



**INVITATION TO TENDER**

**FOR NAZEING PARISH COUNCIL**

**BUMBLES GREEN PLAYGROUND PROJECT**

## Background

The green space known as Bumbles Green Playing Field is located alongside Nazeing Common (EN9 2SF), near to Bumbles Green roundabout and on the outskirts of the village of Nazeing. It is a large space, mainly laid to grass, with goal posts for a children's football pitch. The area is used by dog walkers, people playing football and exercising. There was a playground with dated, old equipment, which has recently been removed.

Nazeing village is very large by area, with a fast-growing population (currently c5,000) and a mixed demographic of families with children through to a significant number of older, retired residents.

Despite the size of the community across the Parish, there are very minimal community facilities and this is something that the current Parish Council have as a strategic priority to improve.

Residents highlighted to the local District Councillor a requirement for better equipment and accessibility. Consequently, the Parish Council has been given a grant of £90,000 (excluding vat), with the caveat that the new equipment is installed by 01 March 2025.

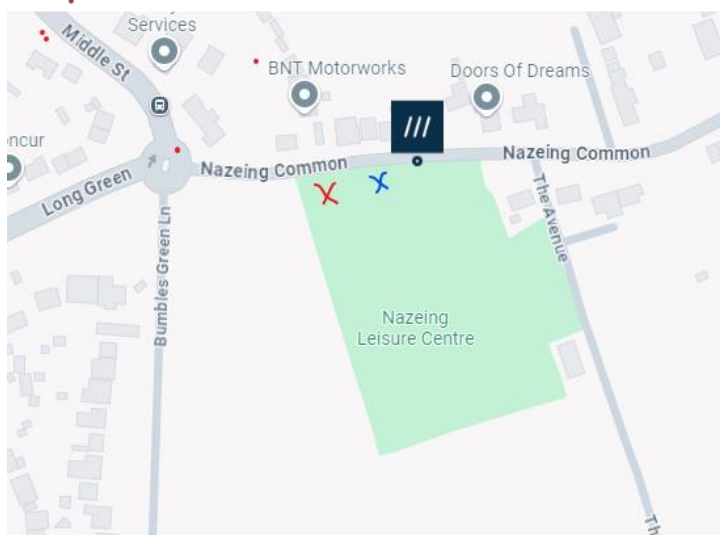
Nazeing Parish Council would like to invite experienced, qualified Contractors to tender for providing a new modern playground for the enjoyment of younger residents and their families. The playground design should focus on play values, inclusivity and value for the budget available. In addition, a fitness area is also to be provided for use by older children and adults. The fitness area design should focus on providing a range of equipment, inclusivity and value for the budget available.

Site visits are strongly recommended to enable Contractors to understand full requirements. The Clerk is happy to accommodate these and can be contacted via the email address or phone number at the end of this document.

Please Note: The Parish is open to consortium bidding.

## Site

Bumbles Green Playing Field is a large space, mainly laid to grass and originally had a fenced playground for young children in the north-west corner. It is accessed from Nazeing Common to the north. See map below, what3words to the entrance ([///native.many.curve](https://www.what3words.com/en/@@@native.many.curve)). Photographs of the site are in Appendix A.



Map showing approximate locations for new playground (red cross) and fitness area (blue cross).

## **Specifications**

### **General**

- Tender quotations to include a fully managed project, with periodic meetings with the Clerk and Council representatives to monitor progress throughout.
- Contractors will be required to demonstrate and provide their specialist knowledge and skills and manage the contract to achieve compliance with all relevant legislation, standards, health & safety and risk requirements.
- Contractors are expected to be a member of the Association of Play Industries (API).
- The works to be completed to EN1176 and associated codes and practices.
- The successful Contractor will be responsible for the security / health and safety / risk assessments for both the new playground and fitness area, for staff /sub-contractors throughout the project, and will be responsible for all plant machinery, materials, personal property of staff, and the correct storage of any potential hazardous materials or equipment.
- Safety signage / security fencing / vehicle access to site – the successful Contractor will be responsible for ensuring appropriate safety fencing / safety notices and vehicle access to site and for any damage caused by vehicle access.
- Re-instatement of all surrounding areas.
- Minimum 5-year / 10-year warranty of surfaces and equipment.
- Temporary storage structure – the location of any structure for the site, would need to be agreed prior to work commencing, with the Contractor being responsible for the maintenance and safety of such.

### **Old Playground**

- All old play equipment has been removed.
- The existing concrete pads are still in situ and can be either be incorporated into the new design or removed and disposed.

### **New Playground and Fitness Area Equipment Requirements**

- Suitable for age range up to 12 years within the playground and focusing on primary school age.
- Steel equipment. Timber will not be suitable.
- New innovative design, varied in play range with inclusive elements.
- Particular attention needs to be given to accessibility.
- Playground to be located in the north-west corner of the playing field (site of original playground).
- Playground to be fenced (galvanised bowtop fencing), distance of 2 metres from existing hedgerows.
- Provide 1 to 2 bench seats within the playground.
- Ideally the whole of the playground to have a suitable hard wearing surface, wetpour or similar in the high traffic areas.
- Playground design to include as minimum a multiplay unit, combination swing (1 cradle, 1 flat and 1 basket/pod), a see-saw type unit, communication/play panels and a bounce and / or spin facility (roundabout not required).

- Fitness area to be located along the north edge of the playing fields, between two trees; it would be approximately 20 / 25 metres from new playground.
- Fitness design to include as a minimum a freestyle workout combination unit with at least five separate pieces of equipment, focusing on different body areas.
- Please note design may be subject to modification and negotiation with the selected contractor following consideration of the chosen design.
- The Contractor to supply a detailed maintenance schedule, outlining procedures / guidelines and bespoke tools as required for maintenance purposes.
- Visuals and drawings should be provided as part of the tender. These may be used in a public consultation.

### **Health and Safety**

The contractor will be responsible for the Health and Safety of the works for the new playground, including all Risk Assessment Method Statements (RAMS).

### **Sub-contractors**

Tenders should include the details of any sub-contractors to be used, with the Contractor being responsible for their work, health and safety and risk assessments.

The Parish is open to and would encourage consortium bidding for best use of available funds.

### **Constraints**

- The site is near residential housing, which needs to be considered.
- Hours of work – Monday – Friday 08.00 – 17.00 and Saturday 09.00 – 13.00 (no bank holidays).

### **Insurance**

The successful Contractor must be able to provide evidence of satisfactory insurance cover, including:

- Public Liability Insurance.
- Product Liability Insurance.
- Employers Liability Insurance.
- Professional Indemnity Insurance.

### **Post Implementation Inspection**

The successful Contractor will be responsible for the organisation and cost of a qualified, independent, post installation inspection following the completion of the project, and for rectifying any issues highlighted at their own cost, prior to the project being formally signed off by the Chairman of the Parish Council and the new playground opened to the public.

### **Dates**

Contract start / finish dates: Availability / timescales to be included in tender documentation and to be agreed / approved with the successful Contractor.

## **Finance / Payment**

Nazeing Parish Council shall not be responsible for any tender preparation costs.

Tender submissions should remain open for at least 6 months from the tender closing date.

Project cost is not expected to exceed £90,000 (exclusive of VAT). It is therefore essential that all costs to comply with requirements are included within the tender submission.

Following final sign off by the Clerk and Chairman of the Parish Council, and handover, a final invoice should be sent. Payment will be made within 30 days of receipt.

A 5% retention will be held for a maximum of 6 months from completion.

## **Formalities**

In accordance with the Public Regulations 2015, this contract will be advertised on the Governments Contracts Website. Please note, whilst it may be necessary to make some small adjustments to the tender documentation post public consultation, these will be kept to the minimum possible.

The successful Contractor will enter into a purchase order agreement signed by the Clerk and Chairman of the Parish Council.

## **Evaluation Criteria**

Tenders received will be measured by Nazeing Parish Council using the below criteria:

- Concept, inclusive design, play value and number of pieces of equipment. 40%
- Quality of materials, longevity and durability of equipment/surfacing. 30%
- Price / value for budget. 10%
- Warranty scope and length. 10%
- Project management, service standard. 5%
- Presentation and visual submission, fulfilment of brief. 5%

## **References**

Please supply references of similar projects.

## **Tender Submissions**

Tenders should be submitted to:

Lorraine Ellis, Clerk. Nazeing Parish Council, The Leisure Centre, Bumbles Green, Nazeing, Essex EN9 2SF

Please ensure these are marked "Private and Confidential" Bumbles Green Playing Field Tender

Closing date: 14th November 2024

## **Appendices**

Appendix A - Photos of previous playground location, site for new fitness area and Bumbles Green playing fields.

## Contacts

Lorraine Ellis – Clerk to Nazeing Parish Council

Telephone: 01992 893012 (\*\*Office hours Tuesday & Friday 9am to 5pm)

Email: [council@nazeingparishcouncil.org](mailto:council@nazeingparishcouncil.org)

## Appendix A

Previous Playground location



Site for new Fitness Area



## Bumbles Green Playing Fields



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