



PATCHWAY TOWN COUNCIL
Callicroft House, Patchway, Bristol, BS34 5DQ
www.patchwaytowncouncil.gov.uk

Thursday 31st March 2022

Dear Cllr Jon Butler, Cllr Roger Loveridge, Cllr Jo Buddharaju, Cllr Patrick Cottrell, Cllr Ken Dando, Cllr Eric Gordon, Cllr Brian Hopkinson, Cllr Peter Knight, Cllr Dayley Lawrence, Cllr Elaine Martin, Cllr Sam Scott, Cllr Toni Scott, Cllr Sanjay Shambhu, Cllr Isobel Walker and Cllr Roland Walker.

You are summonsed to attend the meeting of Patchway Town Council on Tuesday 5th April 2022 at 8pm at Callicroft House, Patchway and the agenda is provided below.

Yours sincerely,

Jack Turner BA.Hons. Cert.CILCA. PSLCC.
Town Clerk and Responsible Finance Officer

AGENDA

1. To receive questions from the members of the public present.
2. To receive any apologies for absence.
3. Declarations of Interest.
4. To consider and approve any dispensations for this meeting.
5. To approve the expenditure report and authorise payments.
6. To consider the requirements for the kitchen at the Norman Scott Park Pavilion Café and to set a budget for these requirements.
7. The Casson Centre project.
 - a) To consider the quotations for an asbestos survey at The Casson Centre.
 - b) To consider the quotations for professional services for the project.
 - i. Contract Management – Lee McGreevy QS Services
 - ii. Architect Quotation – The Bush Consultancy.
 - iii. Structural Engineer – Pro Structures.
 - iv. Overseeing Project Administration – Melrose Associates.
8. To consider the quotations for the acoustic works at Patchway Community Centre.
9. To consider the consultation for the 'Travellers Rest' site on the A38.
10. To consider re-painting the skate park area in Scott Park, with the young people of Patchway.

Patchway is Twinned with Clermont l'Herault and Gauting.





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11. To note that the next meeting of Patchway Town Council will be held on Tuesday 26th April 2022 at 7pm.
12. **To resolve that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations, the public and press be excluded during consideration of the following agenda items.**
13. To receive an update on the outstanding matters of the Patchway Community Centre Project.
14. To consider the recommendations from the Personnel Committee meeting held on Wednesday 30th March 2022.
15. To receive an update on an insurance claim.

Patchway is Twinned with Clermont l'Herault and Gauting.



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Clerk

From: David Wolstenholme <djw@melrose-assoc.co.uk>
Sent: 25 March 2022 09:48
To: Clerk
Cc: Jon Butler; Tom Partridge
Subject: RE: NSP Pavilion Kitchen

Importance: High

Hi Jack,

There is no separate contract. M&S were to provide the kitchen in accordance with the drawing previously sent to you by Tom.

The specification is based on discussions pre tender and is based on a neighbouring similar centre. I can't recall which one but I believe Tom can let you know if needed. It is a domestic quality kitchen for preparation of snacks and is described as such in the tender/ contract documents. There is a provisional sum of £10,000 for the fittings and appliances. If the intention is to up spec to a commercial kitchen, it is likely to be considerably more, probably £30K+ depending on specification of appliances etc.

Before we take this further PTC need to set a budget.

Best wishes,

David

David Wolstenholme
Mob. +44 (0)7971 792 645
email djw@melrose-assoc.co.uk

Melrose Associates

1a Trymwood Parade
Stoke Bishop
Bristol BS9 2DP

From: Clerk <clerk@patchwaytowncouncil.gov.uk>
Sent: 24 March 2022 12:54
To: David Wolstenholme <djw@melrose-assoc.co.uk>
Subject: NSP Pavilion Kitchen

Hi David,

Could you please include Aspen in your tender quotations? They have done smaller café works in our local area.

Also, please can you confirm what is in the contract for the kitchen only?

Thanks!

Best Wishes,

Jack Turner B.A (Hons), Cert. CiLCA, PSLCC.
Town Clerk and Responsible Finance Officer

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Ref: Quote No. – 6032

Unit 6 Guardian Street Industrial Estate
Warrington
WA5 1SJ

24th March 2022

For the Attention of: Jack Turner

Dear Mr Turner,

The Casson Centre, Rodway Road, Patchway, Bristol, BS34 5DQ

To carry out a Refurbishment and Demolition Survey to facilitate roof replacement works at the above address

Please note this is an intrusive survey so there may be damage caused during the course of the survey.

We will require electrical isolation prior to surveying electrical items, if we cannot gain access within the electrical items it will be presumed to contain asbestos.

Price £500.77 (Five Hundred Pounds and Seventy-Seven Pence) + VAT

High-Level Access (if required)

Price £200.00 (Two Hundred Pounds) + VAT

Project Notes & Limitations

Please see the Terms and conditions on the Armour website.

Our quotation is all-inclusive with no hidden costs.

Samples of suspected asbestos containing material will be collected in accordance with HSE Guidance Note HSG 264 (Asbestos: The Survey Guide) for laboratory analysis. All reasonable effort will be made to locate asbestos containing materials; therefore some damage to the fabric of the premises is inevitable.



Collected samples will be analysed using polarised light microscope method based on HSE Guidance Note HSG 248 (Asbestos: The analysts' guide for sampling, analysis and clearance procedures). Arrangements must be made by the client to ensure that all areas can be accessed. Areas not reasonably accessible will be identified in the report and will be presumed to contain asbestos until evidence can prove otherwise.

Once completed onsite your samples will be analysed which can take 5-7 days approximately. Once we receive the sample results from the independent analyst the survey report will follow within five working days.

The overall cost of the survey includes all of the following: - sampling, analysis of samples, travel and provision of final report.

Our quotation is all-inclusive with no hidden costs.

We require all stored items to be removed from the proposed asbestos work areas by others prior to our arrival on site. If items are not removed, restricting access to these areas at the time of the survey, this will be recorded, and such areas will be placed in the areas of no access.

The cost does not include for the provision of any site welfare or for arranging or managing site access / security etc. it is presumed that this will be provided by others.

This quotation is based on the information provided as we were not able to undertake a site assessment at the time of quoting.

We sometimes need to share the personal information we process with third parties.

While the aim of the survey is to identify all asbestos, further asbestos can be found after a soft strip. Asbestos may be found within the fabric of the building.

Proposed Method for Asbestos Survey Works

Please note that we have based our quotation on the works being undertaken during normal working hours between 8:30am and 4:30pm from Monday to Friday (Excluding Bank Holidays). Should you require us to carry out the works out of normal hours, please advise us accordingly, so that we can amend our quotation.

Prices are valid for six months from date of tender and subject to VAT at the Standard Rate and our Business Conditions of Tender.

Please note our price is strictly Net of any VAT, Main Contractors Discount (MCD) or any other reductions or adjustments unless specifically stated.

Please note if the confirmed survey is cancelled within 48 hours of the date booked, it will be subject to a £200.00 Cancellation fee. (Samples not included)



We thank you for the opportunity to provide a quotation for the work and request that if you have any queries you contact us.

Armour Analytical Services

Will Fyles
Contracts Manager
07437 998 218/ 0117 3790808

Head Office - Unit 6, Guardian Street Industrial Estate, Warrington, WA5 1SJ
07468 535 836/0117 3790808

Bristol Office – Caxton Business Park, Warmley, BS30 8XJ

Working in Partnership with Shield Services Group



TERMS AND CONDITIONS OF BUSINESS OF ARMOUR ANALYTICAL SERVICES

1 DEFINITIONS

The following expressions shall have the following meanings:

- 1.1 "Surveyor" means Armour Analytical Services Ltd of Admirals Yard, Station Road, Bristol, BS34 6LR;
- 1.2 "Client" means any person who instructs the Surveyor to provide the Services;
- 1.3 "Inspection" means the inspection of the Property for the purpose of preparing the Report;
- 1.4 "Report" means the survey report produced as a result of the Inspection;
- 1.5 "Property" means the building and other relevant areas to be inspected by the Surveyor and reported on to the Client;
- 1.6 "Date of Instruction" means the date the Services commence as notified;
- 1.7 "Services" means the surveying services as described in the Quotation and in these Terms and Conditions;
- 1.8 "ACM" means Asbestos Containing Material;
- 1.9 "Terms and Conditions" means the terms and conditions of supply of Services as set out in this document and any subsequent terms and conditions agreed in writing by the Surveyor;
- 1.10 "Agreement" means the contract between the Surveyor and the Client for the provision of the Services incorporating these Terms and Conditions.

2 GENERAL

- 2.1 These Terms and Conditions shall apply to the Agreement for the supply of Services by the Surveyor to the Client and shall any other documentation or communication between parties.
- 2.2 Any variation to the Services must be agreed in writing by a Director of Armour Analytical Services Ltd.
- 2.3 Nothing in these Terms and Conditions shall prejudice any condition or warranty, express or implied, or any legal remedy to which they may be entitled in relation to the Services, by virtue of any statute, law or regulation.

3 SERVICES AND DELIVERY

- 3.1 The Services are as described in the Quotation and in these Terms and Conditions.
- 3.2 The Services shall commence on the Date of Instruction and continue until the Services have been delivered or until terminated in terms of this Agreement.
- 3.3 Dates given for the delivery of Services are estimates only and not guaranteed. Time for delivery shall not be of the essence of the Agreement and the Surveyor shall not be held liable for any loss, costs, damages, charges or expenses caused directly or indirectly by any delay in the delivery.

4 REPORT

- 4.1 The Report shall take the form of a standard asbestos survey as requested by the Client.
- 4.2 The Report shall be delivered within 7 days from the Sample results being received unless notified otherwise notwithstanding clause 4.8
- 4.3 The Report shall be delivered to the Client by electronic e-mail.
- 4.4 In line with current legislations and supporting guidance documents, the Surveyor undertakes to locate as far as is practicable suspect ACM's. No survey can provide a complete guarantee that all asbestos has been unless a building is completely taken apart. The Client confirms acceptance of this qualification when agreeing to the Services.
- 4.5 In consideration of Condition 5.4 the Surveyor shall not accept any liability for any ACM's not identified within the Report or for any delays caused to the Client in this respect.
- 4.6 The Report is for the sole use of the Client and their appointed professional advisors only. The Client must not disclose any part thereof to any other third party without the written permission of the Surveyor.
- 4.7 The Report may advise that further specialist asbestos removal is required for which additional fees will be chargeable.

- 4.8 Delivery of the Report shall not take place until all payments for Services have been made in full.

5 INSPECTION

- 5.1 The Surveyor shall conduct the Inspection diligently but is not required to undertake any action that would risk damage to person.
- 5.2 The Surveyor shall take photographs as part of the Inspection.
- 5.3 The Client shall make clear any proposed works and any other relevant requirements prior to the commencement of any surveying to assist the Surveyor in ascertaining the extent and nature of the Inspection.
- 5.4 If the Surveyor suspects ACM's are in an area that the Client has not highlighted the Surveyor is authorised to carry out an inspection without seeking further permission from the Client.
- 5.5 The Client must make clear prior to the commencement of the Inspection any items or building components within the Property that are not to be disturbed.
- 5.6 Certain surveys may involve breaking into the fabric of the building, such as partition walls, which may create damage. Due to the small risk of un-controlled release the Surveyor may require uninterrupted access for the duration of the works. The Surveyor shall the Client of this requirement prior to the commencement of the Inspection.
- 5.7 The Surveyor shall inspect spaces up to a height of three (3) metres above ground level unless stated otherwise in the quotation. In the absence of provisions agreed by the Surveyor prior to the commencement of the Inspection for access to areas over this, only assumptions and estimates of content can be made.
- 5.8 Any areas behind suspected ACM's will not be surveyed during the Inspection in line with the Control of Asbestos Regulations which stipulates that no disturbance of suspected ACM's can occur. Any such areas shall be to contain asbestos until such time as it can be proven otherwise.
- 5.9 The Surveyor shall identify any areas that were unable to be included in the Inspection but are recommended for further investigation. The Surveyor is unable to comment on the condition of inaccessible areas.

6 CANCELLATION

The Client will be entitled to cancel this contract by notifying the Surveyor at least 48 hours before the Inspection. In case of cancellation, the Surveyor will refund any money paid by the Client for the Services, except for expenses reasonably incurred. In the case of cancellation by the Surveyor, the reason will be explained to the Client.

7 PRICE AND PAYMENT

- 7.1 The price for Services is as specified in the Quotation and excludes Value Added Tax, which will need to be added at the prevailing rate.
- 7.2 All direct costs and expenses incurred by the Surveyor in connection with the provision of the Services will be re-charged at cost or according to standard charges as described in the Quotation and are payable by the Client on production of the appropriate receipts.
- 7.3 The Client must settle all payments for Services within 14 Days from the invoice date.
- 7.4 The Client will pay interest on all late payments at a rate of 4% per annum above the base lending rate of Natwest Bank - <http://www.natwestinternational.com/nw/global/banks-base-rate.ashx>
- 7.5 The Surveyor is also entitled to recover all reasonable expenses incurred in obtaining payment from the Client where any payment due to the Surveyor is late.
- 7.6 The Client is not entitled to withhold any monies due to the Surveyor.
- 7.7 The Surveyor is entitled to vary the price to take account of:
- 7.8.1 any additional Services requested by the Client;
- 7.8.2 any additional work required to complete the Services which was not anticipated at the time;
- 7.8.3 any reasonable increase in hourly rate, if applicable; and any variation must be intimated to the Client in writing by the Surveyor.

8 CLIENT OBLIGATIONS

- 8.1 The Client agrees to cooperate with the Surveyor and shall provide any support, information and facilities to the Surveyor as may be required.

- 8.2 The Client is responsible for securing all necessary consents and approvals to enable the Surveyor to carry out the Services.
- 8.3 The Client shall ensure that any person supervising the Inspection is over 16 years of age.
- 8.4 The Client must provide any specialist access equipment required by the Surveyor to carry out the Inspection.

9 SURVEYOR OBLIGATIONS

- 9.1 The Surveyor shall supply the Services as specified in these Terms and Conditions.
- 9.2 The Surveyor shall be qualified in terms of government and industry regulations.
- 9.3 The Surveyor shall perform the Services with reasonable skill and care and to a reasonable standard and in accordance with recognised codes of practice.
- 9.4 The Surveyor shall attempt to perform the Services with the minimum damage to property, decoration, furnishings and fittings but cannot be held responsible for rectifying any such damage that may occur in the course of the Inspection.
- 9.5 The Surveyor shall hold adequate liability insurance.

10 TERMINATION

- 10.1 The Agreement shall continue until the Report has been delivered or any subsequent date as mutually agreed in writing or until terminated in accordance with these Terms and Conditions.
- 10.2 The Surveyor may terminate the Agreement if the Client fails to comply with any aspect of these Terms and Conditions.

11 DISPUTE RESOLUTION

- 11.1 In the event that the Client has a complaint regarding the standard of service that has been provided a formal complaint handling procedure shall be followed.
- 11.2 A copy of the Surveyor's complaint handling procedure is available on request.
- 11.3 Any action under the complaint handling procedure will not affect the Client's legal rights.

12 WARRANTY

Both parties warrant their authority to enter into this Agreement and have obtained all necessary approvals to do so.

13 LIMITATION OF LIABILITY

- 13.1 The Services are intended for the Client only. No liability is assumed towards any other party and nothing in the Agreement shall confer or purport to confer on any third party a benefit or right to enforce any provision of these Terms and Conditions.
- 13.2 The Surveyor shall not be liable under any circumstances to the Client or any third party for any indirect or consequential loss of profit, consequential or other economic loss suffered by the Client howsoever caused, as a result of any negligence, breach of contract, misrepresentation or otherwise.
- 13.3 Nothing in these Terms and Conditions shall exclude or limit the liability of the Surveyor for death or personal injury, however the Surveyor shall not be liable for any direct loss or damage suffered by the Client howsoever caused, as a result of any negligence, breach of contract or otherwise in excess of the sum insured under the professional indemnity insurance policy held by the Surveyor in the insurance year in which the Client's claim is first notified.

14 INDEMNITY

The Client shall indemnify the Surveyor against all claims, costs and expenses which the Surveyor may incur and which arise directly or indirectly from the Client's breach of any of its obligations under these Terms and Conditions.

15 FORCE MAJEURE

Neither party shall be liable for any delay or failure to perform any of its obligations if the delay or failure results from events or circumstances outside its reasonable control, including but not limited to acts of God, strikes, lock outs, accidents, war, fire, breakdown of plant or machinery or shortage or unavailability of raw materials from a natural source of supply, and the party shall be entitled to a reasonable extension of its obligations.

16 ASSIGNMENT



The Client shall not be entitled to assign its rights or obligations or delegate its duties under this Agreement without the prior written consent of the Surveyor.

17 RELATIONSHIP OF PARTIES

Nothing in the Agreement shall be construed as establishing or implying a partnership or joint venture between the parties or suggest that either of the parties are agent for the other.

18 THIRD PARTY RIGHTS

Nothing in these Terms and Conditions intend to or confer any rights on a third party.

19 SEVERANCE

If any term or provision of these Terms and Conditions is held invalid, illegal or unenforceable for any reason by any court of competent jurisdiction such provision shall be severed and the remainder of the provisions hereof shall continue in full force and effect as if these Terms and Conditions had been agreed with the invalid, illegal or unenforceable provision eliminated.

20 WAIVER

The failure by either party to enforce at any time or for any period any one or more of the Terms and Conditions herein shall not be a waiver of them or of the right at any time subsequently to enforce all Terms and Conditions.

21 NOTICES

Any notice to be given by either party to the other may only be served by post to the address of the other party. Delivery shall be deemed to have been served at the time at which the letter was delivered personally or if sent by post shall be deemed to have been delivered in the ordinary course of post.

22 ENTIRE AGREEMENT

These Terms and Conditions supersede any previous agreements, arrangements, documents or other undertakings either written or oral.

23 GOVERNING LAW

These Terms and Conditions shall be governed by and construed in accordance with the law of England and Wales.

SMITHS

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Smith's(Gloucester) Limited

Head Office: Alkerton Court, Eastington, Stonehouse, Gloucestershire GL10 3AQ

Tel: 01453 822227 Fax: 01453 825558

www.smiths-gloucester.co.uk

Our Ref: SC/1678

Your Ref: JT

Patchway Town Council
Callicroft House
Rodway Road
Patchway
Bristol
BS34 5DQ

25th March 2022

For the attention of Mr. Jack Turner,

Dear Sir,

Ref: Targeted Refurbishment / Demolition Asbestos Survey: Roof & Roof Void Area
Casson Centre, Rodway Road, Patchway, Bristol, BS34 5DQ

We thank you for your recent enquiry and are pleased to enclose our detailed quotation.

Specification

1. Complete a Targeted Refurbishment / Demolition Asbestos Survey of specified areas to comply with HSG264 of the above, including full written report.

Quotation Figure: £315.00 + VAT

2. Optional Additional Cost:

Reassurance air testing	£320.00 (max. 6nr sample pumps) + VAT
High-level access above 3m	Available on request
Trial holes:	Available on request
Core holes:	Available on request

Scope of Survey

As per the following list of rooms/areas

1. Outside Roof Area As Directed
2. Ceiling Void Area As Directed

Survey Conditions

- The survey to be completed during standard working hours. (08.00 to 17.00), including travelling time.
- Any recall to site due to areas not being accessed on the day of the planned visit may incur additional costs.

- The scope / specified areas of the targeted survey will not change on the day of the planned visit
- No allowance has been made for any making good.
- No allowance has been made for any investigation works below slab.
- No allowance has been made for bringing a licensed asbestos contractor (if required) to view behind licensable materials.
- We assume that we can reach everything with a 3m ladder and have made no provision for the use of specialist access equipment.
- The client to supply keys and/or access codes to allow access to the site.
- The client to ensure prior approval to access areas of a sensitive or secure nature.
- The client confirms the buildings/locations are in a satisfactory and safe condition for the survey work to be undertaken.
- The client confirms that all services have been disconnected and documentation to confirm is available on request.
- All works to be carried out in accordance with Smiths' Terms & Conditions, a copy of which is available on request

Survey Conditions

Every effort will be made to identify all asbestos materials so far as is reasonably practical to do so within the scope of the targeted survey.

Survey techniques used involves trained and experienced surveyors using the combined approach with regard to visual examination.

It is always possible after a survey that asbestos based materials of one sort or another may remain unidentified in the property or areas covered by that survey.

This could be due to various reasons, including:-

- Asbestos material may be hidden or obscured by other items or cover finishes i.e. paint, over boarding, disguising etc. where this is the case then its detection will be impaired.
- Asbestos material may well be hidden as part of the structure to a building and not visible until the structure is dismantled at a later date.
- Debris from previous asbestos removal projects may well be present in some areas: general asbestos debris does not form part of this targeted survey.
- Where an area has been previously stripped of asbestos (e.g. plant rooms, ducts etc.) and new coverings added, the client should acknowledge that asbestos removal techniques have improved steadily over the years since its introduction. Most notably would be the Control of Asbestos at Work Regulations (1987) laying down certain enforceable guidelines. Asbestos removal prior to this regulation would not be of today's higher standard and therefore debris may be present below new coverings.
- The targeted survey will detail all areas accessed and all samples taken.
- Where an area is not covered by this survey it will be due to being outside the scope and specified areas, no access for one reason or another (e.g. working operatives, sensitive location or just simply no access). It may have been necessary for the limits of the surveyor's authority to be confirmed prior to the survey.

- Access for the targeted survey may be restricted for many reasons beyond our control such as height, inconvenience to others, immovable obstacles or confined space. Where electrical equipment is present and presumed in the way of the survey no access will be attempted until proof of its safe state is given. Our operatives have a duty of care under the Health and Safety at Work Act (1974) for both themselves and others.
- As a result of the survey works, any material that is found to be suspicious and in an area not detailed as part of the targeted survey scope will be treated with caution and sampled accordingly. The client will be notified of the discovery.
- Certain materials contain asbestos to varying degrees and some may be less densely contaminated at certain locations (Artex for example). Where this is the case the sample taken may not be representative of the whole product throughout.
- Where a targeted survey is carried out under the guidance of the owner of the property, or his representative, then the survey will be as per his instruction and guidance at that time. Smiths (Gloucester) Ltd. Will not accept responsibility for any asbestos found outside of these areas following the targeted survey.
- A targeted survey is carried out to areas explicitly specified by the client Smiths (Gloucester) Ltd. will not therefore accept responsibility for any asbestos found outside of these areas following the survey.
- Smith's (Gloucester) Limited cannot accept liability for loss, injury, damage or penalty issues due to errors or omissions within this report.
- Smith's (Gloucester) Limited cannot be held responsible for any damage caused as part of this targeted survey carried out on your behalf. Due to the nature and necessity of sampling for asbestos some damage is unavoidable and will be limited to just that necessary for the taking of the sample.

Retentions

All works are guaranteed and no provision has been made for withholding 'Retention Monies' against works executed and will not be accepted unless otherwise agreed in writing at tender stage, prior to acceptance of order.

Credit Terms

Smiths' standard credit terms are 30 days from date of invoice. Where no Credit Account is in place, payment will be required before the survey work commences.

We trust our estimate meets with your approval and contains sufficient information to enable you to evaluate our offer, however, should you require further information, please do not hesitate to contact us.

Yours faithfully,



Simon Cook
For and on behalf of Smiths Gloucester Ltd

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Additional Support

(Please provide any additional support costing information here)

Stage/Task	CA Time (Hours)	QS Time (Hours)	CA Hourly Rate	QS Hourly Rate	CA Total	QS Total	Combined Fee
Pre-Technical Design (Stage 3)	15	0	£32.50	£32.50	£487.50	£0.00	£487.50
Develop project Programme	4	0			£130.00	£0.00	£130.00
Liaise and advise on surveys and site investigations and the like	4	0			£130.00	£0.00	£130.00
CDM related matters	2	0			£65.00	£0.00	£65.00
Advise Client on consultant selection, appointment terms and fee structure	0	0			£0.00	£0.00	£0.00
Ensure completion of relevant structural/building/measured surveys	0	0			£0.00	£0.00	Included
Review/amend documentation as required arising from survey results	0	0			£0.00	£0.00	Included
Attend pre-application discussions where relevant	0	0			£0.00	£0.00	Included
Identify and establish specialist sub-contract requirements	0	0			£0.00	£0.00	N/A
Ensure Handover Strategy and Post Completion Services defined	2	0			£65.00	£0.00	£65.00
Define information exchange procedure and obtain Client approval	2	0			£65.00	£0.00	£65.00
Site visit specifically for Estimating purposes - in Cost Plan Fee	0	0			£0.00	£0.00	£0.00
Value Management interrogation of the Project Brief	0	0			£0.00	£0.00	Included
Cost Planning/Cost Progress Reports - in Cost Plan Fee	0	0			£0.00	£0.00	£0.00
Obtain design drawings from project team	1	0			£32.50	£0.00	£32.50
Cost and Design Studies	0	0			£0.00	£0.00	Included
Create/maintain a Schedule of Warranties	0	0			£0.00	£0.00	Included
Technical Design (Stage 4)	31	31	£32.50	£32.50	£1,007.50	£1,007.50	£2,015.00
Attend Design Workshops/Meetings as required	4	0			£130.00	£0.00	£130.00
Cost Planning/Monthly Cost Progress Reports	0	0			£0.00	£0.00	£0.00
Obtain tender drawings and specifications from project team	4	0			£130.00	£0.00	£130.00
Prepare Tender Documents including Preliminaries	0	10			£0.00	£325.00	£325.00
Investigate and advise on suitable tenderers for the building contract	2	0			£65.00	£0.00	£65.00
Attend pre and post tender interviews	0	0			£0.00	£0.00	Included
Pre-Tender Estimate	0	4			£0.00	£130.00	£130.00
Review, collate and issue tender documents to tenderers	4	0			£130.00	£0.00	£130.00
Issue tender amendments	0	0			£0.00	£0.00	Included
Check tender submissions including Programme and Method	2	8			£65.00	£260.00	£325.00
Tender negotiations and Value Engineering	0	2			£0.00	£65.00	£65.00
Prepare Tender Report and Recommendation	1	7			£32.50	£227.50	£260.00
Obtain Contract information	4	0			£130.00	£0.00	£130.00
Liaise with Client Legal/Insurance advisors as required	0	0			£0.00	£0.00	Included
Prepare Contract Documents	8	0			£260.00	£0.00	£260.00
Check Insurances	0	0			£0.00	£0.00	Included
Chair Pre-Contract Meeting	2	0			£65.00	£0.00	£65.00
Construction (Stage 5)	24	12	£32.50	£32.50	£780.00	£390.00	£1,170.00
Chair Site Meetings and Prepare/Distribute Minutes	8	0			£260.00	£0.00	£260.00
Change Control/Issue of Instructions	4	0			£130.00	£0.00	£130.00
Advise on EOT/Loss and Expense applications	Excluded	Excluded			Excluded	Excluded	Excluded
Interim Valuations and Certificates	2	6			£65.00	£195.00	£260.00
Employers Agent Report, Cost Exercises and Cost Reports	2	6			£65.00	£195.00	£260.00
Administer Building Contract	8	0			£260.00	£0.00	£260.00
Handover (Stages 6/7)	5	5	£32.50	£32.50	£162.50	£162.50	£325.00
Obtain manuals, documents and the like pre-Handover	2	0			£65.00	£0.00	£65.00
Defects plan and administration	2	0			£65.00	£0.00	£65.00
Agree/issue signed Statement of Final Account	0	4			£0.00	£130.00	£130.00
Final Valuation and Certificate	1	1			£32.50	£32.50	£65.00
Disbursements - Travel	130	0	£0.45	£0.45	£58.50	£0.00	£58.50
Pre and Post Contract Client Meetings	52	0			£23.40	£0.00	Included
Site Meetings, Interim Valuations and Site Visits	52	0			£23.40	£0.00	Included
Post Handover Visits	26	0			£11.70	£0.00	Included
Disbursements - Printing Documents/Specifications/Drawings					£0.00	£24.00	£24.00
1. Total Tender	75 hrs	48 hrs			£2,496.00	£1,584.00	£4,080.00

2. Percentage Fee					4.16%	2.64%	6.80%
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3. Fee Breakdown							
Stage 3 Fee (Pre-Technical Design)					£487.50	£0.00	£487.50
Stage 4 Fee (Technical Design)					£1,007.50	£1,007.50	£2,015.00
Stage 5 Fee (Construction)					£780.00	£390.00	£1,170.00
Stage 6/7 Fee (Handover)					£162.50	£162.50	£325.00
Total Expenses and Disbursements					£58.50	£24.00	£82.50
Total Fee					£2,496.00	£1,584.00	£4,080.00

7b:1

Clerk

From: Tom Partridge <tom.partridge@thebushconsultancy.com>
Sent: 21 March 2022 09:57
To: Lee McGreevy; 'David Wolstenholme'
Subject: Im220321 Fee Proposal - Casson Centre

Lee,

Sorry for the delay.

I can confirm that our fee for detailing & specifying the roof finish for the Casson Centre (and part of the Community Centre) will be £3,937.50 + VAT.

I can confirm that we will provide plan, elevations and sectional drawings for the over roofing works, together with a specification. We will confirm the requirements for the new rainwater goods to the courtyard (gutters & downpipes) and we would suggest replacement hoppers & rainwater pipes to the Rodway Road elevation. Our drawings will include for details/alterations at junctions with existing parts of the building (at the abutment with the Main Hall; parapet gutters; parapet at Callifcroft House etc). We have allowed to review the tenders, and to review the works on site through to completion.

We believe that the works have planning consent, but we would advise that a building regulations application should be made for the project. We have allowed for liasing with Building Control, but their fees will be payable by the client.

Please let me know if you or PCC require a formal fee proposal on headed paper, or whether you require any further information.

Kind regards,

Tom

Tom Partridge
Director

For and on behalf of

THE
BUSH
CONSULTANCY

T: 0117 316 0570
DD: 0117 3160571
M: 07881 825454
www.thebushconsultancy.com

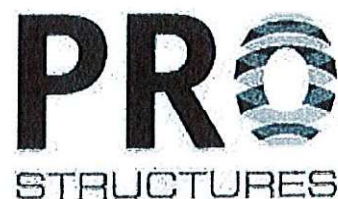
From: Lee McGreevy <lee.lmq@virginmedia.com>
Sent: 21 March 2022 07:15
To: Tom Partridge <tom.partridge@thebushconsultancy.com>; 'David Wolstenholme' <djw@melrose-assoc.co.uk>
Subject: RE: Fee Proposal - Casson Centre

Hi Tom

Will you be able to send your fee over for the above?

Regards

7biii



Our Ref: EN1938

22nd March 2022

Mr L McGreevy
Quantity Surveyor

PRO Structures Ltd
53 Westbury Hill
Westbury on Trym
Bristol BS9 3AD

+ 44 (0)117 9238777
info@prostructures.co.uk

prostructures.co.uk

Dear Lee

Re: Re-roofing works for the Patchway Casson Centre, Bristol

We are writing to submit a structural engineering fee proposal for the new re-roofing works at the Patchway Casson Centre.

We understand that the Casson Centre owners now wish to over clad the existing roof to concord with the recent over cladding contract for the main Patchway Community Centre.

PRO Structures were the structural engineers for the recent Patchway Community Centre project and as such we have a good knowledge of the likely roof defects that will be encountered, along with remediation and rectification of these details.

We understand that you will be seeking the usual structural engineering consultancy services to assist the contractor to undertake the roof over cladding works and we are tendering on this basis.

Fee Proposal (Scope of Structural Services)

- An initial site visit to view the current roof configuration with a small letter report of our structural findings. This information will be given to the tenderers for the subsequent roof timber grading stress identification works that will be required.
- We will project manage the roof timber grading stress identification works.
- We will provide tender drawings for the likely rectification works that will be needed.
- We are pricing to attend 2No. project meetings and 2No. further site visits as part of our tender.
- We will liaise with the Quantity Surveyor in relation to tender queries on the structural engineering package.
- We will respond to contractor requests for information in relation to unforeseen build issues on site.

For this scope of works, we propose a lump sum fee of **£3,500 + VAT**.

Should additional services be required from us on this project (further site visits or meetings outside of this quote) then we would be happy to assist and we propose that these services be charged on a time basis at a rate of £100/hr + VAT for a director, £70/hr for an engineer and £50/hr for a cad draughtsman.

Conditions

Work is to be carried out in accordance with our attached standard Terms and Conditions.

Other Relevant Issues

We assume that you will be engaging the services of another consultant to undertake the role of Principle Designer under the CDM regulations and not PRO Structures Ltd.

We understand that you are currently acting as the client's agent for tendering purposes and, if successful, we will be engaged directly by Patchway Town Council and not Lee McGreevy QS Services.

Payment Terms

We propose to be paid monthly by BACS transfer in accordance with the proportion of work undertaken in that month relative to the overall fee.

Disbursements (included)

1. Printing and reproduction costs limited to two paper copies.
2. Telephone, email, postal charges and travelling expenses for our site visits.

Timescale for delivery

To be agreed, but should we be successful in this tender then we shall resource accordingly to meet the required deadlines.

Should the above be of interest, we would be grateful for email confirmation that you/your client is happy to engage us for a fee of **£3,500 + VAT** in accordance with our standard Terms and Conditions.

Should you have any queries in relation to this tender please do not hesitate to contact us.

Yours sincerely



Ronald O'Connor
BSc (Hons) CEng MIStructE
Director
PRO Structures Limited

Enc.

76:V

Clerk

From: David Wolstenholme <djw@melrose-assoc.co.uk>
Sent: 24 March 2022 11:33
To: Clerk
Cc: 'Lee McGreevy'
Subject: RE: Casson Centre re-Roofing Works - Patchway

Hi Jack

My role is a watching brief so it is difficult to put a number on it. I will charge my hourly rate and expect a budget of £1500 to be sufficient.

A specialist will do the timber survey. Allow a budget of £2000.

Best wishes,

David

David Wolstenholme
Mob. +44 (0)7971 792 645
email djw@melrose-assoc.co.uk

Melrose Associates

1a Trymwood Parade
Stoke Bishop
Bristol BS9 2DP

From: Clerk <clerk@patchwaytowncouncil.gov.uk>
Sent: 23 March 2022 16:06
To: David Wolstenholme <djw@melrose-assoc.co.uk>
Subject: RE: Casson Centre re-Roofing Works - Patchway

Hi David,

Can you send through your fee proposal too please.

Also, structural timber survey, could it be done by PROSTRUCTURES?

Best Wishes,

Jack Turner B.A (Hons), Cert. CiLCA, PSLCC.
Town Clerk and Responsible Finance Officer

Patchway Town Council
Callicroft House
Rodway Road
Patchway
Bristol
BS34 5DQ

Patchway Town Council Office: 01454 868530
Direct Line: 07903 628422
Clerk@Patchwaytowncouncil.gov.uk



**PRE-SCHOOL, PATCHWAY
PHASE 1 ACOUSTIC IMPROVEMENT WORKS
TENDER REPORT AND RECOMMENDATION
PATCHWAY TOWN COUNCIL**

24th March 2022

Section	Section Contents
1	Introduction
2	Tender Documentation
3	Tender Submissions and Analysis
4	Conclusions and Recommendations
5	Further Actions

Appendix 1 - Tender Comparison Summary

Appendix 2 - Post Tender Query Responses

Appendix 3 - Tender Equalisation Summary

1.0 INTRODUCTION

1.1 Introduction

This Tender Report relates to the tender for Phase 1 of the acoustic improvement works at the Pre-School of the Patchway Town Council campus at Rodway Road, Patchway, Bristol. The works comprise the supply and installation of 18nr acoustic wall panels and 38nr acoustic ceiling panels. Works are to be undertaken during holiday periods out side of Nursery opening hours and the site will be handed to the successful Contractor with vacant possession.

It was agreed that due to the limited nature and low value of the works the project would be let on the successful Contractor's terms and conditions with any points of concern to Patchway Town Council in those terms and conditions negotiated out if required.

1.2 List of Tendering Contractors

The following companies were invited to return tenders:

Topfix Interiors Limited
D Interiors Limited
DMH Interiors Limited

All of the above companies were recommended to us by Ecophon who are the supplier of the specified acoustic panels.

2.0 TENDER DOCUMENTATION

2.1 Description of Project

A single stage tender was prepared by The Bush Consultancy and LMQS incorporating the following information:

Tender document incorporating Invitation to Tender, Pricing Document and Form of Tender
Design Drawing for Phase 1 Acoustic Works

The tender document was issued electronically to the tendering Contractors on Thursday 10th March 2022 with a return time/date of 17:00pm on Friday 18th March 2022. All Contractors confirmed receipt of the documents and their intention to submit a tender in accordance with the information contained in the Invitation to Tender.

2.2 Tender Sum Analysis/Basis of Tender

The following companies were invited to return tenders:

Topfix Interiors Limited
D Interiors Limited
DMH Interiors Limited

All of the above companies were recommended to us by Ecophon who are the supplier of the specified acoustic panels.

3.0 TENDER SUBMISSIONS AND ANALYSIS

3.1 Tender Returns

Two of the three tendering Contractors submitted a tender by the date stated in the invitation to tender. D Interiors submitted their tender on Monday 22nd March 2022, a day late. The returns based upon works being carried out during the Easter Holiday period were as follows:

Contractor	Topfix Interiors	D Interiors	DMH Interiors
Wall Finishes	£ 3,452.92	£ 3,380.00	£ 4,598.74
Ceiling Finishes	£ 12,653.60	£ 10,214.10	£ 17,296.79
Preliminaries	£ 500.00	£ -	£ 3,250.00
Hall Working Restriction	£ -	£ -	£ -
Overheads and Profit	£ -	£ -	£ -
Total Tender	£ 16,606.52	£ 13,594.10	£ 25,145.53
Programme	Not Completed	Not Completed	Not Completed
Summer Holiday Uplift	Not Completed	Not Completed	Not Completed

3.2 Initial Tender Analysis

Initial analysis of the bids highlighted the following:

Topfix Interiors Limited

- A mathematical check of their tender was undertaken and no errors were found
- No specific price inserted for undertaking Hall works during normal working hours only
- Overheads and Profit left unpriced
- Significant inconsistency in rates (due to only being able to purchase units in packs of four)
- Form of Tender not completed
- Preferred Project Duration not completed
- Method Statement not issued with tender
- Details of site management/welfare not issued with tender

DMH Interiors Limited

- Maths Check undertaken and no errors found
- Preliminaries priced as a separate item
- No specific price inserted for undertaking Hall works during normal working hours only
- Overheads and Profit left unpriced
- Commented that rates affected by only being able to purchase individual colour units in packs of four
- Due to the comment above there was significant inconsistency in rates
- Form of Tender not completed
- Preferred Project Duration not completed
- Method Statement not issued with tender
- Details of site management/welfare not issued with tender

3.0 TENDER SUBMISSIONS AND ANALYSIS

D Interiors Limited

A mathematical check of their tender was undertaken and no errors were found
Excluded Preliminaries
No specific price inserted for undertaking Hall works during normal working hours only
Overheads and Profit left unpriced
No inconsistency in rates due to only being able to purchase units in packs of four (which was a concern)
Form of Tender not completed
Preferred Project Duration not completed
Method Statement not issued with tender
Details of site management/welfare not issued with tender

3.3 Tender Correction, Adjustment and Equalisation

The following clarifications and adjustments resulting from Contractor responses to queries have been made to the tenders:

Topfix Interiors Limited

Confirmed their tender included Overheads and Profit
Require 20% Overheads and Profit on variations based on quotations
Will require a walk around the site prior to commencement of works
Confirmed their tender is net of discount
Confirmed access heights of 2300 to the Ground Floor and 3000 in the upstairs Hall were included in their tender
Confirmed they had taken into account the Hall availability
Advised that Ecophon Ceiling Panels not available for 6 weeks hence an Easter start on site is not possible
Confirmed no additional cost for a Summer Holiday start
Confirmed a Programme duration of two weeks
No commercial adjustment to their tender required
Standard Terms and Conditions were not onerous

DMH Interiors Limited

Confirmed their tender included Overheads and Profit
Require 20% Overheads and Profit on variations based on quotations
Will require a walk around the site prior to commencement of works
Confirmed their tender is net of discount
Confirmed access heights of 2300 to the Ground Floor and 3000 in the upstairs Hall were included in their tender
Confirmed they had taken into account the Hall availability
Advised that Ecophon Ceiling Panels not available for 6 weeks hence an Easter start on site is not possible
Confirmed additional costs of 0% on Labour, 10% on fixings and 14% on Soft Products for a Summer Holiday start
Confirmed a Programme duration of two weeks
No commercial adjustment to their tender required
Standard Terms and Conditions were not onerous

3.0 TENDER SUBMISSIONS AND ANALYSIS

D Interiors Limited

Have not responded to the LMQS queries so the following equalisation undertaken:

- Addition of £4,100.70 to take into account rates on coloured ceiling panels where they are supplied in units of 4nr
- Addition of £1,875.00 for Preliminaries not priced

3.4 Updated Tender Comparison

Following returns of the queries on the tenders the adjustments made to the tenders in order to provide a correct and equalised set of tenders for fair comparison result in the following final tender result:

Contractor	Topfix Interiors	D Interiors	DMH Interiors
Wall Finishes	£ 3,452.92	£ 3,380.00	£ 4,598.74
Ceiling Finishes	£ 12,653.60	£ 14,314.80	£ 17,296.79
Preliminaries	£ 500.00	£ 1,875.00	£ 3,250.00
Hall Working Restriction	£ -	£ -	£ -
Overheads and Profit	£ -	£ -	£ -
Total Tender	£ 16,606.52	£ 19,569.80	£ 25,145.53
Programme	2 Weeks Max	Unknown	2 Weeks Max
Summer Holiday Uplift	£ -	Unknown	See Above

3.5 Potential Value Engineering

If Patchway Town Council desire it will be possible to rationalise the coloured ceiling panel selections in order to reduce the value of the works. As briefly mentioned above the panels come in cartons of 4nr which means where you have 1nr Silent Stream 800 diameter panel in the tender, for example, the sub-contractor has to purchase a carton of 4nr and charge accordingly. It is therefore noticeable that where there are quantities that are not divisible by 4nr in the tender the rates are inconsistent and higher than where 4nr of a single colour is specified.

Rationalisation of the panel colours can be achieved by a meeting/call between the successful tenderer and the Architect prior to ordering of panels. LMQS has looked at the various rates in the contract and believes the following approximate savings can be achieved (the following will require confirmation from the successful tenderer):

	Topfix	DMH	D
Equalised and Corrected Tender	£16,606.52	£25,145.53	£19,569.80
3nr 800 diameter panels to be in one single colour in lieu two colours	(£750)	(£900)	(£800)
Rationalise 23nr 1200 diameter panels into quantities divisible by 4nr	(£3,000)	(£4,000)	(£3,500)
Potential Approximate Revised Tender	£12,856.52	£20,245.53	£15,269.80

4.0 CONCLUSIONS AND RECOMMENDATIONS

4.1 Introduction

The intention of this tender report is to assist Patchway Town Council, following review of the tender submissions received, on how to proceed with the appointment of a contractor to undertake the Phase 1 Acoustic Works.

Based on the adjusted and correct tender sums, as set out above, Topfix Interiors have submitted the most competitive compliant tender from a commercial perspective with no residual pricing risks and/or Provisional Sums included. In addition their standard terms and conditions for carrying out the works are acceptable and what we would expect to encounter from this type of contractor and their stated duration for undertaking the works is acceptable to the timescales of Patchway Town Council.

Whilst there are no particular risks attached to the most competitive tender we refer you to section 3.5 above confirming that rationalising quantities of various coloured panels so that they are divisible by 4 will match the unit quantities the Ecophon Solo product is sold in and will therefore result in the greatest buying efficiency, reduce/eliminate waste from unused units and result in a lower tender overall.

4.2 Recommendation

Subject to sufficient Client budget being available to undertake the works we recommend that Topfix Interiors are notified that they will be appointed to carry out the works in the Summer Holiday period due to insufficient time available to obtain materials to undertake works during the Easter holidays.

5.0 FURTHER ACTIONS

5.1 Further actions

- i) Patchway Town Council to confirm acceptance of the LMQS recommendation
- ii) LMQS to notify Topfix Interiors Limited that they have been successful
- iii) Rationalisation of quantities and colours to reduce cost and give best value to Patchway Town Council
- iv) LMQS to confirm Contract Sum, Start Date and Programme of works with Topfix Interiors Limited
- v) Patchway Town Council to place order with Topfix Interiors Limited
- vi) LMQS to notify DMH Interiors and D Interiors that they have been unsuccessful

APPENDIX 1 TENDER COMPARISON SUMMARY

Item Nr	Element/Item	Quantity	Unit	Topfix Interiors £	D Interiors £	DMH Interiors £
1	Wall Finishes			3,452.92	3,380.00	4,598.74
	Ecophon Solo wall mounted panels; White; cutting to suit; top edge level with ceiling finish; cut edges to be treated with Ecophon paint; fixing to plastered blockwork in accordance with manufacturers recommendations; to rooms RM-G-07 and 08A; as drawing nr 3576-TBC-V1-00-DR-A-0752					
1.1	1200 x 1200	4	nr	618.56	644.80	812.72
1.2	2400 x 1200	4	nr	985.20	1,019.20	1,165.52
	Ecophon Solo wall mounted panels; White; cutting to suit; top edge level with top of wall/underside of sloping ceiling; cut edges to be treated with Ecophon paint; fixing to plastered blockwork in accordance with manufacturers recommendations; to Hall; as drawing nr 3576-TBC-V1-00-DR-A-0752					
1.3	2400 x 600	4	nr	661.04	686.40	924.72
	Ecophon Solo wall mounted panels; White; cutting to suit; underside of panels set 100mm above opening; cut edges to be treated with Ecophon paint; fixing to plastered blockwork in accordance with manufacturers recommendations; to Hall; as drawing nr 3576-TBC-V1-00-DR-A-0752					
1.4	2400 x 600	6	nr	1,188.12	1,029.60	1,695.78
2	Ceiling Finishes			12,653.60	10,214.10	17,296.79
	Ecophon Solo ceiling mounted panels; White; cutting to suit; cut edges to be treated with Ecophon paint; fixing to skimmed plasterboard ceiling on timber trussed rafters in accordance with manufacturers recommendations; to Hall; as drawing nr 3576-TBC-V1-00-DR-A-0752					
2.1	2400 x 1200	12	nr	3,078.96	3,057.60	4,015.20
	Ecophon Solo ceiling mounted panels; colour as noted below; cutting to suit; cut edges to be treated with Ecophon paint; fixing to skimmed plasterboard ceiling on timber trussed rafters in accordance with manufacturers recommendations; to rooms RM-G-07, G08 and 08A; as drawing nr 3576-TBC-V1-00-DR-A-0752					
2.2	800 diameter; Volcanic Ash	2	nr	871.76	525.20	1,198.40
2.3	800 diameter; Silent Stream	1	nr	821.15	262.60	1,062.25
2.4	1200 diameter; Volcanic Ash	3	nr	991.53	830.70	1,391.88
2.5	1200 diameter; Silent Stream	6	nr	1,983.06	1,661.40	2,783.76
2.6	1200 diameter; Fresh Clover	5	nr	1,932.45	1,384.50	2,665.25
2.7	1200 diameter; Sunset Heat	4	nr	1,042.24	1,107.60	1,514.80
2.8	1200 diameter; Golden Field	5	nr	1,932.45	1,384.50	2,665.25
3	Sundry Items			500.00	0.00	3,250.00
3.1	allow for all Preliminaries costs to complete the above works including pre-commencement survey, MEWPS, welfare provision, health and safety provision, management and insurances; you will also be responsible for materials distribution, protection of works and adjacent surfaces as required, keeping the site tidy and final cleaning, rubbish removal and making good any damage on completion of the works	1	item	500.00	0.00	3,250.00
3.2	pricing adjustment for Hall works to be carried out <i>strictly</i> on Monday-Wednesday standard working hours only - no access out outside of these times will be provided (if included in rates leave pricing item blank) - restriction does not apply to RM-G-07, 08 and 08A	1	item	0.00	0.00	0.00
3.3	allow for Overheads and Profit where not included in rates above (if included in rates leave pricing item blank)		%	0.00	0.00	0.00
Total Tender for Acoustic Works				16,606.52	13,594.10	25,145.53

APPENDIX 2 POST TENDER QUERY RESPONSES

Topfix Interiors

Nr	Query	Response
Generally		
1/1	We assume that Overheads and Profit is included in your rates. Please confirm or state any adjustment to your tender.	Overheads and profit included within our rates
1/2	Please confirm the level of Overheads and Profit you will require should there be any variations to the contract based upon quotations.	Overheads and profit 20%
1/3	Please confirm the duration of works you have allowed for.	maximum 2 weeks
1/4	Please confirm what your standard working hours will be.	8am-4pm
1/5	We assume that your tender is net of discounts. Please confirm or advise the net value of your tender.	Tender is net of discount
1/6	In order to guarantee an Easter Start Date between 11/04/22-22/04/22 please confirm when Patchway Town Council would need to place an order with you.	Ecophon have confirmed that wall panels are on a 2-3 week lead time, and coloured circles are 6-8 weeks
1/7	Will you need to undertake a site inspection prior to undertaking the works?	would be advantageous
1/8	Please confirm that your price is a fixed lump sum price based on an Easter commencement date (as above).	yes
Pricing Queries		
1/9	Please confirm what your uplift would be for works to commence during the Summer Holidays rather than Easter holidays.	none required
1/10	We believe that a significant saving can be made by rationalising the quantities of the coloured ceiling panels so that they are as divisible by the 4nr carton size you have to buy them in as they can be. Before we report that to the Client do you agree with this comment?	that is correct, if the coloured panels are rationalised to pack quantities
Preliminaries Queries		
1/11	Please confirm what your lump sum of £500.00 for Preliminaries allows for.	access towers
1/12	Does your tender take into account the restricted Hall availability?	yes
Qualifications, Contract Terms and Conditions		
1/13	Please forward a copy of your payment and contract terms and conditions that would apply to the project.	attached

DMH Interiors

Nr	Query	Response
Generally		
1/1	We assume that Overheads and Profit is included in your rates. Please confirm or state any adjustment to your tender.	I can confirm our rates include for a O&P
1/2	Please confirm the level of Overheads and Profit you will require should there be any variations to the contract based upon quotations.	anything up and above what we have made allowances for will carry a cost plus 20% uplift
1/3	Please confirm your daywork rate in the event of variations to the contract.	Our daywork rate is £35 per hour
1/4	Please confirm the duration of works you have allowed for.	We have allowed for 2 weeks to complete the works
1/5	Please confirm what your standard working hours will be.	8am-4pm
1/6	We assume that your tender is net of discounts. Please confirm or advise the net value of your tender.	The value of the works is £25,145.53
1/7	In order to guarantee an Easter Start Date between 11/04/22-22/04/22 please confirm when Patchway Town Council would need to place an order with you.	Patchway town council needed to place an order 3 weeks ago to secure an April 11th start date. Products are mostly on 6 week lead time
1/8	Will you need to undertake a site inspection prior to undertaking the works?	Site inspection will be required
1/9	Please confirm that your price is a fixed lump sum price based on an Easter commencement date (as above).	11% Price increase on fixings and 14% increase on soft product as of the 1st May
Pricing Queries		
1/10	Please confirm what your uplift would be for works to commence during the Summer Holidays rather than Easter holidays.	Other than the material uplift due to annual price increase, our labour rate will remain fixed until Decemeber of this year.
Preliminaries Queries		
1/11	Please confirm what your lump sum of £3,250.00 for Preliminaries allows for.	Our Prelims make allowances for a non working manager, MEWPS, protection of sub surface, labouring, additional portable cleaning equipment
1/12	Does your tender take into account the restricted Hall availability?	A site visit will determine the restrictions as will working drawings
Qualifications, Contract Terms and Conditions		
1/13	Please forward a copy of your payment and contract terms and conditions that would apply to the project.	Once all works are completed ,DMH will require payment on completion of works via an invoice.

D Interiors

Nr	Query	Response
Generally		
1/1	We assume that Overheads and Profit is included in your rates. Please confirm or state any adjustment to your tender.	No Response.
1/2	Please confirm the level of Overheads and Profit you will require should there be any variations to the contract based upon quotations.	No Response.
1/3	Please confirm the duration of works you have allowed	No Response.
1/4	Please confirm what your standard working hours will be.	No Response.
1/5	We assume that your tender is net of discounts. Please confirm or advise the net value of your tender.	No Response.
1/6	In order to guarantee an Easter Start Date between 11/04/22-22/04/22 please confirm when Patchway Town Council would need to place an order with you.	No Response.
1/7	Will you need to undertake a site inspection prior to undertaking the works?	No Response.
1/8	Please confirm that your price is a fixed lump sum price based on an Easter commencement date (as above).	No Response.
Pricing Queries		
1/9	Are your rates correct where quantities are not equally divisible by 4nr given the issue you have identified in terms of unit numbers (i.e. supplied in packs of 4nr)?	No Response.
1/10	Please confirm what your uplift would be for works to commence during the Summer Holidays rather than Easter holidays.	No Response.
Preliminaries Queries		
1/11	Have you included for relevant preliminaries items in your tender? If not, please advise your total all-inclusive cost for the works.	No Response.
1/12	Does your tender take into account the restricted Hall availability?	No Response.
Qualifications, Contract Terms and Conditions		
1/13	Please forward a copy of your payment and contract terms and conditions that would apply to the project.	No Response.

APPENDIX 3 TENDER EQUALISATION SUMMARY

Item Nr	Element/Item	Quantity	Unit	Topfix Interiors £	D Interiors £	DMH Interiors £
1	Wall Finishes			3,452.92	3,380.00	4,598.74
	Ecophon Solo wall mounted panels; White; cutting to suit; top edge level with ceiling finish; cut edges to be treated with Ecophon paint; fixing to plastered blockwork in accordance with manufacturers recommendations; to rooms RM-G-07 and 08A; as drawing nr 3576-TBC-V1-00-DR-A-0752					
1.1	1200 x 1200	4	nr	618.56	644.80	812.72
1.2	2400 x 1200	4	nr	985.20	1,019.20	1,165.52
	Ecophon Solo wall mounted panels; White; cutting to suit; top edge level with top of wall/underside of sloping ceiling; cut edges to be treated with Ecophon paint; fixing to plastered blockwork in accordance with manufacturers recommendations; to Hall; as drawing nr 3576-TBC-V1-00-DR-A-0752					
1.3	2400 x 600	4	nr	661.04	686.40	924.72
	Ecophon Solo wall mounted panels; White; cutting to suit; underside of panels set 100mm above opening; cut edges to be treated with Ecophon paint; fixing to plastered blockwork in accordance with manufacturers recommendations; to Hall; as drawing nr 3576-TBC-V1-00-DR-A-0752					
1.4	2400 x 600	6	nr	1,188.12	1,029.60	1,695.78
2	Ceiling Finishes			12,653.60	14,314.80	17,296.79
	Ecophon Solo ceiling mounted panels; White; cutting to suit; cut edges to be treated with Ecophon paint; fixing to skimmed plasterboard ceiling on timber trussed rafters in accordance with manufacturers recommendations; to Hall; as drawing nr 3576-TBC-V1-00-DR-A-0752					
2.1	2400 x 1200	12	nr	3,078.96	3,057.60	4,015.20
	Ecophon Solo ceiling mounted panels; colour as noted below; cutting to suit; cut edges to be treated with Ecophon paint; fixing to skimmed plasterboard ceiling on timber trussed rafters in accordance with manufacturers recommendations; to rooms RM-G-07, G08 and 08A; as drawing nr 3576-TBC-V1-00-DR-A-0752					
2.2	800 diameter; Volcanic Ash	2	nr	871.76	1,035.08	1,198.40
2.3	800 diameter; Silent Stream	1	nr	821.15	941.70	1,062.25
2.4	1200 diameter; Volcanic Ash	3	nr	991.53	1,191.71	1,391.88
2.5	1200 diameter; Silent Stream	6	nr	1,983.06	2,383.41	2,783.76
2.6	1200 diameter; Fresh Clover	5	nr	1,932.45	2,298.85	2,665.25
2.7	1200 diameter; Sunset Heat	4	nr	1,042.24	1,107.60	1,514.80
2.8	1200 diameter; Golden Field	5	nr	1,932.45	2,298.85	2,665.25
3	Sundry Items			500.00	1,875.00	3,250.00
3.1	allow for all Preliminaries costs to complete the above works including pre-commencement survey, MEWPS, welfare provision, health and safety provision, management and insurances; you will also be responsible for materials distribution, protection of works and adjacent surfaces as required, keeping the site tidy and final cleaning, rubbish removal and making good any damage on completion of the works	1	item	500.00	1,875.00	3,250.00
3.2	pricing adjustment for Hall works to be carried out strictly on Monday-Wednesday standard working hours only - no access out outside of these times will be provided (if included in rates leave pricing item blank) - restriction does not apply to RM-G-07, 08 and 08A	1	item	0.00	No Tender	0.00
3.3	allow for Overheads and Profit where not included in rates above (if included in rates leave pricing item blank)		%	0.00	No Tender	0.00
Total Tender for Acoustic Works				16,606.52	19,569.80	25,145.53

Travellers Rest Public Consultation

You are invited to participate in an online public consultation regarding plans to develop the former Travellers Rest public house site, on the A38 Gloucester Road, Patchway into new affordable housing.



The consultation is hosted by
Black Box Planning on behalf of
Bromford Housing.

Bromford.

Black Box Planning

Bromford Housing are one of the UK's leading registered providers of affordable housing, with almost 45,000 homes across central and south west England. As well as managing affordable homes for those who need them, they also develop new affordable homes for rent or purchase.

The proposal at Travellers Rest will deliver 27 no. affordable 1-bed and 2-bed flats available for rent for local people in housing need as determined by South Gloucestershire Council. The local planning authority holds records of numbers of households in housing need and there is significantly high need for 1 and 2 bed properties in both Patchway and Bradley Stoke wards.

www.blackboxplanning.co.uk/travellers-rest-patchway



The proposal will involve the demolition of the former public house building and a new building constructed to reflect the existing relationship to the A38. A new amenity space and car park will be provided for residents.

We welcome any feedback, questions or suggestions that you may have.

The best way to submit comments is through our consultation webpage by **Friday 22nd April 2022.**

Alternatively, please write to us:

E-Mail - info@blackboxplanning.co.uk

Post – Attn: Travellers Rest Consultation, Black Box Planning Ltd,
Second Floor, 36 King Street, Bristol BS1 4DZ

To find out more, please visit our consultation webpage:

www.blackboxplanning.co.uk/travellers-rest-patchway

Alternatively, please scan our QR code below which will take you directly to the webpage:

Bromford.



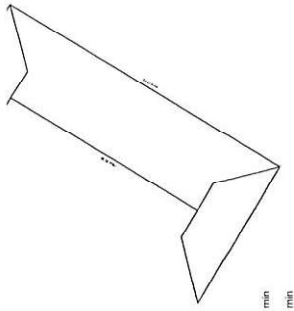
**Black Box
Planning**

NOTES

This drawing is the property of Quattro Design Architects Ltd and is not to be used for any other project without the prior written consent of Quattro Design Architects Ltd. It is to be used for the construction of the project only. It is not to be used for any other project without the prior written consent of Quattro Design Architects Ltd. It is not to be used for any other project without the prior written consent of Quattro Design Architects Ltd.

REVISIONS

REV. DATE USER CHECKED NOTES
 - 24.03.22 - JTR- RS Drawing created



	Site Boundary
	Existing Trees
	Existing Trees to be removed
	Proposed Trees
	Proposed Landscaping
	Tarmac Road
	Tarmac Footpath
	Shared Surface / Parking
	Paving
	Grass
	1200mm Railings
	1800mm Close Boarded Fence
	Entrance to Bin Storage
	2 Storey Element
	3 Storey Element



DRAWING TITLE
 Proposed Site Plan

PROJECT
 Travellers Rest, Aztec West, Patchway

CLIENT
 Bromford
 EG Carter & Co Ltd

SCALE 1:500@A3
DATE Mar 2022

DRAWING NO. 6697-F-150
REV -



Quattro Design Architects Ltd
 120, Park Road, Patchway, Bristol, BS20 7LH
 Tel: 01454 611111
 Email: info@quattroarchitects.co.uk