



INVITATION TO TENDER
HEREFORD LEISURE CENTRE
ATHLETICS TRACK REFURBISHMENT



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INVITATION TO TENDER – HEREFORD LEISURE CENTRE – ATHLETICS TRACK REFURBISHMENT



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CLIENT	Halo Leisure Services Ltd
SITE ADDRESS	Hereford Leisure Centre Holmer Road Hereford HR4 9UD
CLIENT CONTACT	Alex Haines (Partnership Manager)

DOCUMENT NUMBER	LSUK.23-0568_ITT	
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APPROVED BY		David James Managing Director

SUMMARY	Labosport Ltd have been commissioned by Halo Leisure Services Ltd to undertake a tendering exercise to selected specialist sport construction companies for the refurbishment of an athletics track at Hereford Leisure Centre. This ITT gives the basic information for the project, it is accompanied by an Employers Requirements Document and a tender return sheet.
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Section 1 – Project Information

Project Information

This project involves the refurbishment of an existing athletics track at Hereford Leisure Centre. The surfacing is a permeable type spray applied surfacing and the intention is to remove the full thickness of the surface and replace it on a like for like basis with a number of items of other works to improve, repair or refurbish within the facility footprint.

The Employer will be :

Halo Leisure Services Ltd
Halo Support Centre
Lion Yard
Broad Street
Leominster
HR6 8DB.

Proposed Scope of Works

Scope of works*:

- Removal of Existing Permeable Track Surfacing to all areas of track circuit and field event runways.
- Clean all track and runway edges, drains and drainage connections.
- Renew or renovate the steeple chase water jump pit, water supply and drain.
- Renovate the pole vault facility, to include runway, mattress surrounds upright foundations. A new mattress and wheel away cover will be sourced by the employer and details provided to the chosen contractor for those elements that will require dimensions to be provided. New uprights and runners will also be purchased by the employer and details given to chosen contractor.
- Renovate the training long / triple jump pit and take off boards that is at southern end of the pole vault runway.
- Renovate the competition long / triple jump facilities that are located outside the back straight on the western side of the track, this to include new landing pit kerbs, new sand, new take-off / blanking boards and troughs. Also, the potential installation of wheeled pit covers. Wheel away covers will be sourced by the employer and details provided to the chosen contractor for those elements that will require dimensions to be provided. Macadam areas for these to roll on will be required to be constructed, along with reducing the level of the ground around the landing pits and along the length of the area between the runway and the track outer edge and provide a 'french' drain at the side of the runway.
- The High jump facility will have a new mattress and wheel away cover, which will be sourced by the employer.
- The hammer / discus cage requires some renovation works, this will be undertaken within the main refurbishment works, with possible works to the cage floor, including a new circle, with macadam surround extending to 1m outside the cage and a pathway from the adjacent javelin runway.
- The shot-put facility will have its 'hard porous' landing sector renovated, with possible extensions to the circle surround to allow for the installation of para-athlete fixings.
- The floodlighting will have a new LED system installed to replace the existing metal halide system, potentially on existing columns (subject to conditions survey check).

**There is also an additional section for Contractor to input any additional items they wish to provide costs for. This section can be expanded as per the Contractor's needs (and will not count towards the final calculated tender sum) but will be considered by the Employer (and their representatives). Examples of things that may be provided for in this section include (but are not limited to): Alternative systems / Pitch management technologies / innovations / extra items not requested by this ER document.*

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V1

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Project Programme

The project programme is proposed as: -

- | | |
|---|---|
| 1. Prepare Specification and Tender Documentation | Complete by Mid-September 2023 |
| 2. Procurement and tender process | Complete by End of October 2023 |
| 3. Contractor Appointment | Complete by Mid November 2023 |
| 4. Contractor to start on site civils works. | February 2024 |
| 5. Civil Engineering Works. | Complete by end of March 2024 |
| 6. Synthetic Surfacing works. | May 1 st , 2024, completed by End of June 2024 |

The above programme takes account of the industry accepted start date for synthetic surfacing works of May 1st, should conditions prevail that will allow this portion of the works to be brought forward within the contractors programme then this will be considered desirable by the employer and the site programme will then require adjusting to suit.

How to Visit Site

To organise a site visit, please find below contact details relevant to the proposed development. Request should be made via email / phone. If email, please CC in Contract Administrator (Phil Keeley – Labosport Ltd).

Client	Project Manager
Alex Haines (Partnership Manager) Halo Leisure Services Ltd Hereford Leisure Centre Holmer Road Hereford HR4 9UD alex.haines@haloleisure.org.uk 07866 252949	Phil Keeley – Consultant – Labosport Ltd phil.keeley@labosport.com 07833 757576

Section 2 – Queries

Queries

If there is anything you feel is missing / have any questions regarding the tender pack, please contact the Project Manager (Phil Keeley – Labosport Ltd) to discuss.

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Section 3 – Tender Process

Tender Process

Contractors wishing to tender should inform the Project Manager (Phil Keeley) by email within **3 working days** of receiving this invitation.

Contractors should complete both the Employers Requirements document and the tender return spreadsheet.

Contractors should include all the documentation required by the Employers Requirements Document, that is : -

- Programme for the works
- Contractors Design proposals for Surfacing Material, along with data sheets and test reports
- Contractors Design proposals for Lighting Design
- Copies of Insurances
- References
- Contractors General Company Information
- Contractors List of any Proposed Sub-Contractors
- Contractors Method Statement
- Contractors Accreditations
- Information on any additional items

Tenders should be returned by 12.00 on the 13th October 2023, in an electronic format to
Phil.keeley@labosport.com