

AYLSHAM TOWN COUNCIL STREET LIGHTING LED UPGRADE

This tender is in two parts and the Town Council would prefer quotes for both parts but would consider separate quotes.

1 INVITATION TO TENDER FOR CONVERSION OF TOWN COUNCIL STREETLIGHTS TO LED

2 INVITATION TO TENDER FOR ANNUAL STREETLIGHT MAINTENANCE CONTRACT

1 INVITATION TO TENDER FOR CONVERSION OF TOWN COUNCIL STREETLIGHTS TO LED

Aylsham Town Council currently has a mixture of street lighting and invites you to quote for the following works to upgrade all Town Council owned lights to LED. In total Aylsham Town Council has 434 lights.

The objectives of this scheme are to

- Improve Lighting Levels
- Reduce Street Lighting Energy Used
- Reduce Street Lighting Maintenance costs
- Reduce risks from outdated installations

Full details of the contract are as follows:

- a) Replace existing concrete columns (35) with galvanized steel column complete with LED lanterns (total 35)
- b) Replace all non-LED lights with LED's (total 249)
- c) Replace all existing lighting in the heritage areas with appropriate heritage style lanterns (total 75)

Special Requirements

- d) Aylsham Market Place - remove existing modern lights (to be placed in a location to be determined) and replace with heritage style lights
- e) Sears Close – due to the style of column to replace with suitably designed lantern (photographs of columns available on request)
- f) To re-number and label **ALL** street lights and work with the Town Council administrator in preparing a new asset register

Please note the figures listed are those as at 1st November 2019 and actual numbers are likely to change as replacements are made over the intervening period

General Scope of Contract

- The Town Council would expect as a minimum a visual assessment of all columns to determine any defects at critical points that might prevent conversion to LED.
- Removal and disposal of existing non - LED lanterns and columns (Retaining 20% of each lamp style until completion of the project to allow for repairs during the project period).
- Supply and installation of LED lanterns with photocell electrical connections to current EU guidelines. As the lighting is via an unmetered supply Generic LED Charge Codes are required for LED lighting equipment connecting to the distribution network.
- The light specified in your quote should also be able to be adjusted on site, after installation.
- if necessary to determine appropriate LUX levels.

Environmental Context

In preparing your tender proposals there should be recognition of the environmental context the streetlights are located in including:-

- Town Council lights stay on during dark hours. Therefore, any fitments need to have dusk to dawn sensors.
- As the majority of the Town Council footway lights are along footpaths consideration should be given to accessibility for construction purposes.
- Aylsham is covered by a number of Conservation Areas. Whilst the Town Council has permitted development rights to install street lighting it is conscious of the need to complement these areas in terms of design, style and heritage.

Health and Safety Requirements

The successful contractor will need to show the following.

- Staff employed on this contract must have G39 Category 1 accreditation.
- A copy of your certificate of public liability insurance must also be submitted along with your quote.
- Your company must be NICIEC accredited or equivalent (please provide evidence of such accreditation including levels of accreditation with your quote).
- A copy of your company's Health and Safety policy must be submitted along with your quote.
- A project coordinator or single point of contact must be nominated by the successful tenderer whom should be readily contactable to deal with any queries and problems that may arise. This point of contact must be available from the date the contract is awarded until satisfactory completion of the project.

Other Requirements

- In addition to the contract price as part of the quote the contractor must prepare a trial site to showcase at least 1 standard column light and 1 heritage style light or provide an example where similar lights have been fitted in a residential area within a 20-mile radius of Aylsham.
- The contractor should also be prepared to attend a public meeting at the Town Hall to assist with any technical question's residents may raise.

Timescales for installation

Timescales for installation are to be agreed between the preferred contractor and the Town Council. Within your submission please provide an outline of your timescales for delivery of this project. The Town Council wish to have this projected completed by 31st December 2021 at the latest.

Payment

Payment for the LED conversion and associated works will be made on completion of the contract or at agreed stages of the contract.

Evaluation and awarding of contract

The contract will be awarded to the company that complies with all written requirements, has satisfactory references and offers the best value for money. Guarantees/Warranties and aftersales service will also be assessed. We may require further information from tenderers after submission of tenders.

Evaluation of Tender

Price 50% Experience 20% Local Context 30%

Guarantees and Warranties

Provision of warranties on all LED luminaires, photocells, drivers, ballasts, and lanterns will form part of the tender evaluation and must be included with the quote.

Please provide details of your own and manufacturers guarantees and warranties on the streetlight and installation work.

2 INVITATION TO TENDER FOR ANNUAL STREETLIGHT MAINTENANCE CONTRACT

Aylsham Town Council has 434 street lights and are looking for a maintenance contract for three years commencing on April 1st 2020. As at 1st November 2019 18% of the lights are LED's but by 31st December 2021 (at the latest) all lights will be LED's.

The specification for the contract must include details of the following requirement:

All employees carrying out the contract work must have a G39 Category 1 accreditation

All lamps to be cleaned and inspected every two years (50% each year)

Annual asset condition report

Turn-around time for full repair of faults which are not classed as an emergency

No call out charge for non-emergency repairs

Emergency call out charges

Any other costs

Timetable for Tendering

Invitation to tender 2nd December 2019

Closing date for tenders 31st January 2020

Decision by Town Council 19th February 2020

Award of Contract by 1st March 2020

Start of Contract 1st April 2020

If you wish to submit a tender for these works please submit your tender, by post in a sealed envelope clearly marked STREET LIGHT CONVERSION AND MAINTENANCE and return it to Aylsham Town Council no later than 5pm on Friday 31st January 2020.

Aylsham Town Council
Town Hall, Market Place
Aylsham
NR11 6EL
01263 733354
town clerk@aylsham-tc.gov.uk