

LAMBOURN PARISH COUNCIL

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INVITATION TO QUOTE

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PUBLIC CONVENIENCE RENOVATION

Lambourn Parish hereby invites quotes for Public Convenience Upgrade from suitably qualified suppliers in accordance with the details below.

Within the Proposed Project Outline (See Appendix), where an Anticipated Duration is shown, this is included as a guide for councillors only, and suppliers are requested to provide their estimates for the likely timescales.

MANAGEMENT OF THE CONTRACT

SUPERVISION

The Council will appoint a Supervising Officer to liaise with the successful contractor and who will be the sole person responsible for giving instructions to the contractor and confirming that tasks have been completed satisfactorily.

Unless otherwise stated, the Supervising Officer will be the Parish Clerk & RFO to Lambourn Parish Council. Any change to the name of the Supervising Officer will be communicated to the Contractor in writing.

Any works carried out without the specific instruction coming from the Supervising Officer will not be considered authorised and the Contractor may not be paid for such works.

CONTACT

The Clerk's Office
Lambourn Parish Council,
Memorial Hall,
Oxford Street,
Lambourn,
RG17 8XP
Tel: 01488 72400
Email: info@lambourn-pc.gov.uk

WORKMANSHIP AND EQUIPMENT

1. The workmanship must be of the highest standard and shall conform to all relevant British Standards, Specifications and Codes of Practice.

HEALTH AND SAFETY

1. The Contractor shall accept full responsibility for compliance with the Health and Safety at Work Act and all other Acts and Regulations with respect to the work comprised in the contracts and shall submit a copy of its Health & Safety Policy to the Clerk's Office.
2. The Contractor shall ensure all staff are fully trained and qualified to operate equipment appropriate to the tasks they will be performing.
3. The Contractor shall ensure all staff are provided with relevant safety equipment (PPE), conforming to Current British Standards Specifications and shall be provided at all times by the Contractor and worn by the Contractor's staff when carrying out works.
4. If you employ five or more employees, please enclose a copy of your current Health and Safety Policy.
5. If you employ fewer than five employees, please tell us how you ensure that your Health and Safety measures are implemented and practised within your organisation.

INSURANCE

The contractor shall be appropriately insured to cover potential claims against the Parish Council resulting from carrying out the work. The Contractor will ensure that a current Employers' and Public Liability Insurance policy with an indemnity limit of a minimum £10 million for public liability insurance is in place. A copy of the insurance certificate(s) must be presented to the Clerk's Office, and proof of renewal must be provided throughout the term of the contract thereafter.

PREPARATION OF QUOTES

1. It is the responsibility of interested suppliers to obtain for themselves, at their own expense, all available information necessary for the preparation of their quotes.
2. Suppliers should visit the site to ascertain all relevant conditions likely to affect the execution of the works, and to thoroughly acquaint themselves with the extent and nature of the proposed works.

3. An appointment to view the site and the existing installation can be made by contacting the Clerk's Office as detailed above.

BACKGROUND AND REQUIREMENTS

Lambourn Parish Council provides Public Convenience Facilities that require new hardware and the resolution of issues relating to waste management in the current drains that have experienced failure due to blockages over the course of the last two years. The main foul pipe is connected to the adjacent Hall, Ladies and Gents toilets and is responsible for the failure of these facilities.

In addition to the drain issues, Lambourn Parish Council are seeking to upgrade and rejuvenate the equipment and condition of the facilities. Suppliers are requested to provide recommendations for the replacement equipment and the general design of the space.

The anticipated works should therefore be considered as two distinct phases, those being:

1. Drainage and waste management failure resolution
 - a. This will require works to be undertaken with both the Hall toilets as well as the adjacent Public Convenience.
2. Public Convenience Equipment upgrade and fitting
 - a. These works are primarily focused on the refurbishment of the Public Convenience only, and only minor remedial works are expected to be needed for the Hall toilets, where access to pipes is required.

IT IS REQUESTED THAT ALL SUBMITTED QUOTATIONS BE DIVIDED INTO TWO SETS OF COSTS.

NOTE: QUOTES FOR UNDERTAKING EITHER PHASE OF THE WORKS IN ISOLATION WILL BE CONSIDERED

RESOLUTION OF DRAIN ISSUES

Resolution of drain issues and re-routing of waste, including primary remedial works such as boxing in, reestablishing safe floor surfaces and maintaining access to key maintenance items (such as isolation valves, drain rodding points).

REFURBISHMENT OF THE PUBLIC CONVENIENCE

Refurbishment of the Public Convenience, including final fit of stud walls, all new hardware, installation of flooring, electrics, decoration, testing and commissioning.

All hardware costs should be detailed to allow for adjustments where necessary to accommodate the required budget.

PROPOSED SOLUTIONS

Lambourn Parish Council have taken advice and investigated the issue and proposes the following solution.

It should be noted that after inspecting the site and considering the problems experienced, suppliers are encouraged to recommend alternatives should those be more suitable to achieve the desired resolution.

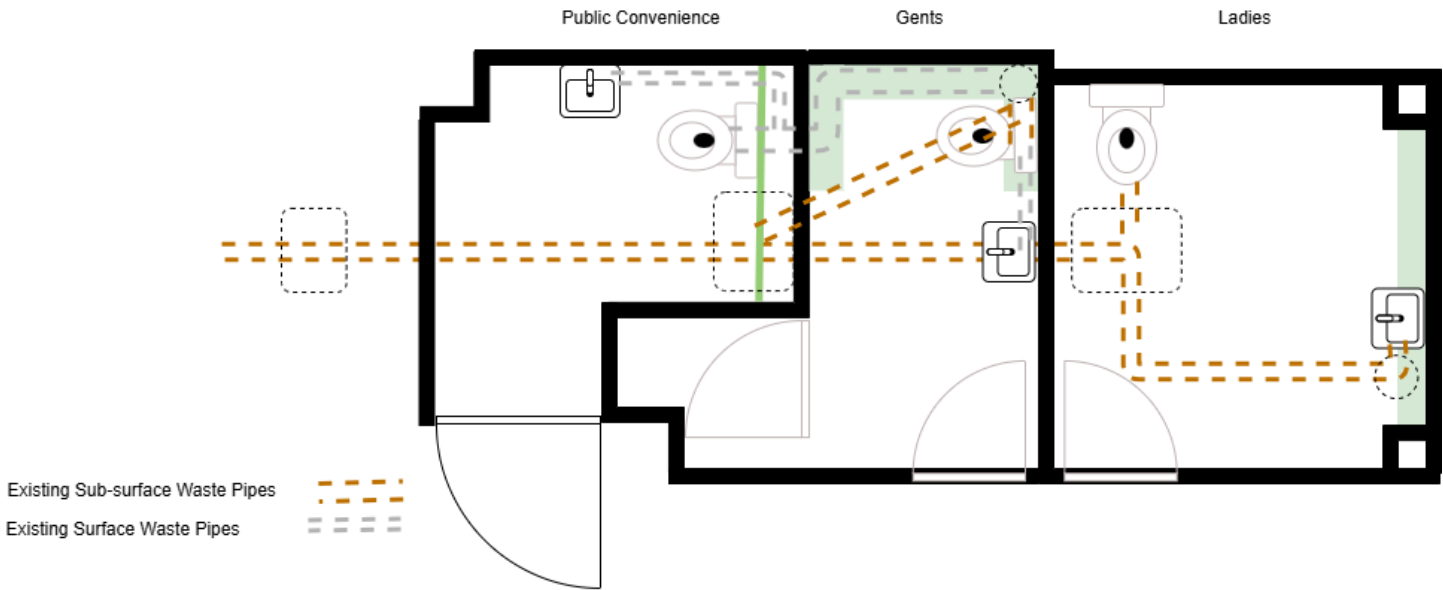
DRAINAGE AND WASTE MANAGEMENT FAILURE RESOLUTION

1. Remove and dispose of old fixtures, including the public toilet WC, steel panelling, and studwork as needed.
2. Remove the buried manhole cover over the chamber in the corner of the public convenience area.
3. Cut out the cast iron bolted junction inside the chamber.
4. Connect a 110mm PVC soil pipe to the cast iron drain at the outlet position and raise to above the finished floor level with a junction for new soil pipe connection and a rodding eye above the spill level of basins.
5. Fit the junction to the PVC soil pipe within the chamber
6. Provide and fit a floor drain in the corner of the public convenience floor to the right of the W.C. pan area.

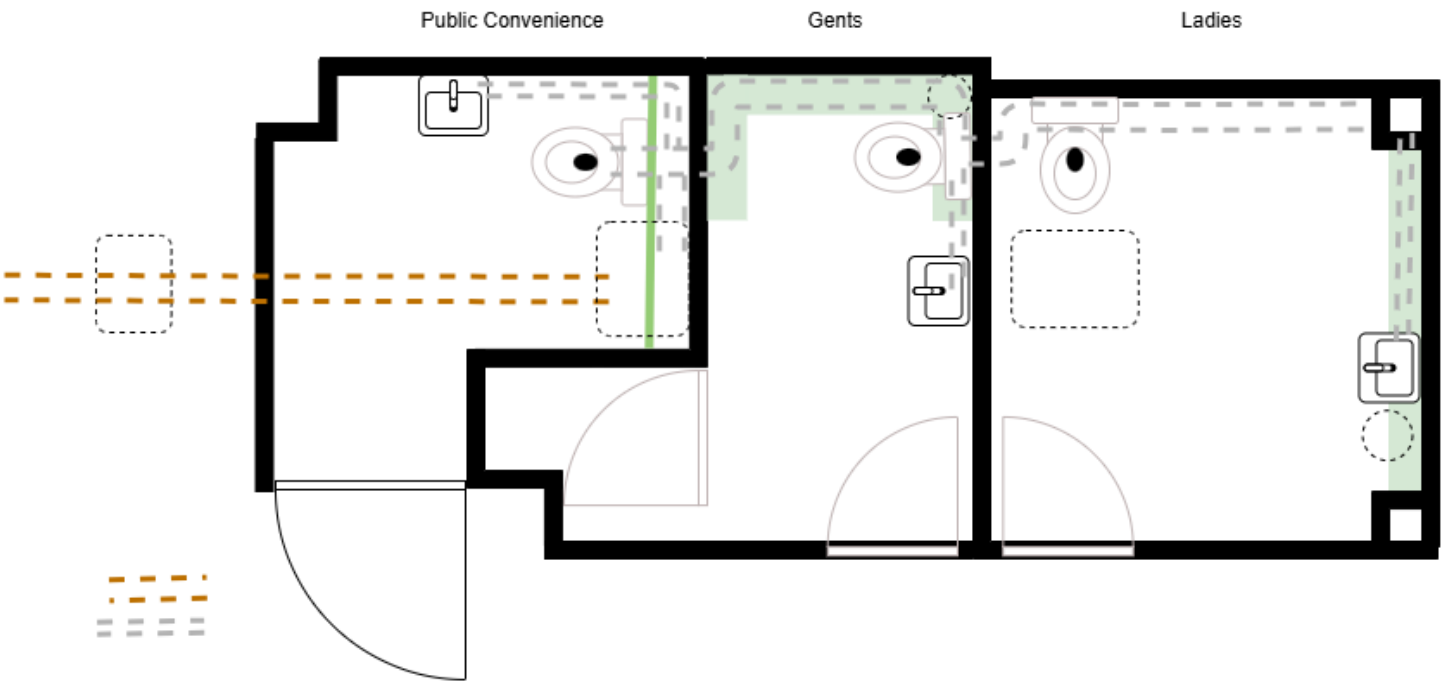
DRAINAGE MODIFICATIONS

1. Disconnect all sanitaryware from the existing soil and waste system inside the Hall.
2. Plug off existing soil and waste pipes below floor level and make good floor surfaces above.
3. Connect WC pans in the Hall Ladies' & Gents toilets with 110mm PVC soil pipe to the new soil junction in the public convenience specified above.
4. Fit an air admittance valve above the spill level of basins to the soil pipe adjacent to the W.C. in the Ladies' toilet.
5. Connect the kitchen sinks to the new soil pipe behind the Ladies' W.C. with 50mm PVC waste pipe, complete with new waste traps.
6. Connect the Gents' and Ladies' basins to the new soil/waste system with 40mm PVC pipe and new traps.

CURRENT WASTE ROUTING AND LAYOUT



PROPOSED WASTED ROUTING AND LAYOUT



REFURBISHMENT OF THE PUBLIC CONVENIENCE

PROPOSED HARDWARE AND FITTING

Suppliers are requested to recommend appropriate equipment and fittings as necessary to a standard that is suitable for a public facility.

Item (s)	Proposed Equipment
Hand Wash Unit	Wall Gate Thril ST-RA-2
W.C	KWC DVS Wall Hung WC Pan – Blue
	Wallgate wall hung toilet CWC-100st .
	Wallgate wc frame FRAME-CWC-01
	CWC-FRAME-01
Mirror	<i>Stainless Steel Mirror (As recommended by supplier)</i>
Flush	DVS Flush Sensor Extension
External Light	External Light MARL
Signage	<i>As recommended by supplier</i>
Alarm	Alarm in DDA
Interior Light	Light Interior Round Lamp 2D LAMP 38W
Emergency Light	Light Emergency Interior Round Light 2D 28W
Paper Dispenser	<i>As recommended by supplier</i>
Grab Rails	DDA Doc M Pack
Coat Hooks	<i>As recommended by supplier</i>
Door	Healthmatic Timed Access door
Walls	Solid Grade Laminate wall panels (Cubicle Centre) CAINGORM range M001Maryland Clair (or similar)
Ventilation	<i>As recommended by supplier</i>

ANTICIPATED SCOPE OF WORKS

WALLS, FLOOR, AND CEILING.

1. Provide new studwork as necessary over two walls to accommodate the installation of the new sanitaryware.
2. Fit new wall cladding to cover new studwork.
3. Install New:
 - a. Floor drain
 - b. Wall-mounted W.C. pan
 - c. Wall-mounted washbasin and tap
 - d. Grab Rails (as needed for accessibility)
 - e. Lighting
 - f. Ventilation
 - g. Cubicle Door and lock
 - h. Wall cladding
 - i. Flooring
 - j. Signage

TEST AND COMMISSION

1. Ensure all new equipment and drainage works are installed correctly.
2. Install new plywood boxing in the ladies' and gents' toilets.
3. Decoration, ceiling and new boxing finishes
4. Clean and Handover
5. Final cleaning and sign-off.

PUBLIC CONVENIENCE AREA FOR REFURBISHMENT

PHOTOS OF CURRENT INSTALLATION



APPENDIX

PROJECT ROLES

1. Project Manager: Overall project lead.
2. Plumber: Plumbing and drainage installation.
3. Electrician: Electrical installation.
4. Tiler/Builder: Surface prep and finishes, studwork/panelling refitting, and boxing.
5. Material provision: Supplier to provide all materials.

PROPOSED PROJECT OUTLINE

PHASE 1: PLANNING (1-2 WEEKS)

1. Site Assessment:
 - a. Interested suppliers are invited to inspect the site and existing facilities and to speak to a member of the council to understand the current issues with the drainage and waste management.
2. Design & Compliance:
 - a. Suppliers are to provide detailed quotes, including:
 - i. Materials (durable/easy-clean materials to be selected)
 - ii. Layout and design proposals
 - iii. Drainage plan
 1. The above to meet UK regulations (Part G, M, K, P) and accessibility (BS 8300, Doc M),
3. Management Plan:
 - a. Confirm if there will be a need to obtain waste permits.
 - b. Suppliers will be required to provide details of key contacts for works management.

PHASE 2: DEMOLITION AND INITIAL DRAINAGE (ANTICIPATED DURATION 1-2 DAYS)

1. Isolate and Protect:
 - a. Turn off water/electricity, protect surrounding areas, use barriers if needed.
2. Strip Out:
 - a. Remove old toilet, sink, tiles, flooring, steel panelling, and studwork as necessary.
3. Drainage Disconnection:
 - a. Disconnect internal Gents' and Ladies' sanitaryware from the existing soil and waste system. Plug off existing soil pipes below floor level.
4. Waste Disposal:
 - a. Dispose of old materials responsibly.
5. Surface Prep:
 - a. Clean and repair walls, floor, and ceiling; install any support structures.

PHASE 3: INSTALLATION (ANTICIPATED DURATION 3-5 DAYS)

1. Plumbing and Drainage:
 - a. Install new water supply and drainage pipes (including new soil and waste pipework as per scope).
 - b. Connect two internal W.C. pans to the soil pipe in the public toilet area (110mm PVC).
 - c. Fit junction to the soil pipe in the public toilet for W.C. reinstallation.
 - d. Fit air admittance valve (Ladies' toilet).
 - e. Connect kitchen sinks (50mm PVC).
 - f. Connect Gents' and Ladies' basins (40mm PVC).
 - g. Reconnect the public toilet basin waste.
 - h. Install new W.C., sink; connect all plumbing.
2. Electrical:
 - a. Install wiring, lighting (including emergency), ventilation and hand dryer.
3. Finishes:
 - a. Install wall cladding/tiles and flooring; grout and seal.
4. Fixtures and Refitting:
 - a. Install grab rails, hand dryer/dispenser, door/lock, and signage.
 - b. Refit studwork, panelling, and W.C. in the public toilet.
 - c. Install new plywood boxing in Ladies' and Gents' toilets.

PHASE 4: TESTING & HANDOVER (ANTICIPATED DURATION 1 DAY)

1. Testing: Check all plumbing and electrical systems (including drainage connections and flow), ensure fixtures work, check for leaks, test locks and emergency lights.
2. Cleaning: Thoroughly clean the renovated cubicle.
3. Handover: Inspect with client, provide instructions, get sign-off.