**Bovey Tracey Town Council**

**Expression of Interest – Closing date 14/02/25**

Project – Enhancement and new provision of outdoor fitness equipment and safety surfacing at Mill Marsh Park Play Area, Bovey Tracey, Devon

Timescale – Anticipated award, April 2025, on-site start date, by 1st May 2025.

Contract period – Three months from award

Contract Type – Design and Build

**Company details** – Please complete for your company and for all organisations to be involved, including any proposed sub-contractors.

Name and type of company:

Company address and contact details:

Company number:

Parent Company name and address (if applicable):

Membership of professional / trade bodies (with dates):

**Company Experience** - Please complete for all organisations to be involved, including any proposed sub-contractors..

Please provide examples of similar work undertaken in the last five years in the United Kingdom or the European Union, with total cost. Please indicate if you are willing for Bovey Tracy Council to contact the client(s) listed below.

**Personnel to be employed on this work** - Please complete for all to be involved.

Please provide details of those individuals who would be employed on this project under the following categories;

**Person responsible for overall delivery**

Name & job title:

Qualification:

**Experience:**

**Project Management / Site management**

Name & job title:

Qualification:

Experience:

**Working Arrangements**

Please indicate the proportion of works, as a percentage, which would be undertaken by directly employed staff and by sub-contractors for the following categories;

* Design work, production of plans and working drawings -
* Site Works/ Drainage -
* Equipment installation -
* Safety surfacing -

**Engagement**

Prior to the formal invitation to tender process the Council wishes to engage with interested companies to discuss options for the design of the fitness area. This will include a site visit and discussions with Council officers, members of the Mill Marsh Park Friends Group and local people. Would you be willing to engage in these discussions if requested?

**Further information**

Included with this Expression of Interest Documentation are the following draft documents;

* Conditions of contract
* General Specification outlining requirements

Comments on these draft documents are welcome from interested companies as part of the EIO exercise. A full technical specification will be included at the ITT stage.

Please note this is not an invitation to tender; a formal Invitation to Tender (ITT) will be issued on completion of this EIO exercise in accordance with the Contract Timetable. The Council may include in the tender process, submissions from parties who have not engaged in the EIO process. The Council reserves the right to delay or cancel the intended Invitation to Tender process at any time up to the formal ITT notice.

**Project management contact**:

Len Croney – Pengelly Consulting

[lencroney@gmail.com](mailto:lencroney@gmail.com) 07785 976913

**Council Contact**:

Sheila Brooke – Council Leader

[Sheila.brooke@boveytracey.gov.uk](mailto:Sheila.brooke@boveytracey.gov.uk) 07896 581811

Mark Wells – Town Clerk

[info@boveytracey.gov.uk](mailto:info@boveytracey.gov.uk) 07772 844445

Please return this completed form to;

info@boveytracy.gov.uk

Or by post to Bovey Tracey Town Council, Riverside Community Centre, Bovey Tracey Devon, TQ13 9AW

By close of play on 14/02/25