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Outline Specification

# Workforce Entrance Building

Refer to the Work Scope for a list of drawings.

The design life of this building is to be at least 25 years.

The workforce entrance (WFE) building provides a covered space where the majority of staff access the venue. The building will comprise:

* A reception area with associated storage and tea room facility
* An open plan space, utilised on event days for initial staff check in and bag checking
* Two WCs for both ambulant and disabled members of staff, media or visitors, and security staff manning the entrance building.
* Turnstiles (refer to required scope below)
* PV installation on roof

The building needs to operate in two primary modes:

1. Event day – management of extensive stewarding, catering and operational staff access into the stadium
2. Non-event day – managing the access arrangement for visitors, contractors and others to the stadium.

The building will feature large doors and roller shutters which can be opened on event day to enable the quick passage and processing of large numbers of staff through the checking and turnstile zone, or to be shut down to simply act with pass-doors on other occasions.

The open plan space will be deemed covered external space so will not be conditioned, other than basic natural ventilation and insulation to prevent excessive heat gain. The space does not require full insulation however should provide a thermal buffer for resident security staff in the reception office area. A suitable non-slip floor finish is required throughout.

One line of internal structural columns to support the roof will be permissible within the building as indicated on the concept plan, columns however should be limited to avoid interruption on the flow and operational flexibility required of the building and must not present any sharp edges.

The building will form part of the secure boundary to the stadium and must be designed with this in mind. The contract scope includes the modification/adaption and making good of fencing, gates and landscaping to achieve a secure perimeter, additionally to enable grade level access.

Step-free access will be provided to all doors into the new building, either through design of levels or alternatively through external ramps which must comply with the building regulations.

The turnstiles (Skidata or equivalent low-level turnstiles tbc) will be procured directly by the client. The WFE building contractor’s floor design should allow for the installation of the mounting boxes for the turnstiles which will be accommodated within the slab/floor and conduits for data and power in accordance with the turnstile supplier’s requirements. The Contractor will coordinate with the turnstile supplier and install any free-issue components to enable turnstile operation. The Contractor will be responsible for working with the turnstile supplier to ensure their requirements are met and to manage and coordinate their works which are required to be fully commissioned and operable at PC.

A survey of the site is provided within the tender pack for information, the contractor will however be responsible for validating and ensuring their design can be delivered on site. The preferred bidder will have the opportunity to conduct site surveys and investigations during the design development phase in order to validate their foundation assumptions and designs. The bidder should price for these surveys in their Design Development lump sum. As a minimum LS185 expect that ground bearing capacity and utilities surveys could be required.

The design and any foundations will need to account for existing surface levels, finishes, surface drainage/runoff, stability, and existing above or below ground services. The contractor should also take into account the existence of a contamination barrier. The design and project scope will also include all necessary diversion or adaption works associated with existing surface water drainage.

The fabrication and construction of the building should be in accordance with;

* NSCS 4th Edition
* NSSS 7th Edition

The entrance building will include the installation of a roof mounted photovoltaic array. The roof should be designed to meet the loading and access requirements to accommodate the installation. The contractor is expected to appoint and work with a specialist sub-contractor on the design, supply installation, testing and commissioning of the PVs. The following indicates some of the factors to be considered in the design of the installation.

* Tilt 30 degrees to south if possible.
* Walk between for access and PV maintenance.
* Design needs to allow for a perimeter roof parapet.
* Target area of 150m2 of PVs
* Roof access is required and to be considered in roof finish specification, Contractor to propose roof access methodology and provide suitable man safe systems in accordance with current guidance and regulations.
* All cabling to be contained and securely clipped.
* Invertors and power distribution at ground level. Dedicated weather-proof externally accessed cabinet required with openable doors to north of new building – location to contractor’s proposal but should not impact on access nor parking.
* Electrical feed-in protocols to be developed by the contractor with Client input.

The design is to comply with the latest edition of all relevant British Standards/Eurocodes and regulations, including but not limited to:

* The Electricity at Work Regulations
* The Electricity Supply Regulations
* The H&S at Work Act
* BS 7671, 7430
* BS EN 50380, 50461, 60891, 60904, 60947, 61000, 61173, 61194, 61215, 61345, 61427, 61439, 61683, 61701, 61702, 61724, 61727, 61730, 61829, 61836, 62093, 62124, 62305, 62446, 62305

All services and finishes are to be provided, including sanitary-ware and the reception counter. Any lose fittings and furniture including bag-check tables and chairs will be provided by others. CCTV security will be installed by others.

Due to the location, the design and branding/arrangement and cladding of the units needs to reflect the design and quality of the stadium. This will be via good quality cladding to the building facades which reflects the design of the stadium.

The contractor will be responsible for the detailed design, fabrication, delivery and installation of the new building. This will include all necessary services design and connections to existing services in terms of drainage, telecoms, power and water to enable the facility to operate. Scope includes necessary work to install the unit and any making-good required as a result of the Contractor’s installation or as a result of other works by the Contractor associated with the construction of the WFE including adjacent hard and soft landscaping. The Contractor’s scope will include for any necessary work to preserve the perimeter fence security.

The contractor will be responsible for (and should allow in their price for) making all necessary applications and obtaining all necessary consents to design, construct, and commission the facility such that it can be handed over to LS185 in fully operational mode. As a minimum, this is expected to include;

* Planning approval (see below)
* Building regulations approval
* Stadium safety advisory group clearance
* Stadium safety officer acceptance

# Planning Consent

The tenderers will be required to provide all necessary drawings and specifications to enable LS185 to negotiate on planning matters. Any visualisations or montages will be produced/provided by others based on the plan and elevation information provided by the contractor. LS185 will also produce the design & access statement to support the planning application.

# Building Regulations

As the facility is located in close proximity to a major sporting venue, tenderers should be aware that in addition to Building Regulations approval, the Client will consult with the Stadium Safety Advisory Group. The Contractor will be responsible for supporting all necessary applications and making any necessary variations to the project to obtain Building Regulations completion certificate which will be required to achieve Practical Completion.

This will include a full set of drawings and calculations for the structure in accordance with the Eurocodes.

# Materials

The building will comprise a solid clad framed insulated building to provide a white finish similar to the stadium halo perimeter pods. The roof finish can either be single ply membrane, or alternatively a glass-fibre solution or direct equivalent. In both cases surface water discharge will need to be managed. The contractor will also be required to provide ventilation and background heating. All windows and doors will be metal framed and roller shutters electronically operated with manual operation back-up.

The contractor shall as part of their bid, submit details of their proposed interior and exterior materials and finishes, including the material’s longevity and resistance to physical damage. This information must include:

External cladding – proposed materials and colours

Roof finish and waterproofing material

External soffit finish to front canopy area

Confirmation on roof rainwater drainage principles

Door and window material and outline specification

Internal wall-lining – material and finish

Ceiling finish – lining or finish proposed

PV installation panel specification and 150sqm area confirmed energy output.

Narrative and outline specification of all services

The contractor shall allow for, design and provide any foundations or ground stabilisation required to support their proposed structures. The floor design must meet Part C of the Building Regulations.

Internal finishes and sanitary ware should be basic and utilitarian however must be fit for purpose. Ceilings are required to WC areas together with hygienic wall and floor finishes to enable easy cleaning.

The reception desk should be a purpose-built desk to accommodate wheel-in storage units by others. A stainless-steel sink with mixer tap will be required in the tea room. Internal windows will be required between the reception office and the main processing/turnstile area.

The external elevations, including the roof, must be complimentary to the surrounding stadium and buildings, and will be fully decorated with an appropriate finish to achieve a 25-year life without further decoration.

New paving and works or modifications to the existing fencing to remove panels either not required or to enable access into the building are to be included in scope. All external landscaping materials and kerbs to match the specification and finishes currently installed in the immediate WFE building surroundings.

# Services

The contractor will determine what services are required and their exact location. These incoming supplies will be provided and installed to an agreed termination position by others. The contractor is responsible for installing all services within the building, on the external surfaces of the building, and between the building and the termination point. It should be noted that no services provision exists in the current building.

The contractor will design, install and include all services to enable the building to operate. This will include lighting, emergency lighting, small power, data, ventilation, electrical heating, cold and hot water to sinks and basins (localised water heater), foul and surface water drainage connections, earthing, lightning protection and heat/smoke detection.

The walls within the security office will include trunking at skirting level to accommodate power and data installations. 6 double socket outlets will be provided in this area. The contractor will propose provision within the main building area which as a minimum should include 10 double power outlet positions and 10 data outlets (excluding turnstile services). Exact locations to be agreed with the contractor once appointed.

CCTV will be supplied and installed by others.

# Security

Due to the nature of the site, the contractor must provide physical security to a level reasonably required by LS185 throughout their contract works on site. The contractor should include for providing and maintaining any temporary fencing required if they need to remove or alter the permanent fencing to facilitate their works.