

## Government Contracts Finder Early Engagement

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CLIENT  
Girton Parish Council

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REFERENCE  
Girton Pavilion

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DATE  
May 2021



Prepared by:

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## 1.0 PROJECT OVERVIEW

The Parish Council determined that the existing facilities are now inadequate, in need of updating as well as upgrading and should be re-planned with relocation of the Office to a fully accessible position on the ground floor with an increase in building and usable space. It is therefore envisaged that the ground floor multi use spaces should be enlarged and the other existing ground floor areas replanned. This will involve conversion of one ground floor sports team changing room to an Office space and a second ground floor team changing room to a meeting room. In consequence, the first floor and roof space areas are to be developed to provide additional accommodation principally as two new changing and shower rooms and additional match official changing facilities. Additional, separate, access to these changing facilities will be provided via a new external staircase to be constructed at the rear of the building.

Internal reconfiguration and refurbishment throughout of the existing two-storey pavilion and demolition of the existing single storey sports hall and construction of a new larger single storey sports hall.

The internal reconfiguration and refurbishment will relocate all Parish Council spaces, including offices, to the ground floor, to enhance accessibility. The sports club meeting room will also be located on the ground floor. The repurposed spaces, including changing facilities, will be relocated to the first floor.

The extension will replace and extend the existing sports hall. An external staircase to the first floor will also be added to provide direct access to changing rooms and for the fire escape.

There will be no changes to the existing carpark. Additional cycle spaces will be created to supplement the existing.

The expected form of contract is Joint Contracts Tribunal (JCT) Design and Build (DB) 2016, together with and subject to the terms and conditions set out therein.

Contractors are requested to return the pre-qualification questionnaire (PQQ) to LXA by email by no later than midday on 26 April 2021 to the Richard Broadley (E: [Richard.broadley@wearelxa.com](mailto:Richard.broadley@wearelxa.com)) and Chii Leung (E: [chii.wen@wearelxa.com](mailto:chii.wen@wearelxa.com)).

## 2.0 PROJECT DETAILS

- Extension and refurbishment of a mixed-use leisure facility.
- Existing sports hall internal area: 115m<sup>2</sup>
- Proposed sports hall internal area: 230m<sup>2</sup>
- Existing internal area to be refurbished: 351m<sup>2</sup>
- The development has been approved by South Cambridge District Council. The pertinent planning conditions to be met are as follows:
  - Prior to the commencement of development above slab level, details of the materials to be used in the construction of the external surfaces of the building shall be submitted to and approved in writing by the Local Planning Authority.
  - No demolition or construction works shall commence on site until a traffic management plan has been submitted to and agreed in writing by the Local Planning Authority.
  - During the period of demolition and construction, no power operated machinery shall be operated on the site before 0800 hours and after 1800 hours on weekdays or before 0800 hours and after 1300 hours on Saturdays, nor at any time on Sundays and Bank Holidays, unless otherwise previously agreed in writing with the Local Planning Authority.
- The development is to be BREEAM Very Good standard as a minimum. After the completion of the project there will be a Post Occupancy Evaluation
- The Parish Council has determined that the key requirements for development are as follows:
  - Create a new enlarged ground floor multi use hall of 230m<sup>2</sup> divisible by folding partition into two separate spaces and to include a fixed interior stage. To include double glazed windows and doors as per existing but with additional double external entrance on the longer west wall. The hall construction to be of internal block and external brick finished construction to match the existing build, built and insulated to current standard as a minimum with steel supported vaulted ceiling to complement the existing building design, fire rated/protected as required.
  - Finish new hall space and existing East wall as one, including new electrical outlets and new fixed gymnasium equipment such as wall bars and ceiling ropes.
  - The new hall and building as a whole to have a new heating system which utilises environmentally friendly and 'green' energy sources such as PV, air source and battery storage. This to be taken into account within the design and build so as to include for necessary plant areas.
  - New hall to have acoustic and sound absorbing properties to reduce echo.
  - Ceiling lighting bars/rigging system to be include within new hall with power for use during staging. A high level audio visual system will also be incorporated with a pull down screen,
  - An additional flat roofed storage space of 17m<sup>2</sup> is to be constructed to the rear of the building with a new doorway providing access to the main Pavilion corridor as shown in the plans. Incorporation into the main roof was discussed but was discounted on cost grounds. The existing referees changing room and shower in this area will need to be removed and the floor and walls made good

to match the rest of the corridor. A new doorway to the storage room will also be required to provide additional backstage access.

- Convert one existing ground floor changing room to a meeting room with separate external entrance.
- Convert second existing ground floor changing room to fully accessible office with separate external entrance.
- Construct two new 'Match Officials' changing/shower rooms in part of existing first floor office space.
- Construct two new team changing/shower rooms in currently undeveloped loft space and provide separate outdoor access by construction of a new external staircase.
- Externally the existing paving is to be extended to the rear of the building and marginally to the front of the hall, and new cycle stands are to be incorporated to the car park facing side and to the rear.
- All internal wall finishes to be agreed with non-office areas to be painted or unpainted block.
- New doors, architraves, skirtings to match or complement existing and to current standards.
- Office spaces and meeting rooms to have standard plasterboard and skim ceiling and walls and heavy duty contract quality carpet tile floor finish.
- Changing rooms to have easy clean waterproof finishes.
- All new lighting to be energy efficient LED or equivalent lighting systems.
- Allow for new internal and external signs including internal changeable door sign system.
- As a general note all design and construction to meet current, environmental, building and fire regulations and standards as a minimum. Electrical services/systems to be surface mounted and rewirable.
- Public Heath, including above and below ground drainage.
- Contractors to provide maintenance manuals at handover.
- Any damage to car park area to be made good on completion. Particular care to be taken with regards to GTC artistic railings, and resin bonded footpath. Safety plan to be agreed with Girton Glebe School as part of traffic management assessment to maintain safe school access.
- Access plan to be provided and site storage area to be determined prior to commencement of works. Service road must always remain unobstructed.
- Contractor to provide hoardings and adequate protection to railings, children's play area and playing fields adjacent to the Pavilion.