



Maritime &
Coastguard
Agency

Schedule 2 – Requirements Specification

TCA 3-7-1637 Contract for Needles Coastguard Rescue Station Fit Out Works

1. The Works

- 1.1 You are invited to submit a tender for the works outlined on the spreadsheet titled Appendix A– Schedule of Works.
- 1.2 Needles CRS has been on the Area 9 estates risk picture as a high priority for some time (around 5 years) due to the lack of suitable facilities, training space, storage, and access. Since July 2023 the Station has been completely quarantined due to asbestos problems with the flooring meaning the team have been practically operating out of a vehicle. The Team is a busy Water/Search/Rope rescue team with around 90-100 incidents each year. They also carry out several rope rescues including a notable cliff rescue of 5 children last summer.

Needles CRS is sited on the Western side of the Isle of Wight (IOW). There are two other teams on the IOW Ventnor (14miles) and Bembridge (21miles). Road networks between these respective flank stations are suitable but get very congested in the summer when the population of the IOW doubles to around 280,000.

Relocation to another premise would give the team the stability, resource, training area, washdown facilities and the access it requires to function more within the requirements of a Coastguard Rescue Team in present times.

1.3 Proposed works:

Fit out of industrial Units 5, 6 and 7, Golden Hill Business Park, Norton Green, Freshwater, PO40 9UJ.

Main project activities include:

- Install timber stud partitioning, doors, windows, and suspended ceiling to create the following rooms:

Training Room/Kitchen area

Office

WC, Shower and changing room

Drying Room

- Electrical fit out including high level trickle chargers and EV point.
- Mechanical fit out including plumbing for kitchen, toilet, shower, washing machine and washdown/decontamination points, ventilation, and heating.
- Supply and fit fire detection system.
- Supply and fit intruder detection system.
- New fitted kitchen.
- Make good and decorate throughout, including Flowcrete floor finish in the garage and drying room. Carpet tiles in the training room and office and vinyl in the kitchen, WC, and shower.

- 1.4 The Contractor will take on Design responsibility for the works, acting as Principal Designer and as the Principal Contractor – (Construction Design & Management Regulations 2015) - and should provide for compliance with and provision of necessary resources.
- 1.5 **Quality of Workmanship.** All works should be completed to a high standard, fit for purpose and in accordance with current British Standards, industry best practice and relevant Regulations for each work element. All electrical work is to be undertaken by a National Inspection Council for Electrical Installation Contracting (NICEIC) or equivalently accredited electrical engineer.
- 1.6 The contractor is to pay the necessary fees to all associated sub consultants, i.e., building control, data installation, local authority planning etc.
- 1.7 Visits to site can be arranged using the Messaging system on the Jaggaer Portal.
- 1.8 **General Specification.** All items listed on the Works Schedule are to include all sundry items required to fully complete their installation. All items are to be installed in accordance with manufacturer's guidelines. All disturbed surfaces must be made good with any penetrations through fire wall compartments being made good with temporarily during the works and completed with a permanent approved solution affording the same fire rating as the compartment.

1.9 **Health and Safety.** The works to be undertaken under the full remit of the Construction (Design and Management) (CDM) Regulations 2015. At this stage we do not anticipate that the project will be notifiable.

1.10 **Handover.** The contractor is to provide a handover file for the property, including copies of all Electrical Safety Test Certificates, maintenance/servicing information, building control certification, etc.

2. Pricing

2.1 Recommendations from the Tenderer for any additional works, not already included in the price, would be greatly appreciated, with separate quotes as optional extras.

2.2 The Tenderer should also submit the completed Works Schedule to fit out Units 5, 6 and 7, Golden Hill Business Park, Norton Green, Freshwater, PO40 9UJ.

3. Guarantee

3.1 We regard warranties as a key component of achieving overall best value for money. Full details of any warranties on the tendered equipment are required, including the period of cover.

4. Delivery

4.1 The MCA requires works to commence as soon as possible after contract award. Tenderers should state in their tender their lead time for commencing work and the expected time on site for completion of all works and handover to the MCA.

5. Payment

5.1 Payment shall be made upon completion of all works subject to the receipt of a valid and correctly submitted invoice. The MCA pays undisputed invoices 30 days in arrears.

6. Sustainability

6.1 The MCA is committed to sustainable procurement. This means making the necessary decisions to protect our environment and to operate its procurement activity in an economically, socially, and environmentally responsible way. Tenderers should indicate ways in which their organisation promotes and practices sustainable development and how this can impact on this contract.

6.2 Consideration should be taken to account for the following areas:

Origin and recycled/recyclable content of materials

- Tenderers should detail the quantities used and recycle content of the product.
- Recyclability of product once it has reached its end of life.
- Type of paints and coverings used.

Transport mode selected for freight

- Tenderers should detail options to identify and promote measures to reduce emissions during transport of goods. Including rail freight or low emission/fuel efficient heavy goods vehicles

6.3 More information on the environmental consideration can be found at:

<https://www.gov.uk/government/policies/making-sustainable-development-a-part-of-all-government-policy-and-operations>

<https://www.gov.uk/government/collections/sustainable-procurement-the-government-buying-standards-gbs>