Brampton Parish Council

Invitation to Tender
for
Brampton Men's Shed

Date of Issue:

22 October 21

Contents

Invitation to Tender

Introduction

1. This invitation to tender (ITT) is issued by Brampton Parish Council for a building to serve as a Men's Shed. This concept is part of a national initiative to provide a venue for volunteers to refurbish furniture brought in by residents. The primary objective of Men's Sheds, in addition to their green credentials, is to provide spaces for people to socially interact and create**.** There is significant evidence that Men's Sheds reduce anxiety, decrease depression, relieve loneliness and in general improve the health and wellbeing of people who are susceptible to social isolation. Consequently, there is a reduced demand on local surgeries and other NHS and Social Care facilities. These benefits have been recognised by Cambridgeshire County Council, Huntingdonshire District Council and Brampton Parish Council who, amongst others, are grant funding this initiative. The total customer budget for the building element of this project is £110,000.

Requirement Overview

2. This ITT calls for the laying of foundations and the delivery and erection of a portal steel building (to be used as a Men's Shed facility) as a *Turnkey* contract. The technical specification, and accompanying drawings, are shown in the annexes to this document. Pdf files of the annexes are also supplied to give full resolution.

3. All internal fitting out of the building including partitioning, electrical wiring and connection to utilities (electricity, water and sewage) will be undertaken by the customer after the handover of the building by the chosen contractor. Fitting out is not part of this tender invitation.

4. Planning permission for the building detailed in this ITT was granted on 16 July 2021.[1]

Shed Site

5. The site is a grassed area, located in the north-eastern corner of Brampton Memorial Playing Fields and is bounded on the south by a fenced, multipurpose hard surface with an asphalt path running alongside and, on the north, by a hedge. An aerial photograph of the site is at Annex 2 and the existing site layout plan at Annex 3. The topography is generally flat and level. Structural Engineering Consultants have confirmed that the soil conditions are good with respect to the laying of foundations and drainage.

6. There are suitable areas for off-loading, lay-down and storage of materials. The general area around the proposed shed building is shown in the site layout plan at Annex 4. Annex 7 provides further details of the relevant areas. Please note that the site layout plans have all been based on Ordnance Survey data and measurements taken on site during early planning. The appointed contractor will be required to check the site measurements/setting out of the building prior to commencing any site work, to agree any minor alterations to the positioning if required with the customer. Whilst it is believed that there are no service pipes or other below ground impediments on or in the vicinity of the site, an underground services survey for the site is being arranged. The results of this survey will be provided to the successful bidder, prior to the agreed start work date (or earlier if required). For bid purposes it should be assumed that there are NO service pipes or other impediments on or around the site.

[1] Huntingdonshire District Council Application number 20/01697/FUL refers.

7. A mature oak tree, the subject of a tree protection order, is located adjacent to the site in the boundary hedge. A photograph showing the position of the tree is shown in paragraph 8 of Annex 1 of this document. The general tree protection requirements are specified in paragraphs 9 and 10 of Annex 1 and in detail, in Annexes 8 and 9. Note that Annex 8 shows some details relating to the shed and to its utility connections that have been superseded and should be ignored. These are correctly shown elsewhere.

8. Prior to the chosen contractor starting work, Brampton Parish Council will remove the wooden barrier fencing currently in place (in place to prevent cars moving onto the grassed area) and also relocate some of the outdoor gym equipment so that they do not impinge on the construction site.

Building Control Compliance

9. Building Control have been provided with plans and have raised no issues. The appointed contractor will be responsible for the design of the load-bearing foundations and a building (as per the technical specification at Annex 1) which meet Building Control approval. In the event that remedial work is required to comply with Building Control prespecified requirements, this shall be conducted at the contractor's expense.

Pricing

10. To help mitigate against the current uncertainties in building sector costs, the customer is prepared to entertain bidder proposals for the advance purchase of materials as required by the technical specification of this ITT. Ideally, any such costs should be factored-in to the staged payment schedule called for in paragraph 12b(iv). Notwithstanding, it is requested that prices tendered should be valid for at least 28 days from the Deadline for Tenders date specified in the table at paragraph 11.

Timetable

11. The following table lists the key tender process elements and dates:

Key tender process elements	Key Dates
Date of ITT Issue	22 October 2021
Deadline for Tenders (date of ITT issue plus 30 working days)	4 December 2021
Contract award	17 December 2021

Respondent Instructions

12. You are requested to submit a response to this ITT which includes the following components:

a. **Technical.** An outline plan and product specification showing how you will meet the requirements of the technical specification detailed at Annex 1. This part of your submission should also include:

(i) Any onsite plant and material storage requirements.

(ii) Any customer responsibilities or requirements to be provided by Brampton Parish Council.

(iii) Any exclusions and/or deviations from this specification.

b. **Price.** A price breakdown to include the following:

(i) The price for the preparations, laying down of the foundations and erection of the building as specified in Annex 1, with a validity period from the Deadline for Tenders date.

(ii) Any additional essential work required, but not specified in this ITT.

(iii) A staged customer payment schedule which follows the completion of key parts of the build.

c. Commercial. A breakdown of the following elements:

(i) A draft contract/agreement, with terms and conditions.

(ii) Forecast start and finish dates for the project.

(iii) Full warranty details.

(iv) An overview of your company's relevant experience.

(v) Two customer references.

13. Requests for accompanied site visits and questions relating to the tender should be addressed to Peter Menczer, the project manager for the scheme (email p.menczer@sky.com Telephone 0771 3272734). Any such visits or enquiries must be made before the deadline for tenders date specified in paragraph 11.

14. You are asked to submit **a word-processed proposal in hard copy** signed by your bid manager. Responses should be on A4 paper, with sequential page numbering. **Please clearly mark the outside of the envelope 'Brampton Shed Tender' in the bottom right-hand corner.** Responses should be returned to:

The Parish Clerk
Brampton Memorial Centre
Thrapston Road, Brampton
Huntingdon. PE28 4TB

15. Any assumptions used in preparing responses should be clearly stated. Any appropriate supporting documents such as maps, brochures, organisation charts, etc. should be included.

16. By submitting a response, you are committing to an understanding of the requirements and have sufficiently addressed all aspects of the tender and that you have checked all stated details, such as prices, to be correct and as intended. Brampton Parish Council makes no obligation in any way to pay any vendor for any ITT response. Only bids received by the Deadline for Tenders date will be considered.

Bid Evaluation Criteria

17. Evaluation of bids will be based on:

    a. Technical compliance. See paragraph 12a.

    b. Price within the total customer budget. See paragraphs 1 and 12b.

    c. Commercial compliance with paragraph 12c.

Feedback to Unsuccessful Bidders

18. Brampton Parish Council will notify any unsuccessful bidders four weeks after the tender submission deadline date (i.e., in week commencing 3 January 2022). Detailed feedback can be provided if requested and should be made in writing to:

The Parish Clerk
Brampton Memorial Centre
Thrapston Road, Brampton
Huntingdon. PE28 4TB

Annex 1
Technical Specification

Building

1. The structure of the portal steel building should conform to the following requirements:

    a. All steelwork should be galvanised and adhere to ISO 1090 standards.

    b. The footprint of the proposed structure is 155sqm. The dimensions of the structure are shown in Annexes 5 and 6. In summary they are:

        i. Eastern Block (Top of the T) - 14.4 m x 5.90 m.
        ii. Western Block (Stem of T) 11.80 m x 5.90 m.
        iii. Eaves Height - 3.0 m with ridge height 3.68 m above slab level.
        iv. Roof Type - Dual Pitched Roof with Pitch 10°.

    c. The design of the external walls and roofs of the Shed is as set out in Annexes 5, 6 and 7. The cladding is to be Vertical Kingspan KS1000RW plastic coated XL Forte insulated composite with Kingspan CLEANsafe 15 coating or similar cladding.

    d. The external colour of the walls and roof is to be Merlin Grey (RAL 180 40 05).

    e. The rainwater goods are to consist of pressed steel box gutters and square downpipes, flush to the building, in Merlin Grey (RAL 180 40 05) or a suitable alternative.

    f. External Doors – (See Annex 6 for positioning):

        i. One 2000 x 2050 mm (W x H; nominal) insulated metal double door at the western end of the building (structural opening - exact size to suit standard doors). One of these doors is to be a lockable access and fire exit door, the other door is to have bolts to allow occasional access for large items.
        ii. One 1050 x 2150 mm (W x H; nominal) (structural opening – exact size to suit standard doors), insulated metal fire exit door at the eastern end of the building.
        iii. All doors to comply with standard LPS 1175 SR2 and to be suitable for disabled egress.

    g. Rooflights – seven, double-skinned rooflight panels positioned as per Annex 6 and 7. The dimensions of five of these panels are 1140 mm x 1600 mm (nominal). The dimensions of the remaining two panels are 780 mm x 1180 mm (nominal).

    h. Ventilation – suitably terminated openings for the following:

        i. Four 100mm ducts: one on each of the three gable ends and external wall of the DDA toilet, for the subsequent installation (by the customer) of mechanical air extraction fans (positioning shown on plans at Annexes 5 and 6).
        ii. Four 150mm ducts: at the four indicative positions shown on the plans at Annexes 5 and 6 for natural inlet vents with suitable internal (as well as external) terminations. Exact positions to be agreed with the customer.

Foundations

2. The foundations and base for the shed are to be commensurate with the general arrangement plan as laid out in Annex 6 and suitable for the building erected thereon. The design of the foundations/slab shall incorporate the necessary reinforcement to support the building above and meet with Building Control requirements. The key requirements are:

a. The slab level will be 150mm above ground level.

b. The floor is to have an insulation layer as specified in the ground floor detail inset diagram on the plan at Annex 6 (or as specified by Building Control).

c. The floor will have a power float finish.

Duct and Pipe Work

3. The table below (see also Annexes 4 & 6) details the duct and pipe work required:

Ser No	Duct or Pipe Purpose	Nominal Diameter (mm)	Depth of duct to crown – external to Shed (mm)	Comments
(i)	Foul water drainage	100	500	
(ii)	Incoming electrical power	100	450	
(iii)	Power supply to sewerage pumping station	100	500	
(iv)	Potable water main	100	750	
(v)	Telecommunications	40	450	
(vi)	Under-slab electrical conduit	40	N/A	For table saw connection in SW floor of workshop

4. The provision and installation of a sewage chamber and sewage pump referred to in this document is outside the remit of this contract.

5. The following requirements must also be met:

a. All ducts and pipes should terminate outside the Shed, one metre from external Shed wall.

b. All external ducting entering the Shed should terminate at a minimum of 200mm above slab level.

c. The foul water drainage pipe should terminate at a height of 200mm above slab level at the location shown within the shed.

d. The internal duct for a connection to a table saw should terminate at 200mm above slab level by the wall, but at floor level at the other end.

e. All ducts should have drawstrings provided.

Landings and Ramps

6. External landings and ramps to be provided to both doorways as required by Part M Building Regulations (all-inclusive access door) and as shown on the plan at Annex 6. Ramp gradients should be 1:12. Landing edging is required to prevent wheelchair toppling and should consist of engineered brickwork to a minimum of 150 mm above the landing level.

Soakaways

7. Two soakaway pits, with three buried pipe connections to the rainwater down pipes are required as per the positions shown in Annexes 4 and 6. Structural engineers, PRP, have undertaken soakaway tests and confirm that soakaways are suitable on site. The overall configuration of guttering and downpipes is to be sufficient for the flow rates off the roof. The key requirements are:

    a. Both soakaway pits are to be located a minimum of 5.00 m from the structure, a minimum of 2.5m from the nearest boundary and not in the root protection area specified in Annex 8.

    b. The 100mm discharge pipes are to be laid at 1:80 fall.

    c. The soakaways are to have a minimum 3 cubic metre capacity.

    d. A loose stone infill is to surround the pipes and to finish 100 mm above line of inlet.

    e. Impervious layer cover back-fill with minimum 200mm topsoil and turf/seed to achieve levels to match existing ground.

Tree Protection Requirements

8. The photograph below shows the oak tree covered by the tree protection order.

9. The tree protection measures shown on the plan at Annex 8 and detailed in the Arboricultural Method Statement shown in Annex 9 (document supplied as a separate .pdf file) must be implemented prior to the commencement of any development, demolition, clearance or other preparatory operations including excavations. They must be retained intact for the duration of the construction works.

10. In particular, the appointed contractor must:

a. Not prune or carry out any other work on the tree.

b. Not subject the tree to any impact damage to the crown, branches and trunk of the oak tree.

c. Protect against soil compaction by utilising track mats for machinery.

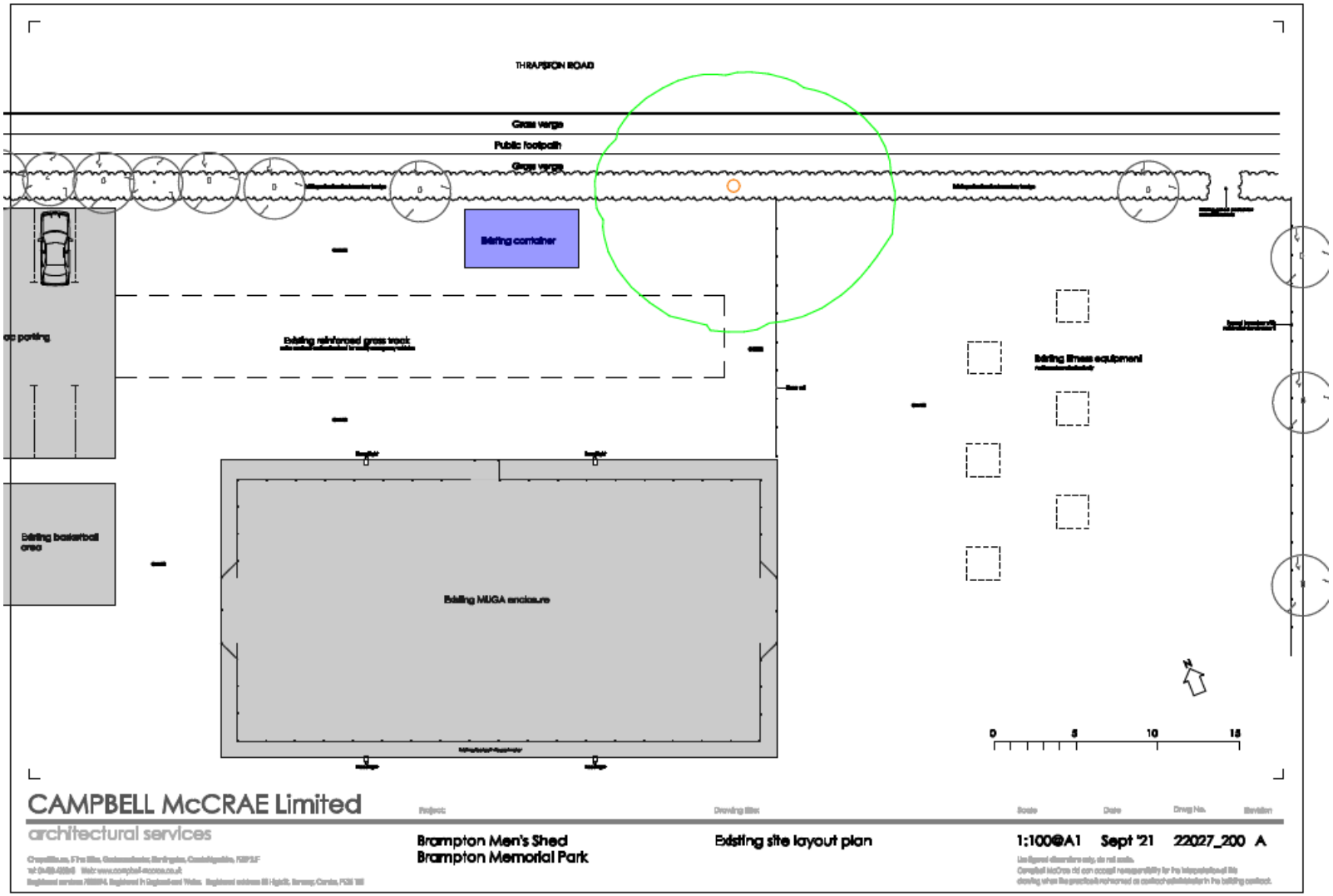
d. Protect against impact damage by plant and machinery during site preparation and implementation of the scheme.

Annex 2

Aerial Photograph of Site

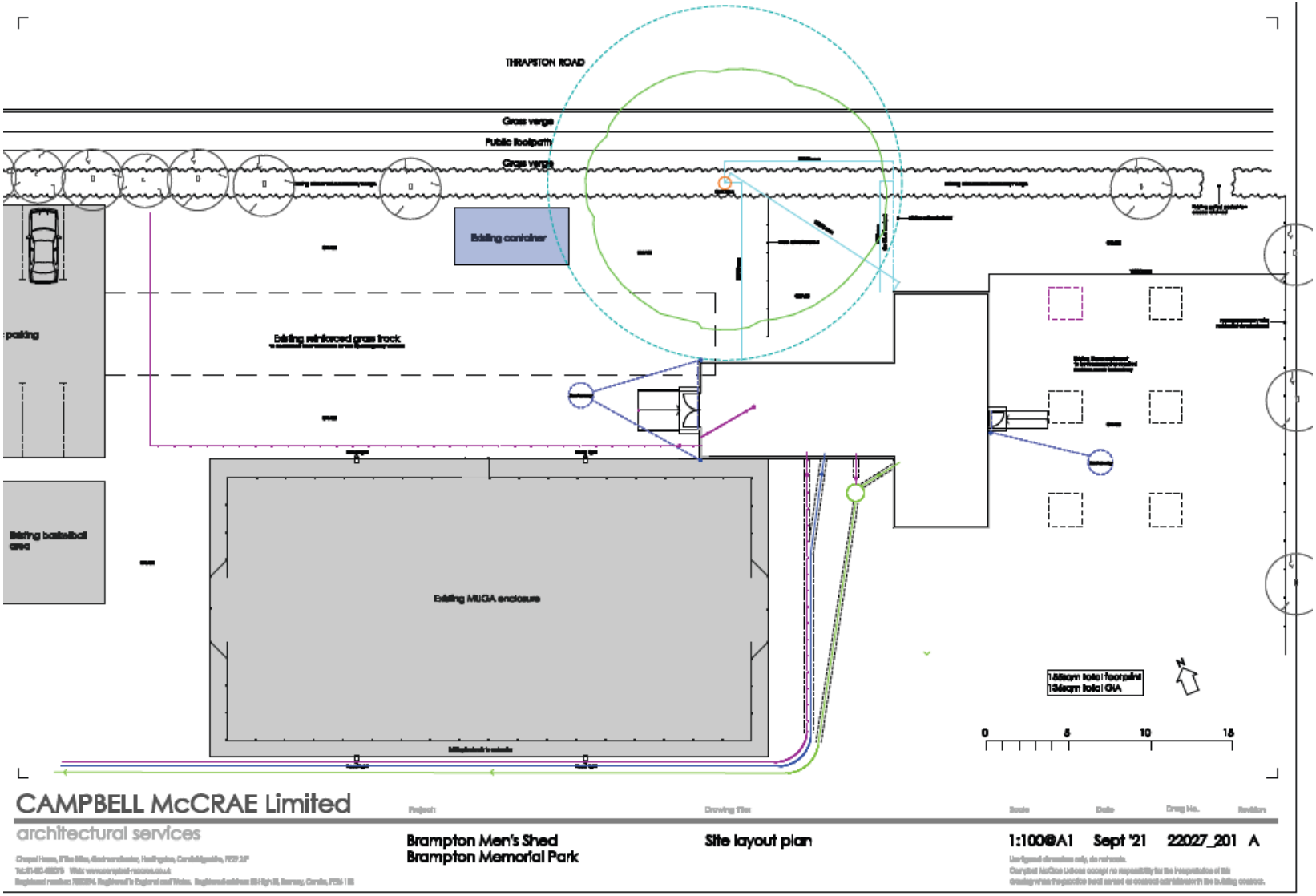
Annex 3

Existing Site Layout Plan



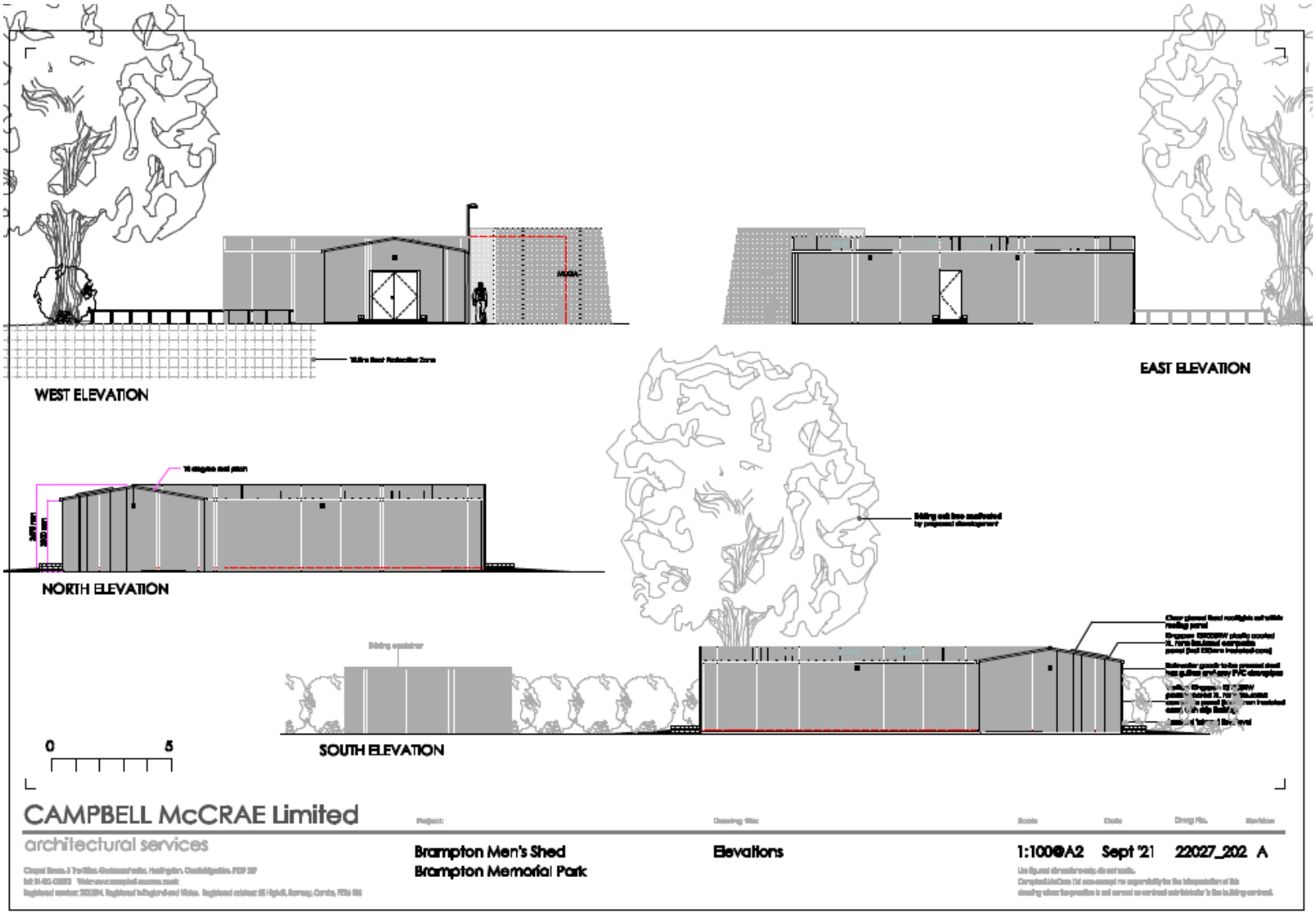
Annex 4

Site Layout Plan

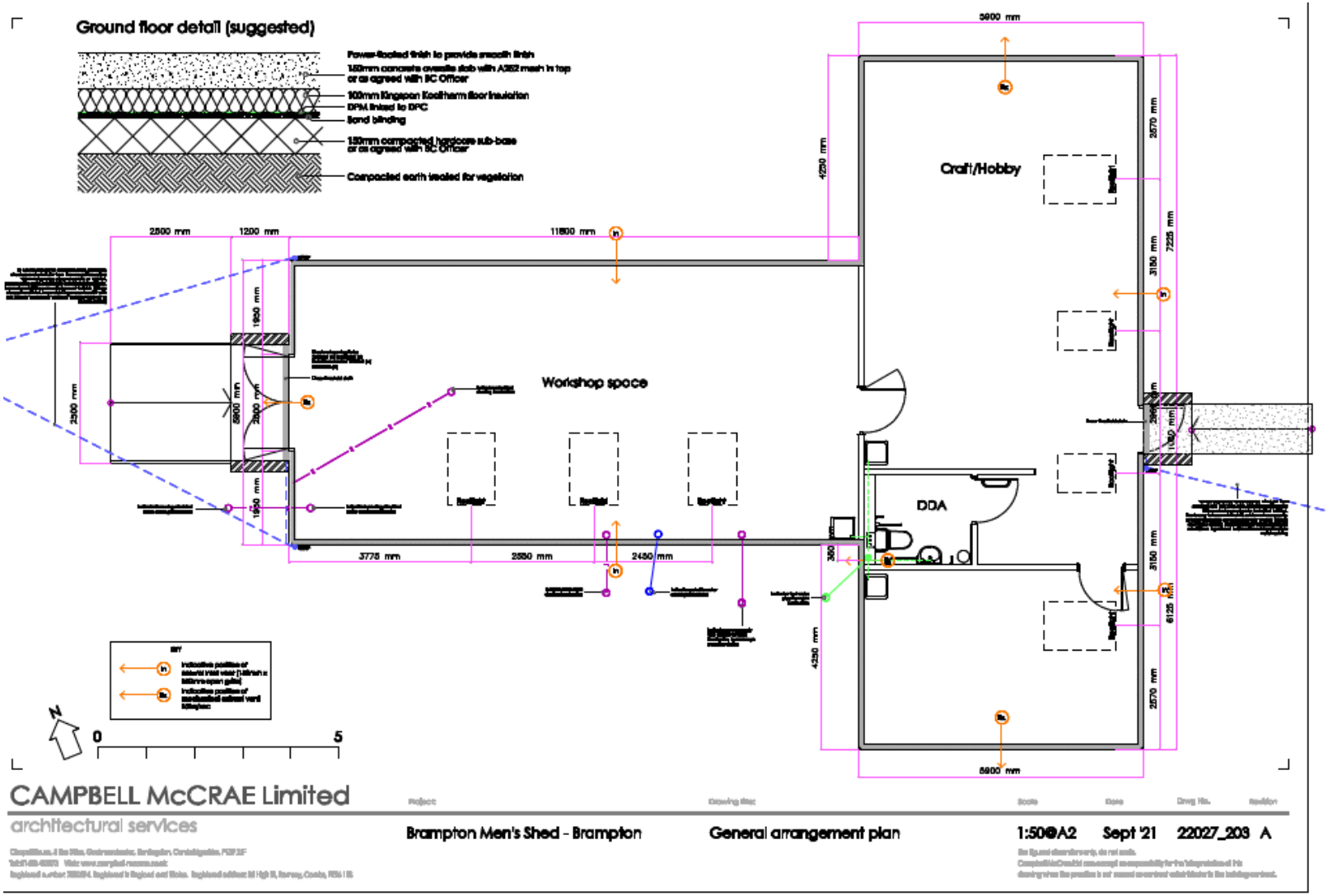


Annex 5

Elevations

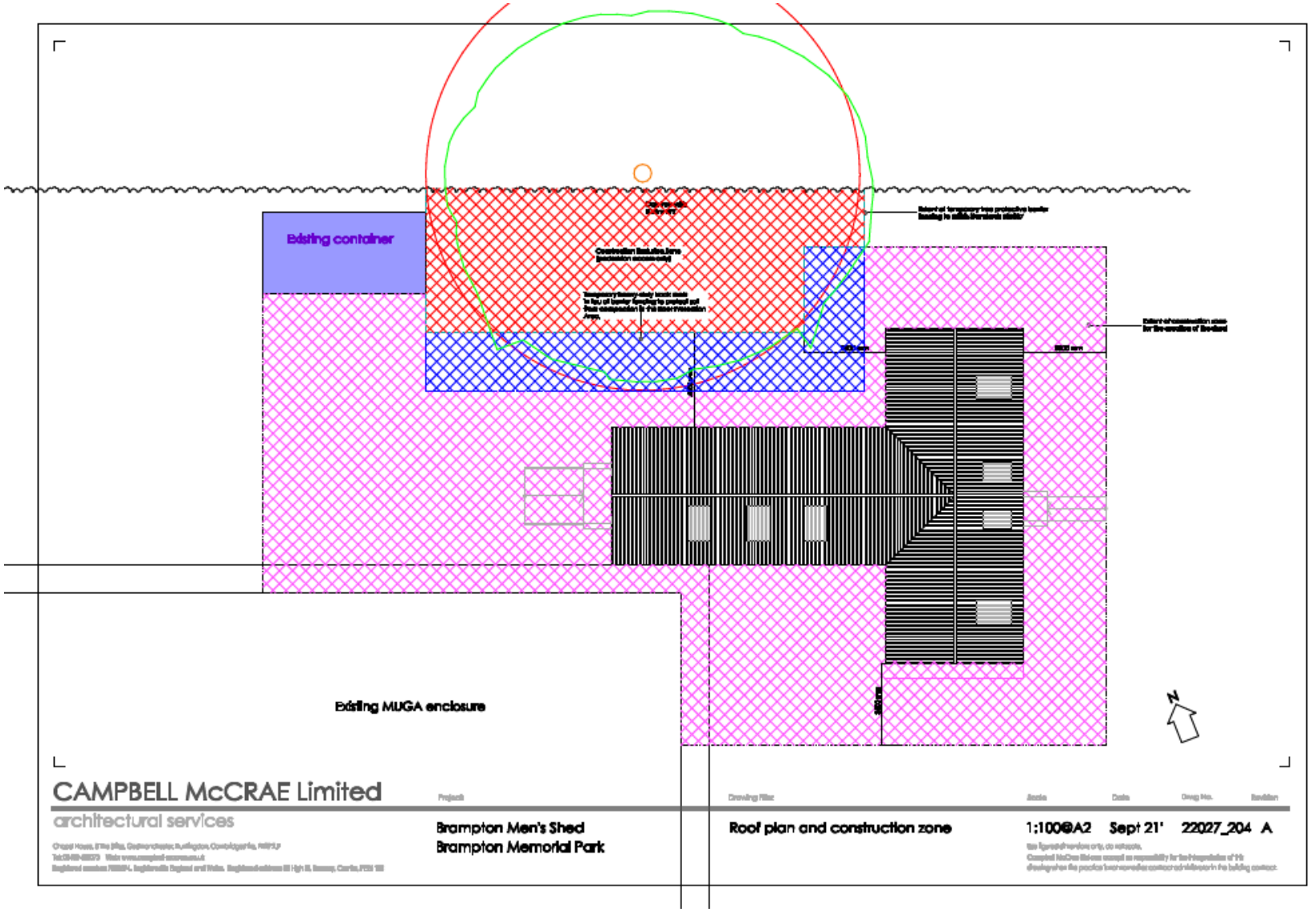


Annex 6
General Arrangement Plan



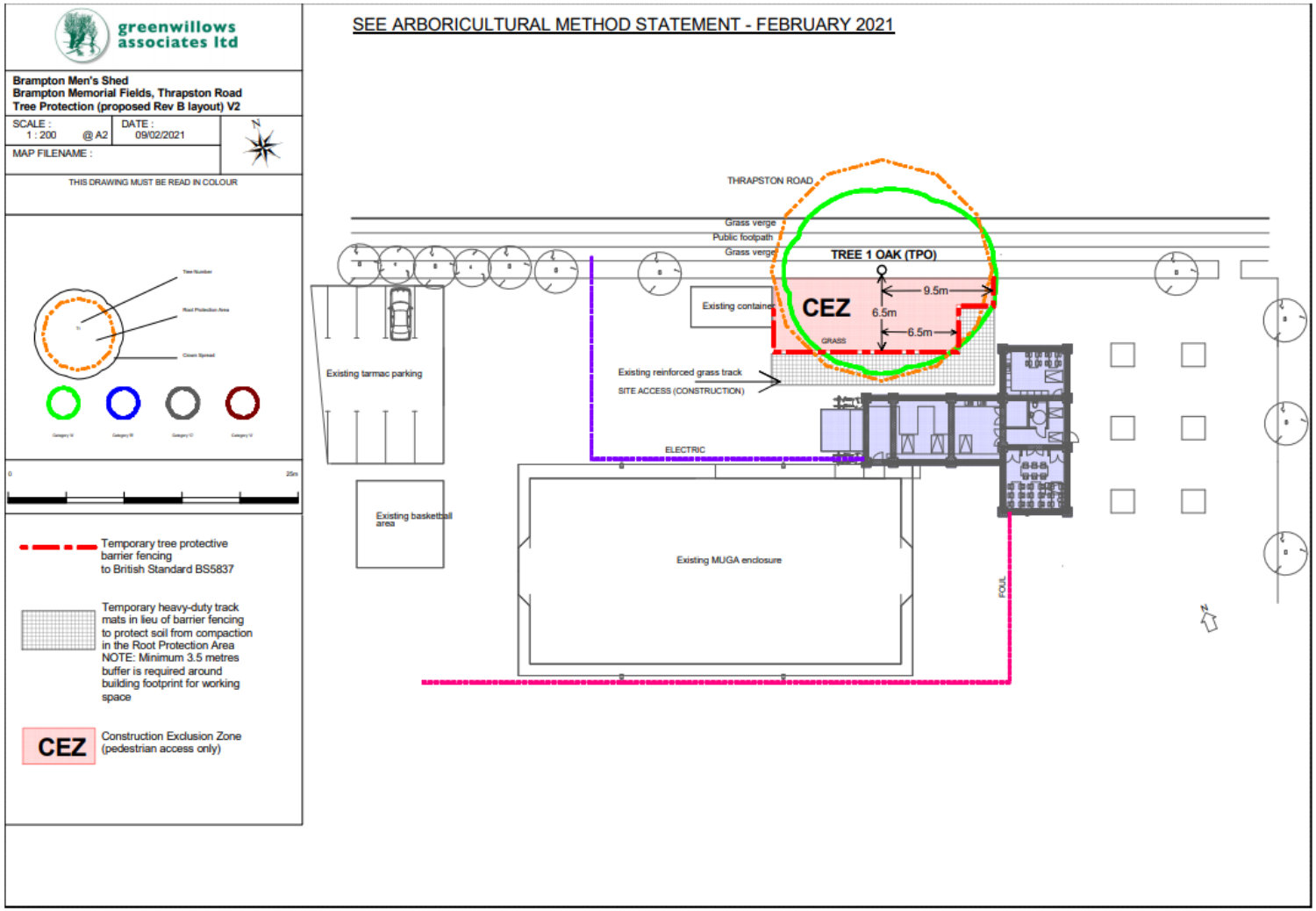
Annex 7

Roof Plan and Construction Zone



Annex 8

Oak Tree Protection Diagram



Annex 9

Arboricultural Method Statement

Supplied separately in .pdf format