

Woodley Town Council

Invitation to Tender

Woodford Park/Memorial Ground Play Area



Woodford Park Play Area – Invitation to Tender

Background

Woodford Park is a Green Flag Award winning park in the centre of Woodley, Berkshire. There are two play areas within the park – one next to the Woodford Park Leisure Centre and one next to the Oakwood Centre. This project is to remove all existing equipment from the Oakwood Centre site and create a new 'destination' play space with a focus on inclusivity. The design should cater for children of all abilities, needs and a wide age range. The design submission should demonstrate how it meets the Play England "Ten Play Design Principles".

Project Value

£200,000

Site description

Location: Woodford Park/Memorial Ground RG5 4JZ

The site is within a busy public park and lies along a well-used pedestrian route.

This route presents challenges when considering the location of play items on both sides of the path, due to the potential for collision between children, pedestrians, cyclists, dogs etc. This is a key issue to be addressed in the design.

The site is close to the skate park and the ornamental Rotary Garden. This mix of uses within a relatively small area will require careful consideration in the design stage.

There are private residences to the North West of the site, which will also need to be considered.

As this will be a destination play area some visitors will be travelling by car. The car park is by the leisure centre to the north of the site. Consideration should be given to how to guide visitors from that area to the new play area. This may include signage or placement of play items that are visible from that area. There is another play area adjacent to the leisure centre, which is not included in this project.

Site visits

Please contact kevin.murray@woodley.gov.uk to arrange a site visit.

Tender Requirements

All tenders should address each of the following key areas in terms of how the design meets and the company meet the requirements.

1	Environment
	Woodley Town Council declared a Climate Emergency in October 2019 with a commitment to becoming a carbon neutral organization by 2030. Tender submissions 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.
2	Equality
	Woodley Town Council considers equality impacts in the procurement and provision of goods and services. 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.
3	Consultation
	Initial public consultation is attached for information and should be considered in the design. Further consultation will be carried out on the submitted tender designs, prior to contractor appointment.
4	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 best of their respective kinds and shall conform to the appropriate standards.
5	Surfacing
	Surfacing may be of any type or mixed and shall conform to the appropriate safety and quality standards. Consideration should be given to providing access for all abilities.
6	Equipment
	Equipment must conform to BS EN 1176. Where equipment is unable to meet a standard, an explanation of acceptability or third party testing by a recognised body or a risk assessment by ROSPA must be provided. Compliance may be judged by a BS Kitemark, TuV mark or by such testing as may be carried out on site without dismantling or destruction, by ROSPA.
7	Pedestrian routes / mixed uses
	The site is within a busy public park and lies along a well-used pedestrian route. This route presents challenges when considering the location of play items on both sides of the path, due to the potential for collision between children, pedestrians, cyclists, dogs etc. This is a key issue to be addressed in the design. The site is close to the skate park and the ornamental Rotary Garden. This mix of uses within a relatively small area will require careful consideration in the design stage.

The successful supplier must provide written confirmation of Standard compliance where relevant and evidence of Public Liability Insurance of no less than £10 Million, Employers Liability Insurance of no less than £5 Million and Professional Indemnity insurance of no less than £5 million to the council within the proposal.

Format of submission

Submissions should be clearly marked **TENDER – CONFIDENTIAL**

Please respond to ;
Kevin Murray
Deputy Town Clerk
Woodley Town Council
The Oakwood Centre
Headley Road
Woodley
RG5 4JZ
Kevin.murray@woodley.gov.uk

Additional information

In addition to addressing items 1 – 7 submissions should provide;

- A developed scheme with individually costed items.
- Last set of your company's audited accounts.
- Details of any enforcement action under Health & Safety legislation
- Brief details of two recent (within the last 36 months) similar scale projects undertaken by the company.
- Confirmation that should the submission be successful the company will be able to meet the timetable.
- Details of company insurance.
- Health and Safety Policy Statement.
- Equality policy and statement
- Environmental policy and statement

Form of Contract

The successful supplier will enter into a contract by way of a JCT Design & Build contract with Woodley Town Council.

The works will include

- the design and build of a playground according to the design brief
- supply of appropriate drawings to show proposed layout
- demolition and removal of existing equipment and surfacing
- supply and installation of all equipment, surfacing and furniture as per the agreed design

The supplier is assumed to have visited the site to assess the nature of the work, access, topography etc. and carried out relevant services checks.

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 Town Council before work begins.

During installation, the supplier should provide a secure work compound for the build, this compound should ensure that the public cannot gain access to the work site, we suggest the supplier erect suitable HERAS fencing and safety notices around the construction site. The supplier must take all reasonable action to ensure that newly installed apparatus is 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.

Pricing

All pricing should be exclusive of VAT and valid for 12 months from the due date of the submission.

Waste

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

Inspection

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

Evaluation

Tender submissions will be evaluated on the basis of meeting the criteria set out in the brief including;

- Price
- Supplementary documentation
- Equality considerations
- Environmental considerations
- Addressing the key considerations outlined in the brief

Timetable

- Tender submissions by: Friday 27 November 2020
- Evaluation and consultation: December 2020 to February 2021
- Contractor Appointment: March 2021
- Project development and delivery: Completion by August 2021