

NORTH BADDESLEY PARISH COUNCIL
REQUIREMENTS
FOR
THE DESIGN AND BUILD
OF
RECREATION GROUND SPORTS FACILITIES

Site Address

**North Baddesley Recreation Ground
Sandy Lane
North Baddesley
SO52 9EA**

Client

North Baddesley Parish Council

Parish Clerk

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Document Author

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1. GENERAL

- a) North Baddesley Parish Council is responsible for the contents of this document.
- b) During the tender period the contractor shall visit site and familiarise themselves with site conditions and the extent of the work to be undertaken by the successful contractor and without charge provide a tender return to undertake the required design and build.
- c) Any deviation from these requirements is to be requested in writing to the Parish Clerk. If it is agreed, a written amendment will be issued.
- d) No part of this document is to remove design liability from the contractor.
- e) The contractors tender must show a breakdown of the tender so that the cost of each element of the works can be identified, these will be considered for any possible variations.
- f) After receipt of tenders each contractor will be invited to present at a council meeting the proposed scheme. The councillors will discuss and select the successful contractor.
- g) The successful contractor shall undertake in a safe and proper manner the detailed design, removal, supply, installation and certification of MUGA's, Tennis / Netball Courts, Cricket Cages and Bowls Green at North Baddesley Recreation Ground.
- h) The successful contractor will be responsible for the disposal of all arisings and shall provide certification to prove correct transport and disposal.
- i) The successful contractor will be responsible for the provision, erection and removal of all access equipment and barriers required to safely undertake the works.
- j) All design and works must be undertaken taking into account existing ground levels so that access to all finished areas is by level access with minimal alteration to existing access ground levels
- k) If financial variation or expenditure of any contingencies is required the contractor must submit detailed costings for the change showing how they relate to the tender breakdown and only undertake the change on receipt of written instruction from the council.
- l) Any brand named products in this specification can be replaced with an alternative manufactures product of a similar type providing it is of the same or better technical specification.

2. REGULATION AND LEGISLATION

The installation shall comply with all relevant standards including the following.

- a) The Health & Safety at Work Act.
- b) The Factories Act.
- c) The COSHH Regulations.
- d) Construction, Design and Management Regulations.
- e) Standards or Codes of Practice for all equipment used.
- f) The Needs of Disabled People.
- g) BS EN 15312:2007+A1:2010
- h) Sport England revised Design Guidance Note Artificial Sports Surfaces for Outdoor Sports.

- i) World Bowls Performance Standards for Flat Green Bowls Surfaces
- j) Local Authorities requirements for compliance with Sustainable Urban Drainage (SUDS) design principles.

3. EQUIPMENT

- a) The make and model of all main products proposed shall be provided along with quantities of each within the submitted tender for the works.

4. Drawings

- a) Proposed Site layout and dimensions drawing KAD02AS4H

5. Project Mobilisation

- a) Provide and set up all necessary site accommodation, barriers, fencing, site protection and enclosures to meet safety, welfare, security and storage requirements for the works.

6. Existing MUGA

The existing open play MUGA is to be relocated towards the Pavilion as shown on the drawing.

- a) Arising and spoil are to be reused on site where possible. Clear and disposal of excess in accordance with relevant regulations.
- b) Supply and install PCC edging.
- c) Supply and spread sub base MOT type 3
- d) Supply and lay tarmac ball court to MUGA, base course, medium wearing course.
- e) Supply and lay line markings as existing.
- f) Supply and install super rebound sports fencing minimum 3.0m high. Show cost option in tender return to reuse existing fencing instead of new.
- g) Provide two open access as existing locations to be agreed.
- h) Provide suitable drainage that will ensure that all surface water is removed from the pitch at a rate which will avoid surface flooding, frost damage to the construction and to protect the installation from the effects of ground or surface water from the surrounding areas.

7. New MUGA

Provide a new 3 bay MUGA that can be divided by curtains into three separate courts.

- a) New artificial surface shall be installed including preparation, subbase, porous asphalt, rubber shock mat and carpet etc. all in accordance with Sport England revised Design Guidance Note Artificial Sports Surfaces for Outdoor Sport

- b) Finished playing surface level shall allow level access from Botley Road elevation.
- c) Evacuate the ball court areas.
- d) Arising and spoil are to be reused on site where possible. Clear and disposal of excess in accordance with relevant regulations.
- e) Supply and install PCC edging.
- f) Supply and install geo-synthetic layer, subbase, asphalt base, rubber shock pad, carpet and fill as required by Sport England guidance note.
- g) Supply and lay line markings to new MUGA, Each of the three new courts are to be marked for both football and hockey, across all three courts large football and large hockey colours of markings to be agreed during detailed design.
- h) Supply and install super rebound sports fencing minimum 3.0m heigh. Provide 3 of 1.2m wide lockable self closing pedestrian access gates one to each of the 3 courts on the Botley Road elevation and a lockable double gate for tractor access.
- i) Provide additional cost option for Castle Lane elevation and court sides to the end court be minimum 4.0m high instead of 3.0m in event of the canopy being deleted.
- j) Supply and install a canopy to cover the complete new MUGA with all necessary support foundation and drainage.
- k) Supply and install division netting to split the playing area into three separate, smaller areas of activity, as required so it can be drawn across the pitch on support wires when in use and pulled back to the fence line when not in use. The netting and intermediate free standing support posts shall be designed to ensure the safety of players at all times, avoiding, as far as possible, potential trip hazards.
- l) Provide suitable drainage that will allow all surface water to be removed from the pitch at a rate which will avoid surface flooding, frost damage to the construction and to protect the installation from the effects of ground or surface water from the surrounding areas.

8. Tennis Courts Existing

Existing courts to be refurbished and converted into 2 combined Tennis and Netball courts with existing fencing and gate.

- a) Take out existing gate and make good.
- b) Supply and install 2 no. 1.2m wide self closing lockable access gates with level access.
- c) Jet wash existing tennis court surface to remove dirt, leaves etc. and prepare for resurfacing.
- d) Resurface existing tennis court using, 6mm court wearing course average of 30mm thick to be tack coated onto existing tennis court surface
- e) Supply and install white line markings to both existing Tennis Courts
- f) Supply and install line marking for both new Netball Courts (colour to be agreed)
- g) Supply and install new removable tennis posts and nets to both courts.
- h) Supply and install new removable netball posts to both courts.
- i) Supply and install automatic closing anti-trip covers to all post and pole holes.

- j) Supply and install anti distraction screening to North and East elevations

9. New Combined Tennis and Netball Court New

Provide two new courts in a new enclosure adjacent to the existing enclosed two courts. Due to existing ground conditions the new courts will be at a different level so that level access can be provided to the new enclosure.

- a) Arising and spoil are to be reused on site where possible. Clear and disposal of excess in accordance with relevant regulations.
- b) Supply and install PCC edging.
- c) Supply and spread sub base MOT type 3
- d) Supply and lay Tarmac ball court with base course and wearing course.
- e) Supply and install sports fencing 3m high, to adjoin to the existing tennis court.
- f) Supply and install white line markings to both existing Tennis Courts
- g) Supply and install line marking for both new Netball Courts (colour to be agreed)
- h) Supply and install 2 no. 1.2m wide self closing lockable access gates with level access.
- i) Supply and install new removable tennis posts and nets to both courts.
- j) Supply and install new removable netball posts to both courts.
- k) Supply and install automatic closing anti-trip covers to all post and pole holes.
- l) Supply and install anti distraction screening to North and East elevations

10. New Cricket Cages

Provide new cricket cages in the location shown on the drawing.

- a) Evacuate 18m x 7.2m for double bay cricket practice cages.
- b) Arising and spoil are to be reused on site where possible allow for clearing and disposal of excess in accordance with relevant regulations.
- c) Supply and install type one base, timber edging, Ollisett or similar 4mm dust, pad and artificial grass.
- d) Supply and install double bay cricket practice cages 18m x 7.2m total x 3.66m high including side and roof netting.
- e) Supply and fit 2 new Wooden Spring back Stumps, securely fixed.

11. New Bowls Green

A new artificial flat surface bowls green 12m x 36m with a lockable cage meeting Sport England requirements is to be located as the drawing.

- a) Evacuate the court area to compacted subsoil foundation to allow for installation of:
- b) Arising and spoil are to be reused on site where possible. Clear and disposal of excess in accordance with relevant regulations.
- c) Geo-synthetic layer. 300mm depth MOT type 1 stone subbase 40mm depth 20mm porous asphalt and 25mm depth 10mm asphalt base. 15mm Rubber shock pad, 25mm Carpet and fill.

- d) The length of the green in the direction of play shall be a minimum of 31m with a level playing surface.
- e) The green is to be surrounded by a ditch between 200mm and 380mm wide and between 50mm and 200mm deep. The ditch shall have a holding surface which is free from obstacles and made of a material which will not damage the jack or the bowls.
- f) The ditch shall have a vertical bank against its outer edge at least 230mm above the surface level of the green. The green shall be divided into sections called rinks, each not more than 5.80m, nor less than 4.30m wide.
- g) Supply and install PCC edging.
- h) Supply and install sports fencing 3m high, include 2no. 1.2m wide self closing lockable access gates.

12. Inspection

- a) Carry out inspection provide completion certificates and demonstrate to client that all works have been completed.

13. Removal and reinstatement

- a) Remove all site accommodation, barriers, fencing, site protection and enclosures for welfare, storage and safety requirements for the works.
- b) Repair any damage caused during the works including fences, gates, access routes and grassed surfaces.

14. MAINTENANCE CONSIDERATIONS

The design shall allow all components to be safely accessed for maintenance or future replacement. If such access is not practicable the a risk assessment and methodology for overcoming any hazard presented during maintenance shall be provided.

15. TECHNICAL INFORMATION

- a) O&M Manuals are to be provided for the works undertaken. They shall be provided as one hard copy and one electronic copy in the form of a pen drive.
- b) The format of the hard and electronic copies is to be agreed in advance.
- c) Manuals are expected to contain but not be limited to the following information for the works undertaken:
 - Test Certificates
 - Details of installed equipment, including maintenance procedures.
 - As built information drawings if necessary.
 - Equipment schedules along with replacement part schedules for each location.
 - Copy of relevant contract H&S information including copy of F10, COSSH and Waste Disposal Certificates.
 - Practical Completion Certificate and key contract information (including contact details and End of Defects Date)
 - Maintenance Method Statements and procedures.

- Details of any hazards identified and still present.

16. DIRECTION BY THE CLIENT

- a) The Contractor, during the progress of work, shall immediately implement all reasonable instructions by the Client in respect of location of equipment, method of installation, standard of installation, interpretation of specification and any drawings, general conduct and execution of Contract and site safety procedures.

17. VISITS TO SITE

- a) The contractor shall satisfy themselves as to the extent of the requirement at an early stage. He will be deemed to have visited the site and satisfied themselves as to the full extent of the design, (the accessibility thereof, local conditions, the facilities for obtaining and unloading of materials, storage of materials on site, and to have obtained all the necessary information for the preparation, the specification and execution of the works. The visits are to be arranged with the client.

18. CONTRACTORS REPRESENTATIVE

- a) The contractor must have available for the duration of the work, a representative who shall, for the duration of the works, receive and issue instructions as are necessary for the proper execution of the work and visit the site as required by the employer.

19. CERTIFICATION

- a) On completion of works provide all necessary certification to the council to demonstrate that the works are fully complete and safe for public use.

20. EFFECTS OF WORK TO EXISTING.

- a) The contractor must limit disruption where practicable to the public
- b) Protection must be provided to protect from:
 - Noise
 - Dust
 - Service Interruptions (without adequate notice or arrangement)
 - Vibration.
 - Loss of use (without adequate notice or arrangement).

- c) Appointed contractor must provide suitable protection and making good.

21. Public Liability Insurance

- a) The contractor shall submit proof of public liability insurance for a minimum of twenty million pounds with the tender.

22. Provisional Sums

- a) Allow a provisional sum of £50,000 for variations. This may only be spent on the written instruction of the council. This provisional sum will be deleted by variation and will only be added back by written variation by the council.

23. Pricing Schedule

- a) Provide a schedule showing the make and model of materials and equipment proposed.
- b) Provide a tender schedule showing the material and labour costs for each of the specified items and the provisional sum, the total of which shall be shown as the tender total. All overheads etc. shall be included.

24. Tender Return

- a) The tender is to be received in a sealed envelope indicating it is a tender return not to be opened prior to 12 noon on Friday 6 July 2018
- b) The sealed envelope must be received by the Parish Clerk by 12 noon on Friday 6 July 2018
- c) The tender shall be broken down to identify the description and cost for each item and the provisional sum.
- d) The contractor shall indicate within the tender the earliest start date and length of time required to present design and the length of time required on site to undertake the works.