



Camelford Town Council

offers

An Invitation to Tender
for
The Old Cattle Market Site in Camelford
Recreation space
(Phase 2)

Essential Project Information

- Tender submission date and time: 1 March 2019 before 1pm
- Tender submission methods: email: admin@camelford-tc.gov.uk or by post to Amanda Lash, Deputy Town Clerk, Town Hall, Market Place, Camelford, PL32 9PD.
- Expected Project budget: £160k excluding VAT (money yet to be raised from successful grant application). Estimated breakdown of budget:
 - Youth club facility/café (converted container unit(s) preferred) £42k
 - Basketball court £35k
 - Parkour/climbing wall, gym equipment (monkey bars/pull up bars), table tennis area £30k
 - Resurfacing of site - £30k
 - Seating/decking area £10k
 - Electrical, lighting, including CCTV monitors (adding to current £8k
 - Planting scheme - £5k
- Client: Camelford Town Council (referred to as CTC).
- Site Address: The Old Cattle Market site, Clease Road, Camelford, PL32 9PL
- Contact for all tender questions (by email only): admin@camelford-tc.gov.uk

Project Background

CTC lease the land known as “The Old Cattle Market site” from Camelford Town Trust, a lease which currently stands at 25 years (from July 2018). CTC have just completed Phase 1 – a new skate park for Camelford. This is intended to be the first phase in what will become a recreation hub for the young people of Camelford. The skate park was built under permitted development rights, so planning permissions were not required.

The Requirement of this exercise

This tender exercise seeks to appoint a partner to design and construct a new recreation facility which is expected to consist of a basketball court, parkour equipment, seating area, concrete table tennis, outside gym equipment (monkey bars, parallel bars etc) as a minimum and a youth club/café. The appointed partner will also be expected to assist with fundraising (should our application to the Community Asset Fund be unsuccessful) and advise/undertake wider research and consultation if required.

Site information

The site can be seen via Google maps: <https://tinyurl.com/ybjwxej4>

The total site measures approximately 1400m² and is made up of scout hut, new skate park and broken uneven concrete surface. Topography surveys for the skate park found that the site slopes away considerably to the East. Topographical survey can be found in Appendix 1.

Any eventual contract entered into by the Council will include full reinstatement.



The site is bordered to the south by Clease Rd and the East by Fore Street.

Access is from Clease Road.

A site visit is **essential** due to the topography of the site, although may not be accompanied as the site is open and accessible at all times. If you would like to arrange an accompanied site visit, please contact the Town Council offices.

Project objectives

The purpose of this exercise is to appoint a professional firm that CTC feels they can work alongside to deliver recreational facilities that will build-on the success of Phase 1 (the skate park) and enhance/regenerate the rest of the Old Cattle Market site.

Whilst an initial consultation has been carried out (see Appendix 2), CTC may require assistance in further consultation with the local community and to that end are keen to learn more about your team, resources, consultation style and approach to managing this opportunity such that you are able to design a solution that is useful to our community. The appointed supplier will demonstrate not only the skills to construct a facility, but a method of getting to that stage.

It is the ambition of CTC to make this area a unique 'recreational destination site', which will attract people of all ages and abilities.

Tender deliverables

Tenderers are asked to provide:

- a) details of previous projects of a comparable nature showing the breadth of your portfolio;
- b) details of relevant staff along with their relevant experience and qualifications;
- c) suppliers cost per m² for skate-able concrete surfaces, multi-use skate & basketball surface, ride-able pathways and any other relevant areas.
- d) details of how the supplier will ensure as much of the budget as possible is retained within the community/local area;
- e) cost for a 17X10m (170m²) basketball key with fencing on three sides and hoop
- f) full details of how consultation would be approached including no of visits priced in;
- g) examples of successful schemes where the supplier has identified funding sources then written and submitted the applications themselves;
- h) how assistance with fund raising could be provided (should the Community Asset Fund application be unsuccessful);

Assessment of the Tender

The tender will be assessed against the following criteria;
CTC will use its judgement to select the supplier most likely to:

- a) offer the broadest and most suitable overall project and design scheme.
- b) add most value to the community by retaining money within the community/local area;
- c) create the greatest sense of buy-in and participation from the community;
- d) add most value to the funding application(s); and
- e) give the highest chance of a successful funding outcome;

Design (35%)

Display a range of previous teenage recreation and public realm facilities. Examples should demonstrate accessibility and relevance for all ages and abilities. It is also important that you demonstrate innovative design/problem solving to overcome challenging landscapes/sites in order to achieve the best possible solution.

Cost (30%)

To include:

- a) Rate per square metre of skate-able basketball surface;
- b) Rate per square metre for level surface for youth club/café
- c) Rate per square metre of skate-able/ride-able pathways;
- d) Costs for gym equipment and safety surface for parkour/climbing facility;
- e) Costs for design, fund raising, management and overhead.

Community Benefit (15%)

Demonstrate the % of monies retained, as far as possible, within the locality of Camelford and its surrounding areas. In preparing this Tender, quotations have been sought from local companies for the container units, electrical work and resurfacing. CTC would favour these companies being approached in the first instance.

Consultation (10%)

Experience, qualification and suitability to help identify the various stakeholder groups and work with all ages and sectors of the community to create information, data and outcomes which will positively assist funding applications.

Fundraising (5%)

Experience, qualification and ability to identify the correct funding bodies, advise on local funding opportunities, help frame the language and story and advise on the fundraising process.

Guarantee (2.5%)

Strength and credibility of suppliers guarantee (insurance backed warranties accepted but not preferred).

Presentation and clarity of response (2.5%)

CTC hold ultimate responsibility for appointing a contractor, however, in determining the correct provider, will seek input from the local community.

Interviews with shortlisted contractors may be offered in the event of close markings and/or if CTC has not worked with the supplier before. These will be an informal opportunity for CTC to meet your company representatives as we feel the relationship that can be built with the preferred contractor is crucial.

Details to note

Unless funding is received from grant awarding bodies, CTC will not be able to award contracts or make payments for detailed design and construction stages.

Project timetable

Due to internal and fundraising deadlines, the timeline is tight and requests for extensions will not be considered. The timeline for the initial stages of this project will be as follows:

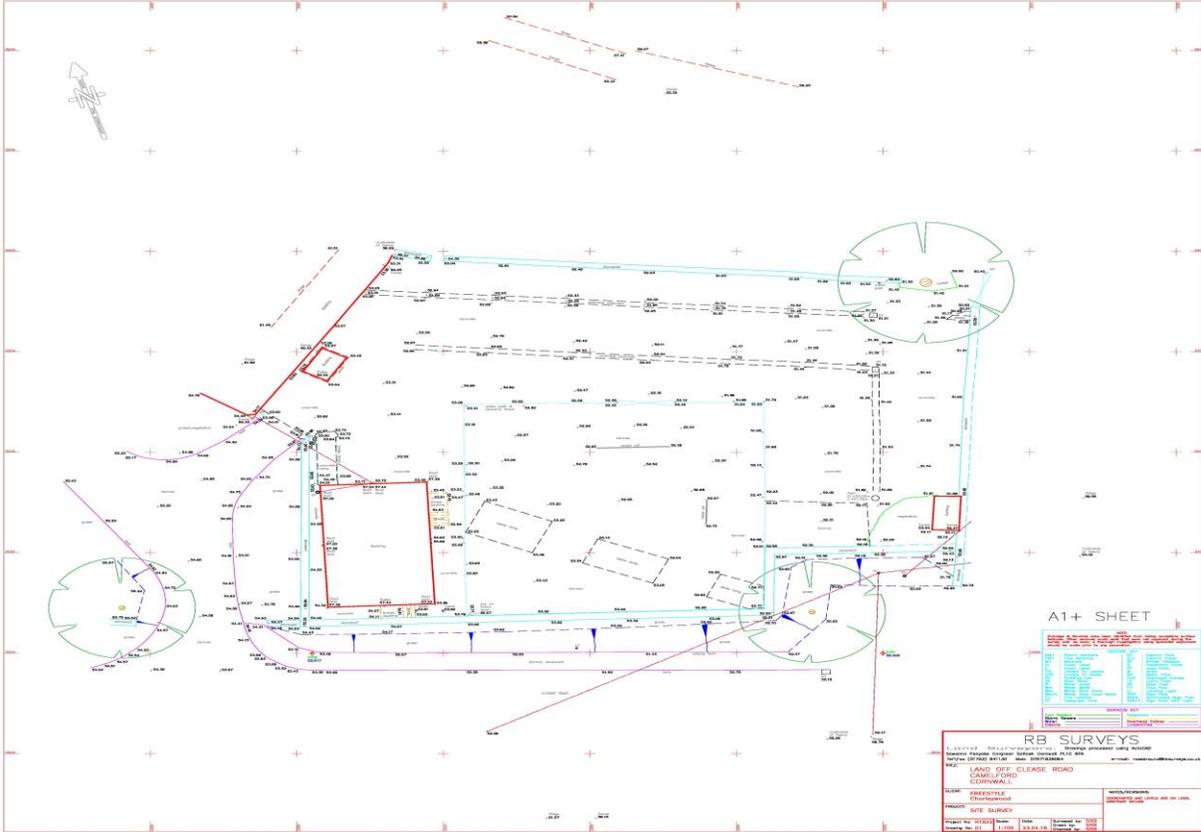
- 16 January 2019 – Tender issued by email/Government Tender website
- 1 March 2019 – Tender response deadline by email to admin@camelford-tc.gov.uk
- 7 March 2019 – Interviews (if required)
- 20 March 2019– Initial awards (subject to obtaining funding)
- 1 June 2019 - Construction to begin

The final contract will be awarded under NEC forms but we would ask that the response to this tender be signed by an authorised officer of the firm and that the response be treated as a form of tender.

CTC will carry out due diligence on tender firms and before entering into any contract will ask for H&S documentation, insurance and any other documents required by our team.

APPENDIX 1

TOPOGRAPHY SURVEY



APPENDIX 2
Phase 2 Consultation (1 December 2018 – 11 January 2019)

Feedback from Phase 1

- Children are really enjoying the skate park. Socialising. Being used regularly. Children out all day instead of on their phones/gaming devices. Real mix of skateboarders, scooter riders and BMX.
- Reasons children do not use the skate park:
 - Live elsewhere
 - Do not like the people up there
 - Don't skate

However, when asked if they would go up there if the site had the other facilities that are being proposed, 100% of children asked said yes.

- Children and parents were asked if they used the leisure centre. Most use it for swimming, a few for badminton and some do dance/kick boxing. Therefore the facilities planned should not adversely affect the leisure centre. Reasons for not using leisure centre were cost.

Approximately 100 children and parents completed the consultation. There was a good mix of boys and girls, ages 8-16, those that live in Camelford, and those that live outside in nearby towns, particularly Delabole and Tintagel. The consultation document was available in the library 5 days a week, at the Winter Festival, and engagement sessions took place on 10 January at Sir James Smiths Community School (11-16 year olds) and Camelford Primary School (5-11 year olds).

Facilities kids/parents would like/use

1	Gym area (monkey bars/pull up bars)	40
2	Climbing wall	40
3	Parkour area	33
4	Extension to skate park	32 – request for stair set, more low boxes to jump on and off
5	Basketball court	32
6	Table tennis outside set	26
7	5-aside football	16
8	Other ideas	Bike track, pump track, grow fruit trees so children can pick own fruit, greenery important

Youth Hub/Café/Workshop/shop feedback

1	Creperie	60
2	Hot/cold drinks	56
3	Ice creams in Summer	55
4	Skate shop/workshop	45
7	Other ideas	Sell soup – partnership with Camelford allotments Would like a workshop to fix bearings, wheels etc. Would like tool sets, bearings, wheels, forks, clamps, protective gear, skateboards, clothing sold