



Tender Specification Document – FULL DETAILS

Installation of Changing Places +2 Pod at Vicarage Fields, Hailsham, East Sussex, BN27 1BE

1. Summary Information

Procurement Reference: Vicarage Field Changing Places

Notice Title: **HAILSHAM CHANGING PLACES FACILITY VICARAGE FIELD**

Closing Date: Thursday 7th December 2023

Closing time: 17.00

[If I post onto the GPC on Thursday November 9 and give five weeks to closing date, that makes the date 14 December 2023]

Contract Start Date: 15.01.2024

Contract End date: 22.04.2024

Has a notice related to this procurement already been published?: No

Lowest Actual value - £80k

Highest Actual Value - £130k

Suitable for SME? yes

Suitable for VCSE? No

Contract Type: Works

Procedure Type: Open Procedure

2. Location & Industry

Postcode: BN27 1BE

CPV Code: 65000000 Public Utilities

3.Full Description and Specification Details

3.1 General:

The successful contractor will be an experienced and reputable manufacturer and installer of such Pods, able to demonstrate and reference the construction, placement, and commissioning of a range of similar pods preferably within a 50-mile radius of Hailsham.

Case studies and references will be required.

The successful contractor will be required to deliver a full turnkey 'one stop' design and build operation from and including gaining a successful planning consent through to commissioning and after service and must demonstrate experience of such.

Equipment manufacturers and consortia of equipment manufacturers and builders will NOT be considered.

Whilst the project is currently subject to Planning consent, a pre- application meeting has been arranged and the successful contractor will abide by any pre-planning expectations arising from this meeting.

The Pod shall comply with all aspects of the Changing Places Consortium (CPC) and must be successfully registered on completion by the contractor and guarantees given that this will be achieved. Proof of previous successful registrations will be required. The successful contractor should hold recommended status from the CPC.

The POD will achieve a Changing Places Pod to the required area of 12 square metres together with two fully accessible male and female toilets. This configuration is commonly referred to as CP+2.

Overall external dimensions should be no more than 8.4m x 3.4m

It is expected that the contract will be executed under a suitable JCT Contract.

3.2 The site:

Site location is indicated by the red square on the attached Land registry map. It was formerly the site of public toilets but for the recent past has been used as a bicycle shelter. The ground is tarmacked over and has galvanised tubing and plastic roof covering. Most of the tubing will be removed leaving a low-level single tube barrier at the car park side to afford some protection to the building when placed.

Water, electric and sewerage services are available adjacent to the site. The contractor will be required to liaise with the relevant authorities to achieve service connections.

Overall site dimension is approximately 11.24 m x 7m, and to one side is an electricity substation and to the other a publicly owned building used by a charity for sight loss.

Vehicular access to the site is via Vicarage Lane and the car park. Liaison with local shopkeepers will be necessary when the pod is delivered and installed. Pedestrian access to the main shopping area from the car park is past the site, so careful consideration must be given to the safety of the public.

3.3 Foundations:

Shall be contractor designed and suitable for the CP+2 Pod, giving level access to the Pod.

3.4 Pod construction

The CP+2 Pod must be of modular construction and steel-framed built on the contractor's own site and transported to the installation site to be craned into position on contractor prepared foundations. A 10-year manufacturer's guarantee is required on the entire Pod. Suitable insulation and an approved wall construction will be required.

3.5 Pod Internal Specification

The layout and equipment required is as the attached illustration, with the addition of a shelf to hold user's bags and a sharps bin, externally accessible to facilitate emptying.

Specialist equipment shall be by Pressaslit, and Guldmann or similar approved.

Service and maintenance agreements must be included for all installed equipment.

Internal walls should be clad with Multipanels, with a 30-year manufacturer's warranty to the Clients colour choice.

A graphic feature wall is required printed on 5mm waterproof Foamex to client's choice and sized to cover an entire wall.

Flooring shall be Polyflor Hydro, to Client's choice of colour with 150mm coving. A manufacturers 10-year warranty is required.

3.6 Pod External Specification:

Wall cladding shall be Cedral Lap weatherboard giving 50-year manufacturers guarantee, to client's choice of colour.

Roof covering shall be EPDM, over flat roof with oversail canopy and LED lights in the soffits. Client's choice of colours is required.

Access doors shall be steel 1000mm wide in colours to suit client's choice and clearly distinguishable by the visually impaired.

External signage is required to indicate CP facility and male and female toilets.

Access to the CP pod shall be via security tagged fob, coded to the Clients requirements. A 500 unit supply of these fobs must be included and supplied with the Pod

3.7 Warranties and guarantees:

As well as the warranties and guarantees afforded by the proposed JCT contract, specific warranties and guarantees are required as listed above. The are minimum requirements.

In addition, specific Equipment guarantees are required as recommended by the manufacturers.

The contractor must offer ongoing service and maintenance agreements particularly for equipment like the hoist for 3- and 5-year options.

Contractor should include a minimum of two LOLER inspections.

3.8 Additional Details

The successful contractor shall be responsible to ensure that the development of the design and for the design, supply, delivery, installation of plant and materials are included within the tender package.

Testing, commissioning, setting to work and all handover documents should also be provided as part of the works.

It is the successful contractor's responsibility to ensure that the installation is installed in line with the drawings provided and in accordance with all current regulatory requirements and industry standards.

The successful contractor shall carry out the final design and co-ordination as described and to produce fully co-ordinated working drawings. these shall be issued for comment and approval before works are to commence, any works on site before approval shall be at the risk of the successful contractor.

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5. Tender Process

Tenders to be sent via email to: john.harrison@hailsham-tc.gov.uk

Or via post to:

John Harrison, Town Clerk, Hailsham Town Council, Inglenook, Market Street, Hailsham, East Sussex, BN27 2AE

Hailsham Town Council will make a decision on the successful tender at the meeting of its Assets Management Committee likely to be scheduled for 14th December 2023 at 7.00pm. Selected Tendering companies may be invited to that meeting to present their tenders.