

Procurement, Scope of Works, and Brief for Replacement of Mechanical Services Penhill Changing Rooms

Project Title: Replacement of Mechanical Services at Penhill Changing Rooms

Location: Penhill Changing Rooms, Central Swindon North Parish Council

Procurement Method: Open tender via UK Government Contracts Finder

1. Introduction

Central Swindon North Parish Council (CSNPC) seeks bids for the replacement of mechanical services at the Penhill Changing Rooms. This includes the removal of existing hot water systems, installation of new water heating and distribution systems, and associated electrical works.

All works should be carried out in compliance with local building regulations and health & safety standards.

2. Scope of Works

The mechanical services replacement will encompass the following tasks:

2.1 Removal of Existing System

- **Hot Water Vessels:** Removal of 2 x 500L hot water cylinders and associated pipework for the relocation of the plant room to a new designated area at the opposite end of the building.

2.2 Installation of New Water Heating and Distribution System

- **Cold Water Supply:** Installation of a new cold water main running across the roof space from the incoming supply to the new plant room location.
- **Water Boosting System:** Supply and installation of a boosted cold-water system using floor-mounted storage tanks.
- **Hot Water Cylinders:** Supply and installation of 3 x 500L hot water cylinders with 3 immersion heating elements each.
- **Blending Valves:** Installation of new thermostatic blending valves to regulate water temperatures for the showers.
- **Water Softener:** Installation of a new water softener to reduce hard water issues.
- **Pipework Modifications:** Modification of the existing pipework within the roof space to suit the new plant room location.

2.3 Shower and Basin Improvements

- **Walls:** Make good holes in existing PVC panels and supply and fit new hygienic PVC panels (grey or similar).
- **Showers:** Installation of 18 exposed chrome concussive showers with new chrome pipework.
- **Basins:** Replacement of basin taps, acrylic mirrors, and replace toilet seats with soft seat pads across all changing rooms.
- **Shower Wastes:** Replacement of shower waste and grates.

2.4 Electrical Works

- **Wiring System:** Installation of wiring for 3 x dual-element storage water heaters, thermostatically controlled, utilizing the existing RCCB main switch distribution board.
- **Distribution Board:** Installation of a 3-phase distribution board for the water heaters.

2.5 Testing and Commissioning

- **System Testing:** Upon completion, all systems must be tested to ensure functionality. This includes the booster pump, blending valves, and immersion heaters.
- **Handover:** Full commissioning and documentation handover to the responsible individual.

2.6 Insulation

- **Pipework Insulation:** Installation of pipe insulation upon successful system testing.

3. Timeline

The project is expected to be completed within 12 weeks of contract award. All works should be performed during the regular working week (Monday-Friday)

4. Pricing

Tenders must include a detailed breakdown of all costs, including:

- Mechanical works (including water heaters, blending valves, and pipework modifications)
- Electrical works
- Testing, commissioning, and insulation

5. Health & Safety Requirements

Contractors must comply with all applicable health and safety regulations, including safe handling of hot water systems and electrical installations. A comprehensive risk assessment and method statement and CAD drawings must be provided before commencing work.

6. Submission Details

Interested contractors should submit their tender through the UK Government Contracts Finder platform. The submission must include:

- Detailed scope and cost breakdown
- Work schedule
- Relevant experience and references
- Health & Safety documentation

7. Evaluation Criteria

The tenders will be evaluated based on the following criteria:

Cost 60% & Quality 40%

- **Cost:** Competitive and transparent pricing
- **Experience:** Demonstrated experience in similar projects
- **Methodology:** A clear, logical approach to the work
- **Health & Safety Compliance:** Adherence to regulations

The contract will be awarded to the most economically advantageous tender (MEAT).