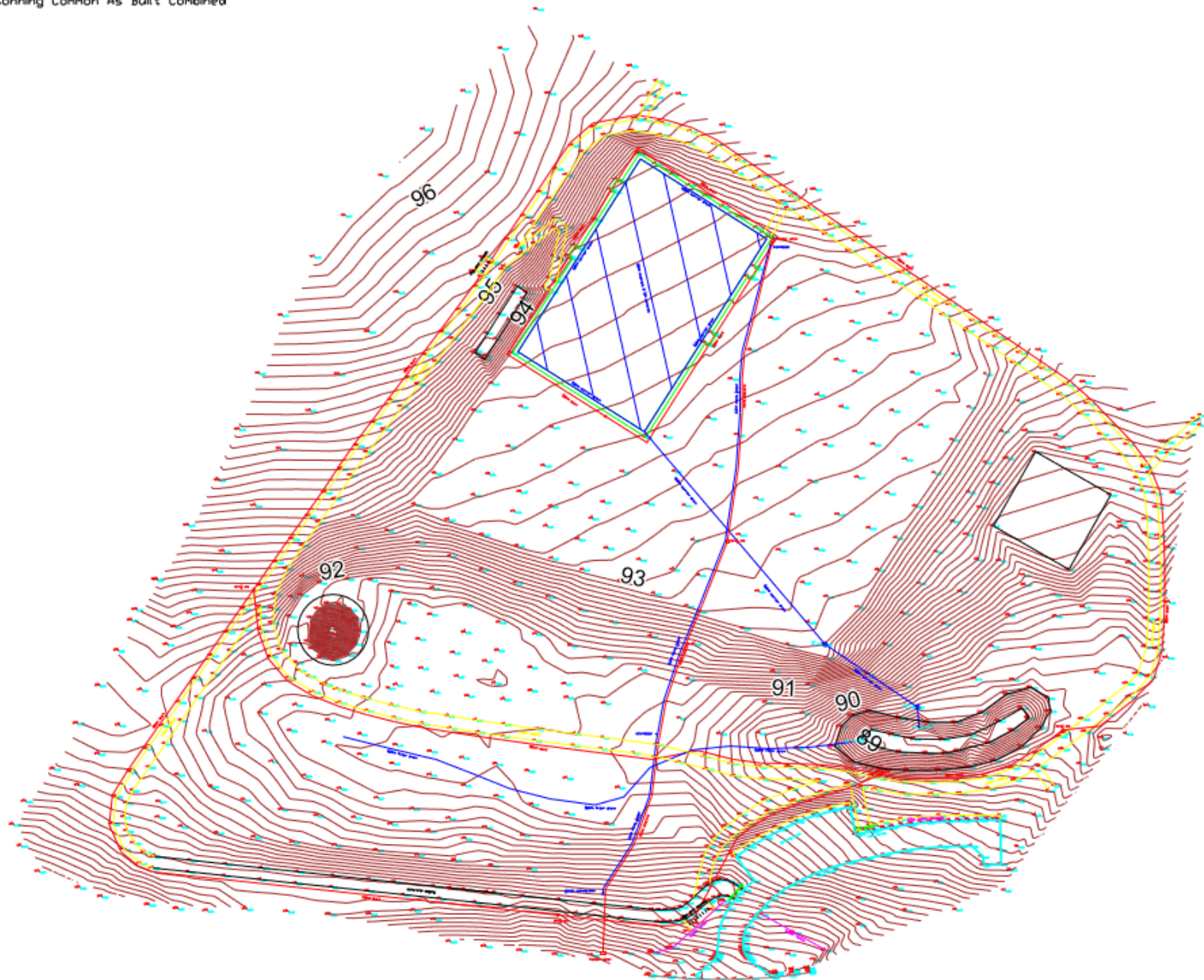
Site visits and queries

Any questions regarding these documents and the specific requirements must be made in writing by email specifying that the email relates to the 'Memorial Field Play Area Tender'. In order that full consideration can be given and full responses can be forwarded to all interested Contractors. Comments and questions must be received no later than five days before the closure date for tenders. Questions and queries after this date may not be considered.

It is prohibited for prospective contractors to contact councillors or staff to encourage or support their tender outside the prescribed process.

Please contact Philip Collings, Parish Clerk: clerk@sonningcommonparishcouncil.gov.uk to arrange a site visit or with any queries.

Sonning Common As Built Combined



Existing play area at Baskerville Road, RG4 9LS:



Existing play area at Churchill Crescent, RG4 9RX.



Existing play area at Lea Road, RG4 9LJ.



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Play Area Accessibility Statement

Sonning Common Parish Council wish to create play spaces where all children will feel welcome and ready to explore, whether disabled or non-disabled. Play England's Ten Design Principles for designing successful play spaces states that:

'Successful play spaces offer enjoyable play experiences to disabled children and young people, and to those who are non-disabled, whilst accepting that not all elements of the play space can be accessible to everyone. Children with different abilities can play together in well-designed play spaces, and parents and carers who are themselves disabled should be able to gain access to play spaces if they are to accompany their children. Though many play providers focus on equipment that is wheelchair-accessible, it is important to recognise that there are many different types of disability or special need. Nonprescriptive equipment, which can be used flexibly – such as a 'nest' swing – might be interesting to large numbers of children with different needs and abilities.'

In addition to this, Sonning Common Parish Council also recognise that some disabilities can heighten senses. For instance, for a child with visual impairment, the senses of smell and touch might be intensified. Therefore, it is key to include textures, sounds and fragrance as part of designs. Equally, Autistic children, or those with sensory processing challenges might appreciate a quieter space in the play area equipped with calming sensory play items.

The 1995 Disability Discrimination Act aims to make sure that those who are disabled have the same access to public services as those who are not disabled. Gates, access and space around play equipment must be considered in design. When designing the play area, consideration should be made to enable play without the need of adult assistance where possible.

Furthermore, Play England's Ten Design Principles for designing successful play spaces also specifies that:

'Successful play spaces should, as far as is reasonably possible, offer the same quality and extent of play experience to disabled children and young people as is available to those who are not disabled, whilst accepting that not all equipment can be completely accessible to everyone. Inclusion by Design (Goodridge, ed. Douch, 2008) sets out the following six principles, established by the Disability Rights Commission, which form the foundation of inclusive design:

- Ease of use
- Freedom of choice and access to mainstream activities
- Diversity and difference
- Legibility and predictability
- Quality
- Safety

In summary, Sonning Common Parish Council aim to provide a wide range of play opportunities which will be as inclusive as possible. These will be founded on the above advice from Play England and by consultation with the community.