



STANDARD BRIEFING DOCUMENT

JCT Minor Works Building Contract

Pleasant Street Public Conveniences Refurbishment

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Standard Briefing Document

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1. This briefing document has been prepared to provide information to invited contractors regarding the works as outlined in section 6.

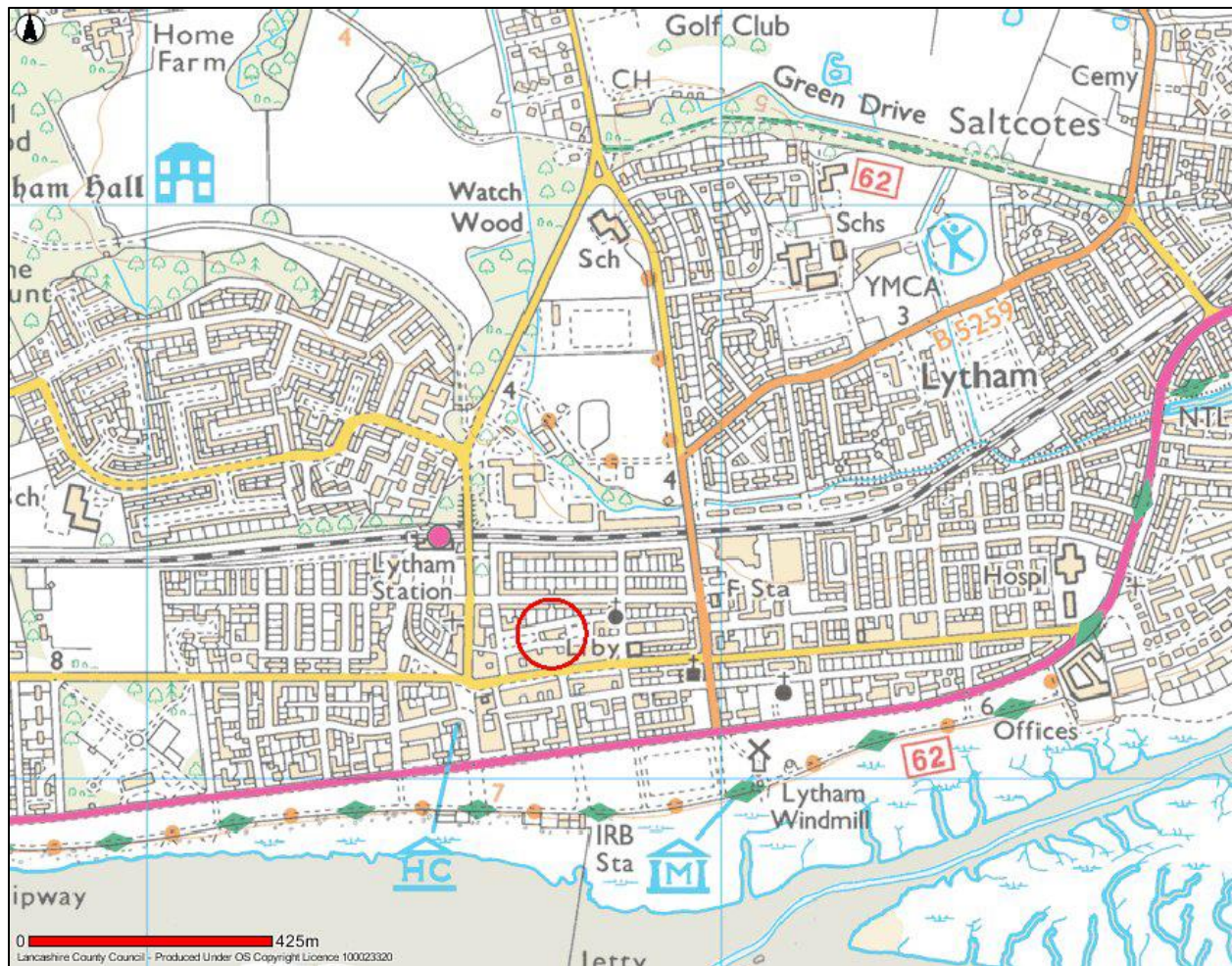
Location

Pleasant Street Public Conveniences

North Clifton Street, Lytham, Fylde, Lancashire, North West England, England

Nearest postcode FY8 5HW

Grid SD 36708 27247



The Brief

2. Fylde Council, as part of the ongoing building maintenance program, has identified Pleasant Street Public Conveniences to be refurbished. The refurbishment is to the internal of the building and encompasses a full refit of the Gents, Ladies and Disabled toilets as per the brief.

The Site

3. The building is owned by Fylde Borough Council. The adjacent car parks are also Fylde Borough Council property and can be used as contractor parking. This is to be detailed further on contract award.
 - 3.1. Access to the site is from either Westby St or North Clifton St, both off Pleasant Street, Lytham.
 - 3.2. The works are located within a residential area.
 - 3.3. Site working hours are to be 08:00-18:00 to reduce the impact of the work on local residents. Works outside of these hours are to be agreed with the client in advance. No Sunday working permitted.
 - 3.4. The site is situated within a busy location of Lytham. In specific note to the adjacent buildings, disabled visitors are frequent.
 - 3.5. It is the responsibility of the Contractor to adequately fence off and sign the works. Furthermore, security of equipment and machinery is also the contractor's responsibility.
 - 3.6. The contractor shall provide safety signage.

General Scope of Works

4. Fylde Borough Council require the refurbishment works to be completed by 31st May 2020.
 - 4.1. Brief overview of the Main Contractor Works, not exhaustive:
 - 4.2. **Ladies toilet Refurbishment**
 - 4.2.1. Remove existing cubicles and make good all adjoining surfaces.
 - 4.2.2. Install 4 x Ultra SGL Toilet Cubicles (Wet Area & High Abuse Range).
 - 4.2.3. Remove 4 x old toilet pans, form a back panel with SGL and fit 4 x wall hung, stainless steel, vandal proof, mid-range pans.
 - 4.2.4. Fit sensor controlled flush buttons.
 - 4.2.5. Fit new cisterns.
 - 4.2.6. Paint the ceiling with emulsion, colour TBC (to be confirmed at pre-start meeting).
 - 4.2.7. Remove sinks.
 - 4.2.8. Build stud walling across sink unit space and install 2 x "Thrii" Wallgate hand washing systems.
 - 4.2.9. Deep clean all wall tiles and replace any damaged tiles, allow for loss of 10% p.c. sum.
 - 4.2.10. Deep clean floor tiles.
 - 4.2.11. Remove and replace baby changing unit with plastic folding changing table
 - 4.2.11.1. Replace entrance door with a "Shucco" aluminium door with wood effect laminate panel with Ladies etched symbol. Include for all ironmongery.
 - 4.2.12. Install timed opening and closing.
 - 4.2.13. Remove all spoil from site
 - 4.2.14. All surfaces to have graffiti removed and to be left in a clean and tidy condition before handover

4.3. Gentlemen's toilet Refurbishment

- 4.3.1. Remove existing cubicles and make good all adjoining surfaces.
- 4.3.2. Install 2 x Ultra SGL Toilet Cubicles (Wet Area & High Abuse Range).
- 4.3.3. Remove 2 x old toilet pans, form a back panel with SGL and fit 2 x wall hung stainless steel vandal proof mid-range pans.
- 4.3.4. Remove urinal system and make good surfaces
- 4.3.5. Fit sensor controlled flush buttons.
- 4.3.6. Fit new cisterns.
- 4.3.7. Paint the ceiling with emulsion, colour TBC.
- 4.3.8. Remove sink unit.
- 4.3.9. Build stud walling across vanity unit space and install 2 x "Thrii" Wallgate hand washing systems.
- 4.3.10. Deep clean all wall tiles and replace any damaged tiles, allow for loss of 10% p.c. sum.
- 4.3.11. Deep clean floor tiles.
- 4.3.12. Fit 3 x individual waterless, mid-range, vandal proof urinals and cisterns
- 4.3.13. Remove and replace baby changing unit with plastic folding changing table
- 4.3.14. Replace entrance door with a "Shucco" aluminium door with wood effect laminate panel with Gents etched symbol. Include for all ironmongery.
- 4.3.15. Install timed opening and closing.
- 4.3.16. Remove all spoil from site.
- 4.3.17. All surfaces to have graffiti removed and to be left in a clean and tidy condition before handover

4.4. Disabled toilet Refurbishment

- 4.4.1. Remove old fixtures and fittings
- 4.4.2. Fit Doc M pack
- 4.4.3. Fit 1 x mid-range vandal proof SS Hand Dryer.
- 4.4.4. Fit 1 x mid-range vandal proof SS sink.
- 4.4.5. Deep clean wall tiles allow for loss of 10% p.c. sum.
- 4.4.6. Deep clean floor tiles.
- 4.4.7. Paint ceiling with emulsion, colour TBC.
- 4.4.8. Install baby changing unit with plastic folding changing table
- 4.4.9. Replace entrance door with "Shucco" aluminium door with wood effect laminate panel with Disabled etched symbol. Include for all ironmongery and Radar assembly.
- 4.4.10. Remove all spoil from site.
- 4.4.11. All surfaces to have graffiti removed and to be left in a clean and tidy condition before handover.

4.5. Supply and Install Turnstiles

- 4.5.1. 2 x tripod turnstiles, 430mm width opening, with the following features:
- 4.5.2. 304 Grade stainless steel construction
- 4.5.3. Integrated secure cash collection section with cash bag
- 4.5.4. Anti-reverse gear pawl
- 4.5.5. LED for customer feedback
- 4.5.6. Strong and reliable construction

4.6. Additional provision

- 4.6.1. Allow for the future installation of a contactless card reader for payment purposes on the turnstiles.
5. Site visits are encouraged for the contractor to appreciate the full scope of works and any access or egress restrictions there may be.
6. The Council actively seeks professional engagement in its schemes from the Contractor and welcomes a collaborative approach to the proposed scheme.

SITE LOCATION



TIMESCALE

7. It is not thought to last longer than 30 days or 500 person days; to be confirmed by the Contractor.

PROCUREMENT ROUTE

8. These Instructions for quoting, relate to a contract for the refurbishment, testing, commissioning, the certifying for all works, and, all liaison with suppliers.
- 8.1. The project is being delivered using the closed tendering procedure, whereby selected contractors will be invited to tender for the Works.
- 8.2. The contract will be the JCT Minor Works Building Contract.
- 8.3. The Employer will be Fylde Borough Council.
- 8.4. The works will be carried out under the terms and conditions of the JCT Minor Works Building Contract. The Employer's letter of acceptance of the selected tender offer will constitute a binding contract until an Agreement by Deed is prepared and executed under seal.
- 8.5. Queries: any queries arising from the tender documents which may have a bearing on the offer should be raised with the Employer via the Chest as soon as possible but in any case, not later than 5 days prior to the date of return of tenders. The Employer will be ready to consider properly reasoned requests for an extension of the tender period.
- 8.6. The Employer (Fylde Borough Council) does not bind itself to accept any tender.
- 8.7. It is the practice to publish the amount of the successful tender and the name of the tenderer including, where appropriate, publication on Contracts Finder.

PROGRAMME

Request for quotation on Chest	12 th February 2020
Request for quotation deadline	4 th March 2020
Feedback to unsuccessful contractors	6 th – 13 th March 2020
Contract award	16 th March 2020
Earliest Contract Start	20 th April 2020
All works complete and handed over to FBC	22 nd May 2020

THE MANAGEMENT

9. The Project Manager is:

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