

Tender - Odiham Parish Council



Conversion of current basketball court to a Games Area (MUGA) and creation of a timber trail

Date: 22 February 2018

Client: Odiham Parish Council

Site Location: The Recreation Ground, Recreation Road, Odiham. RG29 1NU

Value: £100K

Introduction

OPC has received £100,000 in developer's s106 contributions for a youth hub or similar facility in Odiham. Following research with our residents and local children, Odiham Parish Council is seeking tenders from competent suppliers to design, supply and install a MUGA in place of our current basketball court at our Recreation Ground at Recreation Road, Odiham and the installation of some wooden fitness trim trail equipment. The Recreation Ground constitutes of an enclosed field, with a play area that appeal to younger aged children.

We have a separate tender with a closing date of 23 March 2018 for junior recreation equipment adjacent to the current play area and community pre-school.

Aim

To convert the current basketball court into a MUGA with 2 games walls at either end to encourage use by a variety of people.

To install a wooden trim trail with a range of equipment for use by teens and adults.

Specification – MUGA

The current area of the basketball court is approximately 632m² and has a tired tarmac service. The MUGA should be constructed using the full area of the existing court.

The surface of the MUGA should be suitable and marked out for playing a variety of games, e.g. football, basketball and netball. The choice of surface, recommended maintenance including costs for maintenance and guarantees should also be stipulated.

There needs to be two access gates and appropriate new fencing which includes consideration for mitigation to reduce noise and allow for best reliance from ball impact. OPC wishes to do all that it can to mitigate noise for the neighbours.

The MUGA should include two games walls at either end that provide a goal and hoop for basketball. The current hoops allow for short games across the width of the pitch and should remain.

Specification – Timber trail

Equipment should primarily be made from natural wood on a grass base. As part of the European Safety Standard for Outdoor Fitness Equipment the quote must include signs to explain the route of the trail and individual unit signs. It is suggested that the trail is set up in a circle to allow for group use. If a safer surface is required under any of the equipment this must be included in the quote.

Specification – both

Any possible anticipated ongoing maintenance costs for the new equipment should be clearly outlined as well as the national safety standards to which the equipment has been made.

On completion of the project the supplier should arrange for an independent safety inspection of the site by a suitably qualified person, the report of which must be handed to the Parish Council prior to site hand over.

The supplier must provide a one-year “snagging” guarantee on completion of all works undertaken.

The supplier must provide maintenance instructions for all works undertaken.

Consents

It is suggested that the plan to be submitted be referred to Hart DC for pre-application advice.

Should either of these items require planning permission from Hart DC, the successful contractor will be required to apply for all necessary consents and permission before commencing the construction.

Quotation requirements

We are looking for a competitive price to a maximum of £100,000 for both projects excluding VAT for supply, delivery and installation of all works.

Hard copies of the following documents should be provided in a sealed envelope marked “Private and Confidential – MUGA Tender” to Odiham Parish Council, The Bridewell, The Bury, Odiham. RG29 1NB by **12 noon on Friday 20 April 2018:-**

- Method statement
- Risk assessment
- Public liability insurance with a minimum coverage of £1,000,000 per accident.
- Company Health and Safety policy
- Fixed-price quotation for the full design (including fencing and surfacing), build, installation, planning application process (if required) and independent safety inspection. Please confirm to the council whether your proposed project will require planning permission.

It is expected that the project will completed by August 2018.

Your method statement must:-

- Include full details of the proposed MUGA and trim trail equipment and surfacing to be installed;
- Include CAD and elevation drawings;
- Provide full details of relevant experience and qualifications;
- Outline of installation timeframe and lead time;
- Provide details of comparable projects;
- Include contact details for a minimum of two reference sites.

Your quotation should:-

- Detail separate fixed-costs for each element of the work including separate fixed-costs for each item of equipment;
- Include all preparatory work, supply, delivery and installation of all works, planning costs (if appropriate) and independent safety inspection report.

Your method statement and quotation must take all latest relevant legislation and regulations into consideration.

All equipment should be robust and comply with the latest European Safety Standards with relevant certification provided.

All suppliers to be API registered.

FAILURE TO PROVIDE ANY OF THE INFORMATION REQUESTED WILL RESULT IN THE TENDER BEING REJECTED.

Site Access

It is essential that prior to the submission of a tender a site visit is carried out. No additional costs will be entertained for want of information in this respect. The Contractor will be responsible for site measurements.

Site visits can be made at any time during normal working daylight hours.

Local residents and their families should not be inconvenienced.

A location map is included.

Once appointed, the preferred contractor will need to negotiate access for works in advance with Odiham Parish Council.

Timings

Tenders must be received by Odiham Parish Council no later than **12 noon on 20 April 2018.**

Once tenders have been received, they will be reviewed to ensure that they meet the specification.

Odiham Parish Council will select the preferred the contractor and notify them by **17 May 2018.**

