
Formal Tender
Re-development of Playground Spaces at Lime Academy Hornbeam

January 2022

Invitation to Tender

The Trustees of the Lime Trust are inviting you to tender for several playground redevelopments needed at Lime Academy Hornbeam.

Lime Academy Hornbeam is a two-site special school, with one campus (Brookfield House) based in Woodford Green and the other (William Morris) based in Walthamstow. Redevelopment playground works are needed across both campuses to provide our learners with an exciting and stimulating play space. The requirements of the redevelopment works are outlined in the specification section of this tender.

The following appendices accompany this tender:

Appendix A - Specification of works

Appendix B - Costings table

Tenderers are required to complete the table in Appendix B, which outlines the cost of the works per site and any additional discounts should the same contract be awarded the tender for both sites.

Implementation of the Project

The Trust would like the commencement of the playground works to start in April 2022, during the Easter break, so that the holiday period can be utilised. The school is not opposed to the playground developments to be phased, so that some developments occur during the Easter break and the rest is scheduled for the summer break. However, if the contractor feels that it is manageable, given the context of the school, to continue with the works when the learners are in school, following the return from the Easter break, then this will also be considered. The receipt time on the inbox will be used as the receipt time for the purposes of ensuring a tender is within the time limits.

Timetable for Tender

Date	Activity	Further information
27 January 2022	Tender documents published	Questions to be sent to: laura.fisher@limetrust.org
27 January 2022	Questions and clarification window to open	Questions to be sent to: laura.fisher@limetrust.org
24 February 2022	Submission of tenders by 11am*	Submission to be sent to: laura.fisher@limetrust.org
28 February- 2 March 2022	Tender evaluation period	
By 2 March 2022	Selection of supplier	
3 March 2022	Notification of the outcome of the tender process	

*Please be aware that late tenders will not be considered

Specification

The specification below is broken down per site. Please refer to Appendix A for the detailed breakdown of requirements needed on both sites.

Selection of Tender

The submitted tenders will be reviewed and scored by a panel. Scoring will be based upon the cost of the project and the deliverable timescales. In Appendix B, there is a table to be completed as part of the tender, which breaks down the cost for each campus playground development.

Lime Academy Hornbeam may contact Potential Providers with clarification questions regarding their proposals. This will take place during the tender evaluation period (as referenced in the timetable).

Potential Suppliers should note that the purpose of the Tender clarifications is purely to allow evaluators to further understand the Tenders submitted. It is not an opportunity for Potential Suppliers to alter or improve their Tenders.

Lime Academy Hornbeam retains the right to seek clarifications to Tenders which are deemed abnormally low.

Successful Supplier

The potential provider that achieves the highest total score will be awarded the contract. The successful Supplier will be informed in writing and the Trust's written acceptance will form a binding agreement between the Trust and the successful Supplier. The decision of the Trust will be final.

Trust Rights

The Trust reserves the right to:

- Waive or change the requirements of this Invitation to Tender from time to time, without prior notice being given by the Trust.
- Seek clarification or review the Tenderer's submission.
- Disqualify any Tenderer that is guilty of serious misrepresentation in relation to its Tender. Withdraw this Invitation to Tender at any time, or to re-invite Tenders on the same or any alternative basis.

Terms and Conditions of Tender

The Tender documents submitted by the supplier are, and shall remain, the property of the Trust. It is the responsibility of Suppliers to obtain for themselves at their own expense, all information necessary for the preparation of their Tenders. Information supplied by the Trust (whether in these Tender Documents or otherwise) is supplied for general guidance in the preparation of the Tenders.

Suppliers must satisfy themselves by their own investigations about the accuracy of any such information and no responsibility is accepted by the Trust for any inaccurate information obtained by Suppliers. This exclusion does not extend to any fraudulent misrepresentation made by or on behalf of the Trust.

Tenders must be submitted for the supply of all the requirements specified. All information supplied by the Trust in connection with this Invitation to Tender shall be regarded as confidential by the Supplier, except that such information may be disclosed for the purpose of obtaining quotations necessary for the preparation of the Tender.

Tenderers are responsible for ensuring that no conflicts of interest exist between the Tenderer, its advisers, and the Trust. Any Tenderer who fails to comply with this requirement may be disqualified from the procurement process at the discretion of the Trust.

Requests for information received following the procurement process shall be considered on a case-by-case basis.

Appendix A - Specification of Works

Lime Academy Hornbeam, Brookfield Campus: Special Needs School (pupils aged 3 to 19 years old), with a range of special needs, including Autism, physical disability, moderate to severe learning difficulties and multi-sensory impairment

A number of general specifications are listed below, but Tenderers should also take into account the following elements/criteria:

- Aim – to provide more play opportunities, accessible to all learners and their abilities
- Concept to be fun, challenging and exciting
- Encourages social interaction between all ages and abilities
- Offers a range of opportunities for play, which will include balance and coordination
- Makes the best use of the space available
- Is attractive to other users
- Should seek to enhance its setting within the existing landscape
- Improved access, drainage and minimal maintenance
- Employs hard-wearing natural materials such as Robina as far as possible
- New pieces of equipment in inclusive play area
- Design opportunities – fencing, land forming, trees/shrubs, mounding
- Elements of natural play – but not at the expense of fixed play equipment, cost/risk and benefit analysis to be undertaken
- Safety surface – bonded mulch surfacing/wet-pour
- Seats/bins location
- British and European standards guidelines – Standards to BSEN 117/77 and PAS 30/35, NPSA, RoSPA, DOA, EU
- Association of Play Industries guidelines
- Non-standard types of equipment – risk assessment must be in place
- Play value/value for money/safety
- Suitable and sufficient risk assessments/method statements

Reference	Key Design Requirements Feature/character/content
Lower playground – boundary end with Oakhill Primary School	To suit special needs pupils aged 14 to 19 years old, with a range of special needs, including Autism, physical disability, moderate to severe learning difficulties and multi-sensory impairment
	Boundary fencing to be installed between Brookfield House Campus and Oakhill Primary School and along to school building to match boundary fencing already installed. Privacy screening to be considered Lower level metal fencing separate new playground development from existing playground area to be a lower level playground metal fencing with gate entry – colourful Levelling of groundworks in preparation for resurfacing and installation of play equipment
	Surfacing to be bonded mulch surfacing which offers wheelchair friendly drainage and allows the area to be used all year round

	Equipment to suit age range 6 years and above, with 2 x sunken trampolines with netting and 1 x basket swing hung on cantilever post – either metal or wooden (see pictures)
	Retention of existing features, i.e. trees – some natural play elements and social area
	Surfacing to be wet-pour or bonded mulch surfacing, which offers wheelchair friendly drainage and allows the area to be used all year round.
	Storage area for playground equipment

Ideas Board:



Pictures of area to be developed:



Lime Academy Hornbeam, William Morris: Special Needs School (pupils aged 6 to 19 years old), with a range of special needs, including Autism, physical disability, moderate to severe learning difficulties and multi-sensory impairment

A number of general specifications are listed below, but Tenderers should also take into account the following elements/criteria:

- Aim – to provide more play opportunities, accessible to all learners and their abilities
- Concept to be fun, challenging and exciting
- Encourages social interaction between all ages and abilities
- Offers a range of opportunities for play, which will include balance and coordination
- Makes the best use of the space available
- Is attractive to other users
- Should seek to enhance its setting within the existing landscape
- Improved access, drainage and minimal maintenance
- Employs hard-wearing natural materials such as Robina as far as possible
- New pieces of equipment in inclusive play area
- Design opportunities – fencing, land forming, trees/shrubs, mounding
- Elements of natural play – but not at the expense of fixed play equipment, cost/risk and benefit analysis to be undertaken
- Safety surface – bonded mulch surface or wet-pour
- Seats/bins location

- British and European standards guidelines – Standards to BSEN 117/77 and PAS 30/35, NPSA, RoSPA, DOA, EU
- Association of Play Industries guidelines
- Non-standard types of equipment – risk assessment must be in place
- Play value/value for money/safety
- Suitable and sufficient risk assessments/method statements

Primary Playground Development

Reference	Key Design Requirements Feature / character / content
Primary Provision - outdoor play and learning area	To suit special needs pupils aged 7 to 10 years old, with a range of special needs, including Autism, physical disability, moderate to severe learning difficulties and multi-sensory impairment
7 – 10 year olds	Current wooden boundary fencing to be removed between different zones (boundary fence between house/green area) Would consider removal of blue metal fence to make playground one area, but different zones
	Surfacing to be bonded mulch surfacing and soft pour, which offers wheelchair friendly drainage and allows the area to be used all year round
	Equipment to suit age range 6 years and above, with 1 sunken trampoline with netting, basket swing hung, climbing frame, outdoor teaching area (outdoor furniture) and raised growing beds, quiet play area
	Retention of existing features, i.e. trees – some natural play elements and social area
	Surfacing to be wet-pour or bonded mulch surfacing, which offers wheelchair friendly drainage and allows the area to be used all-year round

Ideas Board:



Pictures of area to be developed:



Secondary Playground Development

Reference	Key Design Requirements Feature/character/content
Lower playground – Outside gym (Left hand side)	To suit special needs pupils aged 14 to 19 years old, with a range of special needs, including Autism, physical disability, moderate to severe learning difficulties and multi-sensory impairment
11 – 19 year olds	Surfacing to be bonded mulch surfacing, which offers wheelchair friendly drainage and allows the area to be used all-year round
	Lower level metal fencing with gate entry to separate the outside gym from the main playground

Ideas Board:



Pictures of area to be developed:



1) The Site

The suitability of the site, upon which the play area is constructed, is the single most important design criteria. It should provide a safe and pleasant environment, and equipment should be located in the allocated position to allow efficient and effective use of the site.

The site must:

1. Be of sufficient size to safely accommodate a storage area for play equipment and to provide additional space to play away from fixed equipment
2. Be easily and safely accessible by open thoroughfares
3. Be located away from dangers such as roads, overhead cables and trees
4. Have good surface water drainage/run off from safety surfaces
5. Consider the presence of services, manhole covers, etc
6. Consider the effect on adjacent residential properties

2) The General Layout

There are a number of criteria to be considered when determining the layout of the site, some of which will be affected by the location of the site. The play area must be laid out in such a manner as to ensure:

1. Recommended Minimum Use Zones are provided around all equipment. All approved manufacturers should supply recommended areas for each piece of equipment they produce
2. Adequate space be allowed between all Minimum Use Zones and walls, fences and other equipment
3. Equipment should be positive to ensure that desire lines (i.e. the shortest distance between equipment, do not run under swings, etc). Moving equipment should generally be sited away from entrances
4. Slides should, wherever possible, be aligned from north to south to avoid glare from the sun and heating of the surface of the slide
5. Quiet areas should be provided for play away from equipment

In addition, the following factors should be considered:

- The provision of storage areas
- The provision of litter bins
- Landscaping the area

Specific Layout guidance

Tenderers are asked to visit the schools, and review and measure the areas for development to identify possible layouts for the specified equipment.

Tenderers are asked to develop their new layout using available natural landscaping, hard landscaping and boundary fencing. Levels to be adjusted as required and within funding ceiling.

3) Security and Fencing

The Primary Play area should be secured by fencing, primarily to clearly define the extent of the areas, and to ensure that learners cannot stray from the area into potentially dangerous locations, and to exclude animals and the risk of fouling. The extent of fencing necessary to ensure this will depend upon the location and nature of the site. The site must be securely fenced with:

1. Closing gates, which are wide enough to accommodate wheelchairs and grass cutting equipment (if needed)
2. Appropriate fencing
3. To re-purpose/relocate current fencing that may be moved if the development requires

4) Equipment

A range of equipment should be provided to suit various ages of learners as specified above. The equipment should conform to the following general requirements:

1. Installed by an approved contractor or competent person in accordance with manufacturer's instructions
2. Manufactured in accordance with the requirements of British Standard BS5696 or equivalent European Standard (BS EN1176: Children's Playground Equipment). Preference should be given to equipment tested in accordance with this standard and bearing the BS Kitemark or similar certificate issued under the equivalent European Standard
3. Swings shall be of a compact design (where possible) to reduce the area of safety surfacing required

Equipment shall conform to the following specified requirements:

1. Slide chutes shall be manufactured in one continuous piece, with no joints
2. Equipment incorporating slides shall provide platforms with adequate space to allow children to stand or queue

5) Surfacing

Impact absorbing material shall be provided under all moving equipment and any static equipment from which a fall of 600mm or more is possible. The use of tarmac and concrete within play areas shall be limited to such areas as pathways and bases for picnic tables and benches. Such surfaces shall be maintained in good condition.

In areas away from equipment, well drained and well-maintained grass is the ideal surfacing.

All impact absorbing material shall be moulded grass mats or an approved alternative and shall be:

1. Installed to the minimum areas specified in BS5696 or BS EN 1177: Impact absorbing playground surfacing: safety requirements and test methods
2. Be of a material, type and a thickness to meet critical fall height testing requirements of BS7188 (wet pour may be required under certain dynamic types of equipment)

Appendix B - Costings Table

Lime Academy Hornbeam - Brookfield House Campus

Item	Cost

Lime Academy Hornbeam - William Morris Campus

Item	Cost

Discount applied to the total contract cost should you be successful in securing both projects:

£ _____.