

Invitation to tender

For

Development of A30 Allotments

March 2020



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1. Introduction

The allotments development land is located South of Shaftesbury on land known as the A30 Allotment site. Please refer to appendix A

2. Letter of Invitation

Date: 11th March 2020

Dear Sir/Madam

Development of the A30 allotments

You are hereby invited by Shaftesbury Town Council (STC) to submit a tender for the above services.

If you wish to submit a tender, you are required to return one **hardcopy proposal** clearly marked “**the development of the A30 allotments site**”, and returned to the following address by **5:00pm on Monday 30th March 2020**:

Tracy Moxham
Services and Finance Officer
Town Hall
High Street
Shaftesbury
SP7 8LY

Tenders received by 30th March 2020 will be reviewed by a panel of STC representatives on 1st April 2020. Anonymous recommendations will be presented to Shaftesbury Town Council on 7th April 2020 for consideration. The contract will be awarded to the selected contractor on 8th April 2020.

If you have any questions about this tender or its process, please email them to: enquiries@shaftesbury-tc.gov.uk. Contractors wanting to arrange a site visit please telephone the office on 01747 852420 and ask for Tracy.

We look forward to receiving your tender response.

Yours sincerely

Claire Commons

Claire Commons Town Clerk
Shaftesbury Town Council



3. Background

The land South of the A30 has been granted planning approval turning agricultural land into Allotments for use by the community of Shaftesbury.

4. Scope of the Contract - Detailed Requirements

Summary of work (ref attached plan – as shown in appendix A); To remove spoil heap, create enclosed Car Parking area with a height restriction barrier and lockable swing gate at the entrance and form enclosed pathway from Car Park along edge of A30 into allotment site.

- 4.1. **Removal of Spoil Heap** to enable excavation of Car Park area. The spoil heap includes a mixture of waste including tarmac and road spoil, should evidence of Japanese Knotweed be found, please dispose of as per Government Guidelines. (see Government Guidelines enclosed regarding the disposal of Japanese Knot weed as shown in Appendix E).
- 4.2. **Car Park** – Area to be levelled to form parking area. Surface to be compacted and laid with Hoggins or similar surfacing. Car Park area to be enclosed by wooden post and rail fencing as shown on the plan in appendix A. A removable bollard at the start of the footpath to be installed (to prevent vehicles using the footpath for access) The main entrance to have a lockable swing gate with height restriction barrier over the top to prevent unauthorised access.
- 4.3. **Footpath** – Vegetation and ground needs to be cleared, and a foot path formed from car park along the edge of the site close to the A30. Footpath should be a minimum width of 2m as shown on the site plan (appendix A). Path to be laid with Hoggins or similar surfacing. Roadside fence to be erected using wooden post and rails.
- 4.4. **Water Supply** - Five water points to be installed where indicated on the map (See Allotment site – appendix F) to feed into covered water troughs (to discourage rats and safe for children). Troughs to be located on the corner of the plots and not on the pathways.
- 4.5. **Plots** - Plots to be created as per appendix F
 - 4.5.1. Qty 16 - 25m x 10 to provide 32 plots at 12.5m x 10m (half size plots)
 - 4.5.2. Qty 5 - 12.5m x 10m
 - 4.5.3. Qty 6 - 6m x 5m raised beds for disabled use
- 4.6. **Pathways** – Pathways between plots to 1.6m as shown (appendix F)
- 4.7. **Access Gate** - Existing gate to be moved from edge of road and set back into field to improve visibility.
- 4.8. **Track** – Single track to be laid suitable for grounds vehicles use around the perimeter to the bottom of the site as indicated on appendix F.

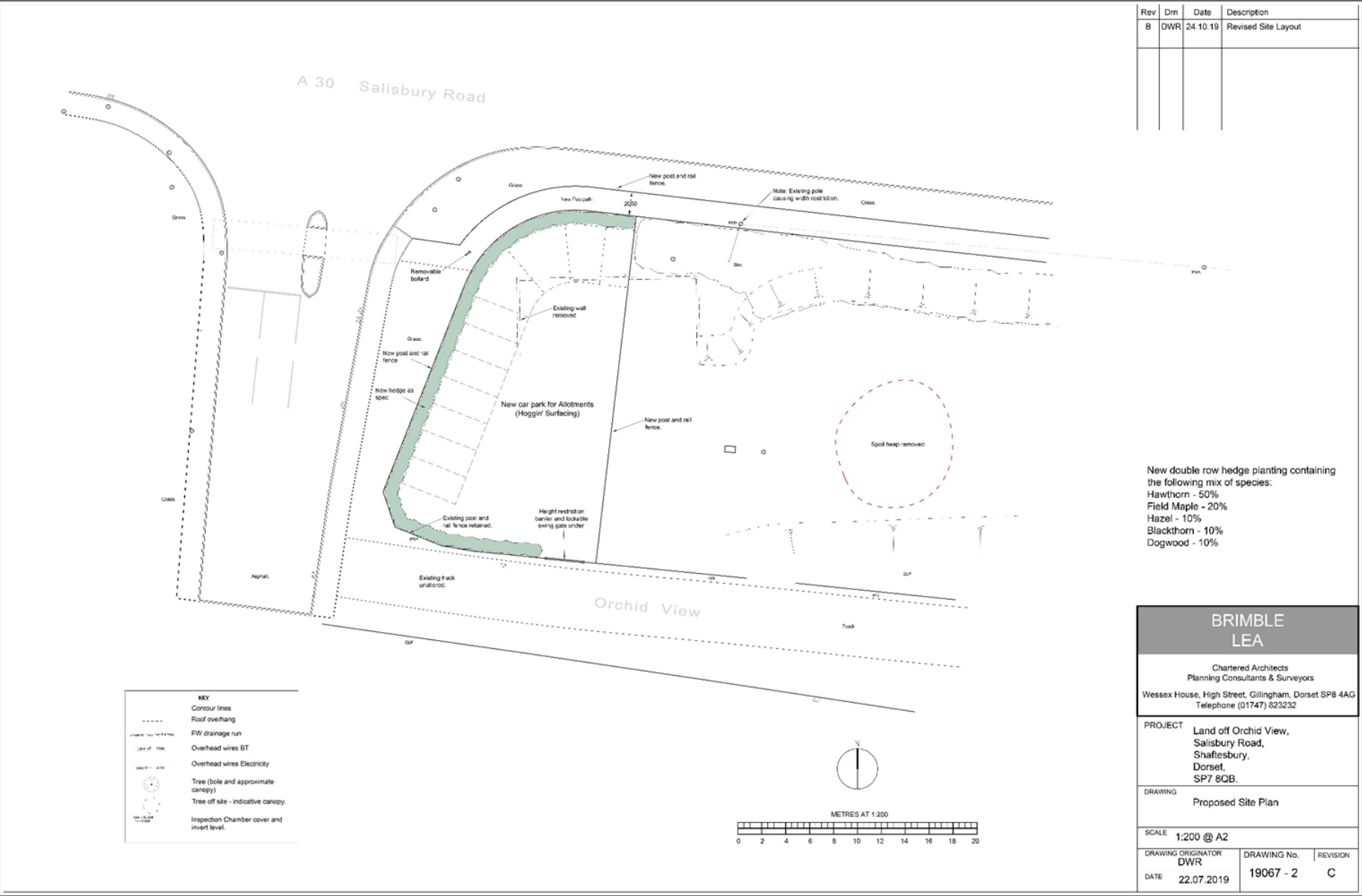


5. Mandatory Requirements

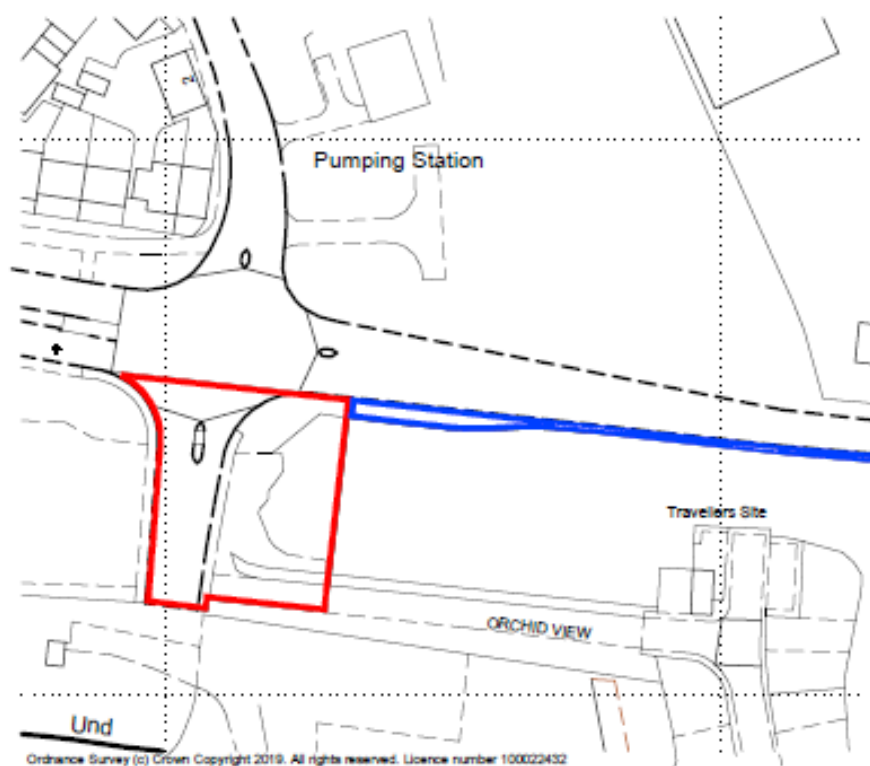
Criteria Quality Questions: The bidder also needs to set out the following:

- 5.1. the organisation's relevant experience of carrying out similar contracts.
- 5.2. proposals for the scope of works; demonstrating how these will be performed.
Responses should also identify any potential risk to successful service provision and how these will be mitigated.
- 5.3. how to demonstrate the organisation's experience managing risk and competing demands.
- 5.4. supply contractor PLI and Risk Assessment for construction process including method statement.
- 5.5. the contractor response to this tender must specify the availability to start the project with a specific date and indicative end date.

Appendix A – Site Plan







BRIMBLE, LEA & PARTNERS

Chartered Architects
Planning Consultants & Surveyors

Wessex House, High Street, Gillingham, Dorset SP8 4AG
Telephone (01747) 823232 Facsimile (01747) 825363

PROJECT
Land South of Salisbury Road,
Salisbury Road,
Shaftesbury,
Dorset, SP7 8QB.

SCALE 1:1250 @ A4

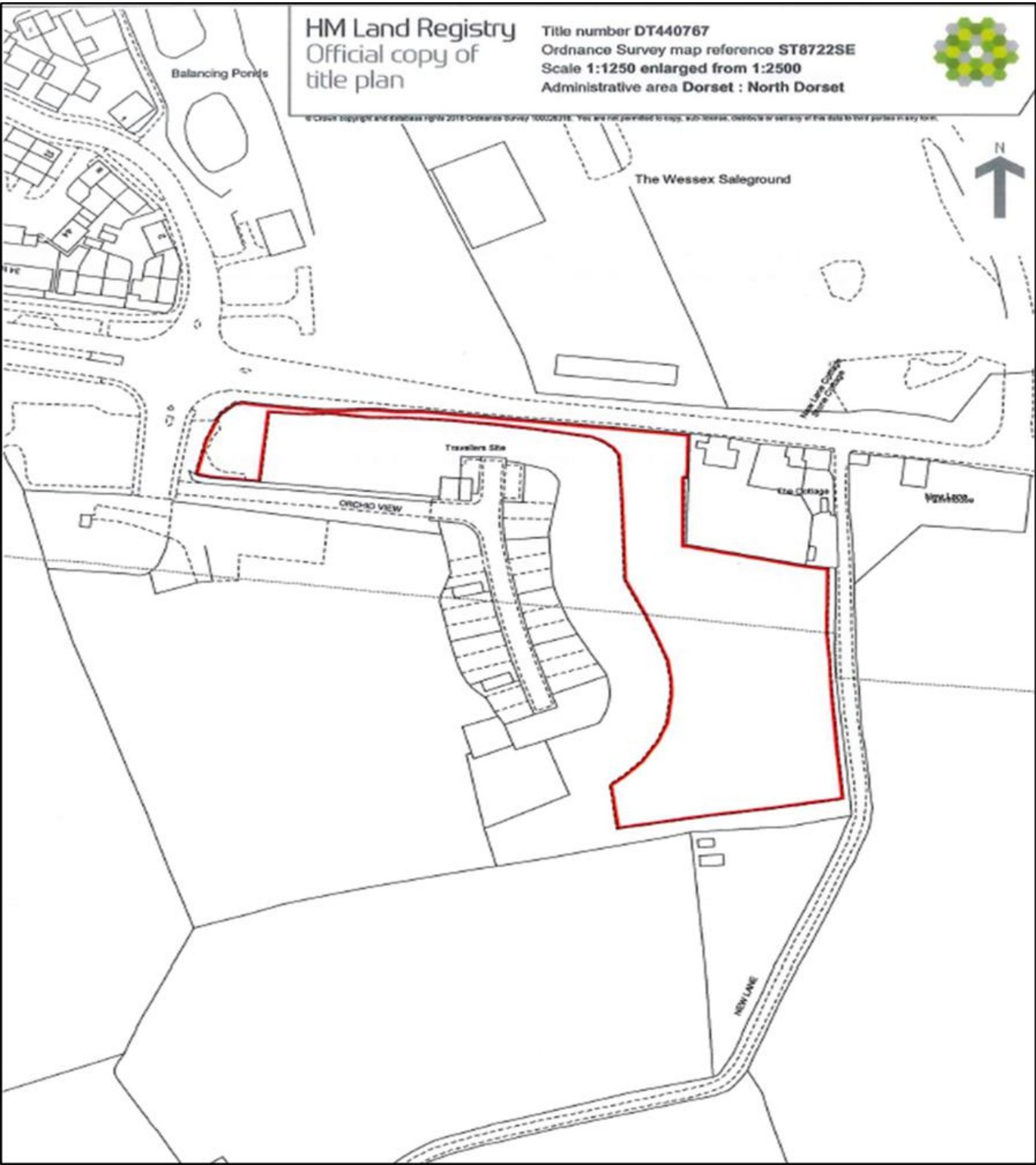
DATE 02.08.19

DRAWING No.

19067 - 3

REVISION

A





Appendix E

Government Guidelines - Dispose of Japanese knotweed off-site

Soil or plant material contaminated with non-native and invasive plants can cause ecological damage and may be classified as controlled waste.

It's an offence to keep, treat or dispose of waste that could harm:

- the environment
- human health

You must use a [registered waste carrier](#) and an authorised landfill site or suitable disposal site.

You cannot compost most non-native plants because of all of the following:

- they're usually persistent
- they'll survive the composting process
- they usually infest areas where the compost is used

You must follow the law if you've been employed to transfer goods or material by road and you're disposing of any waste that has or might have Japanese knotweed in it.

Dispose of Japanese knotweed waste off-site

You must dispose of Japanese knotweed waste off-site by transferring it to a disposal facility that's permitted, such as a landfill site that has the right environmental permit.

You must not:

- dispose of Japanese knotweed with other surplus soil
- sell soil contaminated with Japanese knotweed as topsoil

You can only reuse knotweed-contaminated soils after treatment, on the site where they were produced.

You cannot get a waste licensing exemption for the use of Japanese knotweed.

Transfer Japanese knotweed waste

Before you transfer Japanese knotweed waste you must:

- check with the waste site in advance to make sure it's got a permit to accept material containing invasive plants - the waste site may also need time to prepare
- tell the waste site that you're transferring Japanese knotweed waste

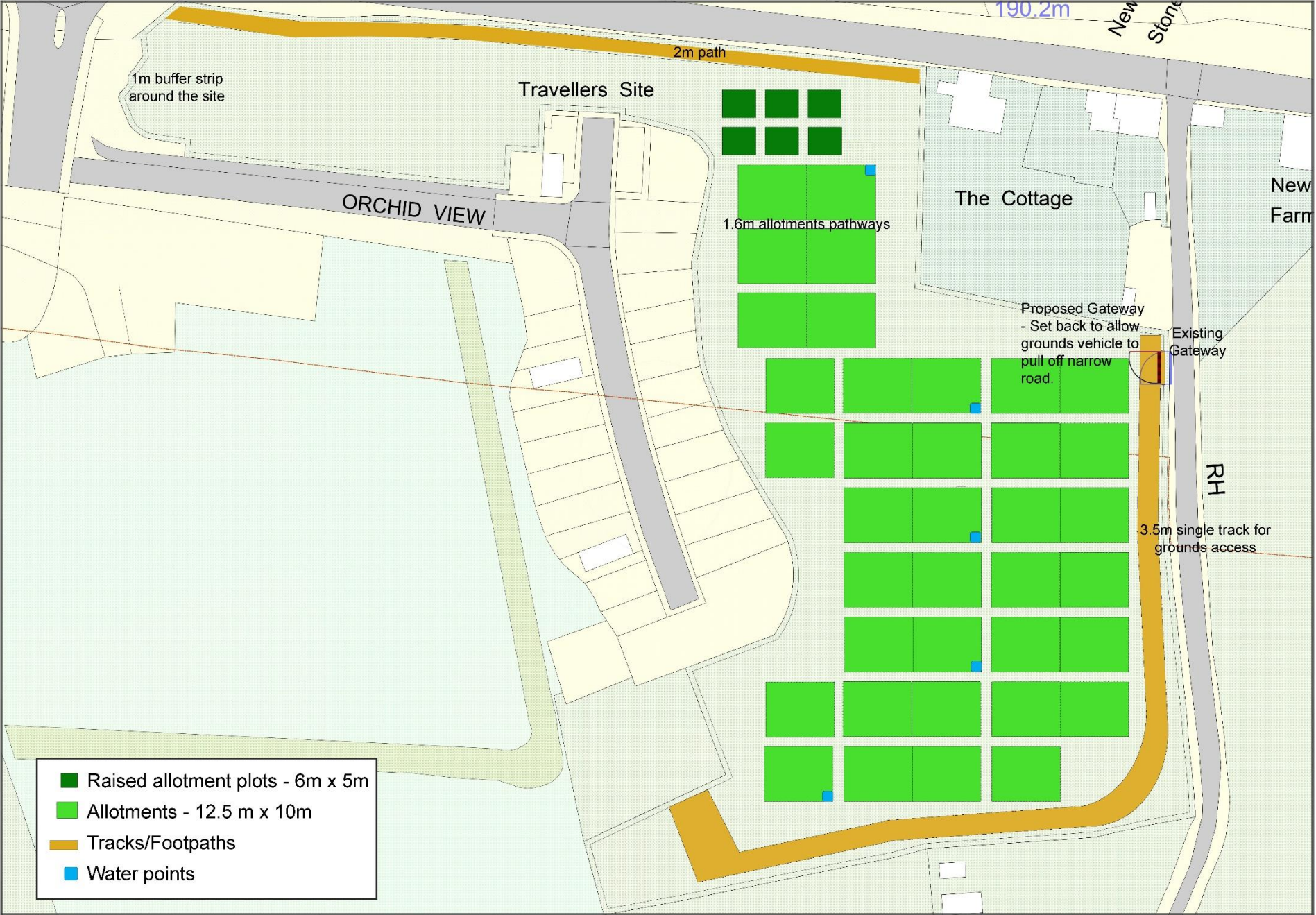
When you transfer the Japanese knotweed waste you must cover or enclose it in the vehicle so that no waste can escape.

After you transfer Japanese knotweed waste

After you've transferred the Japanese knotweed waste at the disposal site you must:

- brush vehicles down vigorously or jet-wash them to clear them of any Japanese knotweed
- inspect your vehicles to check there's no trapped pieces of plant or rhizome

Appendix F: Suggest Allotment Layout



Appendix G: Existing Site Survey

