



**Tender Specification**

**For the**

**Design and Build**

**Calthorpe Park Play Area**

**Schedule 1**

* + - 1. **GENERAL**

1.1 **Working Hours**

No work shall be permitted on a Saturday, Sunday or Bank Holiday without prior consent from the Council’s Representative.

Weekday work will commence no earlier than 8.00am and will not continue beyond 6.00pm.

1.2 **Traffic and Parking**

Works shall be organised such that no vehicle movements are required during school drop off and pick-up times. No construction related vehicles including suppliers shall be allowed to park on Merivale. All construction vehicles shall be contained within the working area.

1.3 **Labour, Materials, Plant etc.**

The Supplier will provide all labour, materials, fuel, water, carriage, plant, tools and machinery of all descriptions in order to execute the works.

All materials will be of the best of their respective kinds and shall conform to appropriate British and or European Standards.

1 .4 **Retention of delivery notes/orders etc.**

The Supplier shall keep copies of all delivery notes/orders concerning materials/equipment etc. used in the contract until final completion is reached. These shall be made available to the Council’s Representative if requested.

1.5 **Disposal and Transportation of Waste**

Wherever possible, waste materials shall be reused or taken to appropriate waste recycling centres. Where waste cannot be recycled, it shall be taken to an approved tip. The Supplier shall ensure that all waste materials (except soil) arising from the works shall be removed from site using waste carriers with a current Waste Carriers License appropriate for the type of waste being transported. A copy of the Waste Carriers License for all carriers used during the course of these works shall be provided to the Council’s Representative prior to the carriers being employed. The Council’s Representative will require evidence of which tipping sites are being used, and where required by the Council’s Representative, appropriate copies of Waste Site Licenses for the tipping site shall be provided. There shall be no off-site disposal of soil.

1.6 **Contract Area**

The indicative area to which the Supplier will be confined for the execution of the works is shown on the attached drawing (No.1). The Supplier shall confine any temporary storage areas and everything pertaining to the contract within the area shown.

1 .7 **Access to Site**

Access to the site shall be via the entrance gate off Merivale and or the public path running along the north side of the main park area (Baker Way). All access routes will be reinstated to their original condition at or before Practical Completion. All access routes will be kept in a safe and clean condition during use.

Site security and prevention of access by third parties is of the highest importance: the gates on both access points shall be securely locked when there is no scheduled vehicular access to the site.

1.8 **Trespass**

The Supplier shall prevent trespass onto areas outside the designated works site by his own employees or those employed by a sub-contractor.

1.9 **Protection of Existing Vegetation**

The Supplier shall not prune, cut, remove or damage in any way trees or shrubs on the site without prior written consent from the Council’s Representative. Any plans to prune, cut or remove any trees or shrubs will be included in the Supplier’s tender costs. The Supplier shall provide any protection deemed necessary to prevent the aforementioned damage.

1.10 **Safety, Health and Welfare**

1. The Supplier shall at all times comply with the requirements for the Health and Safety at Work Act 1974 and all associated Acts, Regulations and Approved Codes of Practice, including the Construction (Design and Management) Regulations 1994. The successful Supplier shall supply to the Council his own specific policy statement prior to the commencement of the Contract as part of the Method Statement.
2. It is considered by the Council that the size and scope of the contract falls within the guidelines of the CDM regulations, which determine the appointment of the Principal Contractor and Planning Supervisor.

1.11 **Control of Substances Hazardous to Health Regulations 1998**

Assessments carried out by the Supplier of all work which is liable to expose employees and any other person in the vicinity of the site to hazardous solids, liquids, dust, fumes, vapours, gases, etc. shall be made available to the Council’s Representative ten working days prior to the commencement of works.

1.12 **Risk Assessments**

The Supplier shall ensure that Risk Assessments are carried out for all activities undertaken during the course of the works, and for the use, storage and disposal of any hazardous materials highlighted in the COSHH Assessments.

1.13 **Risk of Works**

The Supplier will be held responsible for any damage whatsoever caused by the carriage of materials or spoil to and from the works and is to hold the employer indemnified from any claims in this connection.

1.14 **Damage to Buildings/Roads etc.**

The Supplier will be held responsible for and shall make good any damage caused to existing buildings, roads, paths, grassed areas, car parks, fences, drains, sewers, service mains, landscaping etc. The Supplier shall take all necessary steps to prevent roads becoming fouled with soil etc. from vehicles entering and leaving the site and allow for cleaning if the roads/paths do become soiled, on immediate exit of the said vehicles.

1.15 **Existing Services Across Site**

1. It shall be the responsibility of the Supplier to make enquiries of the utility companies in respect of any location where, in the opinion of the Supplier, underground services are likely to be present. The Supplier shall similarly be responsible to make specific arrangements with the utility companies if he/she deems it necessary for a representative to accurately locate services on site. If any underground cable or pipe is located during ground works, that particular item of work is to be stopped immediately and the Council’s Representative advised as soon as possible. If any damage has occurred to the services, the appropriate utility company will be informed immediately by the Supplier, who will then follow instructions as given by the utility company. If damage has not occurred, the exposed apparatus shall be recovered until further instructions are received from the Council’s Representative. Exposed services, whether damaged or not, shall at no time be left unattended without first erecting such protection as will ensure the safety of the apparatus, operatives and general public.
2. The Supplier will be responsible for ensuring that no damage is caused to any underground drainage systems or pipework. Any damage caused will be the responsibility of the Supplier to rectify at his own cost. See Drawing No 2 of new drainage system within the lower area of Calthorpe Park (Merivale)
3. Should any unground drainage need to be moved or redirected, the Council’s Representative will be informed prior to any works starting.
4. It will be the responsibility of the Supplier to ensure that all drainage systems are fully working during and after installation and have no lesser outcome than before work commenced.

1.16 **Current Drainage System in Place**

1. Lateral drainage system at 5 metre centres with multi-junction connections.
2. Mains drainage pipework 150mm- backfilled to 600mm depth using 450mm 2-6mm gravel
3. Lateral Drains pipework 80mm pipework- backfilled to 500mm depth using 350mm depth 2-6mm gravel

1 .17 **Protection of Site**

The Supplier shall ensure that all reasonable efforts are made to close off the site during the course of the works. The Supplier will provide, install and maintain adequate fencing to surround the site. At no time will the public have access to construction areas, storage areas, site vehicles, delivery areas etc. Warning signs will be supplied and maintained by the Supplier. These will be fixed to the Heras fencing at all access points. The Supplier shall take all reasonable action to ensure that all newly installed play equipment is not used until practical completion is confirmed. Any machinery left on site overnight shall, where possible, be immobilised. The Supplier will be held responsible for:

1. Any damage/ vandalism caused to machinery/materials left on site by the Supplier

2. Any damage caused by machinery/materials left on site by the Supplier

The Supplier will liaise with the local police to update them on progress and deal with any issues with regard to the security of the site and anti-social behavior during the construction process.

1 .18 **Inclement Weather**

The Supplier shall allow for protecting the works against inclement weather and shall include for taking all reasonable precautions to ensure the regular progress of works during adverse weather conditions.

1 .19 **Temporary Storage**

The Supplier may provide a temporary secure storage container on site. However, this shall be within the designated contract area or agreed location with the Council’s Representative, and any ground damage shall be fully reinstated immediately after removal. Any container shall be removed from site prior to all works being complete and there are no outstanding defects.

1.20 **Equipment and Design**

All maintenance instructions, guarantees, spare parts and tools provided by manufacturers of equipment or furniture shall be handed over to the Council’s Representative prior to Practical Completion.

1.21 **Traffic Regulations**

The Supplier will comply with all Police and Local Authority traffic regulations relating to works in the vicinity of the Works, particularly in regard to loading/unloading vehicles. However, it will be expected that all works and deliveries will be made within the contract area.

1.22 **Burning Materials on Site**

No materials shall be burned on site.

1.23 **Turf Establishment**

The Supplier will be responsible for establishment of all seeded/turfed areas for a period of 3 months after practical completion.

1.24 **Use of Pesticides**

The Supplier shall not use any pesticides during the course of these works without the prior written permission of the Council’s Representative.

1.25 **Time scales**

The Supplier shall ensure enough resources are available to complete all works within the proposed time agreed.

1.26 **Retention**

The Supplier should note that a retention sum of 10% of the total project value will be held for 12 months to ensure that the specification is fully adhered to and all 'snagging works' completed.

1. **PLAY AREAS**

2.1 **Play Areas General**

1. The play areas are to be challenging, imaginative and engaging and each to have at least two pieces of accessible play equipment.
2. The play areas will be located within the overall contact area as shown on Drawing No. 1.
3. The Supplier shall undertake all necessary ground works for all areas and ensure all surfacing achieves adequate drainage of surface water.
4. The overall design of the play areas shall include an Imaginative mix of seating and picnic benches to create a social environment including the ability for supervision of children in both the Kids and Tiny Zones.

2.2 **Play Areas – designated play zones**

After consultation with local users and the broader community, the following priority lists have been created. These form the basis of the specification and the Supplier shall attempt to meet these requirements as a minimum and enhance them where possible.

2.2.1 **(Tiny Zone) Toddler, under 8s and Accessible Play**

To be sited on the lower area of Calthorpe Park adjacent to Merivale, sufficiently close to the Kids Zone for monitoring of children in both areas.

Identified pieces of equipment/activities:

* Toddler swings (e.g. single swing, Parent & Toddler Facing)

(Minimum - 4 x Cradle Seats, 2 x Parents & Toddler Seats, 2 x flat seat)

* Accessible Roundabout
* Slides, Minimum No. 2
* Play structure – Accessible (e.g. towers with Ramps)
* Tunnels (e.g. within a mound with twists, bubble views etc.)
* Ground Trampoline (ideally 1.5m x 1.5m) taking account of drainage to ensure the supporting structure does not fill with water.
* Fencing
* Scooter road / pump track with Ground Contours. – This can be positioned outside of the confines of the Tiny Zone within the lower Field. (This should be a small track for under 8’s and be curvy).
* Interactive Play – minimal noise.
* Safety surfacing rubber mulch or equivalent relevant to the play equipment
* A variety of adult seating and accessible picnic benches to enable adults to socialize and monitor both Tiny & Kids zone
* This area needs to be interesting, colourful and suitable for this age group and shall include two pieces of accessible / disabled play equipment.

2.2.2 **(Kids Zone) Over 8’s Play Area**

To be sited on the lower area of Calthorpe Park sufficiently close to the Tiny Zone for monitoring of children in both areas.

Identified pieces of equipment/activities:

* Large structure e.g. a **fort or castle** – (Can include all activities in one piece of play equipment e.g. Slides, cable ride, trim trail, monkey bars etc.)

Or

* Play structure
* Exciting piece of equipment
* Slides
* Maze
* Cableway – to have rubber mulch safety surfacing, not Grass Crete or rubber matting.
* Swings
* Climbing Frame
* Hanging tyres
* At least two pieces of equipment shall be accessible
* Safety Surfacing rubber mulch or equivalent, relevant to the play equipment.
* A variety of adult seating (an area for adults to socialize and monitor both Tiny & Kids zone)
  + 1. **Woodland Adventure Zone**
* To be sited in the woodland between the upper and lower area.
* A means to move through the woodland from one play area to another e.g. create a natural adventure zone
* E.g. interesting netted ropes walk above ground level.
* There shall be one piece of play equipment, slide or rope walkway or other innovative means of access from the upper field to the lower field separate from the DDA compliant path detailed below.

2.2.4 **Teen Zone**

To be sited on the upper area of Calthorpe Park to blend in with the vista of the park. The area should be accessed by an all-weather path linking to the public footpath/cycle way (Baker Way) but not to be intrusive.

* Equipment more suited to older teenagers
* Facility for socializing
* Sport related equipment e.g. table tennis
* Skill equipment
* Birds nest swing
* At least two pieces of equipment shall be accessible
* Safety Surfacing, rubber mulch, or equivalent, relevant to the play equipment

2.2.5 **Footpaths**

1. **Directions**

* Accessible footpaths to, from and between play areas shall be DDA compliant.
* Link all Zones together so all are accessible.
* Link the Tiny Zone to the Kids Zone.
* Link the Disable Parking Bays to the Tiny Zone and to the upper level / Teen Zone.
* Link the cycle path to Teen zone and accessible to lower level.
* Link Woodland Zone to all upper and lower areas.
* Pathways shall not be part of the play zones but navigate around all of them.
* Footpath in upper area to follow tree line parallel to Merival

1. **Path Construction detail:**

* Minimum 1.8m width
* Paths to be of soft mulch / recycled rubber chippings or equivalent, highly permeable and suitable for heavy foot traffic, wheelchairs and visitors of limited mobility using walking sticks or walking frames.
* No dig techniques shall be employed beneath tree canopies, using built up construction method with cell web / geogrid or similar approved on top of a geotextile membrane, in filled with type 1 material (no fines) prior to laying final surface material.

2.2.6 **Ancillary Equipment**

1. **There shall be included in the design:**

* Bins (mixed standard and novelty shaped), minimum of 8 bins and not less than 2 per zone.
* Bins should be closed top and lockable with fire retardant inner bin.
* Picnic benches (some to be suitable for wheelchair users), to create a family social area where parents can monitor children in Tiny Zone and Kids Zone, Minimum 4. Benches to be secured using ground anchors or equal approved.
* Benches/seats, Minimum 4. Secured to Ground.
* All excess soil shall be re-used (create mounds and interesting features within or adjacent to the designated play areas. Spoil will also be used to create a barrier around the disabled parking area (see Drawing 3, plan 2). All spoil re-used to create mounds will be grass seeded by the Supplier. No usable spoil to be taken off site.
* Any concrete, bricks or other unusable material, shall be removed off site by the Supplier.
* Access into the lower level to be maintained for future grounds maintenance.

2.2.7 **Disabled Parking Area**

1. The access off Merivale and the area designated as the disabled parking area (shown in Drawings 1 & 3 ) shall be formed as a no-dig construction comprising:
2. Scalping, but not total removal of grass.
3. Geotextile layer, Terram T1000 or equal approved.
4. 100mm deep Cellweb by Terram or equal approved filled with a DoT Type 1 free draining stone.
5. Topped out with Cellpave 40 by Groundtrax, or Bodpave 40 by Terram or equal approved filled with a 4mm to 15mm angular aggregate to BS EN 13242
6. The finished surface shall be suitably compacted to provide a safe surface for the movement of wheelchairs or persons of limited mobility relying on walking sticks, crutches or walking frames.
7. The surface of the disabled car park area or the adjoining footpaths shall be graded to ensure a smooth transition from one to the other.
8. The Supplier shall supply and install markers related to the topped surface, to create the markings for the disabled bays as detailed in Drawing 3.
9. Removable & fixed bollards shall be installed to ensure controlled vehicular access as shown in Drawing 3.
10. Removable bollards shall have a lock point size appropriate to accept at least a 10mm padlock shackle.

2.2.8 **Lower Field Groundworks**

1. **Land drainage**-further to Clause 1.15, where possible the location and orientation of the play equipment foundations shall be placed to avoid damage to the newly installed land drainage system, especially the laterals traversing the site.
2. Where locating equipment to avoid the land drains would compromise the overall concept design, the integrity of the drain run shall be maintained by laying a replacement drain around or through the foundation.
3. **Sub-base to play areas and safety surfaces**- all play areas paths and safety surfaces shall be laid over a 100mm sub-base comprising MOT Type 1 stone placed over a geotextile, Terram or equal approved, laid onto a scalped grass surface. Effectively a no-dig process.
4. Along the northern perimeter of the field adjacent to the belt of trees, the 100mm base course shall be laid within a Geocell confinement system to protect the tree root zone.

2.3  **Design Standards**

1. European standard BS:EN1176 &1177 shall be adhered to during the design process and the scheme and equipment shall be subject to the appropriate independent safety inspection upon completion. Any non-conformity to the standards shall be highlighted to the Council’s Representative for consideration and approval.
2. The design and equipment will be ‘in keeping’ with the location and will make use of the existing landscaping where possible.

2.4 **Independent post installation inspections**

The independent post installation inspection by ROSPA shall be arranged by the Supplier and the cost will be borne by them.

2.5 **Project Manager**

The Supplier will provide a Project Manager as a single point of contact for the project.

2.6 **Safety Surfacing**

1. Safety surfacing to be supplied and installed in compliance with BSEN1177.
2. Any areas of up to 1m fall height which are located within the falling space shall be included within the surfaced area and NOT left as soil/turf.
3. Critical fall heights and surface thickness required for safety shall be adhered to.
4. Safety surfacing such as, Wet Pour / Soft Mulch / Tiger Mulch or equivalent shall be used.

2.7 **Access to Spares**

The need for quick and easy access to spare parts is of prime importance in order to maintain the equipment in an ongoing safe condition. Companies shall submit relevant information with regards to availability of spares and likely timescales to dispatch parts.

2.8 **Tamper Proof Fixings**.

Specially designed tamper proof fixings are to be used throughout construction of equipment or associated features. Attention is drawn to the General Safety Requirements section of BSEN1176 and in particular the sub-section on finishing.