

Claylands Green

Specification for Core Improvements

January 2023
V1.1





1. Introduction

Claylands Road Open Space is a 0.12Ha Pocket Park protected under the London Square Preservation Act 1931 within the St Marks Conservation Area CA11. The park is managed by London Borough Lambeth. A local resident's group are main stakeholder group for the park.

Claylands Road Open Space is adjacent to Claylands Green and Trigon Road. Site currently classed as Amber rating on Green Infrastructure (Open Spaces) Strategy Quality Assessment. Claylands Road Open Space (TQ 3091177507)

Allocated S106 Funding of £27k has been secured for the above site. Lambeth Council, 'The Client' are looking to appoint suitably qualified and skilled contractor to implement several key priorities agreed in partnership with stakeholder groups and will be included within the new plan 2020-2025.

There is no revenue budget. The aim of the investment is to focus on high quality physical core improvements of the site to limit and reduce any significant revenue budgets.

Turkington Martin, Landscape Architecture have provided a concept design which has been agreed by Lambeth Council and Claylands Group stakeholders and residents. The appointed contractor will be required to provide a high-quality service, materials and workmanship for Lambeth citizens.

The contractor must be able to carry out the work from start to finish.

This document consists of:

1. Site Map
2. Scope of works and requirements
3. Instructions to submit quote

2. Site Map



Claylands Gn -Map
Site inprovments.pd

2. Scope of works requirements

2.1 Timescale of works

The work is required to take place early 2023. Preferably starting mid-February 2023. All works must be completed by end March, early April 2023.

2.2 Full understanding, interpretation and implementation of approved Turkington Martin concept landscaping design plan (Drawing TM572 – LA01 plus materials schedule TM572 – RE03) and other soft landscape related drawings issued by the landscape architect including both hard and soft landscaping, herbaceous and tree planting, seasonal bulb planting, seating, community noticeboards.

2.3 Additional documents:

Topographical survey (2022)

Ecology survey (2022)

Arboricultural survey (2022)

2.4 Budget

A budget of £27k has been secured to deliver the scope of works as provided within the TM Design Concept drawings.

3. Community consultation and design requirements for core upgrades.

Extensive consultation with the local stakeholder group has resulted in the agreed Turkington Martin concept design. ***Principle aim of overall design and completion of physical improvements is intended to maximise community enjoyment.***

4. Technical requirements and warranties

- Please supply a detailed list of materials to be used and warranties
- A detailed follow-on period/duration of 5yr maintenance i.e., schedule will be necessary and should be included

4.1 Operational constraints

- Works on site: confirm duration. Areas of work will be secured from local community and provide alternative access routes or provision if required.
- All working equipment will be secured while on site and full responsibility of contractor.
- Size and weights of vehicles if access to the site is required. Ground protection may be necessary e.g., track pads and should be budgeted for. Any ground damage must be made good by the contractor
- Site has open access and work may be undertaken between 8am and 5pm Monday to Friday. Additional weekend work by arrangement.
- Site has existing mature and young trees. Where works are within the vicinity drip line of tree a methodology statement is required to meet Root Protection Zones Regulations – **see Appendix 1 for further details**
- Welfare facilities for contractors - confirm if required and budget for.
- Site has open access to undertake visits as part of preparing a quote. Recommended.

5.Evaluation Criteria

The award will be assessed on the basis of the information with quotes according to the following criteria 60% Quality and Technical and 40% Price. Zero score in any evaluation question will result in automatic disqualification.

5.1 Bidders will submit written submissions addressing the following 6 questions below. Each question will be scored 0 – 5 (see scoring matrix Table 2) and weight assigned (see Table 1).

Table 1: Quality and Technical

	Type	Questions	Points	Weight
1	Qualifications/Accreditations	Please provide evidence of all roles and responsibilities of team (including sub-contractors) that will be responsible for delivering and managing this project, along with their qualifications and experience with this type of work. (Note CVs may be provided as a separate annex.). Also please provide DBS clearance for all operatives who will be working on site.	0 – 5	8%
2	Experience	Soft and hard landscaping understanding of design issues and maintenance and provide a response to the planting plan (Drawing TM572 – LA01 plus materials schedule TM572 – RE03) and other soft landscape related drawings issued by the landscape architect. Provide evidence of your horticultural expertise, description of where plants will be sourced and your approach to selection of planting. Understanding of other elements of the landscape design, hard & soft and future maintenance requirements detailed including during the Defects Liability period. Each project example must be backed up with photographic and pictorial evidence. (up to 1000 words)	0 – 5	10%
3	Health & Safety and compliance	How do you comply with Health & Safety requirements within your industry (500 words, provide evidence) including evidence of your insurance details and Health & Safety training for staff and DBS Policy. Please provide any details of HSE interventions your company has received in the last 5 years and any associated improvement plans you have put in place Detail your emergency procedures (up to 250 words)	0 – 5	15%
4	Schedule	An outline timetable, covering each stage of the project including lead in times,	0 – 5	6%

		breakdown of fees excluding VAT. Provide a Gantt Chart, (this can be provided separately). It is important to note that the programme should comply with the timescales for delivery, bearing in mind the phasing requirement, and outline a contingency for the weather where required Fee rates for additional call outs and remedial works if require Please indicate how long quote is valid for		
5	Method Statement	Methodology Statements: Please provide a detailed methodology for managing the design and construction programme specific to this project, site set up etc. Please identify and provide any specialist input that will be required on this project, eg drainage design (including flood risk mitigation), structural input, topographical survey, ground investigations, etc. Please provide removal methodology for a licensed and non-licensed material including the logistics of carrying out the works (1000 works)	0 – 5	15%
6	Risk Assessment	Based on your experience, please provide a risk register identifying specific risks you might expect delivering this service and your mitigating measures (500 words)	0 – 5	6%
	Total			60 %

5.2 Price Calculation

Price Score = Total Available Marks x (Lowest Accepted Price/Tender Price)

Table 2: Scoring Matrix to be used by Evaluation Panel

Scoring Matrix

0	No information provided or question ignored.
1	Poor submission - An unfavourable response/answer/solution – limited or poor evidence of skill/experience sought; a high risk that relevant skills will not be available.
2	Below average submission – response/answer/solution/information lacks convincing evidence of skill/experience sought; lack of real understanding of requirement or evidence of ability to deliver; medium risk that relevant skills or requirement will not be available.
3	Acceptable response/answer/solution/information to the particular aspect of the requirement; evidence given of skill/experience sought.
4	Above acceptable – response/answer/solution/information demonstrates real

	understanding of the requirement and evidence of ability to meet it (based on good experience of the specific provision required or relevant experience of comparable service or supply.
5	Excellent – response/answer/solution provides real confidence based on experience of the service or supply provision required. Response indicates that the supplier will add real value to the organisation with excellent skills and a deep understanding of the service or supply.

6. Submission of quote - Timetable for Procurement

1. Issue of Invitation to quote 16th January – 2023.
2. Deadline for Expressions of Interest and for Clarification Questions 27th January 2023
3. Closing date for return of quotation documents –Week ending 10th February 2023.
4. Initial short listing based on evaluation weighting –Week beginning 27th February 2023
5. Award contract –week ending 3rd March 2023.

Please return your fully compliant quote **by email** to the contact below to arrive by **12 pm (noon) 10th February 2023**. Quotes received after the submission deadline can be declined.

Contact:

Theresa Hoare

Parks Development Officer

thoare@lambeth.gov.uk

Appendix 1: Tree and Root protection zones

The key issues for consideration are:

- British Standard 5837:2012 Trees in relation to design, demolition and construction. Root Protection Area (RPA). The RPA is calculated using the diameter of the tree's trunk at 1.5m above ground level (regardless of age). For trees with a single stem, the RPA is calculated as an area equivalent to a circle with a radius of 12 times the stem diameter. Any work within the RPA). Any design or physical work which would impact the tree, or its RPA will need consent from the Lambeth Tree Officer
- It's important to avoid ground compaction during everyday use which will result in future problems for tree health. Therefore, areas around the stems, trunks will need some sort of load bearing surface such as bark mulch, rubber mulch or matting etc
- For new trees and existing trees all supports and ties would need to be adjustable to prevent future girdling of the stem/branches and capable of preventing bark damage. No drilling into the tree is acceptable. Ideally there would be no excavation into the soil but if required a method statement showing how this would be achieved without damaging roots is essential.
- It is not anticipated that crown pruning of existing trees will be required.

