

Blenheim Drive Play Area

Tender Queries – Crib Sheet

1. Access

Q: How should access to the play area be controlled?

The park currently has two large main security gates which provide access to the park. However, these gates do not automatically close and are therefore not considered sufficient to prevent children from running out towards the adjacent road.

The Council requires the contractor to incorporate an appropriate means of controlling access from the play area, such as **internal fencing and self-closing gates, a suitable chicane, or an alternative solution** that effectively mitigates this risk.

Bidders should consider this as part of their proposed design and demonstrate how the proposed solution will provide safe and practical access while maintaining accessibility.

2. Supports and Surfacing

Q: Do all wooden posts require metal footings?

Yes. All wooden structural posts are to be installed with suitable metal footings to improve durability and longevity.

Q: Can wetpour be installed directly onto loose stone?

No. Wetpour is to be installed onto a suitable **concrete/solid base** and not directly onto loose stone.

Q: Does all equipment need to be located on wetpour, or can grass matting be used for some items?

The Council's preference is to minimise or avoid the use of grass matting.

From the Council's own experience, grass matting can become displaced or deteriorate and can require significant ongoing maintenance. Where a bidder proposes the use of grass matting, they should explain how these issues will be mitigated and provide details of the warranty covering any necessary repairs or replacement.

3. Existing Equipment

Q: Should existing play equipment be retained?

The Council's preference is **not to retain the existing play equipment** and to create a completely new play scheme.

Q: What should happen to existing equipment that is considered salvageable?

Any existing equipment considered suitable for reuse should be carefully removed and made available to **Filton Hill Primary School**.

Any subsequent installation of this equipment at the school would be undertaken by the school and is outside the scope of the Blenheim Drive project.

Q: What should happen to equipment that is not suitable for reuse?

Any equipment that is not considered suitable for reuse and requires removal as part of the project should be dealt with by the contractor.

The contractor should determine the appropriate method of disposal, and **all associated removal and disposal costs must be included within the tender price**.

4. Mounds and Spoil

Q: Can spoil from the removal of the existing mound be retained and reused to create smaller mounds within the play space?

Yes, in principle.

The Council would be happy for suitable spoil to be retained and reused to create smaller mounds within the play space, provided that these do not adversely affect visibility across the park.

Any new mounds should therefore be designed to maintain appropriate sightlines and should not create significant visual obstructions.

5. Height Restrictions and Planning

Q: What is the maximum height of play structures?

The maximum permitted height is **4 metres**.

For the purposes of determining height, the Council has been advised that the relevant ground level is the surface of the ground immediately adjacent to the structure.

The Government definition referred to by the Council's planning consultant states:

“Height: references to height (for example, the heights of the eaves on a house extension) is the height measured from ground level. (Note, ground level is the surface of the ground immediately adjacent to the building in question and would not include any addition laid on top of the ground such as decking. Where ground level is not uniform (for example if the ground is sloping), then the ground level is the highest part of the surface of the ground next to the building.)”

The final sentence is particularly relevant to the existing mound. Where a structure is located on sloping ground or an existing mound, the relevant ground level may therefore be the highest part of the ground immediately adjacent to the structure.

If the existing mound is removed, the relevant measurement would be taken from the resulting/new ground level.

The Council nevertheless recommends that bidders seek to keep all structures below 4 metres wherever reasonably practicable.

Play structures and associated equipment should be designed and positioned so that they **do not directly overlook or face neighbouring residential gardens or residents' windows**.

Bidders should consider the orientation, height and positioning of structures as part of their design to minimise overlooking and protect the privacy of nearby residents.

6. Construction Compound

Q: Can the contractor use the school field as a construction compound?

The school has confirmed that it would be happy for the contractor to utilise the school field during the **February half-term holiday** subject to suitable arrangements being agreed.

The contractor must ensure that the grass and school grounds are not damaged. Any damage caused by the contractor would be the contractor's responsibility to make good.

The contractor will be responsible for the security of all equipment, materials, tools and other items left on site overnight.

Any items left on site overnight will be **at the contractor's own risk**. The contractor must ensure that the site is adequately secured at all times and that all equipment, materials and works are protected from unauthorised access.

The contractor will be responsible for any loss, theft or damage to their equipment, materials or other items left on site.

7. Scoring and Evaluation

The tender will be evaluated against the following criteria:

Criterion	Weighting
Proposed Design	40%
Maintenance & Warranty	25%
Quality Control	10%
Sustainability	10%
Social Value	5%
Price	10%
Total	100%

Proposed Design – 40%

Particular consideration will be given to:

- Aviation-themed design.
- A **Blenheim/aircraft centrepiece** providing a strong visual "wow factor".
- Overall play value.
- Sensory play.
- Inclusive play elements.
- Educational elements.
- Accessibility.
- Durability.
- Suitability for the location and intended users.

Maintenance and Warranty – 25%

Consideration will be given to:

- Quality and durability of materials.

- Expected service life.
- Ongoing maintenance requirements.
- Warranty periods.
- Availability of replacement components.
- Protection against corrosion and deterioration.
- Whole-life value.

The Council would ideally like appropriate durable specifications for structural components, for example **hot-dip galvanised steel**, with an expected service life of approximately 20 years or more where appropriate.

Bidders should clearly state the warranties offered and any ongoing maintenance arrangements included within their proposal.

Quality Control – 10%

Consideration will be given to the quality of the proposed equipment, manufacturing and installation processes, quality assurance arrangements, relevant standards/accreditations and the bidder's experience delivering comparable projects.

Sustainability – 10%

Consideration will be given to sustainable materials, responsible sourcing, recyclability, waste reduction, durability and the overall environmental impact of the proposed scheme.

Social Value – 5%

Consideration will be given to meaningful community benefits, including potential involvement of:

- Local schools.
- Local residents.
- Community groups.
- Local employment or skills opportunities.
- Local suppliers where appropriate.

Q: What happens if the successful bidder cannot deliver the social value commitments included in its tender?

The Council expects any specific social value commitments made as part of the successful tender to be incorporated into the contract where appropriate.

The contractual arrangements, including how any failure to deliver agreed commitments will be addressed and whether any proportionate contractual remedies or penalties are appropriate, will be agreed during the contract negotiation stage.

Price – 10%

The Council's priority is to **maximise the use of the available budget to deliver the highest quality play scheme and play value possible.**

Price has therefore been given a relatively low weighting. It will be particularly relevant where two proposals offer broadly comparable specifications, quality and play value, with the lower-priced proposal providing better value for money.

8. Tree Preservation Orders (TPOs)

The Council wishes to retain **all existing trees within the Blenheim Drive Play Area.**

Confirmation has been received that **there are no Tree Preservation Orders (TPOs) currently affecting the trees within the Blenheim Drive Play Area.**

Contractors should nevertheless take appropriate precautions to protect all existing trees and their root systems during the works.

9. API Membership / Accreditation

Q: Is membership of API mandatory?

No.

The Council is happy to consider proposals based on accreditation from **other recognised and comparable organisations**, provided that the bidder can demonstrate the appropriate level of competence, experience and ability to undertake the works.

Bidders should provide details of any relevant accreditations and explain how these demonstrate their suitability for the project.

10. Delays / Bespoke Features

Q: Would a proposal be disadvantaged if a bespoke feature resulted in a longer delivery period?

Where a delay is demonstrably attributable to the bespoke nature of a proposed feature, this would not automatically disadvantage the proposal, provided that the resulting delay is reasonable.

The bidder should clearly identify any anticipated programme implications within its submission.

However, where another bidder provides a bespoke proposal of comparable quality, originality and play value that can be delivered within the originally specified programme, the proposal involving the longer delay may receive a lower score under the relevant evaluation criteria.

11. Tender Submission Format

Q: Is there a prescribed format for tender submissions?

There is no prescribed format, provided that **all relevant information required to assess the proposal is clearly conveyed to the Council/councillors**.

Bidders may choose the format they consider most appropriate. This could include a presentation, design statement, supporting written description, drawings, images or other relevant information.

A separate design statement or written description may provide an opportunity to explain aspects of the proposal in greater detail than can reasonably be covered within a presentation.

12. Head Teacher / Council Involvement

Q: Will the Head Teacher be involved in discussions about the proposed playground?

Yes. The Head Teacher will be involved in discussions regarding the playground and proposed designs.

However, the **final decision on the tender will rest with the councillors/Town Council**, in accordance with the Council's decision-making and procurement arrangements.

13. Key Tender Dates

Date	Stage
12 October 2026	Tender submission deadline
21 October 2026	Scoring and shortlisting
27 October 2026	Full Council – overview of scores and tenders; invited tenderer(s) to present proposal and participate in Q&A
29 October 2026	Full Council – award of tender and authorisation for Town Clerk to commence contract negotiations

Full Council – 27 October

The meeting will include an overview of tender scores and the tenders received. Invited tenderer(s) will be given an opportunity to present their proposal and participate in a Q&A session.

Any further queries to applicants may be dealt with in a confidential session where appropriate.

Award – 29 October

Full Council will consider awarding the tender and authorising the Town Clerk to commence negotiations and agree the contract with the successful bidder.