

Temple Cloud with Cameley PARISH COUNCIL

Temple Cloud PUMP TRACK

SCHEDULE 1:

Description of works, site information, design brief, and payment schedule

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All submissions to be returned by email to the above by 24th August 2021

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1 DESCRIPTION OF WORKS

1.1 Introduction

Temple Cloud with Cameley Parish Council has up to £60,000 excluding VAT (£30,000 from TCPC, additional funding to be sourced) to install a multi-wheels pump track in an underused area of the Village Hall Playing Field (the “Field”) in Temple Cloud. Temple Cloud with Cameley Parish Council (TCPC) will procure a project to design, install and commission the track, with associated drainage, signage and landscaping.

Temple Cloud with Cameley Parish Council consulted the village as to the appetite for a Pump Track facility and this was overwhelming agreed by the village. As part of ongoing improvements to the village facilities a new/improved bike facility was identified alongside other priority features in the park and it was decided to phase the works over a number of years. Phase 1 has already been implemented and the village hall car park has been tarmaced, the dilapidated football changing rooms have been removed and a small pathway from the play area to the car park has been installed. With the latest developments in pump track design/build providing access for all ages/abilities and wheeled equipment, money has been allocated to provide a tar-surfaced pump track or equivalent from the parish council budget.

We will also need to gain grant funding for the full amount of the project, so there may be a short delay after the initial start-up phase whilst we obtain the full amount required. Should this occur- payments for phase one will be made.

With each phase of works, we envisage that the improved park will be a welcoming place for people of all ages to exercise, relax, learn and socialise - with the pump track acting as a focal-points for all ages, but especially young people.

We are, therefore, seeking an experienced pump track specialist to design a pump track, finalise designs with Temple Cloud with Cameley Parish Council and build a facility on the Village Hall playing field in Temple Cloud.

1.2 Site location and description: infrastructure and general site conditions

Location: Temple Cloud Playing Field, Temple Cloud Village, BS39 5BD



The proposed pump track site is on the south-eastern edge of Temple Cloud Playing Field (shown edged in red)

The Village Hall playing field is located on the southern edge of Temple Cloud. It is located behind the Village Primary school which lies to the north along with the village hall which has a car park with vehicle access to the playing field. The field can be reached on foot from all areas of the village. Residential properties are found to the east boundary of the park. Meadway Road allows access to the village hall car park.

The Park is over 1.5 hectares in size and provides some formal and informal recreational and sporting facilities for all ages.

The site is held in trust by Temple Cloud with Cameley Parish Council and contains a play park, basket balls hoops and two informal full size football pitches, part of one which will be given over to the pump track. A car park is centrally situated serving users of the village hall and park. The main road way and car park are lit as well. There is a network of public access pathways across and around the park which connect with a number of points on the Park's boundary. The Park is a managed grass area. Other facilities located within the Park:

Existing Infrastructure	Description
2 x informal full size football pitches	The pitches are no longer used formally and although there are goals posts, these are no longer safe and will be removed. Space will be left to reinstate one pitch if needed. Rotating the pitch through 90degrees. We should note that this will also allow for ample room for both the pitch and track to be used safely simultaneously. Pitch at 60m width – 40m for track and run off for both the pitch and track.
Village Hall	A village hall is on the north west corner of the park.
Children's Play Area	Formal play space with a selection of play equipment.
Path	70 metre Cotswold gravel path from the carpark round the childrens play area by the village hall
Ball Court	A metal structure with a ball hoop.
Car park	A surfaced area to the north west of the playing field with marked out bays.

As previously stated, the pump track will form part of the phased improvement of the Village Playing Field and Hall. The initial phase of works has removed the old pavilion and is in the process of re-seeding the area the pavilion sat on along with the addition of a path next to the basketball hoops. The water, waste and electricity services have been capped off but are maintained for future use. The village hall has had a new car park installed and parking for the 25 (22 plus 3 accessible parking) cars is now available.

The area identified for the pump track is approximately 40m x 20m (800m²). **The Contractor is responsible for identifying any underground services and designing/building the pump track to ensure that it does not cross them.**

The site has a ball court currently located on it. This is formed from a metal ball hoop and tarmac surfaced court. There is also a path which goes from the village hall carpark to the play area. It is required that an adjoining pathway be included to join the existing pathway with the pump track as part of the works.

Site access: The closest vehicular access point for the pump track is off Meadway, to the north west of the pump track site. Parking and storage of site materials should be on the grass adjacent to the pump track past the village hall, within the Park. The basketball court and children's play park are close to the proposed pump track site as well as a surfaced path. Unobstructed access to these must be maintained during the construction phase.

General site conditions / topography

The site is on an open, grassed area. The site slopes gently upwards away from the village hall.

1.3 Programme / Timescales:

From the date of award, the expected period for the detailed design and construction phases is up to 8.5 months. This allows for approximately a 10 week grant sourcing timeframe, a 12 week pre-construction period of detailed design and a final 12 week construction period. This is due to needing to secure the grant funding.

1.4 General Requirements:

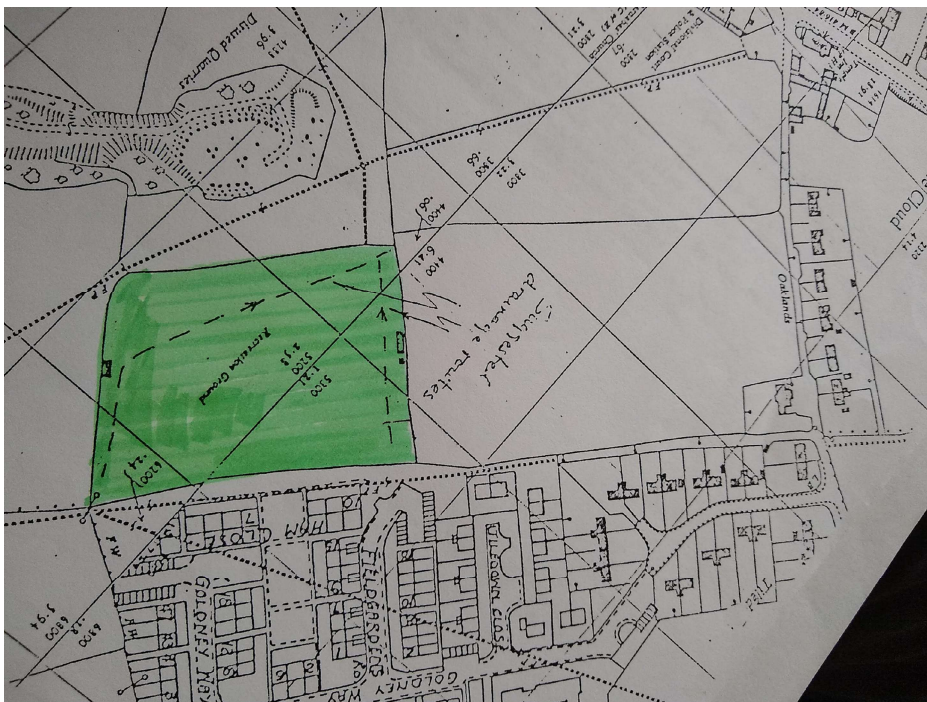
The primary objective of the park improvement project is to provide a safe, friendly, public community space that encourages sociability in the area. The pump track must be designed in such a way as to be fun and challenging for all abilities – from beginners to seasoned riders.

Cost/quality assessment: Tenders that have passed the initial screening checks (to ensure tenders are compliant) will be presented to the relevant parties for judging. The tenders will be assessed on a 20/80 split, cost/quality. Cost will be assessed as follows: the cheapest price will be awarded 100 points (20%), then for all others the following formula will be used: (cheapest price / price) x100. Any bids over £60k will be non-compliant and therefore not evaluated. Quality assessment will be judged on the following criteria: Design and Experience, Consultation, Technical Design, Aesthetics and Design Response, Durability and functionality, Design Safety, Scheduling of Work. Please see Schedule two for weighting and scoring.

General requirements for the pump track design at this stage are:

- Concept Design: 2D and 3D layouts and visualisations are to be submitted for consideration.
- Type of facility: No modular solutions will be considered. The track should consist of a continuous circuit of landscaped banked turns and mounds, carefully spaced and positioned so they can be ridden entirely by riders "pumping" their bike - creating momentum by up-and-down body movements. The track must flow from one feature to another, ride smoothly (underneath wheels) and give opportunities for skills progression, with minimum opportunity for collisions.
- Features: The track may contain a combination of berms, rollers, small jumps or cross-overs. The examples detailed are not exhaustive and other features may be considered. However, all must be laid out in such a way that riders can "pump" around them, generating momentum and flowing through the lines without the need to pedal.
- Lighting: We would like the users to be able to use the track at any time. However, it is not in our current budget to install this or CCTV (which might be required at a future date). Positioning of lighting columns and lanterns should ensure there are no shadows that would be created on the track nor areas where users are dazzled by the lights. In addition, new lighting must not affect the nearby residential areas. Please provide an additional cost for lighting (at this stage please provide this outside of the initial £60,000 budget) in line with recommendations from the pre-planning application- appendix A.

- Ducting- The cost for ducting should be included in the quote. The ducting should run alongside the path from the village hall to the areas that would require lighting so we have the option to install this at a future date. The design of the track should therefore take this into account as a requirement for the future.
- User Groups: The facility should be suited to users of all ages and experience, enabling users to build skills and discover new challenges as they continue to use the track. The track is to be used by people on a variety of bicycles as well as skateboards, scooters and rollerblades.
- Specification: Detailed specifications must be provided for all materials proposed.
- Build Quality: The track is to have a smooth, yet grippy, tar surface or equivalent. Avoid “tripping hazards” such as bulges, slumps and large stones and inappropriate scale and sizes.
- Surrounding Landscape: The pump track must blend in to its surroundings. All machine track cuts **must** be reinstated using a mix of mineral and top soil and seeded with grass. All disturbed ground **must** be reinstated and neatly landscaped (stonepicked, topsoiled, raked and seeded). Proximity to existing trees should be considered. The environmental impact and re-use of material from the build phase will be factored into the scoring.
- Location on field: The track must account for the worn grass pathway around the perimeter of the field so people can still walk the perimeter of the field safely after the track has been installed.
- Seating: There is no budget for this however we would like any design to include suggested areas and locations for benches to be located at a later date.
- Refuse: There is no budget provision however a location should be marked on the design for a location of a bin.
- Drainage: The track must drain appropriately, to ensure both the track and its surroundings do not pond with surface-water run-off. There was a plan for a drainage channel at one point- see enclosed image- but we do not know if this was ever installed.



-Health and safety concerns: The Field is permanently open to the public for informal ball games, dog walking and general exercise. Children are often present, especially during the school holidays and weekends. Dogs do not have to be on a lead. The construction site must be adequately fenced to ensure safety of both the public and construction workers. The school is currently using the village hall for some classes and therefore children may be regularly crossing the car park. This is due to building work at the school which is due for completion September 2021.

- Signage: All tracks must include accompanying signage, including safety info and advice on how to use pump tracks, council and funder logos and contact details.

1.5 Statutory Approvals:

Planning consent is required for the pump track and associated infrastructure. The Contractor is responsible for providing all necessary drawings and details for planning application submission. The pre-planning advice is available at appendix A but the Client will submit the planning application for approval.

It will be the contractor's responsibility to gain any further necessary approvals under the statutory approvals.

The Contractor shall prepare all necessary drawings and other documents as may be required for the approval and discharge of any conditions contained in such consent.

The Contractor shall strictly adhere to and comply with the conditions of such consents. All necessary consents must be granted before works commence.

This site information has been provided to aid the submission of the quotation. Temple Cloud with Cameley Parish Council does not accept any responsibility should the information supplied be inaccurate. The contractor is required to undertake their own surveys to ensure the design fits within the constraints of the site and ensure utility checks are carried out.

1.6 The Works:

Stage 1: Consultation, Development of Masterplan, Design Statement, and Detailed Costing, Submission of planning application

- Investigate site location and conditions
- Meet with stakeholders/user group to discuss requirements
- Produce an initial design for consultation, including exact location, track line and direction, access and egress points, start position, obstacle size and design, surfacing details, and proposed landscaping.
- Finalise design details and costings with stakeholder group, including the track plan, the design statement, risk assessment, construction specifications and bills of quantity and supporting documentation (material quantities, outline costings), and a timetable for work.
- Manage the planning application process. A pre-application advice request to BANES District Council elicited a positive response (see Appendix A) and TC PC has a good working relationship with the Planning Department.

Stage 2: Construction, completion and handover

This stage is dependent on receiving planning approval from BANES District Council.

- construction of the track with requisite markings, drainage and access/egress points
- landscaping
- design and installation of signage
- relevant completion certificates and ROSPA inspection report,
- handover and
- any “launching” or “demonstration” activities that can be included within the budget.

Construction includes all ground work and making good upon completion. If possible, all excavated materials should be reused within the works or elsewhere in the field, in consultation with the Parish Council.

1.7 Design brief

The Multi-wheels pump track must be designed and built to ROSPA, British Cycling and IMBA standards, CDM Regulations and be DDA compliant to encourage inclusive play of all abilities.

The track should be safe and progressively challenging, suiting a wide range of abilities from beginner to the more experienced. A variety of technical obstacle features should be included.

The track must be an attractive family-friendly feature, sitting within the context of the local landscape. Ecological and environmental impact (including noise) should be minimised. The design should take into consideration existing features such as trees and hedges. Locally sourced materials should be used as much as possible.

The track should be usable all year round, with a low maintenance, noise reducing surface suitable for bicycles, BMXs, micro-scooter, roller blades and skateboards.

The location and design should avoid conflict with other recreation ground users (dog walkers, footballers etc).

Please note that a significant proportion of the funds will be sourced from grants, which may have their own terms and conditions for design and project construction that must be adhered to. Please familiarise yourselves with these as they become available. Further information can be supplied upon request.

1.8 Budget

The maximum budget for the design and construction of the pump track is £60,000 excluding VAT and quotations that exceed this amount will automatically be rejected. The project is seeking to secure the maximum amount of output for the available budget.

It is *possible* that additional funds may be available following the granting of planning permission.

2. PROGRAMMING OF WORKS

2.1 Stage 1: Consultation, Detailed Design, Design Statement and Costing of Stage 2, Planning Application Submission

- After contract award, time is to be given for sourcing of additional funding- no later than end of 10th December 2021
- Consultation to start once final funding is known but no later than 11th December 2021
- Planning application to be submitted within once final designs are agreed- no later than 4th March 2022
- All dates subject to any restrictions due to the Covid19 pandemic

2.2 Stage 2: Construction, ROSPA inspection, completion and handover

The length of time between submission of the planning application and approval cannot be determined. We do not anticipate any material objections, but we cannot rule out the possibility that approval might be delayed, or even be denied.

The following timetable is therefore based on the date at which approval is granted.

- Commencement of construction within one month of obtaining planning consent
- Completion of construction within 3 months of planning consent.

Please note that should the project not be completed 12 months after the initial start date (expected to be one month after obtaining planning consent), the Supplier shall pay, by way of liquidated damages, a sum equal to 5% of the total value of the total project cost for each week that delivery of the project is delayed beyond 365 days after.

3 PAYMENT SCHEDULE

Stage 1: Payment to be made after submission of planning application and within one month of receipt of invoice

Stage 2: Payment to be made within one month of receipt of invoice following final handover of the project. 2.5% of the final cost of Stage 2 will be withheld for twelve months for snagging.

4. INSURANCE REQUIREMENTS

The Contractor shall provide Insurance of the Works

The Contractor shall provide insurance as detailed in the Invitation to Tender document, Schedule 2.

The contractor shall provide evidence of insurance before undertaking any works for the Employer.

5. Insurance /Health & Safety/CDM:

Contractors must have the following insurance cover in place for the period of the works (minimum levels of insurance for council contractors):

- Employers Liability £10,000,000 any one incident.
- Public Liability £5,000,000 any one incident.
- Professional Indemnity £2,000,000 any one incident and in total in the policy year or (where known) the limits of indemnity required by the contract. Professional indemnity applies where the liability arises from breach of professional duty of care.
- Motor Insurance £5,000,000 any one incident in respect of third-party property damage.

Please confirm that this is in place. Evidence will be sought prior to commencement of the contract. Evidence of the renewal of the insurance policies may be required at the expiry date of the cover.

In accordance with the Health and Safety at Work Act 1974 and Temple Cloud with Cameley Parish Councils' Health and Safety Policy, a contractor must demonstrate that they provide

and maintain a working environment for its employees, that is, so far as is reasonably practicable, safe, without risks to health and adequate as regards facilities and arrangements for their welfare at work. Furthermore, the contractor must accept the duty of care which extends to others who may be affected by its operations.

Risk assessments must be carried out by contractors on all hazardous activities to identify the hazards, evaluate risks from these hazards and implement control measures to eliminate or, if not possible, minimize the risks. A risk assessment for the project will be required prior to works commencing.

The contractor will be required to maintain safe access for pedestrians on existing path infrastructure at all times.

6. Maintenance:

The proposed pump track shall be designed and constructed to ensure a low maintenance regime can be implemented by the council, including the mowing of grass with machinery on mounding. Where possible, this would ideally be maintained with a small ride on mower.

7. Additional information:

The successful tenderer will have experience of designing and building tar pump tracks or equivalent in the UK, and staff on site will be competent in this area. Any replacement staff must have the same competences and level of experience as the key staff they are replacing and approval from the Client shall be sought prior to appointment.

Your attention is drawn to the tender open period. A full funding package has not yet been secured and it is necessary for us to submit a costed design as part of funding applications. The decision time on those applications is a number of months after the application deadline. Whilst we make every effort to secure external funding, the award of funding cannot be guaranteed and therefore the build of the project cannot be absolutely guaranteed.

9. Budget:

The pump track project is part of a wider range of improvements being delivered for the local community in Temple Cloud Playing Field. The total funding package expected by Temple Cloud Parish Council the pump track project is £60k. Any bid over £60k will be non-compliant and, therefore, not evaluated.

Total budget: £60,000 excluding VAT