



AN INVITATION TO QUOTE FOR:  
The replacement of Facia, Soffits and  
Bargeboards at  
Suffolk Rural College, Charity Lane, Otley IP6  
9NE

Submission Deadline: Friday 21st February  
2024

### Specification of Goods/Services required

**Suffolk New College has received Further Education Capital Transformation Fund Allocation funding to upgrade and transform the FE college estate and we have identified the replacement of fascia, soffits and bargeboards in a number of our buildings at Suffolk Rural College campus (Charity Lane, Otley IP6 9NE) as a preferred way to invest this funding.**

**The objectives of this project are:**

- To improve the learning and teaching environments with the buildings.
- To improve the condition and longevity of the college estate.
- To reduce annual maintenance costs.

## Overview

We are looking to replace existing fascia, soffits and bargeboards on a number of our buildings at Suffolk New College, Suffolk Rural site. The work should also include replacement of all related/adjacent rainwater goods including gutters, downpipes, hopper heads, scuppers.

The project aim is to replaced damaged fascia, soffits and bargeboards around the buildings also forming part of a facelift project to the buildings with cohesive, modern design and colour theme through that part of the college.

We have recently replaced two conservatories with modern warm-roof structures. This work included re-cladding of some gables within this area and, we would like a similar grey theme to be continued within this new project where possible.

We will be publishing a separate ITQ document inviting quotes to replace windows and gable cladding on the buildings within this area, again keeping to a similar theme.



## **Please included in submissions**

- List of all buildings included within the work.
- Details of fascia, soffits and bargeboards being replaced per building with size and costs.
- Details of rainwater goods being replaced per building with size and cost.
- Itemised additional work with related costs.
- Colour proposal.

Space is available on site for storage compounds or containers for materials and for waste skips.

## **Contractor Responsibilities**

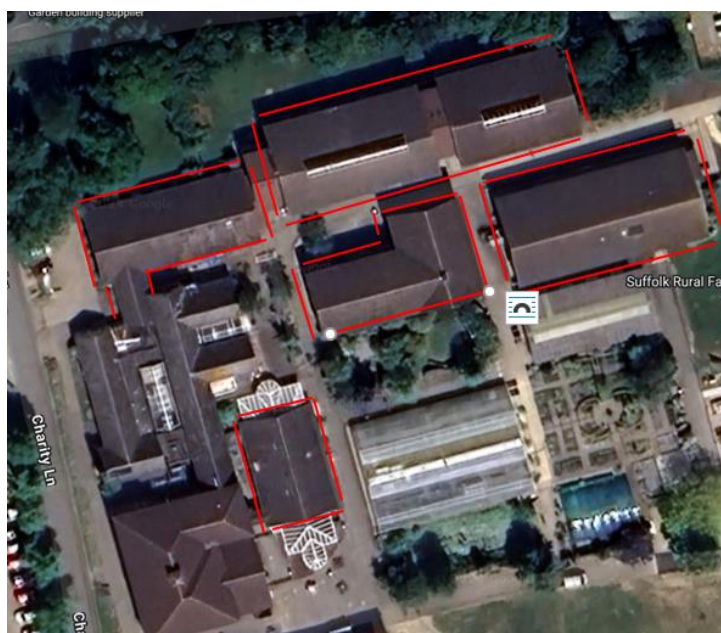
- The design, supply and installation of a suitable replacement fascia, soffits, bargeboards and rainwater goods.
- Removal, replacement, recommissioning of all equipment, fixtures and fittings effected by the replacement of fascia, soffits, bargeboards and rainwater goods. This equipment includes but is not limited to; CCTV cameras, Wi-Fi sender units, aerials, satellite dishes, chimneys, extraction ducts and lightening conduction equipment.
- Removal and disposal of all waste material.
- Plan of proposed additional work.

The documents shall include the following.

- Project management of installation.
- Details and specifications for each proposed fascia, soffits, bargeboards and rainwater goods.
- Schedule of installation.
- Provision of all access equipment, scaffolding and related safety licenses.
- Safety plan including RAMS etc.
- Quality control plan.
- Digital and hard copy of handover pack to included product warranties, manuals and user maintenance guides.

Buildings included in scope of work: T Reception/teaching, B1 Inclusive Learning, B2 Learning Curve, C/ D Land-based Industries and A building.

The below picture shows an arial overview of the buildings that are to have replacement fascia, soffits, bargeboards and rainwater goods.



Listed below are further details of each building.

### **T Reception/teaching building**

Front of T building Side of T building



Side of T building Rear of T building



### **B1 Inclusive Learning**

Side of B Inclusive Learning building, end of B1 Inclusive Learning





## **B2 Learning Curve**

Side of B Learning Curve building



Back of B Learning Curve building, end of B Learning Curve building



## **C&D Land-based Industries**

End of C&D Land-based Industries building, front face of C&D Land-based Industries building





End of C&D Land-based Industries building



Back of C&D Land-based Industries building



**A building**

End of A/B building link



A building Charity Lane frontage



A bulidng rear



A Express 2 building side A Express 2 building ends



### **Timescale**

The order will be placed in the new year with work scheduled at the earliest opportunity. There is an understanding that this work will cause some disruption so may need to be carried out during times that buildings are unoccupied.

Contractors can advise of level of disruption and practicality of carrying out work during termtime so discussion and agreement can take place within the contract awarding process.

College holiday dates for the next period are:

Feb half term - Sat 15<sup>th</sup> to Sun 23<sup>rd</sup> February 1 week

Easter break - Sat 7<sup>th</sup> to Mon 21<sup>st</sup> April 2 weeks

May half term - Sat 24<sup>th</sup> May to Sun 1<sup>st</sup> June 1 week

Summer holiday - Mon 7<sup>th</sup> July Approx. 7 weeks

Consideration on lead times for the delivery of supplies such as windows and doors should be factored in submissions.

### **Experience of supplier**

The successful quotation will provide evidence experience in carrying out similar contracts and all necessary certification.

The successful supplier will provide a clear commitment to meet the above delivery and installation timescale.

### **Quotations should include –**

- VAT clearly and separately itemised where applicable.
- Sufficient detail to indicate the brief has been fully understood.

## **Evaluation of quotations**

Where more than one quotation which fully meets the brief is secured, quotations will be evaluated and scored with the following weighting –

- Cost – 45%
- Ability to fully deliver the brief in the timescale required – 25%
- Experience and track record (at least three references) of the contractor – 25%
- Quality and level of information in the submission and, wider training offer to support its use in learning by the College– 5%

All companies supplying a quotation will be informed in writing of the decision within 1 week of the above deadline.

**Contact and visits on site** – [jasongoodall@suffolk.ac.uk](mailto:jasongoodall@suffolk.ac.uk) Head of Facilities & Estates 01473 382797. Please note that this is the only contact for arranging site visits and Jason will involve other members of the team as required. This is to ensure consistency in the discussions with contractors quoting for the work.