

## **CONDOVER PARISH COUNCIL**

### **TENDER FOR:**

The design and construction of a Pump Cycle Track at:

Condover Playing Fields  
Station Rd.  
Condover  
Shrewsbury  
SY5 7AA

### **TENDER DEADLINE**

12.00 Friday 13<sup>th</sup> January 2023

### **TENDER ADDRESS**

Condover Parish Council  
c/o Dorrington Village Hall  
Dorrington  
Nr Shrewsbury  
Shropshire  
SY5 7LD

Responses to this tender invitation must be received by the above closing time and date, at the address shown above.

The tender must be submitted in a sealed envelope or package marked for the attention of the Parish Clerk and titled:

**‘Design and Construction of ‘Pump’ Cycle Track at Condover Village Sports Ground’**

Tenderers are prohibited from contacting councillors or staff outside the prescribed processes.

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## 1. GENERAL DESCRIPTION

Condover Parish Council are seeking a reputable and experienced company to design and construct a 'Pump' track for use by BMX riders, skateboarders, scooters and mountain bikers, suitable for children aged 9 to 14 years at Condover Village Sports Ground, on the provisions set out in this document. Construction will include a 2 metre high safety fence on the 2 open sides of the track and all weather path from a new road entrance from Station Road.

The Parish Council anticipates there to be a period of up to 10 weeks for the design to be agreed and the contract to be awarded, agreed and signed, preliminaries completed and the works to start on site. Start on site would be subject to weather and ground conditions.

## 2. TENDERS

This document must be treated as confidential. The Bidder must not disclose they are submitting a tender, or release details of the tender document, other than to those who have a legitimate need to know, or whom they need to consult for the purpose of preparing the tender.

The Bidder is required to submit a fixed price for the works detailed within this document and in accordance with the Schedule of Works, Specifications and Brief.

The Bidder must submit price and accompanying design by the specified closing time and date to the Condover Parish Clerk, at the above address.

Prices shall be irrevocable and valid for a minimum of 120 days after the closing date, despite another tendered price being accepted.

The Parish Council has, in its sole discretion, the unfettered right to:

*Accept any tender,  
Reject any tender,  
Reject all tenders,  
Accept a tender, which is not the lowest price,*

*Accept a tender, which deviates from the specifications in this document,  
Reject a tender, even if it is the only tender received by the Parish Council,  
Accept all or any part of the tender,  
Split the requirements between one or more bidders.*

If the tender is accepted, and any required permissions are subsequently refused, the Parish Council reserves the right to cancel the contract.

The Council will acknowledge receipt of all tenders within 14 days of the closing date.

The Parish Council is not bound to accept the lowest priced tender and reserves the right to accept or reject any tender without explanation.

The Bidder shall not have any claim for expenses incurred in the preparation of their tender.

### **3. TERMS OF ENGAGEMENT**

The acceptance of a tendered price, together with drawings, specifications and any correspondence, shall form the basis of a binding contract governed by English Law.

The successful Bidder will enter into a contract by way of a JCT minor works contract issued by Condover Parish Council.

The Parish Council's representative will be the Parish Clerk or other appropriate person appointed by the Parish Council, and notified to the Contractor.

All queries or correspondence should be addressed to:

Condover Parish Council  
Email: [Condoverpc@gmail.com](mailto:Condoverpc@gmail.com)  
Tel: 07516 445872

## **4. Description of Works**

The project requires the design and construction of a new 'Pump' Cycle Track, suitable for use by 9 – 14 years age. The track should be of minimum 80metre length x 1.5metre width, with continuous oval loops. Its design should incorporate start and rest positions, and 16 – 20 bump, jump and bend features.

The formed track will be covered with 200mm layer of locally sourced type 1 stone, compacted and finished with 80mm layer of tarmac.

Adjacent fall zone should be no steeper than 45 degrees and topped with turf or similar. All other areas to be covered with topsoil and grassed.

The site occupies an area of 37 x 10 metres. A 2 metre high V Mesh fence with an opening for pedestrian access, is required on 2 sides, to prevent ingress of cricket balls from the adjacent pitch.

A new durable weather-proof path and entrance gate from Station Road is required. The gate to be 1m wide and the path 110m in length and 1m wide.

Adequate drainage should be provided to prevent standing water.

Shropshire Council Planning have indicated that Planning permission is not required for this development, provided the surrounding fence is less than 2 metres in height. The Contractor should apply for a Permitted Development Certificate prior to commencement of works.

A RoSPA certificate is to be provided on completion.

## **5. Budget**

£25,000 to £40,000, excluding VAT. Please submit a design tailored to be within the budget.

## **6. Site Description and Access**

Condover Village Sports Ground is situated approximately ½ mile north west of the village centre and is bordered by minor roads and open fields, separated by a hedge. There is no nearby housing but Condover Golf Course runs parallel to the southern perimeter of the sports field.

The Sports field was bequeathed to village and currently held in trust, but run on a day-to-day basis by a management committee.

The site currently includes cricket and football pitches, but is designated for general recreational use by the community.

The proposed site is flat and currently grassed.

Interested bidders are encouraged to visit the site to familiarise themselves with the layout and surrounding environment.

Parish Council representatives are available to meet interested bidders during the tender period, by prior arrangement.

Access to the site will be via the main gate at the road intersection and cricket pavilion. There is a pedestrian entrance via a kissing gate off Station Road.

A prestart meeting will be held to establish a Contract area, to include storage of equipment and welfare during the construction period.

## **7. Site Plans**

Appendix 1 Site plans showing position of the Pump track, new access path and entrance

Appendix 2 Photo of site

## **8. Working Hours**

Working hours are limited to 8.30am to 6.00pm Monday to Friday. Weekend working is not allowed as adjacent pitches are in use.

## **9. Labour Plant and Materials**

The contractor will provide all labour, material, fuel, water, plant, tools and machinery in order to execute the work.

It is the responsibility of the bidder, to ensure all sub-contractors comply with the requirements set out in this document.

## **10. Disposal of Waste and Litter**

The Contractor must ensure all waste materials and litter are transported from the site by a company with a current Waste Carriers Licence. There must be no burning or burying of litter or vegetation on the sports field.

## **11. Health, Safety and Welfare**

The Contractor shall at all times comply with the Health and Safety at Work Act 1974, all subsequent Regulations and relevant Codes of Practice.

The Contractor must provide copies of insurances, before commencing any work.

The Parish Council cannot offer any welfare facilities at this site.

The Contractor must secure the site with suitable temporary fencing and signage, informing the public of the works and potential hazards.

## **12. Existing Utility Services**

The Parish Council does not have access to any plans or layouts of utilities.

The contractor is responsible to establish the position of any utilities or services in the vicinity of the construction area, by making enquiries with the utility companies and carrying out an underground survey if deemed necessary.

The Contractor should be aware of an overhead electricity line in the adjacent field.

## **13. Programme of Works**

Bidders are required to provide a Program of Works, to include lead time to the start of construction following award of the contract, and expected duration of the construction phase

The bid should include a GANNT showing completion of activities on a time line

The Contractor should include an allowance for lost time due to inclement weather.

The Contractor must provide finished designs for approval by the Parish Council before construction starts.

Delays in meeting the agreed finish date must be reported to the Parish Council as early as possible, with a recovery programme.

## **14. Environment and Reinstatement**

The Parish Council is committed to improving the environment and sustainable development. Contractors should, during the duration of the contract:

*Provide information on new or improved environmentally friendly materials as they become commercially available.*



*Reduce the amount of packaging and recycle packaging as appropriate.*

*Remove all packaging and dispose waste in an environmentally friendly manner.*

The Contractor must make reasonable efforts to protect all surfaces when transporting plant and equipment to and from the BMX site. All existing grassed areas shall be reinstated using grade 1 topsoil and grass seed.

## **15. Payment Terms**

95% following completion of works to the satisfaction of the Parish Council

5% retained for 3 months from completion.

## **16. Insurances Required**

The contractor shall provide Public and Council liability insurance (persons and property) up to the value of £5.000.000 for any single incident and for an unlimited number of incidents.

The Contractor shall provide evidence of insurances before starting work.

## **17. Safeguarding**

The Contractor shall, for the purpose of this Contract, have in place its own Safeguarding Policy.

The Contractor must ensure, that at all times during execution of the work, no person is employed or engaged by the Contractor is barred from that activity under the provisions of the Safeguarding and Vulnerable Groups Act 2006 and any subsequent regulations.

## 18. Materials and Workmanship

All materials and workmanship shall conform to relevant British standards.

All propriety equipment and surfacing must comply fully with BSEN1176, BSEN1177 and any other relevant play industry standards.

Following completion, the Parish Council will, will if necessary, draw up an initial list of defects, which are to be corrected by the Contractor before leaving the site.

## 19. Evaluation of Tenders

Bids will be evaluated by a sub-committee, appointed by the Parish Council, to determine the most economically advantageous tender, using a points system. The Parish Council are not bound to accept the bid scoring the highest number of points.

### Price 30 points

Bids will be compared against the lowest price submitted using the following formula:

Lowest Bid price / Tenderer's Bid price x 30

### Quality 70 points

Suitability of Track design	20 points
Presentation	20 points
Meets Tender Specifications	20 points
Warranties and Certification	10 points

### Suitability of track design 20 points

This will be assessed on the design most suitable for the requirements of children aged 9 – 14 years.

The design must show an interesting range of obstacles for riders, be visually pleasing and be compatible with the surrounding environment

**Presentation 20 points**

This will be assessed on the quality of plans and visual layouts provided by the Bidder to support their tender.

**Tender Specifications 20 points**

Tenders will be checked against minimum requirements contained in the Description of Works section.

**Warranties and Safety Certification 10 points**

Length of warranties will be compared for various parts of the design.

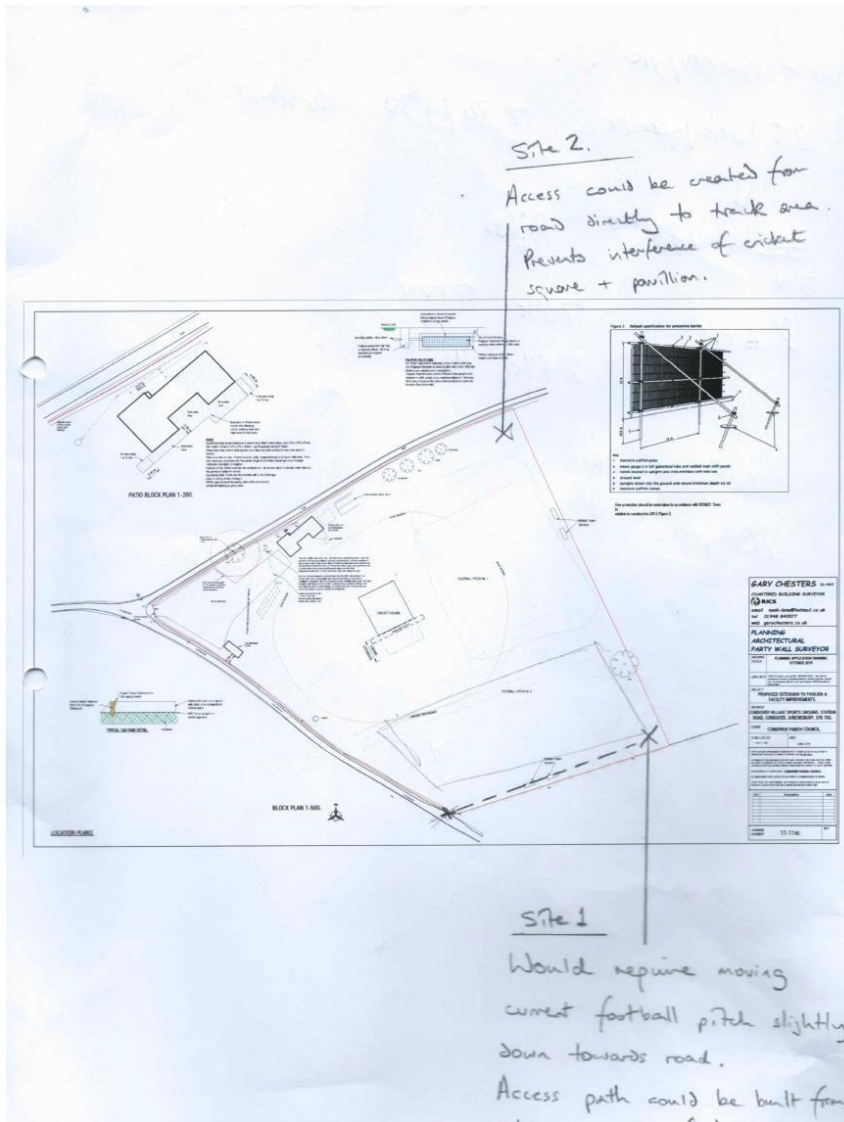
Bidders must include a RoSPA certificate of conformity and any other relevant safety documentation.

**20. Submission of Tender**

The Bidder shall submit the following documents;

- Tender, with prices clearly shown and itemised.
- Proposed BMX track layout plan and drawn to scale.
- Guarantees and Warranties.
- Project timeline using a Gantt chart.
- References for similar projects recently completed for a local authority.

## APPENDIX 1 SITE PLAN - Reference Site Option 1



## APPENDIX 2 – PHOTO OF SITE

