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Tender

## **design and consultancy services for replacement built facilities**

North Hinksey Parish Council

F02: Contract notice

Notice identifier: 2021/S 000-026520

Procurement identifier (OCID): ocds-h6vhtk-02ef05

Published 22 October 2021, 1:02pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

North Hinksey Parish Council

3 Church Way

Oxford

OX2 9TH

#### **Contact**

Helen Broughton

#### **Email**

[clerk@northhinksey-pc.gov.uk](mailto:clerk@northhinksey-pc.gov.uk)

#### **Telephone**

+44 7494054581

#### **Country**

United Kingdom

**NUTS code**

UKJ14 - Oxfordshire

**Internet address(es)**

Main address

[www.northhinksey-pc.gov.uk](http://www.northhinksey-pc.gov.uk)

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

[www.northhinkseypc.gov.uk](http://www.northhinkseypc.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

**I.4) Type of the contracting authority**

Other type

Parish Council

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

design and consultancy services for replacement built facilities

Reference number

01

#### **II.1.2) Main CPV code**

- 71000000 - Architectural, construction, engineering and inspection services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

North Hinksey Parish Council has committed to improve the recreational and sports facilities at the Louie Memorial Playing Fields, sited at Arnolds Way, Oxford, Oxfordshire, OX2 9JD.

In July 2019 the Parish Council was granted full planning permission by Vale of White Horse District Council for a new Louie Memorial Pavilion building to replace the current buildings

on site and to enhance the surrounding green space.

Key aspirations for the new Pavilion are that it should be fully inclusive for use by the whole community, and that it should meet the highest possible sustainability standards in line with the Parish Council's Climate Emergency Policy.

The Parish Council seeks to appoint an architect-led team of consultants to finalise the technical specification of the plans, enabling 1) accurate costing for fundraising activities, 2) fulfilment of all pre-construction planning conditions, 3) obtaining Building Regulations approval, and 4) issuing tender invitations to building contractors for the construction works.

Planning permission will expire in July 2022. The Parish Council aims to appoint the lead design consultant in November and to complete all design and pre-construction works

within six months, in order to select the lead building contractor by May 2022.

## Project Overview

The Parish Council requires a new community and sports facility to cater for the current and future needs of its residents, and to pursue the highest sustainability standards towards becoming a carbon-neutral community by 2030, as outlined in its Climate Emergency Policy.

The Council has not set a specific sustainability target but will consider working within existing schemes (e.g. Passivhaus, RIBA Climate Challenge) on advice from the lead designer.

The Parish Council is looking to appoint an architect-led team to undertake detailed design and technical specification of the new building and surrounding site. NHPC will follow a recognised contracting scheme, to be confirmed in consultation with the District Council.

The finished activity areas within the site should provide an inviting focal point for a wide range of recreational activities including sports, fulfilling the intended purpose of the Louie

Memorial Playing Fields as outlined in the original deed of gift. The completed facilities should assist in making the area a welcoming and vibrant space for the whole community.

The design of the site should promote opportunity for all types of community use and as such will meet the following requirements:

- raise the prominence and functionality of the site for an increased range of uses, e.g. daytime activities for the parish's youngest and oldest residents, after-school youth activities, community-wide sports and recreational events;
- improve accessibility: provide easy, safe and convenient access to the facilities for the whole community; and
- enhance amenity: promote environmental quality in the design and layout of the built facilities, improving their relationship to the surrounding green space.

Key project outcomes:

- Obtaining Building Regulations approval for the finalised detailed design
- Completion of all pre-construction planning conditions (e.g. drainage and landscaping schemes) to reflect the finalised design

- Issuing the finalised design and technical specifications to building contractors for tender for the construction works

Key deadlines:

- Expiration of Planning Permission on 31st July 2022. The Parish Council therefore aims to have selected a building contractor by May 2022.
- End of Parish Council term in May 2023, by which time we aim to have completed construction on the new building

### **II.1.5) Estimated total value**

Value excluding VAT: £100,000

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

### **II.2.3) Place of performance**

NUTS codes

- UKJ - South East (England)

Main site or place of performance

North Hinksey

### **II.2.4) Description of the procurement**

Project requirements

The Parish Council is seeking to appoint a team of architect-led consultants to assist them in enhancing facilities at the upper Louie Memorial Playing Fields in the following ways:

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1) To review the approved plans for a new Louie Memorial Pavilion and to identify a range of opportunities for the development to meet the highest sustainability standards (zerocarbon or as close to it as possible). These may include but are not limited to:

- Choice of building materials

- Insulation materials and design
- On-site electricity generation e.g. via solar panels
- Water capture and reclaim systems e.g. via green roof
- Efficient heating systems e.g. ground- or air-source heat pump
- Sustainable drainage systems

2) To appraise the site suitability and costs of these options and to make recommendations to

Council on which options should be pursued, with projections of the level of sustainability likely to be achieved.

3) To coordinate the delivery of related consultancy services such as:

- Demolition assessment
- Statutory services survey
- Soil and drainage investigations
- Structural engineering reports
- Mechanical and electrical systems design
- Landscaping
- Arboricultural method statement
- Cost planning (quantity surveyors)

In bidding for this project the lead consultant can opt to include costs for the full range of consultancy services with named partners up to the maximum project budget of £100,000.

Alternatively the lead consultant can bid solely for the architectural services, with a view to advising the Council on identification and selection of other consultancy services as soon as possible.

4) To provide advice to the Council on potential funding for the proposals

5) To advise the Parish Council on timescales for delivery in relation to available resources,

including if appropriate options for a phased delivery

6) To draw up detailed designs with construction specifications and to submit these for approval

with an appropriate Building Control service

7) To serve as Principle Designer with regard to Construction Design Management Regulations

2015, or alternatively to appoint another consultant to this role, to ensure that good health and safety standards are maintained throughout the project

8) To update the Parish Council on project progress on at least a monthly basis, through a

combination of attendance at Parish Council meetings and via a designated Council contact

(e.g. the Parish Clerk and/or Chairman of the Council).

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6) Estimated value**

Value excluding VAT: £100,000

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

23 October 2021

End date

10 November 2021

This contract is subject to renewal

No

**II.2.10) Information about variants**

Variants will be accepted: Yes

**II.2.11) Information about options**

Options: No

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

11 November 2021

Local time

5:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.7) Conditions for opening of tenders**

Date

14 November 2021

Local time

2:00pm

Place

North Hinksey Parish Council

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

North Hinksey Parish Council

North Hinksey

Country

United Kingdom