

**Tender for Fitness Development at Corby East Midlands International Pool**

**Tender – Document Two**

**Specification**

Thank you for expressing interest in this procurement for Fitness Development at Corby East Midlands International Pool.

**Please ensure that you register your interest with the procurement contact named in Document One in order to receive updates, question responses, etc.**

We now invite you to submit a tender. Further stages of the process are outlined in this document.

To assist you in this, four documents have been provided:

* Document One – Information and instructions (including the timetable)
* Document Two – Specification (this document)
* Document Three – General Terms and Conditions
* Document Four – Tender Response Document

When completed, please return **two hard copies and a copy electronically saved on a CD** ofthe response document (Document Four).

Please mark envelopes/packages with only “**Tender Response: Fitness Development at Corby East Midlands International Pool (Private and Confidential)**”and with no company markings or anything else which might identify your organisation e.g. personalised franking, and return to:

Democratic Services Manager

Corby Borough Council

Democratic Services Department

Corby Cube

Parklands Gateway

George Street

Corby, Northamptonshire

NN17 1QG

|  |
| --- |
| **To be received not later than 12:00 noon on Tuesday, 30th August 2016.**  **Late submissions will be disregarded.** |

**Tender – Document Two**

**Specification**

|  | **CONTENTS** | **PAGE** |
| --- | --- | --- |
|  | Introduction | 3 |
|  | Background | 3 |
|  | Scope | 4 |
|  | Service Conditions and Environmental Factors | 5 |
|  | Statement of Requirements | 5 |
|  | Technology, Systems and Management Techniques | 11 |
|  | Quality Requirements | 11 |
|  | Training | 11 |
|  | Added Value | 12 |
|  | Invitation to Tender | 12 |
|  | Contact | 12 |
|  | Appendix 1: Corby East Midlands International Pool Floor Plan | Separate Sheet |

1. **Introduction**

Corby Borough Council requires an experienced supplier to provide and install a range of cardio vascular, fixed resistance machines, multi stations and free weights into the gym at Corby East Midlands International Pool.

1. **Background**

Corby East Midlands International Pool opened in July 2009 and is a wet and dry facility encompassing a 50m pool, 25m pool, health suite, crèche, cafe, meeting room, dance studio and 70 station gym.

Corby Health and Fitness facilities at Lodge Park Sports Centre and Corby East Midlands International Pool (CEMIP) are the most popular fitness facilities in the Borough. The equipment at CEMIP is 7 years old and in need of replacement. In order to maintain the levels of membership and customer service it is agreed that the facility needs to be redesigned and fitted out to remain competitive with new gym facilities opening in the borough. The development of the gym is planned for the end of December 2016 with the opening planned for the first week in January 2017.

The facility is owned and managed by Corby Borough Council. The existing Leisure membership is around 3,000 members between this facility and Lodge Park Sports Centre.

Adult participation in physical activity levels within Corby remain low and are lower than the rest of Northamptonshire, it is hoped that this new development will help to attract new members targeting those who have been previously inactive. The development will also help to retain current members and prevent them from joining any private gyms opening in the area.

**Attendances**

| **Facility** | **2012-13** | **2013-14** | **2014-15** | **2015-16** |
| --- | --- | --- | --- | --- |
| Lodge Park Sports Centre | 261,671 | 269,680 | 199,056 | 199,056 |
| Corby East Midlands International Pool | 324,265 | 381,037 | 491,427 | 443,026 |

**Contract Period**

The proposed development is scheduled to take place between Monday, 12th December 2016 and Thursday, 5th January 2017. The gym will open to the public on Friday, 6th January 2016. A timetable of works is provided below for consideration.

| **Item** | | **No. of Days** | **Dates (inclusive)** |
| --- | --- | --- | --- |
|  | Close Gym | N/A | Monday, 12th December 2016 |
|  | Removal of Existing Equipment | 3 days | Monday, 12th December 2016 to Wednesday, 14th December 2016 |
|  | Undertake Floor Strengthening and Resealing Floor in Gym & Fitness Studio | 12 days | Monday, 12th December 2016 to Friday, 23rd December 2016 |
|  | Floor Drying | 3 days | Saturday 24th December 2016 to Monday 26th December 2016 |
|  | Installation of Equipment into Gym | 4 days | Tuesday, 27th December 2016 to Friday, 30th December 2016 |
|  | Audio Visual / Electrical Works | 2 days | Monday, 2nd January 2017 to Tuesday, 3rd January 2017 |
|  | Painting Gym | 3 days | Monday, 2nd January 2017 to Wednesday, 4th January 2017 |
|  | Staffing Training | 2 days | Tuesday, 3rd January 2017 to Wednesday, 4th January 2017 |
|  | Operational Day | 1 day | Thursday, 5th January 2017 |
|  | Gym Open to Public | N/A | Friday, 6th January 2017 |
|  | Official Opening | N/A | To be confirmed |

1. **Scope**

The successful company will be required to supply, deliver and install the equipment within this specification and provide a 5-year service plan that covers all elements of the equipment including:

* Online service portal, providing the ability to log and track faults 24 hours a day;
* 5 year complete mechanical and electronic parts with service support as specified;
* Yearly service visits; and
* Cosmetic consumable cover for 5 years. Consumable items will include:
* CV Equipment:

1. consoles/integrated TV;
2. Motor & Mechanical Component Covers;
3. Badges and Graphic Logos;
4. Power cords;
5. Foot straps;
6. Pedals;
7. Pedal Arms;
8. Plastics;
9. Seats;
10. Stabilizers;
11. Pop ins; and
12. Grips and handles.

* Strength Equipment:

1. Upholstery;
2. Seat pins;
3. Selector pins and cords;
4. Graphic logos;
5. Weight shrouds;
6. Bottle holders;
7. Add on brackets;
8. Weight plat stickers;
9. Rubber feed;
10. Hand grips
11. Pulleys;
12. Cables
13. Plastics; and
14. Belts
15. **Service Conditions and Environmental Factors**

The Council will require a quick and efficient response service during the 5-year service period on all supplied fitness equipment.

Following any fault being reported, the Contractor will attend site within 48 hours to investigate the fault and repair within that timescale where possible.

There are fire exit doors at the bottom of a staircase from the gym that can be used to install the equipment into the building to prevent disruption to the main reception area.

The Facility Manager, Health and Fitness Manager or Duty Manager will be on site during the opening hours and should be contacted for assistance if needed and should be kept informed of any issues or occurrences that happen during the installation.

Care should be taken at all times to limit disruption to the facility taking care to minimise noise, dust and ensure that all waste is cleared and removed from site throughout the project recycling of materials whenever practical or possible.

The successful company will be responsible for Health and Safety of its workers and sub contractors (as appropriate) but also to ensure the safety of centre staff and its users.

1. **Statement of Requirements**

The Council will be responsible for the removal and disposal of the existing equipment and this will not form a part of this contract.

The equipment must consist of cardiovascular, fixed resistance machines, plate loaded machines, multi stations and a range of dumbbells, barbells, free weights and small functional equipment.

Durability will be a key component alongside a high quality finish and multi function facility. Attention needs to be given to Inclusive Fitness Initiative (I.F.I) although a few IFI approved pieces of equipment will be needed where specified.

A range of colour contrasting options, where applicable, are requested, tactile quick start, speed and incline/resistance controls, yellow attachments, colour differences. Please take note of individual specifications below:

**Cardiovascular Equipment**

The Cardiovascular machines are to have the generic requirements of the equipment listed below. The Full number of machines required is identified under the Specific Requirements heading below:

* Durability a high quality finish and a multi function facility;
* Integrated touch screen console on the majority of C equipment (except Rower, IFI, where stated) with clear picture and extremely efficient re-active screens;
* Wireless internet connectivity;
* IPod compatibility;
* USB port;
* Multiple language options;
* Start/stop speed and incline/resistance controls on handles/rails preferable tactile;
* Hand held heart rate sensors;
* One touch start stop;
* A good range of programmes to include at a minimum weight loss/fat burn, manual start, personalised zone training, varied profiles and customise programmes;
* Ergonomic designs for comfort and posture;
* Smooth movement control; and
* Easy operation for clients of all ages and abilities.

**Specific Requirements**

In some instances, two options (A and B) are proposed for pieces of equipment, due to some equipment only being available to certain providers.

11 Treadmills are requested in total the preferred Option is A.

**Option A:**

8 Treadmills as per specification below, 2 IFI Treadmills plus

1 Functional style Treadmill - built in bar and handles that gives the same feeling as using a sled, self powered, ability to adjust the resistance.

**Option B:**

9 as per specification below and 2 IFI Treadmills

* Speed 0-20kmph (min) with function to swap to m/ph;
* Incline 0-15%;
* Console configuration to be the same as other CV machines (except rowers, IFI, or where stated);
* USB Port;
* Integrated touch screen console on the majority of CV equipment (except rowers, IFI, or where stated)with clear picture and very efficient re-active screens;
* Absorption/Shock system on Deck/Base Treadmill;
* Emergency stop operation;
* Quick start function;
* Multiple exercise programs;
* Interval Programme Settings;
* Display to include Time, Distance, Elevation, Heart Rate and Calories;
* Heart Rate monitor compatible;
* Standard UK power requirement; and
* To cater for persons up to 400lbs/182kg.

**Cross-Trainer/Elliptical Specification**

Two different types of Cross Trainer/Elliptical and 9 machines in total are required, spilt into a 5 and 4.

* Console configuration to be the same as other CV machines;
* Integrated touch screen console on the majority of CV equipment with clear picture and very efficient re-active screens;
* USB port;
* Quick start function;
* Multiple exercise programs;
* Interval programme Settings;
* Display to include Time, Distance, Heart Rage, Calories and Steps per minute;
* Total body movements – both arms and legs;
* Variable resistance levels;
* Low step on height;
* Heart rate monitor compatible;
* Electric/Self powered; and
* To cater for persons u to 400lbs/182kg.

**Upright & Recumbent/Hybrid/Group Indoor Cycling Bike Specification**

Different types of bikes are requested and 12 in total.

**Option A:**

6 upright bikes (2 of which must be IFI and include foot trap supports)

2 Hybrid Bikes, 2 Recumbent Bikes (which must be IFI and include foot trap supports), 2 Indoor Cycle/Spin style Bikes

**Option B:**

6 upright bikes (2 of which must be IFI and include foot strap supports)

4 Recumbent Bikes (2 must be IFI and include foot trap supports)

2 Indoor Cycle/Spin style Bikes

* Console configuration to be the same as other CV machines;
* USB Port;
* Integrated touch screen console on the majority of CV equipment (except Rowers, IFI) with clear picture and very efficient reactive screens;
* Quick start function;
* Multiply exercise programs to include heart rate controlled programmes;
* Interval programme settings;
* Display to include Time, Distance, Heart Rate, Calories, Watts and RPM’s;
* Variable resistance levels;
* Heart Rate monitor compatible;
* Electric/self Powered;
* To cater for persons up to 400 lbs/182kg;
* To provide an Indoor Cycling /Bike for Spin/Indoor cycle based work; and
* To provide, if possible, a hybrid bike within the required amount of bikes specified.

**Stair Climbing**

2 stair climbing based machines and not steppers:

* Console configuration to be the same as other CV machines;
* USB Port;
* Integrated touch screen console on the majority of CV equipment (except Rowers) with clear picture and very efficient reactive screens;
* Quick start function;
* Shock absorber system to reduce stress on knees, ankle and lower back;
* Multiple exercise programs;
* Interval Programme settings;
* Display to include Time, Floors or amount of steps, Hear Rate, calories and Watts;
* Variable resistance levels;
* Heart Rate monitor compatible;
* Standard UK power requirements; and
* To cater for persons up to 400lbs/182kb.

**Rower**

3 Rowers:

Concept 2 Rower model D or similar specification to include:

* Air Resistance rowing/Fan Wheel;
* To cater for persons up to 500lbs/227kgs;
* Enclosed chain housing;
* Welded steel support Legs;
* Double powder finish;
* Can be separated into two parts for storage; and
* Be moved on wheels.

The following cardio vascular machines need to meet all the requirements dependent on facility footprint, floor plan and design as the existing electrical and coaxial points are to be utilised on the provided floor plan.

Treadmills 11

Upright bikes 6

Recumbent/Hybrid bikes 4

Indoor Cycle 2

Cross/Elliptical Trainer 9

Rowers 3

Climbing 2

**Total CV Machines: 37 Machines**

Please Note: There is an existing Upper Body Sci Fit that will need to fit in the Gym plan/layout.

**Resistance Equipment**

Generic specification for all fixed resistance machines:

* Independent movement, cable or converging/diverging movements on some fixed resistance machines where specified;
* Weight stack pins with security lanyard;
* Durable non slip hand grips;
* Powdered coated welded frames;
* Weight stack guards;
* Instructional placard on each machine showing instructions for use by clients including identifying name and muscle group worked;
* Choice of frames and upholstery covers;
* Yellow adjustment buttons/knobs with easy adjustable seat heights;
* Ergonomic designed machines for comfort and correct postural positions with clear colour contrasting leavers; and
* Weight stack from 5kg-100kg+ with easy progression management from 2.5kg to 7.5kg where applicable. Not all machines will require the full 100kg.

**Premium Fixed Resistance Range of Equipment**

Chest Press 1

Shoulder press 1

Rear Deltoid/Fly 1

Bicep/ Arm Curl 1

Triceps/ Arm Extension 1

Dip and Chin stack /assisted machine 1

Leg Extension 1

Prone (preferred) Leg Curl 1

Seated/Low Row 1

Lat Pull Down 1

Hip Adductor/Abductor (combined if possible) 1

**Plate Loaded Specification**

Dependant on gym Design, Space and layout

* Plate loaded Olympic Flat bench with storage and bar;
* Plate loaded Olympic Incline or a 3 way bench with storage and bar;
* Plate Loaded Olympic Shoulder Press and bar;
* Plate Loaded 45 degree/Linear Leg Press;
* Hack Squat;
* Squat/Lunge;
* Preacher Curl & E z bar; and
* 2 Weight Tree and Plates provided to support the above 5 machines minimum 650kg.

**Multi Stations Specification**

* 1/2 Functional Training/cable pulley system with accessory pack handles and attachments;
* 1 Multi station to include: Cable Crossover – with multiple attachments (2 cable columns, pull down, Tricep Press/Pulley, Row 4/5 stack;
* Smiths Machine ( vertical path of motion) with up to 200kg Plates; and
* Options can be given based on equipment specified for gym floor plan design/space.

**Half Rack /Accessories specification**

* 1 Half Racks with plate storage and a 20kg free Bar with built in lifting platform (dependant on gym layout and floor plan);
* 1 Lifting Platform ( stand alone);
* Bumper Olympic Plates provided to support the above machines minimum 300kg; and
* 1 X15kg Women’s Olympic bar and 1 20kg Men’s Olympic Bar with free standing holder.

**Free Weights Specification**

* Full range of 2kg-50kg Free weights rubber coated with clearly marked colour contrasted weight indication; and
* Free weights must be supplied with storage racks.

**Barbell weight Specification**

* Range of 10kg- 30kg fixed barbell and rack

**Benches Specification**

* 4 multi adjustable benches;
* Glute/Ham Bench;
* Back Extension Bench; and
* Ab crunch Bench.

**Functional /Stretch/Small Kit**

* 3 big floor mats;
* 2 TRX and mounts;
* Plyo Soft boxes Small, medium and large (3);
* 1 Bosu;
* 2 Foam rollers;
* Sets of kettle bells 6 – 24kg (2kg increments);
* 2 Stability/Swiss balls;
* 2 Skipping ropes;
* Medicine balls 3kg, 5kg, 6kg, 8kg 9kg;
* 5 resistance tubes ( varying strengths); and
* VIPR set and rack 10 – 26kg.

**The total weight of all proposed equipment is required for the tender response document.**

1. **Technology, Systems and Management Techniques**

Technology involved in the equipment must provide best service for customers and the Council.

1. **Quality Requirements**

The Council will require a quick and efficient responsive service during the 5-year service period on all supplied fitness equipment.

The Tender package must include the following areas as an inclusive cost from the purchase of the cardiovascular, resistance and associated equipment:

* The successful company will correct any defects or faults that appear within five years of the completed project that are due to installation or manufacturing issues at the successful company’s expense;
* A maximum of 48 hours response to any repairs required by in house service engineers;
* Engineers are required to carry sufficient spare parts to ensure repairs are completed within the specified period;
* The opportunity to purchase further equipment from the successful company under the same agreed terms and conditions;
* The contractor should have at least 5 years experience of installation and operation of fitness facilities;
* Supervision and HR/employment standards;
* The supplier must be able to demonstrate the proposed equipment meets BS EN 957 regulations, UK Safety Regulations and CE Safety Regulations;
* Supplier policies, procedures and systems ensuring a save, consistent and quality service;
* Involvement of stakeholders; and
* Expectations of supplier Complaints procedures

The successful company must confirm that they will conform to all Corby Borough Council policies and regulations when performing all work relating to the design, supply and installation of the fitness equipment.

1. **Training**

Two days training needs to be undertaken with the gym team (approximately 15 members of staff) prior to opening, ensuring that staff are fully conversant with the equipment, its safe operation, ongoing daily maintenance schedule, etc.

1. **Added Value**

Corby Borough Council would like the successful supplier to deliver in-house training on the operation and functions of all the equipment supplied and installed and would like a sporting ambassador to be at the official opening of the gym.

The Council would also like at least one of the following added value items listed below. Please note that the Council does not deem that one of these items is more or less important than any other:

* Equipment for Vibration platform training;
* CBC Branding within the gym;
* Branded promotional goods i.e. water bottles/towels etc for leisure members; or
* Other.

The successful equipment supplier will be required to work in partnership with Corby Borough Council to deliver Community Health and Wellbeing initiatives such as Cardiac Rehabilitation, Activity on Referral, Fast Pass scheme etc helping to achieve the Councils business goals.

1. **I****nvitation to Tender**

When completed, please return **two hard copies and a copy electronically saved on a CD** of the response document (Document Four) to:

Democratic Services Manager

Corby Borough Council

Democratic Services Department

Corby Cube

Parklands Gateway

George Street

Corby, Northamptonshire

NN17 1QG

To arrive by **no later than 12:00 noon on Tuesday, 30th August 2016**.

***Please note that******no other identifying mark should appear on the envelope. Failure to observe this will mean the tender will be disqualified.***

1. **Contacts**

In the event of any queries or requests for further information arising from this tender, please contact:

Julie Cardwell (Principal Leisure Officer – Wellbeing)

[julie.cardwell@corby.gov.uk](mailto:julie.cardwell@corby.gov.uk)

***Note that the Council cannot accept the return of completed tender responses by e-mail.***

If the Council considers any question or request for clarification to be of material significance, both the query and the response will be communicated, in a suitably anonymous form, to all service providers / suppliers who have responded.