



SHREWSBURY TOWN COUNCIL

Livesey House, 7 St John's Hill, Shrewsbury, SY1 1JD

Please ask for: Stuart Farmer

Tel Direct : 01743 257648

Email: stuart.farmer@shrewsburytowncouncil.gov.uk

Monday, 04 September 2023

Invitation to tender for works at Shrewsbury Town Council: Radbrook Recreation Ground Changing Room, Servery, DDA Toilet and Store

Tenders are invited for the design, supply and build of upgraded changing facility at Radbrook recreation ground, Shrewsbury

Nearest Post Code Is: SY3 9BB

Location map is included with in these documents.

Background

Radbrook Recreation Ground has benefited from an improvement programme over recent years including, major improvements to drainage and releveling of the surfaces. Following on from this the resident football club have requested using an existing brick building within the recreation ground as a changing facility and a serving area for teas and coffee during match times. The building, whilst small gives some scope for redevelopment including the installation of a DDA compliant toilet as well as Store at the Radbrook Road end of the building to be used by Shrewsbury Town Fisheries. This is to be a jointly funded project, but Shrewsbury Town Council will be the point of contact and the financial lead.

Registering your intention to tender

Please register your intention to tender by emailing stuart.farmer@shrewsburytowncouncil.gov.uk at your earliest convenience. This will ensure your added to the interested tenderer register and will ensure you are kept up to date with questions, answers, and any alterations during the tender process, this is also the trigger for the tenderer questionnaire to be issued.

All interested tenderers are required to complete the tenderer questionnaire in its entirety. Failure to complete the necessary paperwork in its entirety will result in your tender being excluded from process.



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The main objectives of the project are to:

- (i) Add Changing Facilities
- (ii) Add DDA Compliant Toilet
- (iii) Add Servery
- (iv) Improve Storage Conditions

Budget for this project

The estimated budget for this project is approx. £30K

General Scope of Contract

- Ownership, liability, and responsibility for insurance of the building and associated working areas will lie with the contractor until satisfactory building inspectors' reports have been accepted by Shrewsbury Town Council.
- A project co-ordinator or single point of contact must be nominated by the successful tenderer whom should be readily contactable to deal with any queries that may arise. This point of contact must be available from the date the contract is awarded until satisfactory completion of the project.
- The contractor will be required to liaise closely with Shrewsbury Town Council prior to commencement of works and during the building period.
- Whilst construction is taking place, the areas must be contained within security fencing – heras security fencing, supplied by the contractor.
- Storage of building materials, machinery and equipment will be the responsibility of the contractor.
- The contractor must provide skips when required, these must be kept secure at all times to avoid fly tipping and fire hazards.
- All excess materials and arisings from the works are to be disposed of at a registered recycling centre at the contractor's cost.
- Any area of the recreation ground or private property damaged by the contractor during building works must be reinstated to its original state at the contractor's cost.



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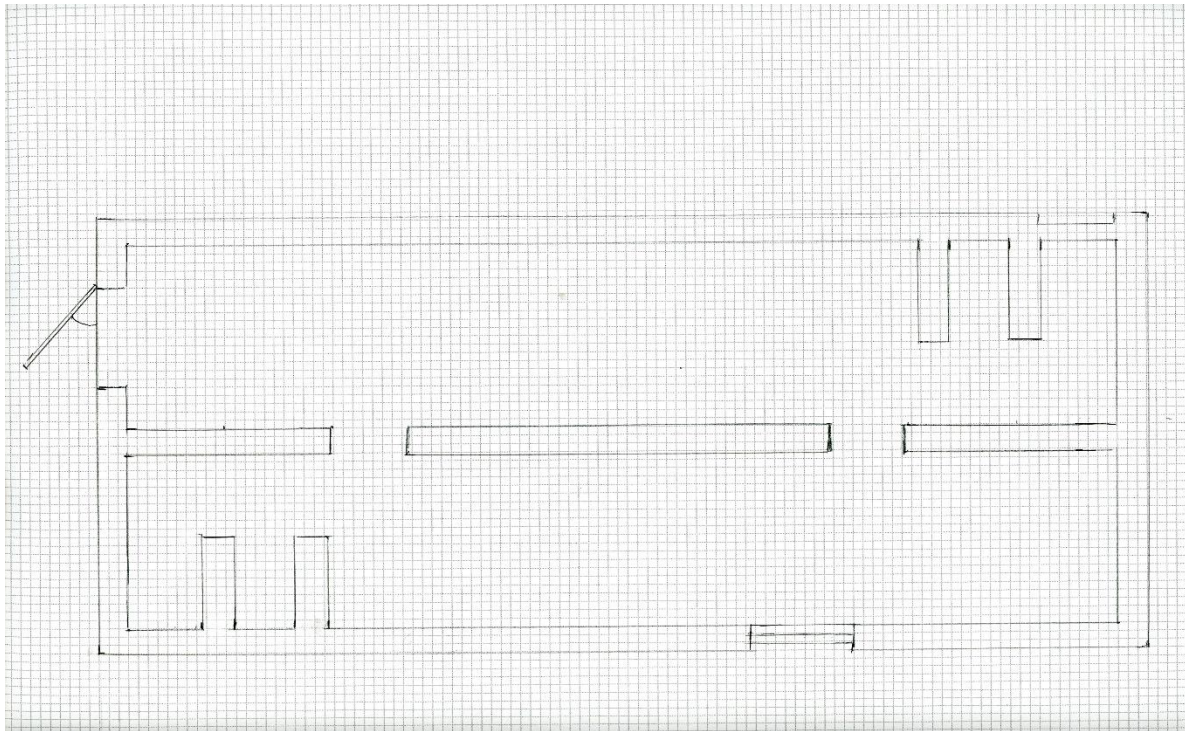
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Specification for Work

The Town Council seeks a building contractor to work along officers to see this project to completion.

- (i) Asses the existing proposal and survey the current building to provide costings for the project.
- (ii) Propose any amendments to the proposals if necessary.
- (iii) Liaise with Shrewsbury Town Council Officers and established user groups to fine tune the proposed design.
- (iv) Submit final designs and costings for evaluation.

Existing layout



Current Layout

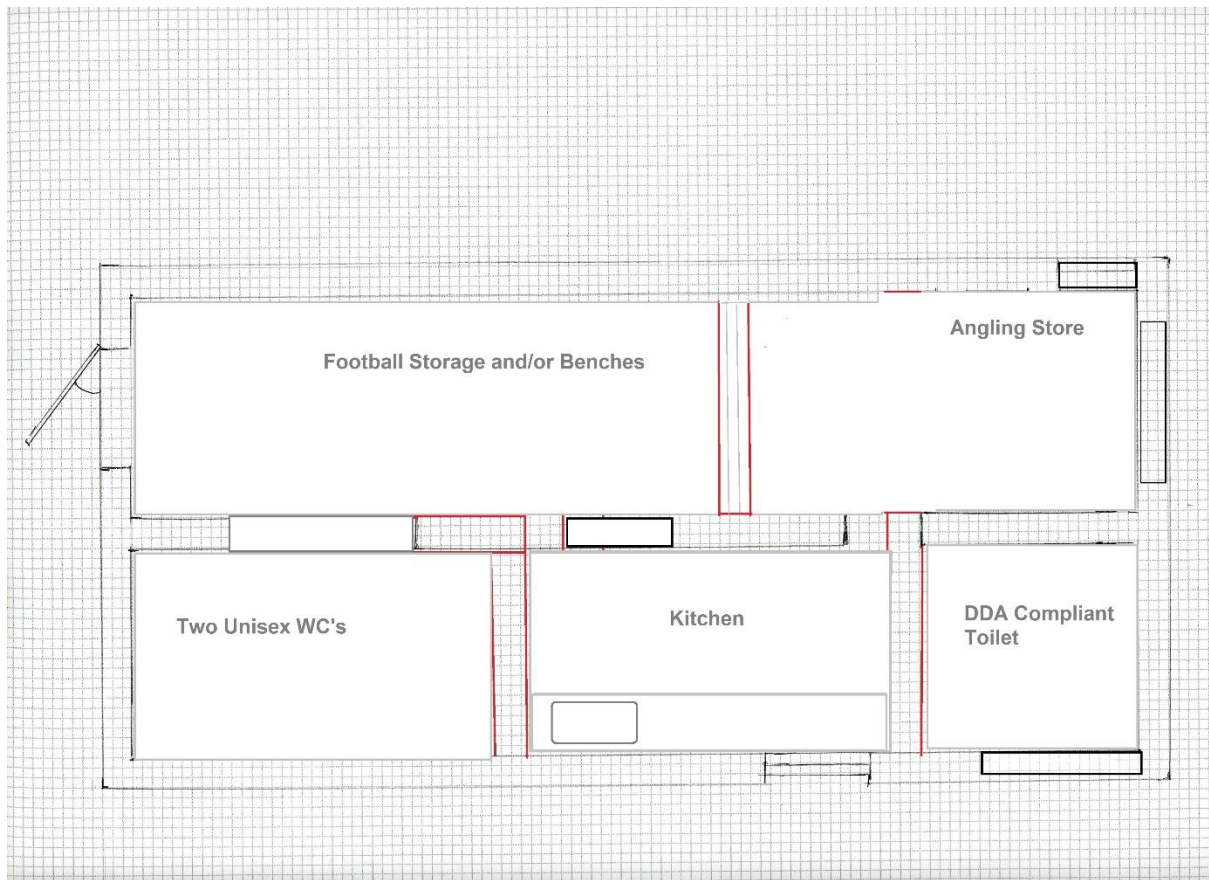
The building is made up of a brick exterior with internal block partition walls and concrete roof. The current roof has several leaks. A fibre glass roof covering could be a relatively simple solution to remedy these leaks and make the building watertight again.



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Proposed layout



Proposed layout of building

Using the majority of the existing block walls within the building, it is intended to split the building into the following rooms:

- Football Storage and benches
- Kitchen
- Angling Store
- Two Unisex toilets
- DDA compliant toilet

Block Walling and internal doors

It is expected that the majority of newly installed walls will be constructed of block work to match the existing. Block work will be expected to be painted magnolia or off white to brighten the building, ceiling to be painted White.

Internal door will be required to the kitchen and internal WC's, these will be required to be fire resistant.



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Flooring

It is expected that the flooring will require an element of releveling, following this a damp resistant seal will be added to ensure longevity.

Electrical Works

The building currently served by electricians with a fuse board at the Radbrook end of the building. Due to the proposed siting of the fisheries door, there may be that a requirement to move this fuse board. All internal Lighting will be LED fittings. All electrical works will be required to be completed by a qualified electrician. Shrewsbury Town Council will require this work to be signed off and will require the electrical safety certificate.

Note: Shrewsbury Town Council are content that any cabling can be trunked to avoid the need for chasing cables into block work.

Kitchen Facility

A kitchen facility will be installed to the front facing wall for the making and serving of hot drinks and food, this will include:

- Kitchen sink/Drainer with cupboards beneath
- Work surface to continue from the sink to below the serving window.
- 2 X 13-amp sockets
- Water heater that will serve all outlets including kitchen and wash hand basins in toilets.

Toilet Facilities

Toilet facilities will be created for both able bodied as well as DDA compliant facility.

- 2 X Unisex toilets each with separate cubicles and wash basins
- External steel door for security

DDA Toilet

- 1 x Accessible toilet facility to include:
- Low level wash basin
- Grab rail.
- External ramp if required.

Plumbing and Whitegoods

All plumbing is to be carried out by a registered and qualified plumber; all whitegoods are to be installed securely as per the manufacturer's instructions.



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External Doors and Windows

It is expected that there will be two new external doors added to the building to allow easy access to the fisheries store and DDA toilet.

All external doors will be required to be vandal resistant as far as possible either by design or the addition of metal outer skins.

Note: the existing door to the fisheries store will require removing and relocating to the side of the building to aid access for the fisheries team. It is expected that the existing doorway will be bricked up.

The current window at the front face of the building will require replacing with a new sliding window option to aid the serving of drinks.

All windows will be double glazed and will have above them metal roller covers that shutters that are to be used when the building is not in use to prevent unauthorised entry and add security.

Existing external Brickwork

It is expected that all external walls will be repointed and where necessary any splay or damaged brickwork be replaced.

Air brick will be required to ensure sufficient airflow within the building when not in use. A survey of these will be required to determine if more are required.

Water Supply and Drainage

There is currently no water supply or drainage system on the site, Shrewsbury Town Council have been in communication with Severn Trent water regarding this. An application will need to be submitted for this by the winning tenderer and costs added to the overall tender submission, information on new connections is available via new.connections@severntrentwater.co.uk,

Roofing

Currently the roof has several leaks and will require resealing to ensure these leaks are cured, Shrewsbury Town Council are open to options around this and ask you to explain how your situation will work.

A new guttering system including downspouts around the building will also be required with the runoff to terminate in a new foul water connection.



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Health and safety Requirements

Companies must be registered with a recognised industry approved organisation members of construction line, CHAS for this contract. Please supply copies of current certificates for accreditations for the above membership plus details of any other relevant accreditations.

Companies will be required to supply Shrewsbury Town Council with copies of the following with the tender submission.

- Method Statements
- General Risk Assessments
- Health & Safety Policy
- Certificate of Public Liability Insurance

Building Standards

We expected construction to meet the following standards:

- Work must comply with current Building Regulations and British/European Standards applicable to the proposal.

Reinstatements

- Demobilise site and carry out minor reinstatement works.
- Any damage to site will be made good.

Payment

Payment for the completed project will be made to the contractor on satisfactory inspection of the works by the Project Manager

All prices to be net, excluding VAT.

Guarantees and Warrantees

Please provide details of guarantees and warrantees.

Evaluation of Contract

The contract will be awarded to the company that complies with all of the written requirements, has satisfactory references and offers the best value for money. Guarantees/Warranties and aftersales service will also be assessed. We may require further information from tenderers after submission of the tenders, this will only be requested by the Project Manager.

The contract will be evaluated on the following basis,



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- Price/Value for money 40%
- Experience 20%
- Guarantees and Warranties 20%
- Use of sustainable products 20%

Submitting a Tender

If you wish to submit a tender for these works please submit your tender, using the address label provided clearly marked '**Radbrook Pavilion Alterations**' and return it to

Shrewsbury Town Council

Livesey House

7 St Johns Hill

Shrewsbury

SY1 1JD

No later 1pm on Friday 13th October 2023

Submit the following:

- Tenderer Questionnaire
- Cost Submission Form
- Copies of Requested Forms
- Breakdown of Quotation

Timetable for tendering

- Invitation to tender Monday, 04 September 2023
- Closing date for tenders Friday 13th October 2023
- Award of Contract Friday 10th November 2023

If you have any further queries, please contact Stuart Farmer on 07976 021000 or email stuart.farmer@shrewsburytowncouncil.gov.uk



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Yours Sincerely

Stuart Farmer

Acting Operations Manager

Shrewsbury Town Council



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Quotation Breakdown

To be included with your tender

Internal walls and doors	£
Electrical works	£
Kitchen facilities	£
Toilet facilities	£
Water supply and drainage	£
External windows and doors	£
Roofing	£
Flooring	£
Contingencies	£
Project Total	£