**Points of clarification – Note One 22/03/23**

**Points of clarification from potential contractors meeting - 22nd March 2023.**

1) Lead times – it was advised by most parties that current lead times are approximately 8- 12 weeks. In order to achieve the required start date, the Council will re-visit the published timetable to see if it may be possible to extend this from the current seven weeks from letter of intent to start on site. (This is subject to final approval by Bovey Tracey Town Council.)

2) Basketball practice area. – Further guidance was requested regarding siting, size, surface and goal type to be provided / reinstated. The Council will either provide the requested specifications on issuing the tender documentation, or consider alternative means of delivering this aspect of the project outside this tender.

3) Tender criteria and assessment process. Further details on how the tenders will be assessed against the criteria already published were requested. This will be included in the issued tender documents and is again subject to final approval by Bovey Tracey Town Council. Tenderers should note that scoring highly in any single criteria will not, of itself, be sufficient to lead to an award of contract.

4) Environmental / sustainability requirements. It was confirmed that these are key priority areas for the Council. High performance in this area will not eclipse the other assessment criteria, but a total failure to provide any evidence of how their work on this contract contributes to meeting this priority, may render a tender invalid. This will be clarified in the Tender documentation.

5) Provision of site information. – The Council has limited records for the site but will provide information on drainage, vehicle access, including protection requirements and vehicle access weight limits, where these are known. However, contractors are advised that the Council requires them to undertake their own site surveys as these relate to their works. The Council will not entertain any claims by any contractor or sub-contractor on the basis of information provided by the Council in good faith, which later turns out to have been erroneous.

6) Site access. – There are two public vehicular access points into the Park. From these, direct access to the site itself will be across the park when conditions allow. Where conditions are such that using this direct access would result in damage, an alternative access path around the perimeter, (suitable for small vehicles up to 3.5 tonnes) can be used. The Council will cooperate with contractors and sub-contractors to facilitate the most appropriate route, but will not determine the contractor’s choice of route to the site. The main Contractors will be held fully responsible for the full re-instatement of any damage caused in the course of all operations relating to the works.

6) General issues – The Council has already indicated the criteria it requires to be met in any submissions. However they would like to see from contractors, in their submissions, a greater emphasis on coherent design, including fencing and furniture, visual appeal, local identity, theming and play value. Included in play value will be child based experience. We are aware that counting the numbers of different activity types is sometimes used as a measure of play value. The Council is not planning to use this approach. It will require tenderers to demonstrate how their proposals deliver a high quality experience for children of different ages and abilities, rather than to enumerate activity or experience opportunities.

7) PQQ- The PQQ can be returned completed as a hard copy word document, or it can be Emailed as a Word, scanned or PDF document.

The Council will immediately acknowledge receipt of all documents. This acknowledgment will be via Email unless advised otherwise by interested parties.”