Locking Parish Council

01934 820786
clerk@lockingparishcouncil.co.uk
The Parish Hall, Grenville Avenue,
Locking, North Somerset BS24 8AR

# LOCKING PARISH COUNCIL

# OLD BANWELL ROAD CAR PARK

# TENDER SPECIFICATION

Please complete this form for the contact details

| | |
|---|---|
| Name | |
| Address | |
| Telephone number | |
| | |
| Email address | |
| Contact name | |
| Position in company of named person | |
| If the business is a company | |
| Is it a subsidiary of another Company | |
| If yes please give details | |
| Date of business formation | |
| Number of grounds employees | |
| Branch project will be serviced from | |

**Background**
The car park at Old Banwell Road Playing Field is primarily used as a "Park & Stride" facility for Locking Primary School , parking for sports teams, although the car park is open to the public vehicle access is limited. It is currently a gravel surface which has been susceptible to pot holing, despite frequent redressing. The section to be upgraded is adjacent to the playing field and changing rooms and will require drainage. The soil bunds will not need to be removed.

**Site Description**
Location: Old Banwell Road Playing Field BS24 8BT
The area is accessible via a pedestrian gate or through a locked vehicle gate by prior arrangement.

**Sketch plans**
These have been provided as visual concepts and should not be used to scale from. Layout surveys by contractors should be used to confirm the viability of the project.

**Site Visits**
Please contact the Parish Clerk at clerk@lockingparishcouncil.co.uk to arrange a site visit.

**TENDER REQUIREMENTS**

**Fixed Fee Quote**
Please provide a fixed fee quote to complete all works in accordance with the attached plans.

Fixed quote for provision of drainage scheme starting at 3 x connection points as annotated on the plans provided with swale system to include connection of scheme at northern point of scheme (Precise location to be confirmed).
All materials specified should be included within the quote as well as all works required to complete and undertake the said works.
Detailed unmarked plans show the entire scheme that is proposed but for the purposes of this quote, each plan has been marked as separate documents showing items required in green – those items crossed through in red are not required at this stage and will be dealt with as a separate project.
The provision of the swales will require groundworks. Any excess soil left as a result of those works is to be retained on site and utilised to create bunds in the location circled in green on proposed layout plans – Drawing 02 Scale 1:200@A1.

**Environment**
Locking Parish Council is committed to safeguarding our environment, tender applications should give consideration to this and provide appropriate information and environmental policy documents for your company, including details of sustainably sourced materials and waste disposal.

**Equality**
Consideration should be given to the equality impacts of the project design. The successful submission will have inclusivity designed into the scheme from the outset. All potential barriers to use should be identified and considered in the submission.

**Materials**
Accessibility, durability and longevity are key criteria for the equipment. This may mean a mix of material types but all materials will need to be the best of their respective kinds and shall conform to appropriate standards.

**Existing Services (manholes, rodding eyes etc.)**
The Contractor should allow for adjusting any utilities and service access points, such as water meter and drainage to the required new surface levels. The Contractor is also responsible for

locating any services prior to any excavation work and the repair or reinstatement if damaged in anyway during the undertaking of the works.

**CONDITIONS OF CONTRACT**

1. **Description of Works**
   The works comprise the provision, delivery and installation of drainage for the location at Old Banwell Road Playing Field.
   Detailed unmarked plans show the entire scheme that is proposed but for the purposes of this quote, each plan has been marked as separate documents showing items required in green – those items crossed through in red are not required at this stage and will be dealt with as a separate project.
   The provision of the swales will require groundworks. Any excess soil left as a result of those works is to be retained on site and utilised to create bunds in the location circled in green on proposed layout plans – Drawing 02 Scale 1:200@A1.

2. **Start and Completion Dates**
   At present the hope is to start and complete the works during school holidays. Starting Monday 24th July 2023 completion on or before Friday 11th August 2023

3. **Submission of Price**
   Tenderers - (hereinafter referred to as "The Contractor") - are required to submit a price for the works detailed in the accompanying documents.
   All materials specified should be included within the quote as well as all works required to complete and undertake the said works.
   The Hydrobrake as detailed on the plans is to be a genuine 'Hydro International Hydrobake' and copies or imitations will not be accepted. Documentary evidence of the purchase and installation will be required as part of the tender and proposed works.

4. **Payment**
   The successful contractor will invoice the Council for full payment on successful completion of the works.

5. **Retainer**
   Locking Parish Council will hold back a retainage in the amount of 10% of any and all payments made to the Contractor for a one year maintenance period after the final acceptance to ensure that no issues arise within that period. It should be noted that interest will be added based on the BOE rates when the monies is returned.

6. **Variations**
   Should the Council require more or less work to be carried out, an increase or decrease in price will be agreed on the basis of the rates included in the original tender, as reviewed in 3 above.

7. **Council's Indemnity**
   The Contractor shall be held responsible for any damage caused to sites during the performance of the works. Any such damage will be made good at the Contractor's expense. If the Contractor, on receiving an instruction to repair such damage does not affect repairs within one calendar month, the Council reserves the right to have the work carried out by others and deduct the cost from the Contractor's invoices. Any damage to property caused in the performance of this contract must be informed by the Contractor to the Council within 2 working days.
   The Contractor will indemnify the Council from any claims for damage to property or persons

arising from the performance of the contract and will be required to produce evidence of Public Liability Insurance to a minimum value of £10 million per claim.

8. **Format of submission**

Submissions should be clearly marked **TENDER – CONFIDENTIAL** and should be sent by post or hand delivered to:

Mrs D Tremlett
Parish Clerk /RFO
Locking Parish Council
Locking Parish Hall
Grenville Avenue
Locking
WSM
BS24 8AR
To arrive no later than midday on Friday 3 March 2023

information required If you wish to quote for this project:

- Your price fully itemised (with VAT itemised separately, if applicable) for undertaking all the works on the enclosed 'Specification of works' this should be split down as follows:
- Cost of materials to undertake the job
- Cost of plant machinery required during the works
- Number of man days required to undertake the works
- Any other works you feel are required or any amendments to the above items, please
- explain why these are proposed
- itemise the additional costs for these separately
- Please advise if you visited the site in person
- Availability based on the proposed completion date, together with the proposed start and completion date
- Examples of previous relevant experience and two references from previous clients]

9. **Acceptance of Tenders**

The Council does not bind itself to accept the lowest, or any, tender.

10. **Working Practices**

The Contractor will ensure that all staff wear clearly identifiable uniforms. The Contractor's employees shall, at all times, act in a reasonable manner, particularly in their dealing with the general public. All work is to be carried out between Monday and Friday inclusive (Saturday/Sunday work is not permitted unless in an extreme emergency). No sub-contracting is permissible without the prior written consent of the Clerk to the Council.

11. **Termination of Contract**

The Council reserves the right to terminate the contract where the Contractor fails to meet any of the Conditions of Contract as identified in Part B of this document.

12. **Contract Manager**

The Contractor shall ensure that during the installation period a member of the Contractor's management staff is empowered to act on behalf of the Contractor and be available to be contacted by the Clerk of the Council at all "reasonable" times, i.e. during office hours (generally 9.00 a.m. - 3.00 p.m. Monday to Friday). The Contractor should be contactable, or an answering facility made available outside office hours (generally 5.00 p.m. - 8.00 a.m. Mondays to Friday, 24 hours Saturday and Sunday). The Contractor will provide an emergency contacts list. Both the Contractor and the Council will make known to each other the persons responsible for daily matters affecting the contract.

**13. Health and Safety**

The Contractor shall comply with all relevant sections of the Health and Safety at Work Act: `Electricity at Work Act: Control of Substances Hazardous to Health Regulations. The Contractor will adopt safe methods of work in order to protect the health and safety of its own employees, the employers of the service users and all other persons including members of the public. The Contractor will review his health and safety policies and safe working procedures as often as may be necessary in the light of changing legislation or work practices. The Contractor will ensure its staff are aware of basic fire safety regulations and are trained accordingly. N.B. - No burning allowed on sites.

**14. Sufficiency of Information**

The Contractor shall be deemed to have satisfied itself before submitting its tender as to the accuracy and sufficiency of the rates and prices stated by the Contractor in its tender which shall (except in so far as is otherwise provided in the Contract) cover all the Contractor's obligations under the Contract and shall be deemed to have obtained for itself all necessary information as low risks contingencies and any other circumstances which might influence or affect the Tender or provision of the Service.

**15. Site Works**

Confirmation of work hours, storage of materials, access, location of skips, final Programme of Works and Risk Assessment Methods Statements (RAMS) will need to be finalised and agreed with the Parish Council before works commence.

During the works, the supplier should provide a secure work compound for the build, this compound should ensure public cannot gain access to the work site, we suggest the supplier erect suitable fencing and safety notices around the construction site. The supplier must take all reasonable action to ensure that newly installed surfaces and lighting are not used until practical completion is confirmed.

Any machinery left on site overnight must, where possible, be immobilised. The supplier will be held responsible for a) any damage caused to machinery/materials left on site by the supplier; b) any damage caused by machinery/materials left on site by the supplier; c) any vandalism caused to machinery/materials left on site by the supplier. The supplier will be held responsible for and must make good any damage caused to existing buildings, roads, paths, grassed areas, car parks, fences, drains, sewers, service mains, landscaping etc. and for completion of the project, any area that has been damaged during the installation must be made good and returned to new or as a minimum returned to the original condition at the supplier's expense.

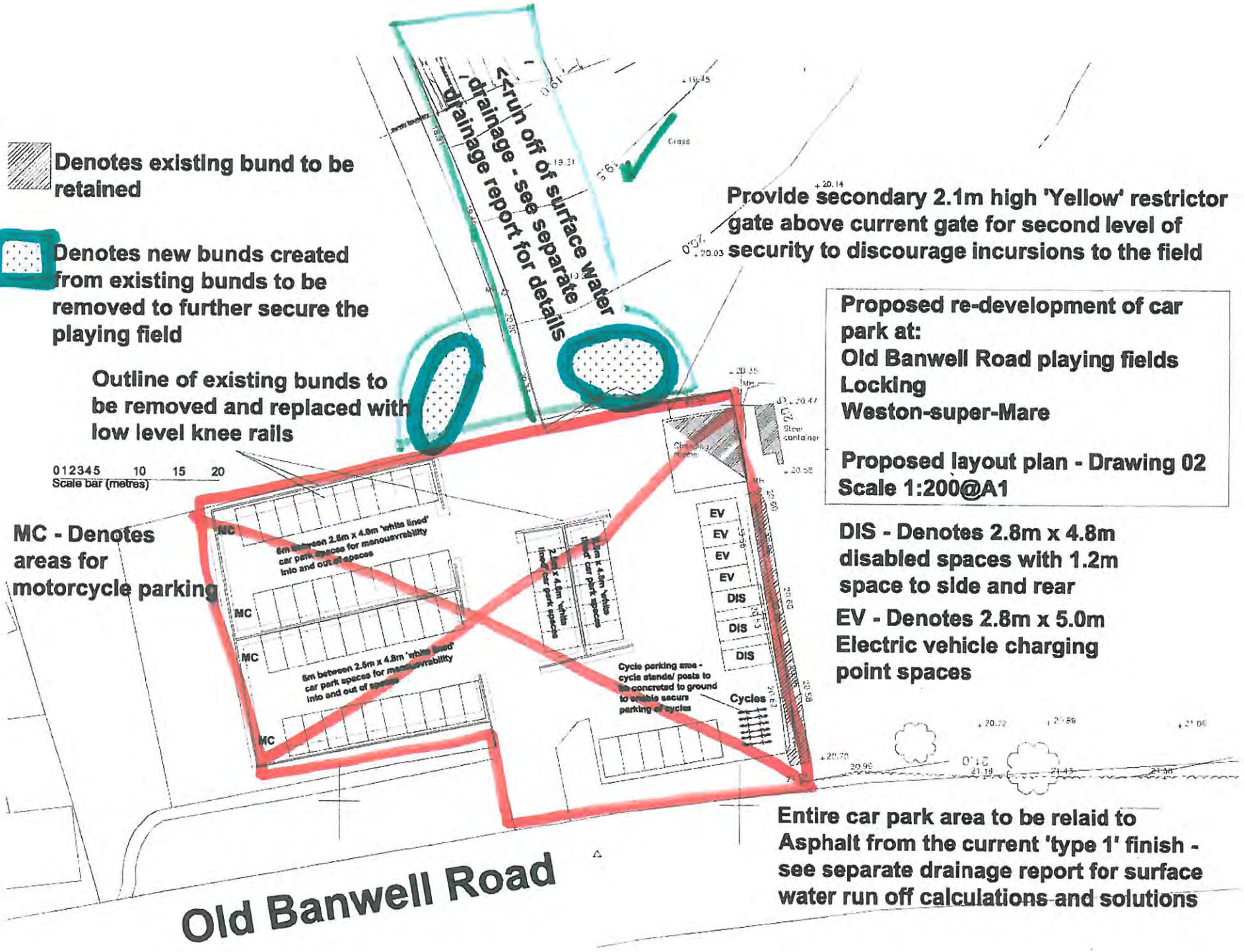
On completion of the works all equipment, including portaloos will be removed from site in a timely manner and the Council notified of the completion/removal date in advance.

**16. Waste**

All waste shall be stored safely while on site and removed from site by the contractor.

**17. Inspection**

All works and installations shall be inspected upon completion. This shall be arranged by and at the expense of the contractor.


Denotes existing bund to be retained
Denotes new bunds created from existing bunds to be removed to further secure the playing field
Outline of existing bunds to be removed and replaced with low level knee rails
<run off of surface water drainage - see separate drainage report for details
Provide secondary 2.1m high 'Yellow' restrictor gate above current gate for second level of security to discourage incursions to the field
Proposed re-development of car park at:
Old Banwell Road playing fields
Locking
Weston-super-Mare
Proposed layout plan - Drawing 02
Scale 1:200@A1
012345 10 15 20
Scale bar (metres)
MC - Denotes areas for motorcycle parking
DIS - Denotes 2.8m x 4.8m disabled spaces with 1.2m space to side and rear
EV - Denotes 2.8m x 5.0m Electric vehicle charging point spaces
Entire car park area to be relaid to Asphalt from the current 'type 1' finish - see separate drainage report for surface water run off calculations and solutions
Old Banwell Road
MC
EV
DIS
Cycles
Cycle parking area - cycle stands/ posts to be concreted to ground to enable secure parking of cycles
Steel container

DO NOT SCALE FROM THIS DRAWING

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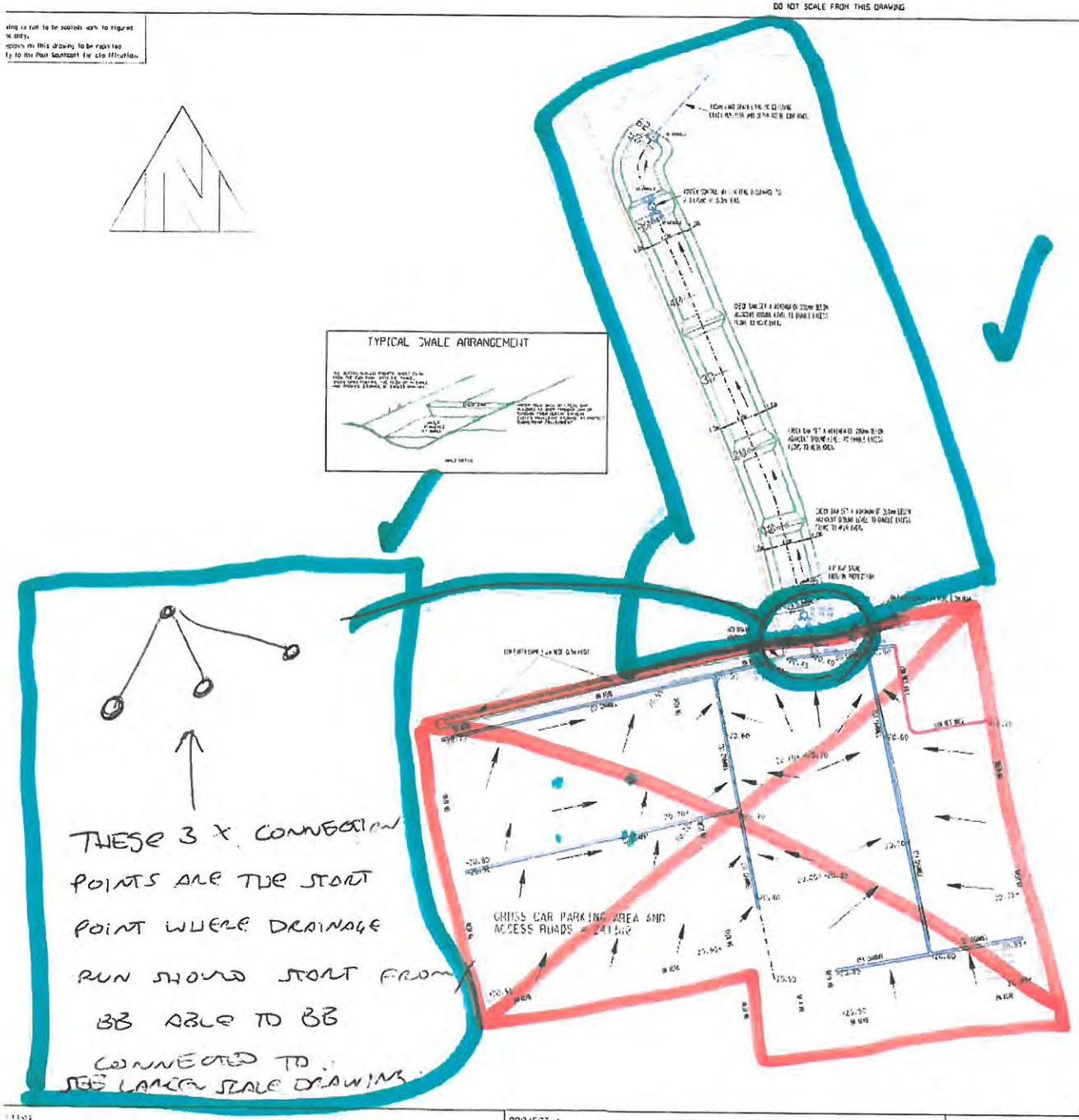


THESE 3 X CONNECTION POINTS ARE THE START POINT WHERE DRAINAGE RUN SHOULD START FROM BB ABLE TO BE CONNECTED TO SEE LARGER SCALE DRAWING

## DRAINAGE LEGEND

- SURFACE WATER INSPECTION CHAMBER
- SURFACE WATER DRAIN PIPE
- CS1 CHANNEL
- FALL DIRECTION ARROW
- +20.50 DESIGN LEVEL

## DRAINAGE STRATEGY

THE EXISTING STONED CAR PARK IS IN POOR CONDITION AND REQUIRES PERIODIC MAINTENANCE TO KEEP IT IN AN ACCEPTABLE STATE.
THE PROPOSAL IS TO RE GRADE THE EXISTING STONE SURFACE AND PROVIDE A ROBUST TARMAC SURFACE OVER.
PERCOLATION TESTING HAS BEEN UNDERTAKEN WHICH HAS CONFIRMED THAT SOAKAWAY DRAINAGE IS NOT A VIABLE METHOD OF DISPOSAL FOR RAIN WATER RUN OFF AS THE GEOLOGY IS PREDOMINATELY HEAVY CLAYS.
CURRENTLY SURFACE WATER RUN-OFF DRAINS AWAY TO THE NORTH IN AN UNCONTROLLED WAY WHICH HAS IN THE PAST LED TO FLOODING DOWNSTREAM ACROSS THE SCHOOL.
HOWEVER A RECENT LAND DRAINAGE SCHEME RUNNING ALONG THE NORTHERN BOUNDARY OF THE PLAYING FIELDS HAS OVERCOME THIS ISSUE.
DRAINAGE OF THE SURFACED CAR PARK WILL LEAD TO GREATER CONCENTRATED RUN-OFF FLOWS CALCULATED AS 128m3 DURING A 1 IN 100 YEAR EVENT PLUS 40% CLIMATE CHANGE.
THE PROPOSAL IS TO COLLECT RUN-OFF FLOWS IN A FLAT CHANNEL SYSTEM AND DIRECT FLOWS INTO A LINEAR SWALE.
THE STORAGE VOLUME OF THE PROPOSED SWALE WILL BE 139m3 WITH A CONTROLLED DISCHARGE OF 2.0 L/SEC INTO THE EXISTING LAND DRAIN SYSTEM.
DUE TO THE SLOPE OF THE SWALE A SERIES OF CHECK DAMS ARE REQUIRED TO MOBILISE THE STORAGE EACH SECTION OF THE SWALE IS DESIGNED TO FILL UP AND CASCADE OVER THE CHECK DAM INTO THE NEXT SECTION OF SWALE ONCE A STORM HAS PASSED EACH SECTION OF SWALE WILL DRAIN DOWN VIA SEEPAGE THROUGH THE POROUS STRUCTURE OF EACH CHECK DAM.
THIS PROPOSED DRAINAGE SCHEME AIMS TO DRAIN THE NEWLY SURFACED CAR PARK WITH AN ACCEPTABLE DRAINAGE SCHEME AND PROTECT DOWNSTREAM PROPERTIES FROM ANY RISK OF FLOODING AND COMPLIES WITH THE REQUIREMENTS OF THE S.U.D.S. MANUAL.

PRELIMINARY

REV A - KERBING AND CHANNELS REVISED 20-09-22

TITLE
EXISTING CAR PARK SURFACING SCHEME

PROJECT :
SPORTS GROUND OLD BANWELL ROAD, LOCKING

DATE JULY 2022
SCALE 1:250 @ A1
DRG NO 2022/52/01/A

CLIENT
LOCKING PARISH COUNCIL

CIVIL ENGINEERING SERVICES
19 THE HAMLET NAILSEA
NR BRISTOL BS48 1BY
TEL 07857644760 Email paulsouthcott2@aol.com

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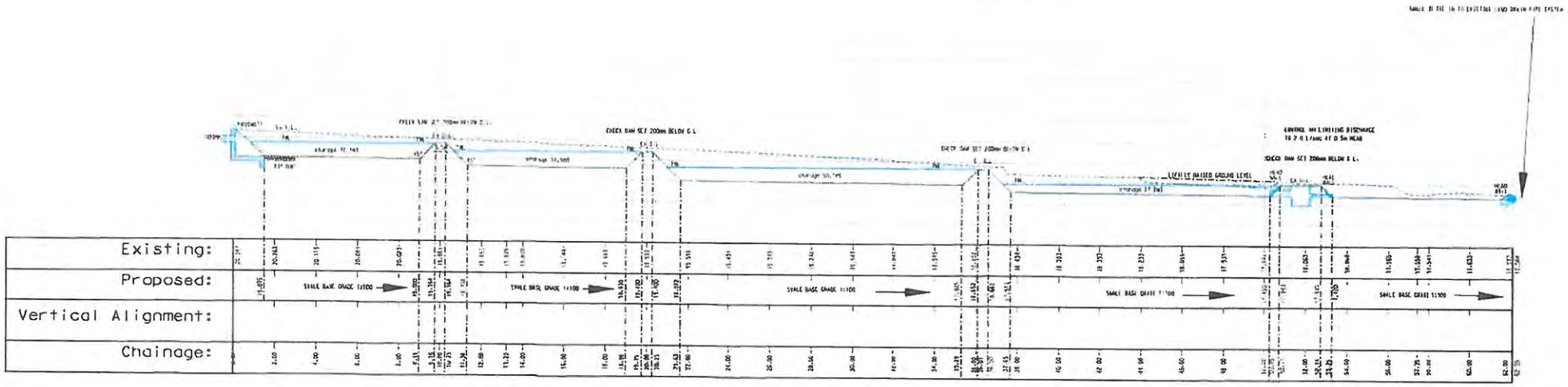
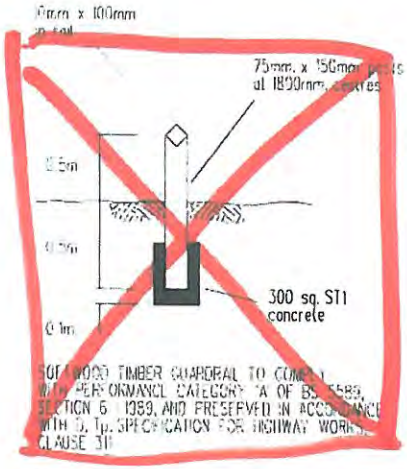
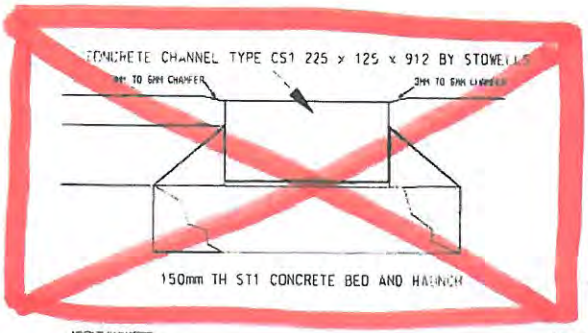
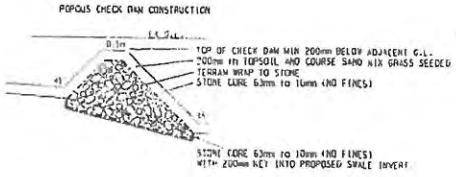
SCALE 1:50

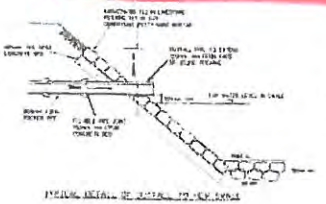


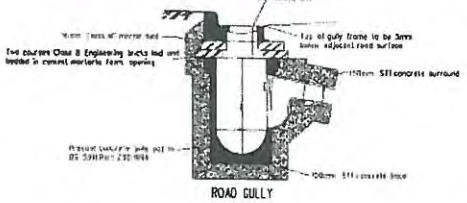




SOFTWOOD TIMBER SHAPORAL TO COMPLY WITH PERFORMANCE CATEGORY 'A' OF BS 5589, SECTION 6 : 1989, AND PRESERVED IN ACCORDANCE WITH 'D', Tp. SPECIFICATION FOR HIGHWAY WORKS CLAUSE 3[illegible]





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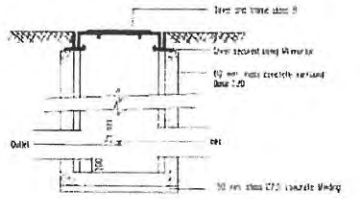
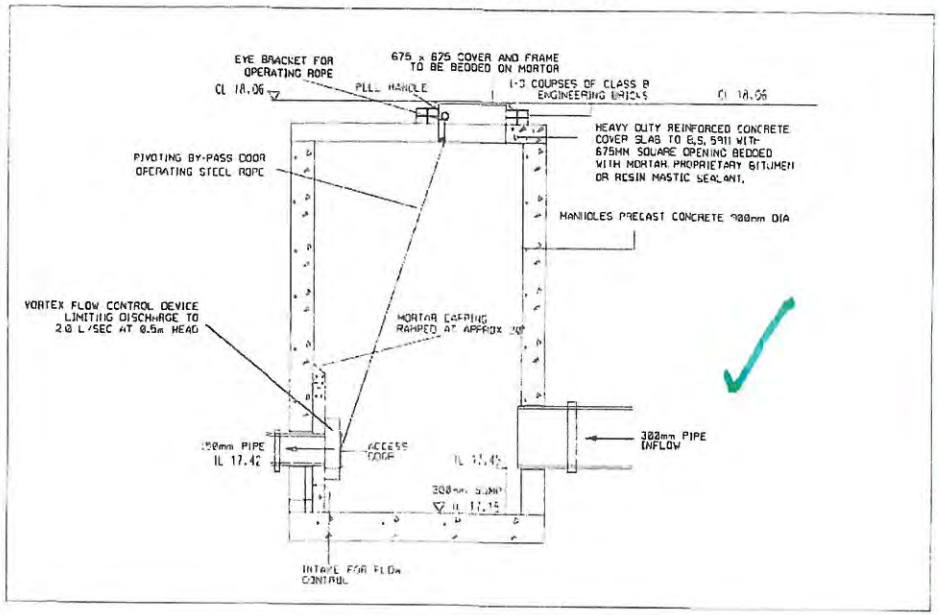


CATCH PIT DETAIL

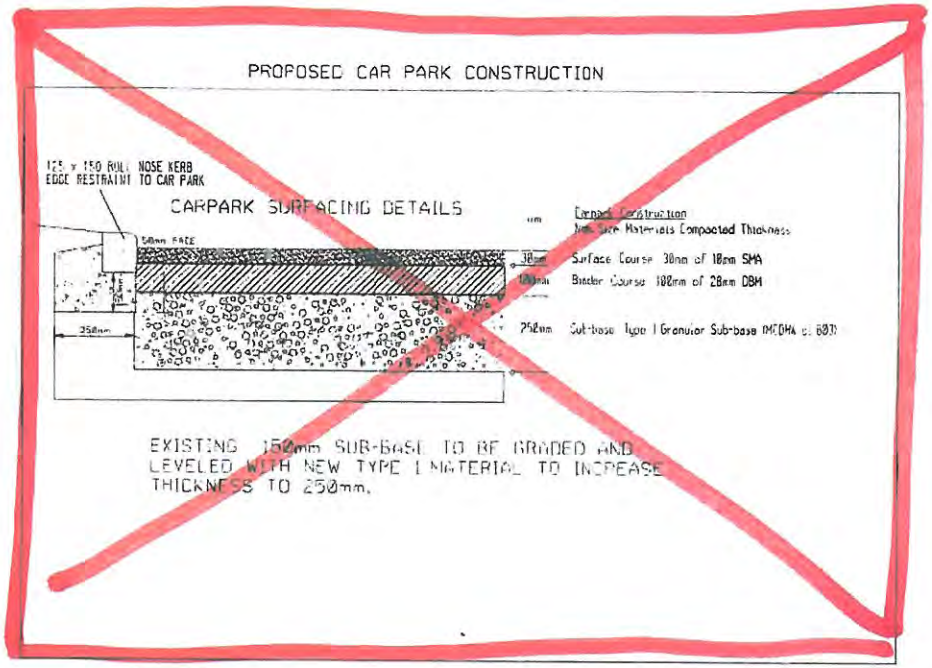
REV A : DISHED CHANNEL REPLACED WITH FLAT 20 09 22

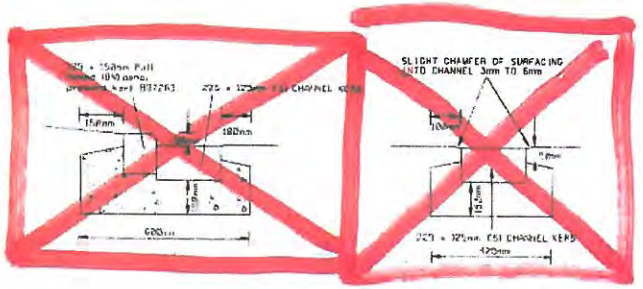
| | | | | |
|---|---|---|---|---|
| ATTENUATION SWALE | PROJECT : SPORTS GROUND CAR PARK OLD BANWELL ROAD LOCKING | DATE JUNE 2022<br>SCALE NTS @ A1<br>DRG NO 2022/52/02/A | CLIENT : LOCKING PARISH COUNCIL | CIVIL ENGINEERING SERVICES<br>19 THE HAMLET NAILSEA<br>NR BRISTOL BS48 1BT<br>TEL 07857644760 Email paulsouthcott2@aol.com |

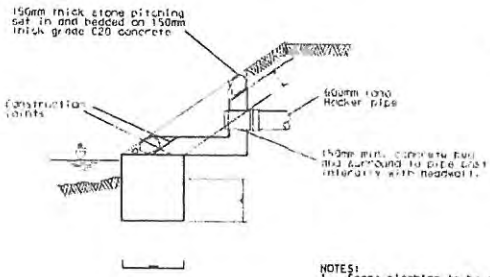
PROPOSED CONTROL MH CONSTRUCTION

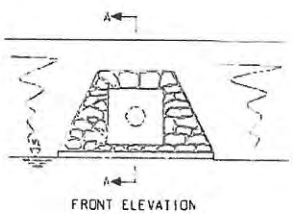


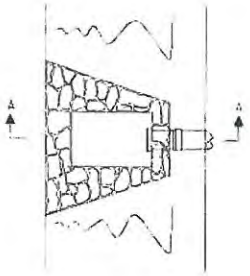

PROPOSED CAR PARK CONSTRUCTION




NOTES:
1. Stone pitching to be smooth, hard and durable
2. Suitable for pipes of 150 to 300mm diameter.

TYPICAL DETAIL OF INLET/OUTLETS TO SWALE

REV A - KERBS / CHANNELS AND CAR PARK SPEC REVISED 20/09/22

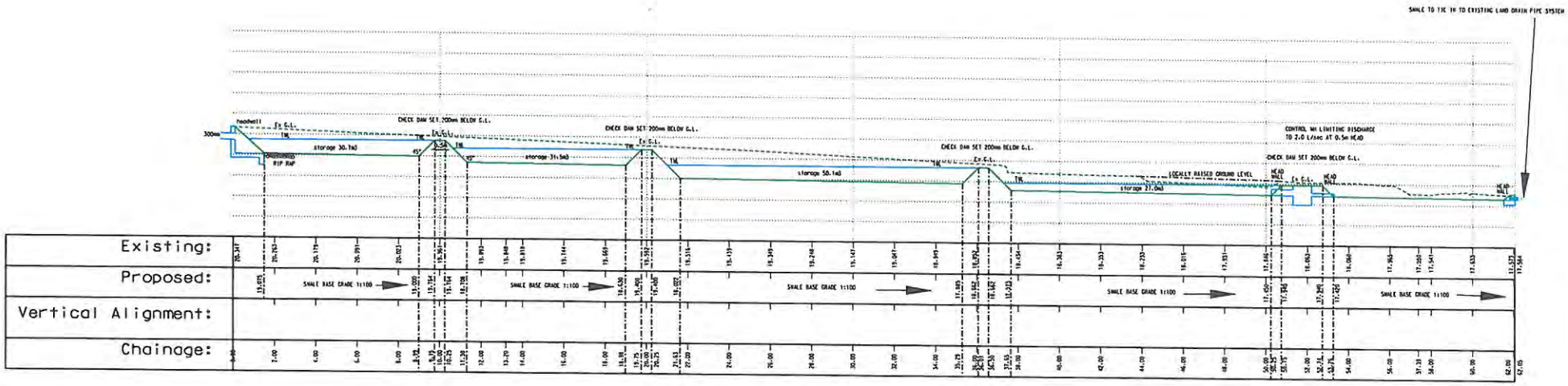

PAUL SOUTHCOTT CIVIL ENGINEERING SERVICES
19 THE HAMLET
NAILSEA
NR BRISTOL
BS48 1DY
TEL 07851841140 Email paulsouthcott2@aol.com

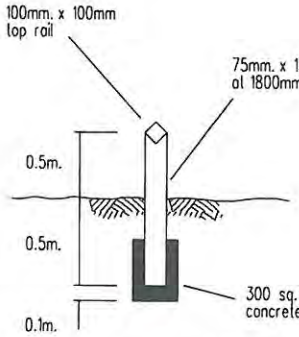

| | |
|---|---|
| job | CARPARK AT OLD BANWELL ROAD LOCKING |
| dwg title | CAR PARK RECONSTRUCTION, HEADWALLS AND CONTROL MH DETAILS |
| client | LOCKING PARISH COUNCIL |
| DATE | JUNE 2022 |
| SCALE | NTS @ A1 |
| DRG NO | 2022/52/03/A |

DO NOT SCALE FROM THIS DRAWING

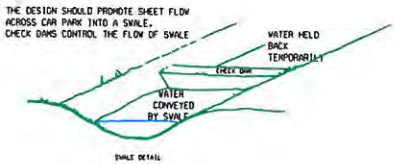
This drawing is not to be scaled work to figured dimensions only.
Any discrepancy on this drawing to be reported immediately to the Paul Southcott for clarification.

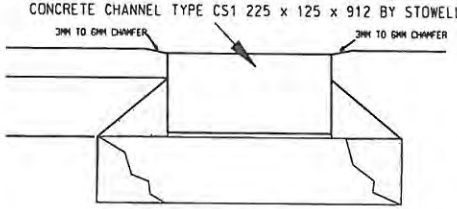
SCALE 1:50



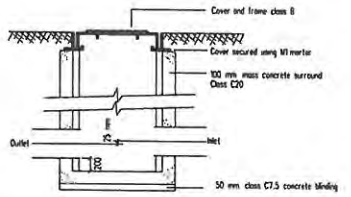



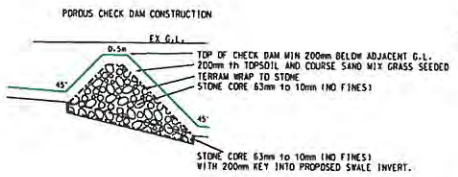

SOFTWOOD TIMBER GUARDRAIL TO COMPLY WITH PERFORMANCE CATEGORY 'A' OF BS 5589, SECTION 6 : 1989, AND PRESERVED IN ACCORDANCE WITH D. Tp. SPECIFICATION FOR HIGHWAY WORKS, CLAUSE 311

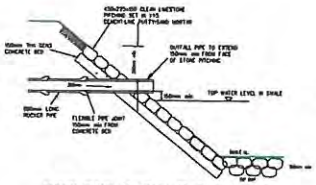


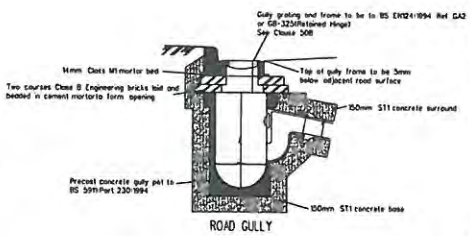




150mm TH ST1 CONCRETE BED AND HAUNCH

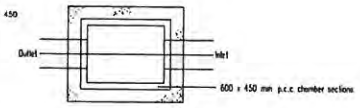



ROAD GULLY




CATCH PIT DETAIL

REV A - DISHED CHANNEL REPLACED WITH FLAT. 28-09-22

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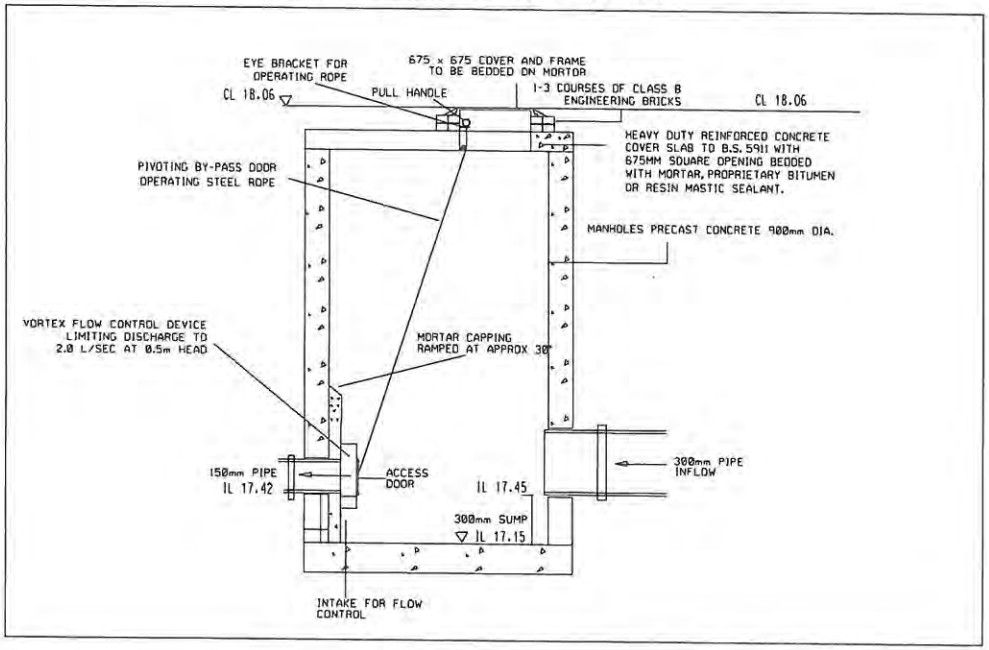
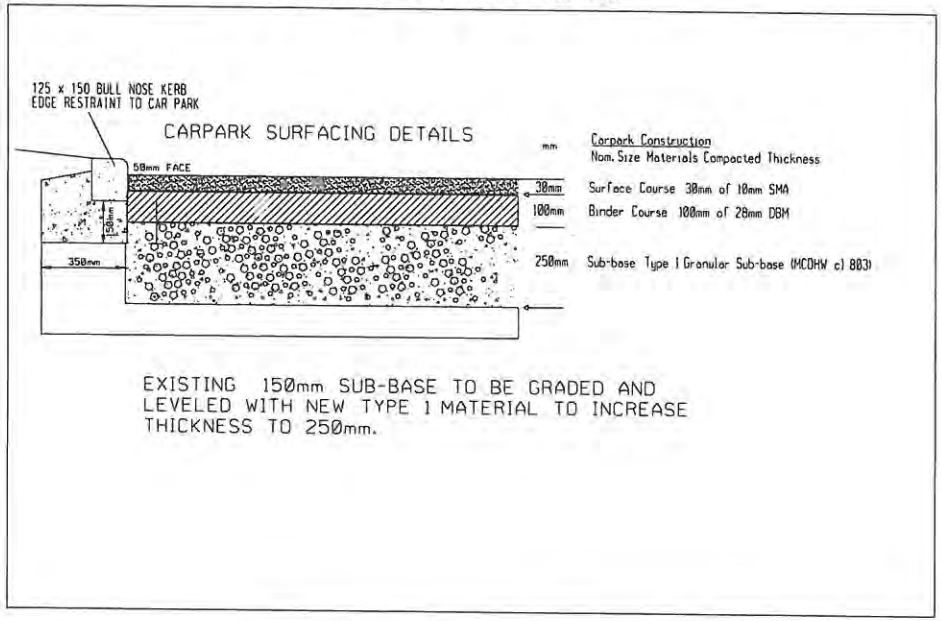
|---|---|---|---|---|
| dwg title: ATTENUATION SWALE | PROJECT : SPORTS GROUND CAR PARK OLD BANWELL ROAD LOCKING | DATE JUNE 2022<br>SCALE NTS @ A1<br>DRG NO 2022/52/02/A | client: LOCKING PARISH COUNCIL | CIVIL ENGINEERING SERVICES<br>19 THE HAMLET NAILSEA<br>NR BRISTOL BS48 1BY<br>TEL 07857644760 Email paulsouthcott2@aol.com |

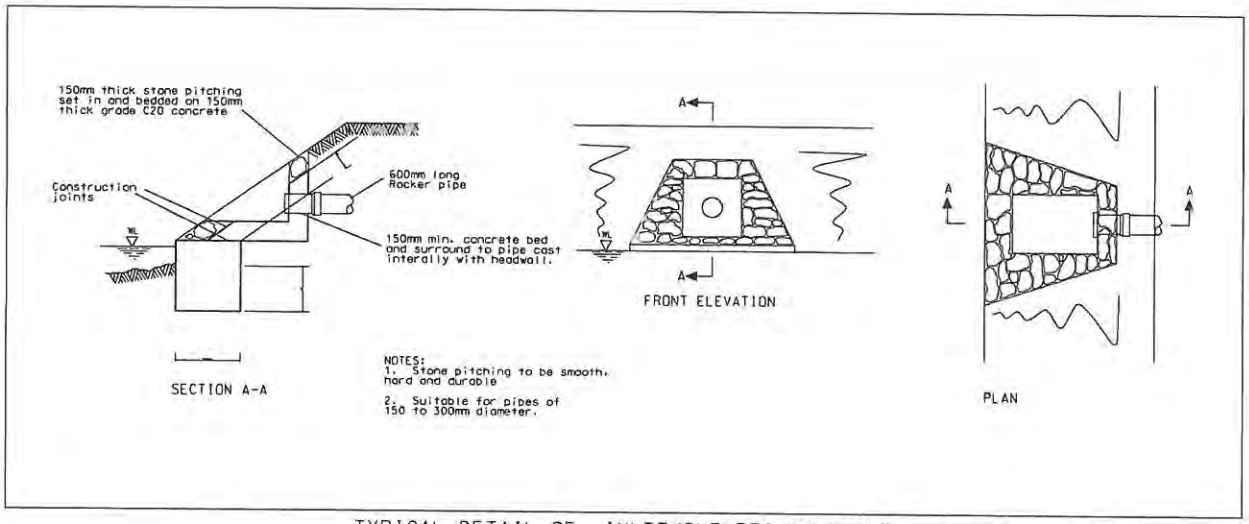
This drawing is not to be scaled: work to figured dimensions only.
Any discrepancy on this drawing to be reported immediately to the Paul Southcott for clarification.

## PROPOSED CONTROL MH CONSTRUCTION

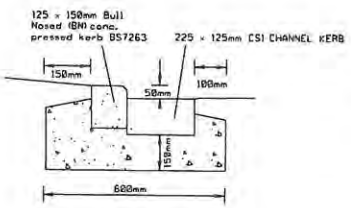


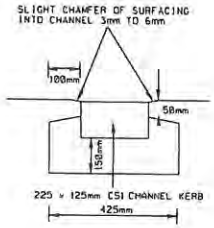

## PROPOSED CAR PARK CONSTRUCTION




TYPICAL DETAIL OF INLET/OUTLETS TO SWALE




REV A - KERBS / CHANNELS AND CAR PARK SPEC REVISED 20/09/22

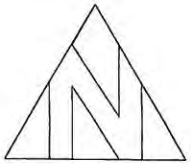

**PAUL SOUTHCOTT CIVIL ENGINEERING SERVICES**
19 THE HAMLET
HAILSEA
NR BRISTOL
BS48 1BY
TEL 07857644760 Email paulsouthcott2@aol.com

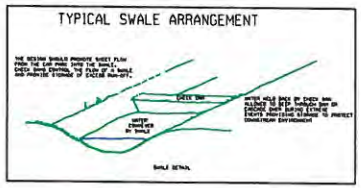

| | |
|---|---|
| JOB : | CARPARK AT OLD BANWELL ROAD LOCKING |
| DWG TITLE | CAR PARK RECONSTRUCTION. HEADWALLS AND CONTROL MH DETAILS |
| CLIENT: | LOCKING PARISH COUNCIL |
| DATE: JUNE 2022 | SCALE: NTS @ A1 |
| ORG NO: 2022/52/03/A | |

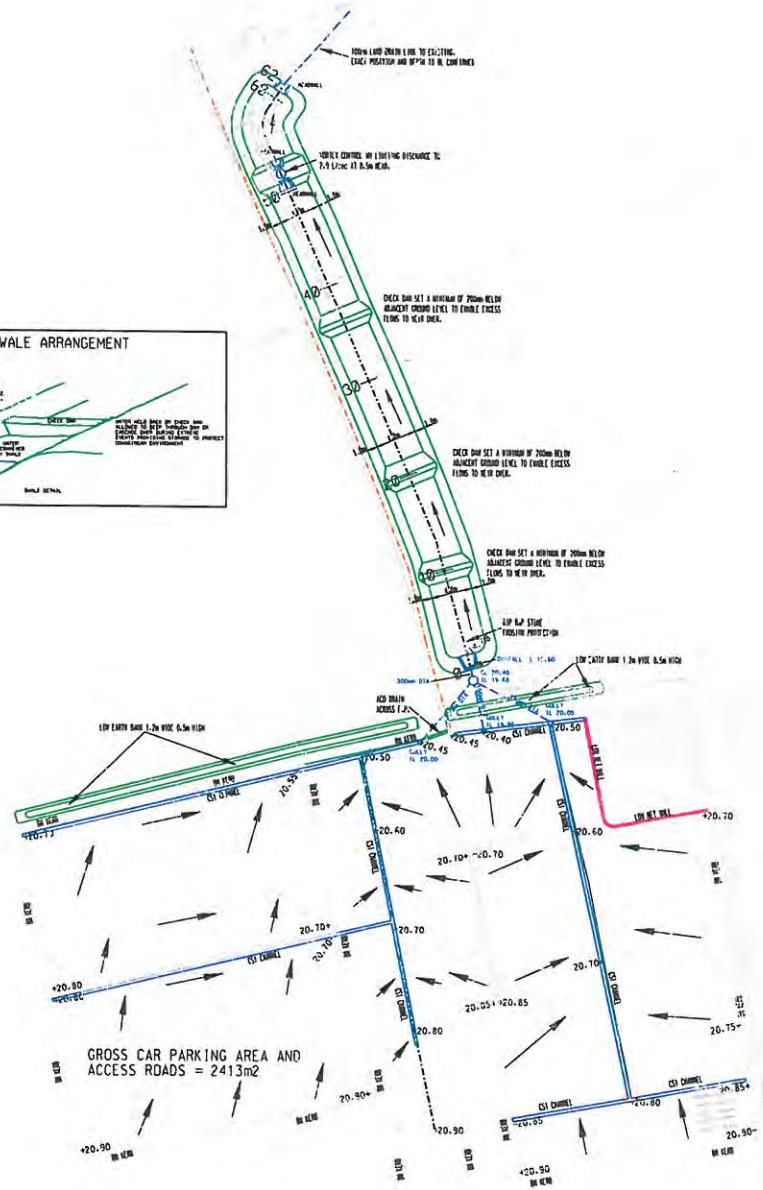
\CAR PARK CONST.dgn 2[illegible] 2022 11:01:04

DO NOT SCALE FROM THIS DRAWING

This drawing is not to be scaled: work to figured dimensions only.
Any discrepancy on this drawing to be reported immediately to the Paul Southcott for clarification.






## DRAINAGE LEGEND

- SURFACE WATER INSPECTION CHAMBER
- SURFACE WATER DRAIN PIPE
- CS1 CHANNEL
- FALL DIRECTION ARROW
- +20.90 DESIGN LEVEL

## DRAINAGE STRATEGY

THE EXISTING STONED CAR PARK IS IN POOR CONDITION AND REQUIRES PERIODIC MAINTENANCE TO KEEP IT IN AN ACCEPTABLE STATE.
THE PROPOSAL IS TO RE GRADE THE EXISTING STONE SURFACE AND PROVIDE A ROBUST TARMAC SURFACE OVER.
PERCOLATION TESTING HAS BEEN UNDERTAKEN WHICH HAS CONFIRMED THAT SOAKAWAY DRAINAGE IS NOT A VIABLE METHOD OF DISPOSAL FOR RAIN WATER RUN-OFF.AS THE GEOLOGY IS PREDOMINATELY HEAVY CLAYS.
CURRENTLY SURFACE WATER RUN-OFF DRAINS AWAY TO THE NORTH IN AN UNCONTROLLED WAY WHICH HAS IN THE PAST LED TO FLOODING DOWNSTREAM ACROSS THE SCHOOL.
HOWEVER A RECENT LAND DRAINAGE SCHEME RUNNING ALONG THE NORTHERN BOUNDARY OF THE PLAYING FIELDS HAS OVERCOME THIS ISSUE.
DRAINAGE OF THE SURFACED CAR PARK WILL LEAD TO GREATER CONCENTRATED RUN-OFF FLOWS CALCULATED AS 128m3 DURING A 1 IN 100 YEAR EVENT PLUS 40% CLIMATE CHANGE.
THE PROPOSAL IS TO COLLECT RUN-OFF FLOWS IN A FLAT CHANNEL SYSTEM AND DIRECT FLOWS INTO A LINEAR SWALE.
THE STORAGE VOLUME OF THE PROPOSED SWALE WILL BE 139m3 WITH A CONTROLLED DISCHARGE OF 2.0 L/SEC INTO THE EXISTING LAND DRAIN SYSTEM.
DUE TO THE SLOPE OF THE SWALE A SERIES OF CHECK DAMS ARE REQUIRED TO MOBILISE THE STORAGE. EACH SECTION OF THE SWALE IS DESIGNED TO FILL UP AND CASCADE OVER THE CHECK DAM INTO THE NEXT SECTION OF SWALE. ONCE A STORM HAS PASSED EACH SECTION OF SWALE WILL DRAIN DOWN VIA SEEPAGE THROUGH THE POROUS STRUCTURE OF EACH CHECK DAM.
THIS PROPOSED DRAINAGE SCHEME AIMS TO DRAIN THE NEWLY SURFACED CAR PARK WITH AN ACCEPTABLE DRAINAGE SCHEME AND PROTECT DOWNSTREAM PROPERTIES FROM ANY RISK OF FLOODING AND COMPLIES WITH THE REQUIREMENTS OF THE S.U.D.S. MANUAL.

PRELIMINARY

REV A - KERBING AND CHANNELS REVISED 20-09-22

| | | | | |
|---|---|---|---|---|
| dwg title: EXISTING CAR PARK SURFACING SCHEME | PROJECT : SPORTS GROUND OLD BANWELL ROAD, LOCKING | DATE JULY 2022<br>SCALE 1:250 @ A1<br>DRG NO 2022/52/01/A | client: LOCKING PARISH COUNCIL | CIVIL ENGINEERING SERVICES<br>19 THE HAMLET NAILSEA<br>NR BRISTOL BS48 1BY<br>TEL 07857644760 Email paulsouthcott2@aol.com |

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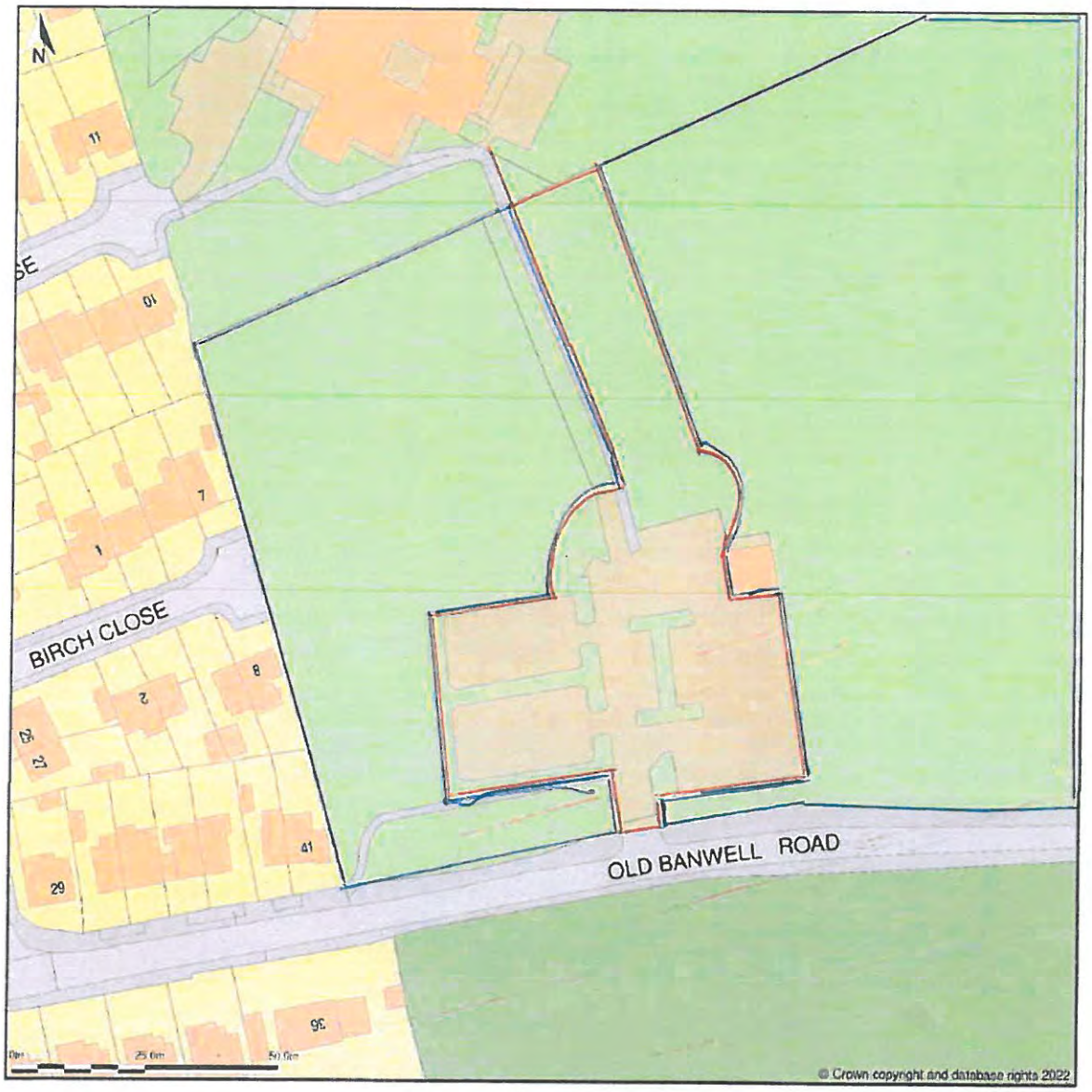
# Old Banwell Road Car Park, Locking, Weston-super-Mare




Site Plan shows area bounded by: 336657.6, 159649.01 336857.6, 159849.01 (at a scale of 1:1250), OSGridRef: ST36755974. The representation of a road, track or path is no evidence of a right of way. The representation of features as lines is no evidence of a property boundary.

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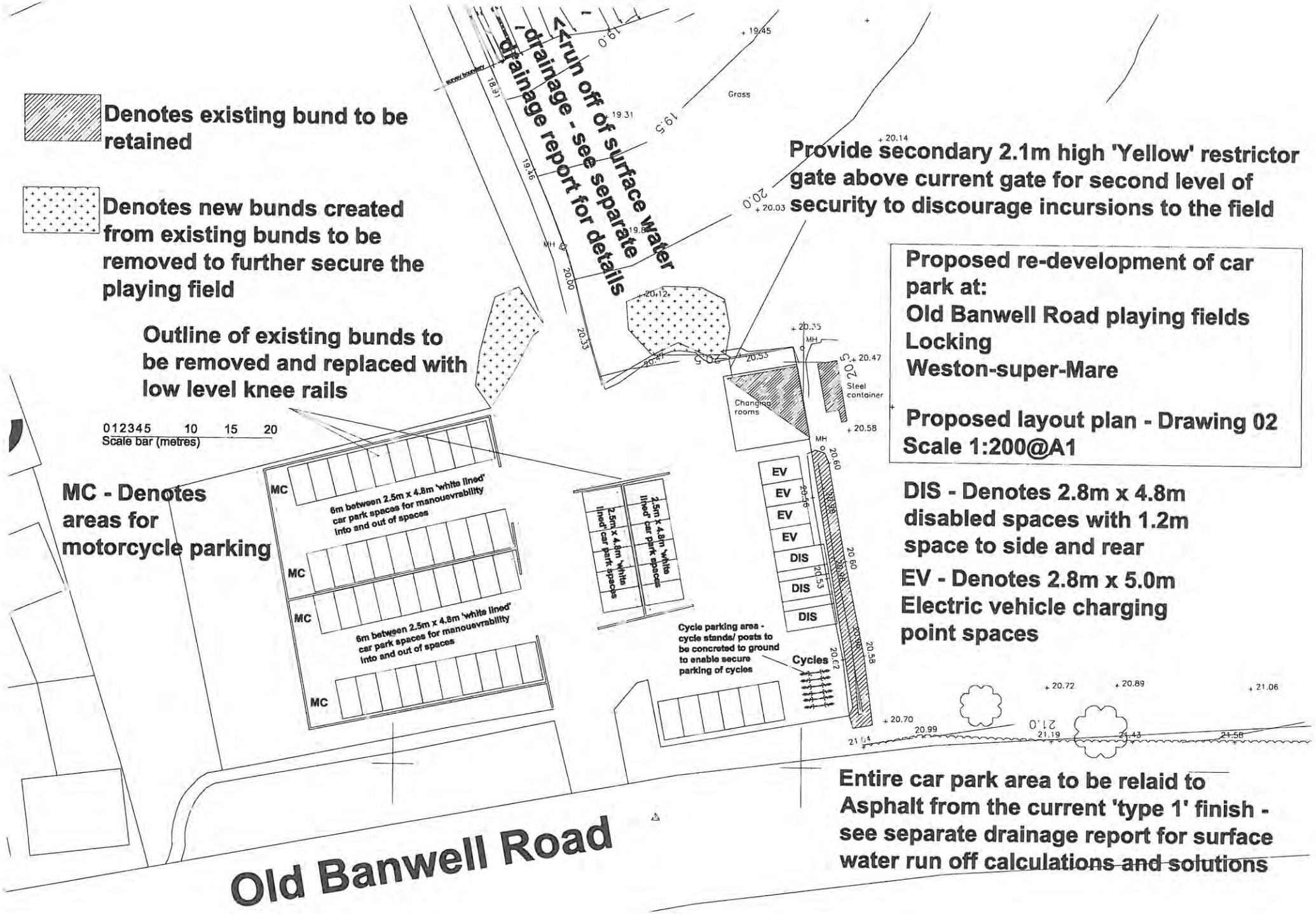
Denotes existing bunds
012345 10 15 20
Scale bar (metres)
Proposed re-development of car park at:
Old Banwell Road playing fields
Locking
Weston-super-Mare
Existing layout plan - Drawing 01
Scale 1:200@A1
Changing rooms
Steel container
MH
Old Banwell Road


Denotes existing bund to be retained
Denotes new bunds created from existing bunds to be removed to further secure the playing field
Outline of existing bunds to be removed and replaced with low level knee rails
012345 10 15 20
Scale bar (metres)
MC - Denotes areas for motorcycle parking
<run off of surface water drainage - see separate drainage report for details
Provide secondary 2.1m high 'Yellow' restrictor gate above current gate for second level of security to discourage incursions to the field
Proposed re-development of car park at:
Old Banwell Road playing fields
Locking
Weston-super-Mare
Proposed layout plan - Drawing 02
Scale 1:200@A1
DIS - Denotes 2.8m x 4.8m disabled spaces with 1.2m space to side and rear
EV - Denotes 2.8m x 5.0m Electric vehicle charging point spaces
Entire car park area to be relaid to Asphalt from the current 'type 1' finish - see separate drainage report for surface water run off calculations and solutions
Old Banwell Road
Grass
Changing rooms
Steel container
MH
6m between 2.5m x 4.8m 'white lined' car park spaces for manouevrability into and out of spaces
2.5m x 4.8m 'white lined' car park spaces
Cycle parking area - cycle stands/ posts to be concreted to ground to enable secure parking of cycles
Cycles
MC
EV
DIS