

INVITATION TO TENDER

Great Maplestead Community Field Redevelopment Project

Phases 3, 4 & 5

Specification and Brief

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1. Summary

Great Maplestead Parish Council (GMPC) invites you to submit tenders for three phases of a project to renovate and redevelop its community playing field. It is hoped that each Tenderer will be able to provide a quote for all three phases listed below, however quotations for individual phases may be considered:

- **Clearance of the existing playground and preparatory groundworks.**
- **The supply and installation of new children's playground equipment.**
- **The supply and installation of a new access-for-all perimeter pathway and exercise track.**

2. Overview

Great Maplestead is situated in North Essex, 3 miles outside the market town of Halstead (CO9 postcode). The Community Playing Field is a field of approximately 2.5 acres and is currently given over to a football pitch and a children's playground with ageing equipment. GMPC is implementing a plan to improve the playground, replace the equipment and develop the rest of the field into a more accessible and inclusive community space.

The entire project is expected to consist of 6 phases:

Phase 1: Boules court and picnic tables (Completed 2021)

Phase 2: Install new land drainage (Expected completion Spring 2022)

Phase 3: Clear away existing playground equipment and carry out preparatory groundworks

Phase 4: Supply and install new children's playground equipment

Phase 5: Construct an access-for-all perimeter pathway and exercise track.

Phase 6: Construct a new quiet area/mindfulness garden (Community driven)

This Invitation to Tender is for Phase 3, 4 and 5 of the project only.

3. Key Considerations

- The Children's Playground Equipment:
 - Should cater for the broadest range of age groups, from toddlers to early teens.
 - Should be accessible to children of all levels of physical and mental ability and comply with the Disability Discrimination Act (DDA) requirements.

- Should be innovative and naturalistic in design, to both complement and enhance its rural setting. Design and construction should be predominantly from natural wood.
- The Access-for-all Perimeter Pathway and exercise track:
 - Should provide level, unobstructed access to all areas of the field and be DDA compliant.
 - Should be durable enough to withstand regular use by walkers and exercisers, and be robust enough to accommodate mobility aids, pushchairs, wheelchairs and mobility scooters.
 - The main perimeter pathway should be 320m (0.2 miles) long by 1.2m wide, with around a total of 30m x 1.2m of access spurs to the car park, playground entrances and mindfulness area. Total Path Dimensions therefore: 350m x 1.2m

The play equipment and the pathway will be expected to meet appropriate British Standard (BS) levels of manufacture.

Warranties should be provided with the tender response and will be an important part of the evaluation process.

4. Price

The price should include:

1. Full design of the new Play Area and/or Fully-Accessible Pathway
2. Removal of the existing play equipment
3. All necessary preparatory groundworks
4. Supply and full installation of new play equipment and surface materials
5. All necessary Safety Surfacing
6. Meeting all relevant Health & Safety requirements including Heras fencing, safety signage and welfare facilities during the construction stage
7. Post-installation safety inspection of equipment & handover.

5. Budget

Work	Indicative Budget	Start Date	Completion Date
Playground	£55,000 (excl. VAT)	July 2022	November 2022
Pathway	£23,000 (excl. VAT)	July 2022	November 2022

6. Timetable

- Tenders to be Returned by 31st May 2022
- Tender Evaluation by 30th June 2022
- Tender Award 10th July 2022
- Completion of Works To be agreed

7. Delivery, Equipment & Installation

The Contract start and completion dates will be agreed at the time the contract is awarded.

GMPC must be notified of any intended subcontractor(s) being used for works as part of the tender submission. If any changes are made to this, GMPC must be made aware immediately. Sub-Contractor(s) must be advised of all GMPC's requirements.

The contractor will be responsible for the closure of the site to the public and the site will need to be fully secured for the duration of works and will adhere to current Health and Safety regulations and industry guidelines.

New play equipment is to be delivered directly to site and will remain the responsibility of the contractor until the handover of the site following completion of all works. Security of material and equipment is the responsibility of the contractor until formal handover.

Wooden components should be responsibly sourced.

Tamper proof fixings should be used, wherever practical, across all equipment installed

8. Ground Works, Health & Safety & Site Supervision

The contractor will ensure that the site be safeguarded and secured to prevent unauthorised public access for the duration of the works.

The contractor will adhere to all current, regulatory HSE requirements on site.

The contractor must ensure sufficient site supervision and be prepared for ongoing liaison with GMPC.

The contractor must provide a method statement and risk assessment prior to works commencing on site.

9. Identification of Existing Services

Where excavation or exploratory work is required, the contractor should be satisfied of the location of underground services before any excavation work takes place.

10. Safety Surfacing & Pathways

Surfacing included in the design and tender should be supplied in compliance with relevant British Standards.

11. Landscaping

Landscaping may be included within the design. It would need to enhance the site as a whole and be very low maintenance – e.g., grass mounds. Excavated soil can be reused onsite

12. Inspection and Handover

The contractor will be expected to arrange for a qualified third party to provide a written, post completion report.

The site should be in a pristine condition and ready for use upon completion of works. Any damage to the site and surrounding area shall be reinstated at the cost of the winning tenderer.

13. Payment

Final payment of invoice will be authorised once GMPC has received the satisfactory inspection report and all snagging has been completed.

For more information or to arrange site visits, please contact the GMPC Clerk:

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